



**Township of Southgate
Council Meeting Agenda**

April 5, 2023

9:00 AM

Holstein Council Chambers

Pages

1. Call to Order

2. Land Acknowledgement

As we gather, we recognize and acknowledge the traditional keepers of this land with whom we share today. The Township of Southgate is a part of the traditional territories of the Anishinaabek, Six Nations of the Grand River, Saugeen Ojibway Nation, Haudenosaunee, and Saugeen Métis. The land that surrounds us is part of who we are as it reflects our histories; may we live in peace and friendship with all its diverse people.

3. Open Forum - Register in Advance

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

4. Confirmation of Agenda

Be it resolved that Council confirm the agenda as presented.

5. Declaration of Pecuniary Interest

6. Delegations & Presentations

None

7. Adoption of Minutes

9 - 28

Be it resolved that Council approve the minutes from the March 15, 2023 Council and Closed Session meetings as presented.

8. Reports of Municipal Officers

8.1 Fire Chief Derek Malynyk

8.1.1 FIRE2023-004-False Alarm Fee 29 - 30

Be it resolved that Council receive Staff Report FIRE2023-004 for information; and
That Council direct staff to bring forward an amendment to the Fees and Charges By-law No. 2022-180 Schedule B to include the approved MTO Rate at a future meeting of Council to allow for a fee to be charged when the Fire Department attends more than three false alarm calls at the same property within one calendar year.

8.2 Public Works Manager Jim Ellis

8.2.1 PW2023-008 Young Street and Hagan Street Parking Recommendations 31 - 81

Be it resolved that Council receive Staff Report PW2023-008 for information; and
That Council direct staff on which options to proceed with and the necessary processes involved, that staff may report back to Council for consideration.

8.2.2 PW2023-011 Holstein Dam Sluiceway Rehabilitation Approval 82 - 84

Be it resolved that Council receive Staff Report PW2023-011 for information; and
That Council approve the Holstein Dam Sluiceway Rehabilitation project to authorize B. M. Ross Engineering and Associates Limited to complete final design and initiate tendering process for works to be completed in 2023; and
That Council approve the Holstein Dam sluiceway rehabilitation project of \$275,000.00; and
That Council authorize the redirection of the savings on the Excavator project and the paving projects, as needed, to fund the shortfall on the Holstein Dam sluiceway rehabilitation project.

8.2.3 PW2023-013 Public Works Tender Award Recommendations 85 - 88

Be it resolved that Council receive Staff Report PW2023-013 for information; and
That Council award the 2023 Crushing Loading and Hauling 16mm Granular Material to Donegan’s Haulage in the estimated amount of \$494,510.00 plus HST; and
That Council proceed with the purchase order approval from Joe Johnson Equipment for the 2024 International HV 607 chassis with automated Labrie body for a total price of \$485,801.00 plus HS; and
That Council approves funding this purchase through the addition of \$192,186.64 plus HST to the 2024 Capital Budget for the collection truck chassis cost, and \$293,614.36 plus HST to the 2025 Capital Budget for the Labrie body cost.

8.2.4 PW2023-014 Department Report 89 - 94

Be it resolved that Council receive Staff Report PW2023-014 for information; and
That that Council approve the Hwy 10 farmland rental for the 2023 crop season to Pinebrook Farms Inc. for the total amount payment of \$22,950.00; and
That Council approve allocation of the revenue from the farmland rental towards the purchase of required land for the entrance to EcoPark Phase 2 development from Hwy 10.

8.3 Chief Administrative Officer Dina Lundy

8.3.1 CAO2023-005 Natural Heritage Review Options 95 - 120

Be it resolved that Council receive Staff Report CAO2023-005 for information; and
That Council concur with the recommendation as determined by Grey County to hire a planning ecologist to support municipal application review funded by an increase to county planning application fees and other sources as established by Grey County.

8.4 HR Manager Kayla Best

8.4.1 HR2023-005 Office Improvements 121 - 122

Be it resolved that Council receive staff report HR2023-005 for information; and

That Council approve closing the township office for two to three days in order to complete the improvements.

8.4.2 HR2023-006 Firefighter Pay Grid Update 123 - 125

Be it resolved that Council receive staff report HR2023-006 for information; and

That Council approve the updated Firefighter Pay Grid, effective January 1, 2023.

8.5 Planner Clinton Stredwick

8.5.1 PL2023-017 Flato Glenelg Part Lot Control By-law 126 - 128

Be it resolved that Council receive Staff Report PL2023-017 for information; and

That Council consider approval of By-law 2023-033.

8.5.2 By-law 2023-033 - Part Lot Control By-law Glenelg Block 128 129 - 130

Be it resolved that by-law number 2023-033 being a by-law to remove certain lands from Part Lot Control in 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.

9. By-laws and Motions

9.1 By-law 2023-032 - Wilder Lake Subdivision Street Naming By-law 131 - 133

Be it resolved that by-law number 2023-032 being a by-law to name a new road located within the Wilder Lake Subdivision in 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

10.1 Councillor Singh Soares - NOM - Equity, Diversity and Inclusion Committee 134 - 137

Be it resolved that Council direct staff to bring back a report regarding the development of an Equity, Diversity and Inclusion (EDI) Committee of Council and draft Terms of Reference with a mandate to provide guidance in equity, diversity, and inclusion initiatives within the Township of Southgate via implementation in the upcoming Community Action Plan (CAP).

11. Consent Items

11.1 Regular Business (for information)

Be it resolved that Council approve the items on the Regular Business consent agenda dated April 5, 2023 (save and except items _____) and direct staff to proceed with all necessary administrative actions.

11.1.1 FIN2023-009 2022 Members of Council and Council Appointees to Local Boards and Committees Remuneration and Expenses 138 - 157

11.1.2 PW2023-012 Dundalk Drinking Water Adverse Sodium Notification 158 - 162

11.1.3 PW2023-015 Egremont Landfill Site Status Report 2021/2022 163 - 169

11.1.4 PW2023-016 Dundalk Transfer Station and Closed Landfill Site Biennial Operations and Monitoring Report 2021/2022 170 - 178

11.1.5 2023-02-14 Community Fund Management Committee Meeting Minutes 179 - 183

11.2 Correspondence (for information)

Be it resolved that Council receive the items on the Correspondence consent agenda dated April 5, 2023 (save and except items _____) as information.

11.2.1 MMAH Correspondence - Southgate 2023 Annual Repayment Limit - Received March 13, 2023 184 - 186

11.2.2	SVCA - Approved February 16, 2023 Meeting Minutes - received March 17, 2023	187 - 191
11.2.3	GRCA Correspondence - Update re O.Reg. 596-22 - received March 21, 2023	192 - 195
11.2.4	GRCA Correspondence - Submission of Grand River CA Progress Report 4 and Inventory of Programs & Services - O.Reg 687_21 - received March 24, 2023	196
11.2.5	Minister for Seniors and Accessibility - 2023 SOTY Call for Nominations - received March 28, 2023	197 - 198
11.2.6	AORS Correspondence - Letter to Heads of Council re Enbridge Gas proposed fee - received March 29, 2023	199 - 200
11.2.7	SMART Board Minutes Feb 24 2023 - received March 29, 2023	201 - 206
11.2.8	SVCA Correspondence - 2022 Audited Financial Statements - received March 29, 2023	207 - 233
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 April 5, 2023 (save and except items _____) as information.	
11.3.1	Town of Carleton - Resolution Declaring Intimate Partner Violence and Violence Against Women an Epidemic - received March 10, 2023	234
11.3.2	Town of Petrolia - Future Accuracy of the Permanent Register of Electors - received March 15, 2023	235
11.3.3	Town of Petrolia - Call to the Provincial Government to End Homelessness in Ontario - received March 15, 2023	236 - 237
11.3.4	City of Cambridge - Barrier for Women in Politics - received March 15, 2023	238 - 239
11.3.5	Lake of Bays - Municipal Oath of Office - received March 17, 2023	240 - 242
11.3.6	Municipality of Calvin - English Public School Boards - received March 17, 2023	243 - 244

11.3.7	Township of Melancthon - Upper Grand Watershed Committee - Discontinuation of Participation	245
11.3.8	Greater Napanee - Support to Chatham-Kent reducing Municipal Insurance Costs- received March 20, 2023	246
11.3.9	Municipality of West Grey - Resolution of Support Arran-Elderslie - Tile Drainage - received March 23, 2023	247 - 250
11.3.10	Municipality of Wawa - Resolution of Support - Insurance Rates - received March 27, 2023	251

11.4 Closed Session (for information)

None

12. County Report

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

13. Members Privilege - Good News & Celebrations

14. Closed Meeting

Be it resolved that Council proceed into closed session at [TIME] in order to address matters relating to Proposed or Pending Acquisition or Disposition of Land by the Municipality or Local Board (Sec 239 (2)(c)) (Subject: Surplus lands opinion of value), Personal Matters About an Identifiable Individual, Including Municipal or Local Board Employees (Sec 239 (2)(b)), Labour Relations or Employee Negotiations (Sec 239 (2)(d)) (Subject: HR matter); and **That** HR Manager Kayla Best, Clerk Lindsey Green and Chief Administrative Officer Dina Lundy remain in attendance, as required.

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

15. Confirming By-law

252

Be it resolved that by-law number 2023-034 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 5, 2023 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].



Township of Southgate
Minutes of Council Meeting

March 15, 2023
1:00 PM
Holstein Council Chambers

Members Present: Mayor Brian Milne
Deputy Mayor Barbara Dobreen
Councillor Jason Rice
Councillor Jim Ferguson
Councillor Martin Shipston
Councillor Joan John
Councillor Monica Singh Soares

Staff Present: Dina Lundy, CAO
Lindsey Green, Clerk
Jim Ellis, Public Works Manager
William Gott, Treasurer
Bev Fisher, Chief Building Official
Derek Malynyk, Fire Chief
Clinton Stredwick, Planner
Kayla Best, HR Coordinator
Elisha Milne, Legislative Assistant
Holly Malynyk, Legislative Assistant

1. Call to Order

Mayor Milne called the meeting to order at 1:00PM.

2. Land Acknowledgement

As we gather, we recognize and acknowledge the traditional keepers of this land with whom we share today. The Township of Southgate is a part of the traditional territories of the Anishinaabek, Six Nations of the Grand River, Saugeen Ojibway Nation, Haudenosaunee, and

Saugeen Métis. The land that surrounds us is part of who we are as it reflects our histories; may we live in peace and friendship with all its diverse people.

3. Open Forum - Register in Advance

Resident Amanda Coutts, Chair of the Highpoint and Dundalk and Proton Community School Council, spoke at Open Forum regarding the parking and pick up and drop off concerns at both school locations and provided support for the potential changes and recommendations to Young and Hagan streets.

Resident Gerry McNalty spoke at Open Forum regarding the Flato Glenelg Phase 3 Subdivision proposal.

4. Confirmation of Agenda

No. 2023-104

Moved By Councillor Ferguson

Seconded By Councillor John

Be it resolved that Council confirm the agenda as amended.

Carried

5. Declaration of Pecuniary Interest

Mayor Milne declared a conflict of interest to item 9.5.1 PL2023-014 - Wilder Lake Street Naming as the developer is a family member and did not participate in the discussion or voting of the report.

6. Public Meeting

6.1 C1-23 - Norman and Saloma Martin - Con 3, Lot 21 - Geographic Township of Proton

6.1.1 Background

The Purpose of the proposed zoning bylaw amendment application is to allow for an Agricultural related use being a small scale Dry Industrial Use shop. The owners wish to add the shop to the list of permitted uses to a new Agricultural zone A1-XXX. The shop including office and power room is proposed to be up to 750m² with outside

storage of approximately 500m2.

The Effect of the proposed zoning by-law amendment would be to change the zone symbol on a portion of the subject lands from Agricultural (A1) to Agricultural exception (A1-XXX), to permit the Dry Industrial Use shop.

6.1.2 Application and Notice of Public Meeting

Clerk Lindsey Green confirmed that proper notice was given in accordance with the Planning Act.

6.1.3 Comments Received from Agencies and the Public

Planner Clinton Stredwick reviewed comments from the Township of Southgate Building Department, Township of Southgate Fire Department, the Historic Saugeen Metis, the Township of Southgate Public Works Department, the County of Grey, and the Saugeen Valley Conservation Authority. There were no comments were received from members of the public.

6.1.4 Questions from Council

Members of Council asked questions and staff provided responses.

6.1.5 Applicant or Agent

The Applicant and Agent were not in attendance to speak to the application.

6.1.6 Members of the Public to Speak

There were no members of the public in attendance to speak in support of or in opposition to the proposed application.

6.1.7 Further Questions from Council

There were no further questions from Members of Council.

6.2 C2-23 - NJM Machine Inc - Con 4 SWTSR Lot 202 to 203 - Geographic Township of Proton

6.2.1 Background

The Purpose of the proposed zoning bylaw amendment application is to expand the zoned area of the existing shop to allow for a second building to store plumbing supplies, tools, and parts. The total building area, including shop, office, storage building and power room is proposed to be up to 750m² with outside storage of approximately 500m².

The Effect of the proposed zoning by-law amendment would be to increase the size of the existing A1-308 exception zoned area to 7571m² on a portion of the subject lands.

6.2.2 Application and Notice of Public Meeting

Clerk Lindsey Green confirmed that proper notice was given in accordance with the Planning Act.

6.2.3 Comments Received from Agencies and the Public

Planner Clinton Stredwick reviewed comments from the Township of Southgate Building Department, the County of Grey, the Historic Saugeen Metis, Township of Southgate Public Works Department, and the Saugeen Valley Conservation Authority. There were no comments received from members of the public.

6.2.4 Questions from Council

Members of Council asked questions and staff provided responses.

6.2.5 Applicant or Agent

The Applicant and Agent were not in attendance to speak to the application.

6.2.6 Members of the Public to Speak

There were no members of the public in attendance to speak in support of or in opposition to the proposed application.

6.2.7 Further Questions from Council

Members of Council asked further questions and staff provided responses.

6.3 Flato Glenelg Subdivision Phase 3 - Con 2 SWTSR Part of Lots 225 and 226 - Geographic Township of Proton

6.3.1 Background

The County has received a plan of subdivision application, known as Glenelg Phase 3 (County file number 42T-2022-08) to create blocks of land for 459 residential dwellings of which are, 369 single detached dwellings, 18 semi-detached dwellings, and 72 townhouse dwelling units. Access to the site is proposed through two (2) internal connections via the extension of unnamed municipal roads (Street A and Street B) as well as the extension of Bradley Street to the south. The proposed plan of subdivision will also create a stormwater management block, parkland, and associated trail connections.

The plan of subdivision is proposed on lands that are subject to a Minister's Zoning Order (MZO), which zone the lands for residential, commercial, park, open space, environmental protection, and infrastructure uses. The proposed Plan of Subdivision reflect the MZO. The MZO was supported by the Township Council through a resolution and was approved by the Minister of Municipal Affairs and Housing on March 4, 2022.

6.3.2 Application and Notice of Public Meeting

County of Grey Planner Hiba Hussain confirmed that proper notice was given in accordance with the planning act.

6.3.3 Comments Received from Agencies and the Public

Planner Clinton Stredwick reviewed comments from multiple agencies being Enbridge Gas, Bell Canada, Hydro One, Risk Management Official, Grey County Forestry and Trails, Grey County Transportation Services, Township of Southgate, Historic Saugeen Metis, Saugeen Ojibway Nation, the Grand River Conservation Authority and the Bluewater District School Board. There were two

comments received from members of the public, being Amanda Konieczny and Gerry McNalty.

6.3.4 Questions from Council

There were no questions from Members of Council.

6.3.5 Applicant or Agent

The Applicant and Agent were both in attendance and answered questions from Members of Council. Agent, Kory Chisholm of MHBC, presented the proposal.

6.3.6 Members of the Public to Speak

There were no members of the public in attendance to speak in support of or in opposition to the proposed application.

6.3.7 Further Questions from Council

Members of Council asked further questions and staff provided responses.

6.4 Adjournment

The meeting adjourned at 2:32 PM.

Council recessed at 2:32 PM and returned at 2:43 PM.

7. Delegations & Presentations

7.1 MPAC 101 Council Orientation - Anthony Fleming, Account Manager - Grey and Bruce Counties

No. 2023-105

Moved By Deputy Mayor Dobreen

Seconded By Councillor Shipston

Be it resolved that Council receive the MPAC 101 Council Orientation presentation for information.

Carried

8. Adoption of Minutes

No. 2023-106

Moved By Councillor Ferguson

Seconded By Councillor Singh Soares

Be it resolved that Council approve the minutes from the March 1, 2023 Council and Closed Session meetings as presented.

Carried

9. Reports of Municipal Officers

9.1 Chief Administrative Officer Dina Lundy

9.1.1 CAO2023-004- OGRA Conference Ministry Delegation

No. 2023-107

Moved By Councillor Shipston

Seconded By Deputy Mayor Dobreen

Be it resolved that Council receive Staff Report CAO2023-004 for information; and

That Council direct staff to submit a Ministry delegation request to discuss the challenges surrounding natural gas servicing to current and pending development in the Township.

Carried

9.2 Clerk Lindsey Green

9.2.1 CL2023-005 - Southgate Affordable-Attainable Housing Committee – Terms of Reference and Appointment Recommendation

No. 2023-108

Moved By Councillor John

Seconded By Deputy Mayor Dobreen

Be it resolved that Council receive Staff Report CL2023-005 for information; and

That Council appoint Muriel Scott to the Southgate

Affordable-Attainable Housing Committee, effective, March 15, 2023, for the remainder of the term; and

That Council receive the recommended updates to the Affordable-Attainable Housing Committee terms of reference document and refer the terms of reference back to the committee for further discussion at a future meeting.

Carried

9.2.2 CL2023-006 – Eco Park Phase 2 – Declaring Surplus

No. 2023-109

Moved By Councillor John

Seconded By Councillor Singh Soares

Be it resolved that Council receive Staff Report CL2023-006 for information; and

That Council hereby declare the property known as Eco Park Phase 2, legally described as Part of Lots 238-240, Concession 1; and Part of Lot 238, Concession 2, Southwest of the Toronto and Sydenham Road, surplus to the needs of the Township; and

That Council waive the requirement in By-law 3-2008 to obtain a market evaluation of the land; and

That Council direct staff to provide public notice of the proposed sale of land in accordance with by-law 3-2008.

Carried

9.2.3 CL2023-007 - Upper Grand Watershed Committee Participation Recommendation

No. 2023-110

Moved By Deputy Mayor Dobreen

Seconded By Councillor Shipston

Be it resolved that Council receive Staff Report CL2023-007 for information; and

That Council direct staff to forward notice to member municipalities of the Upper Grand Watershed Committee that the Township of Southgate is discontinuing its participation in the Upper Grand Watershed Committee, effective March 15, 2023.

Carried

9.2.4 CL2023-008 - Wellington North Recreation, Parks and Leisure Committee – Agreement Amendment Approval

No. 2023-111

Moved By Councillor Shipston

Seconded By Councillor Ferguson

Be it resolved that Council receive Staff Report CL2023-008 for information; and

That Council approve By-law 2023-028, being a by-law to amend By-law 2020-020 – Wellington North Recreation agreement.

Carried

9.2.5 By-law 2023-028 - Recreation Agreement Township of Wellington North - Amend 2020-022

No. 2023-112

Moved By Deputy Mayor Dobreen

Seconded By Councillor Shipston

Be it resolved that by-law number 2023-028 being a by-law to amend by-law 2020-022, being a by-law to authorize an agreement between the Corporation of the Township of Wellington North and the Corporation of the Township of Southgate be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Carried

**9.2.6 CL2023-009-Junction Family Restaurant –
Temporary Patio Extension Approval**

No. 2023-113

Moved By Councillor Rice

Seconded By Councillor Singh Soares

Be it resolved that Council receive Staff Report CL2023-009 for information; and

That Council approves the Junction Family Restaurant’s temporary patio, located at 54 Proton Street North, Dundalk, Ontario to be ran from May 1, 2023, to October 31, 2023.

Carried

9.3 Public Works Manager Jim Ellis

**9.3.1 PW2023-009 Public Works Quotes and Tenders
Award Recommendations**

No. 2023-114

Moved By Councillor John

Seconded By Councillor Ferguson

Be it resolved that Council receive Staff Report PW2023-009 for information; and

That Council approve the recommendations to award the 2023 equipment rentals quotes as received; and

That Council approve the recommendations to award the 2023 road maintenance tenders as received from:

1. Da-Lee the 35% Liquid Dust Suppressant at \$545.09 per flake tonne and that Holland Transport be awarded the 20% Liquid Dust Suppressant at \$424.50 per flake tonne.
2. Cox Construction for the Hot Mix Asphalt Paving tender at a total project cost \$909,753.31 plus HST.

3. Winter sand supply and haul without pugmill equipment be awarded to Cox Construction in the amount of \$140,200.00 including HST.
4. Articulating grader purchase from Toromont CAT in the amount of \$569,958.00 excluding HST, and the trade-in of Unit 100 for \$35,000 plus HST.
5. Tandem plow truck tender for a 2025 International HV613 in the amount of \$399,705.93 excluding HST from Lewis Motors Sales.

Carried

9.3.2 PW2023-002 Circular Materials Ontario Master Services Agreements

No. 2023-115

Moved By Councillor Shipston

Seconded By Deputy Mayor Dobreen

Be it resolved that Council receive Staff Report PW2023-002 for information; and

That Council consider passing By-law 2023-026 regarding entering into the Circular Materials Ontario Master Services Agreement, and Statements of Work for Eligible Community Residence and Facility and Public Space Collection, Eligible Community Depot Collection, and Eligible Community Promotion and Education.

Carried

9.3.3 By-law 2023-026 Circular Material Masters Servicing Agreement

No. 2023-116

Moved By Councillor Ferguson

Seconded By Councillor John

Be it resolved that by-law number 2023-026 being a by-law to authorize a master services agreement for services

related to blue box material between Circular Materials Ontario and The Corporation of the Township of Southgate be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Carried

Deputy Mayor Dobreen moved the following motion.

No. 2023-117

Moved By Deputy Mayor Dobreen

Seconded By Councillor Rice

Be it resolved that Council proceed past 4:00 PM.

Carried

9.3.4 PW2023-008 Young Street and Hagan Street Parking Recommendations

Moved By Councillor Shipston

Seconded By Councillor John

Be it resolved that Council receive Staff Report PW2023-008 for information; and

That Council direct staff on which options to proceed with and the necessary processes involved, that staff may report back to Council for consideration.

Deputy Mayor Dobreen moved the following motion.

No. 2023-118

Moved By Deputy Mayor Dobreen

Seconded By Councillor Rice

Be it resolved that Council defer staff report PW2023-008 Young Street and Hagan Street Parking Recommendations to the April 5, 2023, regular Council meeting.

Carried

9.4 Fire Chief Derek Malynyk

9.4.1 FIRE2023-003-Designation and Regulation of Fire Routes

No. 2023-119

Moved By Deputy Mayor Dobreen

Seconded By Councillor John

Be it resolved that Council receive Staff Report FIRE2023-003 for information; and

That Council consider approval of By-law number 2023-027.

Carried

9.4.2 By-law 2023-027 - Designate and Regulate Fire Routes

No. 2023-120

Moved By Councillor Rice

Seconded By Councillor Shipston

Be it resolved that by-law number 2023-027 being a by-law to designate and regulate fire routes within the Township of Southgate be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Carried

9.5 Planner Clinton Stredwick

9.5.1 PL2023-014 - Wilder Lake Street Naming

Mayor Milne declared a conflict of interest to item 9.5.1 - PL2023-014 Wilder Lake Street Naming report, as the developer is a family member and did not participate in the

discussion or vote of the item. Mayor Milne relinquished the Chair and Deputy Mayor Dobreen assumed the Chair.

No. 2023-121

Moved By Councillor John

Seconded By Councillor Rice

Be it resolved that Council receive Staff Report PL2023-014 for information; and

That Council approve the name Viola Rock Cove for the Wilder Lake subdivision and direct the Clerk to undertake all necessary actions for notice and approval of a street naming by-law.

Carried

Mayor Milne resumed position of Chair.

9.5.2 PL2023-015 - B12-21 Development Agreement

No. 2023-122

Moved By Deputy Mayor Dobreen

Seconded By Councillor Ferguson

Be it resolved that Council receive Staff Report PL2023-015 for information; and

That Council consider approval of By-law 2023-031 authorizing the entering into a development agreement.

Carried

9.5.3 By-law 2023-031 - Development Agreement for Consent File B12-21

No. 2023-123

Moved By Councillor John

Seconded By Councillor Shipston

Be it resolved that by-law number 2023-031 being a by-law to authorize an agreement between Ian and Perseda Martin and The Corporation of the Township of Southgate be read a first, second and third time, finally passed,

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

Carried

9.6 HR Manager Kayla Best

9.6.1 HR2023-004 – 2023 Updated Employee Pay Grid

No. 2023-124

Moved By Deputy Mayor Dobreen

Seconded By Councillor John

Be it resolved that Council receive staff report HR2023-004 for information; and

That Council approve the updated Employee Pay Grid, effective January 1, 2023, to correspond with the 2023 approved budget; and

That Council approve the transition to remove Step 0 from the Employee Pay Grid effective January 1, 2024.

Carried

10. By-laws and Motions

10.1 By-law 2023-029 - Adopt Revenues and Expenses for 2023

No. 2023-125

Moved By Councillor Shipston

Seconded By Councillor John

Be it resolved that by-law number 2023-029 being a by-law to adopt the Estimates of Revenue and Expenditures for the year 2023 for the Corporation of the Township of Southgate (the "Municipality") be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Carried

Council recessed at 4:15 PM and returned at 4:22 PM.

11. Notice of Motion

None.

12. Consent Items

12.1 Regular Business (for information)

No. 2023-126

Moved By Deputy Mayor Dobreen

Seconded By Councillor Rice

Be it resolved that Council approve the items on the Regular Business consent agenda dated March 15, 2023 and direct staff to proceed with all necessary administrative actions.

Carried

12.1.1 PW2023-010 Department Report

12.1.2 2023-01-24 Approved Affordable Attainable Housing Committee Meeting Minutes

12.2 Correspondence (for information)

No. 2023-127

Moved By Councillor Shipston

Seconded By Councillor Singh Soares

Be it resolved that Council receive the items on the Correspondence consent agenda dated March 15, 2023 as information.

Carried

12.2.1 GRCA - 2023 Budget Package - received February 24, 2023

12.2.2 GRCA - 2023 Summary of Municipal Levy - received February 24, 2023

12.2.3 GRCA - General Meeting Summary - received February 24, 2023

- 12.2.4 MPP Byers and MPP Thompson - Joint News Release - Ontario Strengthening Services for Survivors of Violence - received February 24, 2023**
- 12.2.5 Upper Grand Watershed Committee - August 25, 2022 Meeting Minutes - received February 28, 2023**
- 12.2.6 Upper Grand Watershed Committee Meeting - Draft Minutes February 23, 2023 - received February 28, 2023**
- 12.2.7 SMART - February 3, 2023 SMART Board Meeting Minutes - received March 2, 2023**
- 12.2.8 Ministry of Environment, Conservation and Parks - Municipal Class Environmental Assessment Amendments - received March 6, 2023**

12.3 Resolutions of Other Municipalities (for information)

No. 2023-128

Moved By Councillor Ferguson

Seconded By Deputy Mayor Dobreen

Be it resolved that Council receive the items on the Resolutions of other Municipalities consent agenda dated March 15, 2023 as information.

Carried

- 12.3.1 Municipality of Trent Lakes - Oath of Office Resolution - received February 28, 2023**
- 12.3.2 Municipality of Chatham Kent - 2023 Reducing Municipal Insurance Costs - received March 8, 2023**
- 12.3.3 Township of Howick - Resolution re. Ontario School Board Elections - received March 8, 2023**
- 12.3.4 Municipality of Chatham Kent - Support for Bill 5 - Stopping Harassment and Abuse by Local Leaders Act - received March 9, 2023**

12.3.5 Township of Malahide - Cannabis Act - Call to Action - received March 8, 2023

12.4 Closed Session (for information)

None.

13. County Report

Mayor Milne and Deputy Mayor Dobreen provided an update to members from the last County Council meeting. More information can be found [here](#).

14. Members Privilege - Good News & Celebrations

Councillor Singh Soares wanted to remind residents that Southgate Community Connections is holding a free community dinner serving beef stew at the Dundalk Wesleyan Church on Monday March 20, 2023.

Councillor Shipston commended Economic Development Officer, Terri Murphy, for the work done on the Hopeville Kite Festival, and thanked Southgate resident, Dale Pallister, for donating the use of the land for the event.

Councillor John mentioned that JunCtian Community Initiatives, has been working with Grey Highlands Secondary school for more diversity and inclusion activities within the school and also reminded residents of JunCtian Community Initiatives Annual International Women's Day Gala in association with Southgate Economic Development department and Common Grounds Café is being held at the Dundalk Legion on Thursday March 30, 2023 starting at 7:00PM and nominations are open until March 20, 2023. Tickets are \$40 and nominees receive a free ticket, which have been donated by Flato Developments.

Mayor Milne noted that Agnes Macphail's birthday is on March 24 and the South Grey Museum is holding a birthday celebration in recognition of Agnes and is being held at the Annesley United Church in Markdale on Sunday March 26, 2023 at 2:00PM and all are invited to attend. Mayor Milne advised that he will be attending on behalf of the County or Grey and Township of Southgate as well as Deputy Mayor Dobreen.

15. Closed Meeting

No. 2023-129

Moved By Deputy Mayor Dobreen

Seconded By Councillor John

Be it resolved that Council proceed into closed session at 4:30 PM in order to address matters relating to Litigation or Potential Litigation (Sec. 239(2)(e)) (Subject: ongoing litigation), Personal Matters About an Identifiable Individual, Including Municipal or Local Board Employees (Sec 239 (2)(b)) (Subject: HR matter); and **That** Chief Building Official Bev Fisher, HR Manager Kayla Best, Clerk Lindsey Green and Chief Administrative Officer Dina Lundy remain in attendance, as required.

Carried

Council recessed at 4:30PM and returned at 4:32 PM. Chief Building Official Bev Fisher left at 5:13 PM and did not return.

No. 2023-132

Moved By Councillor Rice

Seconded By Councillor John

Be it resolved that Council come out of Closed at 5:31 PM.

Carried

Council recessed at 5:31 PM and returned at 5:32 PM.

16. Confirming By-law

No. 2023-133

Moved By Councillor Ferguson

Seconded By Deputy Mayor Dobreen

Be it resolved that by-law number 2023-030 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 March 15, 2023 be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Carried

17. Adjournment

No. 2023-134

Moved By Councillor Rice

Seconded By Councillor Ferguson

Be it resolved that Council adjourn the meeting at 5:33PM.

Carried

Mayor Brian Milne

Clerk Lindsey Green



Staff Report FIRE2023-004

Title of Report: FIRE2023-004-False Alarm Fee
Department: Fire
Council Date: April 5, 2023

Recommendation:

Be it resolved that Council receive Staff Report FIRE2023-004 for information; and

That Council direct staff to bring forward an amendment to the Fees and Charges By-law No. 2022-180 Schedule B to include the approved MTO Rate at a future meeting of Council to allow for a fee to be charged when the Fire Department attends more than three false alarm calls at the same property within one calendar year.

Background:

Since January 1, 2023, the Dundalk Fire Department has attended a commercial property within the Township of Southgate four times for false alarms. To date this has cost \$1008.32 in volunteer firefighter wages for response to these false alarms. Each time an alarm has been activated at this property the keyholder has forgotten to notify the alarm company that a contractor is on site conducting work on the suppression system.

Staff Comments:

With the expanded development of Dundalk and an increase in newly constructed buildings moving to monitored alarms the department is seeing an increase in false alarm calls. Staff are recommending that all properties within the Township of Southgate are allotted three free false alarm calls for their properties per calendar year with additional calls being billed at the approved MTO rate. False alarm calls consist of smoke alarm activation with no smoke visible, carbon monoxide alarm activation with no carbon monoxide present, alarm system malfunction, alarm system accidental activation and malicious intent/prank activation.

Responses to legitimate emergencies for these properties will not be included in the three free calls allotted to each property.

Financial Implications:

There will not be any additional financial implications 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 direct staff to bring forward an amendment to the fees and charges By-law to allow for a fee to be charged when the Dundalk Fire Department responds to more than three false alarm calls at a property within the Township of Southgate within one calendar year.

Respectfully Submitted,

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

CAO Approval: Original Signed By
Dina Lundy, CAO

Attachments:



Staff Report PW2023-008

Title of Report: PW2023-008 Young Street and Hagan Street Parking Recommendations
Department: Public Works
Branch: Transportation & Public Safety
Council Date: April 5, 2023

Recommendation:

Be it resolved that Council receive Staff Report PW2023-008 for information; and **That** Council direct staff on which options to proceed with and the necessary processes involved, that staff may report back to Council for consideration.

Background:

This report was brought to the March 15, 2023, Council Meeting, and was missing Attachment #1, Ontario School Streets Pilot Summary Report, after some discussion, this report was deferred to the next meeting to include the attachment for the April 5, 2023 Council Meeting, as per the following resolution:

Moved By Councillor Shipston

Seconded By Councillor John

Be it resolved that Council receive Staff Report PW2023- 008 for information; and **That** Council direct staff on which options to proceed with and the necessary processes involved, that staff may report back to Council for consideration.

Deputy Mayor Dobreen moved the following motion.
No. 2023-118

Moved By Deputy Mayor Dobreen

Seconded By Councillor Rice

Be it resolved that Council defer staff report PW2023- 008 Young Street and Hagan Street Parking Recommendations to the April 5, 2023, regular Council meeting. **Carried**

Parking and public safety issues have been an ongoing concern for the Proton Community School and Highpoint Elementary School and with the increase of student enrollment at both schools, has amplified the concerns.

The Proton Community School has had parking issues with congestion of vacated vehicles dotted on private property, No Parking zones and the school bus lane/parking lot issues during drop off and pick up times for some time now. Staff have received numerous resident concerns over public safety and emergency response access at the end of Young Street and Hagan Street West in particular.

Southgate By-law Enforcement has stepped up presence educating, conducting warnings and issuing parking violation tickets in the area of the Proton Community School. Currently parking is tightly constricted in the vicinity of the school.

At the September 7, 2016, Council Meeting, Council received Staff Report PW2016-090 Parking By-law with the inclusion of the following:

The new Parking By-law incorporates the prohibited parking on both sides of Young Street in Dundalk, south of Victoria Street to the most southerly limit to support the newly painted defined bicycle lanes on both sides of the street to and from the Proton Community School. The following resolution was passed:

Moved by Councillor Woodbury

Seconded by Deputy Mayor Jack

Be it resolved that Council receive staff report PW2016-090 as information relating to By-law 48-2016; and

That Council consider passing By-law 48-2016. **Carried.** No. 694-16

Hagan Street west was posted a long time ago with, "No parking is permitted on Hagan Street except for Monday to Friday 8:00am to 9:00am and 3:00pm to 4:00pm."

Parking issues and public safety concerns have also been discussed regarding the Highpoint Elementary School as well with a more recent school crossing installed with School Crossing guard on Main Street West.

The Bluewater School Board has indicated they will not be budgeting funds to expand/recreate onsite school parking and drop off. It has been discussed if a Kiss & Go could be implemented in the Proton school parking lot.

Staff Comments:

Southgate staff have met a few times now with Bluewater School Board representatives, and school principals previously, and more recently the Parent Liaison head spokesperson has become involved.

Comments regarding the Proton School from Southgate departments involved are:

Dundalk Fire:

1. Establish a Fire Route By-law, designating the route with signage.
2. During the hours of 8-9 and 3-4 Monday to Friday the fire department would respond to Hagan St and the school via Rowes Lane for direct quick access. As the major complaint seems to be the fire department getting to the location or EMS. With the street being one way as well in an emergency we could travel the opposite way if needed to get to the apartments in the case that Rowes Lane is blocked.

The following resolution was passed at the March 15, 2023 Council Meeting:

9.4.1 FIRE2023-003-Designation and Regulation of Fire Routes

No. 2023-119

Moved By Deputy Mayor Dobreen

Seconded By Councillor John

Be it resolved that Council receive Staff Report FIRE2023-003 for information; and

That Council consider approval of By-law number 2023- 027.

Carried

9.4.2 By-law 2023-027 - Designate and Regulate Fire Routes

No. 2023-120

Moved By Councillor Rice

Seconded By Councillor Shipston

Be it resolved that by-law number 2023-027 being a bylaw to designate and regulate fire routes within the Township of Southgate be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Carried

Public Works:

1. Remove the Bike Lanes on Young Street, as cyclists are required to follow traffic flow in the proper travel lane direction, allowing on street parking to be re-established on Young Street, rescinding the current Parking By-law for this area, and any parking adjustments in a new updated by-law. Propose no parking on east side of Young Street. (Attachment #1)
Mapping scheme:

Yellow = No parking which would be the north side of Hagan St, East side of Young St and would also be the south side of Hagan St. between the school driveway and Young St. (island)

Green = Parking permitted or between the hours of 8-9 am and 3-4pm, west side of Young St. as this is the curb side and the South Side of Hagan St.

Red= Fire route which would be the lane closest to the curb in the school parking lot and all of Young St south of Hagan St.

2. Hagan Street East to become a One-Way Street travelling west from the Rail Trail to Young Street, by By-law.
3. Recommendation that the school have a crossing guard at Young and Hagan, install crosswalk, hire a crossing guard.
4. Staff have investigated the purchase and installation of LED parking signage as to amplify the messaging to the forefront drivers. Signs are approximately \$3,500.00 per sign. (Attachment #3)

5. Implement a School Street, which is a concept that creates a car-free environment in front of schools at the start and/or the end of the school day to address public safety, prioritize safe walking conditions. An 880 cities pilot program could be implemented for the spring of 2023. (Attachment #2)
6. Temporary closure of Young Street at Victoria Street, during school days, permitting only buses to travel from the restricted time during the hours of 8-9 am and 3-4pm Monday to Friday. Local traffic would have to have access.
7. Future looping of Hagan Street west to Gold Street, will improve some traffic flow, dependant on development timing at the end of Gold Street for construction.

By-Law Enforcement:

1. Increase presence of By-law Enforcement Officers
2. Increase fine amounts

Financial Implications:

Financial implications would be addressed with the preferred options to be finalized, with the next report.

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 PW2023-008 for information, and that Council direct staff on which options to proceed with and the necessary processes involved, that staff may report back to Council for consideration.

Respectfully Submitted,

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

Fire Chief Approval: *Original Signed By*
Derek Malynyk, Fire Chief

Chief Building Official Approval: *Original Signed By*
Bev Fisher, CBO

CAO Approval: *Original Signed By*
Dina Lundy, CAO

Attachments:

Attachment #1 – Young & Hagan Streets mapping concept

Attachment #2 - Ontario School Streets Pilot Summary Report

Attachment #3 – LED signage example





ONTARIO SCHOOL STREETS PILOT SUMMARY REPORT



880
cities

Project Partners



8 80 Cities is a non-profit organization based in Toronto, ON. 8 80 Cities exists to create safe and happy cities that prioritize people's well-being. They work to improve the quality of life for people in cities by bringing citizens together to enhance mobility and public space so that together we can create more vibrant, healthy, and equitable communities.



This project is made possible through financial support from Green Communities Canada and the Government of Ontario. Green Communities Canada (GCC), based in Peterborough, ON has been leading a community-based climate action movement since 1995, working together with their members from across the country to advance transformative, equitable, and lasting change.



York Region District School Board (YRDSB) in partnership with the City of Markham joined the project to implement a School Street within the City of Markham. YRDSB, with support from the City and York Region, lead multiple school-based programs that encourage active school travel.

The City of Mississauga, in partnership with the Peel District School Board (PDSB), Dufferin-Peel Catholic District School Board (DPCDSB), Region of Peel and Student Transportation of Peel Region (STOPR), joined the project to implement School Streets in two neighbourhoods across the city. This pilot built from and contributed to strengthening existing programming that promotes safe and active school travel.



The City of Hamilton joined the project to implement a School Street within the city to complement existing active school travel programs operated by the city. The City of Hamilton currently coordinates the Active and Sustainable certification program, which encourages schools to create School Travel Plans.



Kingston Coalition for Active Transportation (KCAT) is a non-profit organization based in Kingston, ON. They are a Research and Advocacy group, started in 2008 as a coalition of representatives from KFL&A Public Health, City of Kingston and Queen's University - all local organizations with an interest in promoting active transportation.

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EXECUTIVE SUMMARY

Active school travel is on decline in the Greater Toronto and Hamilton Area (GTHA) and across most Canadian cities. In the Greater Toronto Area (GTA), children’s active school travel (AST) decreased by over 31% between 1986 to 2006, as travel for school shifted to a reliance on private automobiles. To address this decline in AST and improve safety for children, Green Communities Canada (GCC) and 8 80 Cities decided to investigate School Streets as a potential solution, based on the success of pilots in Europe and a few Canadian cities. School Streets create a car-free environment in front of schools at the start and/or the end of the school day to prioritize safe walking conditions for children, their caregivers and teachers.

GCC and 8 80 Cities partnered with teams in Markham, Mississauga, Hamilton and Kingston and oversaw the implementation of five School Streets pilots in the 2021-2022 school year. Each city had a unique approach to closing the street and ran for different periods of time. Results from the five School Streets across Ontario led to the development of 11 key findings and 12 recommendations.

Main Findings

School Streets:

1. Encourage walking and cycling.
2. Support community building and social connection.
3. Raise awareness of road safety issues.
4. Do not increase traffic on surrounding streets.
5. Reduce air pollution around the school during closure periods.

Planning School Streets:

1. Each School Street is site-specific.
2. A plan for project evaluation is critical for reassuring School Street critics.
3. There is no standardized municipal permit process for School Streets.
4. Municipal participation and support is a key factor for success.
5. Peer-to-peer support across School Street sites aids the planning process.

Recommendations For Future School Streets

1. Assemble a team with municipal staff, the city councilor(s), and the school.
2. Incorporate the School Street within existing AST programs.
3. Animate the School Street space.
4. Collaborate with like-minded groups to share learnings to support implementation.
5. Tell compelling stories to support the growing international movement for safer, healthier, and more climate friendly School Streets.
6. Link School Streets efforts to broader policy changes that support sustainable and active travel, placemaking, and street safety improvements.



INTRODUCTION

Green Communities Canada (GCC) and 8 80 Cities formed a partnership in September 2021 with the goal of encouraging active school travel through the implementation of three School Streets pilots in Markham, Mississauga and Hamilton. This project was entitled Ontario School Streets Pilot (OSSP) and has been developed with funding from the Government of Ontario as a part of the Ontario Active School Travel (OAST) Fund. GCC and 8 80 Cities created a working group for city and school board partners to meet and share successes and challenges in the planning process of School Streets. 8 80 Cities provided support, technical assistance, and facilitated peer-to-peer coaching and knowledge exchange for the three teams.

From September 2021 to June 2022, representatives from 8 80 Cities, Green Communities Canada, York Region District School Board (YRDSB), the City of Mississauga and the City of Hamilton met once a month to work collaboratively on launching School Streets in the three municipalities. The working group also met with city staff and non-profit workers from across Canada who had experience planning School Streets. This included representatives from a non-profit organization in Kingston, Kingston Coalition for Active Transportation (KCAT), who eventually became a permanent part of the working group.

Markham, Mississauga, Hamilton and Kingston were all able to successfully launch a School Street program in the 2021-2022 school year.

Report Purpose

This report summarizes the main findings from School Street programs across four Ontario cities in the 2021-2022 school year, and provides recommendations for the future of School Streets in Ontario.

Why Pilot School Streets?

Active school travel is on decline in the GTHA and across most Canadian cities. In the Greater Toronto Area (GTA), children’s active school travel (AST) decreased by over 31% between 1986 to 2006, as travel for school shifted to a reliance on private automobiles.¹ To address this decline in AST, GCC and 8 80 Cities decided to investigate School Streets as a potential solution, based on the success of pilots in Europe and few Canadian cities. Pilot projects are advantageous as they are shorter and scaled-down versions of the project that can help provide evidence to inform future decision-making.

What are School Streets?

School Streets are “programs that create a car-free environment in front of schools at the start and/or the end of the school day to prioritize safe walking conditions for children, their caregivers and teachers”. They involve the temporary closure of one or more streets adjacent to a school to allow a safer environment for children and parents to actively travel to and from school.

¹ [Built Environment and School Travel Mode Choice in Toronto, Canada.](#)

There are five key principles 8 80 Cities employs while implementing pilot projects. We call it the **TASTE Framework** - T stands for Temporary, A for Affordable, S for Strategic, T for Test in Real Time and E for Evidence.



TEMPORARY

Pilot projects are Temporary. The temporary nature of School Street pilots reduces the red tape and opposition and makes it easier to get buy in for the idea.



AFFORDABLE

They are Affordable. Pilot projects often use inexpensive materials to replicate the feel of the real thing, they are by nature, more affordable than permanent changes.



STRATEGIC

They should be Strategic. The goal of the School Street pilot project is to bring attention and raise awareness about active and safe school travel and lead to longer term changes in the built environment.



TEST IN REAL TIME

Pilot projects give you the opportunity to test a program or a piece of infrastructure in real time. As opposed to a rendering, people can see, feel, touch and experience the School Street Pilot in real time.



EVIDENCE

Collect Evidence. It is important to collect data during pilot projects so that you can make a strong case for further investment.

GOALS FOR THE ONTARIO SCHOOL STREETS PILOT



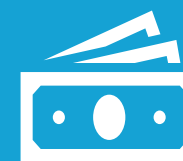
- Increase active school travel opportunities for children in Ontario



- Spark conversations about Vision Zero and safety
- Continue the conversation about School Streets



- Reduce traffic congestion around schools
- Provide a safe and fun place for children to start and end their day



- Encourage municipalities to provide more funding for School Streets and active school travel

PROJECT TIMELINE



MAY 2021 - MAY 2022 PHASE 1: PLANNING

- Project kick-off with 3 teams
- Scoping workshop with each team
- Assemble working groups
- Confirm participating schools
- Engage with the school communities
- Assemble local project committees
- Develop design, site plans and traffic management plan
- Prepare and submit permit applications
- Develop operations, monitoring and evaluation plans
- Acquire materials for the pilots
- Recruit and train operations team and volunteers
- Collect baseline school travel data



MAY - JUNE 2022 PHASE 2: IMPLEMENTATION AND ONGOING MONITORING

- Launch the School Streets
- Check-in with stakeholders and community members post implementation
- Collect school travel data while the pilot is ongoing



JUNE - OCTOBER 2022 PHASE 3: EVALUATION, REPORTING AND KNOWLEDGE SHARING

- Analyze data
- Prepare and share summary reports



Why are School Streets important?

Previous School Street pilots have discovered that the initiatives offer a multitude of benefits; including improved air quality, reduced traffic congestion, enhanced social cohesion, created opportunities for independent mobility, and increased safety. The onset of the COVID-19 pandemic also displayed that School Streets can be beneficial for schools as they create space for physical distancing. School Streets have gained recent popularity in Canada following the declining rates of children’s active travel to school and unsafe conditions surrounding schools. Currently, only 20% of Canadian students use active school travel to and from school.² Active school travel (AST) is an important source of physical activity for children and research has found that insufficient physical activity is linked to chronic diseases such as obesity,

cancer, diabetes, stroke as well as poor mental health.

In conjunction with the decline in active travel, school zones are becoming increasingly more car-dominated and thus less safe for children who walk and cycle. A recent study on dangerous student car drop-off behaviours and child pedestrian-motor vehicle collisions observed dangerous driver behaviour at 88% of the participating schools.³ In addition to this, when families use their private vehicles for school drop-off, it increases air pollution around the school. School Streets address all of these problems by limiting the traffic on the street in front of schools and prioritizing that space for people walking, cycling and rolling to school.

² [Are school-based measures of walkability and greenness associated with modes of commuting to school? Findings from student survey in Ontario, Canada.](#)

³ [Dangerous student car drop-off behaviors and child pedestrian-motor vehicle collisions: An observational study.](#)

Where have School Streets run?

School Streets originated in Italy in the 1990s to reduce traffic congestion appearing around schools. The concept was later adopted in the United Kingdom where School Streets were piloted in Camden and Hackney boroughs of London and in Edinburgh. The School Streets in the United Kingdom were widely successful with the School Street program expanding out to multiple schools in both London and Edinburgh. These pilots have run for various amounts of time, with some School Streets now acting as permanent fixtures around schools.

In Canada, a four-day School Street operated by 80 Cities was piloted in Toronto during the 2019-2020 school year. Subsequently, the City of Victoria and the City of Vancouver both pilot tested short-term School Streets,

lasting between one day and one month, respectively. The success of these pilots has led both cities to continue to plan and pilot additional School Streets across the cities. Green Action Centre in Winnipeg also piloted a School Street for 60 days from September 2020 to November 2020.

As of 2022, five additional cities have piloted School Streets during the 2021-2022 school year, including Montreal, QC, Kingston, ON, Hamilton, ON, Markham, ON and Mississauga, ON. This report will summarize the findings from the pilots across Ontario with a particular focus on the pilots in the GTHA.



Overview of School Streets Included in This Report

Site	Project Leadership	No. of School Streets	Size of School Street Closure	Duration	Frequency	Main Objectives	Programming
Hamilton	Small team of Municipal Staff	1	75m	30 minutes in the morning	Every Tuesday morning in June 2022	Increase attention and awareness of School Streets	Yes
Kingston	Non-profit made up of volunteers	1	200m	30 minutes in the morning and afternoon	Every school day in the 2021-2022 school year	Increase safety and AST	No
Markham	Team of School Board, Municipal Staff, a non-profit organization and volunteer citizen committees	1	200m	1 hour in the morning and afternoon	Every Wednesday in May 2022	Increase safety and raise awareness on the importance of AST	No
Mississauga	Team of Municipal, School Board, Regional staff and volunteer citizen committees	2	300m at each	Location 1 (Hillside): 35 minutes in the morning and 50 minutes in the afternoon Location 2 (St Alfred and Brain W Fleming): 70 minutes in the afternoon	Every school day for 3 weeks in May-June (Both sites)	Increase AST and provide public space for play	Yes



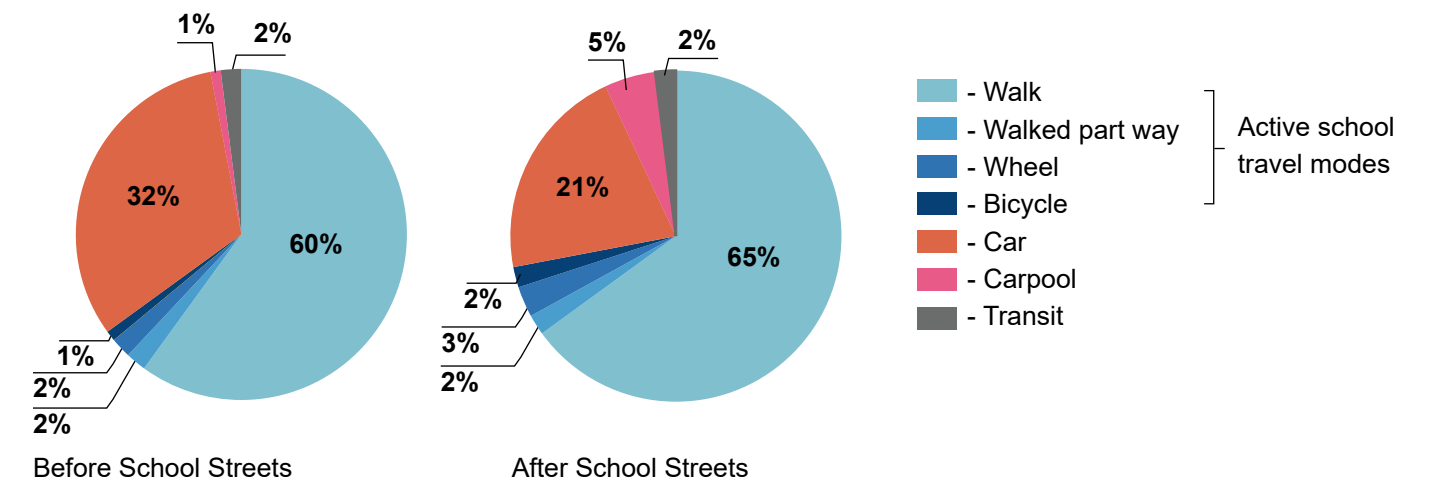


KEY FINDINGS ACROSS SITES

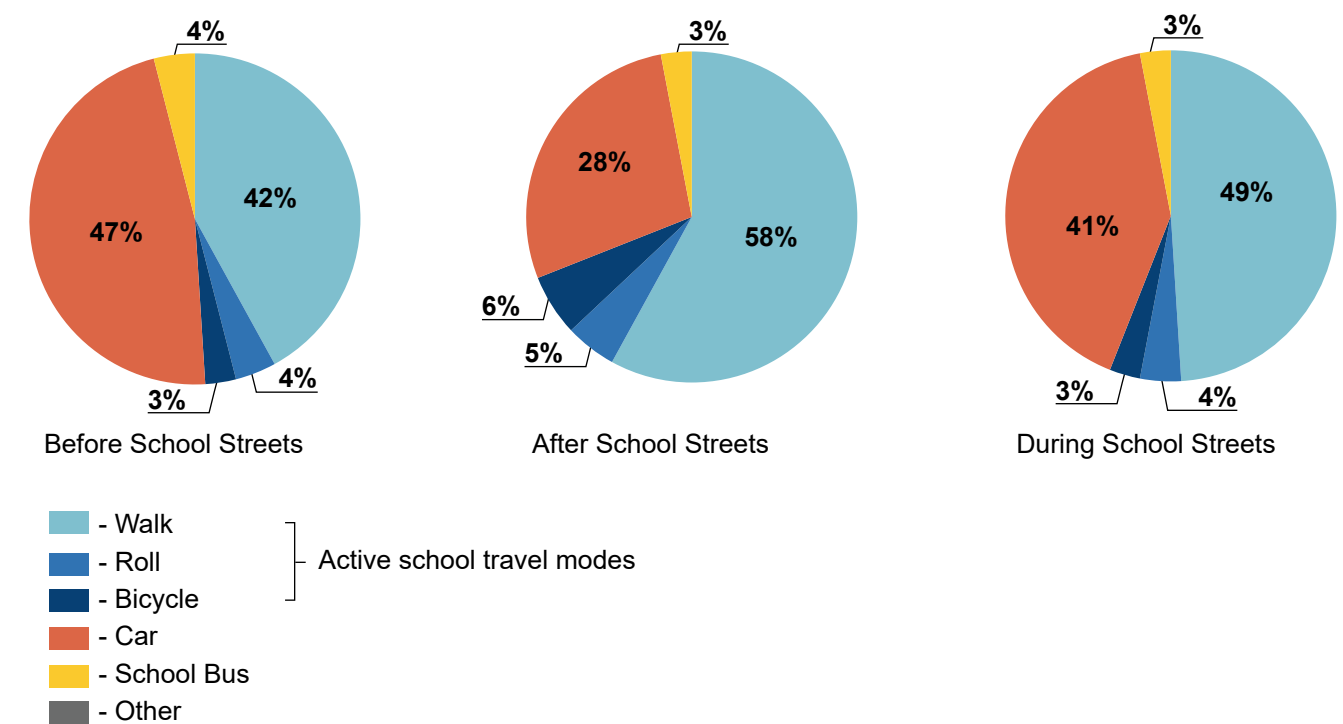


1. School Streets encourage walking and cycling

Markham, Mississauga, Hamilton and Kingston all saw an increase in active school travel during the School Street pilots. Although these increases in AST ranged from a +4% (St Alfred and Brian W. Fleming pilot in Mississauga) to over 20% (Hillside pilot in Mississauga), it is clear that School Streets do have an effect on children's travel to school. The results from Kingston also suggest that School Streets increase children's interest in cycling and walking to school and therefore could lead to even greater levels of AST in the future.



Change in active school travel rates at Hamilton School Streets



Change in active school travel rates at Mississauga School Streets (Location: Hillside Public School)



2. School Streets support community building and social connection

School Streets provide an opportunity for parents and children who may normally stay within their vehicles at school drop-off and pick-up times to meet and socialize with other community members. In Kingston, about half of parents surveyed said that the School Street allowed them to meet other parents for the first time. In Hamilton, parents and teachers expressed their enjoyment of the School Street as a space for the school community to connect and socialize. The Mississauga pilot also provided opportunity for community members to meet and work together in both the community engagement process and during the pilot.

“ One of the biggest successes of the project were the conversations that were had amongst different community stakeholders who either had worked together in the past but hadn’t for a while or were meeting for the first time. A high-level goal of the project for us was that we wanted to help build community capacity and I think we did actually achieve this. ”

– Mississauga School Streets Project Lead

“ Another positive impact is that this project brought the school community closer. ”

– Mississauga Parent

“ As a teacher, the School Street is a really nice way to connect with families outside, on the street, away from the classroom. We can step out of the teacher-parent roles and just talk person to person. ”

- Hamilton Teacher

3. School Streets raise community awareness of road safety issues



Based on the conversations with implementers across the pilot sites, it is clear that the cities are interested in continuing the conversation around active school travel and road safety after the completion of the School Street pilots. Communities and stakeholders seem to be more engaged in continuing work on pedestrian safety. In Kingston, the city created a Pedestrian Safety Working Group that is using the findings from the Kingston School Street to inform future initiatives to improve school safety. In Markham, the new relationships formed between the municipality and the School Board during the School Street pilot will likely last and together, they will continue to work on school safety and active school travel.

“ I think that the city is hungry to do more. ”

- YRDSB Staff member

The School Streets in Markham suggest an increased awareness of road safety from motorists, as there was a reduction in dangerous driving observations around the school zone during the program pilot.

In Mississauga, the awareness around road safety and active school travel spread beyond the municipality and caught the attention of many media outlets as well as many social media users. Also, the School Streets community engagement process in Mississauga created opportunities for broader active school travel conversations and safety issues to be discussed between stakeholders. Safety issues mentioned during the community engagement process are now being investigated by the city to determine how they can make the school neighbourhoods safer in the long-term. The community engagement process also led to the donation of bikes to the participating schools to help encourage AST in populations where bicycles can be less accessible.



4. School Streets do not increase traffic on surrounding streets

When implementers were engaging with the target communities, a common concern raised by community members was: “Won’t this initiative simply push traffic onto streets surrounding the School Street?” Other reports of School Streets from Europe found that this did not happen as traffic was dispersed onto multiple streets and the number of vehicles in the school community were reduced as students shifted from car travel to active transportation.

This report confirmed that School Streets are able to reduce vehicular traffic in school communities. Both School Streets in Mississauga and the School Street in Markham found that overall traffic on the School Street and surrounding streets declined while the pilot was running. Further, at all three of these School Streets, the reduction in vehicular traffic remained low and traffic counts after the pilot were lower than pre-pilot counts. This suggests that School Streets may have lasting impacts on traffic congestion in the school community even after the pilots ended.



Vehicles on streets surrounding Hillside Public School, Mississauga (Morning)



Vehicles on streets surrounding Hillside Public School, Mississauga (Afternoon)

5. School Streets improve air quality in front of schools during the closure periods



Air quality data from both School Streets in Mississauga and the School Street in Markham found that air pollution was removed and moved away from the school during the pilot periods. Children are especially vulnerable to high concentrations of air pollution, so it is important to reduce levels of air pollution in areas that children frequent. However, air quality in front of the schools seemed to return to pre-pilot quality after the pilot concluded, indicating that air quality is only improved when the pilots are in-session.

In Mississauga, **65%** of pre-pilot air pollution was removed at Hillside Public School and **42%** at Brian W. Fleming Public School.

In Markham, **42%** of pre-pilot air pollution was removed at John McCrae Public School.



Vehicles on streets surrounding John McCrae Public School (AM)



Vehicles on streets surrounding John McCrae Public School (PM)



6. Each School Street is site-specific

The five School Streets varied in size and scope depending on the needs and interests of the local communities in which they took place. For example, in Mississauga, it was decided that police would not be involved in supervising the road closure barriers, as community members expressed trepidation with police involvement due to the lived experiences of many community members. This was an important aspect of the project that would not have been addressed if the community hadn't been thoroughly engaged in the planning process.

Also, the size of the School Street should be carefully considered and determined through input from the community. In Kingston, the School Street scope included 3 blocks and was determined by the implementers. After 6 weeks of the initiative running, KCAT decided to reduce the scope of the School Street to one block based on concerns raised in the community. Additionally, Kingston, Markham and both Mississauga pilots all included the school parking lots within their School Street zone. This meant that staff vehicles had to be given exemptions to drive through the School Street. All of the implementers at these sites mentioned that they wished the School Streets had fewer vehicles and were truly car-free, however, this is not very feasible when the School Street includes driveways of private residences and school parking lots.

In Hamilton, the size of the School Street was much smaller than the other four pilots, but it was designed purposefully to exclude the school parking lot and to limit the number of private driveways in the School Street zone. This created an almost truly car-free zone for the School Street periods and allowed for free play and outdoor activities. Nonetheless, the small scope of the School Street meant that less distance in children's journey to school was within the School Street. There does not seem to be a "one-size-fits-all" approach to School Streets and therefore the size and scope of the School Street should be determined on a case-by-case basis depending on the goals of the community.

The evidence from all 4 cities highlights the importance of engaging the community within the planning process to ensure that the School Street meets the needs of the students, school staff, caregivers and residents.

7. A plan for project evaluation is critical for reassuring School Street critics



For School Streets to continue within cities it is crucial that pilot projects evaluate the initiatives to demonstrate their success. Evaluation methods should be determined based on the goals and objective of the School Street pilot and will not be the same across pilots. However, pilots included in this report also found that having an evaluation plan for the project was reassuring for those who were either unsupportive or in opposition of the School Street. Common concerns around School Streets were that they would simply push traffic congestion onto neighbouring streets or would not be effective in changing school travel habits. To address these concerns, School Street implementers can remind the community that this pilot will be evaluated and if the concerns are actualized then they will be captured in the evaluation.

8. There is no standardized municipal permit process for School Streets



School Streets require closing roads to motorists for certain periods of the day, which requires approval and permits from the municipality. However, the type of permit needed for a School Street varies between municipalities, with some requiring a road occupancy permit, a special event permit or temporary road closure permits. At the time of these pilot projects, there was no standardized approach across jurisdictions or precedent for municipalities to follow due to the novelty of School Streets.

Additionally, the Mississauga and Hamilton pilots received the approval for the road closure directly from the transportation departments in the City. In comparison, Kingston and Markham both were required to have their city councils approve the road closure permit. This is likely because the Kingston and Markham pilots were both led by organizations outside of the city and therefore the process for non-city affiliated groups to receive the appropriate permits for School Streets may require additional steps than School Streets led by the City.



Kingston City Council votes to approve School Street Closure

“ We’re lucky we had the city on board. If we didn’t then I could imagine everything being a little bit more difficult.”
 - Reena Mistry, YRDSB staff member

In Kingston, the School Street was implemented by a non-profit organization and implementers also suggested that the implementation of the School Street may not have been possible without the support from the municipality.

“ We already have a good relationship with the Transportation Services Department... I think they wanted to help us and wanted to be supportive... That certainly made implementation easier.”

- Roger Healey, Chair of KCAT

In Hamilton, the municipal staff mentioned that support from the city councilor in the target ward also helped in the implementation process. Support and involvement of City Councilors in the planning process can help in determining the best school sites for the intervention and dealing with resident concerns.



9. Municipal participation and support is a key factor for success

All the School Street pilots reviewed in this report were either led by or had support from the municipality. As mentioned, closing streets to traffic requires specific permits from the municipality and therefore having municipal staff support is critical to navigating the permit process, especially as there is no standardized permit for these types of initiatives. In Markham, implementers from the School Board emphasized the importance of collaboration between the School Board and the municipality working on the project.





10. Peer-to-peer support across School Street sites aids the planning process

The four cities involved in this pilot not only shared experiences with each other but also learned from the experiences of other School Street implementers across Canada including the Montreal Urban Ecology Centre (MEUC), the City of Vancouver, the City of Victoria and Green Action Centre (Winnipeg). All of the team leads emphasized the importance of being able to connect with other implementers and share experiences to help advance the School Street planning process. The four Ontario teams also met monthly and were able to ask each other for support and advice. Piloting a novel initiative, especially one that counters existing car culture and road use, is not easy and it's important to connect with like-minded individuals who can relate to any issues faced in the planning process.

“ We have so much knowledge just from all the [School Street] groups. One amazing thing was actually being a part of this group. We learned so much from week to week and I just hope we can do more of this ”

- YRDSB Staff Member



11. Communities are eager for more opportunities to use the road as public space



The School Streets provided opportunities for community members to re-imagine road space as a public space that is for more than just cars. From post-pilot feedback, many of the sites had community members express an interest in continuing School Street activities or to start activities at the pilot sites without programming (i.e. Kingston and Markham). From this feedback it's clear that School Streets can inspire communities to see roads in a different way and increase interest in closing roads for pedestrian-oriented public spaces.

Some of the School Street pilots captured the opportunity to use the street space as a space for free play. Free play has been shown to be crucial to children's cognitive development as well as it provides opportunities for physical activity. It's also important for children to have the chances to engage in unorganized, unstructured and child-led play. The school site seems like an obvious target for promoting this type of play as children spend so much time there and are around their peers. From feedback, it seems that children feel the same!

“I hope this will lead to more streets closed for pedestrians and community activities”

- Markham Resident

“If/when COVID finishes, it would be nice to organize some street festival kinds of things in the controlled areas for special events (e.g., marking orange shirt day, celebrating pride month)”

- Kingston parent

“Events that bring the community together [would improve the School Street]”

- Markham community member

“It was fun. We liked being outside and walking on the road. We want to do it again in the fall and next spring.”

- Mississauga student

“MORE SIDEWALK GAMES”

- Markham student



RECOMMENDATIONS

FOR PLANNING A SCHOOL STREET



1. Assemble a team with involvement from Municipal Staff, the City Councillor and the School

Based on the findings in this report, it's clear that the City's support is instrumental to a successful School Street pilot. Those interested in School Streets are encouraged to engage with the Municipality early in the planning process so that the City is signed on as a key partner or as a leader in the School Street project. This report reveals that permit processes are simplified when the City is leading the project and that working within different City departments can bring new opportunities and ideas to the project.

It's also crucial to ensure that there aren't redundancies in the work being done by the School Board, the Municipality and the School Street team and this can be avoided when all groups are consulted and involved in the planning process. Some of the Municipalities and School Boards have decided to situate School Streets within their existing policy documents including Active Transportation Master Plans, Pedestrian Safety Strategies, Vision Zero Strategies or Transportation Master Plans. Teams should encourage the incorporation of School Streets into guiding documents to help set precedent across the city and/or region and to ensure there is accountability to implement School Streets.

2. Incorporate the School Street within existing Active School Travel programs



To ensure travel mode shifts are maintained and safety benefits are felt beyond the School Street zone, it is recommended that the program is situated among existing AST programming run by both the Municipality and School Board. Many of the pilots reviewed in this report strategically planned School Streets in School Safety Zones and/or at schools with existing AST programs. This was done to ensure that AST will continue to be encouraged after the pilot ends.

3. Animate the School Street space



Activities and programming within the School Streets were well received in both Hamilton and Mississauga. In Kingston and Markham, activities were suggested by parents and children after the pilot had been launched. Providing programming on the School Street can provide additional opportunities for children to engage in physical activity beyond active travel to school and educational opportunities on road safety and environmental protection. At the School Streets in Mississauga,

programming was often organized and run by older students which allowed for capacity building and leadership-building opportunities for students. Therefore, animating the space with programming and activities can provide greater opportunities for physical activity and community building and should be strongly considered for future School Streets.



4. Collaborate with like-minded groups across the country to share learnings to support implementation



The School Street pilots included in this report were all part of the Ontario School Streets Pilot (OSSP) project, coordinated by Green Communities Canada and 8 80 Cities. All implementers expressed the value of having this working group where teams could share experiences and learnings in the planning and implementation process. Future School Street implementers should seek out other like-minded organizations or institutions outside of their own communities who may be interested in collaborating and sharing learnings in implementing School Streets. It is also recommended that funding should be allocated towards the creation and maintenance of working groups and for acquiring technical assistance from those who have experience in School Streets.

FOR COMMUNITY ENGAGEMENT



1. Prioritize robust community engagement that is meaningful, equitable, accessible and begins as early in the planning phase as possible

Community engagement is an essential part of the School Street planning process. Not only is it our due diligence to the community, but it is an opportunity to mobilize support for the project and to build new community connections. Across the sites, community engagement provided opportunities for people to meet and build new working relationships. In Mississauga community engagement led to the incorporation of a snack program and a bicycle donation program into the School Street project, based on identified community needs and the creation of the new connections.

To ensure community engagement is meaningful, create sessions that put the decision-making power into the hands of community members.



In the early stages, try to avoid holding 'information sessions' where the community does not have the opportunity to provide input and feedback. When you are asking the community for their input make sure that there is a commitment that their feedback will actually shape the initiative. This way community members will feel more ownership of the School Street and that they will be designed based on the future user's needs and preferences. Additionally, to guarantee that the project does address the community's needs it's also important that the community is a part of the planning process as early as possible. Determining the size of the School Street and its scope (i.e. duration School Street closure and length of the pilot) can be the most challenging part of planning a School Street. If the community is not included in this process, there will likely be conflicts with the planned operations of the School Street that your team has not anticipated. Future implementers should determine the goals, size, and scope of their School Street with the community in order to meet the needs of the community they're serving and minimize conflicts with existing uses of the space.

School Streets also offer new opportunities and working relationships which may or that can develop through their planning and implementation. Implementers at all of the sites indicated that new working relationships between municipal departments, school boards and municipalities or non-profit groups and the municipality were a positive outcome of the School Street and allowed for the incorporation of more perspectives. Future School Streets should consider community organizations and local institutions in their community whose goals align with the School Street and seek their involvement and/or input. Multi-disciplinary teams provide great value to the planning process, can increase the impact and potential reach of the project and provide lasting partnerships across sectors and/or departments.



FOR VOLUNTEER MANAGEMENT



1. Recruit a diverse volunteer team

Many School Streets, including both School Streets in Mississauga and the School Streets in Kingston and Markham, relied on the support of volunteers to operate. At all three of these pilot sites volunteer pools were made up of retirees, parents, university and college students, high school students and local community activists. The diversity in these volunteer pools meant that volunteers had varying availabilities and were able to cover different School Street shifts. It also created opportunities for community members who may never have interacted to meet for the first time, strengthening community cohesion.



2. Provide funding for honorariums or pay for School Street volunteer coordinators

When School Street volunteer pools consist of 30+ volunteers, it requires a lot of coordination from a central person to schedule shifts and find replacements when volunteers inevitably cannot make some of their shifts. Therefore, it is imperative that future School Streets, especially longer pilots, have a volunteer coordinator who can manage all scheduling and coordination. In Kingston and Mississauga, this role was done by a paid staff person based on the sheer quantity of work. If School Street pilots are planned to be longer than a few scheduled dates, it is recommended that funding is allocated for this role.

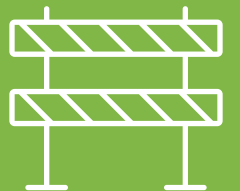
FOR MUNICIPALITIES

1. Simplify the permit process for temporary road closures



Across Canadian cities, there is growing interest in School Streets, however, this report highlighted that non-city led projects had additional requirements and more challenges obtaining road closure permits. The results of this report also indicated that School Streets inspire communities to start thinking about other ways to use the street, which may result in communities wanting to apply for additional temporary road closure permits. As streets are a public space, we recommend that municipalities simplify the process for granting temporary road closures so that School Streets and other street-rebalancing projects can be implemented more easily.

2. Standardize Road Closure Equipment for all types of road closures



All the pilots in this report used different types of equipment to close the roads to traffic based on guidance from municipalities and best practices from other School Streets. A couple of the implementers mentioned that road closure materials required for the School Streets were different from standard materials used in general road closures for events. For example, in Hamilton, vehicles were required as road closure materials for the School Street closure. Using large vehicles to close the road to cars is more costly and less inviting for children than plastic A-frame barricades used in Mississauga and Kingston. For School Streets to be more sustainable and easier to implement, municipalities need to reduce monetary barriers for equipment and ensure that School Streets are not subject to additional requirements that are not standard for traditional road closures.



3. Scale-up to longer-term pilots

To create longer-term travel behaviour change in children, it is recommended that School Street pilots run for longer durations (i.e. 6 month to 1 full school year). Brief School Street pilots are important first steps in communities to dispel fears and mobilize community support. If short pilots are well-received, then it is recommended that implementers consider long-term pilots as a next step. We also encourage municipalities and School Boards to start considering how School Streets can be implemented as a more permanent fixture around schools.



4. Incorporate School Streets into Planning Policies and/or Strategies

Expanding on the previous recommendation, it is recommended that Municipalities and School Boards begin incorporating School Streets into their strategic plans, planning policies and planning strategies such as Pedestrian Master Plans or Active Transportation Master Plans. Embedding School Streets into policy creates more accountability for implementation and provides greater legitimacy for the School Street in the eyes of the community. It is also recommended that within policy documents long-term funding be set aside for implementing School Streets and similar street rebalancing initiatives. It is difficult for implementers to plan long-term when they are constantly searching for funding opportunities to support their work.





If we continue to sit by and let the car dominate our streets and school zones, we are accepting a fate where school zones are polluted, full of traffic and where children are at risk of injury or fatality simply by travelling to and from school.

In 2020, Canada saw 47 child pedestrian fatalities and another 297 hospitalizations from incidents involving motorists. In 2022, traffic fatalities have reached a 10-year high in Ontario and bicycle fatalities are up by 300% since 2021. This year child fatalities devastated communities in Kingston, Hamilton and other municipalities across Canada, emphasizing the urgent need to intervene in the way school zones and streets are designed and operate.

Now is the time to prioritize children's right to move safely in their communities, in a way that not only supports their individual health and well being, but the health and well being of their community and planet.

Piloting school street is a great starting point for communities to take action on health, climate, air quality, and spatial equity. School Streets remind us that the streets are a public space and we have the power to collectively re-imagine them as spaces for social connection, physical activity, play, and joy!

CONCLUSION

This report reviewed the findings from 5 School Street pilots across Ontario as well as the planning and operations for each initiative. Based on this report, it is clear that in some contexts School Streets can increase active school travel, improve air quality and increase social connections. Often less documented, School Streets also proved to provide an opportunity for engaging with schools around road safety and reimagining our streets. The COVID-19 pandemic already brought about a shift in how we see and use our roads, however, this is just the beginning in reconceiving streets for children.

This report also made clear that School Streets, similar to other street rebalancing programs, are a lot of work to plan and are not without their critics. Yet, the fact that some were not satisfied or supportive of School Streets is not necessarily a suggestion that School Streets shouldn't continue. It is instead an expected response in our car-dominated society whenever the car is inconvenienced. We need to continue to push back against the prioritization of the car on our roads and use School Streets as a tool to pursue this mission.

CASE STUDIES

HAMILTON

The City of Hamilton experienced 192 pedestrian collisions and 131 cyclist collisions in 2020.¹ Based on average collision data over the past five years, it is estimated that a pedestrian is involved in a collision every 1.5 days.¹ Pedestrians and cyclists are disproportionately vulnerable to injury, with 90.7% of pedestrian collisions resulting in injury and 78.7% of cyclist collisions resulting in injury.¹ In 2021, there were 9 pedestrian fatalities in the City of Hamilton. In July of 2022, there have already been 6 pedestrian fatalities and 1 cyclist fatality.²

The City is currently working to reduce collisions involving these vulnerable road users with the goal of eliminating all collision injuries and fatalities using a Vision Zero approach. The City is working towards this goal through the implementation of community safety zones, speed reduction neighborhoods, red-light cameras and various other road safety improvement strategies. The Vision Zero approach taken by the City emphasizes that a systems-wide approach is needed to prevent traffic injuries and fatalities.

Since 2019, the City has seen a reduction in pedestrian injuries, however, children who walk and cycle are especially vulnerable to severe injuries and fatalities when they're involved in collisions, hence the City's recent focus on programs that specifically target children's safety. This focus on children's safety became an even bigger priority when an 11-year-old boy was killed in December of 2020 in Hamilton while crossing the street on his way home from school. Several strategies are being implemented and monitored across the city including the Hamilton Active and Sustainable School Transportation Charter which signifies the commitment to safe and sustainable school zones from the Hamilton-Wentworth District School Board (HWDSB), and the Hamilton-Wentworth Catholic District School Board (HWCDSD).

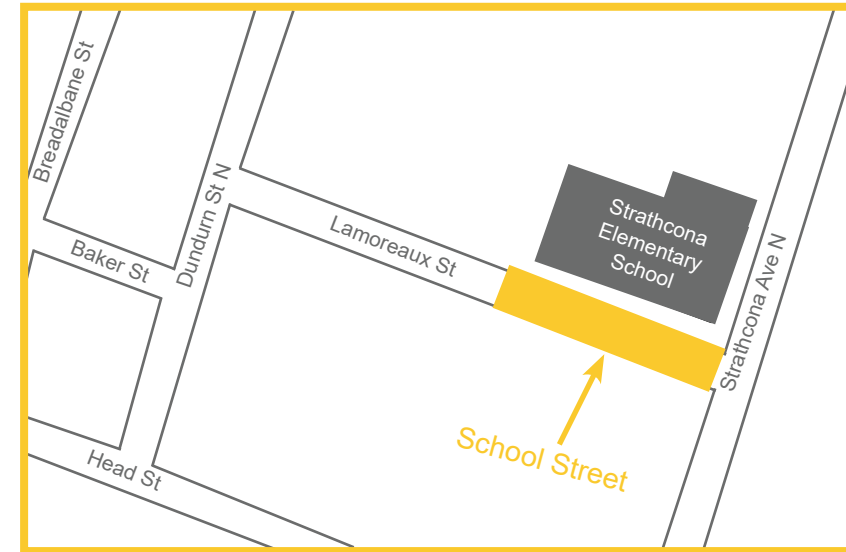
Site-specific Objectives

1. Increase active travel and reduce car travel during the pilot
2. Create more accessible public space for active transportation and play.
3. Connect pilot to other initiatives at schools and the City of Hamilton.
4. Increase awareness of School Streets.
5. Make the pilot scalable and adaptable to other schools.

¹ City of Hamilton Annual Collision Report 2020.

² City of Hamilton Vision Zero Dashboard 2022.

PILOT SITE



The School Street took place at Strathcona Elementary School on a portion of Lamoreaux Street. The School Street was 70 m long with closure barricades placed at Strathcona Avenue North and on Lamoreaux Street immediately before the school parking lot.

WHY STRATHCONA ELEMENTARY SCHOOL?

The team selected Strathcona Elementary School as the site for the School Street using the following criteria:

1. Readiness, Leadership & Capacity

- Supportive parent council
- Supportive local councillor
- Supportive school community including students, teachers, principal and staff
- Champions in the school community
- Engaged community groups
- On-the-ground capacity of the community
- Schools who are involved in active school travel programs
- Support from the City's Transportation Operations team

2. Equity

- Ensure socioeconomic equity by targeting schools that were part of HWDSB's Equal Opportunities Initiative.
- Ensure geographic equity by considering schools in both the "lower city" and "the Mountain" areas of Hamilton.

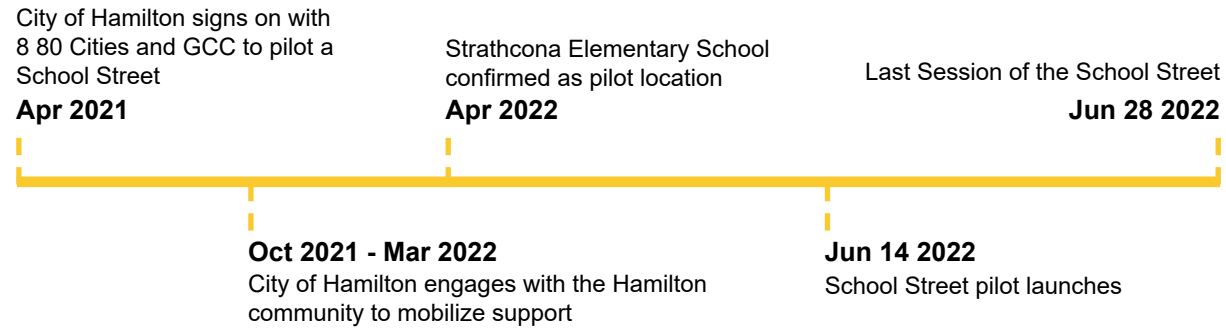
3. Mode share

- Low percent of students receiving bussing

4. School & Neighbourhood Characteristics

- High percent of students within walking distance
- Not a school with major traffic issues
- Not on a public transit bus route
- Not too many residences on the street
- Alternate routes for traffic are available
- The school building should be adjacent to the street

PROJECT TIMELINE



COMMUNITY ENGAGEMENT

The Hamilton School Streets program had five key audiences that the team actively worked to engage and include in the project:

1. School Leadership (Principal and School Council)
2. Larger School Community
3. Local Community
4. City Staff
5. Elected Officials (Council, Ward Councilors and School Trustees)

Community engagement occurred from October 2021 to March 2022 and took the form of key stakeholder meetings, pop-up engagement, focus groups, public meetings and open houses, and online and print surveys. Engagement focused on reaching residents of all ages, abilities, and backgrounds in the School Streets pilot project. Special attention and targeted approaches were used to reach harder to reach groups that are less likely to engage in traditional consultation approaches and equity-deserving communities. The goals of the engagement process were to:

- Spark a community-wide conversation about the benefits of safe and active streets for children, caregivers and residents.
- Engage a diverse range of perspectives and lived experiences.
- Prioritize the engagement of children and students and make engagement a leadership opportunity for people of all ages.
- Increase community capacity and leadership on active transportation.
- Capture the feedback of the community on the successes and pain points of the pilot project to inform improvements and potential replication.
- Document and measure the success of the pilot program to help build a community of practice around School Streets implementation in Canada and abroad.
- Be playful, and imaginative and fun.

OPERATIONS

Leadership

The Hamilton School Street was led by the School Travel Planning team at the City of Hamilton. This team worked collaboratively with other departments at the City as well as the Hamilton Police. Based on community engagement with key stakeholders, the team planned to close the street to cars every Tuesday morning in June from 8:30 - 9:00 am.

Road Closure Equipment

To create the School Street zone, the City used a combination of traffic pylons, road closed signs and large vehicles as well as volunteers stationed throughout the space. The City of Hamilton took the precaution of using a vehicle at closure locations due to heightened concerns about safety following recent security threats to local schools. The use of vehicles for the street closure ensured that no vehicles were able to enter the space during the School Street period.



Vehicle Exemptions

During School Street sessions, no vehicles were permitted to enter the space. The barricades were strategically placed adjacent to the school parking lot to ensure that staff vehicles did not need to enter the School Street zone to access the parking lot.

Launch Event and Activities

On the day of the launch, families came with hula hoops, and skipping ropes to use on the closed street. The team encouraged the school community to play before the school day and provided programming around air quality and pollution. The Hamilton School Street was also joined by Storytime Trail who installed a 'Book Walk' within the School Street zone so children could engage with story books while walking through the School Street.



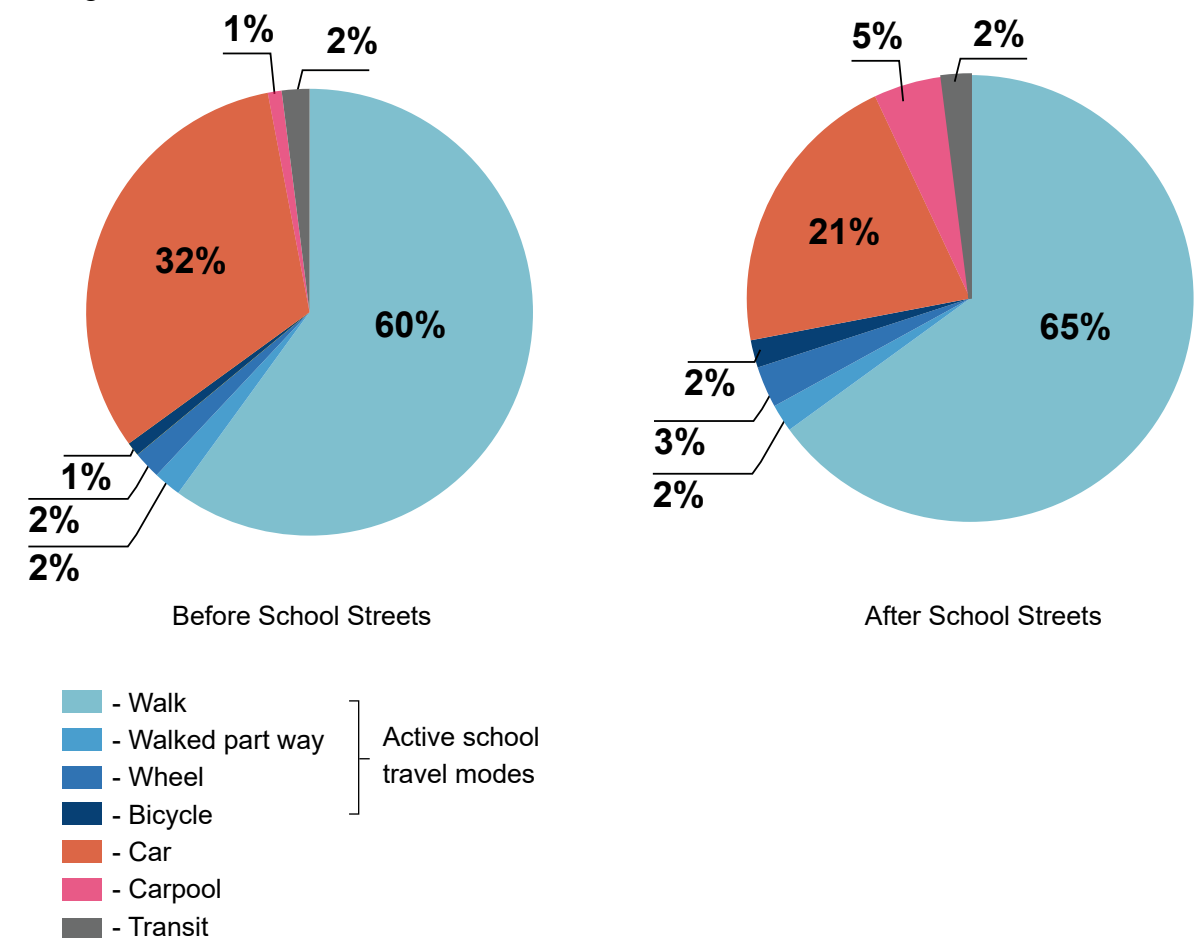
RESULTS

1. Change in Active School Travel

Strathcona E.S. participated in a student travel survey for a week in May, before the event launch, and in June during the event. The data taken from May showed around 62% of students walked, 33% of students rode in a car, and around 5% of students used other active modes such as biking, scootering, or skating.

During the event week, there was an increase in active school travel of around +7%.

There was also a decrease in vehicle use of around 9%. They plan to do a follow-up survey later in the year to determine any lasting change in active travel modes. A point worth noting is that the data was collected over a full week to keep within the standard of our School Travel Planning program. If the pilot was implemented over the whole week instead of one school day per week, there would've been, potentially, more significant changes.



Change in active school travel rates at Hamilton School Streets

2. Awareness and Attitudes about Active School Travel and School Streets

Before the pilot launch, there was already a buzz going around Hamilton about School Streets. When the Sustainable Mobility team approached Strathcona E.S. with the idea of closing the street, the principal pointed out that parents have been talking about wanting to close Lamoreaux Street for a while. They may have not been aware that School Streets is a growing global initiative, but they certainly already understood the benefits of closing the street and the need for less vehicle congestion at their school. As far as feedback goes, the principal stated that he heard overwhelmingly positive comments and only one parent said something negative. If we compared general awareness of Active School Travel amongst school communities in Hamilton, Strathcona E.S. would be much higher than average. The parent community embraced this pilot and are looking to bring more initiatives to their school in the new year.

3. Community Response

The City of Hamilton collected qualitative feedback from parents and students to determine if Hamilton communities would be receptive to School Streets and if there is a potential for longer-term School Streets in the future. The team did not anticipate major changes in mode shift after only three School Street sessions and therefore the evaluation of the pilot focused on determining how the community felt about the program rather than how their behaviour changed. The following quotes from key stakeholders provide an insight into how the project was received:

“School Streets allows our students and their families to use the street in front of our school to gather and enjoy time together on the way to school. It has given us a glimpse into what it would be like to have fewer cars on the road and an opportunity to discuss environmental impacts from vehicles. It has been wonderful to feel the energy of students having fun while being active before they start their school day. We hope to be able to expand this initiative in the future.”

- Dale Hill, Principal at Strathcona Elementary School

We think it's great! It's a good excuse to bring the scooter out and come early.

- Parent of kindergarten student

“Active school travel makes a difference in the lives our children, resulting in healthier children, less traffic and pollution, safer school streets, and better academic performance. The School Streets pilot at Strathcona Elementary School and closure of Lamoreaux St. show us what's possible.”

- Maureen Wilson, Hamilton City Councillor (Ward 1)

“The School Streets pilot at Strathcona has been a huge success so far! It's been amazing to see the overwhelming support and energy that the Strathcona school community brings to the event each week. The best moment to watch is when the last barrier is placed on the street and the students and parents instantly but almost naturally move out onto the street. It's really cool to see a space that is always reserved for vehicles, be taken over for children to play.”

- Callaway Johnson, School Travel Planning Coordinator at the City of Hamilton

“As a teacher, the School Street is a really nice way to connect with families outside, on the street, away from the classroom. We can step out of the teacher-parent roles and just talk person to person. It's a nice, relaxed way for everyone to start the day.”

- Corinna Grohmann, Teacher at Strathcona Elementary School

The kids were really excited to be on the road. We brought just a few tennis balls and skipping ropes as activities – simple things, it doesn't need to be complicated! It's usually crazy nuts outside the school with cars lining the street, even though it's supposed to be no parking. This is a nice break from the fumes! Normally it's difficult for families with strollers to get along the sidewalk from all the car doors opening and closing. We'd definitely like to see this repeated as much as we could in the future. Perhaps it could be seasonal for spring and summer. – Julia Lillicrop, Parent & President of the Home & School Association for Strathcona Elementary School

The School Street pilot clearly generated interest and support from the community for the program. This suggests that longer-term and more critically evaluated School Streets could be piloted in Hamilton communities in the future.

MARKHAM

The Markham Team of York Regional District School Board (YRDSB) staff and City of Markham staff came together to pilot School Streets as a solution to issues with road safety and declines in AST.

Markham is located within York Region directly North of the City of Toronto. In York Region, pedestrian collisions have decreased by 42% in 2020, however, pedestrian fatalities remain steady at around 1 pedestrian fatality per year.¹ The York Region Traveller Safety Report found that 94% of collisions that involve pedestrians result in pedestrian injury or fatality, highlighting the vulnerability of pedestrians in the Region.¹ Further, child pedestrians suffer more severe injuries when involved in collisions. Markham, specifically, has two of the top five intersections with the highest number of pedestrian injuries in York Region.

Cyclist collisions have also been decreasing in York Region, yet young cyclists have the highest injury and fatality rates of all age groups. Cyclists in York Region are also 3.5 times more likely to suffer injuries or fatality from a collision than motorists in motor-vehicle only collisions.¹

The City of Markham and York Region have implemented a number of programs that aim to increase the safety of pedestrians and cyclists including reducing speeds in school zones, adding bike lanes across the Region and piloting intersection improvements that aim to change driver behaviour. Despite the efforts in York Region to improve safety, there is still no Vision Zero Strategy in place and in June 2021 an 11-year old boy riding his bike in Markham was struck and killed. The tragic death of a young boy crossing the road reinforces the need to prioritize children’s safety in the City.

In conjunction with the road safety issues, York Region’s transportation emissions are the highest per capita in the GTHA.² This has a negative impact on the air quality in the Region and poor air quality can be especially damaging to children with developing lungs. As children’s active school travel in the GTHA decreases, more children are travelling to school by car, creating congested zones around schools that expose children to poor air quality and pollution.

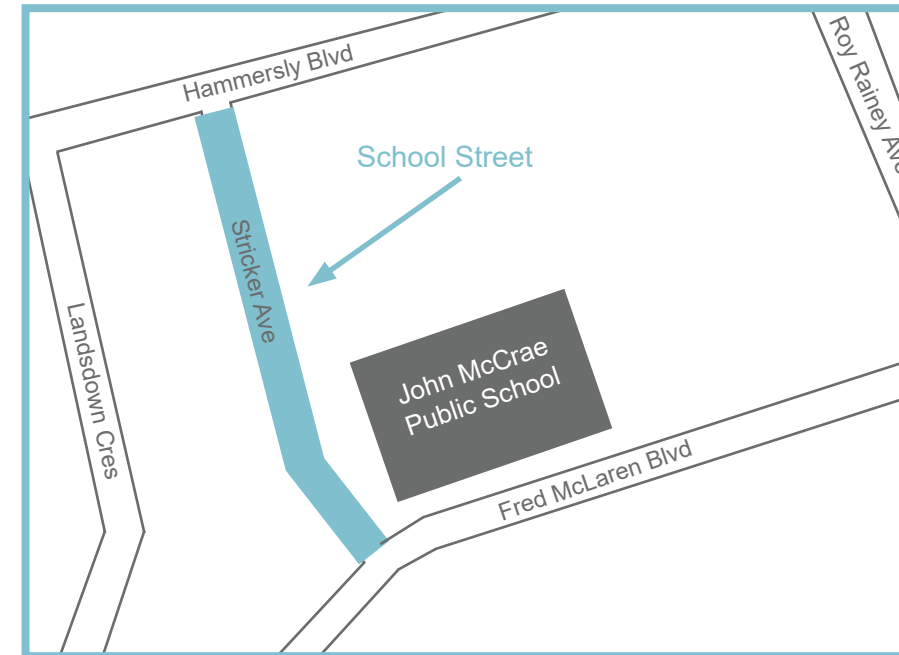
Site-specific Objectives

1. Be inclusive and accessible to users of all ages
2. Increase overall community safety
3. Be sustainable as an ongoing program
4. Educate the community on the benefits of active transportation
5. Be fun for the whole community
6. Be accepted and embraced by the whole community

¹ York Region 2021 Traveler Safety Report

² 2019-2020 Carbon emissions inventory for the Greater Toronto and Hamilton Area. The Atmospheric Fund.

PILOT SITE

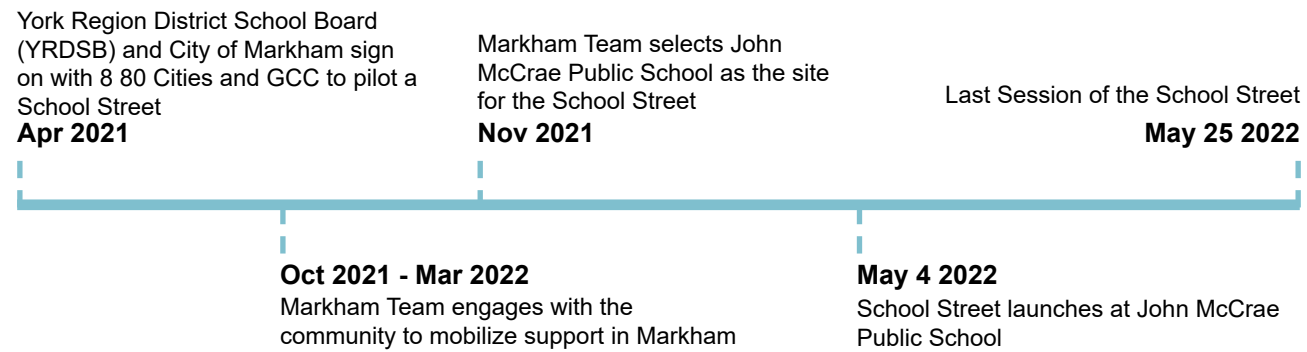


The School Street was launched at John McCrae Public School (John McCrae PS) on Stricker Avenue. Every Wednesday morning from 8:15 - 9:15 am and again in the afternoon from between 3:00 - 4:00 pm, Stricker Avenue was closed to cars to make way for pedestrians and cyclists to use the road space. The School Street zone ran from Hammersly Boulevard to Fred McLaren Boulevard, creating a 200 metre School Street zone.

WHY JOHN MCCRAE PUBLIC SCHOOL?

John McCrae PS was selected because the school had existing active transportation programs that could easily complement the School Street program. Prior to the School Street, John McCrae PS was running “Walking Wednesdays” which was extremely successful at generating mode shifts from driving to active forms of travel, however, the design of the school, specifically the kiss-and-ride zone, creates hazardous traffic conditions outside of the school. The School Street was implemented at this site to ensure that children switching to active forms of travel could arrive safely and to increase awareness around the importance of AST.

PROJECT TIMELINE



COMMUNITY ENGAGEMENT

The Markham School Streets program had three key audiences that the team actively worked to engage and include in the project:

1. School Community
2. City of Markham Council and Ward Councillors
3. Local community

Community engagement methods included key stakeholder meetings, public meetings, and online and print surveys. Engagement focused on reaching residents of all ages, abilities and backgrounds in the School Streets pilot project. Special attention and targeted approaches were used to reach harder to reach groups that are less likely to engage in traditional consultation approaches and equity-deserving communities. The communication goals of the engagement process were to:

- Educate the school community on the purpose and benefits of School Streets.
- Make active school transportation a priority for the City Council.
- Gain long-term support for School Streets.
- Demonstrate that School Streets are a practical solution to community safety challenges.
- Demonstrate that School Streets have measurable benefits and positive outcomes.
- Create a benchmark to highlight how communities like Markham (i.e. with a suburban built environment) have made School Streets work.
- Educate residents on the expected impacts and benefits to their neighbourhood.
- Help residents understand that this is a temporary closure and a pilot project.
- Help residents understand that the City will be gathering feedback on the pilot project to see what works and what does not.
- Assure residents of the impacts of the closure and how and it will operate.

OPERATIONS

Leadership

The Markham School Street was led by a cross-disciplinary team made up of staff from both the YRDSB and the City of Markham. The team worked with the school and the community to establish the closure periods for the School Street.

Road Closure Equipment

To close the street to traffic, the team used a combination of lightweight barricades, road closed signs, and orange pylons. The York Region Police also brought one of their vehicles onsite and used it to block any cars from entering Stricker Avenue from Hammersly Boulevard.





Vehicle Exemptions

Vehicles needing to enter the road space, including residents of Stricker Avenue, school staff and school buses, were able to enter the street from Fred McLaren Boulevard. These exempt vehicles were permitted to enter Stricker Avenue while the School Street was in operation, however, they were required to drive at a walking pace and be escorted by a School Street volunteer.



Launch Event and Activities

On the day of the School Street launch, the school community was joined by local School Trustee, the Mayor of Markham and city councillors to celebrate York Region's first School Street. The team hosted a launch party that included providing students with free swag and exciting speeches. The street space was designed to be used primarily for active travel and therefore the School Street pilot did not involve any programming or activities on the street.

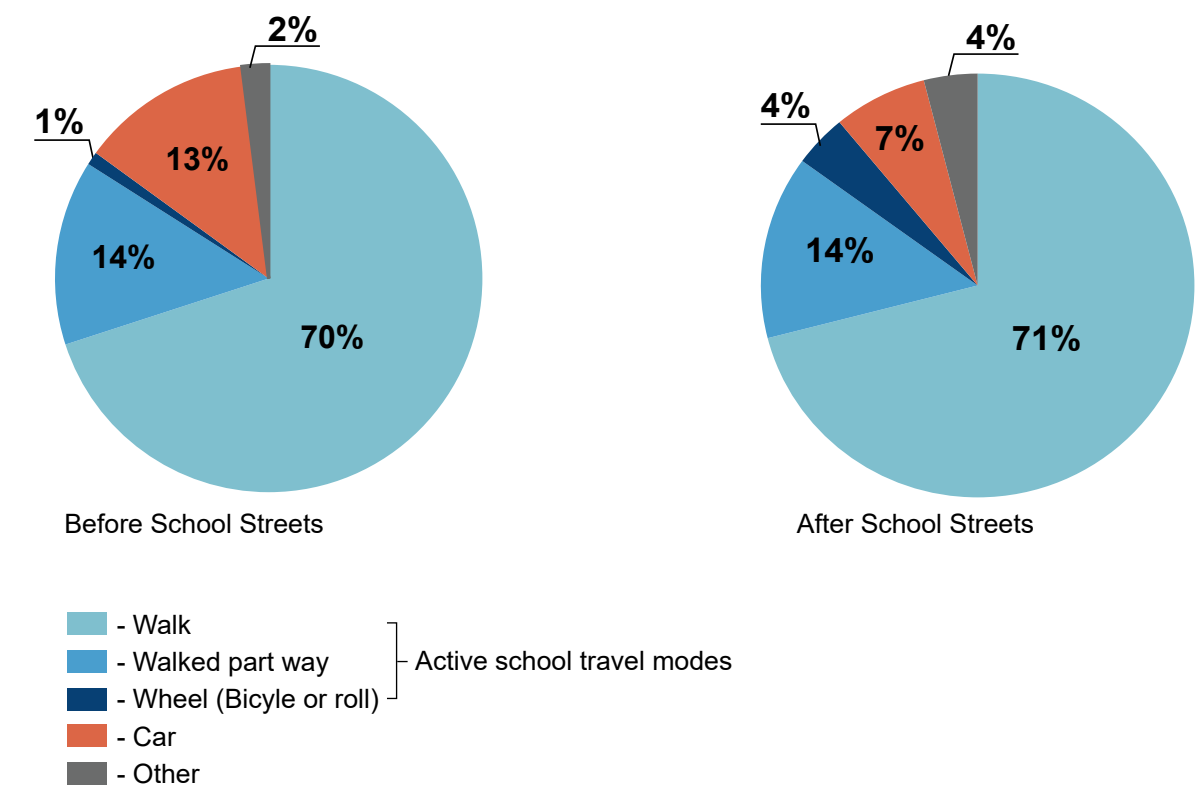
RESULTS

1. Change in Active School Travel

Surveys were conducted with students who were attending John McCrae PS pre-pilot (n=216) and post-pilot (n=220) to determine how the School Street impacted their travel behaviour.

The surveys revealed that during the pilot active school travel increased by +4.5%.

While the pilot was in-session, over 89% of students surveyed indicated that they used active school travel for at least a portion of their trip to school.



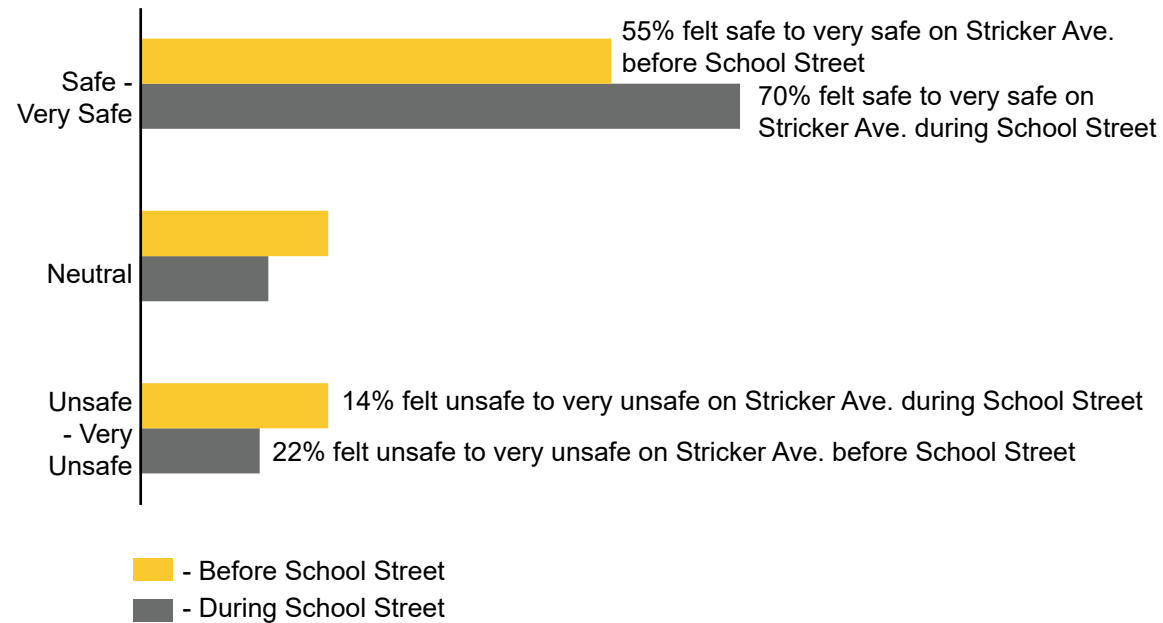
Change in active school travel rates at Markham School Streets

2. Change in perceived safety

Surveys also asked students and parents about safety during the School Street. Based on their responses, over 66% of students felt safe or very safe when travelling on Stricker Avenue during the pilot.

The pre- and post-pilot surveys also indicated that parents/guardians' perception of safety increased during the pilot, with a few parents/guardians (2 responses) stating that the School Street made them feel less safe taking their child to and from school. One of the respondents who indicated that they felt 'very unsafe' during the pilot further elaborated and said "[The School Street] caused a traffic disaster in the area."

Overall, the School Street did result in a 15% increase in parents and guardians who felt that Stricker Avenue was 'Safe' to 'Very Safe'.



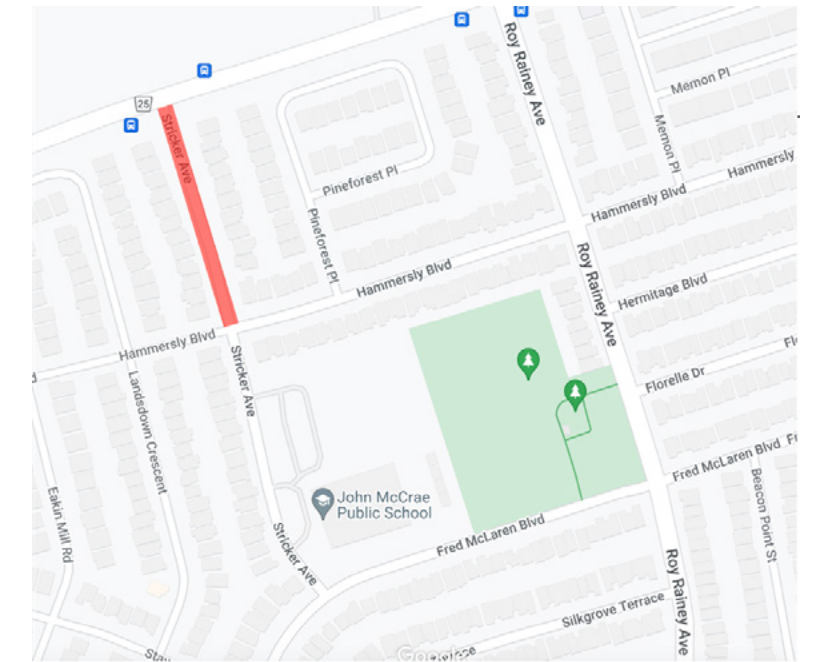
Perception of safety at Markham School Streets

3. Reduced illegal behaviour of stopping, illegal parking, U-turns and speeding

Members of the Markham School Street team took observations of traffic and driver behaviour at one site outside of the School Street zone on Fred McLaren Blvd, where parents are known to commonly drop-off children by car. Observations took place on two school morning drop-off periods (8:30-9:00 am) prior to the School Street and recorded an average of 25 vehicles stopping to drop-off children on Fred McLaren Blvd. On mornings in May, after the launch of the pilot, there were on average 12 vehicles observed stopping and dropping off children in front of the school. Therefore, the implementation of the School Street saw a reduction in around 13 cars per morning on the street adjacent to the School Street.

Illegal driver behaviour also seemed to decrease while the School Street was in operation. On school mornings in April, 3-4 U-turns were observed per morning outside of the school on Fred McLaren Blvd. In contrast, on school mornings in May, an average of 1-2 U-turns were observed per morning.

The Markham team also measured the number of vehicles speeding on streets surrounding the School Street through automated devices. Vehicle speeds were captured at five different locations outside of the School Street on Wednesday mornings and afternoons during the School Street times. The speed of vehicles driving in both directions was recorded. The location with the highest frequency of speeding vehicles during school drop-off (8:15-9:15 am) and pick-up (3:00-4:00 pm) times across all 5 weeks of observations was on Stricker Avenue between Major Mackenzie Drive and Hammersley Boulevard with an average of 39 speeding vehicles (over 40km/hr) in an hour period.



Site with the highest frequency of speeding vehicles

On the Wednesday prior to the School Street launching, there were a total of 155 vehicles speeding over the course of the morning (8:15-9:15 am) and afternoon (3:00-4:00 pm) school arrival and dismissal times. While the School Street was operating, speeding declined around the school zone on all four Wednesdays that the School Street ran. In the last week of the pilot, 119 vehicles were observed speeding during the School Street times. Therefore, **the School Street saw a reduction in 36 speeding vehicles!**

It is possible that the School Street decreased the number of drivers in the school area and/or made drivers more conscious of illegal and dangerous driving behaviour. Additionally, since the pilot only ran once a week, the impact on travel and driving behaviour may be lower than pilots that run on consecutive days.

4. Air Quality

During the pilot, 42% of air pollution on a normal school day was removed from the school zone and 58% of pollution was moved away from the school zone. By removing vehicular traffic from the street adjacent to the school, the air quality in and around the entrance to the school and the school yard improved dramatically. After the pilot concluded, the number of vehicles on Stricker Ave and surrounding streets remained lower than before the pilot numbers, indicating air pollution did not return to the same levels as before the pilot.



Vehicles on streets surrounding John McCrae Public School (AM)



Vehicles on streets surrounding John McCrae Public School (PM)

5. Increase in acceptance and awareness of AST and School Streets

The John McCrae school community was surveyed both before and after the pilot to evaluate their response to the School Street. Prior to the pilot, 51% of students at John McCrae indicated that they were supportive of the School Street, with another 43% indicating that they were unsure or neutral. After the pilot ran, students' responses changed slightly with only 45% of students saying they enjoyed the School Street and 44% saying they were unsure or neutral about the School Street. When asked if students would want the School Street to continue, 44% of students said YES leaving 47% as neutral or unsure and only 9% saying no. The large percentages of students indicating they are unsure about the School Street both before and after the pilot suggests that their understanding and awareness of School Streets may not have improved from the pilot, or that they did not use the School Street on their journey to school and therefore had no opinion. Students' enjoyment of the School Street may also be related to the lack of play or programming in the School Street road space.

When looking at the responses from the entire school community (n=325), including staff, parents, students and residents, similar trends are seen, where around 47% of the community members surveyed liked the School Streets and 41% felt neutral or unsure.

However, looking at residents of Markham (n=20), specifically, 55% of those surveyed enjoyed the School Street program and 60% wanted the School Street to continue.

The School Street brought city-wide attention to the promotion of active school travel demonstrated by the representation of the mayor of Markham, school board trustees and city councillors at the School Street launch day. The planning of the School Street also created a collaborative working group between the School Board and the City of Markham with the shared vision of creating safer school zones and increasing active school travel. This working group plans to continue to collaborate in the future on active school travel projects after the creation of the strong partnership from the School Street.



MISSISSAUGA

Mississauga is located within Peel Region, the largest regional municipality in Ontario. Peel Region has a very complex road network with 7 different major 400 series highways and Toronto's major airport within its borders. In Peel Region, there are on average 1000 injuries and 9 fatalities from traffic collisions annually.¹

Within the City of Mississauga, residents rely heavily on private vehicles for transportation. Out of all the trips Mississauga residents take, both in and out of the City, 85% are by car, creating busy road conditions.² The majority of the total collisions within the City are on major arterial roads and highways, however, intersections are the main sites for collisions involving pedestrians and cyclists. Many Mississauga residents have expressed that safety is a major barrier to using active modes of transportation, resulting in the high number of car trips. Specifically, 61% of respondents in the City's Cycling Master Plan survey indicated that they would like to start cycling in the City but they have concerns.²

Mississauga's Transportation Master Plan lays out 6 goals to improve the City's transportation system by 2041.² These goals work to improve the transportation network's safety, inclusivity, integration, connectivity, health and resilience. The City of Mississauga also adopted a Vision Zero Action Plan in 2018 that aims to eliminate all collision injuries and fatalities in the City.³ The Action Plan presents actions for city staff to utilize in their projects to contribute to the Vision Zero goal. The Vision Zero actions are organized into 5 categories: Evaluation, Engineering, Enforcement, Empathy, and Education.

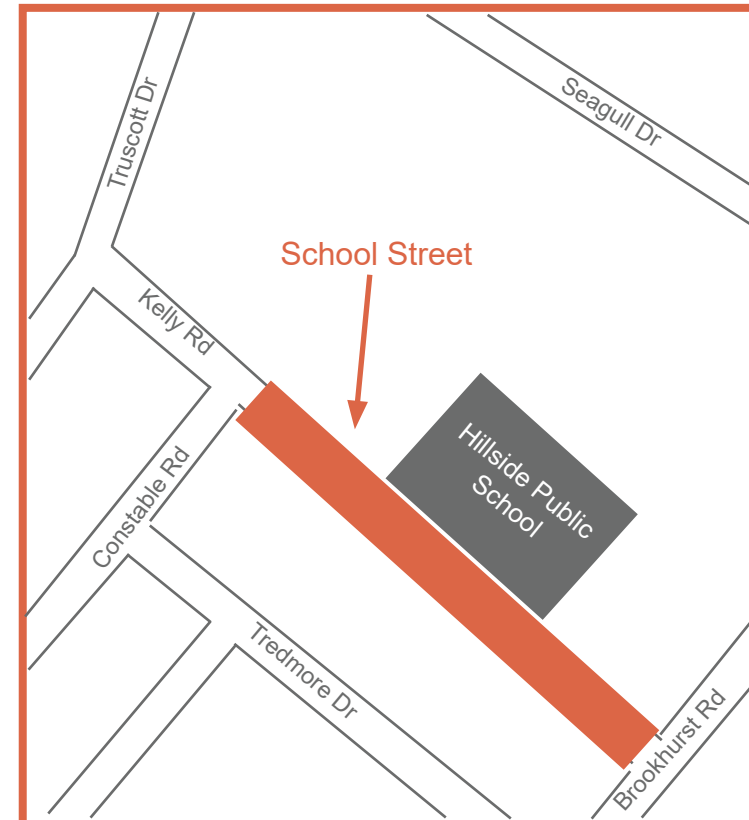
The City of Mississauga has also created ambitious goals for their climate footprint. The City aims to reduce emissions by 40% by the year 2030.⁴ A major component of emissions from the City are from travel and therefore, the efforts to protect pedestrians and cyclists may encourage greater active travel which can reduce carbon emissions and play a part in helping Mississauga reach its climate goals. Therefore, the adoption of School Streets can potentially help the City achieve goals in their Vision Zero Plan and Climate Change Action Plan.

Site-specific Objectives

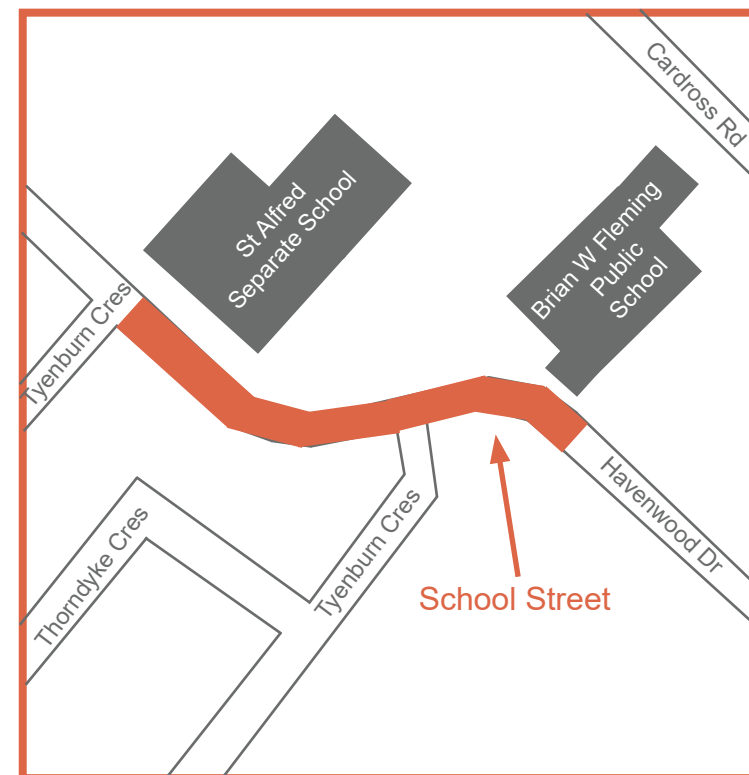
1. Increase active travel and reduce car travel during the pilot
2. Create more accessible public space for active transportation and play.
3. Connect pilot to other initiatives at schools and the City of Hamilton.
4. Increase awareness of School Streets.
5. Make the pilot scalable and adaptable to other schools.

¹ Peel Region Vision Zero Road Safety Strategic Plan 2018-2022.
² Mississauga Transportation Master Plan 2019.
³ City of Mississauga Vision Zero Mississauga: Action Plan 2021.
⁴ City of Mississauga Climate Change Action Plan 2019.

PILOT SITES



The City of Mississauga ran two pilots during May and June at two sites across the city. The first pilot to launch was at Hillside Public School starting on May 9th and operating on Kelly Road. The School Street ran every school day for 3 weeks and lasted 35 minutes in the morning and 50 minutes in the afternoon. The School Street area included almost 300 metres of Kelly Road from Brookhurst Road to Constable Road. The morning School Street period allowed for children to use the road space to safely and actively travel to school and the longer afternoon School Street period held activities and programming to promote outdoor free play.



The second School Street in Mississauga launched May 16th on Havenwood Drive, creating a car-free environment in front of St. Alfred Separate School and Brian W. Fleming Public School. Because of the proximity of the two schools, a single closure was planned between the two schools. This community indicated early in the planning process that they did not feel comfortable with a morning closure, so it was agreed that the closure would be in the afternoon only. The School Street ran for 70 minutes in the afternoons for 3 weeks, and included around 300 metres of road space, operating from the north arm of Tyneburn Crescent to the south end of the Brian W. Fleming school property.

WHY CHOOSE THESE SITES?

The City of Mississauga used the following criteria to select the two School Street sites:

Selection Criteria	Hillside Public School	St. Alfred Separate School and Brian W. Fleming PS
Low percentage of students receiving bussing	Criterion Met	Criteria Met
High percentage of students living within walking distance/low percentage of students out of boundary	Criterion Met	Criteria Met for Brian W Fleming, Criteria Partially Met for St Alfred
High percentage of students who currently walk to school	Criterion Met	Criteria Met
High percentage of students who currently bike to school	Criterion Met	Criteria Not Met
Not a collector or arterial road	Criterion Met	Criteria Not Met
Not too many residences on the street	Criterion Not Met	Criterion Not Met
Not on a public transit bus route	Criterion Met	Criterion Met
Neighbourhood characteristics that support active transportation	Criterion Met	Criterion Met
Alternate routes available for vehicle traffic	Criterion Met	Criteria Partially Met
Local City Councillor support	Criterion Met	Criterion Met
Principal Support	Criterion Met	Criterion Partially Met for Brian W. Fleming, Criterion Met for St. Alfred
Champions in the school community	Criterion Met	Criterion Met
History of school involvement in AST-supportive programs	Criterion Met	Criterion Met
Equity (i.e. high Socioeconomic Vulnerability Index score)	Criterion Met (Score 5 out of 6)	Criterion Met (Score 6 out of 6)

PROJECT TIMELINE



COMMUNITY ENGAGEMENT

The Mississauga School Streets program had six key streams of stakeholders that the team actively worked to engage and include in the project. (Note: Although there is some overlap between stakeholder streams, the modes of engagement were tailored based on the stream.)



Stream of Engagement	Engagement Tactic
1. Key Decision-makers (i.e., principals and vice principals, school board trustees, superintendents, city councillors, municipal upper management)	<ul style="list-style-type: none"> • One-on-one conversations • Email communication • Small group planning meetings
2. Local Project Planning Teams (i.e., principals and vice principals, teachers and staff, parents, local residents, students, representatives from local community organizations)	<ul style="list-style-type: none"> • Large group project planning meetings (3 per community) • Email communication, group planning meetings
3. Students (i.e., elementary students attending participating schools, as well as student volunteers from local high schools)	<ul style="list-style-type: none"> • Involvement in large group project planning meetings (x3 per community) • Small group planning meetings • Projects done during class time
4. General Public	<ul style="list-style-type: none"> • Community Pop-ups, community meetings (1 per community), updates in newsletters, household mailers, social media, digital sign boards at City facilities
5. Formal Committees (e.g. Mississauga Traffic Safety Council, Mississauga City Council, School Boards)	<ul style="list-style-type: none"> • Formal announcements • Presentations at meetings • Stories posted to internal municipal news channels
6. Other Internal and External Stakeholders (e.g. 311, municipal fire and emergency services, regional waste services, school bus operators)	<ul style="list-style-type: none"> • One-on-one conversations • Email communications

The primary message of the community engagement work was that the Mississauga School Streets Pilot Program is a collaborative project by the City of Mississauga and its community partners to create temporary car-free zones in front of schools to improve road safety in school zones. The communication goals for the engagement process include:

- Educate the general public on the purpose and benefits of School Streets;
- Get support from within the City and Region for School Streets;
- Demonstrate that School Streets can help achieve various goals of the City and the Region such as Vision Zero, reducing carbon emissions and reducing diabetes;
- Make active school transportation a priority for the City Council;
- Demonstrate that School Streets can help build community;
- Educate residents on the expected impacts and benefits to their neighbourhood;
- Help residents understand that it is a temporary closure and a pilot project;
- Help residents understand that the City will be gathering feedback on the pilot project to see what works and what does not; and
- Assure residents of the impacts of the closure and how and when they can get out and in.

OPERATIONS

Leadership

The School Street was led by staff at the City of Mississauga in partnership with the selected communities. Planning and implementation were heavily supported by a Project Advisory Group, with members from the Region of Peel, both local school boards (i.e., Peel District School Board and Dufferin-Peel Catholic District School Board), Mississauga’s Traffic Safety Council and the local student transportation consortium (i.e., Student Transportation of Peel Region). This Advisory Group was integral for identifying key contacts and channels of communication within members’ respective organizations, as well as for identifying potential issues and their solutions before issues arose.

Road Closure Periods

The Hillside PS School Street on Kelly Road ran every school day from May 9 – 27, 2022, creating temporary road closures for the week-day morning drop-off (8:15 – 8:50 am) and afternoon pick-up (2:30 – 3:20 pm).

The School Street on Havenwood Drive ran every school day from May 16 – June 3 2022, closing streets for the afternoon pick-up time (2:30 – 3:40 pm).

Road Closure Equipment

Both School Streets used lightweight plastic barricades and “road closed” signs to close the street to traffic. All of the closure areas had volunteers stationed at the barricades and were equipped with promotional signs. Volunteers were also stationed throughout the School Street zone wearing orange T-shirts and carrying walkie-talkies to communicate with each other.





Vehicle Exemptions

At both locations, residents of the closed street, caregivers with an identified accessibility need and special education school buses were permitted to drive through the street during the School Street operations. These vehicles had special exemption cards for their vehicles so that they were easily recognizable to volunteers at the barricades. When entering the School Street, vehicles were escorted by the volunteers at a walking pace. At the Hillside location, the drop-off and pick-up location for the single non-special education school bus was temporarily moved to a location outside of the School Street area to minimize traffic and ensure that children on the bus were still engaging in active school travel for a portion of their journey.

Volunteers

Mississauga recruited a team of over 80 volunteers to support their School Street initiatives. Volunteers included local high school students, university and college students, parents, local residents and members of Mississauga's Traffic Safety Council. City staff from various departments and staff from other partnering organizations also volunteered time outside of their regular role to support the pilot project.

All volunteers received training from the Mississauga team. Honorariums were offered to non-staff volunteers who worked over six School Street shifts, and the honorarium increased depending on the number of shifts worked. The volunteers were divided into two main roles: Activity Leaders who were responsible for programming held in the School Street space, and Event Supporters who supervised the barricades, acted as vehicle chaperones and warned vehicles of upcoming closures just outside of the barricades. This final duty was only required at the Brian W. Fleming and St. Alfred site due to the design of the road closure that created a dead end for drivers at two points.



Launch Event and Activities

Both School Streets offered programming in the afternoon School Street sessions that corresponded with weekly themes. The three themes for School Street activities included; road safety, health and wellness, and the environment. At the School Street at St. Alfred and Brian W. Fleming, the School Street team also provided daily healthy snacks for students as they left school. The provision of daily snacks was incorporated into the School Street programming based on suggestions from the community as a way to address local food insecurity.



RESULTS

1. Increase in Active School Travel

One of the main objectives of the School Street was to increase active school travel and reduce car travel during the pilot. Implementers were also interested to measure whether increases in active school travel were sustained after the pilot concluded. To measure this, a variety of methods were used: hands-up travel surveys conducted in student classrooms; automated vehicle traffic counts conducted on the streets; manual vehicle traffic counts conducted at the school drop-off/pick-up areas; and manual active transportation counts conducted at the various pedestrian access points to the schools.

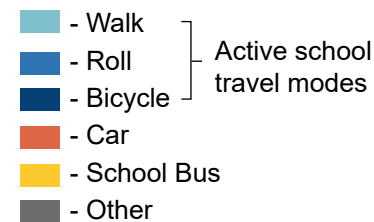
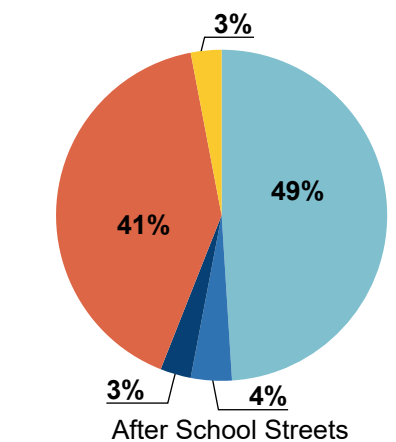
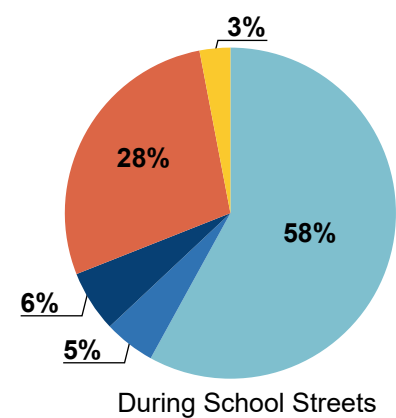
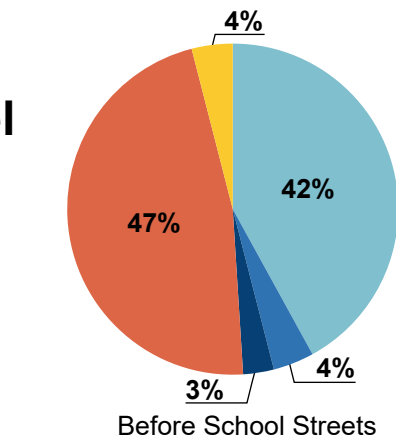
Data from the Hands-Up Survey conducted at Hillside PS asking about their travel modes before, during and after the pilot reveal that the School Street did increase active travel.

Hillside Public School

Prior to the School Street at Hillside PS, 49% of students used active modes of travel to school in the morning and 57% in the afternoon travel home. During the School Street pilot, 69% of students used active modes of travel to school in the morning, **resulting in a 20% increase in active school travel!** Two weeks after the School Street ended, 56% of students were still using active modes of travel to school in the mornings (+7% increase from pre-pilot levels).

Afternoon School Street periods also saw an increase in AST! Prior to the School Street 57% of students used active modes of travel to get home from school, whereas during the pilot 69% of students used active modes of travel.

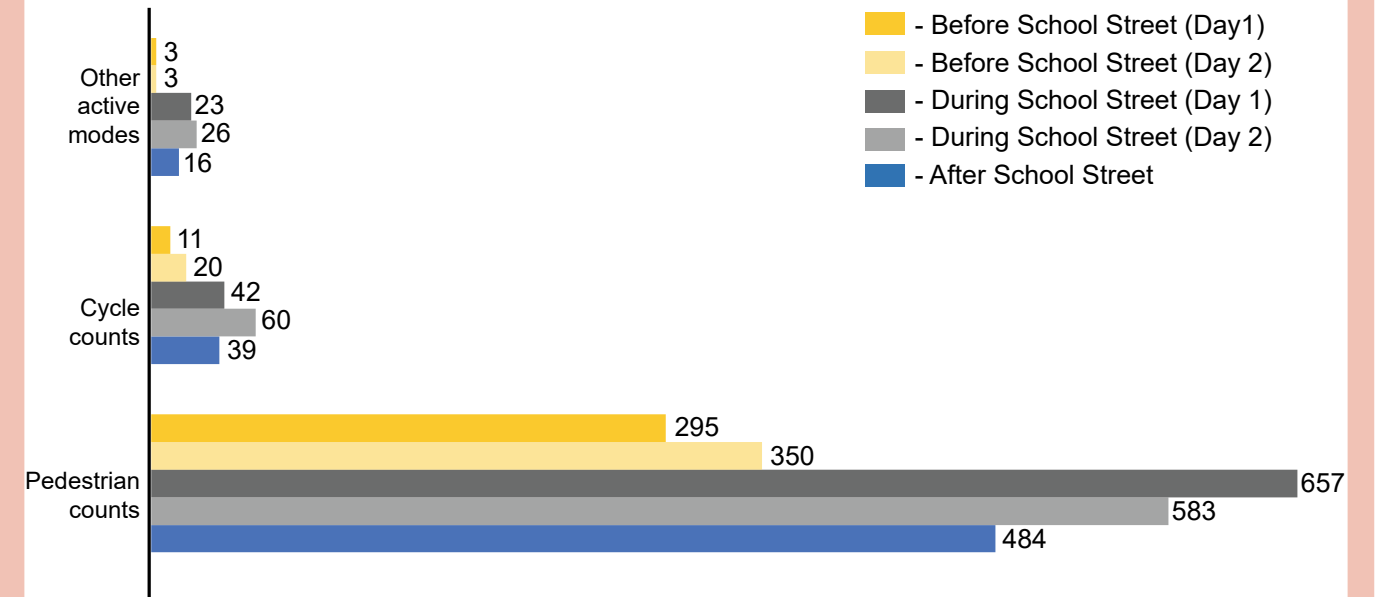
Therefore, AST increased by +12% in the afternoons when the pilot was running. Two weeks after the pilot, 67% of students used AST to travel home from school (+10% increase from pre-



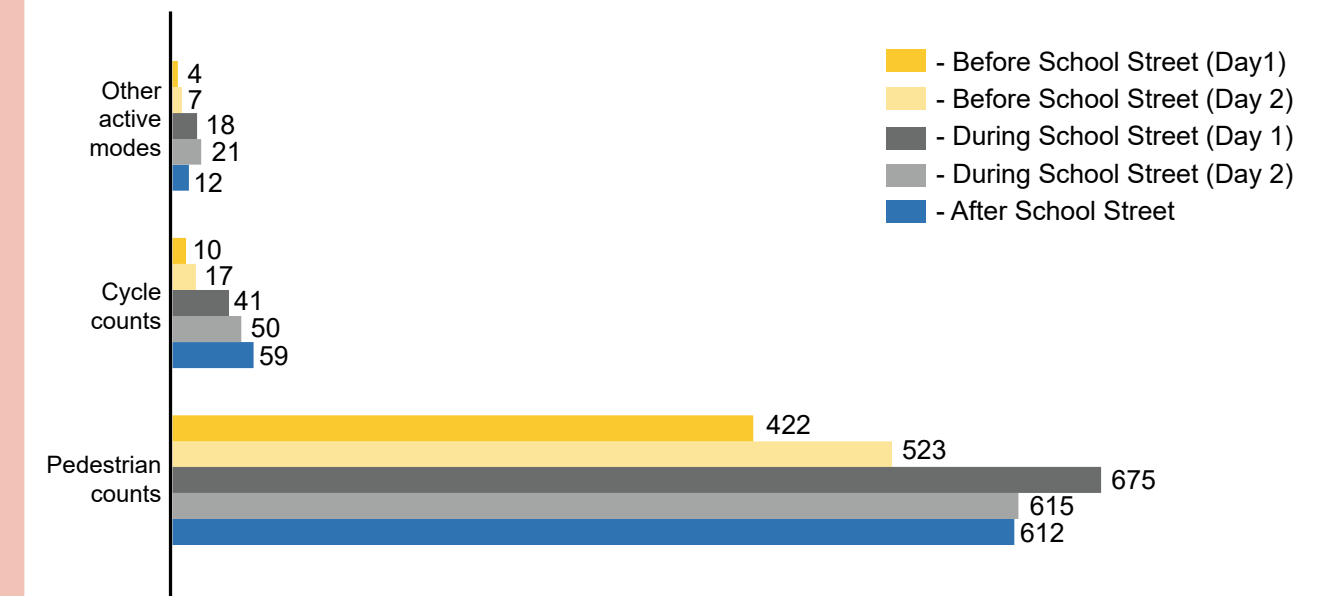
Change in active school travel rates at Hillside Public School

pilot levels). Data from manual active transportation counts confirmed the findings from the Hands-Up Survey and found that AST increased during the pilot. During the pilot, on average 3.3 times more cyclists were seen in the morning travelling to school.

On average, the number of pedestrians travelling within the school neighbourhood on School Street pilot mornings DOUBLED.



Active school travel modes at Hillside Public School, Mississauga (Morning)



Active school travel modes at Hillside Public School, Mississauga (Afternoon)



The increase in active school travel at Hillside also corresponded with a reduction in car traffic on the streets surrounding the school. Traffic counts were taken in 4 locations surrounding Hillside PS and found that during the pilot there were on average 212 fewer vehicles in the morning drop-off period (8:15 - 9:00 am) and 181 fewer vehicles in the afternoon pick-up period (2:30 - 3:30 pm) compared to school days before the pilot. Two weeks after the pilot, traffic was still reduced in the school community. On average, during the School Street dates, traffic was reduced by 40% in the mornings and 33% in the afternoons.



Vehicles on streets surrounding Hillside Public School, Mississauga (Morning)



Vehicles on streets surrounding Hillside Public School, Mississauga (Afternoon)

St. Alfred and Brian W. Fleming School Street

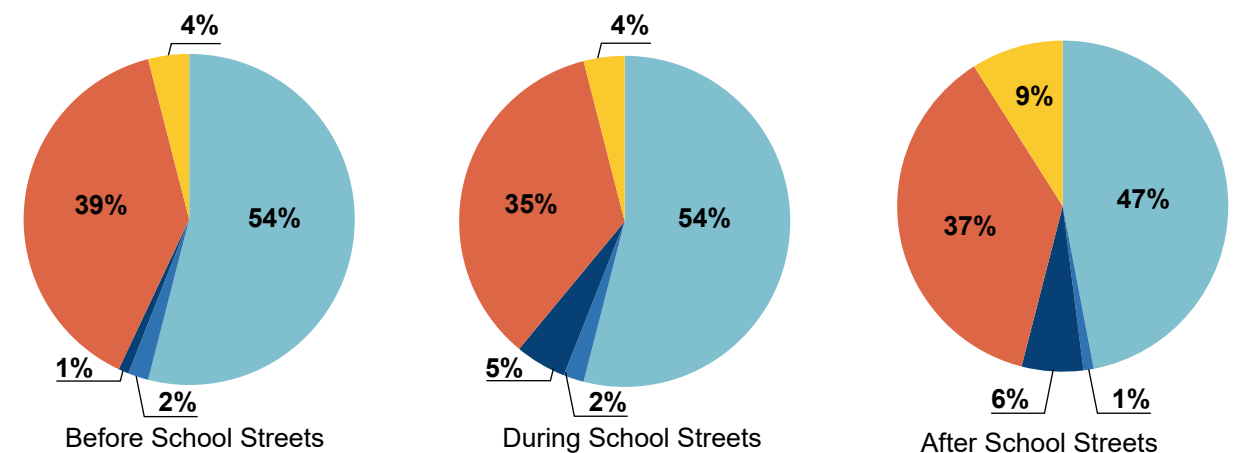
At the second School Street site, active school travel also increased during the pilot. A Hands-up Survey conducted with students at St. Alfred Separate School indicated that 52% of students used active modes of travel to get to school and 56% used active modes of travel to get home two weeks prior to the School Street.

During the School Street pilot, 60% of St. Alfred students used active modes of travel in the afternoon, **resulting in a 4% increase in active school travel and 4% decrease in car travel.**

After the pilot, students' travel modes returned to similar levels as they were pre-pilot.

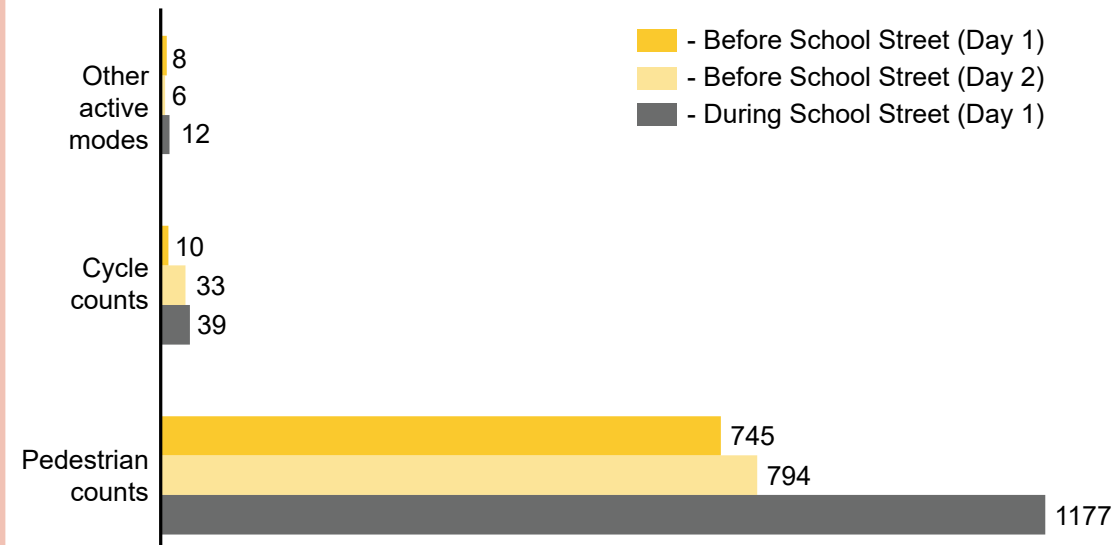
Brian W. Fleming PS did not conduct Hands-Up Surveys and therefore it is unclear how exactly their students' travel habits changed. However, traffic counts and travel observations before and after the School Street pilot revealed that the School Street led to:

- **1.5 times more pedestrians seen walking in the school zone** during the afternoon pilot (from an average of 770 to 1177 pedestrians)
- **Almost two times more cyclists** observed cycling during the afternoon pilot (from 13 to 27)



- Walk
 - Roll
 - Bicycle } Active school travel modes
 - Car
 - School Bus
 - Other

Change in active school travel rates at St. Alfred Separate School



Active school travel modes at Brian W. Fleming School



Traffic counts in the afternoon on streets surrounding St. Alfred and Brian W. Fleming schools

The modal shifts from driving to walking or cycling to school also corresponded with a decrease in traffic around the school zone. Observations were taken at 5 locations around the School Street on 6 different dates, two before the pilot, two during the pilot and two after the pilot ended. Traffic observations found that:

- **54 fewer vehicles were seen on surrounding streets** during the pilot period (2:30 – 3:45 pm)
- Two weeks after the pilot, traffic on surrounding streets remained lower than pre-pilot numbers!
- On average, the number of cars observed during afternoon pick-up period (2:30 -3:45 pm) decreased by 85 cars from pre-pilot to post pilot.



2. Increase accessible public space for active travel and play

Another goal of the Mississauga School Street was to create a public space for children and the community to play and move freely. The area of the Hillside PS School Street was approximately 2400m² of road space. The School Street at Brian W. Fleming PS and St. Alfred SS was approximately 2800m² in area.

Thus, the two School Street pilots were able to create a total of 5200m² of car-free public space for outdoor play and safe active travel!



3. Awareness and Acceptance of School Streets

The Mississauga team used a number of data collection tools to measure the community's response to the School Street including public engagement boards, community surveys and collecting social media engagement data. Community members also had the opportunity to provide feedback directly to City staff, at a public meeting, at community pop-up events, and by contacting the project lead directly. At Hillside school, teachers also collected additional feedback from students.

Community Surveys

Post-pilot community surveys that included residents, parents and volunteers in both school communities (n=366) indicated that 95% of those in affected communities were aware of the School Street program.

Prior to the School Street, a community survey was conducted and 78% of community members surveyed in the two school communities (n=70) indicated they did not want a School Street in their community. After the pilot, this dropped by 40%! Post-pilot, 47% of community members would want a School in their community, demonstrating that the School Street pilot increased acceptance of the program.

Prior to the pilot, only 44% of respondents were able to identify some potential positive impacts of a School Street, compared to after-implementation where 63% of respondents were able to identify positive impacts that the School Street had on their community, suggesting that there is an increase in awareness of the benefits of School Streets from the pilots.

In-person Engagement Boards

At Hillside PS, 100% of students who responded to in-person engagement boards said they feel happy that the School Street is happening in their community. In another engagement board after the pilot, 100% of students indicated they would feel happy if a School Street happened again in their community!

When students and the community were asked about the positive impacts of the School Street the following responses were provided:

“Encouraging physical activity and family time”

“Less traffic in front of the school”

“Less noise in the neighbourhood”

“Increases physical activity especially after being inside during the pandemic”

There were no comments provided about the negative impacts of the School Street.

In the St. Alfred and Brian W. Fleming community, 82% of students who responded to engagement boards felt happy about the School Street pilot. After the pilot, 78% of respondents said they would like the pilot to continue in the community and 89% said that they feel safe walking or biking to school.

When asked about the positive impacts of the School Street, the community mentioned the following:

“It’s a good idea because more people can cross the streets”

“I will walk more”

“There will be less chance of being killed”

“You get more exercise”

“There will be more fresh air”

Social Media Engagement

The increased awareness of School Streets from the Mississauga School Streets spread beyond the target communities as the initiatives were seen widely across different media outlets. Four different news articles were posted about the School Streets, achieving a total reach of over 676,000 readers. The City of Mississauga also shared postings on Twitter and Facebook about the School Streets, reaching over 48,000 Twitter users and over 211,000 Facebook users. The posts garnered mixed reactions from users with some expressing their adamant support and others remaining unclear about the purpose of the project.

School Involvement in the School Streets Pilots

Students across the spectrum of elementary, high school and post-secondary expressed interest in participating in this pilot. Across the two sites, there were a large number of students involved in varying capacities in the planning and implementation of the project. In total:

- 17 high school students sat on their local Project Planning Team (comprised of elected officials, local residents, parents, school staff and community organizations)
- >70 elementary students were involved in planning and implementation of activities during the School Street road closures and/or involved in data collection
- 30 high school and post-secondary students volunteered during the road closures

These students also benefited from this opportunity by receiving community service hours toward their graduation and earning a cash honorarium if they worked a minimum number of volunteer shifts (high school and post-secondary students only). All students also received a letter of reference from City staff to use toward future applications for work or study.

School Interest in Active School Travel Promotion

Prior to the pilot launch, none of the participating schools had been actively engaged in active school travel promotion that school year. The pilot itself led to all schools participating in a variety of promotional activities leading into and during the pilot, including:

- Walk to school “Launch” event in advance of pilot (all schools)
- Bike repair and helmet fitting event (all schools)
- Bike and helmet giveaway (donated bikes and purchased helmets; all schools)
- Announcements to promote walking and cycling to school (all schools)
- “Walk Across Canada” initiative based on pedometer counts (St. Alfred and Brian W. Fleming only)
- Classroom travel surveys conducted by students (St. Alfred and Hillside only)

After the pilot had concluded, all schools expressed interest and intention to continue promoting active school travel into the coming school year. Hillside applied for an additional bike rack to accommodate the increased number of students choosing to bike to and from school.

Requests for Additional School Streets

In response to news of the School Streets pilot, three City Councillors who did not already have participating schools in the pilot requested that they have schools participate in the future, and both of the City Councillors with pilot sites in their ward were supportive of the pilot. In addition, a resident attending one of the community meetings asked how they could get a School Street in their neighbourhood, and a resident living near one of the participating schools followed up with City staff after the pilot to express their support for the pilot becoming permanent.

4. Air Quality

At Hillside PS, during the morning School Street periods, 65% of pre-pilot air pollution was removed and 35% was moved away from the school. In the afternoon, 44% of air pollution was removed and 56% was moved away from the school. After the pilot ended, air pollution levels returned to similar to pre-pilot levels.

At Brian W. Fleming, during the afternoon pilot, 42% of pre-pilot air pollution was removed and 58% was moved away from the school entrance. Prior to the pilot, air quality measurements indicated that the highest concentration of particulate matter (i.e. air pollution from cars) was directly in front of the school entrance. Similar to Hillside, after the pilot had concluded, air pollution levels returned to pre-pilot levels.

KINGSTON

Between the years 2012-2016, the City of Kingston saw an average of 56 pedestrian collisions per year and 38 cyclist collisions per year. Based on the relatively high number of collisions and low population, these numbers are concerning for the city and its residents. For perspective, Kingston experiences about 40 pedestrian collisions per 100,000 people compared to York Region which experiences 9 pedestrian collisions per 100,000 people. The City of Kingston also has an average of 3 fatal collisions each year.¹

In response to the alarming rates of collisions and fatalities, the City of Kingston approved a Vision Zero policy in September 2019.¹ This policy was informed by collision data as well as a public survey that sought to better understand residents' concerns about road safety. From the analysis of these datasets, the City identified seven emphasis areas that the Vision Zero policy will seek to address. The emphasis areas include: intersections, aggressive driving, distracted driving, impaired driving, pedestrian collisions, cyclist collisions and young demographics. The public survey and community engagement efforts revealed that school zones were identified by the public as areas of high concern in respect to road safety, despite collision data revealing that they were not within the high priority in terms of collision occurrences. Collision data did reveal that between the years 2012-2016, 19 child pedestrians (aged 0-15) and 13 child cyclists were involved in a collision.¹ According to Vision Zero principles, even one injury or fatality is too many and therefore work needs to be done to improve children's safety within the City.

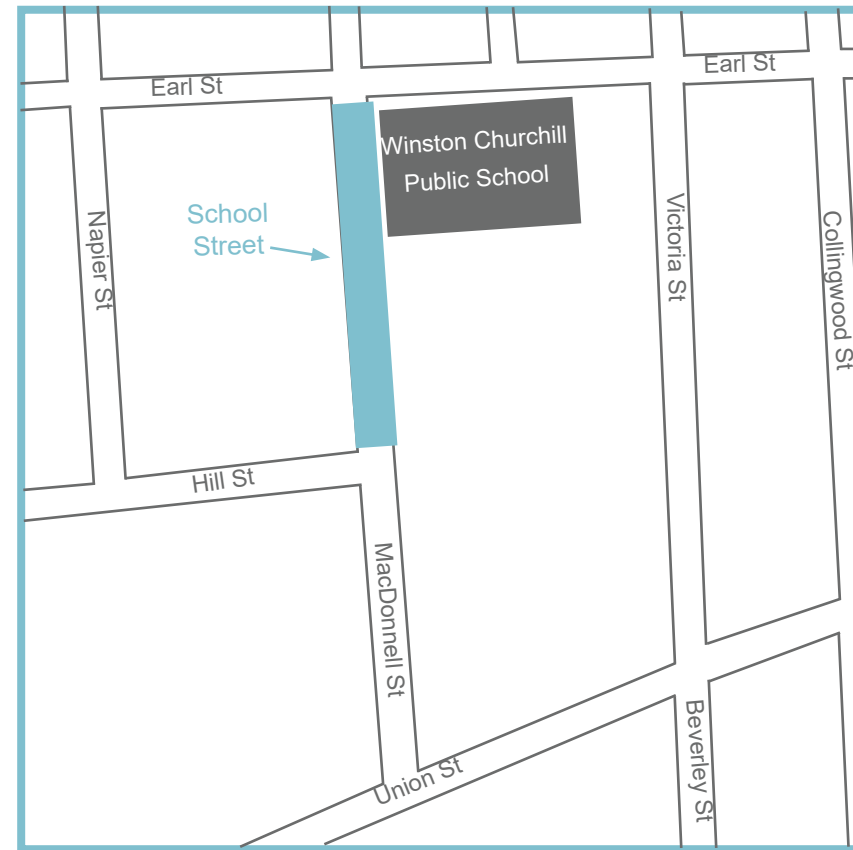
Many road safety advocates in the City of Kingston, including Dr. Patricia Collins of Queen's University and Roger Healey of KCAT were concerned about the safety of school zones. Dr. Patricia Collins and Dr. Kate Frohlich of University of Montreal initiated a large-scale research project in 2019, entitled Levelling the Playing Fields, that was seeking to evaluate School Streets and Play Streets in Kingston and Montreal. Dr. Patricia Collins approached Roger Healey and Kingston Coalition for Active Transportation (KCAT) with the concept of School Streets and Play Streets to see if they would be interested in leading the implementation of the two interventions. KCAT quickly signed on to the project as both interventions fit KCAT's mission of creating safer and more inviting spaces in Kingston for active transportation users. Around this time, they had also led a successful Quiet Streets program in Kingston and were interested in investigating future work in street rebalancing. The City of Kingston was consulted early-on and was supportive of the Play Streets and School Streets and incorporated the two interventions into the new Active Transportation Master Plan.

Site-specific Objectives

1. Increase active transportation to and from school
2. Improve safety in and around the school zone
3. Provide opportunities for children to build capacity in independent mobility
4. Raise awareness on the benefits of active school travel

¹ [Vision Zero](#); Kingston's road safety plan.

PILOT SITE



Kingston Coalition for Active Transportation (KCAT) ran their School Street the entire 2021-2022 school year, launching on September 7th, 2021 and ending on June 29th, 2022. The pilot ran at Winston Churchill Public School on MacDonnell Street from Earl Street to Hill Street. The School Street ran every school day for 25 minutes in the morning (8:40 - 9:05 am) and 25 minutes in the afternoon (3:20 - 3:45 pm). The School Street area includes almost 200 metres of MacDonnell Street, creating a traffic calmed environment where pedestrians and cyclists can move freely through the space.

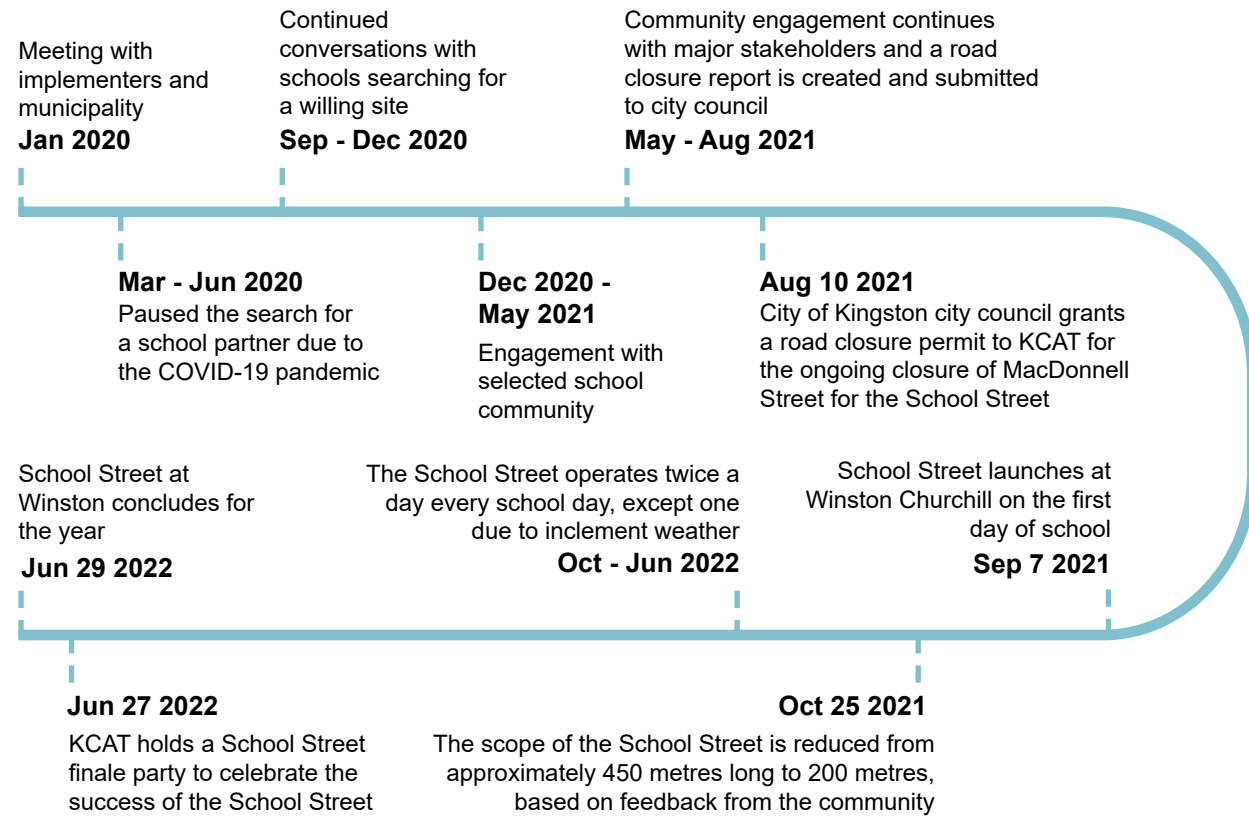
WHY WINSTON CHURCHILL PUBLIC SCHOOL?

The Kingston School Street is a part of a larger research project entitled "Levelling the Playing Fields" that involves researchers at Queen's University and the University of Montreal who are interested in evaluating School Streets and Play Streets. Multiple school sites across Kingston were approached as they met the following criteria:

1. School is not situated on a major public transit route or arterial road
2. High proportion of children within active transportation range
3. Principal and school community are supportive

Of the 6 schools that were approached, only 1 was willing and able to sign on to participate for September 2021.

PROJECT TIMELINE



COMMUNITY ENGAGEMENT

The Kingston School Streets program had four key audiences that the team actively worked to engage and include in the project:

1. School Staff
2. School Parents
3. Local Residents
4. City Staff

Community engagement occurred from January 2021 to August 2021 and took the form of virtual community meetings, informational letters, door-to-door meetings and online surveys. Engagement focused on informing the public on the School Street program and its potential benefit. The goals of the engagement process were to:

- Mobilize support from key stakeholders including residents and parents
- Bring attention to the importance of safe active school travel in Kingston
- Capture the feedback of the community on the successes and challenges of the pilot project to inform improvements and potential replication
- Document and measure the success of the pilot program to help build a community of practice around School Streets implementation in Canada and abroad.

OPERATIONS

Leadership

Kingston's School Street was led by the non-profit Kingston Coalition for Active Transportation (KCAT) with support from the City of Kingston Transportation Services Department. Specifically, KCAT was responsible for all operational aspects of the initiative, including securing liability insurance and closure equipment, coordinating and scheduling volunteers, and communicating with residents and other stakeholders. The School Street was evaluated by researchers from Queen's University led by Dr. Patricia Collins, in collaboration with Dr. Kate Frohlich from the University of Montreal, as part of a project called Levelling the Playing Fields. The research project, which is funded by the Canadian Institutes of Health Research, seeks to better understand the implementation of, and outcomes associated with, School Street and Play Street initiatives.

Road Closure Equipment

Kingston's School Street initiative used lightweight plastic barricades, road closed signs, and promotional signs to close the street to traffic. Volunteers were stationed at each barricade as well as within the closed School Street zone. All volunteers wore high-visibility vests and were equipped with whistles to alert pedestrians and cyclists if a motorist was entering the road space.



Vehicle Exemptions

Prior to the launch of the School Street, all residents living within the School Street zone and school staff were provided with rearview mirror tags that designated their vehicle as 'exempt'. This exemption granted these motorists special permission to enter the School Street zone when it was in session. All exempted motorists were required to drive at a walking pace and to be chaperoned by a volunteer while travelling through the School Street zone. The mirror tags were designed so that exempted motorists could be easily identified by the School Street volunteers.

Activities

Based on feedback from stakeholders, it was determined that the School Street would only be used for travel to and from school and would not involve the coordination of any activities or programming in the street space. In the last week of the School Street, KCAT organized a finale party for the community which involved music, activities and visits from city officials.



Volunteers

KCAT was able to recruit over 50 volunteers to support the School Street over the course of the school year. Volunteers included Queen's University students, parents, high school students and retirees. All volunteers received training from KCAT and were required to obtain vulnerable sector checks from the Kingston Police. Volunteers were responsible for setting up and taking down closure equipment, chaperoning exempted motorists through the School Street and monitoring the barricades. Each School Street shift required 3-4 volunteers.

RESULTS

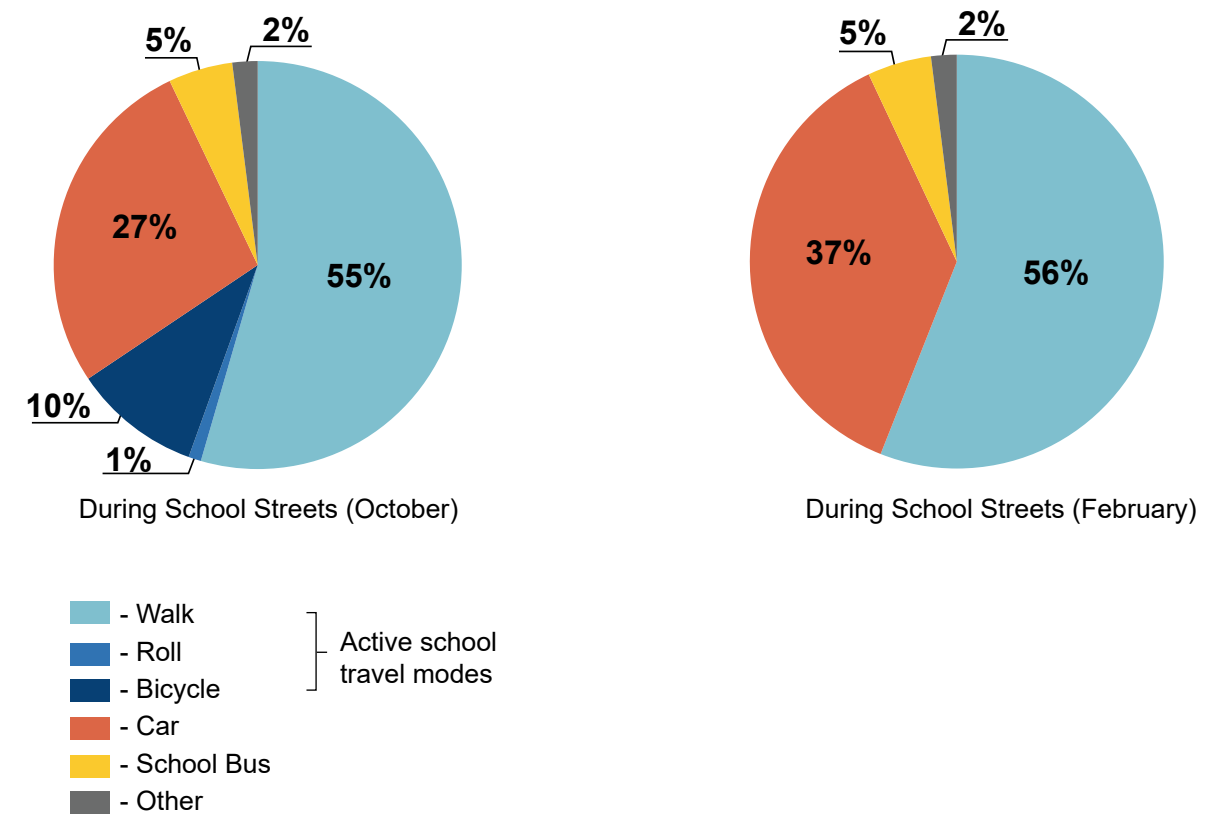
1. Change in Active School Travel

According to surveys with parents (n=46), active school travel of participating children increased by 11% from before the School Street pilot to during the pilot.

Hands-Up Surveys were also conducted in the classrooms to measure the levels of AST during the pilot; however, due to the COVID-19 pandemic and the consequent online learning in the 2020-2021 school year, the Kingston team was unable to collect baseline levels of AST.

During October of the School Street pilot, 54% of children walked to school, 10% cycled and 1% rolled to school. Therefore, 65% of children at the school use active modes of travel to get to school.

By February, only 56% of children were using active modes of travel to school, with no children using cycling/rolling as a mode of travel.



Change in active school rates at Kingston School Streets

2. Engagement with the School Street

As mentioned, the Kingston School Street was used primarily for active transportation to school and was not used as a space for play. However, results suggest that the School Street also became a place for socialization and community building. 49% of parents surveyed (n=46) indicated that the School Street allowed them to meet other parents for the first time. As well, 51% of parents said that they often take time to socialize with other parents on the School Street.

Survey responses from parents also indicated that there would be interest in using the School Street space for activities if the School Street were to continue. One parent included the following suggestion in their comments: “If/when COVID finishes, it would be nice to organize some street festival kinds of things in the controlled areas for special events (e.g., marking orange shirt day, celebrating pride month).”

Key informant interviews conducted in Kingston also suggested that at the start of the School Street children tended to stay on the sidewalk despite the closed road, but as the program proceeded children started to use the road space more throughout the year. Specifically, the road space seemed especially valuable in winter months when sidewalks were not always cleared.

The School Street also provided benefits during the pandemic, with 63% of parents indicating that they used the road space for maintaining physical distance.



Finally, some vehicles were permitted to enter and exit the School Street including residents on the street, emergency vehicles, and school staff. Volunteers recorded the number of vehicles admitted in and out of the space and found that very few vehicles needed to drive through the School Street. In the mornings, an average of 1.3 vehicles entered the School Street and less than 1 exited the space. In afternoons, an average of less than 1 vehicle entered the School Street and 3 exited, consisting mostly of school staff.

3. Perceptions of School Streets

Residents

Residents in the neighbourhood seemed to be the least supportive of the School Street project. 48% of residents surveyed (n=30) felt that their experience with the School Street project was either unpleasant or very unpleasant. Many of the residents surveyed further explained their experience and stated that the School Street inconvenienced them and made accessing their homes on the street a more frustrating experience. In the survey, some residents also expressed a lack of understanding of the School Street and what the program aimed to achieve. However, around 19% of respondents did suggest that the School Street project strengthened the sense of community in the neighbourhood.

Parents and Students

School parents were generally supportive of the School Street once it began. In the survey of parents after the pilot, **76% of parents (n=46) said they would support the School Street continuing at Winston Churchill PS in the future.**

Additionally, 44% of parents surveyed said that the School Street increased their sense of safety while travelling on MacDonnell Street, and 46% revealed that the School Street increased their child’s interest in using active school travel. When speaking to children directly in a focus group, almost all children said that the School Street either made them feel safer when travelling to school and/or less worried about traffic.



Volunteers

KCAT had a strong group of volunteers who supported the School Street throughout the entire school year. The volunteers offered important insights into the School Street as they were at the site on a weekly basis. In a survey, all of the volunteers (n=30) expressed satisfaction, on some level, with their experience volunteering for the School Street. Additionally, 80% of volunteers said that volunteering for the School Street made them feel more like part of a community.

4. City-wide impacts

In February of 2022, a 10-year-old girl tragically died outside of her school in Kingston, ON after being hit by a truck. This tragedy filled the Kingston community with grief and frustration around the state of school zones across the City. In response to the child's death, the City of Kingston created a city-wide School Pedestrian Safety Working Group that included representatives from the City of Kingston (two elected Councillors and Department of Transportation Services), four school boards, parent councils, Tri-Board Transportation, Kingston Police and KFL&A Public Health. KCAT was able to share preliminary findings on the School Street at Winston and offer the School Street model as a solution for safer school zones.

The School Pedestrian Safety Working Group presented a series of recommendations to City Council on June 21st, 2022 including the expansion of the School Streets program to an additional school in the 2022-2023 school year and potentially more in the future. City Council unanimously approved the expansion of the School Streets program and the continuation of the School Street at Winston for the upcoming year. This approval also means that future School Streets and Play Streets in Kingston do not need to receive full Council approval and can be approved by the Department of Transportation Services. Roger Healey, the Chair of KCAT, says he has been approached by many interested parents and schools looking to implement a School Street, however, KCAT does not have funding nor the staff to take on additional School Streets at this time. There is hope that other stakeholders can help contribute and coordinate the expansion of the School Street program to additional schools across Kingston in upcoming years.



Attachment #3 – LED Signage Example





Staff Report PW2023-011

Title of Report: PW2023-011 Holstein Dam Sluiceway Rehabilitation Approval
Department: Public Works
Branch: Transportation & Public Safety
Council Date: April 5, 2023

Recommendation:

Be it resolved that Council receive Staff Report PW2023-011 for information; and
That Council approve the Holstein Dam Sluiceway Rehabilitation project to authorize B. M. Ross Engineering and Associates Limited to complete final design and initiate tendering process for works to be completed in 2023; and
That Council approve the Holstein Dam sluiceway rehabilitation project of \$275,000.00; and
That Council authorize the redirection of the savings on the Excavator project and the paving projects, as needed, to fund the shortfall on the Holstein Dam sluiceway rehabilitation project.

Background:

BM Ross Engineering submitted a supplementary report for the Holstein Dam Sluiceway Rehabilitation to the Ministry of Natural Resources and Forestry (MNR) on February 17, 2023.

The proposed work is limited to the first 22 metres of the headrace. A 150 mm diameter pipe will be inserted into the 45- inch diameter pipe prior to grouting the pipe solid, with a control valve. The purpose of the 150 mm diameter pipe is to maintain baseflows to the tailrace, still out letting to the tributary stream. A permit from Saugeen Valley Conservation Authority (SVCA) was included in the package submission for the proposed works.

BM Ross received comment back from MNR on March 6, 2023 that the application will not require a Lakes and River Improvement Act (LIRA) approval, as the work does not require modification of the earth embankment. Correspondence was received from the Department of Fisheries and Oceans (DFO) on March 7, 2023, providing comment on the application for approval, including working within the timing window to protect fish, no in-water work between October 1st and July 15th, fish salvage if required and contingency plans for sediment control, refuelling machinery and spill response.

Staff Comments:

With receiving comments and feedback from the above agencies, acknowledges the Holstein Dam sluiceway rehabilitation work plan endorsement to be initiated.

BM Ross Engineering will finalize the design and tender documents for release for the in-water works to be completed between July 15th and September 30th 2023. The design will include a new catwalk platform for valve turning control and operations, with restricted access. After completion of the works, the sheet pile coffer dam will be removed.

As a result, there is a shortfall in the funding for the project as the 2023 Budget only anticipated costs of \$50,000.

On February 15, 2023, Council received Staff Report PW2023-007 Insurance Excavator Replacement Offer and authorized the purchase of a replacement excavator at a cost no greater than \$176,000 plus HST. Staff have completed the purchase of the excavator for \$176,000 plus HST and received confirmation that insurance proceeds will cover the cost less the \$10,000 deductible. As a result, the surplus of \$120,000 (\$135,000 less \$10,000 deductible and \$5,000 for modifications) is available to be redirected.

Also, the cost of paving has come in lower than budget. Staff had considered redirecting the saving to allow for base asphalt on SDR 11. Staff will be meeting with the County in early May to continue discussing the timeline of when/if ownership of SDR 11 will shift to the County.

Staff recommend that Council authorize the redirection of the savings on the Excavator project and the paving projects, as needed, to fund the shortfall on the Holstein Dam sluiceway rehabilitation project.

Staff have also determined that other possible funding options are:

- 1) Use of the tax stabilization reserve – winter maintenance. Funds were raised from taxation for operations. 2023 Budgeted ending is \$344,436.08.
- 2) Cut another existing Roads Capital project that anticipated the use of taxation and redirect the funds
- 3) Use of the tax stabilization reserve – general

Financial Implications:

The 2023 Budget contained \$50,000 for the Holstein Dam project, funded from taxation. BM Ross have provided an estimated budget for the dam sluiceway works of construction costs of \$250,000.00. Engineering for final design, tendering and contract administration is \$25,000.00, totalling \$275,000.00 plus HST. In addition to the BM Ross costs, costs will also be incurred for Weatherall Dock & Dredge system estimated to be up to \$50,000.

Staff recommend that savings on the Excavator project and the paving projects, as needed, be redirected to fund the shortfall on the Holstein Dam sluiceway rehabilitation project.

Alternatively, the other funding options are:

- 1) Use of the tax stabilization reserve – winter maintenance. Funds were raised from taxation for operations. 2023 Budgeted ending is \$344,436.08. Use for this project would leave \$69,436 in the reserve and halt further reductions in the amount raised for winter maintenance since this reserve would need to be replenished.
- 2) Cut another existing Roads Capital project that anticipated the use of taxation and redirect the funds. This option would increase the infrastructure funding gap and need an increase in taxation going forward.
- 1) Use of the tax stabilization reserve – general. The tax stabilization reserve has a 2023 budgeted ending of \$329,757.28. Use for this project would leave only \$54,757.28 in the reserve.

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 PW2023-011 for information, and that Council approve the Holstein Dam Sluiceway Rehabilitation project to authorize B. M. Ross Engineering and Associates Limited to complete the final design and initiate tendering process for works to be completed in 2023, and that Council authorize the redirection of the savings on the Excavator project and the paving projects, as needed, to fund the shortfall on the Holstein Dam sluiceway rehabilitation project.

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*
Dina Lundy, CAO

Attachments: None



Staff Report PW2023-013

Title of Report: PW2023-013 **Public Works Tender Award**
Recommendations
Department: Public Works
Branch: None
Council Date: April 5, 2023

Recommendation:

Be it resolved that Council receive Staff Report PW2023-013 for information; and
That Council award the 2023 Crushing Loading and Hauling 16mm Granular Material to Donegan’s Haulage in the estimated amount of \$494,510.00 plus HST; and

That Council proceed with the purchase order approval from Joe Johnson Equipment for the 2024 International HV 607 chassis with automated Labrie body for a total price of \$485,801.00 plus HS; and

That Council approves funding this purchase through the addition of \$192,186.64 plus HST to the 2024 Capital Budget for the collection truck chassis cost, and \$293,614.36 plus HST to the 2025 Capital Budget for the Labrie body cost.

Background:

Staff re-issued the Crushed Gravel tender with the Holstein Pit quantities for the west side of the Township maintenance gravel applications, including hourly rates for loading, hauling and applying equipment and hopper trucks.

A Crushed Gravel Supply tender was also released for the supply of Granular “A” from a pit source to supply the east side of the Township with 26,000 tonnes to be applied by the contractor awarded from the hourly rate tender as mentioned above.

The Waste Collection Truck tender was also being released for the same closing period as above. Labrie Enviroquip Group will be pre-qualified for the automated 60/40 body split component purchased through the LAS – Canoe Procurement Group, with a negotiated discount of 51% off of the Manufacturer’s Suggested Retail Price (MSRP).

The closing date was March 23, 2023 at 12 noon, followed by virtual opening at 1pm. The tenders were opened by Asset Manager and Deputy Treasurer Aakash Desai, Public Works Foreman/Fleet Manager John Watson, Public Works Administrative Assistant Lisa Wilson and Public Works Manager Jim Ellis.

Staff Comments: **Gravel Tender:**

Staff analysis of the tender bid pricing submitted for Purchase of Granular "A" Gravel for maintenance gravel for the east side of the Township concludes it is more cost effective to crush "A" gravel from our own Township pit source at Holstein for this year's supply. Loading, haul and apply will be charged at the hourly rates submitted by Donegan's Haulage.

There is currently a stockpile of "A" gravel at the Holstein pit, which will also be used for the quantities required, that will reduce the amount of crushed materials that will be required.

Staff recommends that Donegan's Haulage be awarded the 2023 Crushing Loading and Hauling 16mm Granular Material

Southgate Maintenance Gravel Cost Analysis

East side of Township

	Southgate Gravel Approx 1.5 Hour Avg Round Trip	Esker Lee Approx .75 Hour Avg Round Trip	Cedarwell Approx 1.5 Hour Avg Round Trip	Cox Construction Approx 1.5 Hour Avg Round Trip
Cost of Gravel/MT	\$3.00/MT	\$12.50/MT	\$8.25/MT	\$10.95/MT
Trucking @ \$180/Hr	\$7.71/MT	\$3.86/MT	\$7.71/MT	\$7.71/MT
Total cost per Tonne	\$10.71/MT	\$16.36/MT	\$15.96/MT	\$18.66
Total Cost for Gravel	\$215,200	\$327,200	\$319,200	\$373,200
Cost for Loader *	\$24,310	\$11,220	\$24,310	\$24,310
Total Cost	\$239,510	\$338,420	\$343,510	\$397,510

* Cost of loader based on average 6 trucks per day, average 35 Tonnes per load for 11 hours a day

West side of Township

	Donegan's Haulage	Walkers Aggregates
Crush, Load & Apply	\$225,000	\$287,500
Crush & Stockpile	\$30,000	\$55,000
Total Cost	\$255,000	\$342,500

Automated Waste Collection Truck:

The tender for the Automated Waste Collection Truck had 2 bid options from Joe Johnson Equipment submitted.

The first submission is for a 2024 International model HV607, which is a similar version of our current collection trucks with the Labrie body. It has a front axel load rating of 20,000 lbs, with front steer tires that are a 425/65 R221520 rating

The second truck option is for a 2024 Freightliner M2-106, both trucks have the same 360 HP L9 Cummins engines and Labrie body. This truck has a front axel load rating of 18,000 lbs, with front steer tires that are a 315/80 R22.5. This truck will sit lower compared to option # 1.

The warranties for engine and drive train are the same for 2 years, except the International has a 3-year transmission warranty compared to the option # 2 with a 2-year transmission warranty.

Staff recommends that Council consider approving to proceed with the Automated Collection Truck Tender to Joe Johnson Equipment for the first option of the International HV607 with Labrie body, expected delivery date in 2025.

Company	Make & Model	Cab & Chassis	Collection Body	Total Cost Exc HST	Delivery Date
Joe Johnson Equip	International HV607	\$192,186.64	\$293,614.36	\$485,801.00	Spring 2025
Joe Johnson Equip	Freightliner M2-106	\$129,510.19	\$293,614.36	\$423,124.55	Fall 2023

**Financial Implications:
Gravel Tender:**

The 2023 Operational Budget has a gravel materials line item for \$425,000.00. The total estimated cost for granular "A" crushing, loading and hauling is \$494,510.00 plus HST. There will be a reduction in crushing quantities based on the current gravel stockpile at the Holstein pit. The shortfall will be funded through savings realized in the capital projects.

The cost of the 6,000 tonnes of construction gravel will be funded through the Capital Budget projects for Southgate Road 26 and Southgate Sideroad 75.

Automated Waste Collection Truck Tender:

The 2023 Capital Budget did not carry funding for 2023, as delivery was expected to be in 2024 for the chassis but was listed in the 2024 forecasted budget at an anticipated \$340,000.00.

Staff recommends that the 2024 Capital Budget include the collection truck chassis cost of \$192, 186.64 plus HST and the 2025 Capital Budget include the remaining budget for the Labrie body of \$293,614.36 plus HST.

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 PW2023-013 for information, and that Council award the 2023 Crushing Loading and Hauling 16mm Granular Material to Donegan’s Haulage in the estimated amount of \$494,510.00 plus HST, and that Council proceed with the purchase order approval from Joe Johnson Equipment for the 2024 International HV 607 chassis with automated Labrie body for a total price of \$485,801.00 plus HST.

Respectfully Submitted,

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

Deputy Treasurer Approval: Original Signed By
Aakash Desai, Asset Manager, Deputy Treasurer

CAO Approval: Original Signed By
Dina Lundy, CAO

Attachments: None



Staff Report PW2023-014

Title of Report: PW2023-014 Department Report
Department: Public Works
Branch: None
Council Date: April 5, 2023

Recommendation:

Be it resolved that Council receive Staff Report PW2023-014 for information; and
That that Council approve the Hwy 10 farmland rental for the 2023 crop season to Pinebrook Farms Inc. for the total amount payment of \$22,950.00; and
That Council approve allocation of the revenue from the farmland rental towards the purchase of required land for the entrance to EcoPark Phase 2 development from Hwy 10.

Background:

Public Works Department update.

Staff Comments:

Transportation and Public Safety:

1. The Township received the 2015 Caterpillar M318D rubber-tired excavator for the fire-loss insurance replacement of Unit 114.
2. On January 17, 2023, Unit 208, a 2008 Ford F550 broke down on the side of the road and was towed to Vanalstine Automotive to be diagnosed. They found that the high-pressure fuel pump had disintegrated, which put metal filings throughout the fuel system. The recommendation was to replace components consisting of a new high pressure fuel pump, new lift fuel pump, new cooler, new lines and 8 new injectors, for a total of approximately \$13,000.00.
After the repair of the fuel system was completed, and when the engine was started there was a "knock" in the engine. Upon further investigation, it was noticed that one of the old injectors was slightly bent, which indicated that when the truck broke down on January 17th, it hydro locked which is what bent the injector, but more so would also have bent a push rod, causing more damage within the motor. Vanalstine Automotive recommended a new engine block was required for an estimated \$19,000.00 installed.
3. The Victoria Street watermain and reconstruction tender has been released by Triton Engineering and posted on the Township website. A request for closing timeline extension resulted in an addendum being issued with a tender closing with a virtual opening on Tuesday April 11, 2023 at 2:00pm.

4. There will be a public information meeting for the proposed Schill Drainage Works at the Melancthon Municipal Office on Friday April 14, 2023 at 10:00 am. (Attachment #1)
5. A Request for Quotes (RFQ) was released for the land lease rental of the Highway 10 property of approximately 90 acres workable for the 2023 cropping season, due to the fact that construction will not begin this year on the roadway. The RFQ closed Wednesday March 29, 2023 at 1:00pm and a virtual opening commenced with Asset Manager, Deputy Treasurer Aakash Desai and Public Works Administrative Assistant Lisa Wilson. There were 3 submissions for the lease. The following is a breakdown of the bids:

Bidder	Price per acre	Deposit Cheque amount	Total Bid Price
Horton Brothers Farms Inc.	\$102/acre	\$2,291.00	\$9,180.00
McLean Farms	\$205/acre	\$4,614.00	\$18,450.00
Pinebrook Farms Inc.	\$255/acre	\$11,475.00	\$22,950.00

Staff recommends that Council approve the Hwy 10 farmland rental for the 2023 crop season to Pinebrook Farms Inc. for the total amount payment of \$22,950.00.

Waste Resources & Diversion Management:

1. The Dundalk Transfer Station will be open to the public on Thursday’s between 10:00am and 3:00pm for the months of April and May.

Water & Wastewater:

1. The Dundalk water tower logo painting with the 3 fingerprints has a detailing issue as noted by the contractor. Triton has notified Township staff that it maybe challenging to have the finer detail of the print separated out and increase cost to the work. Concerns of peeling of lines and longevity are key factors, with the view from the distance below it is suggested that the prints be a solid colour of green. The lettering and logo are estimated at \$40,000.00, if Council wishes to pursue the detailed fingerprints, a change order would be required and processed with costing adjustment and possible warranty change.

Financial Implications:

Financial costs are included in the 2023 Capital and Operational Budgets.

The 2023 Southgate Capital Budget included the excavator replacement with an estimated insurance value payout of \$115,000.00 and \$135,000.00 from general taxation for a total of \$250,000.00.

Intact Insurance covered the excavator replacement costs minus the \$10,000.00 deductible, reimbursing the Township \$169,097.60. The \$135,000.00 budget from general taxation will be reduced with the insurance deductible and another \$5,000.00 for adaption of the bushing and pin work for the brusher attachment. The remaining budget of approximately \$120,000.00 will be redirected to another 2023 project.

The 2023 Operating Budget has line items for Unit 208 for repairs and materials totaling \$8,000.00. The repair shortfall of funding will be realized from other fleet savings areas for 2023.

The Highway 10 farmland lease revenues will be directed to the Eco Park Phase 2 development processes.

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 PW2023-014 for information., and that Council approve the Hwy 10 farmland rental for the 2023 crop season to Pinebrook Farms Inc. for the total amount payment of \$22,950.00.

Respectfully Submitted,

Dept. Head: *Original Signed By*

Jim Ellis, Public Works Manager

Deputy Treasurer Approval: *Original Signed By*

Aakash Desai, Asset Co-ordinator, Deputy Treasurer

CAO Approval: *Original Signed By*

Dina Lundy, CAO

Attachments:

Attcahment #1 - Schill Drainage Works Meeting



March 21, 2023

Via: Mail

Dear Sir/Madam:

SITE MEETING/INFORMATION MEETING NOTICE

A petition for drainage works describing Pt. Lot 22, Con. 7 S.W. (Township of Melancthon) was accepted by Council and a site meeting held. Subsequent to the site meeting additional petitions describing Pt. Lot 23, Con. 7 S.W. (Township of Melancthon) and Pt. Lot 42, Con. 6 (Township of Southgate) have been submitted and accepted by Council. As a result of the new petitions a site meeting is required.

A Site Meeting/Information Meeting has been scheduled for:

FRIDAY, APRIL 14, 2023 at 10:00 a.m.

to meet at the Township of Melancthon Municipal Office, 157101 Highway 10, Melancthon, Ontario with a site inspection afterwards (if required).

The purpose of the meeting is to review our findings and overall recommendations and discuss the preliminary cost distribution. Owners receiving a copy of this notice may ultimately be assessed for a portion of the cost of the work. Once the report is submitted to Council it is very difficult to make any changes. As such, your attendance and input would be greatly appreciated so that any issues can be resolved prior to the final report being prepared.

Should you have any questions or cannot attend, please contact the undersigned at (519) 938-3077 or by cell at (519) 939-1578.

Yours truly,

R.J. Burnside & Associates Limited

T.M. Pridham, P.Eng.
TMP:ao

Enclosure(s)

cc: Ms. Lindsey Green, Municipal Clerk, Township of Southgate (enc.) (Via: Email)
Mr. Jim Ellis, Manager of Public Works, Township of Southgate (enc.) (Via: Email)
Ms. Denise Holmes, CAO/Clerk, Township of Melancthon (enc.) (Via: Email)
Mr. Craig Micks, Public Works Superintendent, Township of Melancthon (enc.) (Via: Email)

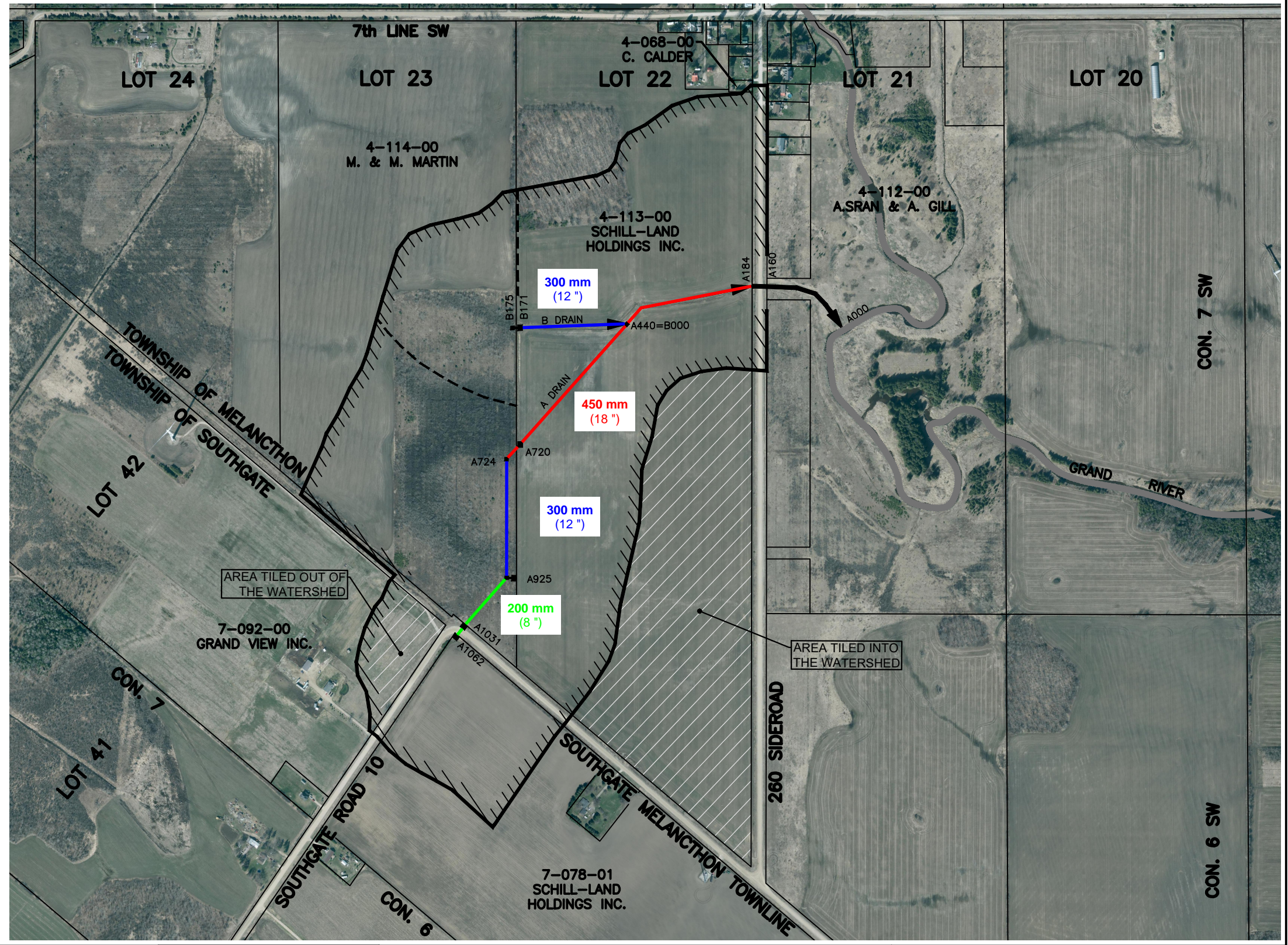
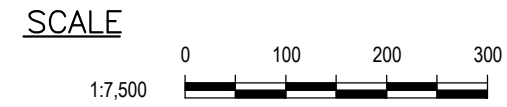
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THE PROPERTY LINES SHOWN ON THIS PLAN ARE APPROXIMATE AND FOR GENERAL INFORMATION ONLY.

LEGEND

- APPROXIMATE WATERSHED LIMITS
- APPROXIMATE INTERIOR WATERSHED
- DRAIN ROUTE (OPEN DRAIN)
- DRAIN ROUTE (CLOSED DRAIN)
- STATION
- ASSESSMENT ROLL NO.
- PROPOSED CATCHBASIN



Notes

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2. The contractor shall verify all dimensions, levels, and datums on site and report any discrepancies or omissions to this office prior to construction.
3. This drawing is to be read and understood in conjunction with all other plans and documents applicable to this project.

No.	Issue / Revision	Date	Auth.
1	DRAFT	2023/03/21	TMP
PRELIMINARY			

T.M. PRIDHAM
REGISTERED PROFESSIONAL ENGINEER
PROVINCE OF ONTARIO

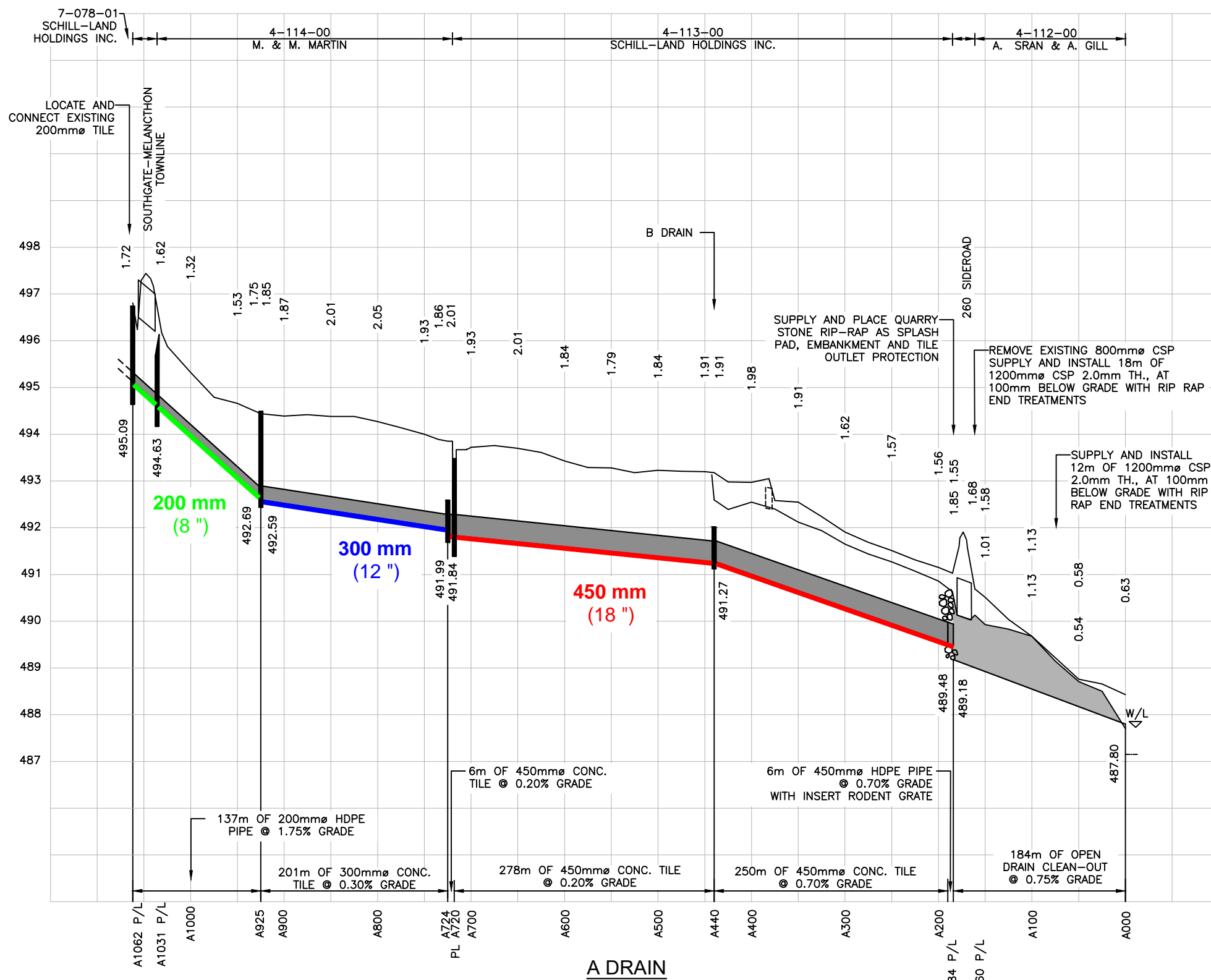
T. M. Pridham, P. Eng.

BURNSIDE

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fax (519) 941-8120
web www.rjburnside.com

Client
TOWNSHIP OF MELANCTHON
157101 HIGHWAY 10
MELANCTHON, ONTARIO
L9V 2E6
93

Drawing Title SCHILL DRAINAGE WORKS			
WATERSHED PLAN			
Drawn AKB	Checked TMP	Date	Drawing No.
Scale AS SHOWN	Project No. 300036409.0000		P1

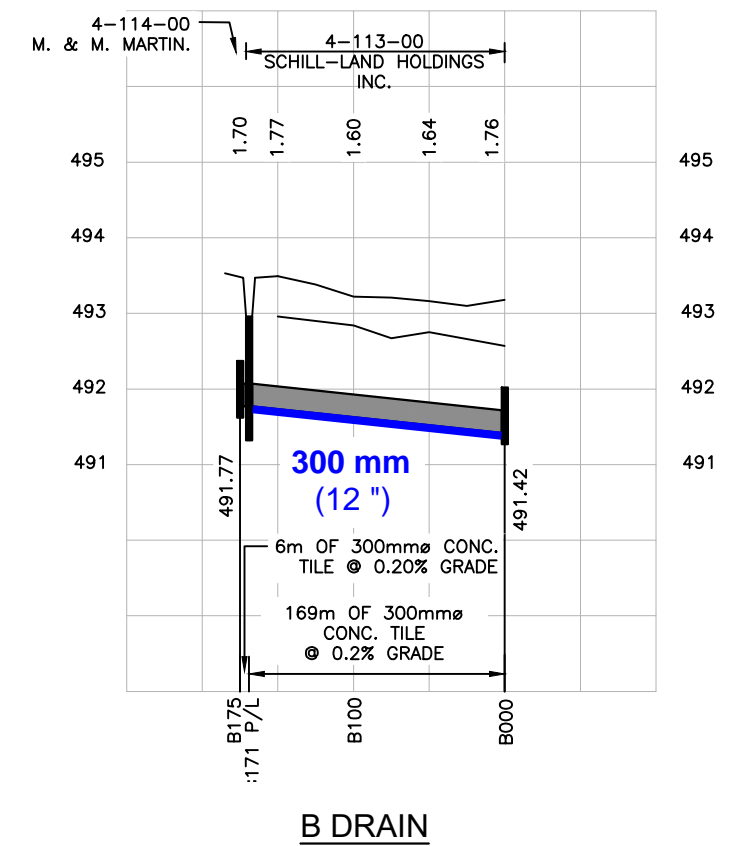


BENCHMARKS:

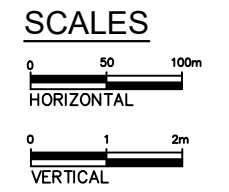
STA. A161 SPIKE IN EAST FACE OF HYDRO POLE 35m WEST
ELEV = 491.95

STA. A896 SPIKE IN SOUTH FACE OF FENCE POST 10m SOUTH
ELEV = 494.74

STA. A1056 SPIKE IN NORTH FACE OF HYDRO POLE 28m SOUTH
ELEV = 497.00



OPEN DRAIN:
BOTTOM WIDTH 1.0m
SIDE SLOPES 2:1 (H:V)

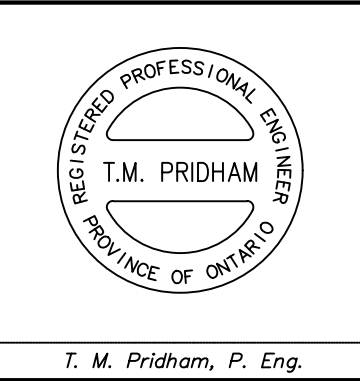


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No.	Issue / Revision	Date	Auth.
1	DRAFT	2023/03/21	TMP

PRELIMINARY



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MELANCTHON, ONTARIO
L9V 2E6

Drawing Title SCHILL DRAINAGE WORKS			
PROFILES			
Drawn	Checked	Date	Drawing No.
Scale AS SHOWN	Project No. 300036409.0000		P2



Staff Report CAO2023-005

Title of Report: CAO2023-005- Natural Heritage Review Options
Department: Administration
Council Date: April 5, 2023

Recommendation:

Be it resolved that Council receive Staff Report CAO2023-005 for information; and

That Council concur with the recommendation as determined by Grey County to hire a planning ecologist to support municipal application review funded by an increase to county planning application fees and other sources as established by Grey County.

Background:

Bill 23 made some changes regarding Conservation Authorities' authorities. Included in these changes is that CA's can no longer provide natural heritage reviews on planning applications or policy matters. The Provincial Policy Statement and local and upper tier Official Plans still require this review, and therefore an alternate source to manage this service must be determined. Additional information on the legislative changes can be found in the appended Grey County report.

Staff Comments:

The Grey County report lists recommendations that take local tier needs into consideration. Staff support option a) to hire County natural heritage review staff for county and Municipal applications review, for the reasons outlined in the report. The writer was present and voted in the County polling of options for hiring of staff and the funding options. Staff support the County increasing planning application fees to partially offset the cost of this new staff, along with other funding streams noted in the report recommendation.

Financial Implications:

With the options supported, the Township may incur costs billed by the county for natural heritage review services. It is the intention that costs of this nature be passed on to the respective development for reimbursement.

Concluding Comments:

It is recommended that council approve the County of Grey recommendation made in consultation with member municipalities to continue the required natural heritage reviews under provincial, upper and lower tier policies.

Respectfully Submitted,

CAO Approval: *Original Signed By*

Dina Lundy, CAO

Attachments:

Grey County Committee Report: Natural Heritage Review / PDR-CW-10-23



Committee Report

To:	Warden Milne and Members of Grey County Council
Committee Date:	February 23, 2023
Subject / Report No:	Natural Heritage Review / PDR-CW-10-23
Title:	Natural Heritage Review Options
Prepared by:	Scott Taylor
Reviewed by:	Randy Scherzer
Lower Tier(s) Affected:	All Municipalities within Grey County
Status:	

Recommendation

1. That report PDR-CW-10-23 regarding natural heritage review options be received; and
2. That the report be shared with member municipalities and conservation authorities within Grey County for their review; and
3. That staff be directed to proceed with recruitment of a County staff position for natural heritage review of County applications, as funded in 2023 from any year-end surplus from the 2023 Planning Operating budget, application fees, along with funds from the waste management, planning studies, and one-time funding reserves; and
4. That staff prepare an update to the County's Fees and Services By-law to update planning application fees to recoup some of the costs of this new staff position; and
5. That staff utilize consulting services, on an interim basis, for natural heritage review, until such time as a staff member has been hired for this role; and
6. That staff further consult with member municipalities in Grey regarding the possibility of the County providing natural heritage review services on behalf of member municipalities, and following this consultation, should municipalities request the County provide this service, a report will be prepared to provide options for County Council's consideration.

Executive Summary

Bill 23, the *More Homes Built Faster Act* was passed by the province in late November 2022. One of the key changes in Bill 23, which came into effect on January 1, 2023, was to limit

conservation authorities' role in the planning and development review process. Conservation authorities can no longer provide review services for natural heritage on development applications or planning policy matters. Although conservation authorities can no longer provide natural heritage review comments, the Provincial Policy Statement and the County and municipal official plans still require such review, prior to the approval of new development. This report provides background information on natural heritage review, as well as providing some options for County Council to consider to address the gap left by this Bill 23 change. The options for consideration are as follows:

- a) Hire County natural heritage review staff for County and Municipal application review,
- b) Hire a County natural heritage review staff person for County application review only,
- c) Hire a natural heritage review consultant (or consultants) for County and Municipal application review, or
- d) Do nothing at this time.

Staff recommend proceeding with option B at this time. Staff also recommend proceeding with additional consultation with member municipalities on option A, to determine if municipalities want the County to provide this service on their behalf. Option C also represents a possible alternative, should options A or B not be chosen. Staff are not recommending proceeding with option D.

Background and Discussion

On November 28, 2022, the province passed Bill 23, known as the *More Homes Built Faster Act*. Bill 23 amended several pieces of legislation, many of which impact the development planning application process. Through Bill 23, the province amended the *Conservation Authorities Act* in a few ways, but notably to this report, the province scoped the role of conservation authorities (CAs) when reviewing and commenting on proposals, applications, or other matters related to development and land use planning. More specifically CAs can no longer provide natural heritage comments on matters under the following Acts:

1. *The Aggregate Resources Act,*
2. *The Condominium Act,*
3. *The Drainage Act,*
4. *The Endangered Species Act,*
5. *The Environmental Assessment Act,*
6. *The Environmental Protection Act,*
7. *The Niagara Escarpment Planning and Development Act,*
8. *The Ontario Heritage Act,*
9. *The Ontario Water Resources Act,* and
10. *The Planning Act.*

For the purposes of this report 'natural heritage' means the natural environment including individual features and how those features function together as a whole system.

Notable to Grey County and member municipalities, this means CAs are limited to providing comments on natural hazard matters and will no longer be able to comment on natural heritage matters when assessing development proposals, applications, or policy/mapping changes.

Previously CAs were mandated to comment on natural hazard matters, but many municipalities had agreements with CAs to also provide comments on natural heritage matters. Prior to Bill 23, changes to the *Conservation Authorities Act* had previously set out mandatory programs (i.e., natural hazard review), and non-mandatory programs (i.e., natural heritage review). For non-mandatory programs, municipalities could request CAs to provide those services via agreement. Particularly for rural and smaller municipalities, including Grey County, having CAs provide these services was essential to the overall planning and development review process. Prior to Bill 23, Grey County staff were in the process of negotiating a memorandum of understanding (MOU) with Grey's four CAs to define their role in providing these non-mandatory programs that the County's planning system relies on. Bill 23 has changed this relationship. CAs will still provide the natural hazard services, but cannot provide natural heritage review and comments for the ten pieces of legislation listed above.

The County provided comments to the province raising concern with respect to this change through staff report PDR-CW-37-22 (linked to in the attachments section of this report). On December 28th, 2022, the province notified municipalities and conservation authorities that these Bill 23 changes were being brought into effect on January 1st, 2023.

Within Grey County and our nine member municipalities, there are no staff that currently specialize in reviewing natural heritage matters related to development applications. Review of such matters requires a specialized background, likely in ecology or biology or equivalent experience, versus a planning degree. Staff at both the County and municipal levels have relied on CA staff, or in some cases independent peer review consulting services, to review natural heritage matters. The need to hire environmental peer reviewers has been minimal in the past, based on the ability to get these comments from local CA staff.

In preparing this report, County staff discussed these matters with municipal and conservation authority staff, as well as researching what other counties and municipalities outside of Grey are doing. Based on the speed in which these Bill 23 changes came into effect, and the need for consultation with member municipalities and conservation authorities, County staff were not able to include natural heritage review in the 2023 County budget presented to Council. Staff did however flag Bill 23 impacts as a budget risk, as we knew both this report, and future discussions on development charges, would trigger additional budget impacts to the County and member municipalities. Unfortunately, given the January 1st, 2023 implementation date, it has not left time for transition, and requires direction from Council relatively soon for either an interim or long-term solution.

This report will provide some background on natural heritage matters, and options for Council to consider for addressing the gap left by CAs no longer being able to provide natural heritage review services.

Role of Conservation Authorities

Conservation authorities were first established in the 1940's in Ontario, but their role was shaped in large part due to Hurricane Hazel in 1954. First and foremost, CAs exist to prevent flooding and protect public safety. Within Grey County, the CAs provide the hazards lands (also called environmental protection lands) mapping, wherein it's not safe to site new development. CA jurisdictional boundaries do not follow municipal boundaries, but are defined instead by watershed boundaries, a more meaningful boundary for environmental planning purposes. Grey

has four CAs with jurisdiction in the County; Grey Sauble Conservation Authority (GSCA), Saugeen Valley Conservation Authority (SVCA), Grand River Conservation Authority (GRCA), and Nottawasaga Valley Conservation Authority (NVCA).

The role of CAs has evolved over time, and their services and staffing levels vary across the province. Some CAs across Ontario have taken on additional services within their watersheds. With climate change, and as Ontario experiences more extreme weather events, CAs evolving role has been crucial to not only protecting public health and safety (i.e., natural hazards), but also ensuring the long-term health of our natural environment (i.e., natural heritage).

Previously, some of these natural heritage review functions were captured by staff at the Ministry of Natural Resources and Forestry (MNR) and/or the Ministry of the Environment, Conservation, and Parks (MECP). However, the role of these two ministries in the development review process has been reduced over the last several years. Whereas County staff used to be able to get comments from MNR on natural heritage matters related to development applications; that is no longer the case. Species at risk matters are now the purview of the MECP. Many landowners and environmental consultants have reported difficulty in getting timely advice from MECP on species at risk matters. For these reasons, the County and member municipalities have relied more heavily on conservation authority staff to provide natural heritage review comments (pre-Bill 23).

County staff would further note that matters of natural hazard and natural heritage are not mutually exclusive. For example, the Saugeen River may be a flooding hazard, but will also provide habitat to plants and animals, and is considered significant valleylands within the natural heritage policy framework. As noted in staff report PDR-CW-37-22, staff see inefficiencies in now having separate bodies review natural hazard and natural heritage matters.

It is important to note that post-Bill 23 CAs will still be involved in reviewing development applications and policy proposals. Although that review will be limited to natural hazard review, and not natural heritage review, it will still require CAs to be circulated, provide comments, visit properties, and collect fees for their review. At this stage it is not anticipated that we will see a significant reduction in the CA staff time or fees, based on the fact that they will still have a similar amount of work for natural hazard review, but they will not be including natural heritage comments in their letters/reports. It is further worth noting that province has frozen CAs abilities to modify their fees in 2023. One CA did note that a modest reduction in fees may be considered, based on their redefined role, once the freeze on fee modifications has been lifted.

Finally, it's also worth noting that CAs provide an objective third party opinion that was trusted by many members of the public (whether for natural hazard or natural heritage purposes). In instances where a developer has hired a consultant to study the anticipated environmental impacts of a development, the public can sometimes be mistrustful of those recommendations, for fear of bias. In some cases, members of the public have even questioned municipal objectivity given the potential tax revenue stemming from a development. As a result, having 'sign-off' from a CA often carried weight with concerned neighbours that the development had been properly reviewed and vetted. County Council has received correspondence in the past from citizens groups asking for CAs to peer review all applications which had natural heritage elements, as the CAs provided valuable independent advice. Others have criticized CAs in the past for being 'too protective' or for delaying development projects. While staff can understand

the frustrations of a landowner wishing to develop, staff see great value in the services that CAS provide.

What is natural heritage?

Within Ontario we have a top-down planning system, whereby the province sets the legislation and planning policy which counties and municipalities must follow. Under section 2 of the *Planning Act* the province sets out matters of provincial interest, which municipalities shall have regard to in carrying out their responsibilities under the Act. It's notable that the very first matter of provincial interest is: “(a) *the protection of ecological systems, including natural areas, features and functions;*”.

Section 3 of the Act provides the ability for the province to pass policy statements “*on matters relating to municipal planning that in the opinion of the Minister are of provincial interest.*” All municipal planning decisions shall be consistent with these policy statements. It is under this legislative framework which the province issues the Provincial Policy Statement (PPS). The PPS was last updated in 2020 and is currently under review (see staff report PDR-CW-01-23 linked to in the Attachments section of this report). Staff are not aware of when an updated PPS will be finalized, following the current review.

Section 2.1 of the PPS requires that municipalities protect natural heritage features and areas for the long-term. The PPS goes on to list and define the following natural heritage features:

1. significant wetlands including significant coastal wetlands,
2. significant woodlands,
3. significant valleylands,
4. significant wildlife habitat,
5. significant areas of natural and scientific interest (ANSIs),
6. fish habitat, and
7. habitat of endangered and threatened species.

Some areas of the province are not required to protect all seven of the above-listed features. However southern Ontario, including Grey County, is required to protect all the above.

Collectively the seven features listed above make up the majority of the ‘natural heritage system’, which the PPS requires municipalities to identify and protect. While the province provides definitions for each of the above seven features, the province only provides detailed mapping for items 1, 5, and 6. Some mapping is available for items 4 and 7, but it is not all encompassing and some of it is not publicly available.

It's also worth noting that for items 6 and 7 above, there is also federal and provincial legislation governing the protection of these features.

In 2014 the province updated the PPS to require municipalities to plan for and protect natural heritage systems, versus just protecting the seven features listed in section 2.1 noted above. As a result, in 2017 the County completed Green in Grey, the [County's Natural Heritage Systems Study](#). The findings of this study were then incorporated into the 2019 approval of Recolour Grey (the County Official Plan).

Why do we protect natural heritage?

In Grey County we protect our natural heritage systems, not just because we're required to do so by the province, but because it's the right thing to do. Although much of our economy is based on a growth mindset, it cannot be growth at all costs. We, as present generations of Grey County residents, enjoy a high quality of life with functioning (and beautiful) natural areas based on decisions that were made by generations that preceded us. We in turn have an obligation to be stewards to care for the lands that we will pass onto future generations.

We also know there are both financial as well as human health and safety reasons for why we protect our natural systems. Improper unplanned development can lead to greater risks with respect to the following:

- natural hazards (e.g., flooding, erosion, unstable slopes),
- climate change impacts (e.g., increased greenhouse gas emissions and lack of resiliency with respect to extreme weather events),
- loss of biodiversity, habitat, and species,
- impacts on physical and mental health (i.e., the health and mental health benefits of having access to nature are continuing to be researched and new benefits are regularly being discovered), and
- loss of economic opportunity, tourism, and the ability to attract people and businesses to Grey (i.e., Grey's natural environment is not only a selling point to visitors and residents, but it also directly impacts the bottom line of many existing businesses and entrepreneurs).

If development is not properly sited or mitigated there could be impacts on our health, economy, and public safety.

It's worth noting the Grey County's recently approved [Going Green in Grey Climate Change Action Plan](#) recognizes the importance of nature-based solutions as a key mechanism for the County to be able to meet our greenhouse gas reduction targets in the coming years.

Figure 1 below shows the high-level benefits of proper planning for our natural systems versus a more fragmented approach. There are countless other benefits and interconnections between our natural systems and built environment, but for the sake of brevity these will not all be explored in this report.



Figure 1: Fragmented Landscapes vs. Connected Landscapes

(Source: [South Nation Conservation](#))

How do we protect our natural heritage in Grey County?

The provincial direction for natural heritage protection gets implemented by municipalities in their official plans and zoning by-laws. In Grey County, our County Official Plan maps the following features:

- a) significant wetlands and coastal wetlands,
- b) other wetlands,
- c) significant woodlands,
- d) significant valleylands,
- e) ANSIs (earth and life science),
- f) fish habitat,
- g) core areas, and
- h) linkages.

Member municipalities in Grey would then include this mapping in their official plans, and in some cases in their zoning by-laws, though not all environmental features are required to be included in the zoning by-law.

Mapping is not provided in the County Plan for habitat of endangered and threatened species and significant wildlife habitat for a few reasons.

- (i) Some of that mapping is not public data for fear of people poaching or disturbing endangered species or their habitat,
- (ii) This data is subject to change as new species get added and removed from the threatened and endangered species lists, and
- (iii) This information has not all been mapped given the size and changing nature of Ontario, as well as the percentage of lands in private ownership.

The County has developed its own mapping for significant woodlands, significant valleylands, core areas, and linkages, based on provincial and local criteria.

Core areas are the County’s largest pockets of significant natural features and represent the best areas for interior species habitat and natural function in the County. Grey County is home to some of the largest Core Areas remaining in Southwestern Ontario. Cores Areas are crucial to the environmental health of the County and represent an opportunity for conservation. Within Core Areas, the County places a priority on environmental protection. Core Areas largely overlap portions of other significant natural features including Provincially Significant Wetlands, Areas of Natural and Scientific Interest, Other Wetlands, Significant Woodlands, Significant Valleylands, Habitat of Endangered and Threatened species, Hazard lands, and Fish Habitat.

Linkages are identified to provide connectivity between Core Areas and establish a connected natural environmental system. They support natural processes that are necessary to maintain biological diversity, natural functions, viable populations of indigenous species, and ecosystems. Linkages are identified based on several factors including using the areas of greatest natural cover (terrestrial and/or aquatic, as well as areas of deep interior habitat), while focusing on the shortest distance between Core Areas.

It’s further noteworthy that it’s not just the natural features themselves that require protection under the PPS, but also the adjacent lands. For example, if someone was proposing development within a natural feature, or within the adjacent lands, it may trigger the need for an environmental impact study (EIS). Although adjacent lands distances are not defined in the PPS, they are defined in the province’s Natural Heritage Reference Manual. The County then implements those distances in the County Official Plan, which are currently defined as per Table 1 below:

Natural Feature	Adjacent Land Width
Habitat of threatened / endangered species	120 metres
Provincially significant wetlands / coastal wetlands	120 metres
Other wetlands	30 metres
Fish habitat	120 metres
Significant woodlands	120 metres
Significant valleylands	120 metres
Significant wildlife habitat	120 metres
Significant ANSI – earth science	50 metres

Significant ANSI – life science	120 metres
Core areas	120 metres
Linkages	Not applicable

Table 1: Natural Features and Adjacent Lands

Further to Table 1 above, it is worth noting that other sections of the County Plan speak to a 30-metre setback to watercourses.

Once mapping or policy is included in an official plan or zoning by-law, these documents provide prohibitions on development in certain natural heritage areas. In other natural heritage areas, the documents require an EIS to be completed to determine the potential impacts and recommend mitigation measures to preserve the ecological function of the features. An EIS is completed and paid for by the proponent looking to undertake the development, whether it's a private developer, or a public body (in the case of a public body proposing development). An EIS can be required for large developments (i.e., a 300-home plan of subdivision) or for smaller developments (i.e., a single consent application). The findings of an EIS inform any approvals for a development, which may include the following:

- requiring that some areas of the site are left undeveloped,
- enhancing or rehabilitating natural features on-site, or
- mitigation measures and setbacks to natural features.

The completion of an EIS can be both lengthy and costly as it can require field work in spring, summer, and fall. In some cases, the need to complete an EIS can be waived under the following circumstances:

1. the development is very minor in nature,
2. a building envelope is determined on-site which will have little or no impact on the natural heritage feature, or
3. where it's determined that an EIS would serve no practical purpose given the location of the development and surrounding off-site conditions.

With respect to item 3 above, let's consider a hypothetical example in Map 1 below. The green on the map is the significant woodlands, and the red property is being considered for development. The proposed development site is less than 120 metres away from the significant woodlands, therefore based on the PPS and the County Plan an EIS should be required. However, there are already streets and houses in between the woodland and the proposed development site. As a result, the completion of an EIS may serve little purpose, given the development that has already occurred in closer proximity to the woodland.



Map 1: Hypothetical Example of Waiving an EIS

Pre-Bill 23, in Grey County CAs were integral in several stages in the development process as follows:

- a) Determining if an EIS is required or if it could be waived,
- b) If an EIS is determined to be required, determining the scope of the EIS to be completed, and
- c) Once an application with an EIS is received, reviewing the EIS to determine the impacts on the natural environment and determine if provincial and local policies have been adequately addressed.

Items (a) – (c) above are crucial to the planning process in Grey, given the amount of mapped and unmapped natural heritage features we have in the County. While the hypothetical example above in Map 1 is straightforward, and likely does not require an expert to determine if an EIS is required; for many other development sites it would not be as easy to make that determination. Having a qualified individual that can in some cases waive an EIS, identify a building envelope on-site, or scope an EIS, can have major impacts on development in the County. The CA role here has saved residents and developers thousands of dollars and significantly sped up the development process where (a) or (b) above were applicable. It's also worth noting that the CA provide an objective third party opinion which was generally trusted by the public. Although individual landowners and/or or developers may at times disagree with the recommendations of a CA, it does allow for either to ask further questions related to natural hazard or natural heritage and get answers, often without any additional fees.

With respect to item (c), this has also been a critical role which has aided in the long-term protection of the natural environment in Grey. Although we work with some excellent natural heritage consultants in Grey, their clients are in many cases private developers. When one's client may be looking to maximize profit, then the recommendations may lean towards a more

liberal interpretation of the policies. However, where we have a qualified public body reviewing that same development proposal, they may lean towards a more protective interpretation of the policies. This is not unique to the review of an EIS; staff encounter this same issue with engineering and other fields. For example, where a developer is required to complete a traffic impact study (TIS) to make recommendations on whether public road infrastructure upgrades are needed by their client to support the proposed development, the privately initiated TIS often recommends minimal, or no upgrades being needed. When the County's own Transportation Services staff review that same TIS, they may recommend that additional upgrades are required. In this hypothetical TIS example, the two experts would then meet, and a final recommendation would be made (often a compromise between the private consultant and the public authority's positions). Having a qualified individual, at a public body, review an EIS is critical to implementing the natural heritage policies and mapping which the province requires from municipalities. Having the review by a public authority helps provide a balanced approach to the protection of our natural heritage.

Options for Natural Heritage Review Post Bill 23: Municipal Comments

Following Bill 23's passing, County staff met individually with staff from each municipality to discuss planning efficiencies and the impacts of both Bill 23 and Bill 109 (also passed in 2022). These meetings were held with municipal planners, or those responsible for processing development applications (where a municipality does not have a planner on staff) at each municipality in late December 2022 and early January 2023. One of the key questions was whether municipal staff have any solutions for addressing the gap left by CAs no longer being involved in natural heritage review. Municipal staff noted that they were not planning on including a new staff role in their respective 2023 budgets. Municipalities indicated that if the County could not offer this service, they may need to look at retaining consultants to complete this work. Most municipalities indicated that the level of natural heritage review in their municipality alone would not justify a new full time staff position. There were reservations about going the consulting route based on the following reasons:

- a) the lack of consulting reviewers in the area,
- b) concerns about potential conflict of interest (i.e., a consulting firm already being engaged by developer 'x' in another municipality and therefore not able to review work from that developer in the municipality they're under contract to),
- c) costs associated with this review, and
- d) the timeliness of getting comments back and resolving any natural heritage questions or concerns.

At a municipal planning/development staff level, there was support for the County pursuing a solution to fill this gap on behalf of both the County and member municipalities.

On February 3rd, 2023, County staff met with municipal CAOs and planners to discuss this matter further. While not all CAOs and planners were in attendance, all nine member municipalities had at least one representative in attendance (note: some municipalities had multiple representatives in attendance). The options outlined in this report were presented at the February 3rd meeting and the feedback from that meeting was as follows, shown in Figures 2 – 4 below.

Would you prefer natural heritage review at the County or Municipal level?

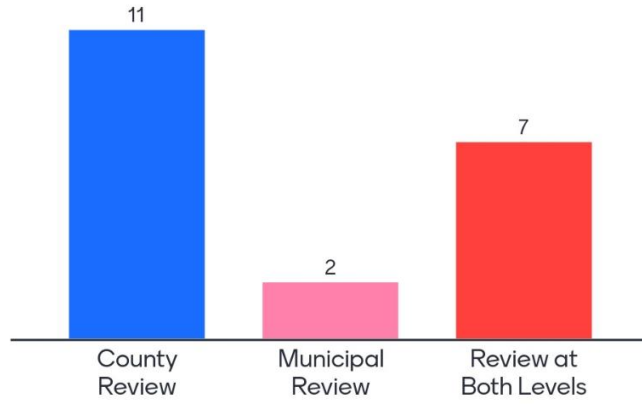


Figure 2: Municipal versus County Natural Heritage Review Poll Results

What option should County staff recommend to County Council for natural heritage review?



Figure 3: Staff versus Consultants Natural Heritage Review Poll Results



Figure 4: Natural Heritage Review Funding Methods Poll Results

Other comments received at the meeting on February 3rd noted the following, along with a County staff response below.

1. Send all applications to the Ministry of Natural Resources and Forestry (MNR).

Staff Response: Although in the past staff would receive regular responses from MNR on development applications, this is no longer the case. Furthermore, some of these responsibilities no longer rest with MNR. Staff do not see this as a viable option moving forward, as noted earlier in this report.

2. Have CA staff members start their own professional consulting company.

Staff Response: Should CA staff members start their own firm, they would be required to go through the County’s competitive bidding process, just like any other professional consultant bidding on a project. Option C below covers hiring a consultant for natural heritage review.

While not in the exact spirit of this comment, staff did inquire if the County could contract out natural heritage review services to the CA as a third party contractor, and were told by CA staff that this was not feasible.

3. Bring the CA back.

Staff Response: The province has clearly spelled out their position through Bill 23. Given the specificity and immediacy of Bill 23, staff do not see this as a viable option moving forward.

4. Use third party peer reviews paid for by the developer with a short, templated agreement, and hold securities until complete. This is best done by a limited number of consultants so there is some consistency.

Staff Response: This would appear to generally align with option C, as spelled out in this report. A Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis is included as Table 3 later in this report. Staff agree with the comment about ensuring consistency.

5. There needs to be some consistency in the comments and recommendations in the event of having third party reviews for the County and municipalities. In house staff would allow for that consistency.

Staff Response: Staff agree with respect to needing consistency moving forward.

6. The changes to the PPS may eliminate the need for natural heritage review.

Staff Response: This appears to be a speculative comment. While staff have yet to see a revised PPS, staff do not anticipate the elimination of the natural heritage provisions of the PPS. That said, the natural heritage provisions could be scoped or amended further. Staff would also note that the PPS represents the minimum standards, and that the County would have the option of continuing to ensure protections for natural heritage features, even if the PPS standards were reduced.

7. The County should hire two staff members to undertake this review.

Staff Response: Staff noted that we have not yet had any discussions with County Council, and nor is there allocated money in the 2023 budget for this purpose. Staff noted that a report would be presented to County Council with a series of options for their consideration.

County staff have spoken with other planning departments outside of Grey with respect to how they will be addressing this gap. Some already had a biologist or ecologist on staff and are therefore not impacted. However, a number noted that they are still assessing the matter at the County and municipal levels to see how best to address the situation. Some (e.g., Bruce County) have taken interim solutions such as retaining a consultant, until a longer-term solution can be determined.

Options for Natural Heritage Review Post Bill 23: Conservation Authority Input

County staff have also been in discussion with our four CAs that have jurisdiction in Grey. The majority of Grey County is served by two CAs; namely GSCA and SVCA. GSCA staff have noted that on average they review between 500 – 600 applications per year across their entire watershed (i.e., Grey and Bruce). GSCA staff estimated that it would take approximately two full time employees to cover the natural heritage review function in Grey and Bruce. SVCA staff provided the information in Table 2 below, with respect to their application review in Grey County.

Year	Total Applications in Grey	Applications with Natural Heritage Review Components
2022	152	132
2021	206	163
2020	148	131

2019	166	161
2018	159	148

Table 2: Planning Applications in the SVCA Watershed in Grey County

(Table 2 Source: SVCA staff)

In assessing the above, staff compared it to Grey’s own internal application processing numbers, to factor in the applications processed by the GRCA and NVCA. The County reviewed between 500 – 600 applications (i.e., consents, minor variances, development permits, site plans, zoning amendments, subdivisions, official plan amendments, and pre-circulation applications) each year in 2021 and 2022. It is important to note that not all applications require natural heritage review, and of those that require review not all of the above would require a unique review (e.g., if a landowner applied for two consent applications and a zoning amendment that would count as three applications, but would only take one review as the reviewer would look at all three applications under the same review).

Staff have developed the following options for Council’s consideration. Following the discussion of the four options, staff have developed a summary table with a SWOT analysis of the options for easier comparative review.

Options A or B – Hire County Natural Heritage Review Staff for Municipal and County Application Review, or just for County Application Review

Should County Council see merit in filling this gap at the County level, then Council could consider hiring natural heritage review staff at the County level to fill this gap left by CAs no longer being able to review natural heritage matters. Option A would see the County filling this role for both County and municipal application review (i.e., consents, minor variances, development permits, site plans, zoning amendments, subdivisions, official plan amendments, and pre-circulation applications). Option B would have the County only filling this role for County application review (i.e., subdivisions, official plan amendments, and County pre-circulation applications).

Based on the preliminary feedback from municipalities, staff are recommending proceeding with option B, and consulting further with municipalities on option A. County staff would note that the consultation with member municipalities to date has been at the staff level, and that we have not had discussions with municipal councils. While there was support from municipal planning and development staff for the County filling this role, County staff would note that at the broader meeting with municipal CAOs, as well as planning and development staff, there were some votes for both municipal and County natural heritage review. Any references to ‘municipal opinions’ could be subject to change, should a municipal council seek another option. For the purposes of this discussion, County staff have considered Option A to include the County filling this role on behalf of all nine member municipalities, but would note that there is still the possibility that a municipality could seek another option here (i.e., potentially leaving the County filling the role on behalf of the County and some member municipal municipalities).

Some counties in Ontario already have a similar position on staff. Based on the information collected, as well as information from CAs, a position of this nature would appear to fall at a grade 10 in the County's current non-union salary grid. It's estimated that hiring a grade 10 employee would cost approximately \$101,000 annually (including salary, pension, benefits, etc.). Additionally, equipment (i.e., laptop, screens, etc.), training, and travel expenses would also need to be calculated. The job qualifications listed include a university degree, or college diploma with certifications. Education in biology, ecology, or a related field, were common to the job descriptions surveyed. Some required varying levels of job experience, based on the seniority of the position. County staff have job descriptions from other municipalities and CAs on which we could base a new job description.

Based on the information supplied to date, it is estimated that it would require two full time employees to fill this role if the role is to cover both Grey County and municipal applications (option A). Should some municipalities in Grey fill this role at the municipal level, then it may require less natural heritage staff at the County level. As part of option A, staff could investigate hiring either two equivalent positions, or one junior role and one senior role to fill this gap. If the role were only to assess Grey County applications (option B), then one full time employee would suffice.

It is worth noting that the need for two full time employees is a best estimate given the information before us. There may be the need for additional staff resources in the future, but staff are recommending two staff at this time for option A. As noted earlier, if some municipalities in Grey were to fill this role at the municipal level, rather than the County providing this service, then it may require less County natural heritage review staff. Staff are reasonably certain that one full time employee would suffice for option B.

Staff anticipate that this role (or roles) would spend a fair amount of time in the field, particularly in the non-winter months, so travel costs would need to be factored in. This requirement for field work would also likely eliminate the possibility of these roles being filled by someone working remotely outside of Grey County (unless they still lived in fairly close proximity to the County).

Should Council choose option A to fill both County and municipal application review, then the positions could be funded through the following proposed options.

1. An update to the County's Fees and Services By-law to increase County planning application fees,
2. For municipal applications, require the collection of a review fee paid by applicants,
3. Apportion out a percentage of the staff time to each municipality which would be paid by the municipalities and then recouped at the municipal level (i.e., municipalities may choose to increase their own application fees to recoup that cost), or
4. Recoup a portion of the expenses as part of the County levy (following the 2023 budget year).

The County has not included money in its 2023 budget for this purpose, and as such any 2023 expenses are recommended to be drawn from application fee increases and reserves (see the Financial and Resource Implications section of this report for more detail).

Item 1 above is recommended i.e., if these staff are supporting development application review, then their salaries should be recouped at least in part by the application fees. As part of item 1, the County may wish to consider charging a fee at the pre-submission consultation stage (i.e.,

to consider waiving or scoping the need for an EIS). The County currently has no pre-submission consultation fees, but some of our member municipalities charge for this service. It's highly unlikely that the County would see full cost recovery even if the County fees were increased, as such some combination of items 2 – 4 will also be required. County staff can consult further with municipal staff to see if they have a preference between options 2 and 3, however based on the survey results from February 3rd (see Figure 4 above) it appears that application fee increases ranked higher than a flat rate billed to municipalities.

There is precedent for item 3, as our County Information Technology (IT) staff currently offer Geographic Information Systems (GIS) services to six of our nine member municipalities. In that relationship, each member municipality pays a flat fee for 'x' hours of GIS service each year. Item 3 may be preferable to County Finance and Planning staff, as billing County application review for hundreds of applications per year, could become burdensome.

With respect to item 4, that may be heavier initially, as it will take time to update the fees and services by-law. Furthermore, depending on the billing relationship with our member municipalities, it may take time for money to get remitted to the County, or billing may not be feasible in the current year, if municipalities have already passed their 2023 budgets.

It's also noteworthy that the County and member municipalities are unlikely to be able to collect additional application fees for applications which are already in process, for which fees have already been paid.

County staff chatted with one organization that was looking at application fee increases, in part to justify the hiring of a planning ecologist. As part of that exercise, they estimated that they could recoup ~40% of the costs through application fees alone. In that scenario the planning ecologist would not be doing the sole review, and would be supported by other technical staff as well.

Should Council choose option B it's anticipated to be funded via items 1 and 4 above, following 2023.

Further to the comments received by municipal staff, County staff believe that option A would provide the greatest consistency of review across the County. Option A also provides the best opportunity for data collection and knowledge retention over time. Option B would allow County applications to be consistent with one another, but could mean inconsistent standards at the County and municipal levels. This option could also result in duplicative services where a natural heritage review was being conducted at both the County and municipal levels for developments that had corresponding applications at both levels. To avoid this, County staff could work with municipal staff to have one natural heritage reviewer take the lead, where a development had applications at both levels.

Staff have heard from developers in the past that a consistent level of review is desirable, and some found it difficult to work between the four CAs having jurisdiction in Grey, as some had differing expectations on what was required for a development. To put it more simply, why should the standards for the protection of significant woodlands be any different in one municipality versus another.

It's worth noting that several municipalities noted that they would not have enough demand to hire a staff person for natural heritage review for municipal applications only. If the County were

not to hire any staff for municipal application review, it may require that municipalities hire a consultant, which could result in greater costs, less consistency, and limited data/knowledge retention.

Having natural heritage expertise on-staff could also benefit other County roles and departments such as the following:

- forestry and trails, e.g., assessing minor exemption applications under the Forest Management By-law,
- climate change, e.g., assisting with the nature-based solutions,
- Transportation Services, e.g., assisting with siting new County facilities which may require some level of environmental investigation, and/or
- investigating County or municipal surplus lands that may be suitable for future affordable housing opportunities.

County staff recommend option B as the preferred option at this time. Staff also recommend further consultation with member municipalities on option A. Should municipalities seek the County to fill this natural heritage role on their behalf, an additional staff report will be prepared for County Council with options for their consideration. Staff would note that alongside option B, it will likely be necessary to retain a consultant in the interim, until such time as a staff person can be hired. Municipalities may also seek to fill this gap via consulting services on an interim basis, until there has been further consultation on option A.

Option C – Hire a Natural Heritage Review Consultant (or consultants) for County and Municipal Application Review

Option C requires hiring a consultant or roster of consultants to fill this role. If the County were to go this route, it could be for County application review only or could also include municipal application review. Purchasing staff have noted that a request for proposals (RFP) could be issued for County applications, or the County could consider issuing a joint RFP for County and municipal applications, to include any municipalities that wish to sign on to the RFP. A billing arrangement could be worked out with the consultant(s) such that any County application billing would go to Grey, and any municipal billing would go to the member municipality.

In one sense, this would function similarly to how Grey currently manages a third-party peer reviewer. In the case of an environmental peer review (pre-Bill 23 changes), the County goes out to a request for quotations (RFQ) and then a peer reviewer is hired. That peer reviewer is paid by the County, but the County recoups these costs by billing the proponent. Where there are joint County and municipal applications, the County coordinates this peer review on behalf of both parties, such that two peer reviews (at the County and municipal levels) are not done for the same application. Peer review costs vary by application, but the County has seen costs of \$6,000 - \$12,000 on some recent peer reviews, depending on the level of 'back-and-forth' between the peer reviewer and the proponent's consultants. On a municipal application with no corresponding County application, any peer reviews would be left to the municipality. Under the pre-Bill 23 model, the County did not engage this environmental expertise at a pre-submission consultation level, it's only done (if needed) as a peer review service for County applications that have been submitted and circulated.

Pre-Bill 23 the County and/or member municipalities would sometimes need to hire a peer reviewer where there were specific scenarios which exceeded the ability of CA staff to review, or sometimes where there was disagreement between CA staff and a proponent's ecologist, a peer reviewer would be used as a further outside opinion. Should the County hire natural heritage review staff there could still be limited times when a peer review is necessary.

If the County were to proceed with a consultant, it could be funded via the following methods:

1. An update to the County's Fees and Services By-law to increase County planning application fees,
2. Recoup part of the expenses through the County levy, or
3. Bill applicants directly like the current peer review model.

Item 3 would be more burdensome for County Finance and Planning staff, and would also create extra work at the municipal level for municipal applications.

County staff see this as a viable option; however, it may be difficult to;

- i) manage costs at either the County or municipal levels,
- ii) avoid conflicts of interest,
- iii) ensure timely service delivery, and
- iv) retain knowledge and collect data over time.

With respect to item (i), the current peer review model using consultants has been criticized in the past by developers, based on; costs, concerns over timeliness, and there being little incentive for a peer reviewer to sign-off on a development (i.e., in theory, if a peer reviewer raises concerns with a development, then they get more billable hours). Option C would avoid the need for the County to be paying for pension, benefits, and equipment costs. However, with respect to the costs comment from landowners and developers, staff acknowledge that recent costs of \$6,000 - \$12,000 add to the overall development costs. If staff were to experience similar costs on all applications needing natural heritage review, it would prove to be cumulatively more costly than having in-house staff (either the costs to developers or the costs to the County/municipalities depending on the funding model).

Staff understand some of the potential criticisms on timeliness and incentives to sign-off. However, in defense of our past peer reviewers, County staff would note that we have worked with highly professional consultants, and staff have been satisfied with the services provided.

Regarding items (ii) and (iii), going the consulting route also 'opens the door' to lack of timely availability and/or the potential for conflict of interest. The County and member municipalities attempt to process development applications in a timely fashion. The need for this timely review has been underscored by recent legislative changes that establish monetary penalties for application processing which exceeds certain timeframes. If the County were to hire a consultant or roster of consultants, then there could be instances where the consultant has limited ability to review the matter in a timely fashion (i.e., the County or member municipalities would be competing against other clients for the consultant's services). This risk could lead to the need to return application fees, where applications were not processed in the required timeframe. Another concern is that given the limited number of local consultants, then there could be conflicts of interest if a consultant is already working with a developer elsewhere and therefore cannot complete the review services for Grey. Going with a roster of consultants may

minimize the potential availability or conflict of interest concerns. There are some Grey County municipalities that currently use a roster system for other consulting services. Some have reported that this system has worked well, and others have noted that even with a roster sometimes they have little to no availability to review municipal projects.

Option C may be more difficult to administer at the pre-submission consultation stage (i.e., to consider waiving or scoping the need for an EIS), unless the County were to start charging a fee for pre-submission consultation requests. The County currently has no pre-submission consultation fees. Not having natural heritage review at the pre-submission consultation level could lead to delays in the development process (i.e., developers may need to complete an EIS that otherwise could've been scoped or waived), which would be contrary to some of the recent planning efficiencies that planning staff have been working on at the County and municipal levels. As noted earlier in this report, the need for efficient processing of development at all stages, from pre-submission consultation, through to development application review is crucial based on the Bill 109 and Bill 23 changes to the *Planning Act*.

County staff are only recommending option C if options A or B are not chosen. As noted above, option C may be needed in the interim even if options A or B are chosen, until such time as staff can be hired to fill this role.

Option D – Do Nothing at this Time

The County has the option of doing nothing at this time and recommending that municipalities consider taking on natural heritage review. This option is generally not recommended for the following reasons:

1. Planning legislation and policy still require County and municipal decisions to consider natural heritage matters,
2. Based on the consultations to date, there's no certainty that this role could or would be absorbed by our nine member municipalities,
3. It may lead to inconsistent review standards across the County,
4. It could lead to delays in the development review process,
5. It could lead to the need for the completion of more environmental impact studies, in situations where a qualified staff member may have otherwise waived or scoped the need for such a study,
6. It would be more difficult to retain knowledge or collect data at the County or municipal level, or
7. It could lead to challenges to the County's decisions or loss of environmental features or integrity.

County staff are not recommending proceeding with option D.

SWOT Analysis Summary of Options A – D

Table 3 below provides a Strengths, Weaknesses, Threats, and Opportunities (SWOT) analysis summary of the four options.

Option	Strengths	Weaknesses	Opportunities	Threats
<p>A</p> <p>Hire County staff for County and Municipal Application Review</p>	<ul style="list-style-type: none"> Provides the most cost-effective form of natural heritage review for County and municipal applications. Provides consistent in-house review of natural heritage for County and municipal applications. Supports our member municipalities who may not have the demand for a similar staff position on their own. Allows the County the greatest ability to retain institutional knowledge and data collection. Permits timely pre-submission consultation and application natural heritage review for all applications. Provides an objective public body review of development applications and environmental impact studies. Would eliminate the potential for County and municipal natural heritage review differences of opinions. 	<ul style="list-style-type: none"> Would require an update to the County's Fees & Services By-law. New staff would not be funded entirely through development application fees and therefore could add to the County and possibly municipal-levy requirements. In some instances, it may still require the need for an outside peer reviewer. 	<ul style="list-style-type: none"> May allow for natural heritage support of other County portfolios or roles such as forestry, trails, climate change, etc. 	<ul style="list-style-type: none"> May require increased Planning and Finance staff time for billing and collection of municipal fees. Should development applications increase or decrease significantly, it may lead to the County being over or under-staffed. Should municipalities choose to add natural heritage review functions at the municipal level through staff or a consultant, it may mean less demand for County services. May also require updates to municipal fees & services by-laws.
<p>B</p> <p>Hire County staff for County Application Review Only</p>	<ul style="list-style-type: none"> Provides the most cost-effective form of natural heritage review for County applications only. Provides consistent in-house review of natural heritage for County applications only. Allows for the County some ability for institutional knowledge retention and data collection only for County applications. Permits both pre-submission consultation and application natural heritage review for County applications only. Provides an objective public body review of County development applications and environmental impact studies. 	<ul style="list-style-type: none"> Would require an update to the County's Fees & Services By-law. Could lead to inefficiencies in joint applications where there may be a County and a municipal natural heritage review. New staff would not be funded entirely through development application fees and therefore would add to the County-levy requirements. In some instances, it may still require the need for an outside peer review. Would lead to municipalities having to find their own natural heritage review solutions. Would be less ability to retain data and institutional knowledge across the County. 	<ul style="list-style-type: none"> May allow for natural heritage support of other County portfolios or roles such as forestry, trails, climate change, etc. County and municipal staff could coordinate natural heritage review with one staff member or consultant taking the lead in instances where there is a development with applications at both levels. 	<ul style="list-style-type: none"> May also require updates to municipal fees & services by-laws. May result in increased costs for joint applications if both County and municipal natural heritage reviewers are reviewing an application. Potential disagreements between County and municipal natural heritage reviewers, where there is a development with applications at both levels. May lead to inconsistencies in natural heritage review across the County.
<p>C</p> <p>Hire a Consultant (or Consultants) for County and Municipal Application Review</p>	<ul style="list-style-type: none"> Would allow the County and municipalities to retain an expert or team of experts with natural heritage review experience. Provides an objective third party review of development applications and environmental impact studies. 	<ul style="list-style-type: none"> Could result in costlier review services to developers, landowners, member municipalities, and the County. Could result in delays to the development review process (i.e., County or municipalities could be competing with the other clients of that consultant). Could see lengthier reviews and accusations that the peer reviewer is 'dragging out' the process. Allows the County much less ability to retain institutional knowledge and data collection. 	<ul style="list-style-type: none"> May allow the County or member municipalities to be nimbler in reaction to significant increases or decreases in development inquiries and natural heritage review. 	<ul style="list-style-type: none"> Concerns over managing the total billable hours needed for natural heritage review, which may mean more total costs to the County, developer, or landowner requiring review. May lead to inconsistencies in natural heritage review across the County. Could result in conflicts of interest between the County's reviewer and proponent's experts. Could result in the return of application fees, if application review is not conducted in a timely fashion.
<p>D</p>	<ul style="list-style-type: none"> None that staff are aware of. 	<ul style="list-style-type: none"> This role may not be absorbed by member municipalities. Delays in the development review process. 	<ul style="list-style-type: none"> None that staff are aware of. 	<ul style="list-style-type: none"> The <i>Planning Act</i>, PPS, and County/municipal official plans all require natural heritage protection,

Do Nothing at this Time		<ul style="list-style-type: none"> • May require the completion of more environmental impact studies for landowners and developers. • More difficult to retain knowledge or track data at the County or municipal level. 		<p>which if this role is not filled could lead to uninformed recommendations and decision making.</p> <ul style="list-style-type: none"> • Challenges to the County's decisions or loss of environmental features or integrity. • Inconsistent review standards across the County.
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Table 3: SWOT Analysis of the Four Options

Legal and Legislated Requirements

Under the *Planning Act*, the County is required to (a) have regard for matters of provincial interest, and (b) make decisions that are consistent with the Provincial Policy Statement. The protection of the natural ecological systems is a matter of provincial interest and is also encapsulated in the PPS.

Financial and Resource Implications

The financial and resource implications have been broadly covered in the discussion of options in the body of this report.

Preliminarily, it is estimated that the cost of options A or B is up to \$202,000 and \$101,000 respectively annually (for salaries, pension, benefits), but exclusive of equipment, training, or travel costs. Staff would note that the actual costs for 2023 would be pro-rated, given that any hiring would occur part-way through the year.

As noted earlier in the report, options A, B, or C, could prove costlier in 2023 than in future years, based on; (a) the lag time it will take to increase fees, and (b) the need to review applications already in process for which the fees have already been paid. As this was not included in the 2023 budget, staff proposes that this be funded from any surplus realized at year-end in the 2023 Planning Operating budget as well as funding from the waste management, planning studies, and one-time funding reserves, offset by funds that will be recouped from increased application fees (following a Fees and Services By-law update).

Following 2023, staff recommend options A or B would be funded from a mixture of increased application fees, billing to member municipalities (option A only), and through increased levy requirements. Option C is anticipated to largely be funded from application fee increases and/or direct billing to proponents, but will likely also have some levy requirements.

Interim consulting fees would be billed to developers on a cost recovery basis to the extent feasible, and any additional funds would be drawn from the above-noted reserves and increased application fees.

Should Council choose to proceed with options A, B, or C, staff will prepare a Fees and Services By-law update for Council's consideration. Should option A be chosen (either now or at a later date), staff will consult further with Finance and municipal staff on the best way to recoup municipal review costs.

Option D comes with no immediate costs to the County at this time, but could result in additional costs if the County's decisions are challenged based on uninformed recommendations. This option may also result in proponents undertaking additional environmental impact studies, where the appropriate expertise does not exist to waive, or scope said studies.

Relevant Consultation

- Internal: CAO/Deputy CAO, Finance, Legal Services, Human Resources, and Planning
- External: Member municipalities within Grey, Conservation Authorities having jurisdiction

in Grey, and other county and municipal planning departments in Ontario

Appendices and Attachments

[PDR-CW-37-22 Comments on Bill 23 More Homes Built Faster Act](#)

[PDR-CW-01-23 Comments on Review of Growth Plan and PPS](#)

**Township of Southgate
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Staff Report HR2023-005

Title of Report: HR2023-005 Office Improvements
Department: Human Resources
Council Date: April 5, 2023

Recommendation:

Be it resolved that Council receive staff report HR2023-005 for information; and

That Council approve closing the township office for two to three days in order to complete the improvements.

Background:

At the February 1, 2023 Council Meeting, the replacement of the office flooring, estimated at \$15,197 was approved as part of the 2023 Budget and report FIN2023-004 resolution:

Moved By Councillor Singh Soares **Seconded By** Councillor Shipston

Be it resolved that Council receive Staff Report FIN2023-004 2023 Budget as information; and

That Council approves the 2023 budget, as presented.

Carried No. 2023-040

Staff Comments:

Staff went through the Request for Quotes (RFQ) process as per Policy #5 Purchasing Policy and gathered quotes for the floor replacement. When reviewing the floor to be replaced it was suggested that the front vestibule, front customer area and front washroom flooring should also be replaced. This change in scope has increased the price of the flooring replacement to a total of \$17,500 which is within the threshold of a change of scope in Policy #5 Purchasing Policy with approval from Department Head, CAO and Treasurer. Performance Flooring was the selected provider for this service based on the quotes provided.

Replacing the flooring in the front vestibule will require no foot traffic at the front door for at least one day to let the flooring be installed and set. The other flooring replacement will require staff's workstations to be moved. Taking these into consideration, staff are requesting to close the office to in person visitors two to three days in the beginning of May. The proposed scheduled date are: Thursday, May 11th and Friday, May 12th, with an additional date possible pending on how the installation progresses. During these dates, staff will continue to work either at a different workstation in the office or from home and the office phone will continue to be answered. If approved, staff will notify the public of the office closure well in advance by posting on the website, social media and posters on the door.

In addition to the flooring replacement, staff suggest taking to opportunity to paint the office walls at an additional cost of approximately \$1,000.

Financial Implications:

As part of the 2023 budget \$15,197 has already been approved for the office floor replacement. An additional \$2,350 will be funded from Finance Cleaning/Maintenance to increase the scope to include the front vestibule, front customer service area and front washroom floor replacement as well as painting the office walls.

Communications & Community Action Plan Impact:

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

Concluding Comments:

1. Staff recommend that Council receive staff report HR2023-005 as information.
2. Staff recommend that Council approve the office closure of two dates in May for the flooring replacement.

Respectfully Submitted,

Dept. Head: *Original Signed By*

Kayla Best, HR Manager / Assistant to the CAO

CAO Approval: *Original Signed By*

Dina Lundy, CAO

Attachments:

None.



Staff Report HR2023-006

Title of Report: HR2023-006 Firefighter Pay Grid Update
Department: Human Resources
Council Date: April 5, 2023

Recommendation:

Be it resolved that Council receive staff report HR2023-006 for information; and
That Council approve the updated Firefighter Pay Grid, effective January 1, 2023.

Background:

At the December 7, 2022 Council Meeting, the following motion was carried for Staff Report HR2022-054:

Deputy Mayor Dobreen requested a recorded vote on the main motion.

Moved By Councillor Singh Soares **Seconded By** Councillor Ferguson

Be it resolved that Council receive staff report HR2022-054 for information; and
That Council approve a one step pay band increase for eligible employees, effective January 1, 2023; and

That Council approve the COLA increase of 4% to the 2023 Staff Pay Grid, Council Pay Grid and Volunteer Firefighter Pay Grid, effective January 1, 2023; and

That Council approve the COLA increase of 4% to all affected agreements and other Township established inflationary conditions, effective January 1, 2023; and

That Council approve an additional 2.5% increase to the Staff Pay Grid as part of the initial budget adjustments in the Market Check process for 2023, effective January 1, 2023.

Yay (6): Mayor Milne, Deputy Mayor Dobreen, Councillor Jim Ferguson, Councillor Shipston, Councillor Joan John, and Councillor Monica Singh Soares

Nay (1): Councillor Rice

Carried (6 to 1) No. 2022-784

Staff Comments:

Staff have updated the Fire Department Pay Grid with 4% COLA. It was also recognized that when Policy #2 Conference, Education & Training Policy for Council, Staff & Volunteer Firefighters was updated, it included a section that states: "Volunteer firefighters will be paid for a full day or a half day rate determined by the Firefighter Pay Grid while attending workshops, seminars, local training upgrades, or Ontario Fire College training sessions".

Staff have updated the Firefighter Pay Grid to include the Half Day and Full Day rates for firefighters training, seminars and conferences.

Financial Implications:

The finance impact of this report has already been approved through the 2023 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. Staff recommend that Council receive staff report HR2023-006 as information.
2. Staff recommend that Council approve the updated Firefighter Pay Grid effective January 1, 2023.

Respectfully Submitted,

HR Approval: Original Signed By
Kayla Best, HR Manager / Assistant to the CAO

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

CAO Approval: Original Signed By
Dina Lundy, CAO

Attachments:

Attachment #1: Updated 2023 Firefighter Pay Grid

Southgate Fire Department Pay Grid

As of January 1, 2023 (4% COLA Applied)

Job Title	Auxiliary	Class 2	Class 1	Fire Practice Rate	Training Half Day	Training Full Day	Annual Officer	Weekend On-Call
Volunteer Fire Captain			\$31.51/hr	\$52.00/Night	\$80.00	\$150	\$2,000.00	\$73.77/day
Volunteer Acting Fire Captain			\$31.51/hr	\$52.00/Night	\$80.00	\$150		\$73.77/day
Volunteer Firefighter		\$25.21/Hr	\$31.51/hr	\$52.00/Night	\$80.00	\$150		
Auxiliary Firefighter	\$200.00/year			\$52.00/Night	\$80.00	\$150		
Fire Chief	Position on Southgate Pay Grid							
Fire Prevention Officer	Position on Southgate Pay Grid							
Deputy Fire Chief	Position on Southgate Pay Grid							\$73.77/day



Staff Report PL2023-017

Title of Report: PL2023-017-Flato Glenelg part lot control by-law
Department: Planning Department
Council Date: April 5, 2023

Recommendation:

Be it resolved that Council receive Staff Report PL2023-017 for information; and

That Council consider approval of By-law 2023-033.

Subject Lands:

The Township is in receipt of a request from Flato to remove certain lands from Part Lot Control in the recently approved plan of subdivision known as Flato Glenelg phase 1. The developers would like to create the individual lots for the Townhouse blocks, being blocks 128, 129 and 130 on registered plan 16M85.

The foundations have been poured and surveyed and a reference plan has been attached as attachment 1 to this report. A general location map is shown below.



Staff Comments:

A part lot control by-law is a fairly standard practice in many municipalities that choose to include semi-detached and townhouse development within plans of subdivisions. In this case, blocks 128 to 130 (inclusive) have been zoned for townhouse structures and made sufficiently large to accommodate the development of the lots as townhouse units. This includes the provision of separate services to the units. These lots are then surveyed once the foundation is constructed and a part lot control by-law passed to allow for the sale of each part of the lot to the prospective purchasers. This effectively creates the new lots for the individual townhouse units.

This was anticipated from the beginning of the development and the lands are zoned accordingly. The zoning for the lands is R3-379 which would specifically allow for the development of townhouse units on the lots proposed for removal of part lot control.

Concluding Comments:

Based on my review of the file and information provided, the proposed part lot control by-law conforms to the Plan of subdivision as approved and the current provisions of the R3-379 zone. It is therefore, recommended that the part lot control by-law be approved and forwarded on to the County of Grey.

Respectfully Submitted,

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



CAO Approval: Original Signed By
Dina Lundy, CAO

Attachments:

- 1. Draft Reference Plan Blocks 128-130

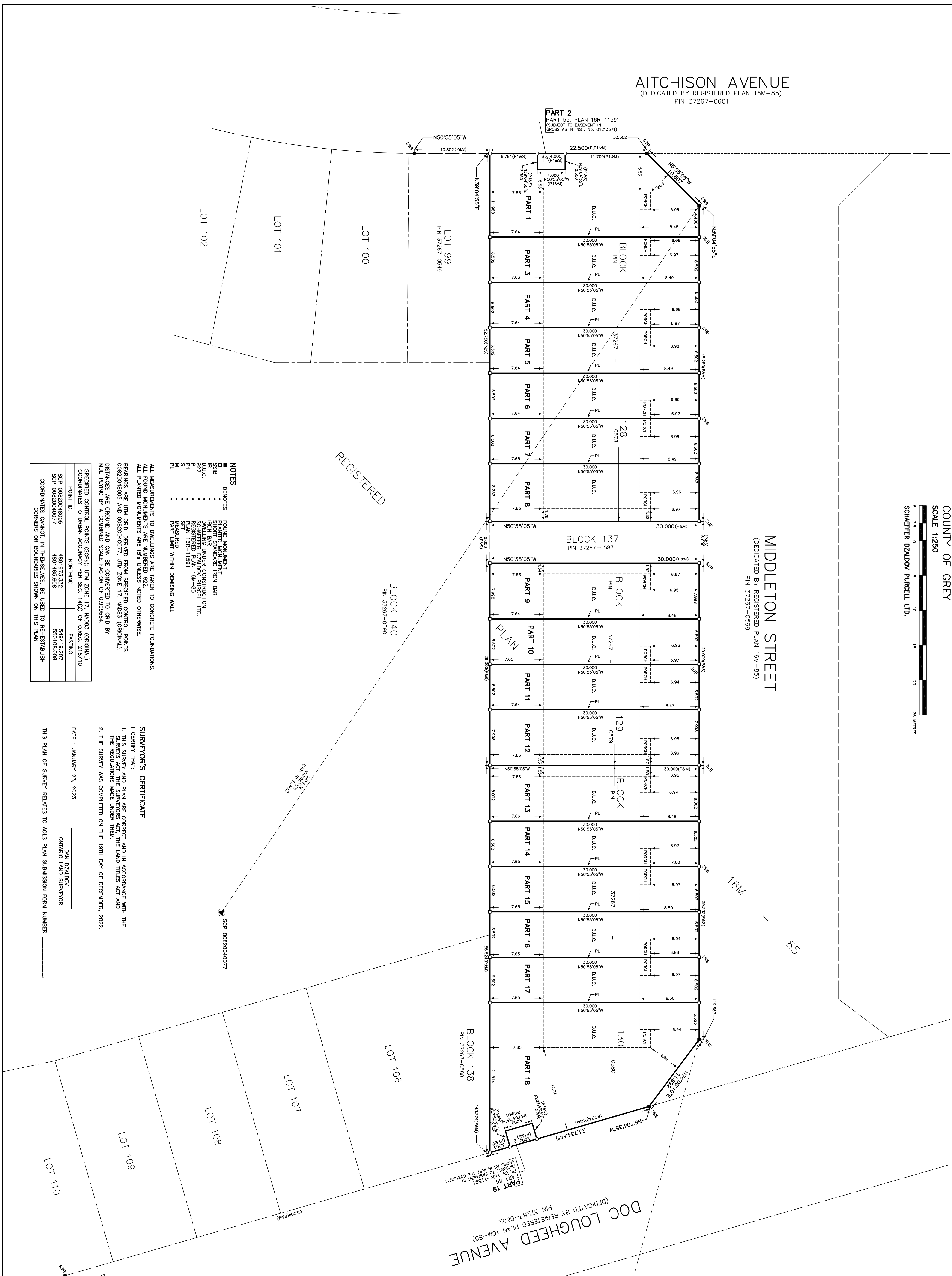
METRIC: DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

PLAN OF SURVEY OF
BLOCKS 128, 129 AND 130
REGISTERED PLAN 16M-85
TOWNSHIP OF SOUTHGATE
COUNTY OF GREY
SCALE 1:250

SCHAEFFER DZALDOV PURCELL LTD.
25 METRES

MIDDLETON STREET
(DEDICATED BY REGISTERED PLAN 16M-85)
PIN 37267-0599

AITCHISON AVENUE
(DEDICATED BY REGISTERED PLAN 16M-85)
PIN 37267-0601



I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT.		RECEIVED AND DEPOSITED	
DATE	2023.	DATE	
DAN DZALDOV ONARIO LAND SURVEYOR		REPRESENTATIVE FOR LAND REGISTRATION FOR THE LAND TITLES DIVISION OF GREY No. 16	

SCHEDULE			
PART	BLOCK	REGISTERED PLAN	AREA (m ²)
1			322.1
2			9.4
3			185.1
4	ALL OF 128		185.1
5			185.1
6			185.1
7			185.1
8			230.9
9			185.1
10	ALL OF 129		185.1
11			230.9
12			185.1
13			185.1
14			185.1
15			185.1
16	ALL OF 130		185.1
17			185.1
18			185.1
19			9.4

PARTS 2 AND 19 - SUBJECT TO EASEMENT IN GROSS AS IN INST. NO. G213371.

NOTES

- FOUND MONUMENT
- PLANTED MONUMENT
- ▣ SHIP STANDARD IRON BAR
- DWELLING UNDER CONSTRUCTION
- SCHAEFFER DZALDOV PURCELL LTD.
- REGISTERED PLAN 16M-85
- PLAN 16M-11591
- MEASURED
- PART LIMIT WITHIN DEMISING WALL

ALL MEASUREMENTS TO DWELLINGS ARE TAKEN TO CONCRETE FOUNDATIONS.
ALL FOUND MONUMENTS ARE NUMBERED 922.
ALL PLANTED MONUMENTS ARE 18" UNLESS NOTED OTHERWISE.
BEARINGS ARE UNM COR. DERIVED FROM SEVERED CONTROL POINTS 0082004005 AND 0082004007. UNM ZONE 17, NAD83 (ORIGINAL).
DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY A CORRECTION SCALE FACTOR OF 0.999934.
SPECIFIED CONTROL POINTS (SCP): UNM ZONE 17, NAD83 (ORIGINAL).
COORDINATES TO URBAN ACQUIRACY PER SEC. 14(2) OF OREG. 216/10

POINT ID.	NORTHING	EASTING
SCP 0082004005	4891973.332	546419.207
SCP 0082004007	4891465.608	550108.008

COORDINATES CANNOT IN THIS SURVEY BE USED TO BE ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:
1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE REGULATIONS MADE UNDER THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
2. THE SURVEY WAS COMPLETED ON THE 19TH DAY OF DECEMBER, 2022.

DATE: JANUARY 23, 2023.

DAN DZALDOV
ONARIO LAND SURVEYOR

THIS PLAN OF SURVEY RELATES TO A/LS PLAN SUBMISSION FORM NUMBER _____

SCHAEFFER DZALDOV PURCELL LTD.
64 JARDIN DRIVE
CONCORD, ONTARIO L4K 3Y3
TEL: (416) 997-0101
DRAWN: ACQ/LLW CHECKED: WWF SCALE: 1:250

**The Corporation of the Township of Southgate
By-law Number 2023-033**

**Being a by-law to remove certain lands from Part Lot Control in the
Township of Southgate**

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

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

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

i. Blocks 128, 129 and 130 on Registered Plan 16M85 (Schedule A)

2. That pursuant to Subsection 50 (7.3) of the Planning Act R.S.O 1990, c.13 as amended, this by-law shall expire two (2) years from the date of approval by the County of Grey, unless it shall have, prior to that date, been repealed or extended by the Council of the Corporation of the Township of Southgate and approved by the County of Grey, and

3. That this by-law shall come into force and take effect upon being approved by the County of Grey.

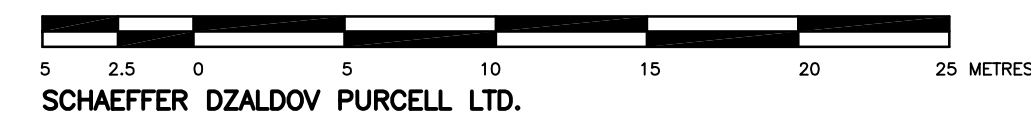
Read a first, second, and third time and finally passed this 5th day of April 2023.

Brian Milne, Mayor

Lindsey Green, Clerk

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

PLAN OF SURVEY OF
BLOCKS 128, 129 AND 130
REGISTERED PLAN 16M-85
TOWNSHIP OF SOUTHGATE
COUNTY OF GREY
SCALE 1:250



I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT.

PLAN 16R-

DATE _____, 2023.

RECEIVED AND DEPOSITED

DATE _____

DAN DZALDOV
ONTARIO LAND SURVEYOR

REPRESENTATIVE FOR LAND REGISTRAR FOR THE
LAND TITLES DIVISION OF GREY No. 16

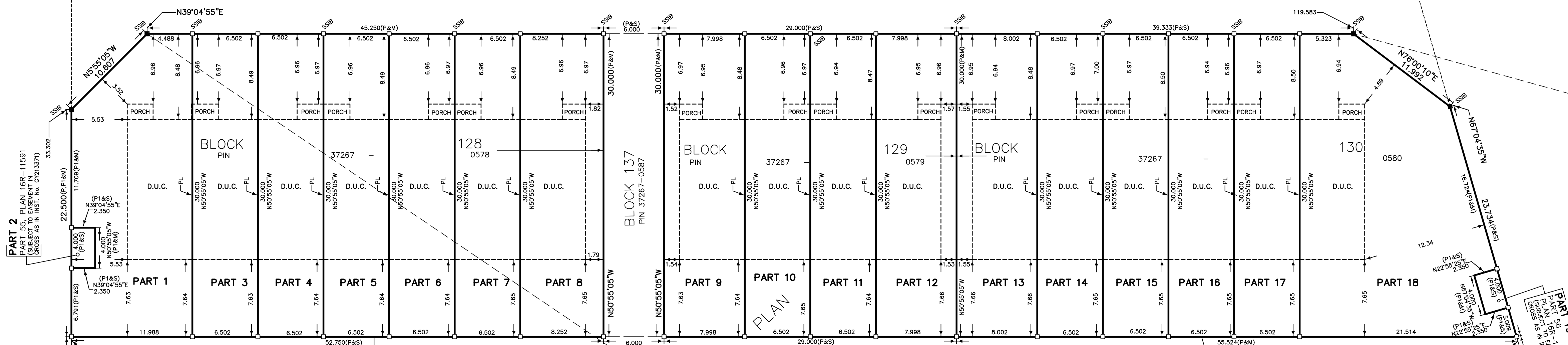
SCHEDULE				
PART	BLOCK	REGISTERED PLAN	PIN	AREA (m ²)
1				322.1
2				9.4
3				195.1
4	ALL OF 128		ALL OF 37267-0578	195.1
5				195.1
6				195.1
7				195.1
8				247.6
9				239.9
10	ALL OF 129		ALL OF 37267-0579	195.1
11				195.1
12				239.9
13				240.1
14				195.1
15	ALL OF 130		ALL OF 37267-0580	195.1
16				195.1
17				195.1
18				478.6
19				9.4

PARTS 2 AND 19 - SUBJECT TO EASEMENT IN GROSS AS IN INST. No. GY213371.

AITCHISON AVENUE
(DEDICATED BY REGISTERED PLAN 16M-85)
PIN 37267-0601

MIDDLETON STREET
(DEDICATED BY REGISTERED PLAN 16M-85)
PIN 37267-0599

DOC LOUGHEED AVENUE
(DEDICATED BY REGISTERED PLAN 16M-85)
PIN 37267-0602



REGISTERED

- NOTES**
- DENOTES FOUND MONUMENT
 - DENOTES PLANTED MONUMENT
 - SSIB DENOTES SHORT STANDARD IRON BAR
 - IB DENOTES IRON BAR
 - D.U.C. DENOTES DWELLING UNDER CONSTRUCTION
 - 922 DENOTES SCHAEFFER DZALDOV PURCELL LTD.
 - P DENOTES REGISTERED PLAN 16M-85
 - P1 DENOTES PLAN 16R-11591
 - S DENOTES SET
 - M DENOTES MEASURED
 - PL DENOTES PART LIMIT WITHIN DEMISING WALL

ALL MEASUREMENTS TO DWELLINGS ARE TAKEN TO CONCRETE FOUNDATIONS.
ALL FOUND MONUMENTS ARE NUMBERED 922.
ALL PLANTED MONUMENTS ARE IB'S UNLESS NOTED OTHERWISE.

BEARINGS ARE UTM GRID, DERIVED FROM SPECIFIED CONTROL POINTS 00820048005 AND 00820040077, UTM ZONE 17, NAD83 (ORIGINAL).

DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY A COMBINED SCALE FACTOR OF 0.999554.

SPECIFIED CONTROL POINTS (SCPs): UTM ZONE 17, NAD83 (ORIGINAL) COORDINATES TO URBAN ACCURACY PER SEC. 14(2) OF O.REG. 216/10		
POINT ID.	NORTHING	EASTING
SCP 00820048005	4891973.332	549419.207
SCP 00820040077	4891465.608	550108.008

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

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:
1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEY'S ACT, THE SURVEYORS ACT, THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
2. THE SURVEY WAS COMPLETED ON THE 19TH DAY OF DECEMBER, 2022.

DATE: JANUARY 23, 2023.
DAN DZALDOV
ONTARIO LAND SURVEYOR

THIS PLAN OF SURVEY RELATES TO AOLS PLAN SUBMISSION FORM NUMBER _____

SCHAEFFER DZALDOV PURCELL LTD.
ONTARIO LAND SURVEYORS
64 JARDIN DRIVE CONCORD, ONTARIO L4K 3P3 TEL. (416) 987-0101
DRAWN ACAD/LW CHECKED WMF SCALE 1:250 JOB NO 16-342-50

The Corporation of the Township of Southgate

By-law 2023-032

being a by-law to name a new road located within the Wilder Lake Subdivision in the Township of Southgate

Whereas Section 48 of the Municipal Act, S.O. 2001, c. 25, states that a local municipality may name a private road after giving public notice of its intention to pass a by-law; and

Whereas the Council of the Township of Southgate supported the new road name in the Wilder Lake Subdivision by resolution number 2023-121 at the March 15, 2023, regular meeting of Council; and

Whereas the Township of Southgate placed a notice of the proposed by-law to name a new road on the Township website, in the March 22, 2023, edition of the Dundalk Herald newspaper and the March 23, 2023, edition of the Wellington Advertiser newspaper,

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

1. **That** the unnamed road presently identified on the approved draft plan of subdivision, attached hereto as "Schedule B", located in the Wilder Lake Subdivision, part of lots 3 and 4, concession 21, geographic Township of Egremont, in the Township of Southgate, County of Grey shall be named as outlined in "Schedule A" to this by-law; and
2. **That** this by-law comes into force and effect upon final passing thereof.

Read a first, second and third time and finally passed this 5th day of April, 2023.

Brian Milne – Mayor

Lindsey Green – Clerk

By-law 2023-032
"Schedule A"

Wilder Lake Subdivision Street Name:

Street 1	Viola Rock Cove
----------	-----------------

CURVE TABLE

CURVE NUMBER	RADIUS	ARC	CHORD	BEARING
C1	240.000	148.434	146.079	N46°26'29"W
C2	240.000	91.208	90.661	N39°36'38"W
C3	240.000	57.225	57.090	N57°19'43"W
C4	240.000	124.934	123.528	N88°22'52"W
C5	240.000	66.261	66.051	N81°22'40"W
C6	240.000	58.672	58.526	N83°42'34"E
C7	220.000	218.156	209.327	N74°53'10"W
C8	220.000	163.668	159.920	N67°47'27"W
C9	219.991	52.554	52.429	N84°03'12"E
C10	220.000	1.934	1.934	N76°57'28"E
C11	20.000	60.851	39.951	N52°14'12"W
C12	20.000	6.788	6.756	N50°19'25"E
C13	20.000	26.832	24.864	N81°31'11"W
C14	20.000	14.668	14.341	N22°04'34"W
C15	20.000	12.564	12.358	N16°55'49"E
C16	160.000	106.842	104.868	N19°07'46"W
C17	160.000	18.432	18.422	N 31°8'01"W
C18	160.000	54.115	53.858	N16°17'21"W
C19	160.013	34.294	34.229	N32°07'09"W
C20	140.000	93.490	91.763	N19°07'49"W
C21	140.000	6.945	6.944	N 12°5'16"W
C22	140.000	37.102	36.994	N10°26'03"W
C23	140.000	40.073	39.936	N26°13'34"W
C24	140.000	9.366	9.364	N36°20'33"W
C25	20.000	52.536	38.682	N24°54'23"E
C26	20.000	31.389	28.265	N34°52'51"W
C27	20.000	14.841	14.503	N31°20'17"E
C28	20.000	26.898	24.916	N88°52'28"W
C29	480.000	118.048	117.751	N86°39'35"E
C30	480.000	7.335	7.335	N80°03'08"E
C31	480.000	51.962	51.936	N83°35'28"E
C32	480.000	58.751	58.714	N89°48'04"W
C33	500.000	113.662	113.418	N86°07'36"E
C34	500.000	4.481	4.481	N79°52'16"E
C35	500.000	53.470	53.444	N83°11'29"E
C36	500.000	49.463	49.442	N89°05'21"E
C37	500.000	6.248	6.248	N87°43'08"W
C38	20.000	56.727	39.535	N47°37'11"W
C39	20.000	25.630	23.912	N70°20'55"E
C40	20.000	16.062	15.634	N49°55'55"W
C41	20.000	27.244	25.186	N12°06'00"E

- LEGEND**
- DENOTES FOUND MONUMENTS
 - SET MONUMENTS
 - IB IRON BAR
 - SIB STANDARD IRON BAR
 - ORP OBSERVED REFERENCE POINT
 - PIN PROPERTY IDENTIFICATION NUMBER - ALL PINS SHOWN ARE LAND TITLES UNLESS NOTED OTHERWISE
 - WT WITNESS
 - CON CONCESSION
 - PC POINT OF CURVE
 - P1 PLAN 16R-11803
 - M MEASURED
 - S SET
 - H&M HEWETT & MILNE LTD.
 - 1331 WILSON FORD SURVEYING & ENGINEERING

ALL TIES TO THE EDGE OF WATER WERE TAKEN 28 MAY, 2018 CONSISTENT WITH P1 AND ARE PERPENDICULAR TO THE NATURAL BOUNDARY TRAVERSE UNLESS INDICATED OTHERWISE.

THE BOUNDARY BELOW THE DOCK REFLECTS THE APPROXIMATE ORIGINAL WATER'S EDGE.

ALL MONUMENTS SET ARE IRON BARS UNLESS INDICATED OTHERWISE.

ALL BEARINGS AND DISTANCES SHOWN HEREON ARE MEASURED UNLESS INDICATED OTHERWISE.

BEARING NOTE
BEARINGS ARE UTM GRID, DERIVED FROM OBSERVED REFERENCE POINTS A AND B BY REAL TIME NETWORK (RTN) OBSERVATIONS, UTM ZONE 17, NAD83 (CSRS) (2010). FOR BEARING COMPARISONS, THE FOLLOWING ROTATIONS WERE USED:

PLAN	ROTATION
P1	0°0'0"

DISTANCES ON THIS PLAN ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.999545.

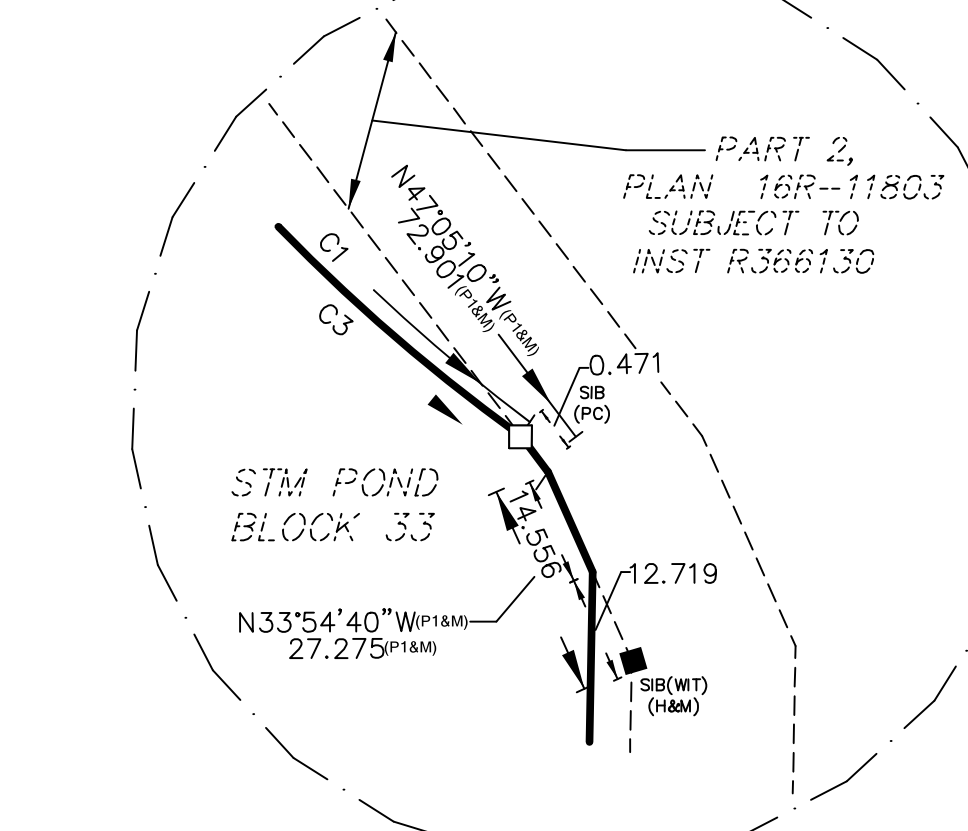
OBSERVED REFERENCE POINTS (ORP'S) DERIVED FROM GPS OBSERVATIONS USING THE TOPNET NETWORK (RTN) UTM ZONE 17, NAD83 (CSRS)(2010)

COORDINATES TO URBAN ACCURACY PER SEC. 12(2) OF O. REG. 216/10.

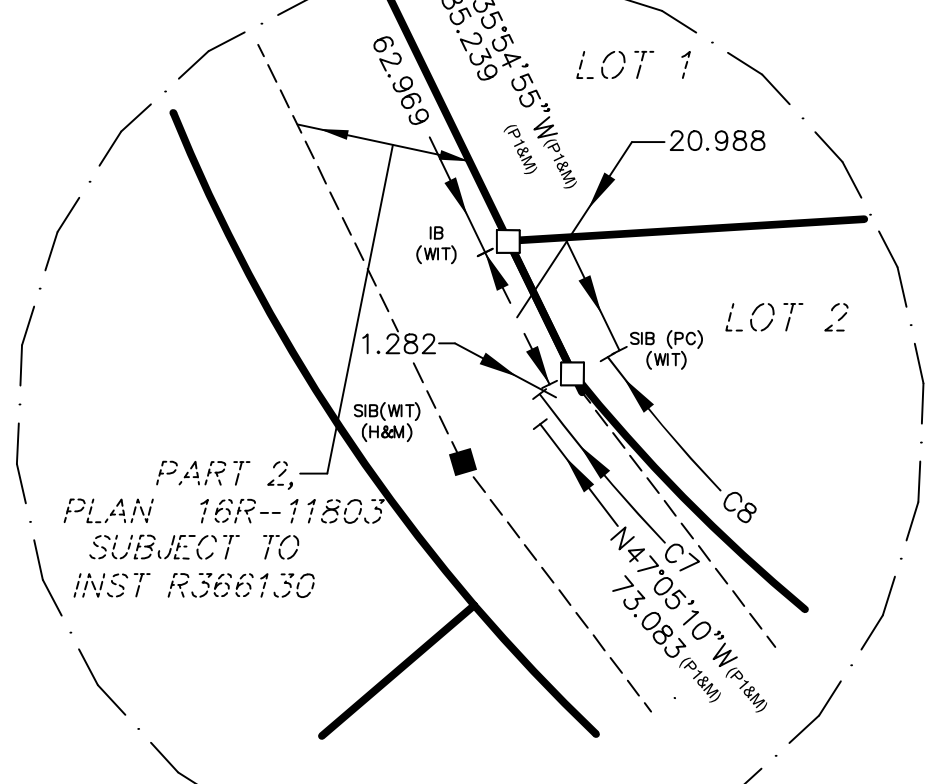
POINT ID	NORTHING	EASTING
ORP (A)	4 887 891.563	520 120.674
ORP (B)	4 887 048.991	520 259.779

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

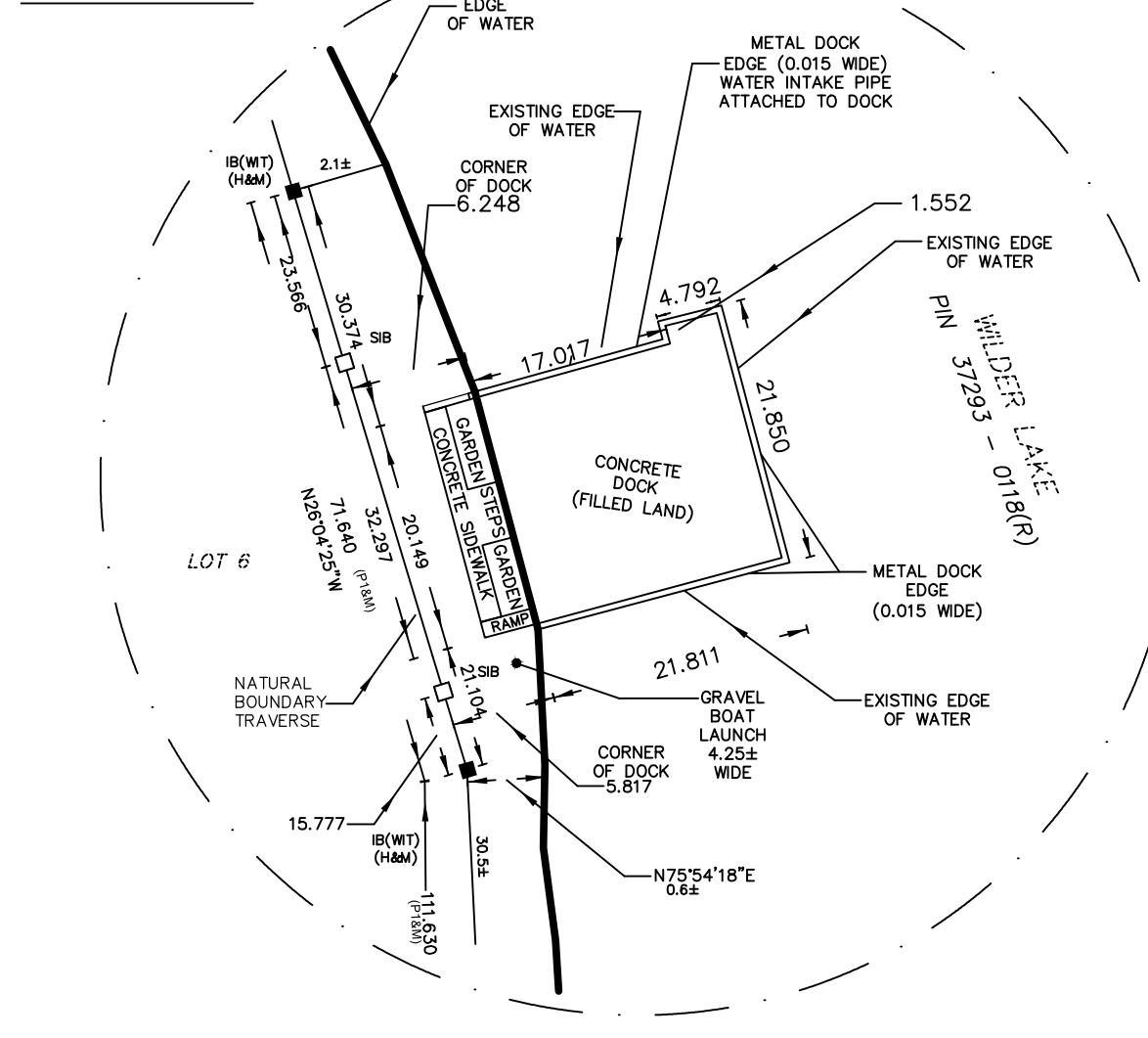
ENLARGEMENT C NOT TO SCALE



ENLARGEMENT B NOT TO SCALE



ENLARGEMENT A NOT TO SCALE



THIS PLAN IS APPROVED UNDER SECTION 51 OF THE PLANNING ACT R.S.O. 1990, CP 13 DATED AT OWEN SOUND THIS _____ DAY OF _____ 2023 THE CORPORATION OF THE COUNTY OF GREY

DATE _____ REPRESENTATIVE FOR THE LAND REGISTRAR FOR THE LAND TITLES DIVISION OF GREY (No.16).

APP _____ MCIIP_RPP DIRECTOR OF PLANNING & DEVELOPMENT

PLAN 16M - _____ I CERTIFY THAT THIS PLAN IS REGISTERED IN THE LAND REGISTRY OFFICE FOR THE LAND TITLES DIVISION OF GREY (No. 16) AT _____CLOCK ON THE ____ DAY OF _____, 2023 AND ENTERED IN THE PARCEL REGISTER FOR THE PROPERTY IDENTIFIER 37293-0211(LT). THE REQUIRED CONSENTS ARE REGISTERED AS PLAN DOCUMENT No. GC_____

THIS PLAN COMPRISES PART OF PIN 37293-0211(LT). PART 2 PLAN 16R-11803, WHICH COMPRISES PART OF VIOLA ROCK COVE, IS SUBJECT TO EASEMENT IN INST R366130

PLAN OF SUBDIVISION OF PART OF LOTS 3 & 4 CONCESSION 21 (GEOGRAPHIC TOWNSHIP OF EGREMONT) TOWNSHIP OF SOUTHGATE COUNTY OF GREY

Scale 1 : 1250
50 37.5 25 12.5 0 25 50 Metres

THE INTENDED PLOT SIZE OF THE PLAN IS 45.7cm IN WIDTH BY 60.9cm IN HEIGHT WHEN PLOTTED AT A SCALE OF 1:1000

WILSON-FORD

OWNER'S CERTIFICATE
I CERTIFY THAT:
1. LOTS 1 TO 30 INCLUSIVE, BLOCKS 31 TO 33 INCLUSIVE AND THE STREET - VIOLA ROCK COVE HAVE BEEN LAID OUT IN ACCORDANCE WITH OUR INSTRUCTIONS.
2. THE STREETS ARE HEREBY DEDICATED TO THE TOWNSHIP OF SOUTHGATE AS A PUBLIC HIGHWAY.

DATE _____ DIRECTOR I HAVE THE AUTHORITY TO BIND THE CORPORATION. RANDHARR INVESTMENTS INC.

SURVEYOR'S CERTIFICATE
I CERTIFY THAT:
1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
2. THE SURVEY WAS COMPLETED ON THE 18th DAY OF OCTOBER, 2022.

19 DECEMBER, 2022 DATE GREG FORD, P. Eng (CIVIL) ONTARIO LAND SURVEYOR

THIS PLAN OF SURVEY RELATES TO AOLS PLAN SUBMISSION FORM NUMBER XXXX

WILSON - FORD
Surveying & Engineering
120 KING ST. E., Box 294,
MOUNT FOREST ON, NOG 2L0
PHONE (519)323-2451
PROJECT No.: 19-9406



Township of Southgate
185667 Grey County Road 9
Dundalk, Ontario
N0C 1B0
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Township of Southgate Council Member Notice of Motion

MEMORANDUM

DATE: March 17th, 2023

FOR: April 5th, 2023

TO: Council

FROM: Councillor Monica Singh Soares

RE: Notice of Motion regarding Equity, Diversity, and Inclusion Committee of Council (EDI) via 5-year Strategic Plan in the Community Action Plan (CAP)

Recommendation:

Be it resolved that Council direct staff to bring back a report regarding the development of an Equity, Diversity and Inclusion (EDI) Committee of Council and draft Terms of Reference with a mandate to provide guidance in equity, diversity, and inclusion initiatives within the Township of Southgate via implementation in the upcoming Community Action Plan (CAP).

Comments:

A council committee for Equity, Diversity, and Inclusion (EDI) is vital for the Township of Southgate for several reasons. Establishing such a committee can contribute to a more cohesive, harmonious, and thriving community. Some key reasons for creating an EDI committee in Southgate include:

Reflecting community values:

WHEREAS Southgate is home to a growing number of residents from diverse backgrounds with different perspectives, values, and experiences. The population growth increase from 2019 to 2023 has been exponential and unprecedented. Establishing an EDI committee ensures that these voices are represented, and that the township's decisions and policies align with the community's values.

Strengthening community relations:

WHEREAS by fostering a welcoming and inclusive environment, the EDI committee can promote a sense of belonging, encourage civic engagement, and improve relations between various community groups, leading to a more connected and collaborative township.

Addressing disparities:

WHEREAS an EDI committee can identify and address existing disparities in areas such as education, employment, housing, and public services within the township. By working to eliminate barriers and promote equal opportunities, the committee can contribute to closing socioeconomic gaps and fostering social mobility.

Enhancing local government representation:

WHEREAS the committee can advocate for increased diversity within the local government, ensuring that elected officials and decision-makers accurately represent the township's demographics. This can lead to better communication, trust, and engagement between community members and their leaders.

Supporting economic development:

WHEREAS by promoting an inclusive and equitable community, the EDI committee can attract new businesses, investments, and talents to Southgate. A diverse workforce can contribute to innovation, creativity, and overall economic growth.

Celebrating cultural richness:

WHEREAS the EDI committee can work to celebrate and promote the cultural diversity within Southgate by organizing events, programs, and initiatives that encourage cultural exchange, understanding, and appreciation. This can foster a more tolerant, respectful, and vibrant community.

Enhancing accessibility:

WHEREAS the committee can advocate for improvements in accessibility to public spaces, facilities, and services for people with disabilities, ensuring that all residents can fully participate in and benefit from the township's offerings.

Ensuring compliance with laws and regulations:

WHEREAS many jurisdictions have laws and regulations in place to ensure equal opportunity and prevent discrimination. An EDI committee can help Southgate comply with these requirements and uphold its ethical responsibility to treat all residents fairly and equitably.

Encouraging community dialogue:

WHEREAS by creating a platform for open dialogue on issues related to equity, diversity, and inclusion, the EDI committee can help raise awareness, foster understanding, and promote positive change within the township.

Community Action Plan (CAP):

WHEREAS the CAP 5-year plan from 2019-2023 will be ending and therefore embarking on another 5-year strategic planning consultation and community engagement process. The current CAP does not make mention of Equity,

Diversity, and Inclusion and going forward, it is imperative that EDI be included as one of the “Major Goals”. **Please Note:** Analysis of the current 5-year (2019-2023) CAP shows there is no mention of the words “Equity, Diversity, and Inclusion”. It must be emphasised that there is a need to incorporate these critical elements for the betterment of the community.

Township of Southgate Staff efforts:

WHEREAS Township of Southgate staff have started to the beginnings for Equity Diversity, and Inclusion internally, there is great momentum to implement a 5-year strategy beginning with a EDI committee. Implementing a 5-year EDI strategy will capitalize on the foundation, optimize and support staff efforts in this very important work.

Imperative Representation:

WHEREAS historically, the Township of Southgate for the first time has had people of colour, both of which are women on council. To this point, this is a prime example of intersectionality many can identify with which also falls under EDI. Further, a more widespread analysis show that Southgate is one of the first municipalities in Grey County to have women of color on the council which speaks to the growing need for an EDI Committee of Council and representation in the 5-year CAP. In addition, almost half of the council is made up of women. The Township of Southgate is making history in a good way and adopting an EDI Committee of Council and 5-year strategic plan within the CAP would be the direct and organic next step in natural progression towards a bright future of representation to the point Equity, Diversity, and Inclusion (EDI).

Summary

A 5-year Equity, Diversity, and Inclusion (EDI) strategy for the Township of Southgate can be structured in several phases within the 5-year CAP, with specific goals and initiatives designed to promote an inclusive and equitable community. Here's a suggested roadmap:

- Year 1: Assessment and Awareness**
- Year 2: Planning and Policy Development**
- Year 3: Implementation and Capacity Building**
- Year 4: Evaluation and Adaptation**
- Year 5: Sustainability and Expansion**

Purpose:

The purpose of the EDI Committee is to advise and support the Township of Southgate in promoting equity, diversity, and inclusion within the community, ensuring that all residents have equal access to opportunities, services, and resources, and fostering a welcoming, inclusive, and respectful environment.

Scope:

The EDI Committee's scope includes the development and implementation of policies, programs, initiatives, and recommendations that address issues related to equity, diversity, and inclusion within the Township of Southgate. This encompasses areas such as education, employment, housing, public services, accessibility, cultural awareness, and community engagement.

Responsibilities:

The EDI Committee is responsible for the following tasks:

Developing a comprehensive 5-year EDI strategy for the Township of Southgate, including goals, objectives, and measurable targets.

Advising the Township on the development and implementation of policies and procedures that support equity, diversity, and inclusion.

Identifying and addressing barriers to equal access and opportunities within the community.

Monitoring and evaluating the progress and effectiveness of EDI initiatives.

Providing recommendations for improvements and adjustments to the EDI strategy, based on evaluation findings and community feedback.

Collaborating with local organizations, businesses, educational institutions, and community groups to support and promote EDI initiatives.

Raising awareness and fostering community dialogue on issues related to equity, diversity, and inclusion.

Organizing and participating in events, workshops, and seminars that promote cultural awareness, understanding, and appreciation.

Ensuring compliance with relevant laws and regulations related to equal opportunity, accessibility, and non-discrimination.

Preparing and presenting reports and updates to the Township Council, as required.

Best Regards,
Monica Singh Soares,
Councillor Township of Southgate



Staff Report FIN2023-009

Title of Report: **FIN2023-009 2022 Members of Council and Council Appointees to Local Boards and Committees Remuneration and Expenses**

Department: **Finance**

Council Date: April 5, 2023

Recommendation:

Be it resolved that Council receive Staff Report FIN2023-009 2022 Members of Council and Council Appointees to Local Boards and Committees Remuneration and Expenses as information.

Background:

Municipal Act, 2001 section 284 (1) states that:

"the treasurer of a municipality shall in each year on or before March 31 provide to the council of the municipality an itemized statement on remuneration and expenses paid in the previous year to:

- a) each member of Council in respect of his or her services as a member of the council or any other body, including a local board, to which the member has been appointed by council or on which the member holds office by virtue of being a member of council"

Members of Council:

On September 5, 2018, Council approved By-Law 2018-107 to set remuneration and expenses for Members of Council, effective January 1, 2019.

On June 19, 2019, Council approved Policy#21 Council Member Compensation, Expenses, Meeting Claims Guidance and Approval Policy which set the frequency of reporting a summary of Council Remuneration and Expenses to annually in accordance with the Municipal Act.

On December 4, 2019, Council received Staff Report FIN2019-057 and approved a cost of living increase of 1.7% to Council's stipend for 2020.

On December 2, 2020, Council received Staff Report FIN2020-034 and approved a cost of living increase of 0.7% to Council's stipend for 2021.

On December 8, 2021, Council received Staff Report FIN2021-042 and approved a cost of living increase of 3.0% to Council's stipend for 2022.

On October 5, 2022, Council approved By-law 2022-145 which contained an update to Policy #21 Council Member Compensation, Expenses and Meeting Claims, Guidance and Approval Policy to set remuneration and expenses for Members of Council, effective November 15, 2022.

Council members submit a "Monthly Council expense statement" by the 5th day of the following month.

Council Appointees to Local Boards and Committees:

The following table summarizes the by-law or resolution that appointed members of the public to Local Boards and Committees during 2022:

<u>Committee/Board</u>	<u>2018-2022 Term</u>	<u>2022-2026 Term</u>
Affordable/Attainable Housing Committee	Resolution #2021-451	Resolution #2022-768
Committee of Adjustment	By-law 2018-125	By-law 2022-160
Community Fund Management Committee	Resolution #2021-454	Resolution #2022-768
Police Service Board	Resolution #2018-591	Resolution #2022-769
Property Standards Appeal Committee	Resolution #2018-591 Resolution #2019-057	By-law 2023-003
Public Liaison Committee	Resolution #2018-591 Resolution #2019-312	Resolution #2022-768
Ruth Hargrave Memorial Library Board	Resolution #2018-591	Resolution #2022-768
Seniors Advisory Committee	Resolution #2018-591 Resolution #2019-352 Resolution #2019-484	Disbanded via Resolution #2022-768

Staff Comments:

Members of Council:

Remuneration costs incurred on behalf of Members of Council include the following rates in addition to separation gifts, and legislated payroll taxes (EHT and CPP):

	January to November 14	November 15 to December 31
Monthly stipend:		
Mayor	\$1,635.18	\$1,716.95
Deputy Mayor	\$1,290.34	\$1,354.86
Councillor	\$1,175.18	\$1,233.94
Per diem:		
Full day	\$170.00	\$200.00
Half day	\$90.00	\$120.00
Hourly Rate	\$30.00	\$35.00

Council members also get reimbursed mileage at the quarterly adjusted per km rate (HST included) as follows:

	Q1	Q2	Q3	Q4
Mileage	\$0.500	\$0.500	\$0.500	\$0.500

Technology includes the monthly cost of a cell phone and email.

Conference, Training and Other includes registration to conferences, meetings and training paid the Township, payment of lodging, meal allowances and parking at conferences, office supplies, and the Mayor’s Expense account activities.

This report does not reflect the remuneration and expenses incurred by other organizations to which Members of Council have been appointed (i.e County of Grey, Saugeen Valley Conservation Authority).

Council Appointees to Local Boards and Committees:

Remuneration costs incurred on behalf of Local Boards and Committees consist of a per diem for meeting attended as follows and the associated legislated payroll taxes (CPP, EI, EHT and WCB):

	Meeting Per Diem
Committee of Adjustment	\$80.00
Property Standards Committee	\$60.00
Affordable/Attainable Housing Committee	\$35.00
Community Fund Management Committee	\$35.00
Police Service Board	\$35.00
Ruth Hargrave Memorial Library Board	\$35.00
Public Liaison Committee	\$35.00
Seniors Advisory Committee	\$35.00

Members also get reimbursed mileage at the quarterly adjusted per km rate (2022 rates as noted above)

Conference, Training and Other includes registration to conferences, meetings and training paid the Township, payment of lodging, meal allowances and parking at conferences.

Financial Implications:

2022 Remuneration & Expenses for Members of Council for the year ended December 31 was \$198,768.99 [Attachment 1 for public disclosure, Attachment 3 for wage detail] (For the year ended December 31, 2021 \$175,222.29)

2022 Remuneration & Expenses for Council Appointees to Local Boards and Committees for the year ended December 31 was \$10,002.30 [Attachment 2] (For the year ended December 31, 2021 \$8,778.09)

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:

2022 Remuneration & Expenses for Members of Council for the year ended December 31 was \$198,768.99.

2022 Remuneration & Expenses for Council Appointees to Local Boards and Committees for the year ended December 31 was \$10,002.30.

Respectfully Submitted,

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

Dept Head: Original Signed By
Lindsey Green, Clerk

CAO Approval: Original Signed By
Dina Lundy, CAO

Attachments:

1. Remuneration & Expenses for Members of Council for the year ended December 31, 2022
2. Remuneration & Expenses for Council Appointees to Local Boards and Committees for the year ended December 31, 2022

	A	B	N	O	P	R	U	Y	Z
1	THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE							Staff Report FIN2023-009	
2	2022 Remuneration & Expenses for Members of Council							Attachment 1	
3	For the year ended December 31, 2022								
4									
5			Total Wages	Payroll Costs	Total				
6	Member of Council	Title	Stipend, Per Diem, and Hourly \$	(CPP, EHT, EAP)	Remuneration Cost	Mileage	Technology (Cell Phone and Email)	Conferences, Training, and Other	Total
7	Woodbury, John	Mayor	\$ 26,344.43	\$ 1,927.45	\$ 28,271.88	\$ 167.63	\$ 116.42	\$ 939.06	\$ 29,494.99
8	Milne, Brian	Deputy Mayor / Mayor	\$ 26,929.92	\$ 1,972.69	\$ 28,902.61	\$ 352.76	\$ 127.05	\$ 2,429.30	\$ 31,811.72
9	Dobreen, Barbara	Councillor / Deputy Mayor	\$ 23,510.25	\$ 1,727.01	\$ 25,237.26	\$ 861.88	\$ 606.55	\$ 40.71	\$ 26,746.40
10	Ferguson, Jim	Councillor	\$ 3,883.02	\$ 108.11	\$ 3,991.13	\$ 193.40	\$ 288.47	\$ 55.96	\$ 4,528.96
11	Frew, Jim	Councillor	\$ 21,552.70	\$ 441.01	\$ 21,993.71	\$ 540.33	\$ 492.12	\$ 1,172.96	\$ 24,199.12
12	John, Joan	Councillor	\$ 3,523.02	\$ 218.46	\$ 3,741.48	\$ 83.95	\$ 288.47	\$ 55.96	\$ 4,169.86
13	Rice, Jason	Councillor	\$ 21,075.72	\$ 1,548.18	\$ 22,623.90	\$ 177.16	\$ 799.83	\$ 15.26	\$ 23,616.15
14	Sherson, Michael	Councillor	\$ 19,442.70	\$ 1,426.41	\$ 20,869.11	\$ 136.73	\$ 638.13	\$ 1,504.10	\$ 23,148.07
15	Shipston, Martin	Councillor	\$ 23,450.72	\$ 1,731.09	\$ 25,181.81	\$ 307.02	\$ 748.73	\$ 30.52	\$ 26,252.82
16	Singh-Soares, Monica	Councillor	\$ 3,883.02	\$ 235.22	\$ 4,118.24	\$ 345.04	\$ 281.67	\$ 55.96	\$ 4,800.91
17			\$ 173,595.50	\$ 11,335.62	\$ 184,931.12	\$ 3,165.90	\$ 4,387.44	\$ 6,299.79	\$ 198,768.99
18	Municipal Act, 2001 section 284(1) requires the annual disclosure of the remuneration and expenses of Members of Council.								
19	By-law 2018-107, By-law 2022-145, and Policy #21 sets remuneration and expenses for Members of Council.								

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20	Woodbury, John	Mayor							
21	January		\$ 2,105.18	\$ 153.37	\$ 2,258.55	\$ -	\$ 10.57	\$ -	\$ 2,269.12
22	February		\$ 1,985.18	\$ 144.49	\$ 2,129.67	\$ -	\$ 10.57	\$ -	\$ 2,140.24
23	March		\$ 2,775.18	\$ 204.85	\$ 2,980.03	\$ -	\$ 10.58	\$ -	\$ 2,990.61
24	April		\$ 2,615.18	\$ 193.00	\$ 2,808.18	\$ 167.63	\$ 10.58	\$ -	\$ 2,986.39
25		US Bank - Credit Card Fee						\$ 25.00	
26	May		\$ 2,415.18	\$ 177.09	\$ 2,592.27	\$ -	\$ 10.58	\$ 25.00	\$ 2,627.85
27		Staff Appreciation BBQ supplies						\$ 774.06	
28	June		\$ 2,575.18	\$ 189.56	\$ 2,764.74	\$ -	\$ 10.59	\$ 774.06	\$ 3,549.39
29	July		\$ 2,695.18	\$ 198.51	\$ 2,893.69	\$ -	\$ 10.59	\$ -	\$ 2,904.28
30	August		\$ 2,505.18	\$ 184.21	\$ 2,689.39	\$ -	\$ 10.59	\$ -	\$ 2,699.98
31	September		\$ 2,255.18	\$ 165.11	\$ 2,420.29	\$ -	\$ 10.59	\$ -	\$ 2,430.88
32	October		\$ 1,895.18	\$ 137.64	\$ 2,032.82	\$ -	\$ 10.59	\$ -	\$ 2,043.41
33		RCL Branch 134 Poppy Fund						\$ 140.00	
34	November		\$ 922.63	\$ 64.15	\$ 986.78	\$ -	\$ 10.59	\$ 140.00	\$ 1,137.37
35	December		\$ 1,600.00	\$ 115.47	\$ 1,715.47	\$ -	\$ -	\$ -	\$ 1,715.47
36			\$ 26,344.43	\$ 1,927.45	\$ 28,271.88	\$ 167.63	\$ 116.42	\$ 939.06	\$ 29,494.99

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37	Milne, Brian	Deputy Mayor January to November 14 Mayor November 15 to December							
38	January		\$ 1,460.34	\$ 104.05	\$ 1,564.39	\$ -	\$ 10.58	\$ -	\$ 1,574.97
39	February		\$ 1,855.34	\$ 134.58	\$ 1,989.92	\$ -	\$ 10.59	\$ -	\$ 2,000.51
40	March		\$ 2,130.34	\$ 155.58	\$ 2,285.92	\$ -	\$ 10.58	\$ -	\$ 2,296.50
41		Good Roads Association Conference)						\$ 57.80	
42	April		\$ 1,950.34	\$ 141.83	\$ 2,092.17	\$ -	\$ 10.58	\$ 57.80	\$ 2,160.55
43	May		\$ 2,070.34	\$ 151.00	\$ 2,221.34	\$ -	\$ 10.58	\$ -	\$ 2,231.92
44		Federation of Canadian Municipalities - Conference - Registration						\$ 912.00	
45		Air Canada - Transportation						\$ 476.07	
46		Co-op Taxi - Transportation						\$ 13.51	
47		The Keg - Meal						\$ 46.39	
48		Ramada Plaza Regina - Hotel						\$ 882.83	
49	June		\$ 3,290.34	\$ 244.04	\$ 3,534.38	\$ 40.42	\$ 10.59	\$ 2,330.80	\$ 5,916.19
50	July		\$ 2,365.34	\$ 173.60	\$ 2,538.94	\$ 32.39	\$ 10.59	\$ -	\$ 2,581.92
51	August		\$ 1,950.34	\$ 141.83	\$ 2,092.17	\$ -	\$ 10.59	\$ -	\$ 2,102.76
52	September		\$ 1,820.34	\$ 131.96	\$ 1,952.30	\$ 13.74	\$ 10.59	\$ -	\$ 1,976.63
53	October		\$ 1,550.34	\$ 112.29	\$ 1,662.63	\$ 12.99	\$ 10.59	\$ -	\$ 1,686.21
54		Engraved Name plate						\$ 14.25	
55		Business cards						\$ 26.45	
56	November		\$ 3,424.57	\$ 251.39	\$ 3,675.96	\$ 143.77	\$ 10.59	\$ 40.70	\$ 3,871.02
57	December		\$ 3,061.95	\$ 230.54	\$ 3,292.49	\$ 109.45	\$ 10.60	\$ -	\$ 3,412.54
58			\$ 26,929.92	\$ 1,972.69	\$ 28,902.61	\$ 352.76	\$ 127.05	\$ 2,429.30	\$ 31,811.72

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6	Member of Council	Title	Stipend, Per Diem, and Hourly \$	(CPP, EHT, EAP)	Remuneration Cost	\$	Technology (Cell Phone and Email)		
59	Dobreen, Barbara	Councillor January to November 14 Deputy Mayor November 15 to December							
60	January		\$ 1,525.18	\$ 109.00	\$ 1,634.18	\$ -	\$ 50.53	\$ -	\$ 1,684.71
61	February		\$ 1,695.18	\$ 122.36	\$ 1,817.54	\$ -	\$ 50.52	\$ -	\$ 1,868.06
62	March		\$ 2,045.18	\$ 149.07	\$ 2,194.25	\$ -	\$ 50.52	\$ -	\$ 2,244.77
63	April		\$ 1,865.18	\$ 135.33	\$ 2,000.51	\$ -	\$ 50.52	\$ -	\$ 2,051.03
64	May		\$ 1,985.18	\$ 144.97	\$ 2,130.15	\$ 168.37	\$ 50.52	\$ -	\$ 2,349.04
65	June		\$ 2,295.18	\$ 172.17	\$ 2,467.35	\$ 134.38	\$ 90.47	\$ -	\$ 2,692.20
66	July		\$ 2,205.18	\$ 165.01	\$ 2,370.19	\$ 21.89	\$ 50.53	\$ -	\$ 2,442.61
67	August		\$ 1,865.18	\$ 139.18	\$ 2,004.36	\$ 60.46	\$ 50.53	\$ -	\$ 2,115.35
68	September		\$ 1,705.18	\$ 126.84	\$ 1,832.02	\$ 18.65	\$ 50.53	\$ -	\$ 1,901.20
69	October		\$ 1,615.18	\$ 120.22	\$ 1,735.40	\$ 79.68	\$ 50.53	\$ -	\$ 1,865.61
70		Engraved Name plate						\$ 14.25	
71		Business cards						\$ 26.46	
72	November		\$ 2,433.59	\$ 178.63	\$ 2,612.22	\$ 239.59	\$ 50.75	\$ 40.71	\$ 2,943.27
73	December		\$ 2,274.86	\$ 164.21	\$ 2,439.07	\$ 138.86	\$ 10.60	\$ -	\$ 2,588.53
74			\$ 23,510.25	\$ 1,727.01	\$ 25,237.26	\$ 861.88	\$ 606.55	\$ 40.71	\$ 26,746.40

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6	Member of Council	Title	Stipend, Per Diem, and Hourly \$	(CPP, EHT, EAP)	Remuneration Cost	\$	Technology (Cell Phone and Email)	Training, and Other	Total
75	Jim Ferguson	Councillor							
76	January		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
77	February		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
78	March		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
79	April		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
80	May		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
81	June		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
82	July		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
83	August		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
84	September		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
85	October		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
86		Cell phone case						\$ 15.25	
87		Engraved Name plate						\$ 14.25	
88		Business cards						\$ 26.46	
89	November		\$ 1,849.08	\$ 25.35	\$ 1,874.43	\$ 113.16	\$ 219.78	\$ 55.96	\$ 2,263.33
90	December		\$ 2,033.94	\$ 82.75	\$ 2,116.69	\$ 80.24	\$ 68.69	\$ -	\$ 2,265.62
91			\$ 3,883.02	\$ 108.11	\$ 3,991.13	\$ 193.40	\$ 288.47	\$ 55.96	\$ 4,528.96

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6	Member of Council	Title	Stipend, Per Diem, and Hourly \$	(CPP, EHT, EAP)	Remuneration Cost	\$	Technology (Cell Phone and Email)	Conferences, Training, and Other	Total
92	Frew, Jim	Councillor							
93	January		\$ 1,525.18	\$ 29.74	\$ 1,554.92	\$ -	\$ 47.10	\$ -	\$ 1,602.02
94	February		\$ 1,785.18	\$ 34.81	\$ 1,819.99	\$ -	\$ 50.53	\$ -	\$ 1,870.52
95	March		\$ 2,375.18	\$ 46.32	\$ 2,421.50	\$ -	\$ 49.14	\$ -	\$ 2,470.64
96	April		\$ 1,955.18	\$ 38.13	\$ 1,993.31	\$ -	\$ 46.10	\$ -	\$ 2,039.41
97		Ontario Association of Police Services Boards - Conference Registration						\$ 814.80	
98		OAPSB Conference						\$ 358.16	
99	May		\$ 2,035.18	\$ 39.79	\$ 2,074.97	\$ 135.03	\$ 45.36	\$ 1,172.96	\$ 3,428.32
100	June		\$ 2,355.18	\$ 49.90	\$ 2,405.08	\$ 187.38	\$ 85.28	\$ -	\$ 2,677.74
101	July		\$ 2,295.18	\$ 48.45	\$ 2,343.63	\$ 47.12	\$ 50.52	\$ -	\$ 2,441.27
102	August		\$ 1,685.18	\$ 36.54	\$ 1,721.72	\$ 17.67	\$ 46.78	\$ -	\$ 1,786.17
103	September		\$ 1,795.18	\$ 38.80	\$ 1,833.98	\$ 153.13	\$ 46.34	\$ -	\$ 2,033.45
104	October		\$ 1,435.18	\$ 31.73	\$ 1,466.91	\$ -	\$ 10.76	\$ -	\$ 1,477.67
105	November		\$ 2,310.90	\$ 15.58	\$ 2,326.48	\$ -	\$ 14.21	\$ -	\$ 2,340.69
106	December		\$ -	\$ 31.20	\$ 31.20	\$ -	\$ -	\$ -	\$ 31.20
107			\$ 21,552.70	\$ 441.01	\$ 21,993.71	\$ 540.33	\$ 492.12	\$ 1,172.96	\$ 24,199.12

	A	B	N	O	P	R	U	Y	Z
1	THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE							Staff Report FIN2023-009	
2	2022 Remuneration & Expenses for Members of Council							Attachment 1	
3	For the year ended December 31, 2022								
4									
5			Total Wages Stipend, Per Diem, and Hourly \$	Payroll Costs (CPP, EHT, EAP)	Total Remuneration Cost	Mileage		Conferences, Training, and Other	Total
6	Member of Council	Title				\$	Technology (Cell Phone and Email)		
108	John, Joan	Councillor							
109	January		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
110	February		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
111	March		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
112	April		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
113	May		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
114	June		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
115	July		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
116	August		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
117	September		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
118	October		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
119		Cell phone case						\$ 15.25	
120		Engraved Name plate						\$ 14.25	
121		Business cards						\$ 26.46	
122	November		\$ 1,649.08	\$ 75.79	\$ 1,724.87	\$ 50.56	\$ 219.78	\$ 55.96	\$ 2,051.17
123	December		\$ 1,873.94	\$ 142.66	\$ 2,016.60	\$ 33.39	\$ 68.69	\$ -	\$ 2,118.68
124			\$ 3,523.02	\$ 218.46	\$ 3,741.48	\$ 83.95	\$ 288.47	\$ 55.96	\$ 4,169.86

	A	B	N	O	P	R	U	Y	Z
1	THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE							Staff Report FIN2023-009	
2	2022 Remuneration & Expenses for Members of Council							Attachment 1	
3	For the year ended December 31, 2022								
4									
5			Total Wages	Payroll Costs	Total	Mileage		Conferences,	
6	Member of Council	Title	Stipend, Per Diem, and Hourly \$	(CPP, EHT, EAP)	Remuneration Cost	\$	Technology (Cell Phone and Email)	Training, and Other	Total
125	Rice, Jason	Councillor							
126	January		\$ 1,345.18	\$ 95.23	\$ 1,440.41	\$ -	\$ 50.53	\$ -	\$ 1,490.94
127	February		\$ 1,515.18	\$ 108.24	\$ 1,623.42	\$ -	\$ 50.53	\$ -	\$ 1,673.95
128	March		\$ 1,775.18	\$ 128.46	\$ 1,903.64	\$ -	\$ 50.52	\$ -	\$ 1,954.16
129	April		\$ 1,685.18	\$ 121.59	\$ 1,806.77	\$ -	\$ 50.52	\$ -	\$ 1,857.29
130	May		\$ 1,865.18	\$ 135.33	\$ 2,000.51	\$ -	\$ 50.52	\$ -	\$ 2,051.03
131	June		\$ 2,025.18	\$ 151.20	\$ 2,176.38	\$ -	\$ 50.52	\$ -	\$ 2,226.90
132	July		\$ 2,025.18	\$ 150.91	\$ 2,176.09	\$ -	\$ 46.08	\$ -	\$ 2,222.17
133	August		\$ 1,685.18	\$ 124.90	\$ 1,810.08	\$ -	\$ 44.16	\$ -	\$ 1,854.24
134	September		\$ 1,615.18	\$ 119.55	\$ 1,734.73	\$ -	\$ 50.52	\$ -	\$ 1,785.25
135	October		\$ 1,345.18	\$ 100.03	\$ 1,445.21	\$ -	\$ 50.52	\$ -	\$ 1,495.73
136		Cell phone case						\$ 15.26	
137	November		\$ 2,359.98	\$ 173.75	\$ 2,533.73	\$ 115.94	\$ 236.72	\$ 15.26	\$ 2,901.65
138	December		\$ 1,833.94	\$ 138.97	\$ 1,972.91	\$ 61.22	\$ 68.69	\$ -	\$ 2,102.82
139			\$ 21,075.72	\$ 1,548.18	\$ 22,623.90	\$ 177.16	\$ 799.83	\$ 15.26	\$ 23,616.15

	A	B	N	O	P	R	U	Y	Z
1	THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE							Staff Report FIN2023-009	
2	2022 Remuneration & Expenses for Members of Council							Attachment 1	
3	For the year ended December 31, 2022								
4									
5			Total Wages	Payroll Costs	Total	Mileage			
6	Member of Council	Title	Stipend, Per Diem, and Hourly \$	(CPP, EHT, EAP)	Remuneration Cost	\$	Technology (Cell Phone and Email)	Conferences, Training, and Other	Total
140	Sherson, Michael	Councillor							
141	January		\$ 1,525.18	\$ 109.00	\$ 1,634.18	\$ -	\$ 50.53	\$ -	\$ 1,684.71
142	February		\$ 1,695.18	\$ 122.36	\$ 1,817.54	\$ -	\$ 50.53	\$ -	\$ 1,868.07
143	March		\$ 1,955.18	\$ 142.20	\$ 2,097.38	\$ -	\$ 50.52	\$ -	\$ 2,147.90
144		Ontario Good Roads Association - Conference - Registration						\$ 712.32	
145		Ontario Good Roads Association - Conference - Hotel						\$ 733.99	
146		Bymark Toronto - Meal (Ontario Good Roads Association Conference)						\$ 57.79	
147	April		\$ 2,545.18	\$ 187.27	\$ 2,732.45	\$ 57.41	\$ 78.00	\$ 1,504.10	\$ 4,371.96
148	May		\$ 1,865.18	\$ 135.10	\$ 2,000.28	\$ -	\$ 50.67	\$ -	\$ 2,050.95
149	June		\$ 2,205.18	\$ 164.64	\$ 2,369.82	\$ 45.93	\$ 110.81	\$ -	\$ 2,526.56
150	July		\$ 2,205.18	\$ 164.88	\$ 2,370.06	\$ -	\$ 50.52	\$ -	\$ 2,420.58
151	August		\$ 1,775.18	\$ 132.05	\$ 1,907.23	\$ -	\$ 50.52	\$ -	\$ 1,957.75
152	September		\$ 1,615.18	\$ 123.51	\$ 1,738.69	\$ -	\$ 50.52	\$ -	\$ 1,789.21
153	October		\$ 1,345.18	\$ 102.79	\$ 1,447.97	\$ 33.39	\$ 50.52	\$ -	\$ 1,531.88
154	November		\$ 710.90	\$ 42.59	\$ 753.49	\$ -	\$ 44.99	\$ -	\$ 798.48
155	December		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
156			\$ 19,442.70	\$ 1,426.41	\$ 20,869.11	\$ 136.73	\$ 638.13	\$ 1,504.10	\$ 23,148.07

	A	B	N	O	P	R	U	Y	Z
1	THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE							Staff Report FIN2023-009	
2	2022 Remuneration & Expenses for Members of Council							Attachment 1	
3	For the year ended December 31, 2022								
4									
5			Total Wages	Payroll Costs	Total	Mileage		Conferences,	
6	Member of Council	Title	Stipend, Per Diem, and Hourly \$	(CPP, EHT, EAP)	Remuneration Cost	\$	Technology (Cell Phone and Email)	Training, and Other	Total
157	Shipston, Martin	Councillor							
158	January		\$ 1,955.18	\$ 141.90	\$ 2,097.08	\$ -	\$ 44.98	\$ -	\$ 2,142.06
159	February		\$ 1,695.18	\$ 122.36	\$ 1,817.54	\$ -	\$ 44.60	\$ -	\$ 1,862.14
160	March		\$ 2,045.18	\$ 149.07	\$ 2,194.25	\$ -	\$ 44.76	\$ -	\$ 2,239.01
161	April		\$ 1,955.18	\$ 142.20	\$ 2,097.38	\$ -	\$ 44.39	\$ -	\$ 2,141.77
162	May		\$ 1,865.18	\$ 135.33	\$ 2,000.51	\$ -	\$ 44.61	\$ -	\$ 2,045.12
163	June		\$ 2,205.18	\$ 164.95	\$ 2,370.13	\$ -	\$ 46.26	\$ -	\$ 2,416.39
164	July		\$ 2,035.18	\$ 151.68	\$ 2,186.86	\$ -	\$ 50.52	\$ -	\$ 2,237.38
165	August		\$ 1,775.18	\$ 132.12	\$ 1,907.30	\$ -	\$ 47.05	\$ -	\$ 1,954.35
166	September		\$ 1,615.18	\$ 119.91	\$ 1,735.09	\$ -	\$ 44.30	\$ -	\$ 1,779.39
167	October		\$ 1,435.18	\$ 106.75	\$ 1,541.93	\$ -	\$ 44.82	\$ -	\$ 1,586.75
168		Cell phone case						\$ 15.26	
169	November		\$ 2,679.98	\$ 198.19	\$ 2,878.17	\$ 179.48	\$ 230.83	\$ 15.26	\$ 3,303.74
170	December		\$ 2,188.94	\$ 166.61	\$ 2,355.55	\$ 127.54	\$ 61.61	\$ -	\$ 2,544.70
171			\$ 23,450.72	\$ 1,731.09	\$ 25,181.81	\$ 307.02	\$ 748.73	\$ 30.52	\$ 26,252.82

	A	B	N	O	P	R	U	Y	Z
1	THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE							Staff Report FIN2023-009	
2	2022 Remuneration & Expenses for Members of Council							Attachment 1	
3	For the year ended December 31, 2022								
4									
5			Total Wages Stipend, Per Diem, and Hourly \$	Payroll Costs (CPP, EHT, EAP)	Total Remuneration Cost	Mileage		Conferences, Training, and Other	Total
6	Member of Council	Title				\$	Technology (Cell Phone and Email)		
172	Singh-Soares, Monica	Councillor							
173	January		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
174	February		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
175	March		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
176	April		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
177	May		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
178	June		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
179	July		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
180	August		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
181	September		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
182	October		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
183		Cell phone case						\$ 15.25	
184		Engraved Name plate						\$ 14.25	
185		Business cards						\$ 26.46	
186	November		\$ 1,849.08	\$ 87.28	\$ 1,936.36	\$ 119.65	\$ 220.06	\$ 55.96	\$ 2,332.03
187	December		\$ 2,033.94	\$ 147.93	\$ 2,181.87	\$ 225.39	\$ 61.61	\$ -	\$ 2,468.87
188			\$ 3,883.02	\$ 235.22	\$ 4,118.24	\$ 345.04	\$ 281.67	\$ 55.96	\$ 4,800.91

2022 Remuneration & Expenses for Council Appointees to Local Boards and Committees

Attachment 2

For the year ended December 31, 2022

	Per Diem	Payroll Costs (CPP, EI, EHT, WCB)	Mileage	Conferences, Training, and Other	Total
Affordable/Attainable Housing Committee	\$ 1,050.00	\$ 14.19	\$ -	\$ -	\$ 1,064.19
Committee of Adjustment	\$ 4,210.00	\$ 268.49	\$ 211.04	\$ 689.33	\$ 5,378.86
Community Fund Management Committee	\$ 595.00	\$ 20.18	\$ -	\$ -	\$ 615.18
Police Services Board	\$ 385.00	\$ 9.80	\$ -	\$ -	\$ 394.80
Property Standards Appeals Committee	\$ 105.00	\$ 2.04	\$ -	\$ -	\$ 107.04
Public Liaison Committee	\$ 35.00	\$ 0.68	\$ -	\$ -	\$ 35.68
Ruth Hargrave Memorial Library Board	\$ 1,715.00	\$ 70.92	\$ -	\$ -	\$ 1,785.92
Seniors Advisory Committee	\$ 595.00	\$ 25.63	\$ -	\$ -	\$ 620.63
	\$ 8,690.00	\$ 411.93	\$ 211.04	\$ 689.33	\$ 10,002.30

Affordable/Attainable Housing Committee						
Committee Member	# of Meetings	Per Diem	Payroll Costs (CPP, EI, EHT, WCB)	Mileage	Conferences, Training, and Other	Total
DeJong, Jennifer	8	\$ 280.00	\$ -		\$ -	\$ 280.00
McCannell, Morgan	5	\$ 175.00	\$ 3.41		\$ -	\$ 178.41
McNalty, Gerry	9	\$ 315.00	\$ 5.32		\$ -	\$ 320.32
Powell, Janice	4	\$ -	\$ -		\$ -	\$ -
Scott, Muriel	8	\$ 280.00	\$ 5.46		\$ -	\$ 285.46
	34	\$ 1,050.00	\$ 14.19	\$ -	\$ -	\$ 1,064.19

Committee of Adjustment						
Committee Member	# of Meetings	Per Diem	Payroll Costs (CPP, EI, EHT, WCB)	Mileage	Conferences, Training, and Other	Total
Dobreen, Barbara	8	\$ 640.00	\$ 45.68	\$ -		\$ 685.68
Frew, Jim	8	\$ 640.00	\$ 12.48	\$ -		\$ 652.48
Milne, Brian	7	\$ 560.00	\$ 40.68	\$ -		\$ 600.68
Rice, Jason	4	\$ 320.00	\$ 23.19	\$ -		\$ 343.19
Sherson, Michael	10	\$ 1,010.00	\$ 70.88	\$ 211.04	\$ 689.33	\$ 1,981.25
Shipston, Martin	7	\$ 560.00	\$ 40.62	\$ -		\$ 600.62
Woodbury, John	6	\$ 480.00	\$ 34.96	\$ -		\$ 514.96
	50	\$ 4,210.00	\$ 268.49	\$ 211.04	\$ 689.33	\$ 5,378.86

Community Fund Management Committee						
Committee Member	# of Meetings	Per Diem	Payroll Costs (CPP, EI, EHT, WCB)	Mileage	Conferences, Training, and Other	Total
John, Joan	7	\$ 245.00	\$ 15.92		\$ -	\$ 260.92
Lewis, Don	3	\$ 105.00	\$ 2.05		\$ -	\$ 107.05
Renton, Heather	7	\$ 245.00	\$ 2.21		\$ -	\$ 247.21
	17	\$ 595.00	\$ 20.18	\$ -	\$ -	\$ 615.18

Police Services Board						
Committee Member	# of Meetings	Per Diem	Payroll Costs (CPP, EI, EHT, WCB)	Mileage	Conferences, Training, and Other	Total
Dobreen, Allan	5	\$ 175.00	\$ 5.71		\$ -	\$ 180.71
Lewis, Don	5	\$ 175.00	\$ 3.41		\$ -	\$ 178.41
Pallister, Dale	1	\$ 35.00	\$ 0.68		\$ -	\$ 35.68
	11	\$ 385.00	\$ 9.80	\$ -	\$ -	\$ 394.80

Property Standards Appeals Committee						
Committee Member	# of Meetings	Per Diem	Payroll Costs (CPP, EI, EHT, WCB)	Mileage	Conferences, Training, and Other	Total
Acheson, Ted	1	\$ 35.00	\$ 0.68	\$ -	\$ -	\$ 35.68
Calder, Murray	-	\$ -	\$ -	\$ -	\$ -	\$ -
Cheeseman, Karen	-	\$ -	\$ -	\$ -	\$ -	\$ -
Lewis, Don	1	\$ 35.00	\$ 0.68	\$ -	\$ -	\$ 35.68
Peters, Kim	-	\$ -	\$ -	\$ -	\$ -	\$ -
Pallister, Dale	1	\$ 35.00	\$ 0.68	\$ -	\$ -	\$ 35.68
Vanalstine, Don	-	\$ -	\$ -	\$ -	\$ -	\$ -
	3	\$ 105.00	\$ 2.04	\$ -	\$ -	\$ 107.04

Property Liaison Committee						
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Committee Member	# of Meetings	Per Diem	Payroll Costs (CPP, EI, EHT, WCB)	Mileage	Conferences, Training, and Other	Total
Carmichael, Sherifa	-	\$ -	\$ -	\$ -	\$ -	\$ -
Cheeseman, Karen	1	\$ 35.00	\$ 0.68	\$ -	\$ -	\$ 35.68
	1	\$ 35.00	\$ 0.68	\$ -	\$ -	\$ 35.68

Ruth Hargrave Memorial Library Board						
Committee Member	# of Meetings	Per Diem	Payroll Costs (CPP, EI, EHT, WCB)	Mileage	Conferences, Training, and Other	Total
Faulds, Catherine	9	\$ 315.00	\$ 14.97		\$ -	\$ 329.97
Fernandes, Charles	10	\$ 350.00	\$ 19.11		\$ -	\$ 369.11
Gonneau, Tracey	4	\$ 140.00	\$ -		\$ -	\$ 140.00
Harripaul, Renelle	2	\$ 70.00	\$ 1.37		\$ -	\$ 71.37
John, Joan	12	\$ 420.00	\$ 27.28		\$ -	\$ 447.28
Scott, Muriel	12	\$ 420.00	\$ 8.19		\$ -	\$ 428.19
	49	\$ 1,715.00	\$ 70.92	\$ -	\$ -	\$ 1,785.92

Seniors Advisory Committee

Committee Member	# of Meetings	Per Diem	Payroll Costs (CPP, EI, EHT, WCB)	Mileage	Conferences, Training, and Other	Total
Adams, Ellie	4	\$ 140.00	\$ 2.73		\$ -	\$ 142.73
Crooks, Arlene	2	\$ 70.00	\$ 1.37		\$ -	\$ 71.37
Faulds, Catherine	4	\$ 140.00	\$ 16.75		\$ -	\$ 156.75
Leach, Mary	3	\$ 105.00	\$ 2.05		\$ -	\$ 107.05
Powell, Janice	2	\$ -			\$ -	\$ -
Rowe, Barbara		\$ -			\$ -	\$ -
Scott, Muriel	4	\$ 140.00	\$ 2.73		\$ -	\$ 142.73
	19	\$ 595.00	\$ 25.63	\$ -	\$ -	\$ 620.63



Staff Report PW2023-012

Title of Report: PW2023-012 Dundalk Drinking Water Adverse Sodium Notification
Department: Public Works
Branch: Water & Wastewater
Council Date: April 5, 2023

Recommendation:
Be it resolved that Council receive Staff Report PW2023-012 for information.

Background:
 Staff received sodium sampling results from the Caduceon Environmental Laboratories on March 13, 2023. The sodium samples taken March 7, 2023 indicated the adverse test results from Well D3 of 28.9 mg/l and Well D4 26.6 mg/l respectively. The Maximum Acceptable Concentration, (MAC) is 20 mg/l for sodium. As mentioned in past years, historically sodium is naturally occurring in these Dundalk municipal wells. Dundalk Well D5 2023 sodium test result was 13.2 mg/l.

The Dundalk Municipal Drinking Water Licence states the following:

Schedule C

5.0 Additional Sampling, Testing and Monitoring

Drinking Water Health and Non-Health Related Parameters

5.1 For each treatment subsystem or treatment subsystem component identified in column 1 of Tables 5 and 6 and in addition to any other sampling, testing and monitoring that may be required, sampling, testing and monitoring shall be undertaken for a test parameter listed in column 2 at the sampling frequency listed in column 3 and at the monitoring location listed in column 4 of the same row.

Table 5: Drinking Water Health Related Parameters			
Column 1 Treatment Subsystem or Treatment Subsystem Component Name	Column 2 Test Parameter	Column 3 Sampling Frequency	Column 4 Monitoring Location
Well No. D3	Radionuclides	Annually	Point of entrance to distribution system

	Sodium	Annually	Point of entrance to distribution system
Well No. D4	Sodium	Annually	Point of entrance to distribution system

The following is provided from the Safe Drinking Water Act 2002, Ontario Regulation 170/03, Drinking Water Systems:

[SCHEDULE 17](#)
CORRECTIVE ACTION

Large Municipal Residential

Sodium

17-13. If a report is required to be made under section 18 of the Act in respect of sodium, the owner of the drinking water system and the operating authority for the system shall ensure that the following corrective action is taken:

1. Resample and test as soon as reasonably possible.
2. If a concentration of sodium that exceeds 20 milligrams per litre is detected under paragraph 1, take such steps as are directed by the medical officer of health.

Corrective action that requires report under s. 18 of the Act

17-14. If a report is required to be made under section 18 of the Act as a result of a drinking water test that is a component of corrective action taken with respect to a parameter in accordance with this Schedule, it is not necessary to start the corrective action with respect to that parameter over again, but the owner of the drinking water system and the operating authority for the system shall ensure that any remaining components of the corrective action are completed.

O. Reg. 170/03, Sched. 17; O. Reg. 165/04, s. 6; O. Reg. 247/06, s. 28; O. Reg. 418/09, s. 24; O. Reg. 374/15, s. 8.

Staff Comments:

Staff contacted the Spills Action Centre, (SAC) and the Grey-Bruce Health Unit, on March 13, 2023 at 1:15pm. The following is provided from the Safe Drinking Water Act 2002, Ontario Regulation 170/03, Drinking Water Systems:

[SCHEDULE 16](#)
REPORTING ADVERSE TEST RESULTS AND OTHER PROBLEMS

DUTY TO REPORT UNDER S.18 OF THE ACT

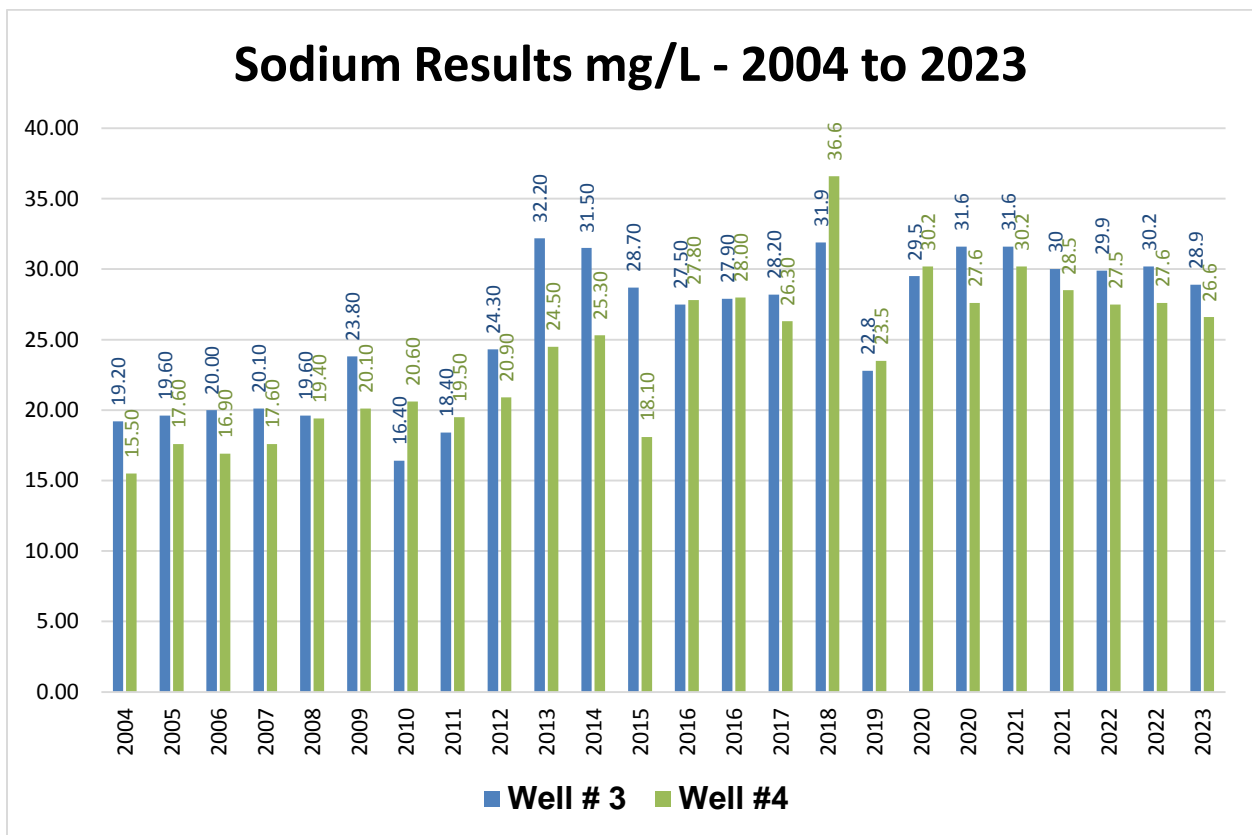
16-3. (1) The following are prescribed as adverse results of a drinking water test for the purpose of the Act

1. A result that exceeds any of the standards prescribed by Schedule 1,2 or 3 to the Ontario Drinking Water Quality Standards, other than the standards for fluoride, haloacetic acids and trihalomethanes, if the result is from a sample of drinking water.
8. A result indicating that the concentration of sodium exceeds 20 milligrams per litre in a sample of drinking water, if a report under subsection 18 (1) of the Act has not been made in respect of sodium in the preceding 57 months.

This sodium adverse test result requirement was reported previously on March 9, 2018 to SAC and the Grey Bruce Health Unit. This year's sampling is reportable and notification to SAC was provided with SAC Adverse Water Quality Indicator No. 161472 issued.

Public Health Inspector, Meagan Bruce corrective action directive on March 13, 2023 was to notify users of the Dundalk water System with the communication of the Sodium In Drinking Water Fact Sheet (Attachment #1) to be posted on the Township website and be included in the next Dundalk Water billing invoice in May 2023. Notification was also hand delivered by staff to the Designated Facilities, Dundalk schools and Daycare.

The graph below is for sodium testing results at Dundalk Wells D3 and D4 from 2004 to 2023.



Financial Implications:

There is no financial impact with this staff report.

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 2023-012 for information.

Respectfully Submitted,

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

CAO Approval: *Original Signed By*
Dina Lundy, CAO

Attachments:

Attachment#1 - Sodium Drinking Water Fact Sheet – Grey Bruce Health Unit

FACTS



SODIUM IN DRINKING WATER

What is Sodium?

Sodium can be present as sodium chloride (salt in groundwater due to natural salt deposits), industrial processes, sewage effluent, water softener backwash, and from winter road salt.

Effects of Sodium Concentrations:

The Ontario Drinking Water Standards (2006) states the Aesthetic Objective for sodium in drinking water is 200 milligrams per litre at which it can be detected by a salty taste. Sodium is not toxic. Consumption of sodium in excess of 10 grams per day by normal adults does not result in any apparent adverse health effects. In addition, the average intake of sodium from water is only a small fraction of that consumed in a normal diet. A maximum acceptable concentration of sodium in drinking water has, therefore, not been specified. The major source of sodium in our diet comes from table salt and processed foods.

Persons suffering from hypertension or congestive heart failure may require a sodium-restricted diet in which case the intake of sodium from drinking water may be significant. The local Medical Officer of Health should be notified when the sodium concentration exceeds 20 mg/L, so this information may be passed on to local physicians. Susceptible individuals should therefore know the sodium concentration in their drinking water.

Investigation and Testing:

The source of high sodium levels should be determined where possible. Backwashing a water softener too close to a well can contribute to elevated levels of sodium. There are natural sodium deposits in certain areas of Grey and Bruce counties. Sodium can be removed from drinking water by reverse osmosis or distillation. Another way of treating the problem is to drill a new well into a different aquifer.

Softening using a domestic water softener increases the sodium level in drinking water and may contribute to the daily sodium intake for a consumer on a sodium restricted diet. It is recommended that a separate unsoftened supply be used for cooking and drinking purposes.



Staff Report PW2023-015

Title of Report: PW2023-015 Egremont Landfill Site Status Report 2021/2022
Department: Public Works
Branch: Waste Resources and Diversion Management
Council Date: April 5, 2023

Recommendation:

Be it resolved that Council receive Staff Report PW2023-015 for information.

Background:

The Egremont Landfill Monitoring Report (2021/2022) has been compiled by GM BluePlan Engineering as per Environmental Compliance Approval (ECA) Number A261602. The report was also submitted to Mr. Scott Gass, the District Manager at the Ministry of the Environment, Conservation and Parks (MECP), Owen Sound District Office.

The Township landfill monitoring programs includes where samples are collected in the spring and fall from monitoring wells and surface water locations for numerous water quality parameters. Testing is also completed for landfill gas production specifically methane.

Staff Comments:

The Egremont Landfill Site Monitoring Report 2021/ 2022, Sections 11 and 12, Conclusions and Recommendations respectively, (Attachment #1).

Conclusions:

- Based on the landfill capacity of approximately 28,590 m³ in Cell 1 for waste and cover as designed in the Amended Development Plan (November 2002), Cell 1 has been filled to capacity.
- The original waste fill area is approximately 0.6 hectares and contains an estimated 24,500m³ of waste and cover materials.
- At the 5- year average fill rate of approximately 3,280 m³/year, it is estimated that the 3.3 hectares fill area, which has approved capacity of 350,000 m³ for waste and interim cover, will provide for greater than 80 years of additional site life.
- There are no impacts to surface water quality above the Provincial Water Quality Objectives (PWQO) and/or are attributed to landfill activities. Contingency measures outlined for the surface water trigger mechanisms do

not need to be implemented at this time.

- Groundwater quality and the suggested groundwater flow direction at the site do not indicate impacts from landfilling above the Reasonable Use Criteria (RUC) are noted beyond the established compliance boundaries to the south, west and north.

Recommendations:

- The closed and capped old fill area should continue to be inspected on a semi-annual basis to ensure the integrity of the cover material. A 300 mm thick interim cover should be applied in areas where landfilling has been suspended for 6 months or more (i.e., the Cell 1 area). Waste and cover material operations should continue within the Cell 2 area.

- When the Township submits the next application to amend the ECA, a request to increase the maximum daily waste received for disposal of 28.5 tonnes / day with consideration of the Township population growth should be suggested.

- The original waste fill area was approved by the Ministry to be relocated into the Cell 2 area to take advantage of the space that could be obtained of another approximately 7 metres deeper, which previously added about 25 years of additional landfill capacity. This can be phased with consultant oversight for the project with allocated budget to achieve the works.

- A minimum of 2 compost samples per year be taken for lab analysis.

- The annual monitoring program in the spring and fall continue as per Schedule B of the ECA, the new monitoring wells that were installed in 2022, in the recently acquired property to the east, being OW21, OW22 and OW23.

Financial Implications:

The operating budget includes sampling and monitoring for landfill sites.

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.

Strategic Initiatives:

5-B - The Township will have adopted a long-term asset management plan for the timely repair, replacement, and expansion of the Township's infrastructure, facilities, and other assets

Concluding Comments:

Staff recommends that Council receive Staff Report PW2023-015 for information.

Respectfully Submitted,

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

CAO Approval: *Original Signed By*
Dina Lundy, CAO

Attachments:

Attachment # 1 Egremont Landfill Site Monitoring Report 2021/2022, Section 11 & 12, Conclusions & Recommendations and Egremont Landfill Site Plan

11. CONCLUSIONS

1. According to the Amended Development Plan (November 2002), the approved 3.3-hectare landfill footprint has been designed to be developed through a series of Cells commencing in the northeast portion of the approved fill area (i.e., Cell 1). Cell 1 covers an area of 5,826 m² (or 0.583 ha) and has capacity for approximately 28,590 m³ of waste and daily cover.
2. Based on information provided in the Amended Development Plan (November 2002), the old waste footprint encompasses an area of approximately 0.6 ha and contains an estimated 24,500 m³ of waste and interim cover. As noted in the PDO prepared by Fletcher Associates (2000), it was estimated that the Egremont Landfill had reportedly accepted 18,000 m³ of waste to date (i.e., circa 2000) in this area.
3. Based on the landfill capacity of approximately 28,590 m³ in Cell 1 for waste and daily cover, and the annual fill volumes reported to date, Cell 1 as designed in the Amended Development Plan (November 2002) has been filled to capacity.
4. At the five-year average fill rate of $\pm 3,280$ m³/year, it is estimated that the 3.3 ha fill area, which has an approved capacity of 350,000 m³ for waste and interim cover, will provide for greater than 80 years of additional site life.
5. Continued attention to compaction and the application of daily cover at the active face of the landfill will help maintain an aesthetically acceptable site. In addition, continued application of daily cover and progressive closure, as final contours are reached, will reduce leachate production at the site.
6. At the surface water sampling locations, no impacts to surface water quality above PWQO and/or trigger levels are attributed to landfill activities. Contingency measures outlined for the surface water trigger mechanisms do not need to be implemented at this time.
7. Based on the groundwater quality and the inferred groundwater flow direction at the site, no evidence of impacts related to landfilling above the RUC are noted beyond the established compliance boundaries.

12. RECOMMENDATIONS

1) Operational Considerations – Existing Fill Areas

The closed and capped old fill area should continue to be inspected on a semi-annual basis to ensure the integrity of the cover material. A 300 mm thick interim cover should be applied in areas where landfilling has been temporarily suspended for 6 months or more (i.e., the Cell 1 area). Placement of waste and daily cover material should continue within Cell 2.

2) Application to Amend the ECA (as the Opportunity Arises)

In consideration of the maximum daily quantity of waste that can be received for disposal of 28.5 tonnes per day and the increasing population trend recently being experienced by the Township, it is recommended that the Township request an increase in the maximum allowable daily quantity of waste that can be received at the Site in conjunction with the next application to amend the ECA, when the opportunity arises.

3) Commence Waste Re-location Efforts (Old Fill Area)

As outlined in the PDO Addendum No.1 for the Site (April 2018), there is an estimated 24,500 m³ of waste and interim cover within the old fill area that will need to be relocated to effectively prepare the Site to the approved base contour of 411.5 masl. Based on the anticipated volumes and budgetary considerations, a phased approach to the waste re-location efforts has been considered. At this time, it is recommended that the Township commence the waste relocation works required to facilitate future site operations. As indicated in the operations and mitigation plan provided in the PDO Addendum, it is recommended that a qualified consultant provide the appropriate layout, topographic survey and grade stakes within the fill area to provide direction to the contractor throughout the relocation process.

4) Compost Sampling Frequency

In order to satisfy the requirements outlined in the Ontario Compost Quality Standards, it is recommended that the Municipality collect a minimum of 2 compost samples per year for analysis.

5) On-going Monitoring as per Schedule B of the ECA

The annual monitoring program conducted in the spring and fall should continue to meet the requirements specified in Schedule B of the ECA. At this time, it is recommended that in 2023 monitoring wells OW21, OW22 and OW23 be sampled twice in conjunction with the established monitoring program for the Site. Starting in 2024, it is recommended that monitoring wells OW21 and OW22 be sampling once annually in the Fall. Therefore, it is proposed that only wells OW21 and OW22 be added to the required groundwater sampling locations listed in Table B-1 of the ECA.

Respectfully submitted,

GM BLUEPLAN ENGINEERING LIMITED

Per:



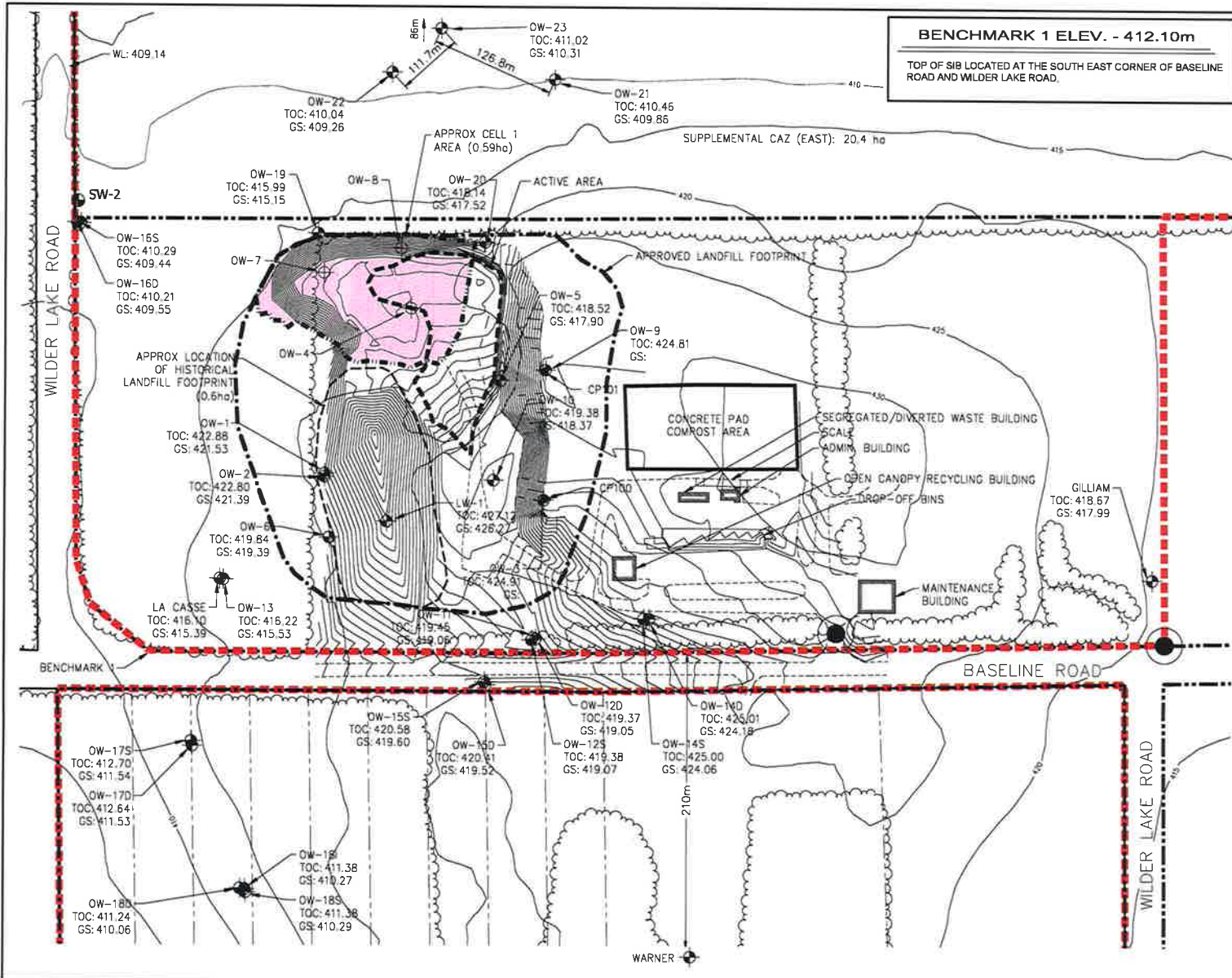
A.H. Nelson, M.Sc.

Per:



Alen Bringleon, B.E.S., C.E.T.

FILE: C:\p120\Projects\127296 AMR Figures.dwg LAYOUT: 3-9a
 LAST SAVED BY: Doherty, 2/26/2023 2:02:24 PM PLOTTED BY: M. Berra - CM BluePlan 3/1/2023 10:03:32 AM



BENCHMARK 1 ELEV. - 412.10m
 TOP OF SIB LOCATED AT THE SOUTH EAST CORNER OF BASELINE ROAD AND WILDER LAKE ROAD.

212298
Township of Southgate
Egremont Landfill Site



LEGEND

- LIMITS OF MUNICIPAL LANDS
- APPROXIMATE CELL 1 AREA
- CONTAMINANT ATTENUATION ZONE
- SUPPLEMENTAL CONTAMINANT ATTENUATION ZONE
- PROPERTY LIMIT
- SURFACE WATER SAMPLE LOCATION
- EXISTING GROUND CONTOUR (MASL)
- WATERCOURSE
- MONITORING WELL LOCATION
- MONITORING WELL LOCATION (DECOMMISSIONED 2003)

SCALE 1:2,000
 FEBRUARY 2023

SITE PLAN WITH MONITORING WELL LOCATIONS

Egremont Landfill Site
413013 Sideroad 41
Township of Southgate

Figure No. 3





Staff Report PW2023-016

Title of Report: PW2023-016 Dundalk Transfer Station and Closed Landfill Site Biennial Operations and Monitoring Report 2021/2022
Department: Public Works
Branch: Waste Resources and Diversion Management
Council Date: April 5, 2023

Recommendation:

Be it resolved that Council receive Staff Report PW2023-016 for information.

Background:

The Biennial Operations and Monitoring Report (2021/2022) Dundalk Transfer Station and Closed Landfill Site have been compiled by GM BluePlan Engineering as per Environmental Compliance Approval (ECA) Number A262302. The report has also been submitted to Mr. Scott Gass, the District Manager at the Ministry of Environment, Conservation and Parks (MECP), Owen Sound District Office.

Staff Comments:

Dundalk Transfer Station and Landfill Reports:

The Biennial Operations and Monitoring Report (2021/2022) Dundalk Transfer Station and Closed Landfill Site Report, Sections 11 and 12, Conclusions and Recommendations respectively, (Attachment #1).

Conclusions:

- The groundwater flow within the shallow overburden is generally to the southwest with a radial flow pattern inferred to exist in the vicinity of the fill area. The groundwater table intersects ground surface to the south and west of the landfill within the wetland area downgradient of the landfill draining generally to the south across the southwestern portion of the site.
- A portion of the groundwater recharge from the landfill footprint may migrate down into the hardpan, but with the overburden thickness greater than 24 meters, it is reasonable to expect that there would be limited impacts to the deeper groundwater system, which is supported with the data collected from monitoring well DL3D.
- Leachate production via groundwater migration through the base of the landfill pile is likely occurring, indicating that the landfill may not be passed its peak contaminating period.
- Elevated concentrations of sodium and chloride in the shallow groundwater

in the southeast of the fill area and impacts noted at the surface water monitoring location of SW4 suggesting road salt application impacts.

- Monitoring well MW2 located directly downgradient of the fill area, is approximately 10 metres from the compliance limit. Elevated leachate indicator parameters at this monitoring location have several Reasonable Use Criteria (RUC) exceedances noted. The localized shallow groundwater migration to the west will be limited within the wetland groundwater flow system.
- Methane gas has been historically measured at DL5R-04, within the landfill mound which is considered to be limited to the bottom of the refuse pile to the water table bordered by wetlands and saturated soil conditions and the risk for off-site methane gas migration is low. Methane gas measurements from the 6 gas probes installed in June 2014 indicate the risk for off-site methane gas migration is considered to be low and confirms the methane gas migration off-site to the northeast is not occurring.
- Transfer station buildings are adequately ventilated, and Township staff use a handheld gas detector to measure readings prior to entering buildings at the site.

Recommendations:

- Schedule C as amended in June 2018 of the ECA for water quality monitoring parameters should continue annually from the 3 surface water sampling locations SW2, SW3 and SW4 and 9 groundwater monitoring parameters at locations for well nest DL3S/ID and wells DL2, DL4, DL5R-04, MW-1, MW-2, and MW -3. Once every 4 years groundwater samples from background well nest DL1S/D and sampling from the background wells will be required in 2025.
- Visual inspections of the site and water quality and gas monitoring programs be continued onsite.
- Water levels in the gas probes to be measured after the landfill gas measurements are completed.
- The landfill gas monitoring program continue to include DL5R-04 and gas probes GP1 through GP6.

Financial Implications:

The operating budget includes sampling and monitoring for landfill sites.

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.

Strategic Initiatives:

5-B - The Township will have adopted a long-term asset management plan for the timely repair, replacement, and expansion of the Township's infrastructure, facilities, and other assets.

Concluding Comments:

Staff recommends that Council receive Staff Report PW2023-016 for information.

Respectfully Submitted,

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

CAO Approval: *Original Signed By*
Dina Lundy, CAO

Attachments:

Attachment # 1 Dundalk Landfill Site Monitoring Report 2021/2022, Section 11 & 12, Conclusions & Recommendations, and Dundalk Site Plan

11. CONCLUSIONS

1. The Dundalk landfill accepted waste until 2003 at which time the Site was converted into a waste transfer facility for the Township. The Landfill footprint occupies approximately 0.8 ha within the 6.6 ha site.
2. During the reporting period, no leachate seeps were observed and the ground cover system, site drainage and fencing continued to appear adequate.
3. The groundwater flow within the shallow overburden is generally to the southwest, with a radial flow pattern inferred to exist in the vicinity of the fill area. The groundwater table intersects ground surface to the south and west of the landfill within the extensive wetland area downgradient of the landfill which generally drains to the south across the southwestern portion of the Site. As a result, it is inferred that groundwater recharge from the landfill footprint becomes part of the shallow groundwater system, primarily flowing horizontally through the shallow unconsolidated silt till with some discharging to the surface within the wetland area.
4. Based on the downward gradient that exists between the shallow overburden and the underlying less permeable hardpan unit, a portion of the groundwater recharge may migrate downwards into the hardpan. However, based on the overburden thickness of greater than 24 m of predominantly low permeability overburden soils (i.e., hardpan), it is reasonable to expect that there would be limited impacts to the deeper groundwater system. This is supported by the limited impacts noted directly downgradient of the landfill within well DL3D.
5. Comparison of the water levels to the cross-sections (Appendix E) indicates that there is little to no separation between the bottom of the refuse pile and the groundwater table in several parts of the fill area. As a result, leachate generation can be achieved via the migration of groundwater through the bottom of the waste pile. Therefore, although the cover material is serving to limit the volume of surface water percolating down through the refuse, thereby limiting leachate production via surface water infiltration, leachate production resulting from groundwater migration through the bottom of the refuse pile may be occurring. Concentrations of the primary leachate-indicator parameters appear to be relatively stable, supporting that leachate production via groundwater migration through the base of the refuse pile is likely occurring and indicating that the landfill may not be past its peak contaminating period.
6. Background water quality, as measured at DL1S/D, and water quality at cross-gradient well MW3 located to the southeast of the fill area, show elevated concentrations of sodium and chloride, suggesting that road salt application to area roads is resulting in widespread and sustained impacts to the shallow groundwater in the area. These measurable road salt derived impacts are also noted at the background surface water monitoring location SW4.
7. Compliance along the property boundary to the northwest of the landfill has been measured at wells MW1 and MW2, installed in June 2014. Comparison of water quality results from MW1 to background suggests that minor, if any, leachate-derived impacts at this monitoring location may be occurring. Monitoring well MW2 is located directly downgradient of the fill area, approximately 10 m from the compliance limit. The concentrations of the majority of leachate indicator parameters identified herein are elevated at this monitoring location, with several RUC exceedances noted. However, although locally the groundwater is inferred to flow to the west in this area of the Site, provided its proximal location to the wetland area and the main drainage channel (i.e., the flow channel that originates in the vicinity of Grey Road 9), it is inferred that shallow groundwater entering the wetland areas will be influenced by the regional system and ultimately flow in a southerly direction across the southwestern portion of the Site. In other words, the localized shallow groundwater migration to the west will ultimately be limited by the larger-scale groundwater flow system associated with the wetland area.

8. Although there is potential for landfill-leachate derived influence to surface water downgradient of the landfill, surface water quality measured downgradient generally meets the applicable standards. Observed exceedances can typically be attributed to, at least in part, background surface water conditions.
9. Although methane gas has historically been measured at DL5R-04, situated within the landfill mound, based on the potential methane gas migration distance, which is considered to be limited by the proximity of the bottom of the refuse pile to the water table, and the extensive wetland area/saturated soil conditions that border the majority of the Site, the risk for off-site methane gas migration is considered to be low. The installation of six gas probes along the compliance limits to the northwest and southeast of the Site confirms that methane gas migration off-site to the northeast towards the Village of Dundalk is not occurring.
10. Adequate ventilation has reportedly been established in all buildings associated with the transfer station. Furthermore, as an additional precaution the Township has developed an on-site gas protection protocol that requires the use of a handheld methane detector prior to entering all storage buildings at the Site.

12. RECOMMENDATIONS

- As per Schedule C of the ECA, as amended in June 2018, water quality monitoring should continue to occur once annually from the three surface water sampling locations SW2, SW3 and SW4 and the nine groundwater monitoring locations including well nest DL3S//D and wells DL2, DL4, DL5R-04, MW-1, MW-2 and MW-3. Once every four years groundwater samples should also be obtained from background well nest DL1S/D; sampling from the background wells will be required in 2025. A summary of the monitoring program for the Dundalk Landfill site is provided below.

MONITORING PROGRAM (FALL ONLY)

PARAMETERS	GROUNDWATER		SURFACE WATER	
	Locations	Parameters	Locations	Parameters
Arsenic		X		
Barium		X		X
Boron		X		X
Calcium		X		
Iron		X		X
Magnesium		X		
Manganese		X		X
Phosphorus	OW-3S	X		X
Potassium	OW-3I	X		X
Sodium	OW-3D	X		X
Chloride	DL2	X		X
Nitrite	DL4	X	SW-2	X
Nitrate	DL5R-04	X	SW-3	
Sulphate	MW-1	X	SW-4	
Alkalinity	MW-2	X		X
Conductivity	MW-3	X		X
Hardness		X		X
pH		X		X
Ammonia		X		X
DOC		X		X
TDS		X		X
TKN		X		
Field Temp.				X
EVERY 4 YEARS: VOCs at DL4 and DL-5R				
VOCs (DL4 and DL-5R only)		2025 and 2029		

** Sampling from OW-1S and OW-1D is only required every 4 years (in 2021, 2025 and 2029)

- It is recommended that visual inspections of the premises and monitoring wells continue to be conducted in conjunction with the water quality and gas monitoring programs for the Site.
- As per Schedule C of the ECA, it is recommended that the landfill gas monitoring program continue to include DL5R-04 and gas probes GP1 through GP6. In addition to landfill gas readings from the GP-series monitoring locations, water levels should also be measured to evaluate the potential for the detection of landfill gas, if any (i.e., check whether the water level remains below the top of the screened interval) and also to provide additional water level data for the Site.

4. Once annual groundwater level monitoring should continue from all available groundwater monitoring locations and gas probes. As previously noted, water levels in the gas probes should also be measured, after the landfill gas measurement has been completed.

All of which is respectfully submitted,

GM BLUEPLAN ENGINEERING LIMITED

Per:

A handwritten signature in blue ink that reads 'Andrea Nelson'.

Andrea Nelson, M.Sc.

Per:









A handwritten signature in blue ink that reads 'Alen Bringleston'.

Alen Bringleston, B.E.S., C.E.T.

212298-2
Annual Monitoring Report
Dundalk Waste Transfer Station
Township of Southgate



LEGEND

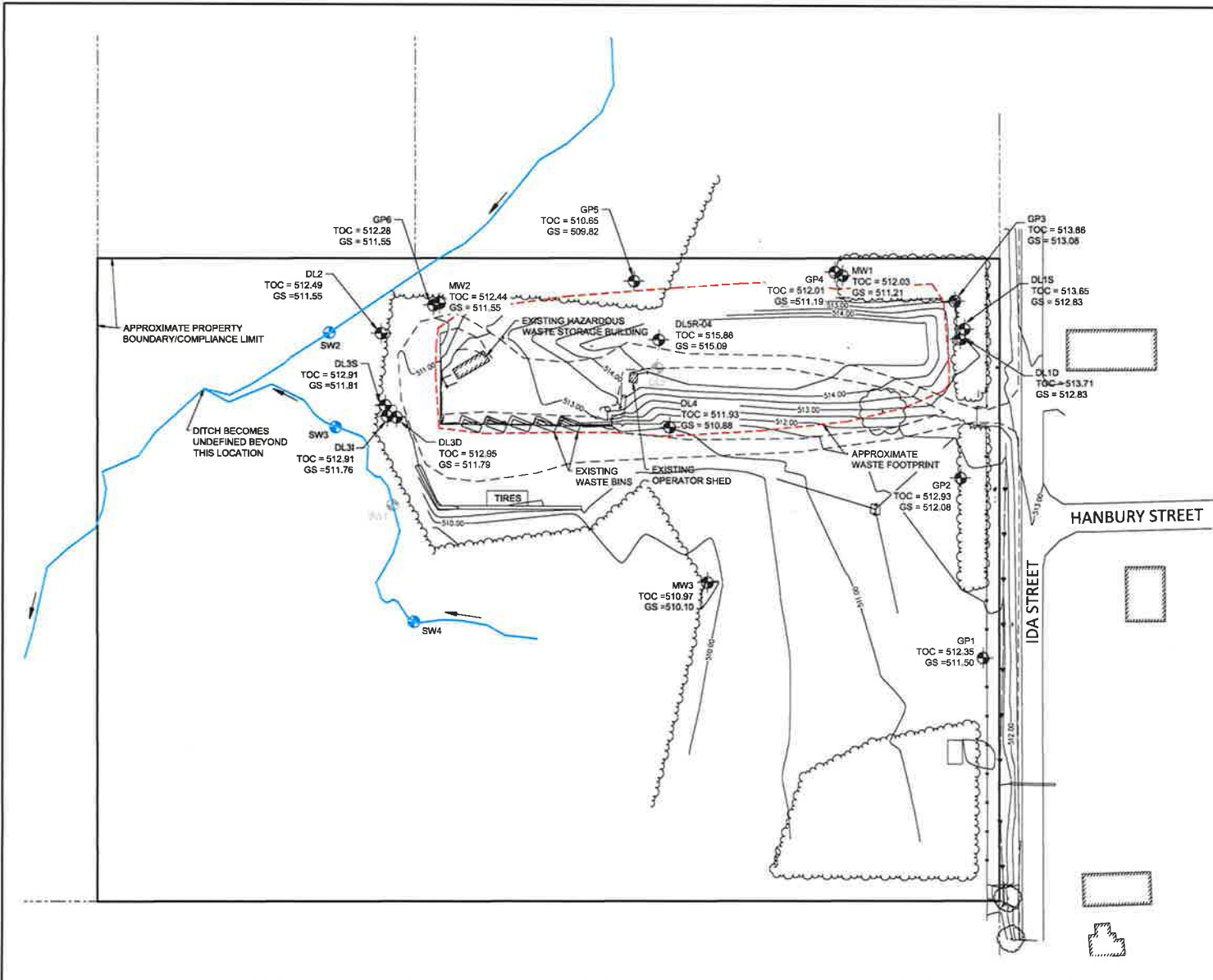
-  MONITORING WELL
-  SURFACE WATER SAMPLING STATION
-  DECOMMISSIONED MONITORING WELL
-  HISTORICAL SURFACE WATER SAMPLING STATION-LONGER SAMPLED
-  TOC
-  GS
-  APPROXIMATE LIMIT OF FILL
-  EXISTING GROUND CONTOUR



SCALE = 1:1250
FEBRUARY 2023

SITE PLAN

Figure No. 3



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Township of Southgate
Community Fund Management Committee

February 14, 2023
9:00 AM
Holstein Council Chambers

Members Present: Deputy Mayor Barbara Dobreen
Councillor Joan John
Councillor Monica Singh Soares
Heather Renton
Carolynn Dyer
Karl Ellis

Members Absent: Muriel Scott

Staff Present: William Gott, Treasurer
Elisha Milne, Legislative Assistant
Holly Malynyk, Recording Secretary

1. Call to Order

Recording Secretary, Holly Malynyk called the meeting to order at 9:02AM.

2. Election of Chair

Moved By Councillor Joan John
Seconded By Heather Renton

Be it resolved that the Committee appoint Deputy Mayor Dobreen as the Chair of the Southgate Community Fund Management Committee for the 2022-2026 term.

Carried

3. Election of Vice Chair

Moved By Councillor Joan John

Seconded By Heather Renton

Be it resolved that the Committee appoint Carolynn Dyer as the Vice Chair of the Southgate Community Fund Management Committee for the 2022-2026 term.

Carried

4. Confirmation of Agenda

Moved By Councillor Monica Singh Soares

Seconded By Councillor Joan John

Be it resolved that the Committee confirm the agenda as presented.

Carried

5. Declaration of Pecuniary Interest

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

6. Delegations & Presentations

None.

7. Adoption of Minutes

Moved By Heather Renton

Seconded By Councillor Joan John

Be it resolved that the Committee approve the minutes from the November 14, 2022 Southgate Community Fund Management meeting as presented.

Carried

8. Staff Updates

8.1 Member Introductions

Members of the Committee and Staff introduced themselves to each other. Stuart Reid and Christine MacGregor from the Community Foundation Grey Bruce introduced themselves and gave a brief update on the roll of the Community Foundation Grey Bruce.

Treasurer William Gott reviewed how Southgate became involved in the Community Foundation Grey Bruce and how the Southgate Community Fund started.

8.2 Committee Terms of Reference

Moved By Councillor Joan John

Seconded By Heather Renton

Be it resolved that the Committee receive the Terms of Reference for information.

The following amendment was moved to the main motion.

Amendment:

Moved By Councillor Monica Singh Soares

Seconded ByCarolynn Dyer

Be it resolved that the Committee direct staff to proceed with all necessary administrative actions as discussed to amend the Terms of Reference; and

That the Committee recommend that Council consider approval of the amendments to the Southgate Community Fund Management Committee Terms of Reference.

Carried

Motion as Amended:

Moved By Councillor Joan John

Seconded By Heather Renton

Be it resolved that the Committee receive the Terms of Reference for information; and

That the Committee direct staff to proceed with all necessary administrative actions as discussed to amend the Terms of

Reference; and

That the Committee recommend that Council consider approval of the amendments to the Southgate Community Fund Management Committee Terms of Reference.

Carried

8.3 Committee Code of Conduct

Moved By Heather Renton

Seconded By Councillor Joan John

Be it resolved that the Committee receive Policy No. 9 Code of Conduct for Members of Council, Committees and Local Boards for information.

Carried

8.4 Committee Meeting Schedule Discussion

Moved By Karl Ellis

Seconded By Carolynn Dyer

Be it resolved that the Southgate Community Fund Management committee will meet the second Monday of every other month starting in March 2023 at 9:00AM through a hybrid model at the Holstein Council Chambers and on Zoom.

Carried

8.5 Southgate Community Fund Management Brochure

Members discussed the Community Fund Management Brochure that was approved at the previous term. Members discussed updating the brochure and staff will work with Community Foundation Grey Bruce to update the brochure and bring it back to the March Community Fund Management Committee meeting for review.

9. New/Unfinished Business

None.

10. Correspondence

None.

11. Members Privilege

Christine MacGregor mentioned that Community Foundation Grey Bruce will be hosting the Non-Profit Workshop at the Sydenham Campus in Owen Sound on Wednesday March 15, 2023, more information will be available on the Community Foundation Grey Bruce website.

Councillor Joan John mentioned that there are many events in the Township of Southgate and surrounding community for Black History Month and wanted to invite everyone to attend the many events.

12. Next Meeting

Monday March 13, 2023 at 9:00AM.

13. Adjournment

Moved By Councillor Monica Singh Soares

Seconded By Councillor Joan John

Be it resolved that the Committee adjourn the meeting at 10:10AM.

Carried

Chair Deputy Mayor Dobreen

Recording Secretary Holly Malynyk

**Ministry of
Municipal Affairs
and Housing**

Municipal Finance Policy Branch

777 Bay Street, 13th Floor
Toronto ON M7A 2J3
Email: MFPB@ontario.ca

**Ministère des Affaires
municipales et du Logement**

Direction des politiques relatives
aux finances municipales

777, rue Bay, 13^e étage
Toronto ON M7A 2J3
Courriel: MFPB@ontario.ca



March 13, 2023

Dear Municipal Treasurer,

I am pleased to enclose a report showing your municipality's 2023 Annual Repayment Limit (ARL) respecting long-term debt and financial obligations. Your 2023 ARL was calculated based on 25 percent of your net own source revenues as reported in your 2021 Financial Information Return (FIR).

Municipalities in Ontario are responsible for ensuring that they do not exceed their ARL. When a municipality proposes long-term borrowing (or other long-term financial obligation), the municipal treasurer is responsible for updating the limit provided by the Ministry. The treasurer must determine if there is capacity within the municipality's ARL to undertake the planned borrowing. Schedule 81 of the FIR may be among the schedules of interest to the treasurer when updating the municipality's ARL.

If you require any further information, please contact the appropriate Municipal Services Office of the Ministry of Municipal Affairs and Housing (list enclosed).

Yours truly,

A handwritten signature in black ink that reads "Ruchi Parkash".

Ruchi Parkash
Director

Enclosures

2023 ANNUAL REPAYMENT LIMIT

(UNDER ONTARIO REGULATION 403 / 02)

MMAH CODE:	47621	
MUNID:	42005	
MUNICIPALITY:	Southgate Tp	
UPPER TIER:	Grey Co	
REPAYMENT LIMIT:		\$ 2,178,847

The repayment limit has been calculated based on data contained in the 2021 Financial Information Return, as submitted to the Ministry. This limit represents the maximum amount which the municipality had available as of December 31, 2021 to commit to payments relating to debt and financial obligation. Prior to the authorization by Council of a long term debt or financial obligation, this limit must be adjusted by the Treasurer in the prescribed manner. The limit is effective January 01, 2023

FOR ILLUSTRATION PURPOSES ONLY,

The additional long-term borrowing which a municipality could undertake over a 5-year, a 10-year, a 15-year and a 20-year period is shown.

If the municipalities could borrow at 5% or 7% annually, the annual repayment limits shown above would allow it to undertake additional long-term borrowing as follows:

5% Interest Rate		
(a)	20 years @ 5% p.a.	\$ 27,153,247
(a)	15 years @ 5% p.a.	\$ 22,615,684
(a)	10 years @ 5% p.a.	\$ 16,824,477
(a)	5 years @ 5% p.a.	\$ 9,433,266
7% Interest Rate		
(a)	20 years @ 7% p.a.	\$ 23,082,734
(a)	15 years @ 7% p.a.	\$ 19,844,749
(a)	10 years @ 7% p.a.	\$ 15,303,308
(a)	5 years @ 7% p.a.	\$ 8,933,702

DETERMINATION OF ANNUAL DEBT REPAYMENT LIMIT

(UNDER ONTARIO REGULATION 403/02)

MUNICIPALITY:

Southgate Tp

MMAH CODE:

47621

		1
		\$
Debt Charges for the Current Year		
0210	Principal (SLC 74 3099 01)	609,135
0220	Interest (SLC 74 3099 02)	105,795
0299	Subtotal	714,930
0610	Payments for Long Term Commitments and Liabilities financed from the consolidated statement of operations (SLC 42 6010 01)	0
9910	Total Debt Charges	714,930
<hr/>		
Amounts Recovered from Unconsolidated Entities		
		1
		\$
1010	Electricity - Principal (SLC 74 3030 01)	0
1020	Electricity - Interest (SLC 74 3030 02)	0
1030	Gas - Principal (SLC 74 3040 01)	0
1040	Gas - Interest (SLC 74 3040 02)	0
1050	Telephone - Principal (SLC 74 3050 01)	0
1060	Telephone - Interest (SLC 74 3050 02)	0
1099	Subtotal	0
1410	Debt Charges for Tile Drainage/Shoreline Assistance (SLC 74 3015 01 + SLC 74 3015 02)	54,300
1411	Provincial Grant funding for repayment of long term debt (SLC 74 3120 01 + SLC 74 3120 02)	0
1412	Lump sum (balloon) repayments of long term debt (SLC 74 3110 01 + SLC 74 3110 02)	0
1420	Total Debt Charges to be Excluded	54,300
9920	Net Debt Charges	660,630
<hr/>		
1610	Total Revenue (SLC 10 9910 01)	14,598,588
Excluded Revenue Amounts		
2010	Fees for Tile Drainage / Shoreline Assistance (SLC 12 1850 04)	0
2210	Ontario Grants, including Grants for Tangible Capital Assets (SLC 10 0699 01 + SLC 10 0810 01 + SLC 10 0815 01)	1,373,281
2220	Canada Grants, including Grants for Tangible Capital Assets (SLC 10 0820 01 + SLC 10 0825 01)	476,058
2225	Deferred revenue earned (Provincial Gas Tax) (SLC 10 830 01)	0
2226	Deferred revenue earned (Canada Gas Tax) (SLC 10 831 01)	458,122
2230	Revenue from other municipalities including revenue for Tangible Capital Assets (SLC 10 1098 01 + SLC 10 1099 01)	147,299
2240	Gain/Loss on sale of land & capital assets (SLC 10 1811 01)	552,985
2250	Deferred revenue earned (Development Charges) (SLC 10 1812 01)	245,436
2251	Deferred revenue earned (Recreation Land (The Planning Act)) (SLC 10 1813 01)	0
2252	Donated Tangible Capital Assets (SLC 53 0610 01)	-12,500
2253	Other Deferred revenue earned (SLC 10 1814 01)	0
2254	Increase / Decrease in Government Business Enterprise equity (SLC 10 1905 01)	0
2255	Other Revenue (SLC 10 1890 01 + SLC 10 1891 01 + SLC 10 1892 01 + SLC 10 1893 01 + SLC 10 1894 01 + SLC 10 1895 01 + SLC 10 1896 01 + SLC 10 1897 01 + SLC 10 1898 01)	0
2299	Subtotal	3,240,681
2410	Fees and Revenue for Joint Local Boards for Homes for the Aged	0
2610	Net Revenues	11,357,907
2620	25% of Net Revenues	2,839,477
9930	ESTIMATED ANNUAL REPAYMENT LIMIT	2,178,847
	(25% of Net Revenues less Net Debt Charges)	

* SLC denotes Schedule, Line Column.

SAUGEEN VALLEY CONSERVATION AUTHORITY

Minutes

Meeting: Authority Meeting
Date: Thursday, February 16, 2023, 1:00 p.m.
Location: Administration Office, Formosa, ON
Chair: Barbara Dobreen

Members present: Paul Allen, Larry Allison, Kevin Eccles, Bud Halpin, Tom Hutchinson, Steve McCabe, Dave Myette, Mike Niesen, Sue Paterson, Moiken Penner, Jennifer Prenger, Bill Stewart, Peter Whitten

Members absent: Greg McLean

Delegates present: Glen Sheppard, Marsh Canada Ltd., Sean-Michael Stephen, Watson and Associates, Carl Seider, Drinking Water Source Protection

Staff present: Jennifer Stephens, Erik Downing, Donna Lacey, Elise MacLeod, Laura Molson, Janice Hagan, Ashley Richards

Chair Barbara Dobreen called the meeting to order at 1:00 p.m.

1. Land Acknowledgement

The Land Acknowledgement was read by Paul Allen:

We begin our meeting today by respectfully acknowledging the Anishinaabeg Nation, the Haudensaunee, the Neutral, and the Petun peoples as the traditional keepers of this land. We are committed to moving forward in the spirit of reconciliation with First Nations, Métis, and Inuit peoples.

2. Adoption of Agenda

At the request of the Chair, Items 7 c-f were removed from the Consent Agenda and placed under Item 8, New Business to allow for discussion.

Motion #G23-17

Moved by Tom Hutchinson

Seconded by Kevin Eccles

THAT the SVCA Board of Directors adopt the agenda for the Authority meeting on February 16, 2023, as amended.

Carried

3. Declaration of Pecuniary Interest

No persons declared a pecuniary interest relative to any item on the agenda.

4. Adoption of Authority meeting minutes – January 19, 2023

Motion #G23-18

Moved by Bill Stewart

Seconded by Steve McCabe

THAT the SVCA Board of Directors adopt the minutes of the Authority meeting, January 19, 2023, as presented.

Carried

5. Presentations

a. Marsh Insurance

Glen Sheppard, Vice President of Marsh Canada Ltd, gave a presentation which summarized the current insurance coverage for SVCA directors and officers. He reviewed legal duties and obligations of the members, as well as risk management and prevention of incidents.

b. User Fee Review

Sean-Michael Stephen, Watson and Associates, submitted the completed User Fee review with the goal of assessing the Environmental Planning and Regulations full cost of plan review and permitting services. He submitted recommended fee changes for annual revenue and cost recovery. The Authority is advised to monitor regulatory changes to prepare for implementation of the recommended fees in 2024.

c. Corporate Services

Laura Molson presented an orientation session to the Directors regarding the Corporate Services department's functions and responsibilities.

d. Drinking Water Source Protection

Carl Seider presented an orientation session regarding the Drinking Water Source Protection Program and the obligations of municipalities and the SVCA Board of Directors under the *Clean Water Act, 2006*.

6. General Manager's Report

Jennifer Stephens provided an update to Board and noted that she has been meeting with municipal CAOs to discuss the Inventory of Programs and Services with a goal of having municipal agreements for nonmandatory services in place by July 2023. Jennifer also discussed Bill 23: *More Homes, More Choices Act* and noted that staff have been conducting meetings with the

municipalities to discuss their new roles and responsibilities in natural heritage commenting and to assist with transition planning.

7. Consent agenda

Motion #G23-19

Moved by Sue Paterson

Seconded by Bill Stewart

THAT the reports and information contained in the Consent Agenda, [Item7a-c], along with their respective recommended motions be accepted as presented.

Carried

8. New Business

a. Strategic Plan Update

Jennifer Stephens provided an update on the Strategic Plan initiative and reported that the overarching theme is organizational excellence. She presented the proposed mandate and vision statements.

Motion #G23-20

Moved by Paul Allen

Seconded by Steve McCabe

THAT the proposed new vision and mandate statement as outlined be endorsed.

Carried

b. 2023 Workplan

Jennifer Stephens presented the 2023 Operational Workplan outlining the overall goals and tasks for each department. The workplan also includes target dates for recommended strategic activities.

Motion #G23-21

Moved by Bill Stewart

Seconded by Moiken Penner

THAT the proposed 2023 SVCA Workplan be endorsed.

Carried

c. Standing Committees Terms of Reference

The Terms of Reference (ToR) for the Water Resources, Forestry, and Property and Parks Committees were presented to the Authority for approval. The members requested that the ToR be amended to include a review (Item 9) at the beginning of each new term for the Authority.

Motion #G23-22

Moved by Tom Hutchinson

Seconded by Kevin Eccles

THAT the proposed Terms of Reference for the Water Resources, Forestry, and Property and Parks Committees be endorsed as amended.

d. Provincial Offences Officer Designation

Erik Downing reported that Trent Francis, Regulations Officer, and Jilliana Wiersma, Lands Technician have both fulfilled the requirements for the Provincial Offences Officer (POO) designation. It was recommended that both staff members be designated as SVCA POO officers.

Motion #G23-23

Moved by Larry Allison

Seconded by Bud Halpin

THAT SVCA Regulations Officer Trent Francis be designated by the SVCA Board of Directors as a Provincial Offences Officer for the purpose of enforcing Section 28 of the *Conservation Authorities Act*; and

FURTHER THAT SVCA Lands Technician Jilliana Wiersma be designated by the SVCA Board of Directors as a Provincial Offences Officer for the purpose of enforcing Section 29 of the *Conservation Authorities Act*.

Carried

e. Request for Endorsement: Permits Issued

Motion #G23-24

Moved by Jennifer Prenger

Seconded by Bill Stewart

THAT the Development, Interference with Wetlands and Alterations to Shorelines and Watercourse applications (23-007-23-012), pursuant to Ontario Regulation 169/06, as approved by staff, be endorsed.

Carried

f. Policies

i. Accommodation Policy

Motion #G23-25

Moved by Larry Allison

Seconded by Bud Halpin

That the Saugeen Valley Conservation Authority approve the proposed Accommodation Policy.

Carried

ii. Work from Home Policy

Motion #G23-26

Moved by Peter Whitten

Seconded by Steve McCabe

That the Saugeen Valley Conservation Authority approve the Remote Work Program on a permanent basis.

Carried

9. Closed Session – To discuss a pending acquisition of land by the Authority.

Motion #G23-27

Moved by Bud Halpin

Seconded by Moiken Penner

THAT the Authority move to Closed Session, In Camera, to discuss a pending acquisition of land by the Authority; and further

THAT Jennifer Stephens, Donna Lacey, and Janice Hagan remain in the meeting.

Carried

Motion #G23-31

Moved by Kevin Eccles

Seconded by Mike Niesen

THAT the Authority adjourn from Closed Session, In Camera and rise and report.

Carried

Chair Dobreen reported that only the items pertaining to the acquisition of land by the Authority were discussed in the Closed Session and that staff were given direction.

Adjournment

There being no further business, the meeting adjourned at 3:38 p.m. on motion of Sue Paterson and Kevin Eccles.

Barbara Dobreen
Chair

Janice Hagan
Recording Secretary



March 21, 2023

To: Planning Directors of Grand River Watershed Municipalities

Re: Communication #3 – Update on GRCA Programs and Services – Ontario Regulation 596/22

As outlined in Samantha Lawson's email to all CAO/General Managers dated January 6, 2023, a new Minister's regulation (*Ontario Regulation 596/22: Prescribed Acts – Subsections 21.1.1 (1.1) and 21.1.2 (1.1) of the Conservation Authorities Act*) came into effect on January 1, 2023 which provides that Conservation Authorities (CAs) may not provide a Municipal (Category 2) or Other (Category 3) program or service related to reviewing and commenting on proposals, applications, or other matters under a prescribed Act. The prescribed Acts include, the:

- *Planning Act*
- *Aggregate Resources Act*
- *Condominium Act*
- *Drainage Act*
- *Endangered Species Act*
- *Environmental Assessment Act*
- *Environmental Protection Act*
- *Niagara Escarpment Planning and Development Act*
- *Ontario Heritage Act*
- *Ontario Water Resources Act*

As a result, impacted technical review services for development and land use planning applications that the Grand River Conservation Authority (GRCA) formerly provided under Memorandums of Understanding with municipalities will no longer be provided effective January 1, 2023. These impacted technical review services under the Prescribed Acts include:

- Natural heritage (eg. wildlife habitat, threatened/endangered species, fish habitat)
- Select aspects of stormwater management not related to natural hazards (eg. water quality, thermal mitigation)

The GRCA continues to provide plan review and commenting under the Mandatory Programs and Services Regulation (*O.R. 686/21*) which includes natural hazards. Recent changes to our non-mandatory review and commenting services for development applications as per the Prescribed Acts Regulation (*O. Reg. 596/22*) does not affect GRCA's provision of mandatory (Category 1) programs or services related to those prescribed Acts. The GRCA must continue to be circulated for mandatory program and service delivery and we will continue to review and provide comments related to natural hazard functions and regulatory requirements with a view to streamlining the overall development review and approval process while protecting life and property.

Table 1 provides an overview of the components of review that are considered in versus out of scope for GRCA's review moving forward.

To minimize disruptions to approvals processes for development and land use planning applications, the GRCA has worked with its partners to develop a transition plan for files received and under review (in progress) prior to January 1, 2023.

Below is an overview of GRCA's general transition plan.

A. Applications/Files deemed complete and circulated after January 1, 2023

GRCA will only provide plan review and commenting as a Category 1 program and service under the Mandatory Programs and Services Regulation (*O.R. 686/21*). We will continue to include comments on natural hazards, including wetlands and stormwater management (SWM) insofar as they constitute a component of natural hazard management (e.g., flood attenuation, quantity control, hydrological functions, SWM infrastructure in regulated areas) as well as any regulatory comments under *Ontario Regulation 150/06* or as amended.

Of note, where pre-consultation comments were provided prior to January 1st and the complete application was circulated after January 1st, our comments will be limited to mandatory programs and services.

B. Applications/Files deemed complete and circulated prior to January 1, 2023

In addition to providing plan review and commenting under the Mandatory Programs and Services Regulation (*O.R. 686/21*) related to natural hazards, we will continue to provide advisory review for non-mandatory, natural heritage matters for a transition period of 6 months where supported by our municipal partners. All submissions received up to July 1, 2023 will be reviewed, including multiple submissions, in support of an in-progress application.

Within our correspondence, we will separate our non-mandatory comments for municipal consideration.

Thank you for your continued patience as we work to implement these changes. I have included some frequently asked questions below for your information.

Should you have any questions or concerns, please feel free to contact me at 519-621-2763 ext. 2307 or bbrown@grandriver.ca.

Sincerely,



Beth Brown
Manager of Engineering and Planning Services

c.c. Samantha Lawson, Chief Administrative Officer - GRCA

Table 1: GRCA Plan Review Scope under O.Reg 686/21 and O.Reg 596/22

Review Component	Within Scope	Outside of Scope
Watercourses and Inland Lakes	✓	
Flood Hazard (ie. One Zone, Two-Zone, SPAs)	✓	
Erosion Hazard (ie. slope stability, stream erosion)	✓	
Shoreline Hazards (ie. flooding, erosion, dynamic beaches)	✓	
Unstable Soils/Bedrock	✓	
Groundwater ¹	✓	
Wetlands ¹	✓	
Valleylands	✓	
Hazardous Lands /Hazardous Sites	✓	
Buffer/Setback ¹	✓	
Water Balance ¹	✓	
Erosion and Sediment Control ¹	✓	
Stormwater ¹ (ie. water quantity, extended detention)	✓	
Stormwater (ie. water quality, thermal mitigation)		✗
Wildlife Habitat		✗
Threatened/Endangered Species		✗
Area of Natural and Scientific Interest (ANSI)		✗
Environmental Sensitive/Significant Area (ESA)		✗
Woodlands		✗
Natural Heritage Systems (NHS)		✗
Fish Habitat		✗

¹ GRCA will review and comment as it relates to natural hazards and/or regulatory requirements only

Frequently Asked Questions

1. Is the GRCA still involved in plan review?

Yes. *Ontario Regulation 596/22* does not affect GRCA's provision of mandatory or Category 1 programs or services (i.e., natural hazards and wetlands) related to reviewing and commenting on a proposal, application, or other matter made under those Acts. Municipalities are still required to circulate planning applications and technical reports to the GRCA so that we may review and comment on natural hazard and wetland matters per *Ontario Regulation 686/21: Mandatory Programs and Services*. Comments provided will reflect a watershed-based approach to the provision of mandatory programs and services.

2. Are permits pursuant to *Ontario Regulation 150/06* (or amended) still required?

Yes. *Ontario Regulation 596/22* does not affect GRCA's provision of mandatory or Category 1 programs or services, including our regulatory responsibility under *Ontario Regulation 150/06*. Permission from the GRCA is required to develop in river or stream valleys, wetlands, shorelines or hazardous lands; alter a river, creek, stream or watercourse; or interfere with a wetland. For more information on permitting, please visit our website [here](#).

3. Where the GRCA had requested conditions of approval for Draft Plans of Subdivision related to natural heritage, will the GRCA provide clearance of those conditions during the 6 month transition period and beyond?

During the 6 month transition period, the GRCA will continue to review submissions for non-mandatory, natural heritage matters. If satisfied, staff will inform the municipality previous comments were addressed, and defer clearance to the municipality. For new files received January 1st or beyond the transition period for in progress files, the GRCA will defer clearance of natural heritage-related conditions to the municipality. GRCA will continue to provide clearance of conditions related to a mandatory program or service.

4. Will the plan review Memorandums of Understanding (MOU) with the municipalities be updated?

GRCA will continue to undertake plan review as a mandatory service and program as per *Ontario Regulation 686/21: Mandatory Programs and Services*, therefore a formal plan review MOU is no longer required. However, some municipalities have expressed an interest in creating a guidance or protocol document to outline roles and responsibilities. GRCA staff will work collaboratively with interested municipalities and neighbouring Conservation Authorities (as applicable) on this initiative.

From: [Eowyn Spencer](#)
To: [clerks@brantford.ca](#); [stephen.o.brien@guelph.ca](#); [clerk@hamilton.ca](#); [clerks@brant.ca](#); [csenior@oxfordcounty.ca](#); [eeichenbaum@haldimandcounty.on.ca](#); [lcline@northperth.ca](#); [Tracey.Rodrigues@norfolkcounty.ca](#); [graham.milne@halton.ca](#); [regionalclerk@regionofwaterloo.ca](#); [lisa.campion@erin.ca](#); [mtownsend@townofgrandvalley.ca](#); [nmartin@amaranth.ca](#); [kokane@centrewellington.ca](#); [pavgoustis@eastgarafraxa.ca](#); [aknight@get.on.ca](#); [lwheeler@mapleton.ca](#); [dholmes@melancthontownship.ca](#); [acarter@pertheast.ca](#); [admin@puslinch.ca](#); [Lindsey Green](#); [kwallace@wellington-north.com](#)
Cc: [Dina Lundy](#); [blambert@wellington-north.com](#); [mgivens@pertheast.ca](#); [alison.newton@brant.ca](#); [bhutchings@brantford.ca](#); [mbaron@mapleton.ca](#); [nmartin@amaranth.ca](#); [blauckner@regionofwaterloo.ca](#); [dholmes@melancthontownship.ca](#); [dwilson@centrewellington.ca](#); [cao@guelph.ca](#); [cao@erin.ca](#); [iroger@get.on.ca](#); [gschwendinger@puslinch.ca](#); [ksnell@northperth.ca](#); [Jane.MacCaskill@halton.ca](#); [Janette.smith@hamilton.ca](#); [baddley@oxfordcounty.ca](#); [ccase@haldimandcounty.on.ca](#); [al.meneses@norfolkcounty.ca](#); [Peter Avgoustis](#)
Subject: Submission of Grand River CA Progress Report #4 and Inventory of Programs & Services - O.Reg 687/21 under the Conservation Authorities Act
Date: March 24, 2023 2:22:55 PM
Attachments: [GM-03-23-24 - Progress Report 4 Requirement under OReg 687 21.pdf](#)
[GM-03-23-25 - Inventory of Programs and Services Combined.pdf](#)

Greetings Grand River watershed participating municipalities:

Please be advised that at the General Meeting held on March 24, 2023, the Grand River Conservation Authority (GRCA) General Membership passed the following two motions:

1. *THAT the update to the Grand River Conservation Authority's Inventory of Programs and Services be approved, circulated to all participating Grand River watershed municipalities, posted on the GRCA website, and submitted to the Ministry of Natural Resources and Forestry in accordance with Ontario Regulation 687/21.*
2. *THAT Progress Report #4 be approved, circulated to all participating Grand River watershed municipalities, posted on the GRCA website, and submitted to the Ministry of Natural Resources and Forestry in accordance with Ontario Regulation 687/21.*

The GRCA Inventory of Programs and Services Update, as well as Progress Report #4 are attached for your information. In accordance with O.Reg 687/21 under the *Conservation Authorities Act*, the Inventory will also be [posted on our website](#) and circulated separately as official submission to the Ministry of Natural Resources and Forestry.

Should you have any comments on the update and progress report please reach out directly to [Samantha Lawson](#).

Kind regards,

Eowyn Spencer

Executive Assistant

Grand River Conservation Authority

400 Clyde Road, PO Box 729
Cambridge, ON N1R 5W6
Office: 519-621-2763 ext. 2240
Toll-free: 1-866-900-4722

**Ministry for Seniors
and Accessibility**

Minister

College Park
777 Bay Street
5th Floor
Toronto ON M7A 1S5

**Ministère des Services aux
aînés et de l'Accessibilité**

Ministre

College Park
777, rue Bay
5e étage
Toronto (Ontario) M7A 1S5



March 2023

Dear Mayor, Reeve and Members of Council:

I am writing to invite you to submit a nomination for the 2023 [Ontario Senior of the Year Award](#).

This award gives each municipality the opportunity to honour one of their outstanding local seniors for the contributions they've made to enrich the social, cultural, and civic life of their community.

The deadline for nominations is April 30, 2023.

For more information on how to submit a nomination online, please visit the [Senior of the Year](#) webpage. Once you submit a nomination, a personalized certificate with your nominee's name will be sent to you. I encourage you to present it to your nominee in June in conjunction with Seniors Month.

The Ontario government is always delighted to celebrate Seniors Month with municipalities across the province. Seniors have generously given their time, knowledge and expertise to help build this great province that we all enjoy today. It is important that we take the time to celebrate our older population and their valuable contributions.

If you have any questions about the upcoming 2023 Ontario Senior of the Year Award, please contact Ontario Honours and Awards at OntarioHonoursAndAwards@ontario.ca.

Thank you in advance for your support of local seniors and Seniors Month.

Sincerely,

Raymond Cho
Minister for Seniors and Accessibility

**Ministry for Seniors
and Accessibility**

Minister

College Park
777 Bay Street
5th Floor
Toronto ON M7A 1S5

**Ministère des Services aux
aînés et de l'Accessibilité**

Ministre

College Park
777, rue Bay
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Toronto (Ontario) M7A 1S5



Mars 2023

Monsieur le Maire/Madame la Mairesse, Préfet/Préfète et Membres du Conseil :

Je vous écris pour vous inviter à soumettre une candidature pour le [Prix de la personne âgée de l'année de l'Ontario](#) de 2023.

Ce prix donne à chaque municipalité l'occasion d'honorer une personne âgée exceptionnelle de sa localité pour les contributions qu'elle a apportées à l'enrichissement de la vie sociale, culturelle et civique de sa communauté.

La date limite de soumission des candidatures est le 30 avril 2023.

Pour obtenir de plus amples renseignements concernant la façon de soumettre une candidature en ligne, veuillez visiter la page Web du [Prix de la personne âgée de l'année de l'Ontario](#). Une fois que vous aurez soumis une candidature, un certificat personnalisé avec le nom de votre candidat(e) vous sera envoyé. Je vous encourage à le présenter à votre candidat(e) en juin dans le cadre du Mois des aînés.

Le gouvernement de l'Ontario est toujours ravi de célébrer le Mois des aînés avec les municipalités de toute la province. Les personnes âgées ont généreusement donné leur temps, leurs connaissances et leur expertise pour faire de cette province le meilleur endroit au pays où vivre et travailler. Il est important que nous prenions le temps de célébrer nos aînés et leurs précieuses contributions.

Si vous avez des questions au sujet du Prix de la personne âgée de l'année de l'Ontario de 2023, veuillez communiquer avec l'Unité de la reconnaissance des bénévoles à l'adresse suivante : OntarioHonoursAndAwards@ontario.ca

Merci d'avance pour votre soutien aux personnes âgées de votre région et au Mois des aînés.

Sincèrement,

Raymond Cho
Ministre des Services aux aînés et de l'Accessibilité



AORS
PROMOTING **KNOWLEDGE**. PURSUING **EXCELLENCE**

March 27, 2023

Dear Heads of Councils and Councillors,

We, the Association of Ontario Road Supervisors (AORS), are writing you on behalf of all our municipal members to raise awareness and solicit your support by objecting to a new fee proposed by Enbridge Gas. Enbridge has announced their intention to implement a new charge to third-party contractors and other utilities for utility locates. Third-party contractors will include Ontario municipalities and contractors working on their behalf. Enbridge Gas will apply a charge of \$200 CAD (plus applicable taxes) per locate request where a field locate is required. The need for municipalities and their contractors to request these locates when doing road construction and maintenance is due to utilities being present in municipal right of ways, which municipalities across the province have allowed at no cost to the utility.

Enbridge has stated that the *Getting Ontario Connected Act* passed into law in April 2022 has resulted in changes to the *Ontario Underground Infrastructure Notification System Act* and has caused Enbridge to make significant investments in associated operational investments. The concern being raised by our members, your public works staff, is that Enbridge will be just the beginning of these additional fees, with other utility companies implementing similar charges. These new charges will have significant impacts on municipal budgets.

As examples of what impacts this announcement might have on municipalities, based on 2022 municipal locate requests alone, it is estimated that this new fee would directly cost the Municipality of Central Huron approximately \$35,000 annually, the City of Belleville approximately \$90,000 annually and the Town of Espanola approximately \$7,300 annually. It is important to note that these are direct costs alone. Any subcontractors working on behalf the municipality requesting locates will be charged this same cost, and these costs will have to be borne by someone – meaning the subcontractors will put this cost back to the municipality. Then there will be the added administrative costs at both ends of the transaction. It is difficult to determine this quickly the true fulsome costs to your budget. This will also add an extra item into tendering projects, as it will create concerns on both sides on who is responsible for these costs.

By Enbridge Gas passing on these locate costs to municipalities, these costs are borne by all ratepayers across the municipality, and not only those who use this utility.

We would like to request your Council consider passing the following resolution:

WHEREAS, Enbridge recently made an announcement of their intention to begin charging third-party contractors and other utilities \$200 CAD (plus applicable taxes) for utility locates where a field locate is required;

AND WHEREAS, third-party contractors include Ontario municipalities;

AND WHEREAS, these locate requests are only required as Ontario municipalities have allowed utilities to use municipal right of ways at no charge to the utilities;

AND WHEREAS, this announcement of new downloaded costs will negatively impact the budgets of Ontario municipalities which are already burdened;

AND WHEREAS, if Enbridge is successful in implementing this new charge, a precedence is set for other utility companies to also begin charging for locates;

THEREFORE IT BE RESOLVED, that the <insert your municipality name> strongly opposes these utility locate costs being downloaded to Ontario municipalities by Enbridge Gas or other utilities;

AND THAT, the Province of Ontario's Ministry of Public and Business Service Delivery make it clear that these costs must be borne by the utilities themselves;

AND THAT, this decision be forwarded to Minister of Public and Business Service Delivery Kaleed Rasheed, Minister of Infrastructure Kinga Surma, Minister of Energy Todd Smith, Premier Doug Ford, <insert your municipality name>'s MPP, the Association of Ontario Road Supervisors and the Association of Municipalities of Ontario.

Furthermore, AORS will be sending your public works senior managers and directors a survey to further investigate the true costs of this proposed fee on your budgets. We ask you to encourage your staff to complete this survey so we can better advocate on your behalf.

If you require additional information, please do not hesitate to contact us.

Sincerely,



John Maheu
Executive Director
johnmaheu@aors.on.ca



Kelly Elliott
Marketing and Communications Specialist
kellyelliott@aors.on.ca

SAUGEEN MOBILITY

and REGIONAL TRANSIT

GENERAL BOARD MEETING MINUTES

Friday, February 24, 2023, 1:30 p.m.

Via Videoconference

Board Members Present: Ed McGugan, Councillor Township of Huron-Kinloss, President
Doug Townsend, Councillor, West Grey, Vice-President
Warren Dickert, Deputy Mayor, Town of Hanover, Past President
Cheryl Grace, Councillor, Saugeen Shores
Councillor Kym Hutcheon, Councillor, Brockton
Doug Kennedy, Councillor, Kincardine
Scott Mackey, Mayor, Township of Chatsworth
Jennifer Christie-Shaw, Deputy Mayor, Arran-Elderslie
Monica Singh-Soares, Councillor, Southgate

Board Members Absent: None

Others Present: Stephan Labelle, SMART Manager
Catherine McKay, Recording Secretary

1. Introduction

2. Call to Order

The meeting was called to order at 1:31 p.m.

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

None declared.

4. Approval of the Agenda

Motion #2023-008

Moved by Scott Mackey; Seconded by Monica Singh-Soares

That the agenda for February 24, 2023 be amended to add the following items: 8E Cost Recovery; 8F, Annual Wage and Salary Review; 8G Mask Update; 8H GTR Update; 8I Strategic Planning Session, March 24, 2023, and that the agenda be accepted as so amended.

Carried

5. Delegations

There were no delegations.

6. Minutes of Previous Meeting – February 3, 2023

Motion #2023-009

Moved by Cheryl Grace; Seconded by Jennifer Christie-Shaw

That the minutes of the October 28, 2022 General Board Meeting be accepted as circulated.

Carried

7. Business Arising from the Minutes

A. Open Board Meetings Policy

Cheryl Grace referred to an email which she had sent to all Board members, the Manager and the Recording Secretary regarding the provision which states: “The Board will not schedule a delegation by a person or organization has made a delegation on the same subject matter within the previous 6 months unless approved by the President.” Saugeen Shores had a similar restriction, but after reviewing the policies of other municipalities as well as relevant sections of the Charter of Rights and Freedoms and court decisions, Council approved the removal of the “six-month rule”, and

replaced it with: “Previously heard individuals addressing Council for subsequent times on the same topic, must only present new information during subsequent delegations. New information is deemed to be information that Council has not previously heard.” The Charter of Rights and Freedoms protects the rights of citizens to address their governmental representatives, but those rights are not unlimited. Courts have ruled that those individual rights must be balanced with protecting the duty of public Councils and Boards to operate efficiently. In 2020, the Town of Saugeen Shores revised its procedural by-law because a simple “six-month rule” could be unconstitutional. While there is a rational objective for such exclusions (to prevent wasting the Board’s time with repetitive information), it doesn’t necessarily follow that addressing the Board on the same subject matter would be repetitive. By changing the wording to require new information only, Council was seeking to balance the free speech rights of individuals with Council’s duty to conduct business as efficiently as possible.

Scott Mackey supported the policy and asked who at SMART would determine if information is “new”. In a municipality, this would be the Clerk in consultation with the Mayor. Warren Dickert asked who at SMART would be the “gate keeper” in deciding whether information is “new”.

Motion #2023-010

Moved by Cheryl Grace; Seconded by Kym Hutcheon

That the draft policy be amended to delete “The Board will not schedule a delegation by a person or organization if the person or organization has made a delegation on the same subject matter within the previous six (6) months unless approved by the President” and replace it with “Previously heard individuals addressing the Board for subsequent times on the same topic, must only present new information during subsequent delegations. New information is deemed to be information that the Board has not previously heard.” and that the draft policy be so amended.

Carried

8. New Business

A. Budget 2023

The Manager noted that user fees changed to \$350,000 and changes were made to the cash flow. Word has been received from the province that SMART will receive \$748,7445 in gas tax for the 2022-2023 year ending March 31. About \$748,745 is yet to come, an amount which will be confirmed in January or February of 2024.

The Manager advised the Board that SMART is in a good financial position and that the Past President and Vice President worked to ensure financial stability. It was noted from the amount of user fees that SMART seems to be recovering from COVID. The Manager said that fees are gradually returning to pre-COVID levels, but SMART had more vehicles and more drivers pre-COVID and so would now need more resources in order to get back to pre-pandemic ridership levels. The President confirmed that the numbers of drivers and vehicles constrains the number of rides, with the Manager adding that the number of hours drivers work is also a factor. Increases in ridership would lead to increases in expenses, although the revenue earned should offset those expenses. The President noted that increases in rides lead to increases in costs and the Board has had discussions about controlling rides. In response to a question about whether the gas tax could be cut if SMART has a positive financial balance, the Manager said that 70% of the gas tax is determined by the number of rides and 30% by population, so if rides go up, the gas tax goes up. The issue is how to predict rides taking into account that every ride costs money and the question is how to strike a balance between increasing the gas tax, controlling costs and providing service to residents, while avoiding an operating deficit.

The President thanked the Past President and former Vice President, Beth Hamilton, for their work in bringing SMART into a positive situation and the Past President noted that this was a Board, rather than an individual, effort.

A question arose about grants and the Manager said that he has applied for two grants to purchase dashcam equipment and software upgrades to manage rides and finances. It was noted that SMART is pursuing donations and at the last meeting, there was a discussion of increasing wages. The Manager noted that a wage increase of 1.9% had been built into the budget and is awaiting the municipalities to finalize their budgets and wage increases, information which he expects to have by the end of March. Scott Mackey stated that Chatsworth increased wages by 2.5% and he would like to hear from other municipalities as to their increases to know whether 1.9% is in line.

In the past, SMART received \$700,000 in federal ICIP funds for new vehicles and such funds may become available again. SMART would apply for any provincial funding through its host municipality (the Town of Hanover). Christine Walker, Director of Corporate Services/Treasurer for the Town of Hanover, monitors information about available grants and sends it to SMART. The wage increase is estimated to end up in the 2% - 3% range. The Manager stated that the amount of the budgeted wage increase is \$42,000, and a wage increase also impacts benefits costs. He would be more confident in presenting this information to the Board at its next meeting once he has received all the numbers from the municipalities to calculate the average increase. Cheryl Grace noted that she had informed the Manager of Saugeen Shores' wage adjustment of 3.5%, up from an initial amount of 1.9%, which seems fair given that inflation last month was 6.8%. The Past President noted that due to the gas tax, the wage increase should not impact municipal contributions.

Regarding donations, Doug Townsend agreed to send the Manager the name of an organization interested in making a donation.

Jennifer Christie-Shaw stated that Arran-Elderslie's wage increase was 2.0% and asked which municipalities had not yet submitted their information. The Manager is missing Grey Highlands, West Grey and Huron Kinloss. The President had requested the information from the Clerk's Department in Huron-Kinloss and will follow up.

The Manager has sent 82 letters requesting donations and received two donations of \$100 and \$1,000 so far. He expects six to eight donations to come in amounting to close to \$7,000.

Discussion took place about approving the budget so as to avoid unnecessary surprises, and if the 1.9% wage increase will not be high enough, it should be raised given that the average is likely 2.5% or 3%. It would be reasonable to make an adjustment in that range and the Manager needs an approved budget to work within.

Motion #2023-011

Moved by Scott Mackey; seconded by Warren Dickert
That the Board support the 2023 budget as presented.

Carried

B. Vehicles for Sale

The Manager had previously received approval to sell two vehicles which were posted on govdeals.ca but bids of \$3,000 for each vehicle did not meet the reserve price.

Motion #2023-012

Moved by Scott Mackey; seconded by Doug Kennedy
That the bids made on the vehicles be accepted.

Carried

C. Home & Community Support Services Transportation Agreement

The Manager explained that the agreement with Home & Community Support Services (H&CSS) ended last year before he joined SMART. The new H&CSS manager was looking for synergies and

opportunities to work together and the agreement between H&CSS and SMART was seen as a stepping stone to bring the services together without a big financial impact. He believes SMART is now in a position to continue the agreement, but would provide service only to H&CSS clients who meet SMART's eligibility. H&CSS provides rides for its Day Away program, but also for other medical, social and recreation purposes. Warren Dickert clarified that SMART would bill H&CSS in the same way as it bills its clients, and H&CSS would in turn bill its client, but H&CSS clients have to meet SMART eligibility. He thanked the Manager for getting the agreement back in place, although it is not clear now why it ended, but changes made at one time were not well received and did not support SMART's direction.

Discussion took place about whether SMART is subsidizing H&CSS. Warren Dickert clarified that SMART only provides service to H&CSS clients who live in a member municipality and who would be eligible for SMART service in any event. H&CSS is volunteer run and a ride that might cost SMART \$50 costs \$25 to H&CSS because of their volunteers. Providing service to H&CSS is a way for SMART to indirectly receive provincial funds, and SMART is not giving anything to H&CSS since rides are provided only to people who are eligible for SMART.

Discussion occurred about standardizing the various mobility services across Grey Bruce at the County level. A Board member asked why a person would pay SMART for a ride when they could get it cheaper from H&CSS, and more information is needed for a Board decision on the agreement. The Manager pointed out that H&CSS does not have the same capacity as SMART, and since they depend to a large extent on volunteers, they do not provide the same level of service as SMART. A motion to table the item was suggested.

Motion #2023-013

Moved by Scott Mackey; seconded by Cheryl Grace

That the Board defer the issue of the agreement with Home and Community Support Services to its strategic planning session on March 24, 2023.

Carried

D. Annual Audit

BDO has begun the audit with staff on site at SMART from Monday, February 20 to Friday, February 24, 2023. They will prepare their report and following internal review at BDO, they hope to have it to the Manager by mid-March and then to the Board at its March 24, 2023 meeting.

Kym Hutcheon left the meeting at 2:45 p.m..

E. Cost Recovery

It was suggested that the March 24, 2023 strategic planning session is a better forum for discussion of this issue, including the question of what actual costs are and what cost recovery would be on per kilometre basis. Additional discussion on the issue noted that since SMART is a specialized service, it could look at rates that are higher than taxis. Adding flexibility to choose a certain level of the contribution might retain the member municipalities if they could determine the level at which they want to contribute. Cost recovery has been discussed at SMART for several years, and a menu allowing different levels of participation might be appropriate and it was suggested that the Manager develop some ideas for the strategic planning session. The President said that he did a spreadsheet analysis of costs a few years ago which could be discussed at the strategic planning session. He and the Manager will discuss it to determine if that would be appropriate. Jennifer Christie-Shaw suggested that the spreadsheet should be shared with Board members, but the President said that he would like to first discuss it with the Manager in case some fine tuning is required. Scott Mackey thanked his colleagues for their support of this issue.

Motion #2023-014

Moved by Scott Mackey; seconded by Warren Dickert

That the Manager bring to the March 24, 2023 strategic planning session more information on cost recovery and its variations.

Carried

F. Annual Wage and Salary Review

This item was deferred to the next Board meeting.

G. Mask Update

The Manager is awaiting the responses from transit agencies regarding their mask mandates.

H. GTR Update

The Manager expects to complete his review of the 17 page contract within a week and a revised version will be sent to Frank Fitzsimmons at the GTR, or Stephanie Stewart at the County of Bruce.

I. Strategic Planning Session

Jennifer Christie-Shaw noted that as a new Board member, she would find it helpful to get some background documents in addition to what is available on the web site and in the binder provided by the Manager. The web site and the binder refer to documents such as the Level of Service Report, the client survey and the Business Plan and she asked if these could be shared ahead of the session so that it can focus on the future. The Manager will distribute the client survey and asked if the Level of Service and the Business Plan documents are available. Warren Dickert provided some background on the Level of Service initiative, noting that prior to the review, SMART service ran 24/7 and provided rides anywhere in Ontario. The Level of Service initiative reviewed the situation and made changes so that the operating hours were from 6:00 a.m. to 6:00 p.m., with some additional adjustments made to add Friday night, and rides being limited to within 20 km of a member municipalities, except for medical appointments. This limit allowed people living in Southgate for example to travel to Shelburne and those in Saugeen Shores to go to Owen Sound. Warren Dickert asked the Manager to share the Level of Service document and provided background information on the business Plan which Saugeen Shores helped develop. As a result of management changes, the plan fell by the wayside, although once the strategic plan is updated, a business plan can be developed and put in place.

Scott Mackey suggested that as much information as possible should be provided to new members. He added that SMART's situation has recently improved and has come a long way as a result of Warren Dickert and Ed McGugan dealing with a number of issues. Making meeting minutes available was discussed, but it was determined that this would amount to an unmanageable amount of reading material. A suggestion was made that documents and plans be shared in order to provide the whole picture, and also see it from the customer perspective. Monica Singh-Soares suggested that an overview be provided for the March planning session.

The President referred to the binder that the Manager assembled for the new Board as comprehensive and a good basis for the so that everyone is starting from the same place. Any members who would like to receive minutes should contact the Manager. The President also asked Warren Dickert to prepare a 10-15 minutes summary of where SMART is at and how it got there, for the session. Warren Dickert agreed to do his best, noting that it might take more than 10 minutes, with assistance from the President and Scott Mackey, who can all share their knowledge.

Warren Dickert explained that the Board was looking for more detail in the minutes when it retained the Recording Secretary, since minutes prior to that time were too vague. He questioned whether they are now too involved, suggesting that meeting notes could be done to provide detail on the discussion, with formal minutes being less detailed.

The Manager presented the strategic planning framework he used in his interview for the Manager position which covers mission, vision, and objectives. It could be used in the session where a lot of discussion is possible, but the focus should be on creating a plan. Jennifer Christie-Shaw found this helpful in terms of what to expect from the session. The President thanked the Manager for presenting the framework and suggested that it should be shown to the SMART municipalities, as well as to Grey and Bruce counties.

9. Correspondence

The Manager noted the donation letters sent out which he referred to earlier in the meeting.

10. Reports and Recommendations

A. Report on January 2023 Operations

The Manager reviewed the report, noting an increase of 48% in rides and 46% in fees compared to January 2022. Billings of 10,000 km were made to clients in Saugeen Shores, more than the other municipalities. Overall, business is getting back to pre-pandemic levels. Warren Dickert noted that in the past, information was broken down to show rides per municipality and he asked if this detail could be added to future reports, since he likes to report this information to Hanover Council. The Manager agreed to provide this information in the future, and added that there were 1,737 rides in total in January, with 463, or 26.66% for Hanover residents. Jennifer Christie-Shaw asked if the report goes with the minutes, and the manager agreed to send it in the future.

Motion #2023-015

Moved by Jennifer Christie-Shaw; seconded by Monica Singh-Soares

That the Board approve Report SL2023-0101 January 2023 Operational report as presented.

Carried

11. Committee Reports

There were no Committee Reports.

12. Closed Session

There were no items for a closed session.

13. Adjournment & Upcoming Meeting Dates

It was agreed that Catharine McKay will attend on March 24, 2023 to take notes/minutes.

The Manager agreed to add SMART minutes to the web site.

Meetings for the rest of 2023 have been scheduled, although there will be no meeting in July or August.

Upcoming Meeting Dates

Friday, March 24, 2023, 10:00 a.m. – 2:00 p.m., Strategic Planning Session to be followed by the Regular Monthly Board Meeting at 2:00 p.m., SMART Office, 603 Bruce Rd 19, Walkerton, ON

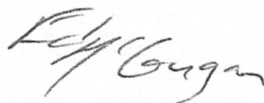
Friday April 28, 2023, 1:30 p.m. SMART Office, 603 Bruce Rd 19, Walkerton, ON

Motion

Moved by Monica Singh-Soares; Seconded by Cheryl Grace

That the Board of Directors of SMART adjourn at 3:39 p.m.

Carried



Ed McGugan, President



Catherine McKay, Recording Secretary

These minutes are considered to be in draft form until signed by the President and the Recording Secretary.

**SAUGEEN VALLEY
CONSERVATION AUTHORITY**

FINANCIAL REPORT

DECEMBER 31, 2022

SAUGEEN VALLEY CONSERVATION AUTHORITY

DECEMBER 31, 2022

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SAUGEEN VALLEY CONSERVATION AUTHORITY

MANAGEMENT'S RESPONSIBILITY FOR THE FINANCIAL REPORT

The accompanying financial statements of the Saugeen Valley Conservation Authority (the "Authority") are the responsibility of the Authority's management and have been prepared in accordance with Canadian public sector accounting standards established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada, as described in Note 1 to the financial statements.

The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Authority's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded (in accordance with Canadian public sector accounting standards established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada), and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are monitored and evaluated by management. The Board meets with management and the external auditor to review the financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the financial statements.

The financial statements have been audited by Baker Tilly SGB LLP, independent external auditor appointed by the Authority. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Authority's financial statements.

[Original signed by Jennifer Stephens]

General Manager/Secretary-Treasurer
March 16, 2023

[Original signed by Laura Molson]

Corporate Services Manager
March 16, 2023

BAKER TILLY SGB LLP
CHARTERED PROFESSIONAL ACCOUNTANTS

INDEPENDENT AUDITOR'S REPORT

To the Members of **Saugeen Valley Conservation Authority**:

Opinion

We have audited the financial statements of Saugeen Valley Conservation Authority (the Authority), which comprise the statement of financial position as at December 31, 2022 and the statements of operations and changes in net assets and cash flow for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Authority as at December 31, 2022, and results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Authority in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Matter

Management is responsible for the other information. The other information comprises the schedules on pages 19 through 25 of the Saugeen Valley Conservation Authority financial statements.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Authority's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Authority or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Authority's financial reporting process.

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BAKER TILLY SGB LLP
CHARTERED PROFESSIONAL ACCOUNTANTS

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Authority's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Authority to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



BAKER TILLY SGB LLP
CHARTERED PROFESSIONAL ACCOUNTANTS
LICENSED PUBLIC ACCOUNTANTS
Walkerton, Ontario
March 16, 2023

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SAUGEEEN VALLEY CONSERVATION AUTHORITY

STATEMENT OF FINANCIAL POSITION AS AT DECEMBER 31

	2022	2021
	\$	\$
Financial assets		
Cash and cash equivalents (Note 2)	944,985	1,214,007
Accounts receivable (Note 4)	986,276	426,258
Temporary investments (Note 3)	2,814,288	2,752,458
	4,745,549	4,392,723
Liabilities		
Accounts payable and accrued liabilities	572,966	253,657
Deferred revenue (Note 5)	638,988	761,831
Post employment benefits (Note 6)	-	92,083
	1,211,954	1,107,571
Net financial assets	3,533,595	3,285,152
Non-financial assets		
Tangible capital assets (Note 7)	10,106,783	8,498,726
Prepaid expenses	37,006	53,867
	10,143,789	8,552,593
Accumulated surplus (Page 9)	13,677,384	11,837,745

Approved _____ Director

_____ Director

The accompanying notes are an integral part of
these financial statements

SAUGEE VALLEY CONSERVATION AUTHORITY

STATEMENT OF OPERATIONS FOR THE YEAR ENDED DECEMBER 31

	Budget 2022	Actual 2022	Actual 2021
	\$	\$	\$
	(Note 10)		
Revenue (Page 7)			
Government transfers and special programs	81,400	136,015	164,747
Municipal levies	1,971,127	1,967,096	1,871,378
Authority generated	1,885,100	1,960,135	1,742,525
Other	320,400	2,910,493	544,332
	4,258,027	6,973,739	4,322,982
Expenses (Page 8)	4,493,675	5,134,100	4,227,228
Annual surplus (deficit)	(235,648)	1,839,639	95,754
Accumulated surplus, beginning of year		11,837,745	11,741,991
Accumulated surplus, end of the year (Page 9)		13,677,384	11,837,745

The accompanying notes are an integral part of
these financial statements

SAUGEE VALLEY CONSERVATION AUTHORITY

STATEMENT OF CHANGE IN NET FINANCIAL ASSETS FOR THE YEAR ENDED DECEMBER 31

	Budget 2022	Actual 2022	Actual 2021
	\$	\$	\$
	(Note 10)		
Annual surplus (deficit)	(235,648)	1,839,639	95,754
Acquisition of tangible capital assets	-	(173,635)	(195,104)
Amortization of tangible capital assets	-	313,730	315,162
Loss/(Gain) on disposal of tangible capital assets	-	1,848	(6,973)
Proceeds on disposal of tangible capital assets	-	-	10,175
Contributed tangible capital assets (Note 7)	-	(1,750,000)	-
Change in prepaid expenses	-	16,861	(27,160)
Change in net financial assets	(235,648)	248,443	191,854
Net financial assets, beginning of year		3,285,152	3,093,298
Net financial assets, end of year		3,533,595	3,285,152

The accompanying notes are an integral part of
these financial statements

SAUGEEN VALLEY CONSERVATION AUTHORITY

SCHEDULE OF REVENUE FOR THE YEAR ENDED DECEMBER 31

	Budget 2022 \$ (Note 10)	Actual 2022 \$	Actual 2021 \$
Revenues			
Government Transfers			
Program operations	81,400	81,396	81,396
Capital programs	-	1,468	29,929
Saugeen parks & land management (Schedule 4)	-	53,151	53,422
	81,400	136,015	164,747
Municipal Levies (Schedule 7)			
General levies	1,867,766	1,867,766	1,732,919
Special levies	103,361	99,330	138,459
	1,971,127	1,967,096	1,871,378
Authority Generated			
Agricultural lands	17,000	16,148	15,799
Education program fees	32,000	38,928	24,344
Saugeen forestry service	370,000	423,780	289,677
Planning and regulation fees	658,000	597,557	568,692
Saugeen parks & land management (Schedule 4)	808,100	883,722	842,428
Water quality monitoring	-	-	1,585
	1,885,100	1,960,135	1,742,525
Other			
Interest earned	50,000	105,422	67,312
Vehicle and equipment recoveries (Schedule 6)	167,000	157,587	121,553
Donation revenue	7,000	576	2,000
Miscellaneous operations	18,300	115,146	42,823
Gain/(Loss) on disposal of tangible capital assets (Schedule 6)	-	(1,848)	6,973
Administration overhead	77,700	112,317	81,818
Special programs (Schedule 5)	-	670,888	221,448
Stream gauge maintenance contracts	400	405	405
Contributed tangible capital assets (Note 7)	-	1,750,000	-
	320,400	2,910,493	544,332
Total Revenues	4,258,027	6,973,739	4,322,982

The accompanying notes are an integral part of
these financial statements

SAUGEEN VALLEY CONSERVATION AUTHORITY

SCHEDULE OF EXPENSES FOR THE YEAR ENDED DECEMBER 31

	Budget 2022	Actual 2022	Actual 2021
	\$	\$	\$
	(Note 10)		
Expenses			
Administration (Schedule 1)	690,000	737,098	634,883
Program operations (Schedule 2)	2,410,825	2,373,526	2,099,334
Repairs and maintenance (Schedule 3)	20,000	81,258	69,858
Saugeen parks & land management (Schedule 4)	1,194,950	1,080,402	926,334
Vehicles and equipment (Schedule 6)	167,500	129,946	92,630
Agricultural lands	10,400	3,958	4,288
Other expenses	-	8,006	5,769
	4,493,675	4,414,194	3,833,096
Amortization (Note 7)	-	313,730	315,162
	4,493,675	4,727,924	4,148,258
Total Special Program Expenses (Schedule 5)	-	406,176	78,970
Total Expenses	4,493,675	5,134,100	4,227,228

The accompanying notes are an integral part of
these financial statements

SAUGEEN VALLEY CONSERVATION AUTHORITY

SCHEDULE OF ACCUMULATED SURPLUS FOR THE YEAR ENDED DECEMBER 31, 2022

	Opening Balance	From Operations	To Operations	Closing Balance
	\$	\$	\$	\$
Reserves				
Agricultural Lands	41,368	13,556	-	54,924
Computer Upgrades	40,832	1,316	-	42,148
Environmental Planning	58,118	1,855	6,713	53,260
Forest Management	252,646	110,561	-	363,207
House Repairs	42,108	1,357	-	43,465
Kincardine Maintenance	142,234	4,398	823	145,809
Land Management	111,161	26,925	33,077	105,009
Legal Fees	51,174	1,614	13,195	39,593
LTD/OMERS/Benefits	21,548	695	-	22,243
Office Equipment	40,293	1,259	15,000	26,552
Ortho Imagery	20,142	4,719	-	24,861
Property Acquisition	168,010	5,189	34,124	139,075
Resource Centre	4,884	157	-	5,041
Retiree Benefits	30,343	930	2,845	28,428
Saugeen Parks	722,678	193,482	24,955	891,205
Self Insured Damaged	27,645	891	-	28,536
Short Term Disability	31,741	1,023	-	32,764
Stewardship	113,591	48,219	59,000	102,810
Vehicle Replacement	52,965	19,997	7,945	65,017
Water Management	130,361	267,332	-	397,693
Wetland Acquisition	58,322	1,881	-	60,203
Working Capital	1,176,856	84,553	362,651	898,758
	3,339,020	791,909	560,328	3,570,601
Tangible Capital Assets	8,498,725	1,962,528	354,470	10,106,783
	11,837,745	2,754,437	914,798	13,677,384

The accompanying notes are an integral part of
these financial statements

SAUGEE VALLEY CONSERVATION AUTHORITY

STATEMENT OF CASH FLOW FOR THE YEAR ENDED DECEMBER 31

	2022	2021
	\$	\$
Cash flows from (for):		
Operating activities		
Annual surplus	1,839,639	95,754
Non-cash items:		
Amortization of tangible capital assets	313,730	315,162
Loss/(Gain) on disposal of tangible capital assets	1,848	(6,973)
Contributed tangible capital assets (Note 7)	(1,750,000)	-
	<u>405,217</u>	<u>403,943</u>
Changes in non-cash working capital balances (Note 12)	(438,774)	(261,835)
Net change in cash from operations	<u>(33,557)</u>	<u>142,108</u>
Capital activities		
Acquisition of tangible capital assets	(173,635)	(195,104)
Proceeds on disposal of tangible capital assets	-	10,175
	<u>(173,635)</u>	<u>(184,929)</u>
Investing activities		
Acquisition of investments	(61,830)	(60,137)
Net change in cash position	<u>(269,022)</u>	<u>(102,958)</u>
Cash and cash equivalents, beginning of year	<u>1,214,007</u>	<u>1,316,965</u>
Cash and cash equivalents, end of year	<u>944,985</u>	<u>1,214,007</u>

The accompanying notes are an integral part of
these financial statements

SAUGEEN VALLEY CONSERVATION AUTHORITY

NOTES TO THE FINANCIAL STATEMENTS AS AT DECEMBER 31, 2022

Nature of Operations

The Saugeen Valley Conservation Authority (the Authority) is established under the Conservation Authorities Act of Ontario to further the conservation, restoration, development and management of natural resources, other than gas, oil, coal and minerals, for the watersheds within its area of jurisdiction. The watersheds include areas in the Municipalities of Arran-Elderslie, Brockton, Kincardine, South Bruce, Grey Highlands, Morris-Turnberry and West Grey, the Townships of Huron-Kinloss, Chatsworth, Southgate, Howick, and North Wellington, and the Towns of Saugeen Shores, Hanover, and Minto.

The Authority is a registered charity and is exempt from income taxes.

1. Summary of Significant Accounting Policies

The financial statements have been prepared by the management of the Authority in accordance with Canadian generally accepted accounting principles for organizations operating in the local government sector as recommended by the Public Sector Accounting Board of The Chartered Professional Accountants of Canada. Significant aspects of the accounting policies adopted by the Authority are as follows:

(a) Basis of Accounting

Sources of revenue and expenses are reported on the accrual basis of accounting. The accrual basis of accounting recognizes revenues as they become available and measurable. Expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

(b) Revenue Recognition

Government transfers are recognized in the financial statements in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met and reasonable estimates of the amount can be made.

General and special municipal levies are recognized as revenue when the amounts are levied on the municipalities.

Authority generated revenue and special program revenue is recognized when the price is fixed or determinable, collectability is reasonably assured and services are provided to customers.

Other revenues are recognized on an accrual basis.

(c) Deferred Revenue

Revenue restricted by legislation, regulation, or agreement and not available for Authority purposes is reported as deferred revenue on the statement of financial position. The revenue is reported on the statement of operations in the year in which it is used for the specified purpose.

SAUGEEN VALLEY CONSERVATION AUTHORITY

NOTES TO THE FINANCIAL STATEMENTS AS AT DECEMBER 31, 2022

1. Summary of Significant Accounting Policies (continued)

(d) Internally Restricted Surplus

Appropriations are made from operations to reserves for future expenses and contingencies for such amounts as are deemed appropriate, and upon approval of the Authority members.

(e) Tangible Capital Assets

Tangible capital assets are recorded at cost, which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. Cost includes overheads directly attributable to construction and development.

Amortization is reflected on a declining balance basis over the estimated useful life of the assets at the following amortization rates:

Buildings	5%
Conservation Areas	5%
Erosion and Flood Control	5%
Equipment	15%
Floodwarning Equipment	5%
Vehicles	30%
Information Technology	3 year straight-line

Contributed tangible capital assets are recognized as assets and revenue at fair value at the time they are received.

(f) Classification of Expenses

To achieve consistency of reporting by the Conservation Authorities in Ontario, expenses are reported to follow the classifications set up by the Ministry of Natural Resources and Forestry. These are as follows:

General Administration expenses include those associated with head office functions other than technical staff and associated programs.

Program Operation expenses include technical and program operations support staff, operations and maintenance of water control structures, forest management and expenses at Saugeen Parks.

Other expenses include repairs and maintenance, vehicles and equipment, agricultural land expenses, property management, special employment projects, motor pool, etc.

(g) Vehicles and Equipment

The Authority operates a motor pool of vehicles and equipment. Internal charges for the use of vehicles and equipment are made to the various projects of the Authority based on an hourly or distance travelled rate, which is designed to recover all costs of operating the pool including replacement of equipment.

These internal charges are included in the appropriate expense classifications.

SAUGEEN VALLEY CONSERVATION AUTHORITY

NOTES TO THE FINANCIAL STATEMENTS AS AT DECEMBER 31, 2022

1. Summary of Significant Accounting Policies (continued)

(h) Use of Estimates

The preparation of financial statements in accordance with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. The principle estimates used in the preparation of these financial statements are the determination of the estimated useful life of tangible capital assets. Actual results could differ from management's best estimates as additional information becomes available in the future.

(i) Cash and Cash Equivalents

Cash and cash equivalents include cash on deposit, short-term deposits with a maturity of three months or less at acquisition and temporary bank overdrafts which form an integral part of the Authority's cash management.

(j) Pension Plan

The Authority offers a pension plan for its full-time employees through the Ontario Municipal Employee Retirement System ("OMERS"). OMERS is a multi-employer, contributory, public sector pension fund established for employees of municipalities, local boards and school boards in Ontario. Participating employers and employees are required to make plan contributions based on participating employees' contributory earnings. The Authority accounts for its participation in OMERS as a defined contribution plan and recognizes the expense related to this plan as contributions are made, even though OMERS is itself a defined benefit plan.

(k) Financial Instruments

Initial recognition and measurement

A financial asset or a financial liability is recognized when the Authority becomes a party to the contractual provisions of the financial instrument. Financial assets originated or acquired or financial liabilities issued or assumed in an arm's length transaction, are initially measured at their fair value.

Subsequent measurement

Changes in fair value of investments in equity instruments are recognized in annual surplus in the period incurred. All other financial assets and financial liabilities are measured at amortized cost.

Impairment

At the end of each reporting period, the Authority assesses whether there are any indications that financial assets measured at cost or amortized cost may be impaired.

SAUGEE VALLEY CONSERVATION AUTHORITY

NOTES TO THE FINANCIAL STATEMENTS AS AT DECEMBER 31, 2022

2. Cash and Cash Equivalents

	2022	2021
	\$	\$
Cash - Operating Funds	944,985	1,214,007

Included in the Operating Funds is an interest account which earns interest at 4%.

3. Temporary Investments

	2022	2021
	\$	\$
Guaranteed Investment Certificate, interest at 4.25%, matures June 2, 2023	1,320,281	1,300,556
Guaranteed Investment Certificate, interest at 4.7%, matures November 14, 2023	1,494,007	1,451,902
	2,814,288	2,752,458

The GICs are carried at cost which approximates the fair market value.

4. Accounts Receivable

	2022	2021
	\$	\$
Municipal Levies	99,615	141,614
Trade Accounts Receivable	886,661	284,644
	986,276	426,258

5. Deferred Revenue

	2022	2021
	\$	\$
Individual Programs	135,181	143,541
Ministry of Natural Resources and Forestry, and Municipalities	119,030	106,498
Bruce Power Funding	237,512	265,174
Other Deferred Revenue	147,265	246,618
	638,988	761,831

SAUGEEEN VALLEY CONSERVATION AUTHORITY

NOTES TO THE FINANCIAL STATEMENTS AS AT DECEMBER 31, 2022

6. Post Employment Benefits

The Authority has incurred \$NIL (2021 - \$NIL) expense to provide post employment benefits. Monthly payments continued until September 30, 2022. The post employment benefits were drawn down \$92,083 (2021 - \$173,193) during the year.

7. Tangible Capital Assets

	Balance 2021	Additions	Disposals	Balance 2022
Cost	\$	\$	\$	\$
Land	3,944,957	1,750,000	-	5,694,957
Buildings	1,686,540	-	-	1,686,540
Conservation Areas	1,047,620	24,955	-	1,072,575
Erosion and Flood Control	13,419,193	-	-	13,419,193
Equipment	419,919	49,944	-	469,863
Floodwarning Equipment	237,044	7,816	(5,154)	239,706
Vehicles	475,249	47,945	-	523,194
Information Technology	164,386	42,973	(35,586)	171,773
	21,394,908	1,923,633	(40,740)	23,277,801
Accumulated Amortization	\$	\$	\$	\$
Buildings	984,229	35,116	-	1,019,345
Conservation Areas	603,638	21,953	-	625,591
Erosion and Flood Control	10,406,404	150,637	-	10,557,041
Equipment	271,964	28,935	-	300,899
Floodwarning Equipment	145,950	4,783	(3,306)	147,427
Vehicles	332,938	48,334	-	381,272
Information Technology	151,059	23,970	(35,586)	139,443
	12,896,182	313,728	(38,892)	13,171,018
Net Book Value	\$			\$
Land	3,944,957			5,694,957
Buildings	702,311			667,195
Conservation Areas	443,982			446,984
Erosion and Flood Control	3,012,789			2,862,152
Equipment	147,955			168,964
Floodwarning Equipment	91,094			92,279
Vehicles	142,311			141,922
Information Technology	13,327			32,330
	8,498,726			10,106,783

The Authority received two parcels of land by donation. This land contribution was recorded and recognized at fair market value.

SAUGEEN VALLEY CONSERVATION AUTHORITY

NOTES TO THE FINANCIAL STATEMENTS AS AT DECEMBER 31, 2022

8. Revolving Credit Facility

The Authority has available a Royal Bank of Canada revolving credit facility with a maximum limit of \$200,000. The facility bears interest at bank prime plus 1.25% and is due on demand. As at December 31, 2022, the balance is \$NIL (2021 - \$NIL). The Authority also has a \$75,000 VISA credit limit facility available.

9. Pension Plan

The employees of the Authority participate in the Ontario Municipal Employees Retirement Saving Plan ("OMERS"). Although the plan has a defined retirement benefit for employees, the related obligation of the Authority cannot be identified. The Authority has applied defined contribution plan accounting as it has insufficient information to apply defined benefit plan accounting.

The amount contributed to OMERS for 2022 was \$184,030 (2021 - \$165,158) for current service costs and is included as an expense on the statement of operations.

10. Budget Amounts

The 2022 budget amounts for Saugeen Valley Conservation Authority were approved by the Authority members and have been restated to conform to the basis of presentation of the revenues and expenses on the statement of operations and change in net financial assets. The budget numbers have not been audited.

11. Commitments

The Authority has entered into an operating lease agreement for a Xerox C8055 copier requiring 16 quarterly payments of \$610 commencing December 2019. The lease expires December 2023.

The Authority has entered into an agreement for the operation of an online reservation system for the campgrounds requiring a yearly payment of \$16,100. The agreement is for the 2023 camping season, expiring October 2023.

The Authority has entered into an agreement for the operation of phone system requiring monthly payments of \$425 commencing September 2021. The agreement is for 3 years, expires September 2024.

The Authority has entered into an agreement for a fee review, which was started in 2022 and is to be completed in 2023, and \$4920 remains to be paid.

The minimum annual payments on commitments for the next two years are as follows:

2023	\$28,582
2024	\$3,825

SAUGEEN VALLEY CONSERVATION AUTHORITY

NOTES TO THE FINANCIAL STATEMENTS AS AT DECEMBER 31, 2022

12. Cash Flow Information

The net change in non-cash working capital balances consists of:

	2022	2021
	\$	\$
Accounts Receivable	(560,020)	(121,577)
Prepaid Expenses	16,861	(27,160)
Accounts Payable and Accrued Liabilities	319,311	23,053
Deferred Revenue	(122,843)	37,045
Post Employment Benefits	(92,083)	(173,196)
	(438,774)	(261,835)

13. Financial Instruments

The Authority's financial instruments consist of cash, accounts receivable, temporary investments and accounts payable. The significant financial risk the Authority is exposed to is Credit Risk. It is management's opinion that the organization is not exposed to significant currency risk, interest rate risk, liquidity risk or market risk.

Credit Risk is the risk that one party to a financial instrument will cause a loss for the other party by failing to pay for its obligation. The Authority is exposed to credit risk in connection with the collection of its accounts receivable. The Authority mitigates this risk by maintaining credit approval and payment policies and the Authority does not anticipate significant loss for non-collection. Much of the accounts receivable are from participating municipalities and HST, that should not be exposed to credit risk.

**SAUGEEN VALLEY
CONSERVATION AUTHORITY**

UNAUDITED SCHEDULES

DECEMBER 31, 2022

SAUGEEN VALLEY CONSERVATION AUTHORITY

SCHEDULE 1 SCHEDULE OF ADMINISTRATION EXPENSES FOR THE YEAR ENDED DECEMBER 31 (UNAUDITED)

	Budget 2022	Actual 2022	Actual 2021
	\$	\$	\$
General Administration			
Wages and benefits	450,000	470,692	427,157
Board of Directors' allowances	26,000	21,146	23,376
Staff mileage and expenses	10,500	6,456	2,388
Equipment, purchases and rentals	1,000	-	-
Materials and supplies	19,500	24,424	20,103
Insurance	26,000	43,935	27,651
Property taxes	8,000	8,048	7,745
Conservation Ontario levy	30,000	27,481	28,600
Other	1,000	6,031	3,087
Administrative centre operating expenses	76,000	81,019	45,212
Consultant fees	2,000	5,376	3,639
Legal, audit fees and bank charges	13,500	18,899	17,043
Health and safety expenses	20,000	16,143	24,876
Advertising and staff development	2,500	2,106	264
Resource Centre operating expenses	4,000	5,342	3,742
	690,000	737,098	634,883
Less amounts capitalized	-	-	-
	690,000	737,098	634,883

SAUGEEEN VALLEY CONSERVATION AUTHORITY

SCHEDULE 2 SCHEDULE OF PROGRAM OPERATION EXPENSES FOR THE YEAR ENDED DECEMBER 31 (UNAUDITED)

	Budget 2022	Actual 2022	Actual 2021
	\$	\$	\$
Flood Control			
Flood control structures	168,150	157,632	167,913
Flood warning, river forecasting and operation of dams	216,000	189,885	200,336
Land Management			
Taxes on provincially significant lands	35,000	43,184	41,697
Property and land management	-	-	-
Forest management	438,500	377,676	324,229
Geographical information systems / information technology	161,875	197,051	166,483
Water Management			
Plan input and review and regulation enforcement	1,059,800	1,092,820	908,175
Water quality	109,650	148,122	112,510
Community Relations			
Conservation information	116,300	109,601	102,480
Conservation education	105,550	108,343	95,093
	2,410,825	2,424,314	2,118,916
Less amounts capitalized	-	(50,788)	(19,582)
Total Program Operation Expenses	2,410,825	2,373,526	2,099,334
Capital Acquisitions			
Flood warning - Equipment		7,815	8,007
Land Management - IT infrastructure		42,973	-
Water Management - IT infrastructure		-	11,575
		50,788	19,582

SAUGEEN VALLEY CONSERVATION AUTHORITY

SCHEDULE 3 SCHEDULE OF REPAIRS AND MAINTENANCE FOR THE YEAR ENDED DECEMBER 31 (UNAUDITED)

	Budget 2022	Actual 2022	Actual 2021
	\$	\$	\$
Water Management Surveys, Studies and Capital Projects			
Durham Dam Safety & Repair	10,000	-	43,914
Water Infrastructure Inspections	-	34,197	-
Lake Huron Centre for Coastal Conservation	10,000	10,000	10,000
Meux Creek Repair	-	2,937	15,944
	20,000	47,134	69,858
Recreational Capital Projects			
Durham C.A. - Control gates	-	-	6,835
Durham C.A. - IT infrastructure	-	10,000	-
Saugeen Bluffs C.A. - Barrier Free Doors	-	-	5,840
Saugeen Bluffs C.A. - Playground	-	-	20,970
Saugeen Bluffs C.A - Control gates	-	14,955	-
	-	24,955	33,645
Other Capital Projects			
Land Management	-	-	15,371
Land transfer costs	-	34,124	-
	-	34,124	15,371
	20,000	106,213	118,874
Less amounts capitalized	-	(24,955)	(49,016)
	20,000	81,258	69,858
Capital Acquisitions			
Saugeen Bluffs, Control gates		14,955	-
Saugeen Bluffs, Playground		-	20,970
Saugeen Bluffs, Barrier Free Doors		-	5,840
Land Management, Shop Furnace & Ventilation		-	15,371
Durham, New Gate Reader		-	6,835
Durham, IT infrastructure		10,000	-
		24,955	49,016

SAUGEEN VALLEY CONSERVATION AUTHORITY

SCHEDULE 4 SCHEDULE OF REVENUES AND EXPENSES OF SAUGEEN PARKS & LAND MANAGEMENT FOR THE YEAR ENDED DECEMBER 31 (UNAUDITED)

	Budget 2022	Actual 2022	Actual 2021
	\$	\$	\$
Revenue from Revenue Producing Conservation Areas			
Brucedale C.A.	110,500	117,298	99,295
Durham C.A.	306,700	324,879	320,143
Saugeen Bluffs C.A.	370,900	408,811	399,078
	788,100	850,988	818,516
Government Grant	-	53,151	53,422
	788,100	904,139	871,938
Expenses from Revenue Producing Conservation Areas			
Brucedale C.A.	97,250	74,957	69,532
Durham C.A.	299,300	313,189	269,537
Saugeen Bluffs C.A.	389,900	326,867	327,044
	786,450	715,013	666,113
Excess of Revenue Over Expenses (Expenses over Revenue) for the Year for Revenue Producing Conservation Areas			
	1,650	189,126	205,825
Revenue from Non-Revenue Producing Conservation Areas			
Donations	-	1,591	3,472
Admission Tours	-	-	-
Miscellaneous revenues	20,000	31,143	20,440
	20,000	32,734	23,912
Expenses from Non-Revenue Producing Conservation Areas			
	408,500	365,389	260,221
Excess of Expenses Over Revenue for the Year for Non-Revenue Producing Conservation Areas			
	(388,500)	(332,655)	(236,309)

SAUGEEN VALLEY CONSERVATION AUTHORITY

SCHEDULE 5 SCHEDULE OF REVENUES AND EXPENSES OF SPECIAL PROGRAMS FOR THE YEAR ENDED DECEMBER 31 (UNAUDITED)

	Actual 2022	Actual 2021
	\$	\$
Revenue		
Bruce Power Program	-	18,659
CAP Stewardship	-	15,829
Healthy Lake Huron	23,751	-
Penetangore Watershed Group	16,761	4,932
NWMO Water Testing	499,651	162,239
Power Work Camp	12,000	12,000
RTO7 Bridge & Stairs	100,000	-
Saugeen Valley Children's Safety Village	3,621	3,213
Stewardship Project	7,748	-
Well Decommissioning Stewardship	7,356	4,576
	670,888	221,448
Expenses		
Bruce Power Program	-	18,659
CAP Stewardship	-	15,829
NWMO Water Testing	244,885	32,114
Penetangore Watershed Group	16,761	4,932
Post-Employment Benefits	4,096	-
RTO7 Bridge & Stairs	130,635	-
Saugeen Valley Children's Safety Village	2,280	2,265
Valard Maintenance	163	595
Well Decommissioning Stewardship	7,356	4,576
	406,176	78,970
Excess of Revenue Over Expenses (Expenses over Revenue) for the Year	264,712	142,478

SAUGEE VALLEY CONSERVATION AUTHORITY

SCHEDULE 6 SCHEDULE OF REVENUES AND EXPENSES OF VEHICLES AND EQUIPMENT FOR THE YEAR ENDED DECEMBER 31 (UNAUDITED)

	Budget 2022	Actual 2022	Actual 2021
	\$	\$	\$
Revenue			
Vehicles	135,000	129,063	96,986
Equipment	20,000	20,732	24,567
Office equipment	12,000	7,792	-
Gain on disposal of vehicles and equipment	-	(1,848)	6,973
	167,000	155,739	128,526
Expenses			
Vehicles			
Operating costs	68,500	87,595	55,947
Repairs and maintenance	12,500	12,374	10,090
Equipment			
Operating costs	28,500	8,658	3,306
Repairs and maintenance	10,000	13,917	15,200
Office equipment			
Operating costs	8,000	7,402	8,087
	127,500	129,946	92,630
Excess of Revenue Over Expenses for the Year, Before Leasing of Vehicles and Equipment			
	39,500	25,793	35,896
Purchasing and Leasing of Vehicles and Equipment			
	40,000	47,945	126,507
	(500)	(22,152)	(90,611)
Less amounts capitalized	(40,000)	(47,945)	(126,507)
Excess of (Deficiency in) Revenue Over Expenses for the Year	39,500	25,793	35,896
Capital Acquisitions			
John Deere Loader Tractor		-	53,526
Vehicles		47,945	72,981
		47,945	126,507
Capital Disposals			
Tractors		-	21,640
		-	21,640

SAUGEEN VALLEY CONSERVATION AUTHORITY

SCHEDULE 7 SCHEDULE OF MUNICIPAL LEVIES FOR THE YEAR ENDED DECEMBER 31 (UNAUDITED)

	Modified Current Market Value in Watershed	Apportionment	2022 General Levies	2022 Special Levies
	\$	%	\$	\$
Arran-Elderslie	372,248,900	2.5157	46,980	31,516
Brockton	1,274,775,507	8.6150	160,901	13,038
Chatsworth	443,568,531	2.9977	55,983	-
Grey Highlands	646,972,160	4.3723	81,655	-
Hanover	973,869,856	6.5815	122,920	-
Howick	40,931,707	0.2766	5,160	-
Huron-Kinloss	825,464,919	5.5785	104,187	1,500
Kincardine	2,601,952,902	17.5841	328,424	7,103
Minto	395,841,756	2.6751	49,958	-
Morris-Turnberry	28,336,892	0.1915	3,669	-
Saugeen Shores	3,099,401,113	20.9459	391,215	4,250
South Bruce	709,167,391	4.7926	89,508	-
Southgate	1,004,916,796	6.7913	126,839	-
Wellington North	586,287,364	3.9622	73,997	660
West Grey	1,793,423,612	12.1201	226,370	41,263
	14,797,159,406	100	1,867,766	99,330

From: [Stacey Blair](#)
To: resolutions@amo.on.ca
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Subject: Resolution Declaring Intimate Partner Violence and Violence Against Women an Epidemic
Date: March 10, 2023 1:08:13 PM
Attachments: [image002.png](#)

Good afternoon,

Please be advised that at their meeting of March 7, 2023, the Council of the Town of Carleton Place passed the following motion:

Lanark County Interval House and Community Support

Motion No. 04-134-04

Moved by: Deputy Mayor Tennant

Seconded by: Councillor Comley

THAT the Town of Carleton Place recognizes the issues of violence in rural communities as serious to the health and wellness of local families; and

THAT the Town of Carleton Place recognizes the rural Renfrew County inquest as important to all rural communities; and

THAT based on the statistics of 4815 crisis calls and service provision to 527 women and children in our local community, the Council of the Town of Carleton Place declares IPV (intimate partner violence)/VAW (violence against women) an epidemic as per recommendation #1 of the Renfrew County jury recommendations; and

THAT this resolution be circulated to all municipalities in Ontario and the Association of Municipalities of Ontario.

CARRIED

Kind Regards,

Stacey Blair, B.A., Dipl. M.A.

Clerk, Town of Carleton Place

T: 613-257-6212 E:sblair@carletonplace.ca

March 14, 2023

The Honourable Steve Clark
Minister of Municipal Affairs and Housing
Via email: minister.mah@ontario.ca

RE: Future Accuracy of the Permanent Register of Electors

Dear Minister Clark,

During the February 27, 2023 regular meeting of council, the resolution received from the Township of Ashfield-Colborne-Wawanosh was brought forward and discussed, the following resolution was carried:

Moved: Bill Clark Seconded: Ross O'Hara

THAT the Council of the Town of Petrolia support the Township of Ashfield-Colborne-Wawanosh regarding Future Accuracy of the Permanent Register of Electors.
AND THAT the Council of the Town of Petrolia requests that the Province of Ontario, through Elections Ontario and the Chief Electoral Officer utilize any resources available to produce the highest quality Permanent Register of Electors;
AND FURTHER THAT this resolution be circulated to the Township of Ashfield-Colborne-Wawanosh, Minister of Municipal Affairs and Housing, Elections Ontario, MPP Lisa Thompson, MPP Bob Bailey and Ontario Municipal Councils for their support.

Carried

Thank you for circulating this item for County of Lambton Council consideration.

Kind regards,

Original Signed

Mandi Pearson
Clerk/Operations Clerk

cc: file
Township of Ashfield-Colborne-Wawanosh clerk@acwtownship.ca
Elections Ontario info@elections.on.ca
MPP Lisa Thompson, lisa.thompsonco@pc.ola.org
MPP Bob Bailey, Sarnia-Lambton bob.baileyco@pc.ola.org
Municipalities of Ontario

Phone: (519)882-2350 • Fax: (519)882-3373 • Theatre: (800)717-7694
411 Greenfield Street, Petrolia, ON, N0N 1R0

www.town.petrolia.on.ca

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March 14, 2023

The Honourable Doug Ford
Premier of Ontario
Via email: premier@ontario.ca

RE: A Call to the Provincial government to End Homelessness in Ontario

Dear Premier Ford,

During the February 27, 2023 regular meeting of council, the AMO request calling on the province to calling on the province to end homelessness was brought forward and discussed, the following resolution was carried:

Moved: Chad Hyatt Seconded: Debb Pitel

WHEREAS the homeless crisis is taking a devastating toll on families and communities, undermining a healthy and prosperous Ontario;
WHEREAS the homelessness crisis is the result of the underinvestment and poor policy choices of successive provincial governments;
WHEREAS homelessness requires a range of housing, social service and health solutions from government;
WHEREAS homelessness is felt most at the level of local government and the residents that they serve;
WHEREAS municipalities and District Social Administration Boards are doing their part, but do not have the resources, capacity or tools to address this complex challenge; and,
WHEREAS leadership and urgent action is needed from the provincial government on an emergency basis to develop, resource, and implement a comprehensive plan to prevent, reduce and ultimately end homelessness in Ontario.

THEREFORE BE IT RESOLVED THAT Council of the Town of Petrolia calls on the Provincial Government to urgently:

- a. Acknowledge that homelessness in Ontario is a social, economic, and health crisis;
- b. Commit to ending homelessness in Ontario;
- c. Work with AMO and a broad range of community, health, Indigenous and economic partners to develop, resource, and implement an action plan to achieve this goal.

AND FURTHER THAT a copy of this motion be sent to the Minister of Municipal Affairs and Housing; the Minister of Children, Community and Social Services; the Minister of Health; to the Association of Municipalities of Ontario; County of Lambton Social Services.

Carried

Phone: (519)882-2350 • Fax: (519)882-3373 • Theatre: (800)717-7694

411 Greenfield Street, Petrolia, ON, N0N 1R0

www.town.petrolia.on.ca

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Kind regards,

Original Signed

Mandi Pearson

Clerk/Operations Clerk

cc: file
Minister of Municipal Affairs and Housing minister.mah@ontario.ca
Minister of Children, Community and Social Services MinisterMCCSS@ontario.ca
Minister of Health sylvia.jones@ontario.ca
MPP Bob Bailey, Sarnia-Lambton bob.bailey@pc.ola.org
County of Lambton Social Services melissa.fitzpatrick@county-lambton.on.ca
Municipalities of Ontario

Phone: (519)882-2350 • Fax: (519)882-3373 • Theatre: (800)717-7694

411 Greenfield Street, Petrolia, ON, N0N 1R0

www.town.petrolia.on.ca

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**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**

March 15, 2023

Re: Barriers for Women in Politics

At the Special Council Meeting of March 14, 2023, the Council of the Corporation of the City of Cambridge passed the following Motion:

WHEREAS the City of Cambridge values respect, integrity, equity, inclusivity and service in all areas of life, including politics;

WHEREAS women have historically been underrepresented in politics and continue to face barriers and discrimination in their pursuit of elected office;

WHEREAS misogyny and harassment have been identified as significant challenges for women in politics, both in Canada and around the world;

WHEREAS the City of Cambridge believes that all individuals have the right to participate in a political environment that is free from discrimination, harassment, and misogyny;

THEREFORE, BE IT RESOLVED that the City of Cambridge expresses its support for women in politics and their right to participate in a political environment that is free from misogyny and harassment and where everyone feels equitable;

BE IT FURTHER RESOLVED that the City of Cambridge commits to taking steps to ensure that our political environment is inclusive and welcoming to all individuals, regardless of gender, race, ethnicity, religion, sexual orientation, or other identity factors;

BE IT FURTHER RESOLVED that the City of Cambridge joins the Town of Grimsby in encouraging other municipalities in Ontario and across Canada to join us in supporting women in politics and promoting gender equity in all areas of society;

BE IT FURTHER RESOLVED that a copy of this resolution be sent to all Ontario Municipalities for endorsement, the Premier of Ontario, the Minister of Municipal

Affairs and Housing, Cambridge's MP and MPP, and the Association of Municipalities of Ontario to express the City of Cambridge's commitment to this issue and encourage action at the provincial level to create legislation to ensure equity, safety, and security.

Should you have any questions related to the approved resolution, please contact me.

Yours Truly,



Danielle Manton
City Clerk

Cc: (via email)
Hon. Premier Ford
Minister of Municipal Affairs and Housing
Cambridge's MP and MPP
Association of Municipalities of Ontario
All Ontario Municipalities

March 14, 2023

Via email: clerk@trentlakes.ca

Municipality of Trent Lakes
Attn: Jessie Clark/Clerk
760 Peterborough County Road 36
Trent Lakes ON K0M 1A0

**RE: Resolution of Support for Municipality of Trent Lakes – re: Resolutions
regarding an Oath of Office, dated February 28, 2023**

On behalf of the Council of the Corporation of the Township of Lake of Bays, please be advised that the above-noted correspondence was presented at the last regularly scheduled Council meeting on March 14, 2023, and the following resolution was passed.

“Resolution TC-68-2023

BE IT RESOLVED THAT Council of the Corporation of the Township of Lake of Bays receives and supports the attached resolution from the Municipality of Trent Lakes requesting changes to the municipal Oath of Office, dated February 28, 2023

AND FURTHER THAT this resolution be forwarded to all Ontario Municipalities, Muskoka Area Indigenous Leadership Table (MAILT), MPP Graydon Smith, MP Scott Aitchison, and the Premier of Ontario.

Carried.”

Should you have any questions, please do not hesitate to contact our Municipal Office at 705-635-2272.

Sincerely,



Carrie Sykes, *Dipl. M.A., CMO, AOMC*,
Director of Corporate Services/Clerk
CS/lv

Copy to: Premier of Ontario
Local members of the Provincial Parliament
Municipalities in Ontario
Muskoka Area Indigenous Leadership Table

Encl: Municipality of Trent Lakes Resolution R2023-119



760 Peterborough County Road 36, Trent Lakes, ON K0M 1A0 Tel 705-738-3800 Fax 705-738-3801

February 28, 2023

Via email only

To: The Honourable Steve Clark, Minister of Municipal Affairs and Housing
minister.mah@ontario.ca
The Honourable Doug Ford, Premier of Ontario
doug.fordco@pc.ola.org
The Honourable Dave Smith, MPP Peterborough-Kawartha
dave.smithco@pc.ola.org
The Honourable Michelle Ferreri, MP Peterborough-Kawartha
michelle.ferreri@parl.gc.ca
Curve Lake First Nation
audreyp@curvelake.ca
The Association of Municipalities Ontario
amo@amo.on.ca

Re: Oath of Office

Please be advised that during their Regular Council meeting held February 21, 2023, Council passed the following resolution:

Resolution No. **R2023-119**

Moved by Councillor Franzen
Seconded by Deputy Mayor
Armstrong

Whereas most municipalities in Ontario have a native land acknowledgement in their opening ceremony; and

Whereas a clear reference to the rights of Indigenous people is the aim of advancing Truth and Reconciliation; and

Whereas Call to Action 94 of the Truth and Reconciliation Commission of Canada called upon the Government of Canada to replace the wording of the Oath of Citizenship to include the recognition of the laws of Canada including Treaties with Indigenous Peoples; and

Whereas on June 21, 2021 an Act to amend The Citizenship Act received royal assent to include clear reference to the rights of Indigenous peoples aimed at advancing the Truth and Reconciliation Commission's Calls to Action within the broader reconciliation framework; and

Whereas the Truth and Reconciliation Commission of Canada outlines specific calls to action for municipal governments in Canada to act on, including education and collaboration;

Therefore be it resolved that Council request to the Minister of Municipal Affairs and Housing that the following changes be made to the municipal oath of office: I will be faithful and bear true allegiance to His Majesty King Charles III and that I will faithfully observe the laws of Canada including the Constitution, which recognizes and affirms the Aboriginal and treaty rights of First Nations, Inuit and Metis peoples; and further

That this resolution be forwarded to the Association of Municipalities of Ontario (AMO), all Ontario municipalities, MPP Dave Smith, MP Michelle Ferreri, Premier Doug Ford and Curve Lake First Nation.

Carried.

Sincerely,

Mayor and Council of the Municipality of Trent Lakes

Cc: All Ontario municipalities



Corporation of the Municipality of Calvin

Motion by: Councillor Moreton

Seconded by: Councillor Grant

WHEAREAS an announcement in the media was made that the English Public School Boards Association, the largest school association in the Province, is asking for the end of the moratorium on most pupil accommodation reviews;

AND WHEREAS this announcement potentially threatens the future closure of schools in many single school municipalities;

AND WHEREAS access to education and the presence of a school in a community is an essential service and has a direct link to the quality of life in a community;

AND WHEREAS schools play a key role in improving services and quality of life in a community and are viewed as activity centres where children have access to education, health services, recreation and culture;

AND WHEREAS schools are an important factor in the retention and attraction of residents in a community and is essential in order to resolve labour shortages and allow economic development and growth in small rural municipalities;

AND WHEREAS demographics in many areas are currently shifting and changing quickly as we work on meeting the needs of many Ontario residents during a housing crisis;

NOW THEREFORE BE IT RESOLVED that Council is requesting the provincial government through the Minister of Education to extend the moratorium on most pupil accommodation reviews in order to allow municipalities, townships, neighbourhoods and subdivisions the opportunity to prosper, develop and grow without being hindered by school closures due to low enrollments that could quickly change.

FURTHER BE IT RESOLVED that this resolution be forwarded to Premier Doug Ford, MPP Victor Fedeli and all Ontario Municipalities. **Resolution Number: 2023: 054 Carried**



Corporation of the Municipality of Calvin



The Corporation of

THE TOWNSHIP OF MELANCTHON

157101 Highway 10, Melancthon, Ontario, L9V 2E6

Telephone - (519) 925-5525

Fax No. - (519) 925-1110

Website: www.melancthontownship.ca

Email: info@melancthontownship.ca

March 17, 2023

Upper Grand Watershed Committee
Attention: Lenora Banfield, Chairperson
Email: lbانfield@eastgarafraxa.ca

Dear Ms. Banfield,

Re: Discontinuation of Participation in the Upper Grand Watershed Committee

At the meeting of Council held on March 16, 2023, Council decided that it would discontinue its participation in the Upper Grand Watershed Committee.

Council feels that it is able to communicate and work collaboratively with its GRCA Representative, and Township Staff also work collaboratively with GRCA Staff, therefore Council feels there is no need to continue on with this Committee.

Council would like to thank everyone involved in the Upper Grand Watershed Committee for their efforts.

Yours truly,

Denise B. Holmes, AMCT
CAO/Clerk

- c. Township of Amaranth
- Township of East Garafraxa
- Township of Southgate

March 20, 2023

via email

To All Ontario Municipalities

Re: Resolution re Reducing Municipal Insurance Costs

Further to the meeting on March 14, 2023, the Council of the Corporation of the Town of Greater Napanee passed the following motion:

Motion #148/23

Moved by *Councillor Schenk*

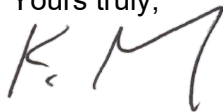
Seconded by *Councillor Pinnell Jr.*

That the correspondence from Chatham-Kent dated March 6, 2023, be received;

That Council send a letter supporting the Town of Chatham-Kent calling for action to reduce insurance costs,

And that, Council direct Staff to investigate any joint municipal efforts to reduce insurance costs.

Yours truly,



Katy Macpherson
Deputy Clerk

Copy: Association of Municipalities of Ontario (AMO)



**Corporation of the
Municipality of West Grey**

402813 Grey Road 4, RR 2 Durham, ON N0G 1R0
519 369 2200

March 23, 2023

RE: Resolution of Support – Municipality of Arran-Elderslie – Tile Drainage

To whom it may concern:

Please be advised that at its meeting held on March 21, 2023, the council of the Municipality of West Grey considered the above-noted matter and passed Resolution No. R-230321-007 as follows:

"THAT in consideration of correspondence received from the Township of Southgate respecting a resolution of support of the Municipality of Arran-Elderslie's request for a tile drainage loan program review, council directs staff to forward a letter of support to the Premier of Ontario, Minister of Agriculture, Food and Rural Affairs, MPP for Grey-Bruce-Owen Sound, the Rural Ontario Municipal Association (ROMA), the Association of Municipalities Ontario (AMO), the Ontario Federation of Agriculture (OFA), and all municipalities in Grey and Bruce Counties."

If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

Jamie Eckenswiller, AMP (he/him)
Director of Legislative Services/Clerk
Municipality of West Grey

Attachment: Municipality of Arran-Elderslie – Tile Drainage Resolution

Cc. Honourable Doug Ford, Premier of Ontario
Honourable Lisa M. Thompson, Minister of Agriculture, Food and Rural Affairs
Rick Byers, MPP Grey-Bruce-Owen Sound
Rural Ontario Municipal Association (ROMA)
Association of Municipalities of Ontario (AMO)
Ontario Federation and Agricultural (OFA)
All Municipalities in Grey and Bruce Counties



The Corporation of the Municipality of Arran-Elderslie
1925 Bruce Road 10, PO Box 70
Chesley, ON N0G 1L0
Main Office (519)363-3039
Fax (519)363-2203
General Inquiries info@arran-elderslie.ca

February 14, 2023

Sent Via Email: minister.omafra@ontario.ca

The Honorable Lisa M. Thompson,
Ministry of Agriculture, Food and Rural Affairs
11th Floor
77 Grenville St.
Toronto, ON M5S 1B3

Re: Tile Drainage Loan Program Review

Dear Minister Thompson,

At its Regular Council meeting held Monday, February 13, 2023, Council of the Municipality of Arran-Elderslie passed the following resolution regarding review and revisions to the current tile drainage loan program facilitated through the Ontario Ministry and Agriculture, Food and Rural Affairs.

Your support on this matter is greatly appreciated.

Warm Regards,

Julie Hamilton
Deputy Clerk
Municipality of Arran-Elderslie
Office 519-363-3039 ext 105
Cell 226-668-8323
deputyclerk@arran-elderslie.ca

Cc: Honorable Doug Ford, Premier of Ontario
Rick Byers, MPP Grey-Bruce-Owen Sound
Rural Ontario Municipal Association (ROMA)
Ontario Federation of Agriculture
All Municipalities in Grey and Bruce Counties

Agenda Number: 16.1.
Resolution No. 54-03-2023
Date: Monday, February 13, 2023



Moved by: Councillor Dudgeon
Seconded by: Councillor Nickason

WHEREAS installing tile drainage is a very common land improvement practice among farmers in Ontario and provides many benefits that allow for increased yields, improved soil conditions and reduces the risk of crop losses; and

WHEREAS the Municipality of Arran-Elderslie is proud of its strong agricultural heritage and continues to thrive as a growing agricultural leader; and

WHEREAS the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) provides landowners in a municipality in Ontario that are planning to install a tile drainage system on their agricultural land with the option for a tile loan under the OMAFRA Tile Loan Program; and

WHEREAS the cost of installing a tile drainage system has increased exponentially over the years with the average cost per acre reaching \$2000 and beyond, coupled with the rising cost per acre of farmland further strengthening the need to invest in the lands to maximize profit realizations; and

WHEREAS the OMAFRA Tile Drainage Loan Program allows for a loan of up to seventy-five percent of eligible costs to install a tile drainage system to a maximum of fifty-thousand dollars in any fiscal year, to an individual, as an individual, or in their role in a partnership or corporation; and

WHEREAS the fifty-thousand dollar maximum has not been increased since 2004 at which time it was increased from twenty-thousand dollars to the current fifty-thousand dollar maximum; and

WHEREAS the Ontario Federation of Agriculture requested an increase to the maximum annual loan amount to \$100,000 in 2021 and no changes to the program have been realized from that request; and

WHEREAS the Council of the Municipality of Arran-Elderslie urges the Ontario Ministry of Agriculture, Food and Rural Affairs to review the provisions of the Tile Loan Program to consider the economic changes that have occurred since the last review was undertaken nineteen years ago in 2004 and consider increasing the maximum loan amount to \$125,000; and

WHEREAS the Council of the Municipality of Arran-Elderslie further urges the Ontario Ministry of Agriculture, Food and Rural Affairs to commit to regular reviews of the program to ensure it remains in line with the current economic conditions;

NOW THEREFORE, be it resolved, that a copy of this resolution be forwarded to the Honorable Doug Ford, Premier of Ontario, Honorable Lisa M. Thompson, Minister of Agriculture, Food and Rural Affairs, Rick Byers, MPP Grey-Bruce- Owen Sound, the Rural Ontario Municipal Association (ROMA), the

Ontario Federation of Agriculture, and all municipalities in Grey and Bruce Counties.

Carried

AD

Mayor Initials

CPM

Clerk Initials



The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

Tuesday, March 21, 2023

Resolution # RC23080	Meeting Order: 6
Moved by: <i>Joseph Opato</i>	Seconded by: <i>M Hatfield</i>

WHEREAS the Municipality of Chatham-Kent shared a resolution with all municipalities in Ontario to engage with other municipalities, the Association of Municipalities of Ontario and any other relevant municipal association, to determine what tools may be available to reduce the insurance costs, including cooperative purchasing of insurance, creation of a municipal reciprocal insurance provider, or legislative changes to address insurance costs to municipalities;

AND WHEREAS the Municipality of Chatham-Kent is asking Municipal Councils to support improvements to reducing municipal insurance in Ontario;

THEREFORE BE IT RESOLVED THAT the Corporation of the Municipality of Wawa does hereby support and endorse the Municipality of Chatham-Kent in seeking support and collaboration on reducing municipal insurance cost and advocate for solutions that help municipalities to afford insurance while protecting residents and businesses and the services they rely on;

AND FURTHERMORE THAT this resolution be forwarded to AMO, the Minister of the Ministry of Municipal Affairs and Housing and all municipalities in Ontario.

RESOLUTION RESULT	RECORDED VOTE		
<input checked="" type="checkbox"/> CARRIED	MAYOR AND COUNCIL	YES	NO
<input type="checkbox"/> DEFEATED	Melanie Pilon		
<input type="checkbox"/> TABLED	Cathy Cannon		
<input type="checkbox"/> RECORDED VOTE (SEE RIGHT)	Mitch Hatfield		
<input type="checkbox"/> PECUNIARY INTEREST DECLARED	Jim Hoffmann		
<input type="checkbox"/> WITHDRAWN	Joseph Opato		

Disclosure of Pecuniary Interest and the general nature thereof.

Disclosed the pecuniary interest and general name thereof and abstained from the discussion, vote and influence.

Clerk: _____

MAYOR - MELANIE PILON	CLERK - MAURY O'NEILL
<i>M. Pilon</i>	<i>Maury O'Neill</i>

The Corporation of the Township of Southgate
By-law Number 2023-034
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 5, 2023

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 April 5th, 2023 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 April 2023.

Brian Milne - Mayor

Lindsey Green - Clerk