Agenda
Owen Sound City Council

July 27, 2026

5:30 p.m.

City Hall - 808 2nd Avenue East - Council Chambers

The public can attend meetings in person. Meetings will be livestreamed to the City's Council and Committees webpage and can be viewed live on Rogers Cable TV or the Rogers TV website. If there are technical issues with the livestream that cannot be fixed within 15 minutes, the meeting will continue, and a recording will be available later on the webpage or by contacting the City Clerk. People who cannot attend the meeting in person for Public Forum should send their comments to the City Clerk one business day before the meeting. These comments will be shared with members and included in the updated agenda.

Pages

1. CALL TO ORDER

2. CALL FOR ADDITIONAL BUSINESS

3. DECLARATIONS OF INTEREST

4. CONFIRMATION OF THE COUNCIL MINUTES

   4.a Minutes of the Closed Session of the Regular Council meeting held on May 25, 2026

   4.b Minutes of the Regular Council meeting held on July 13, 2026 8

5. MOTION TO MOVE COUNCIL INTO COMMITTEE OF THE WHOLE

COMMITTEE OF THE WHOLE

6. PUBLIC MEETINGS

6.a Zoning By-law Amendment No. 59 - Part 1, Plan 16R-12308 and 1038 6th Avenue West 19

1. Mayor declares the Public Meeting open.
2. Announcement by the Mayor.
3. Public Meeting:
   a. Comments and notice from the City Clerk
   b. Presentation from the Manager of Planning and Heritage
   c. Presentation from the applicant, Barry's Construction and Insulation Ltd.
   d. Comments from the public.
4. Mayor declares the Public Meeting closed.

7. DEPUTATIONS AND PRESENTATIONS

7.a Deputation from Annette Pedlar, Executive Director, Safe 'N Sound Re: Neighbourhood Response Team Pilot Program 50

7.b Deputation from Annette Pedlar, Executive Director, Safe 'N Sound Re: Emergency Shelter Facility 99

7.c Presentation from the City Manager Re: City Manager's Update

8. PUBLIC FORUM

9. CORRESPONDENCE RECEIVED FOR WHICH DIRECTION OF COUNCIL IS REQUIRED

9.a Correspondence from the Chief Librarian/CEO, Owen Sound & North Grey Union Public Library (OSNGUPL) Re: Five-Year Review of the 2022-2031 OSNGUPL Agreement 116

10. REPORTS OF CITY STAFF

10.a Report CS-26-076 from the Senior Planner Re: Technical Report - Zoning By-law Amendment (ZBA) No. 59 - Part 1, Plan 16R-12308 and 1038 6th Avenue West 126

10.b Report OP-26-041 from the Manager of Public Works and Engineering Re: Grey County Urban Road Transfer Update 154

10.c Report OP-26-040 from the Manager of Public Works and Engineering Re: Superior Street Watermain Replacement 168

10.d Report CR-26-071 from the Manager of Corporate Services Re: Owen Sound Police Service Facility Needs Assessment 176

10.e Report OP-26-038 from the Engineering Technologist Re: Servicing Agreement - Off-Site Improvements to Support U-Haul Site Plan Application (2010 16th Street East) 240

10.f Verbal Report from the Deputy Mayor Re: Grey County Council

11. CONSENT AGENDA

11.a Report CS-26-075 from the Director of Community Services Re: Potential Land Sale – Part of Part 2, Plan 16R8752 248

11.b Report CS-26-071 from the Senior Planner Re: Request to Remove a One-Foot Reserve - 1389 16th Avenue East (Seasons) 255

11.c Report CR-26-077 from the City Clerk Re: Updates - Integrity Commissioner and 2027 Council and Committee Meeting Calendar 265

11.d Report CR-26-074 from the Manager of Corporate Services Re: Approval of 2027-2031 Multi-Year Capital Plan 271

11.e Report CR-26-075 from the Manager of Corporate Services Re: Update on the Transition to Outdoor Public Water Stations 283

11.f Report CR-26-073 from the Purchasing and Claims Coordinator Re: Approval of Non-Standard Procurement - eScribe Public Meeting Management Software Extension 289

11.g Report CR-26-076 from the Purchasing and Claims Coordinator Re: Approval of Non-Standard Procurement - Supply and Delivery of One (1) Ice Resurfacer 293

11.h Report OP-26-039 from the Supervisor of Environmental Services Re: Continuation of Guelph Owen Sound Transit (GOST) Post August 31, 2026 297

11.i Minutes of Boards and Committees for Receipt Re: Grey Sauble Conservation Authority Board meeting held on June 24, 2026 303

11.j Minutes of Boards and Committees for Receipt Re: Owen Sound & North Grey Union Public Library Board meeting held on March 26, 2026 311

11.k Minutes of Boards and Committees for Receipt Re: Owen Sound Police Service Board meeting held on May 27, 2026 317

11.l Final approvals issued for the following Business Licences:

- Prince Yahya Transit Solution Inc, a taxi company located at 127 8th Street East
- Red Swan Pizza, a take-out restaurant located at 925 16th Street East, Unit 2
- Toppers Pizza, a take-out restaurant located at 1057 2nd Avenue East
- Karsli's, a restaurant located at 1350 16th Street East
- Wacky Moose Bar & Grill, a restaurant located at 1315 16th Street East
- FreshCo Owen Sound, a grocery store located at 2125 16th Street East
- The Look Salon & Boutique, a hair salon located at 747 2nd Avenue East
- Adil's Tailor Shop, a tailoring business located at 1035 3rd Avenue East
- First Health Counselling, a counselling service located at 890 4th Avenue East
- Owen Sound Pickleball Club, a pickleball facility located at 3225 East Bayshore Road, Unit 6
- Schmitt Plumbing Co, a home-based plumbing business located at 1255 4th Avenue West
- Grey Bruce Transportation, a home-based non-emergency medical transportation business located at 601 7th Street A East
- Redline Taxi, a taxi company has relocated to a home-based business at 650 16th Street East
- The Admiral's Barbershop, a hair salon has relocated to 975 2nd Avenue East
- Intelcom Courrier Canada, a courier service has relocated to 1875 16th Avenue East, Unit 2
- Province Electric is the new owner of Province Electric Supply Ltd., a wholesale electrical business located at 1475 2nd Avenue East

11.m Final approvals issued for the following Flag Flying Requests: 369

- Ontario Coalition for Better Child Care for Child Care Worker and Early Childhood Educator Appreciation Day

11.n Final approvals issued for the following City Hall Illumination Requests: 371

- Thrombosis Canada for World Thrombosis Day

11.o Correspondence received which is presented for the information of Council 373

12. COMMITTEE MINUTES WITH RECOMMENDATIONS FOR APPROVAL

12.a Minutes of the Community Services Committee meeting held on July 22, 2026 (Minutes to Follow)

12.b Minutes of the Corporate Services Committee meeting held on July 9, 2026 387

12.c Minutes of the Operations Committee meeting held on July 23, 2026 (Minutes to Follow)

13. MATTERS POSTPONED

There are no postponed matters.

14. MOTIONS FOR WHICH NOTICE WAS PREVIOUSLY GIVEN

There are no motions for which notice was previously given.

15. DISCUSSION OF ADDITIONAL BUSINESS

16. MOTION THAT COMMITTEE OF THE WHOLE RISE AND REPORT

FORMAL SESSION

17. MOTION TO ADOPT PROCEEDINGS IN COMMITTEE OF THE WHOLE

18. NOTICES OF MOTION

19. MOTION TO MOVE INTO CLOSED SESSION

There is no Closed Session.

20. REPORTING OUT OF CLOSED SESSION

There is no Closed Session.

21. BY-LAWS

21.a By-law No. 2026-089

"A By-law to confirm the proceedings of the Regular Meeting of the Council of The Corporation of the City of Owen Sound held on the 27th day of July, 2026"

21.b By-law No. 2026-090

"A By-law to authorize the Mayor and Clerk to execute a Loan Agreement with Grey Roots Museum & Archives, respecting the transfer of artifacts including bells, clock faces, and clock mechanisms"

21.c By-law No. 2026-091

"A By-law to authorize the Mayor and Clerk to execute all documents necessary to complete the sale of the southern portion of Part 2 on 16R-8751, being land located at the northwest corner of 23rd Street East and 18th Avenue East, to Brad Duncan"

21.d By-law No. 2026-092

"A By-law to authorize the Mayor and Clerk to execute a General Assignment and Assumption of Contracts with 1811477 Ontario Inc., Fairmount Holdings Inc., Thomas Francis Richard Wheildon, Wheildon Investments Inc. and 1000255784 Ontario Inc. o/a 14 Acres Parking and By-law"

21.e By-law No. 2026-093

"A By-law to authorize the Mayor and Clerk to execute a Fourth Amending Agreement with 947465 Ontario Ltd. (Voyago), respecting Inter-Community Transportation between Owen Sound and Guelph (GOST)"

21.f By-law No. 2026-094

"A By-law to authorize the Mayor and Clerk to execute a Third Amending Agreement with the Township of Centre Wellington and a Fourth Amending Agreement with the Township of Chatsworth, Township of Wellington North, Northern Credit Union, and 6 & 10 Mini Mart, respecting bus stops for the Guelph Owen Sound Transportation (GOST) bus service"

21.g By-law No. 2026-095

"A By-law to authorize the Mayor and Clerk to execute a Funding Agreement Amendment with The Corporation of the County of Grey, respecting the Guelph Owen Sound Transit (GOST)"

21.h By-law No. 2026-096

"A By-law to authorize the Mayor and Clerk to execute a Servicing Agreement with U-Haul Co. (Canada) Ltd., respecting property located at 20th Avenue East & 16th Street East (ST2025-012)"

21.i By-law No. 2026-097

"A By-law to dedicate and establish a one-foot reserve at 1389 16th Street East as a public highway (Seasons)"

21.j By-law No. 2026-098

"A By-law to authorize the Mayor and Clerk to execute a Lease Agreement Amendment with Brandon Vanderschot, respecting two additional parking stalls on 11th Street West, east of 1st Avenue West "

22. ADJOURNMENT

Minutes

Owen Sound City Council

July 13, 2026
5:30 p.m.
City Hall - 808 2nd Avenue East - Council Chambers

MEMBERS PRESENT: Mayor Ian Boddy
Deputy Mayor Scott Greig
Councillor Travis Dodd
Councillor Jon Farmer
Councillor Brock Hamley
Councillor Marion Koepke
Councillor Suneet Kukreja
Councillor Carol Merton
Councillor Melanie Middlebro'

STAFF PRESENT: Tim Simmonds, City Manager
Kate Allan, Director of Corporate Services
Pam Coulter, Director of Community Services
Mason Bellamy, Manager of Public Works and Engineering
Sabine Robart, Manager of Planning and Heritage
Briana Bloomfield, City Clerk
Staci Landry, Deputy Clerk

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1. CALL TO ORDER

Mayor Boddy called the meeting to order at 5:30 p.m.

2. CALL FOR ADDITIONAL BUSINESS

2.a Councillor Koepke Re: Hottest Street Sale

2.b Mayor Boddy Re: Canada Day

3. DECLARATIONS OF INTEREST

3.a Councillor Farmer - Closed Session Agenda Item

Councillor Farmer declared a conflict of interest with an item on the Closed Session agenda.

3.b Mayor Boddy - Report CS-26-066 from the Director of Community Services Re: Request to Lease Two Additional Parking Spaces - Municipal Parking Area - 11th Street West

Mayor Boddy declared a conflict of interest with Item 11.a due to the Mayor having acted previously as the solicitor for the party making the request.

3.c Councillor Hamley - Correspondence Items 8 and 12 contained within Item 11.j - Correspondence Received which is Presented for the Information of Council

Councillor Hamley declared a conflict of interest with discussions arising out of correspondence items 8 and 12 contained within Item 11.j of the agenda, due to the Councillor's personal employment with the Government of Ontario.

4. CONFIRMATION OF THE COUNCIL MINUTES

4.a Minutes of the Special Council meeting held on June 15, 2026

4.b Minutes of the Regular Council meeting held on June 15, 2026

4.c Minutes of the Special Council meeting held on June 23, 2026

R-260713-001
Moved by Councillor Dodd
Seconded by Councillor Farmer

"THAT the minutes of the following meetings be adopted as printed:

1. **Special Council meeting held on June 15, 2026;**
2. **Regular Council meeting held on June 15, 2026; and**
3. **Special Council meeting held on June 23, 2026."**

Carried.

5. MOTION TO MOVE COUNCIL INTO COMMITTEE OF THE WHOLE

R-260713-002
Moved by Councillor Dodd
Seconded by Councillor Farmer

"THAT City Council now move into Committee of the Whole to consider public meetings, deputations and presentations, public forum, matters arising from correspondence, reports of City staff, consent agenda, committee minutes, matters postponed, motions for which notice was previously given and additional business."

Carried.

COMMITTEE OF THE WHOLE

6. PUBLIC MEETINGS

There were no public meetings.

7. DEPUTATIONS AND PRESENTATIONS

7.a Deputation from Kristopher Stevens, Glassworks Development Co-operative Board President Re: Glassworks Village Official Plan and Rezoning Applications

Kristopher Stevens provided a PowerPoint presentation respecting Glassworks Development Co-operative's Official Plan Amendment and Zoning By-law Amendment applications for the property located at 1919 26th Street East, requesting Council's support for the proposed development and approval in principle of the planning applications.

Mayor Boddy advised that the applications would proceed through the planning process in accordance with provincial legislation and that Council does not have the authority to grant approval in principle.

8. PUBLIC FORUM

8.a Valerie Vanderwyk, resident of the Traditional Territory of the Haudenosaunee People (Six Nations of the Grand River, Haldimand Tract, Cayuga)

The Speaker expressed support for the Glassworks Village development, stating that the proposed development would support stable home ownership opportunities for Indigenous Peoples living off reserve and other low-income earners.

8.b Andrii Zvorygin, Owen Sound resident

The Speaker suggested relocating meal services in Owen Sound to the east side of the City, noting that many people experiencing homelessness are finding shelter closer to health services, County services, and public transit, and stating

that the relocation would help alleviate pressures on businesses, families, and public spaces in the River District.

8.c Doug Miller, Municipality of Meaford resident

The Speaker expressed support for the Glassworks Village development and requested City staff support and guidance to assist in advancing the proposed development.

8.d Doug Murdoch, Owen Sound resident

The Speaker inquired about the timeline for repairing and reopening the pedestrian pathway between 5th Avenue East and 4th Avenue East near St. Mary's Church and asked when the portion of the Stoney Orchard Trail currently located on private property would be rerouted.

The Director of Community Services advised that staff would follow up with Mr. Murdoch regarding the pedestrian pathway near St. Mary's Church and noted that, as part of the servicing of the adjacent development, the portion of the Stoney Orchard Trail located on the developer's property would be relocated to adjacent City-owned lands with the goal of minimizing disruption to trail users.

8.e Tamara Sargent, Owen Sound resident

The Speaker inquired about the decision to remove the public garbage receptacle in Carney's Lane in the River District and asked whether the potential impacts on individuals receiving meals from OSHaRE had been considered.

Mayor Boddy advised that the City Manager had already responded to the Speaker's inquiry by email.

9. CORRESPONDENCE RECEIVED FOR WHICH DIRECTION OF COUNCIL IS REQUIRED

There were no correspondence items presented for consideration.

10. REPORTS OF CITY STAFF

10.a Report CS-26-060 from the Senior Planner Re: Recommendation Report - ZBA No. 58 for 1201 15th Avenue East (East Court Residences Apartments)

The Director of Community Services provided an overview of the report and responded to questions of Council.

R-260713-003
Moved by Councillor Farmer

"THAT in consideration of Staff Report CS-26-060, respecting proposed Zoning By-law Amendment No. 58 by Baker Planning Group (Caroline Baker) on behalf of Andpet Realty Limited (Peter Van Dolder) to permit an eight-storey apartment building with community lifestyle facilities on lands known as 1201 15th Avenue East, City Council:

1. **In consideration of the staff reports, recommendations, technical reports, and oral and written submissions, including public and agency comments received, finds that the application is consistent with the Provincial Planning Statement, confirms to the goals and objectives of the City's Official Plan, and represents good planning;**
2. **Directs staff to bring forward by-laws, and provide notice in accordance with Section 34 of the *Planning Act*, to:**
    a. **Pass Amendment No. 58 to the City's Zoning By-law 2010-078, as amended up to and including Amendment No. 56 (amending by-law 2025-079 being the last site-specific amendment); and**

b. Pass Amendment No. 58 to the City's Zoning By-law 2010-078, as amended up to and including Amendment No. 57 (amending by-law 2026-030 known as the 2026 Update); and

3. Authorizes the Chief Building Official and Director of Community Services to execute a Conditional Building Permit Agreement."

Carried.

10.b Report CR-26-064 from the Director of Corporate Services Re: Development Charge Exemption Request - 1201 15th Avenue East

The Director of Corporate Services provided an overview of the report and responded to questions of Council.

R-260713-004
Moved by Deputy Mayor Greig

"THAT in consideration of Staff Report CR-26-064 respecting an exemption request for development charges at 1201 15th Avenue East, City Council directs staff to administer and collect development charges in accordance with the *Development Charges Act, 1997* and the City's Development Charges By-law."

Carried.

10.c Report CS-26-070 from the Manager of Planning and Heritage Re: Request for Conditional Building Permit - 2125 16th Street East (Heritage Grove)

The Director of Community Services provided an overview of the report and responded to questions of Council.

R-260713-005
Moved by Councillor Koepke

"THAT in consideration of Staff Report CS-26-070 respecting a request by Villarboit (Owen Sound) HLP (Walter Hugo) on behalf of Heritage Grove Centre Inc. (Guery E Goyo) for a conditional building permit for lands municipally known as 2125 16th Street East, City Council directs staff to bring forward a by-law to authorize the Mayor and Clerk to execute a Conditional Building Permit Agreement, subject to the conditions outlined in the report, including the requirement for security."

Carried.

The Manager of Planning and Heritage left the meeting.

10.d Report OP-26-034 from the Manager of Public Works and Engineering Re: 16th Avenue and 20th Street East Sanitary Sewer Replacement Project Update

The Manager of Public Works and Engineering provided an overview of the report and responded to questions of Council.

R-260713-006
Moved by Deputy Mayor Greig

"THAT in consideration of Staff Report OP-26-034 respecting the 16th Avenue and 20th Street East Sanitary Sewer Replacement Project Update, City Council:

1. Approves the project budget increase of $488,167.38, including the non-refundable allocation of HST; and

2. **Authorizes the Purchasing Agent to execute Contract Change Orders for engineering and construction related activities deemed necessary to complete the project."**

Carried.

10.e Verbal Report from the Deputy Mayor Re: Grey County Council

Deputy Mayor Greig reported that Grey County Council:

- Approved the Municipality of West Grey's Official Plan.
- Received a report regarding the reintroduction of Grey Transit Route 5 from Owen Sound to Sauble Beach.
- Approved the minutes from the Urban Road and Roads Exchange Task Force meeting. The legal transfer of roads will take effect June 1, 2027, and will include updated 10-year transitional funding of $11,261,020, traffic signal operational funding over five years of $183,951, a one-time development charges transfer of $3,302,921, and a one-time capital transfer of $269,010 for the Harrison Park hill (Grey County Road 5). County Council also required that transitional funding payments be subject to a minimum annual increase of 5%.
- Approved a two-year renewal of the property lease for the Rural Ontario Medical Program (ROMP) medical student residence in Owen Sound. The lease fee of $3,200 per month is paid by the ROMP. The City supports the residence by providing winter maintenance, garbage bag tags, internet access, and additional parking, if required. Over 90% of program participants have chosen to remain in the area to practice medicine.
- Approved an allocation of $2.8 million to be included in the 2028 budget as an allowance for Conservation Authority levies.

In response to a question from Council regarding the implications of the roads transfer from Grey County, the City Manager advised that staff are planning to bring forward a report to Council on July 27, 2026.

R-260713-007
Moved by Deputy Mayor Greig

"THAT in consideration of the Verbal Report provided July 13, 2026 from Deputy Mayor Greig respecting Grey County Council, City Council receives the Verbal Report for information purposes."

Carried.

Having declared a conflict of interest with Item 11.a, Mayor Boddy left the Council Chambers. Deputy Mayor Greig assumed the position of Chair.

11. CONSENT AGENDA

11.a Report CS-26-066 from the Director of Community Services Re: Request to Lease Two Additional Parking Spaces - Municipal Parking Area - 11th Street West

R-260713-008
Moved by Councillor Dodd

“THAT in consideration of the items listed on the July 13, 2026 Consent Agenda, City Council approves the recommendation contained in Item 11.a being Staff Report CS-26-066 respecting a request to lease two additional parking spaces in the municipal parking area on 11th Street West.”

Carried.

Mayor Boddy resumed the position of Chair.

11.b Report CR-26-066 from the Director of Corporate Services Re: Development Charges Reduction Program - Application Update

11.c Report CS-26-067 from the Director of Community Services Re: Request to Lease Lands to the West of 612 2nd Avenue East

11.d Report CR-26-042 from the Purchasing and Claims Coordinator Re: Contract Assignment of RFP-24-009 Parking Enforcement and Crossing Guard Services and RFP-24-003 Campground Security Services

11.e Report CR-26-072 from the Purchasing and Claims Coordinator Re: Approval of Non-Standard Procurement - Supply and Delivery of Two (2) Sidewalk Plows

11.f Minutes of Boards and Committees for Receipt Re: Bruce Grey Poverty Task Force meeting held on June 19, 2026

11.g Minutes of Boards and Committees for Receipt Re: Owen Sound Police Service Board meeting held on May 27, 2026

This item was pulled due to incorrect attachments being included with the minutes and will be brought forward at the next Council meeting on July 27, 2026.

11.h Minutes of Boards and Committees for Receipt Re: River District Board of Management meeting held on May 13, 2026

11.i Final approvals issued for the following Business Licences:

- Maggas Sleep Toronto-Owen Sound, a CPAP therapy provider located at 945 3rd Avenue East
- Expedia Cruises Owen Sound, a travel agency located at 843 2nd Avenue East
- Tokyo Smoke Cannabis & Vapes, a cannabis and vape retailer located at 797 9th Avenue East, Suite 1
- Platinum Taxi, a taxi company located at 945 3rd Avenue East, Unit 25
- Papa John's Pizza, a take-out restaurant located at 1023 2nd Avenue East
- Tree House Children's Clothing, a children's clothing store has relocated to 834 2nd Avenue East
- Owen Sound Flowers, a flower store has relocated to 1350 16th Street East
- Siddharth Vipulkumar Talati (Truzen Pharmacy Inc.) is the new owner of Shoppers Drug Mart located at 100 10th Street West
- Hawker and Peddler Licence issued to the Owen Sound Agricultural Society for the Owen Sound Fall Fair from September 10-13, 2026
- Annual Hawker and Peddler Licence issued to Marc LeBlanc to operate Trail Nutz Media, a mobile photography business

11.j Correspondence received which is presented for the information of Council

R-260713-009
Moved by Councillor Dodd

"THAT in consideration of the items listed on the July 13, 2026 Consent Agenda, City Council:

1. **Receives Items 11.b, 11.c, 11.d, 11.e, 11.f, 11.h, 11.i and 11.j; and**

2. **Approves the recommendations contained in Items 11.b to 11.e."**

Carried.

Councillor Hamley declared a conflict of interest at this time with discussions arising out of an item on the correspondence package due to his employment with the Government of Ontario and left the Council Chambers.

R-260713-010
Moved by Councillor Kukreja

"THAT in consideration of correspondence received on the July 13, 2026 Consent Agenda respecting sustainable provincial grant funding for fire services in Ontario, City Council:

1. **Supports the resolution from the Municipality of South Huron; and**
2. **Directs staff to send this resolution to the Premier of Ontario, the Minister of the Solicitor General, the Minister of Infrastructure, the Minister of Municipal Affairs and Housing, the Ontario Association of Fire Chiefs, the Ontario Professional Fire Fighters Association, the Ontario Volunteer Fire Fighters Association, the Association of Municipalities of Ontario (AMO), the Rural Ontario Municipal Association (ROMA), and the Municipality of South Huron."**

Carried.

Councillor Hamley returned to the Council Chambers.

Councillor Dodd left the Council Chambers.

Councillor Hamley declared a conflict of interest at this time with discussions arising out of an item on the correspondence package due to his employment with the Government of Ontario and left the Council Chambers.

R-260713-011
Moved by Councillor Kukreja

"THAT in consideration of correspondence received on the July 13, 2026 Consent Agenda respecting heads and beds payment-in-lieu of taxes program, City Council:

1. **Supports the resolution from the Town of Penetanguishene; and**
2. **Directs staff to send this resolution to the Town of Penetanguishene to express Council's interest in participating in a collective discussion with affected municipalities on this matter."**

Carried.

Councillor Hamley returned to the Council Chambers.

Councillor Dodd returned to the Council Chambers.

12. COMMITTEE MINUTES WITH RECOMMENDATIONS FOR APPROVAL

12.a Minutes of the Community Services Committee meeting held on June 24, 2026

R-260713-012
Moved by Councillor Koepke

"THAT the minutes of the Community Services Committee meeting held on June 24, 2026 be received and the recommendations contained therein be approved, save and except Resolution Nos. CS-260624-002 and CS-260624-009."

Carried.

R-260713-013
Moved by Councillor Merton

"THAT in consideration of Resolution No. CS-260624-002 from the June 24, 2026 Community Services Committee minutes respecting Staff Report CS-26-023, Agreement to Pilot a Community Impact Lab, City Council postpones Resolution No. CS-260624-002 to the Regular Council meeting on September 14, 2026."

Carried.

R-260713-014d
Moved by Deputy Mayor Greig

"THAT in consideration of Resolution No. CS-260624-009 from the June 24, 2026 Community Services Committee minutes respecting Staff Report CS-26-063, Harrison Park Marker Tree Update - Ecological Restoration and Cultural Recognition, City Council receives the report for information purposes."

Prior to a vote on the motion, Councillor Farmer requested a recorded vote:

	In Favour	Opposed
Councillor Dodd		X
Councillor Farmer		X
Councillor Hamley		X
Councillor Koepke		X
Councillor Kukreja		X
Councillor Merton		X
Councillor Middlebro'	X	
Deputy Mayor Greig	X	
Mayor Boddy		X

The resolution was defeated with two (2) votes in favour and seven (7) votes opposed.

R-260713-015
Moved by Councillor Koepke

"THAT in consideration of Resolution No. CS-260624-009 from the June 24, 2026 Community Services Committee minutes respecting Staff Report CS-26-063, Harrison Park Marker Tree Update - Ecological Restoration and Cultural Recognition, City Council approves an allocation of an additional $16,500 to this project from the Parkland Reserve Fund."

Carried.

13. MATTERS POSTPONED

There were no postponed matters.

14. MOTIONS FOR WHICH NOTICE WAS PREVIOUSLY GIVEN

There were no motions for which notice was previously given.

15. DISCUSSION OF ADDITIONAL BUSINESS

15.a Hottest Street Sale

Councillor Koepke congratulated staff on the successful organization of the Hottest Street Sale event held on Saturday, July 11, 2026, and recognized the promotion of the River District.

Councillor Farmer added that the event provided an opportunity for children to move freely and contribute to the activation of the River District.

15.b Canada Day

Mayor Boddy congratulated staff on the successful organization of the Canada Day celebrations held on June 30 and July 1, 2026 at Kelso Beach at Nawash Park.

16. MOTION THAT COMMITTEE OF THE WHOLE RISE AND REPORT

R-260713-016
Moved by Councillor Dodd

"THAT the Committee of the Whole rise and report."

Carried.

FORMAL SESSION

17. MOTION TO ADOPT PROCEEDINGS IN COMMITTEE OF THE WHOLE

R-260713-017
Moved by Councillor Dodd
Seconded by Councillor Farmer

"THAT the action taken in Committee of the Whole in considering public meetings, deputations and presentations, public forum, matters arising from correspondence, reports of City staff, consent agenda, committee minutes, matters postponed, motions for which notice was previously given and additional business be confirmed by this Council."

Carried.

18. NOTICES OF MOTION

There were no notices of motion.

19. MOTION TO MOVE INTO CLOSED SESSION

Prior to moving into Closed Session, Mayor Boddy advised that for those who are watching the meeting live on Rogers Cable TV or the Rogers TV website, the Rogers feed will not reconnect to the meeting upon Council returning to the open session to report out of the Closed Session and review the by-laws. If anyone would like to view the remainder of the open session, they can watch the livestream on the City's Council and Committees webpage at www.owensound.ca/meetings. The video recording of the meeting will also be posted on this webpage following the meeting.

R-260713-018
Moved by Councillor Dodd
Seconded by Councillor Farmer

"THAT City Council now move into 'Closed Session' to consider:

1. **Minutes of the Closed Session of the Regular Council meeting held on May 25, 2026;**
2. **Three matters regarding labour relations or employee negotiations respecting CUPE 1189-00 Inside Workers, CUPE 1189-01 Outside Workers, and the Owen Sound Professional Firefighters Association;**
3. **One matter regarding litigation or potential litigation affecting the municipality respecting a City project;**
4. **One matter regarding a position, plan, procedure, criteria, or instruction to be applied to negotiations, and a proposed disposition of land by the municipality respecting property on 23rd Street East;**

5. **One matter regarding litigation or potential litigation respecting insurance claims;**

6. **One matter regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose, and a position, plan, procedure, criteria, or instruction to be applied to negotiations respecting consultation requirements; and**

7. **One matter regarding personal matters about an identifiable individual, including municipal employees and labour relations or employee negotiations respecting staffing."**

Carried.

Council moved into the Closed Session at 7:31 p.m.

20. REPORTING OUT OF CLOSED SESSION

Mayor Boddy advised that Council returned to the open session at 8:59 p.m. All Council members were present along with the City Manager, City Clerk, and Deputy Clerk.

During the Closed Session, City Council:

- Reviewed minutes of the Closed Session of the Regular Council meeting held on May 25, 2026;
- Discussed three matters regarding labour relations or employee negotiations respecting CUPE 1189-00 Inside Workers, CUPE 1189-01 Outside Workers, and the Owen Sound Professional Firefighters Association, and direction was provided to staff;
- Discussed one matter regarding litigation or potential litigation affecting the municipality respecting a City project, and no direction was provided;
- Discussed one matter regarding a position, plan, procedure, criteria, or instruction to be applied to negotiations, and a proposed disposition of land by the municipality respecting property on 23rd Street East, and direction was provided to staff and the City Solicitor;
- Discussed one matter regarding litigation or potential litigation respecting insurance claims, and no direction was provided;
- Discussed one matter regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose, and a position, plan, procedure, criteria, or instruction to be applied to negotiations respecting consultation requirements, and no direction was provided; and
- Discussed one matter regarding personal matters about an identifiable individual, including municipal employees and labour relations or employee negotiations respecting staffing, and direction was provided to staff.

21. BY-LAWS

21.a By-law No. 2026-078

"A By-law to confirm the proceedings of the Regular Meeting of the Council of The Corporation of the City of Owen Sound held on the 13th day of July, 2026"

21.b By-law No. 2026-079

"A By-law to amend Encroachment By-law No. 2020-100 to include provisions for the refurbishment of approved encroachments"

21.c By-law No. 2026-080

"A By-law to amend Delegation of Powers and Duties By-law No. 2014-109 to provide staff with the authority to approve encroachments and to update purchasing delegations"

21.d By-law No. 2026-081

"A By-law to amend Fees and Charges By-law No. 2026-067 to establish fees for encroachment refurbishments"

21.e By-law No. 2026-082

"A By-law to authorize the Mayor and Clerk to execute an agreement with The Ice Box St. Thomas Ltd., respecting the operation of a food concession at the Julie McArthur Regional Recreation Centre in accordance with RFT-26-002"

21.f By-law No. 2026-083

"A By-law to authorize the Mayor and Clerk to execute Licence C0319076 with His Majesty the King in right of Canada as represented by the Minister of Transport respecting derby camping areas"

21.g By-law No. 2026-084

"A By-law to adopt Procurement Policy AF009 and repeal By-law No. 2020-002, respecting the procurement of goods and services"

21.h By-law No. 2026-085

"A By-law to authorize the Mayor and Clerk to execute all documents necessary to complete the transfer of land located at 2181, 2207 and 2229 8th Avenue East to the Owen Sound Municipal Non-Profit Housing Corporation"

21.i By-law No. 2026-086

"A By-law to authorize the Mayor and Clerk to execute an agreement with The Corporation of the County of Grey, respecting winter maintenance (2025-2030)"

21.j By-law No. 2026-087

"A By-law to amend Zoning By-law No. 2010-078, respecting lands located at 1201 15th Avenue East (ZBA No. 58)"

21.k By-law No. 2026-088

"A By-law to amend Zoning By-law No. 2010-078, respecting lands located at 1201 15th Avenue East following the coming into force of City By-law No. 2026-030 (ZBA No. 58)"

R-260713-019
Moved by Councillor Dodd
Seconded by Councillor Farmer

"THAT By-law Numbers 2026-078, 2026-079, 2026-080, 2026-081, 2026-082, 2026-083, 2026-084, 2026-085, 2026-086, 2026-087, and 2026-088 be passed and enacted."

Carried.

22. ADJOURNMENT

The business contained on the agenda having been completed, Mayor Boddy adjourned the meeting at 9:02 p.m.

_____

Mayor Ian C. Boddy

_____

Briana M. Bloomfield, City Clerk

Notice of Complete Application & Public Meeting

Zoning By-law Amendment No. 59
Part 1, Plan 16R-12308 and
1038 6th Avenue West

Take notice that the Council of The Corporation of the City of Owen Sound has received an application for a Zoning By-law Amendment, being an application to amend Comprehensive Zoning By-law 2010-078, as amended pursuant to Section 34 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended (the "Planning Act") for lands located at the southwest corner of the intersection of 6th Avenue West and 10th Street 'A' West. This application is deemed to be a complete submission under Section 34(10.4) of the Planning Act.

Take notice that the Council of The Corporation of the City of Owen Sound will hold a public meeting to consider Zoning By-law Amendment No. 59 on Monday, July 27, 2026 at 5:30 p.m., in the Council Chambers of the City of Owen Sound, in accordance with Section 34 of the Planning Act.

Purpose and Effect:

Lands municipally known as 1010 6th Avenue West were subject to Consent B01-2025, which had the effect of severing the property for the purposes of a new residential building lot, having approximately 12.2 metres of frontage along 6th Avenue West, 20.6 metres of lot depth, and 249.8 square metres of lot area. The lands created through Consent B01-2025 and subject to the requested Zoning By-law Amendment are legally described as Part 1, Plan 16R-12308.

Through a future consent application, the applicant is proposing to sever the southern interior side yard of the adjacent property to the north, municipally known as 1038 6th Avenue West, for the purposes of a new residential building lot. The parcel created through Consent B01-2025, and the parcel proposed to be created through a future consent application, are proposed to be developed for a semi-detached dwelling.

The lands are zoned 'Retail Commercial' (C2) by the City's Zoning By-law (2010-078, as amended). Semi-detached dwellings are not among the uses permitted in the C2 Zone.

The effect of the application is to apply a site-specific zoning provision to the lands to permit a semi-detached dwelling and provide site-specific site and building regulations with respect to lot area, lot coverage, and front and rear yard setbacks.

Property Description:

The subject lands are legally described as Part 1, Plan 16R-12308 and PLAN 34 N PT LOT 63, municipally known as 1038 6th Avenue West. The lands are located at the southwest corner of the intersection of 6th Avenue West and 10th Street 'A' West and are shown more particularly on the Key Map below.

Public Meeting:

Date: Monday, July 27, 2026

Time: 5:30 p.m.

Location: City Hall, Council Chambers
808 2nd Avenue East, Owen Sound

Public Comments/Record:

Any person may participate in the public meeting and/or make written or oral submissions either in support of or in opposition to the proposed Zoning By-law Amendment. All submissions will form part of the public record.

Oral and written comments will be considered at the public meeting. Written comments will be accepted until 4:30 p.m. on Monday, July 27, 2026, and may be submitted to Briana Bloomfield, City Clerk as follows:

Electronic Mail: notice@owensound.ca

Regular Mail: 808 2nd Avenue East, Owen Sound, ON N4K 2H4

Written comments received by July 21, 2026 will appear on the Council Meeting agenda which will be available for review on July 22, 2026, on the Council and Committees webpage at www.owensound.ca/meetings. Written comments received by the deadline will be included in the agenda when it is republished after the meeting.

If you wish to participate in the public meeting electronically, you must contact the City Clerk by Friday, July 24, 2026, at 4:30 p.m. at bbloomfield@owensound.ca or 519-376-4440 ext. 1247 to be registered to participate in the public meeting.

To ensure that your comments are clearly understood and received prior to Council making a decision, you are strongly encouraged to submit written comments prior to the public meeting even if you intend to attend the public meeting.

Personal information is collected under the authority of the Planning Act. The information collected will be used to complete the Zoning By-law Amendment process and will form part of the public record. Questions about this collection should be addressed to Briana Bloomfield, City Clerk.

Additional Information:

If you wish to be notified of the decision of The Corporation of the City of Owen Sound on the proposed Zoning By-law Amendment, you must make a written request to The Corporation of the City of Owen Sound at the address noted below.

If a person or public body would otherwise have an ability to appeal the decision of the Council of The Corporation of the City of Owen Sound to the Ontario Land Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to The Corporation of the City of Owen Sound before the by-law is passed, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting or make written submissions to The Corporation of the City of Owen Sound before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

For more information about this matter, including information about appeal rights, or to inspect additional materials related to the proposed Zoning By-law Amendment, please contact **Sabine Robart**, Planning Division by email at planning@owensound.ca or telephone at 519-376-4440 ext. 1236 Monday to Friday between the hours of 8:30 a.m. and 4:30 p.m. or by visiting http://www.owensound.ca/development.

A copy of the proposed Zoning By-law Amendment is available on the website together with additional plans, background studies and reports submitted with the application.

The public meeting and all Council proceedings can be viewed live on Rogers Cable TV or the Rogers TV Website or viewed during and after the meeting on the City's Council and Committees webpage.

If you are the owner of a building that contains 7 or more residential units, please post this notice in a location that is visible to all the residents.

Notice Date: July 2, 2026

Staci Landry
Deputy Clerk
The Corporation of the City of Owen Sound
808 2nd Avenue East
Owen Sound, ON N4K 2H4
Telephone: 519-376-4440 ext. 1235
Email: notice@owensound.ca

SCAN ME

Key Map


N
668
660
650
620
616
610
595
11th St W
1099
1075
1071
1061
1053
1045
570
518
1100
1088
1072
1062
669
667
663
621
617
1038
606
1010
6th Ave W
640
672
Part 1, Plan 16R-12308
594
588
580
560
550
10th St A W
593
569
565
555
545
507
10th St W
619
605
655
631
627
978
979
975
969
961
955
966
964
982
5th Ave A W
750
960

BY-LAW NO. 2026-___

THE CORPORATION OF THE CITY OF OWEN SOUND

BEING A BY-LAW TO AMEND BY-LAW 2O1O-O78, BEING "A COMPREHENSIVE ZONING BY-LAW TO IMPLEMENT THE CITY OF OWEN SOUND OFFICIAL PLAN AND TO REGULATE THE USE OF LANDS AND THE ERECTION, USE, BULK, HEIGHT, LOCATION AND SPACING OF BUILDINGS AND STRUCTURES WITHIN THE CITY OF OWEN SOUND, as AMENDED", RESPECTING THE CREATION OF SITE-SPECIFIC ZONING FOR LANDS KNOWN AS Plan 34, Part Lots 63 N & S, City of Owen Sound, County of Grey (1038 and 1010 6th Avenue W.).

WHEREAS the Planning Act R.S.O. 1990 c.P. 13, as amended, provides that the Council of a local municipality may pass By-laws for prohibiting the use of land and for prohibiting the erection, location or use of buildings and structures for, or except for, such purposes as may be set out in the By-law and for regulating the use of lands and the character, location and use of buildings and structures; and,

WHEREAS the Council of the Corporation of the City of Owen Sound is desirous of adopting a zoning by-law amendment pursuant to Section 34 of the Planning Act and,

WHEREAS such amendment to By-law 2010-078, as amended will maintain the terms and intent of the City of Owen Sound Official Plan; and,

WHEREAS the Council of the Corporation of the City of Owen Sound has carefully considered all public comments throughout the process; and,

WHEREAS it is now deemed desirable and in the public interest to adopt By-law 2026-____.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE CITY OF OWEN SOUND HEREBY ENACTS AS FOLLOWS:

1) **That** Schedule A, Zoning Map 3, forming part of By-law 2010-078, as amended, is hereby further amended by changing the zoning category on the subject lands from Retail Commercial (C2) Zone to the Retail Commercial (C2) Zone subject to Special Provision 14.__, shown more particularly on Schedule 'A' attached hereto and forming part of this By-law,

2) **That** By-law 2010-078, as amended, being the Comprehensive Zoning By-law for the City of Owen Sound, is further amended by adding the following to Section 14 - Special Provisions:

"**14**.____

- Notwithstanding the provisions of Section 7.1 Permitted Uses in Commercial & Mixed-Use Zones of By-law 2010-078, a dwelling, semi-detached shall also be a permitted use.

- The dwelling, semi-detached shall be subject to the Provisions as required by Section 6.6 General Residential (R5) excepting that:
  - The Minimum Lot Area shall be 230 m^2
  - The Maximum Lot Coverage shall be 47%
  - The Minimum Front Yard Setback shall be 6 m.
  - The Minimum Rear Yard Setback shall be 4 m.

- Notwithstanding the provisions of Section 7.1 Permitted Uses in Commercial & Mixed-Use Zones of By-law 2010-078 and Section 6.6 General Residential (R5), a single-detached dwelling located in this zone shall be permitted:
    - A Minimum Lot Area of 379 m^2,
    - Notwithstanding any other provision of this By-law to the contrary, the existing buildings and structures on the lands municipally known as 1038 6^{th} Ave. W. and legally described as North Part Lot 63, Plan 34, City of Owen Sound shall be deemed to comply with the provisions of this By-law as they existed on the date of the passing of this By-law.

3) **That** this by-law shall come into force and effect on the final passing thereof by the Council of the City of Owen Sound, subject to compliance with the provisions of the Planning Act, R.S.O. 1990, as amended.

Read a first and second time this ___day of _____, 2026.

_____Mayor

_____Clerk

Read a third time this ___day of _____, 2026.

_____Mayor

_____Clerk



COBIDE ENGINEERING INC

517 10th STREET, Hanover, Ontario N4N 1R4
Telephone: (519) 506-5959
www.cobideeng.com

SCHEDULE A
CITY OF OWEN SOUND
COUNTY OF GREY
ZONING BY-LAW AMENDMENT
1010 & 1038 6th AVENUE WEST
JUNE 02, 2026

LANDS TO BE ZONED C2 (RETAIL COMMERCIAL)

LANDS TO BE ZONED C2-X (RETAIL COMMERCIAL WITH EXCEPTIONS)

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Part 1, Plan 16R-12308 & 1038 6th Avenue West

Zoning By-law Amendment No. 59

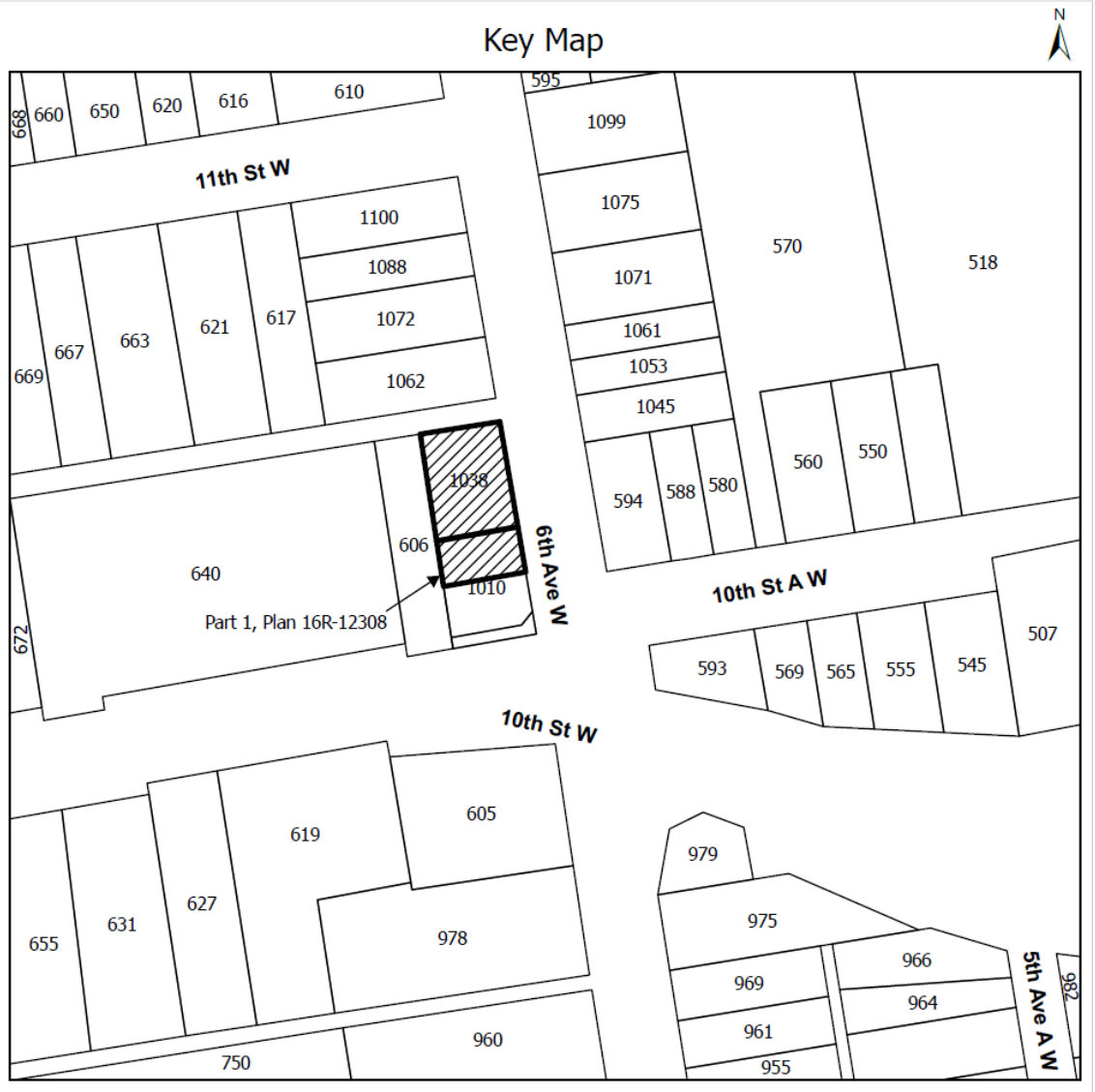
City Council

July 27, 2026

owen sound

where you *want* to live

Subject Lands

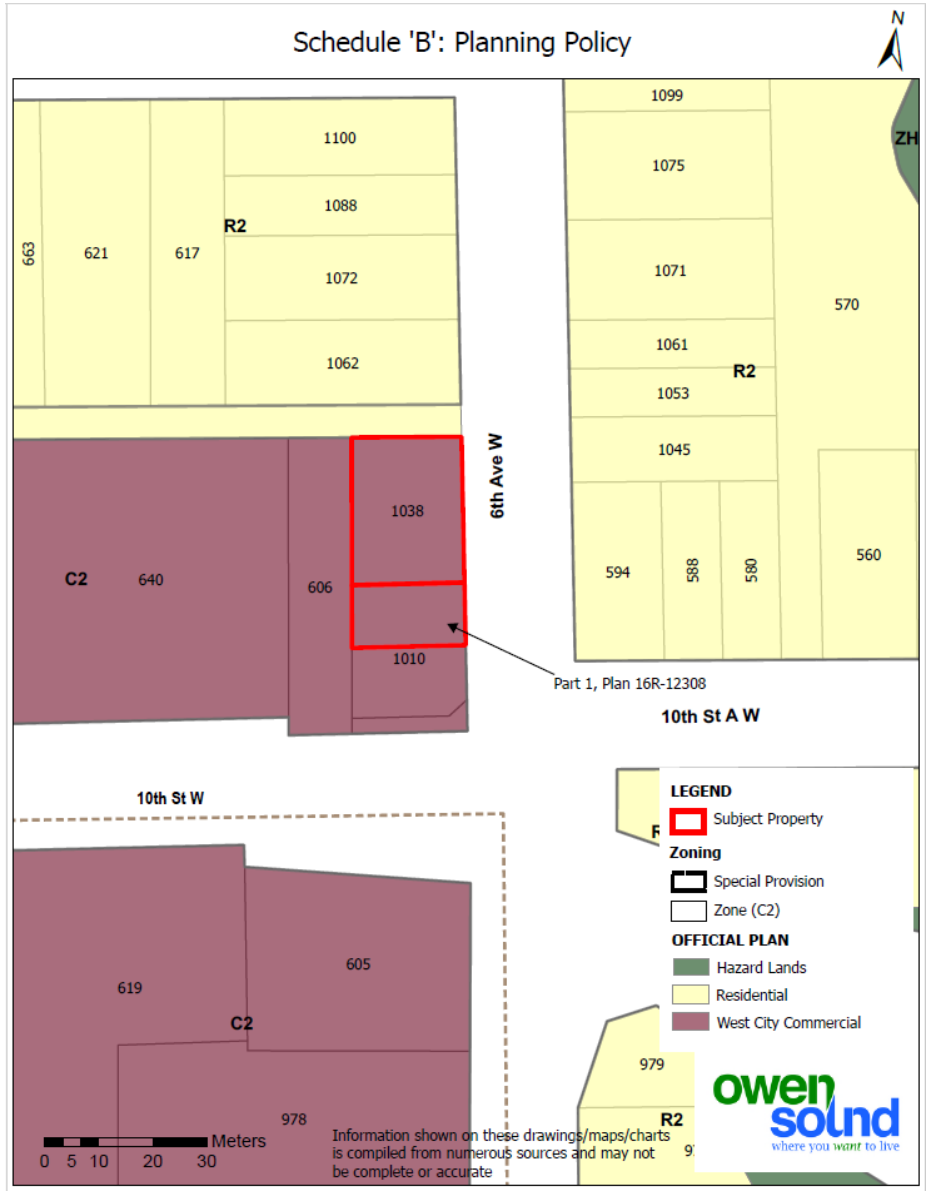


- 1038 6th Avenue West
- Part 1, Plan 16R-12308

Subject Lands



Policy Framework



City Policy Framework			
City of Owen Sound Official Plan	Official Plan (2021) *<in effect>*	Schedule A:	*West City Commercial*
	Official Plan Update (OPA 14) *<not yet in force>*	Schedule A:	*West City Commercial*
City of Owen Sound Zoning By-law	Zoning By-law 2010-078, as amended to ZBA 57 *<in effect>*	Schedule A, Map 3	*Retail Commercial (C2)*
	By-law 2026-030 Update *<not yet in force and effect>*	Schedule A, Map 3	*Retail Commercial (C2)*

Purpose & Effect

- The purpose of this application is to facilitate the development of lands legally described as Part 1, Plan 16R-12308 (created by Consent in 2025), and lands proposed to be severed from 1038 6th Avenue West, for a semi-detached dwelling.

- The lands are zoned ‘Retail Commercial’ (C2), which does not permit this use.

Purpose & Effect

The effect of the application is to apply a site-specific zoning provision to the lands to permit a semi-detached dwelling and provide site-specific site and building regulations with respect to lot area, lot coverage, and front and rear yard setbacks.

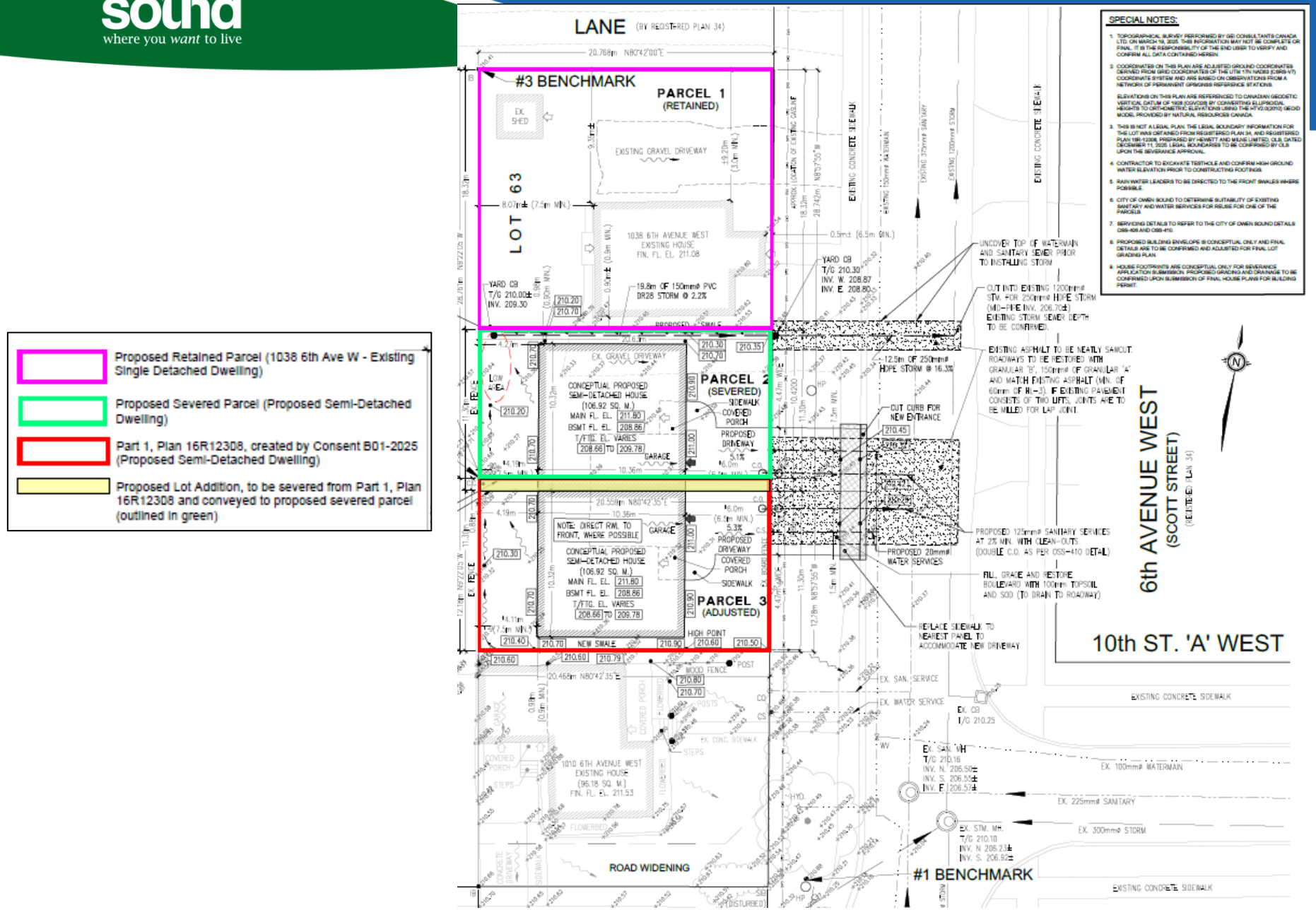
Proposed Zoning Provisions – Semi-Detached Dwelling

Zoning Provision	As required by General Residential (R5) – By-law 2010-078, up to and including ZBA No. 56 *<in force and effect>*	As required by Medium Density Residential (R2) – By-law 2010-078, up to and including ZBA No. 57 *<not yet in force and effect>*	Proposed
Minimum Lot Area	300 sq. m. / unit	300 sq. m. / unit	230 sq. m. / unit
Maximum Lot Coverage	40%	40%	47%
Minimum Front Yard Setback	6.5 m	6.5 m	6 m
Minimum Rear Yard Setback	7.5 m	7.5 m	4 m

Proposed Zoning Provisions – Single Detached Dwelling (Proposed Retained Lot)

Zoning Provision	As required by General Residential (R5) – By-law 2010-078, up to and including ZBA No. 56 *<in force and effect>*	As required by Medium Density Residential (R2) – By-law 2010-078, up to and including ZBA No. 57 *<not yet in force and effect>*	Proposed
Minimum Lot Area	400 sq. m.	400 sq. m.	379 sq. m.
Minimum Front Yard Setback	6.5 m	6.5 m	0.5 m (existing)

Site Plan


Proposed Retained Parcel (1038 6th Ave W - Existing Single Detached Dwelling)
Proposed Severed Parcel (Proposed Semi-Detached Dwelling)
Part 1, Plan 16R12308, created by Consent B01-2025 (Proposed Semi-Detached Dwelling)
Proposed Lot Addition, to be severed from Part 1, Plan 16R12308 and conveyed to proposed severed parcel (outlined in green)
LANE (BY REGISTERED PLAN 34)
#3 BENCHMARK
PARCEL 1 (RETAINED)
LOT 63
PARCEL 2 (SEVERED)
PARCEL 3 (ADJUSTED)
6th AVENUE WEST (SCOTT STREET)
10th ST. 'A' WEST
ROAD WIDENING
#1 BENCHMARK
SPECIAL NOTES:

Complete Application

The applicant has submitted a complete application, including:

- Cover Letter
- Planning Justification Report
- Draft Amending By-law

Due to the minor nature of the proposal, pre-consultation was not required.

The Process So Far

Date	Step	Days
June 10, 2026	Submission of initial application for ZBA and supporting studies.	0
June 12, 2026	Submission of application fees (complete application)	1
June 22, 2026	Letter regarding Notice of Complete Application to the applicant. Request for comments circulated to City staff and external agencies.	11
July 2, 2026	Notice of Complete Application & Public Meeting mailed to property owners within 120 m of subject lands and notice posted on property.	21
July 27, 2026	Public Meeting and Technical Report to Council	46

The Process From Here

Final review and consideration of public comments to inform:

Anticipated Date	Step	Days
September 14, 2026	Recommendation Report to Council & Amending By-law	95

Comments or Questions?

Agency and Public Comments

1) Ministry of Transportation – June 22, 2026

2) Canada Post – June 22, 2026

3) Grey County – June 24, 2026

4) Bell Canada – June 30, 2026

5) Fire Prevention Division – July 7, 2026

Jacklyn Iezzi

From: Nembhard, O'Neil (MTO) <O'neil.Nembhard@ontario.ca>
Sent: June 22, 2026 2:54 PM
To: Jacklyn Iezzi; Planning Act Prescribed Persons/Bodies
Subject: RE: Request for Comment - Zoning By-law Amendment (ZBA No. 59) - Part 1, Plan 16R12308 and 1038 6th Avenue West
Attachments: My Ontario Municipality Awareness Email_Sent 2026.03.11.pdf

External sender <o'neil.nembhard@ontario.ca>
Make sure you trust this sender before taking any actions.

Good day,
MTO has no requirements for the proposed ZBA, the subject property is located beyond MTO's Permit Control Area.

Please note that MTO no longer accepts Planning/Land Development review requests via email and now requires all new planning and development applications, inquires, or Pre-Consultations, be submitted through this system: https://www.hcms.mto.gov.on.ca

Please do not hesitate to contact me if you have any questions.

Thank you,
O'Neil Nembhard
Corridor Management Planner | Operation West | Operations Division
Ministry of Transportation Ontario | Ontario Public Service
548-388-2571 | o'neil.nembhard @ontario.ca

Ontario

Taking pride in strengthening Ontario, its places and its people

Please note the Ministry no longer accepts Land Development review requests though its email system. All Land Development Review requests to the Ministry must be submitted to the Ministry of Transportation through the Highway Corridor Management Online portal at: https://www.hcms.mto.gov.on.ca/landdev/en/land-development

The Land Development Review module is designed to better serve stakeholders through streamlining all land development planning approvals by the Ministry.

From: Jacklyn Iezzi <jiezzi@owensound.ca>
Sent: Monday, June 22, 2026 1:36 PM
To: Planning Act Prescribed Persons/Bodies <planningnotices@owensound.ca>
Subject: RE: Request for Comment - Zoning By-law Amendment (ZBA No. 59) - Part 1, Plan 16R12308 and 1038 6th Avenue West

CAUTION -- EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the sender.

Good Afternoon,

Please note that the Property Details (Schedule 'C') attached to the below noted request were circulated in error. The correct Property Details have been included in the attached version, and can also be obtained via the link below:

https://www.dropbox.com/scl/fo/kz79rz68zsvgr4pgkegcq/AKtd8wnvzQLMTnbGMHxqvks?rlkey=hvjlbmg62fhefsj6zv0wr5ewi&st=t4v9hmx3&dl=0

If there are any further questions, please do not hesitate to contact me.

Sincerely,

Jacklyn Iezzi, BES.
Senior Planner

City of Owen Sound
808 2nd Ave. E., Owen Sound, ON N4K 2H4
519-376-4440 ext. 1261
jiezzi@owensound.ca
www.owensound.ca

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From: Jacklyn Iezzi
Sent: June 22, 2026 11:58 AM
To: Planning Act Prescribed Persons/Bodies <planningnotices@owensound.ca>
Subject: Request for Comment - Zoning By-law Amendment (ZBA No. 59) - Part 1, Plan 16R12308 and 1038 6th Avenue West

Good Afternoon,

Attached please find a request for comment on a Zoning By-law Amendment application (ZBA No. 59) submitted by Barry's Construction and Insulation Ltd.

The purpose of the application is to permit development of the lands created through Consent B01-2025, legally described as Part 1, Plan 16R12308 and lands proposed to be severed from 1038 6th Avenue East, for a semi-detached dwelling. The effect of the application is to apply a site-specific zoning provision to the lands, to permit a semi-detached dwelling and provide site-specific site and building regulations with respect to lot area, lot coverage, and front and rear yard setbacks.

Please provide comments on or before **Monday, July 6, 2026,** to planning@owensound.ca.

For ease of access, the support plans/studies submitted with the application can be accessed via the link below:

https://www.dropbox.com/scl/fo/kz79rz68zsvgr4pgkegcq/AKtd8wnvzQLMTnbGMHxqvks?rlkey=hvjlbmg62fhefsj6zv0wr5ewi&st=t4v9hmx3&dl=0

If you have any questions or difficulties accessing the link provided, please do not hesitate to contact me.

Sincerely,

Jacklyn Iezzi, BES.
Senior Planner

City of Owen Sound
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519-376-4440 ext. 1261
jiezzi@owensound.ca
www.owensound.ca

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The City of Owen Sound respectfully acknowledges the Territory of the Anishinabek Nation, the traditional keepers of this land.

Connect with us:

our city Owen Sound

Get involved with your community
by joining our online platform to share your feedback, ideas, and questions on City projects, initiatives, and services.

Join the Conversation Today at **ourcity.owensound.ca**

My working day may not be your working day. Please donâ€™t feel obligated to reply to this email outside of your working hours.

Please consider the environment before printing.

Jacklyn Iezzi

From: STEVENS, Darren <Darren.Stevens@canadapost.postescanada.ca>
Sent: June 22, 2026 2:04 PM
To: OS Planning
Subject: Re: Request for Comment - Zoning By-law Amendment (ZBA No. 59) - Part 1, Plan 16R12308 and 1038 6th Avenue West

External sender <darren.stevens@canadapost.postescanada.ca>
Make sure you trust this sender before taking any actions.

Good afternoon,

Canada Post does not have any comments for this application.

Kind regards,

DARREN STEVENS | DELIVERY PLANNING | CANADA POST | 955 HIGHBURY AVE N, LONDON ON N5Y 1A3 | 519-281-3428

From: Jacklyn Iezzi <jiezzi@owensound.ca>
Sent: Monday, June 22, 2026 13:36
To: Planning Act Prescribed Persons/Bodies <planningnotices@owensound.ca>
Subject: RE: Request for Comment - Zoning By-law Amendment (ZBA No. 59) - Part 1, Plan 16R12308 and 1038 6th Avenue West

This Message Is From an External Sender | Ce message provient d'un expéditeur externe
This message came from outside your organization. Please be CAUTIOUS, particularly with links and attachments. | Ce message provient de l'extérieur de votre organisation. Veuillez faire preuve de PRUDENCE, particulièrement lorsqu'il s'agit de liens et de pièces jointes.

Report Suspicious

Good Afternoon,

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https://www.dropbox.com/scl/fo/kz79rz68zsvgr4pgkegcq/AKtd8wnvzQLMTnbGMHxqvks?rlkey=hvjlbmg62fhefsj6zv0wr5ewi&st=t4v9hmx3&dl=0

If there are any further questions, please do not hesitate to contact me.

Sincerely,

Jacklyn Iezzi, BES.
Senior Planner

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If you have any questions or difficulties accessing the link provided, please do not hesitate to contact me.

Sincerely,

Jacklyn Iezzi, BES.
Senior Planner

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by joining our online platform to share your feedback, ideas, and questions on City projects, initiatives, and services.
Join the Conversation Today at **ourcity.owensound.ca**

My working day may not be your working day. Please donâ€™t feel obligated to reply to this email outside of your working hours.

Please consider the environment before printing.

Jacklyn Iezzi

From: planning@grey.ca
Sent: June 24, 2026 1:34 PM
To: Briana Bloomfield; OS Planning; Staci Landry; Tim Simmonds; Pam Coulter; Engineering
Subject: County comments for ZBA 59 Barry's Construction

External sender <planning@grey.ca>
Make sure you trust this sender before taking any actions.

County comments for ZBA 59 Barry's Construction

Hello Owen Sound,

Please note that Grey County is taking steps to streamline development review by limiting planning policy comments on some development applications. Unless otherwise requested by municipal staff, County planning comments will be limited for the following applications:

- All minor variance and site plan applications; and
- zoning by-law amendments and consents within settlement areas.

County planning staff may continue to provide comments where the above applications are connected to a County application.

Grey County Ecology staff will continue to review all applications with regards to natural heritage matters. Other County departments will continue to be circulated through our 'one-window' approach and will provide comments as needed.

Given the above, a formal planning policy review of the subject application has not been undertaken. Please be advised that all planning decisions shall conform with the County's Official Plan. County planning staff can assist with specific questions in this respect.

Grey County Planning Ecology staff have reviewed the application and have no concerns.

County staff have no further comments at this time. Please let us know if you have any questions.

Best regards,

Derek McMurdie

Jacklyn Iezzi

From: Cholewa, Matthew <matthew.cholewa@bell.ca>
Sent: June 30, 2026 2:57 PM
To: Jacklyn Iezzi
Subject: RE: Request for Comment - Zoning By-law Amendment (ZBA No. 59) - Part 1, Plan 16R12308 and 1038 6th Avenue West

External sender <matthew.cholewa@bell.ca>
Make sure you trust this sender before taking any actions.

Hello,

No concerns from Bell.

Thanks,

Matthew Cholewa
Access Network Implementation Manager
M : 226 750-5210

From: Jacklyn Iezzi <jiezzi@owensound.ca>
Sent: June-22-26 11:58 AM
To: Planning Act Prescribed Persons/Bodies <planningnotices@owensound.ca>
Subject: [EXT]Request for Comment - Zoning By-law Amendment (ZBA No. 59) - Part 1, Plan 16R12308 and 1038 6th Avenue West

Good Afternoon,

Attached please find a request for comment on a Zoning By-law Amendment application (ZBA No. 59) submitted by Barry's Construction and Insulation Ltd.

The purpose of the application is to permit development of the lands created through Consent B01-2025, legally described as Part 1, Plan 16R12308 and lands proposed to be severed from 1038 6th Avenue East, for a semi-detached dwelling. The effect of the application is to apply a site-specific zoning provision to the lands, to permit a semi-detached dwelling and provide site-specific site and building regulations with respect to lot area, lot coverage, and front and rear yard setbacks.

Please provide comments on or before **Monday, July 6, 2026,** to planning@owensound.ca.

For ease of access, the support plans/studies submitted with the application can be accessed via the link below:

https://www.dropbox.com/scl/fo/kz79rz68zsvgr4pgkegcq/AKtd8wnvzQLMTnbGMHxqvks?rlkey=hvjlbmg62fhefsj6zv0wr5ewi&st=t4v9hmx3&dl=0

If you have any questions or difficulties accessing the link provided, please do not hesitate to contact me.

Sincerely,

Jacklyn Iezzi, BES.
Senior Planner

City of Owen Sound
808 2nd Ave. E., Owen Sound, ON N4K 2H4
519-376-4440 ext. 1261
jiezzi@owensound.ca
www.owensound.ca

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My working day may not be your working day. Please donâ€™t feel obligated to reply to this email outside of your working hours.

Please consider the environment before printing.

External Email: *Please use caution when opening links and attachments /* ***Courriel externe:*** *Soyez prudent avec les liens et documents joints*

Staff Report

Fire Prevention

DATE: July 7, 2026

TO: Jacklyn Iezzi, Senior Planner

FROM: Matt Given, Fire Prevention Officer

SUBJECT: Zoning By-law Amendment – Part 1, Plan 16R12308 and 1038 6th Avenue West

PLANNING FILE: ZBA 59

MUNICIPAL ADDRESS: 1010 6th Avenue West

APPLICANT: Barry's Construction

BACKGROUND:

A complete application for Zoning By-law Amendment (ZBA 59) has been submitted by Barry's Construction and Insulation Ltd. for lands at the southwest corner of the intersection of 6th Avenue West and 10th Street 'A' West.

Lands municipally known as 1010 6th Avenue West were subject to Consent application B01-2025, which had the effect of severing the property for the purposes of a new residential building lot, having approximately 12.2 metres of frontage along 6th Avenue West, 20.6 metres of lot depth, and 249.8 square metres of lot area. The lands created through Consent B01-2025 and subject to the requested Zoning By-law Amendment are legally described as Part 1, Plan 16R12308.

Through a future Consent application, the applicant is proposing to sever the southern interior side yard of the adjacent property to the north, municipally known as 1038 6th Avenue West, for the purposes of a new residential building lot. The parcel created through Consent B01-2025, and the parcel proposed to be created through a future consent application, are proposed to be developed for a semi-detached dwelling.

The lands are zoned 'Retail Commercial' (C2) by the City's Zoning By-law (2010 078, as amended). Semi-detached dwellings are not among the uses permitted in the C2 Zone.

The effect of the requested Zoning By-law Amendment is to apply a site-specific zoning provision to the lands, to permit a semi-detached dwelling and provide site-specific site and building regulations with respect to lot area, lot coverage, and front and rear yard setbacks.

ASSUMPTIONS:

The recommendations below are based on the following assumptions:

- The comments are from the site drawings included in the email dated June 22nd, 2026.

DETAILED REVIEW:

Documents reviewed in conjunction with this application are:

- Ontario Fire Code (OFC)
- Ontario Building Code (OBC)
- City of Owen Sound Fire Route By-Law 2009-086

REQUIREMENTS:

The Following will be required in order to achieve compliance with the Ontario Building Code and other referenced documents:

- None

RECOMMENDATIONS:

The following should be considered by the proponent as they finalize their plans to enhance the fire prevention on site:

- None

SUBMITTED BY: Matt Given, Fire Prevention Officer 

Safe N Sound Residence

Annette Pedlar - Executive Director,
execdirector@safensoundgreybruce.ca

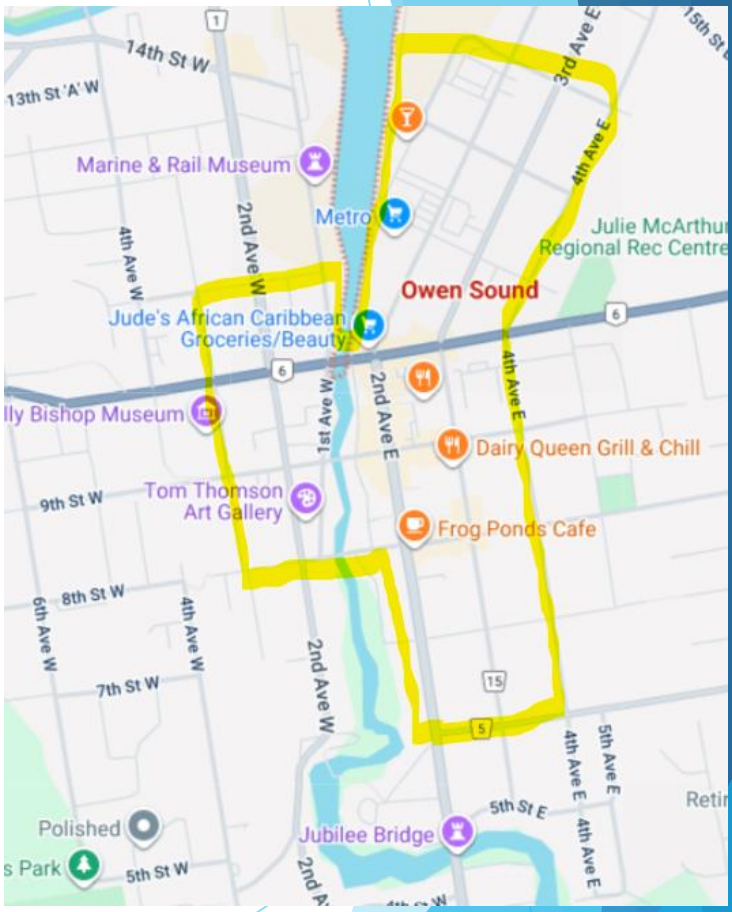
July 27th, 2026

What we'll discuss today

- Neighbourhood Response Team
- Questions

Neighbourhood Response Team





SAFE 'N SOUND
GREY BRUCE

2,226 NRT SUPPORTS PROVIDED AMONGST RIVER DISTRICT

MULTIPLE SERVICES WITHIN OUR 1,639 INTERACTIONS



PHONE ACCESS
49



AGENCY LIAISON
111



FOOD SUPPORTS
70



SHARPS REMOVAL
23



AGENCY LIAISON
111



CLIENT SEARCHES
13



NAVIGATE SNOW
9



HOUSING SUPPORT
13



GENERAL NEEDS
25



DE-ESCALATION
115



WELLNESS/HEALTH
840



HARM REDUCTION
651



WINTER BLANKETS
49



WINTER GEAR
191



COURT SUPPORT
11



POST-OD
3



HARM SUPPLIES
45



DEBRIS REMOVAL
60

SAFE 'N SOUND
GREY BRUCE

Community Feedback

“A long-term project like this is not just beneficial - it is absolutely essential for the safety and stability of both our businesses and our community.

Since the loss of the Neighbourhood Response Team, we’ve been left without trained support for critical situations: drug paraphernalia cleanup, people in distress, unpredictable safety concerns, and crises that no business owner or resident should be expected to manage alone.

These gaps directly threaten the wellbeing of our neighbourhood, disrupt business operations, and create unsafe conditions for staff, customers, and vulnerable individuals who deserve proper care.

Businesses cannot function without a safe, supported community - and the community cannot thrive without strong, stable local businesses. Without our community and their support, we have nothing. A sustained, well-funded initiative would finally restore the essential services we’ve lost, reduce risks, protect our economic stability, and ensure that people in crisis receive trained, compassionate help instead of being left on their own.

This is the kind of long-term investment that strengthens public safety, rebuilds trust, and creates a cleaner, healthier, more resilient environment for everyone who lives, works, and contributes here.”

Business Respondent April 16 2026

Program Cost

$152,000 flow through dollars allocated to administer the program November 2025 – March 2026.

Annual program cost:

Frontline- $225,000

Supervision- $35,000 (half a Manager at SNS)

Additional Expenses- $25,000 (bike maintenance, warmth supplies for staff & participants)

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Next Steps

Trillium Grant

Tourism dollars as potential funding

SAFE 'N SOUND
GREY BRUCE

Questions?

SAFE 'N SOUND
GREY BRUCE



NEIGHBOURHOOD RESPONSE TEAM PILOT PROGRAM REPORT

NOVEMBER 2025-MARCH 2026

SAFE 'N SOUND GREY BRUCE

PREPARED BY:
ANNETTE PEDLAR - EXECUTIVE DIRECTOR
RACHEL PATERSON - BOARD CHAIR

NEIGHBOURHOOD RESPONSE TEAM

(NRT) PILOT PROGRAM

COMMUNITY NEED

Our NRT Project was inspired by a similar program in Peterborough, ON. Recognizing that traditional emergency systems are often overextended, our outreach team provides a specialized, non-emergency response that addresses street-level challenges through a lens of harm reduction and de-escalation. By proactively engaging with vulnerable residents and acting as a dedicated resource for citizens and business owners, the program fosters a safer, more cohesive downtown environment—ensuring that community safety is achieved through compassionate interventions as neighbours focused upon connection and respect.

OPPORTUNITY PRESENTED

After



STRATEGIES

SAFETY

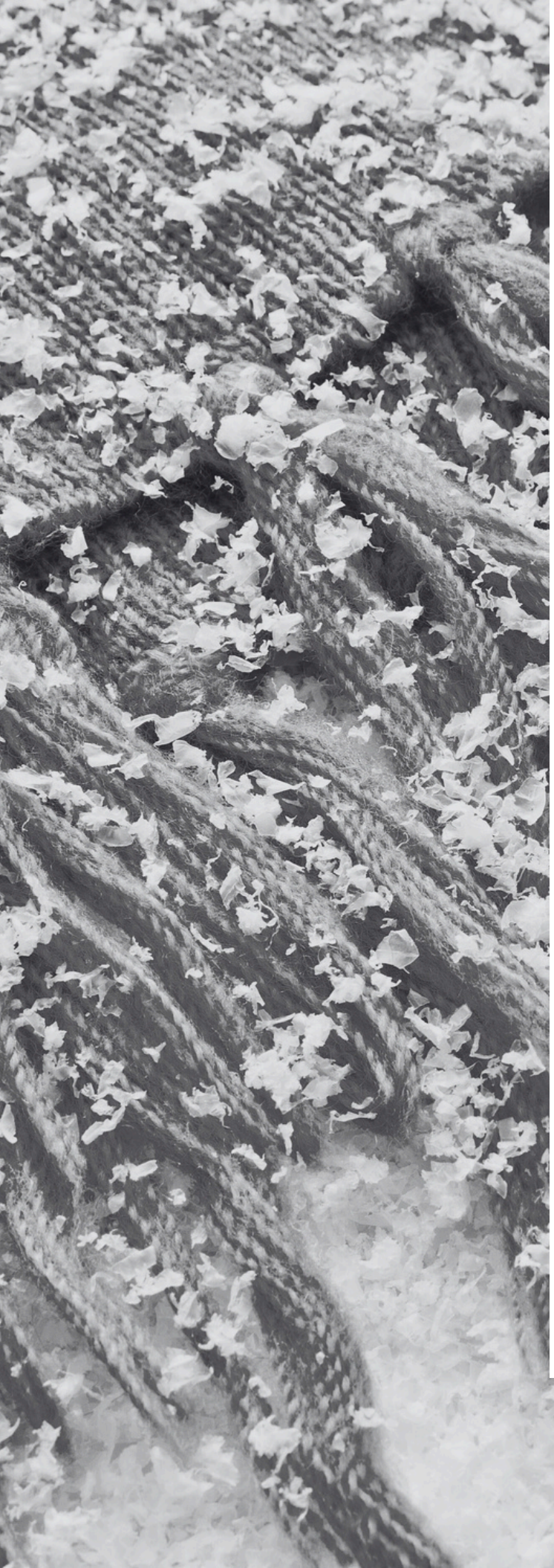
- Winter Gear
- NRT Cell Phone
- MOU with Police & MHRT
- On-Call Manager Rotation
- Consulting with SOS Team
- Program Adaptability
- Harm Reduction Supplies
- Plans for Extreme Weather
- UMAB Training to De-escalate
- E-Bikes for Transit

OPERATIONS

- Hiring 4 NRT Outreach Staff
- Two Staff Lines w/Rotating Shifts
- Shift Start and End Plans/Debrief
- Access to On-Site Laundry & Dryer for Winter Gear
- Training Staff (2 weeks)
- On-Call Managerial Support
- Phone & App for Referrals & Tracking
- Continual Program Adjustments

COMMUNITY INPUT

Active community engagement and input is central to our work, as we often fill the gaps in services. We felt particularly for this project, that engagement was essential in its success. This included engaging staff and partnering agencies' frontline responders in collaborative discussions to ensure a comprehensive understanding of community needs, and anticipate solutions for potential barriers. Businesses also connected nearly daily for support with patrons and community engagement.



AT A GLANCE:

NEIGHBOURHOOD RESONSE TEAM PILOT PROGRAM OVERVIEW

The NRT Program is a harm reduction-led outreach initiative dedicated to supporting citizens in our downtown core. By delivering proactive, trauma-informed care on the street, the team provides a critical non-emergency alternative for downtown businesses while streamlining referrals to essential health and housing agencies. The pilot focuses on fostering a safer, more inclusive downtown environment by addressing the complex needs of marginalized residents through dignity-first engagement and coordinated system navigation

Our NRT Program emphasized harm reduction, connecting the community to services and resources aimed at minimizing risks associated with exposure and substance misuse.



NOVEMBER 1 - MARCH 31

150

DAYS TO CREATE COMMUNITY CHANGE

1,639

PARTICIPANT & COMMUNITY INTERACTIONS

WHO YOU GONNA CALL?



100

DIRECT CALLS TO NRT TEAM PHONELINE

77

THIRD-PARTY REFERRALS FROM 211 OR OSPSS

COMMUNITY IMPACT REPORT

1639 NRT INTERACTIONS AMONGST RIVER DISTRICT

AGENCIES - 721 SUPPORTS

O'SHARE - 337
SAFE N SOUND - 328
OTHERS - M'WIKWEDONG, CMHA, YMCA, GREY COUNTY LEGAL CLINIC, SOS TEAM - 56

Agency Liaision, Phone Calls to Workers, Referrals, Supporting Access to Food Supports, De-Escalation and Wellness Checks

BUSINESSES - 495 SUPPORTS

BANKS - 96
RIVERDISTRICT BUSINESSES - 367 (NO PHARMACIES/BANKS)

Community Education, Naloxone Kits, Support De-escalating Customers, Wellness Checks

HEALTH CENTRES - 59

PHARMACIES - 20
OATC - 12
HOSPITAL, FAMILY HEALTH TEAM, PUBLIC HEALTH - 27

Support Accessing Medications, Walking to Appointments, Etc.

HOUSING - 38

MOTELS, ROOMING HOUSES, APARTMENTS, SHELTERS - 17

Finding Emergency Housing, Mental Health Supports, Check-Ins

STREET OUTREACH - 326

ALLEYS, BOARDWALKS, DOWNTOWN, PARKS - 326

SUPPORTS PROVIDED

2,226 NRT SUPPORTS PROVIDED AMONGST RIVER DISTRICT

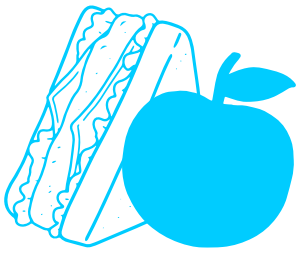
MULTIPLE SERVICES WITHIN OUR 1,639 INTERACTIONS



PHONE ACCESS
49



AGENCY LIAISON
111



FOOD SUPPORTS
70



NAVIGATE SNOW
9



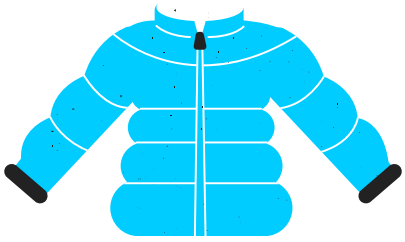
HOUSING SUPPORT
13



GENERAL NEEDS
25



WINTER BLANKETS
49



WINTER GEAR
191



COURT SUPPORT
11

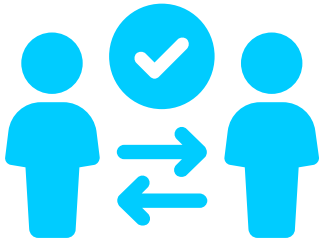
SUPPORTS PROVIDED

2,226 NRT SUPPORTS PROVIDED AMONGST RIVER DISTRICT

MULTIPLE SERVICES WITHIN OUR 1,639 INTERACTIONS



SHARPS REMOVAL
23



AGENCY LIAISON
111



CLIENT SEARCHES
13



DE-ESCALATION
115



WELLNESS/HEALTH
840



HARM REDUCTION
651



POST-OD
3



HARM SUPPLIES
45



DEBRIS REMOVAL
60

CULTIVATING TRUST: 141 CONNECTIONS

NEIGHBOURHOOD RESPONSE TEAM'S MOST RECURRING PARTICIPANT

OUTREACH: 18 NOV - 65 DEC - 17 JAN - 22 FEB - 19 MAR

OVERNIGHT: 8 NOV - 9 DEC - 3 JAN - 13 FEB - 14 MAR

Our outreach team engaged 141 times with an individual facing complex mental health challenges. These interactions were more than just wellness checks; they were foundational to building a life-saving relationship.

During the warmer winter months, our NRT contact frequency was highest. This intentional "high-touch" strategy honuored the individual's need for autonomy, providing support while respecting their preference for open spaces, away from crowded areas' stress. As temperatures fell and trust grew, these "friendly check-ins" and community-led wellness alerts eased a smooth transition to accessing our 24 Hour Warming Centre.

The data reveals a clear narrative: as weather conditions worsened, the street-side interactions lessened because the individual felt secure enough to move indoors. This initiative demonstrates that winter survival begins in summer; by respecting someone's need for space during struggles, we construct the bridge they eventually use to seek shelter.

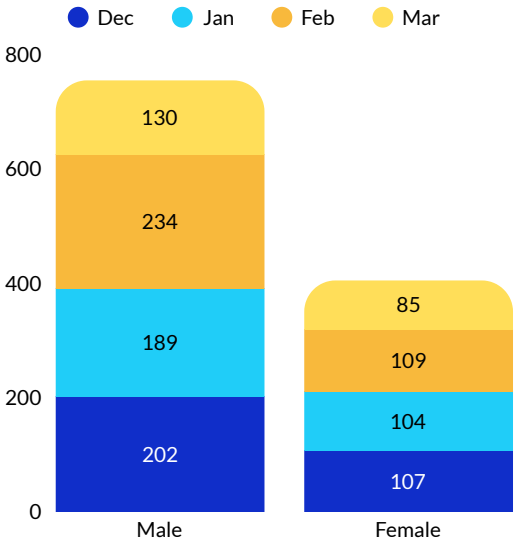
SAFE 'N SOUND GREY BRUCE

THE PATH INDOORS
IS A LONGER JOURNERY
THAN JUST OPENING A DOOR

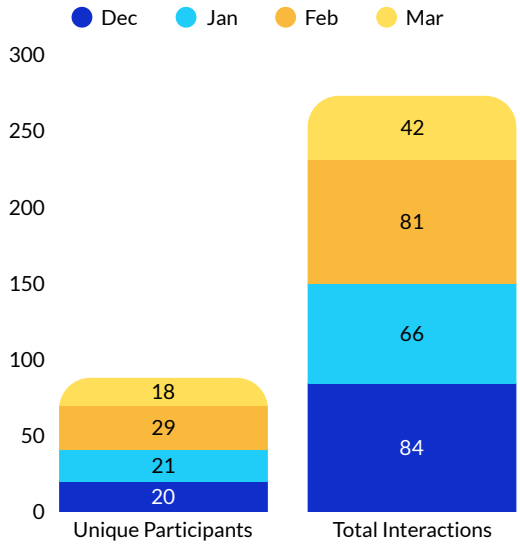
NRT TEAM
MONTHLY COMPARISONS

PARTICIPANT DEMOGRAPHICS

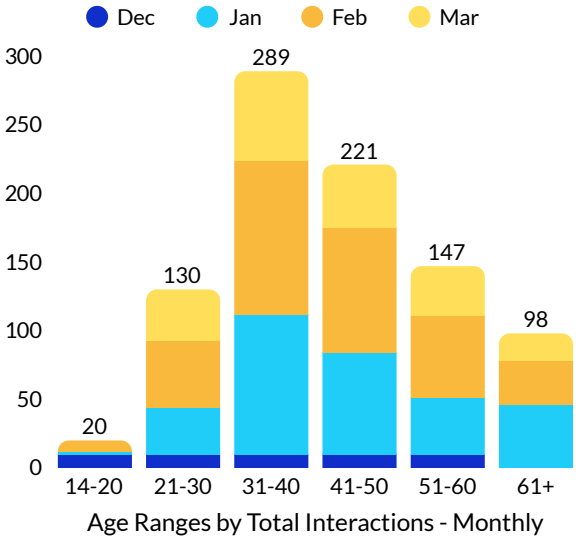
GENDER IDENTITY



INDIGENOUS

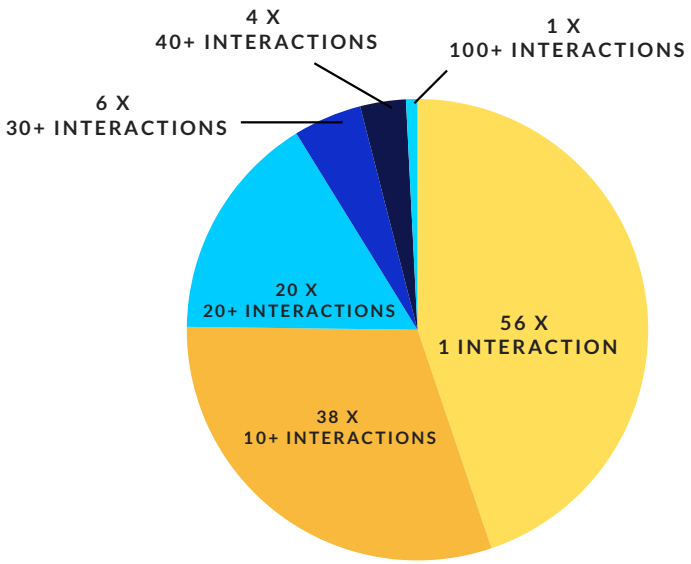


AGE RANGES



RECURRING INTERACTIONS

OF PARTICIPANTS X NUMBER OF INTERACTIONS



PLEASE NOTE: WITH THE QUICK CREATION OF THIS PILOT PROGRAM, OUR INITIAL MONTH OF NOVEMBER DID NOT HAVE THE OPPORTUNITY TO HAVE A DEVELOPED TRACKING APP FULLY FUNCTIONING AND IS NOT INCLUDED IN OUR MONTHLY DATA ACCORDINGLY.

SAFE N SOUND RESIDENTIAL
Safensoundgreybruce.ca

Month
DEC 2025

Neighbourhood Response Team

Encounters & Requests

394

Direct & Third Party Referrals

39

Unique Participants

74

Average Participant Age
31-40

Most Frequent Participant Interactions
65

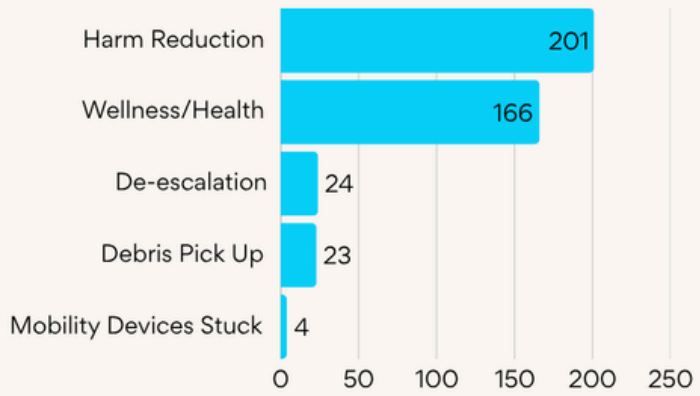
Indigenous Participants

20

Interactions with Indigenous Participants
84

Participants with Dual Diagnosis/ Physical Issues
100%

Primary Supports Provided



Provisions Provided



Gender Identity

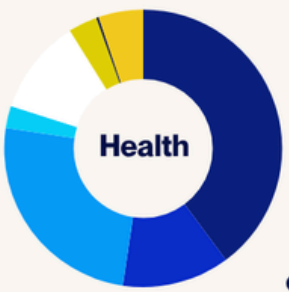


Male
53%

Female
47%

Trans/Non-Binary
0%

Health



- Dual Diagnosis
- Concurrent Disorders
- Trimorbidity
- Mental Health
- Physical Health
- Mobility Device
- Dementia
- Unknown

SAFE N SOUND RESIDENTIAL
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Month
JAN 2026

Neighbourhood Response Team

Encounters & Requests

333

Direct & Third Party Referrals

24

Unique Participants

90

Average Participant Age: **31-40**

Participants with 10-30 Monthly Interactions: **6**

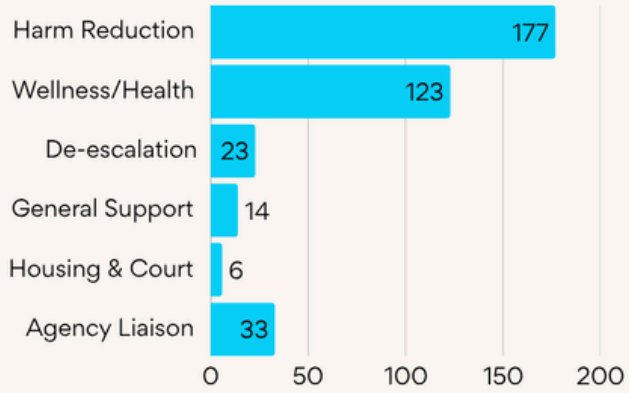
Indigenous Participants

21

Interactions with Indigenous Participants: **66**

Indigenous Participants Navigating Co-Occurring Challenges: **100%**

Primary Supports Provided



Provisions Provided



Locations Supported

City -
City Hall, Library, Post Office
Apts-
Any Dwtn Housing
Agencies -
Any Dwtn Agencies
Health-
Health Facility Health Business ex. Pharmacy, OATC, Wellness Centre



Complex Health Barriers



- Dual Diagnosis
- Concurrent Disorders
- Trimorbidity
- Mental Health
- Physical Health
- Mobility Device
- Dementia
- Unknown

SAFE N SOUND RESIDENTIAL
Safensoundgreybruce.ca

Month
FEB 2026

Neighbourhood Response Team

Encounters & Requests

376

Direct & Third Party Referrals

39

Unique Participants

102

Average Participant Age
31-40

Most Frequent Participant Interactions
22

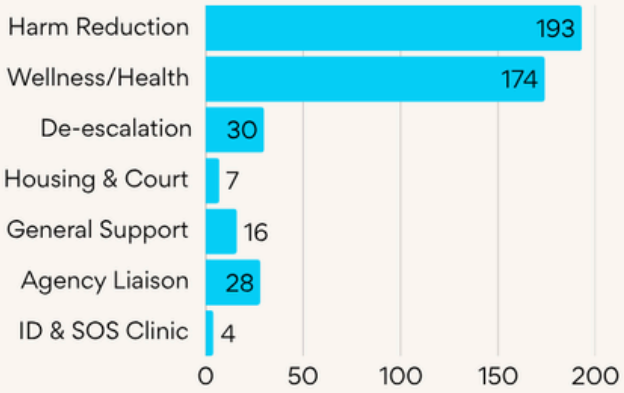
Indigenous Participants

23

Interactions with Indigenous Participants
86

Participants with Dual Diagnosis/ Physical Issues
100%

Primary Supports Provided



Provisions Provided



Locations Supported

City -
City Hall, Library, Post Office
Apts-
Any Dwtn Housing
Agencies -
Any Dwtn Agencies
Health-
Health Facility Health Business ex. Pharmacy, OATC, Wellness Centre



Complex Health Barriers



- Dual Diagnosis
- Concurrent Disorders
- Trimorbidity
- Mental Health
- Physical Health
- Mobility Device
- Dementia
- Unknown

SAFE N SOUND RESIDENTIAL
Safensoundgreybruce.ca

Month
MAR 2026

Neighbourhood Response Team

Encounters & Requests

249

Direct & Third Party Referrals

38

Unique Participants

76

Average Participant Age
31-40

Most Frequent Participant Interactions
19

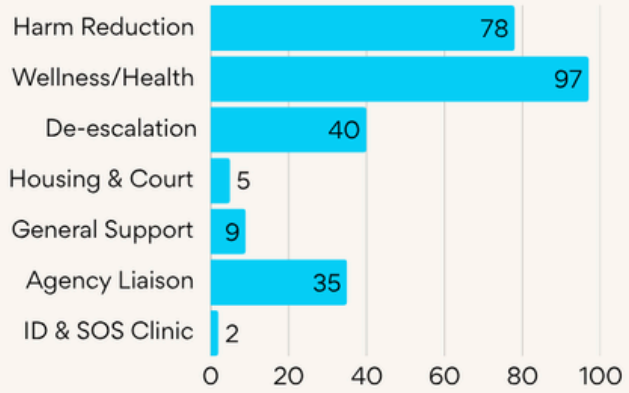
Indigenous Participants

18

Interactions with Indigenous Participants
42

Participants with Dual Diagnosis/ Physical Issues
100%

Primary Supports Provided

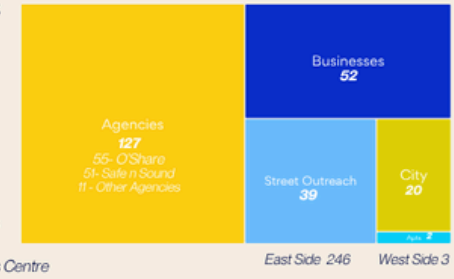


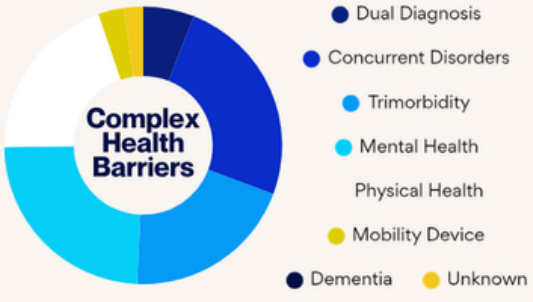
Provisions Provided

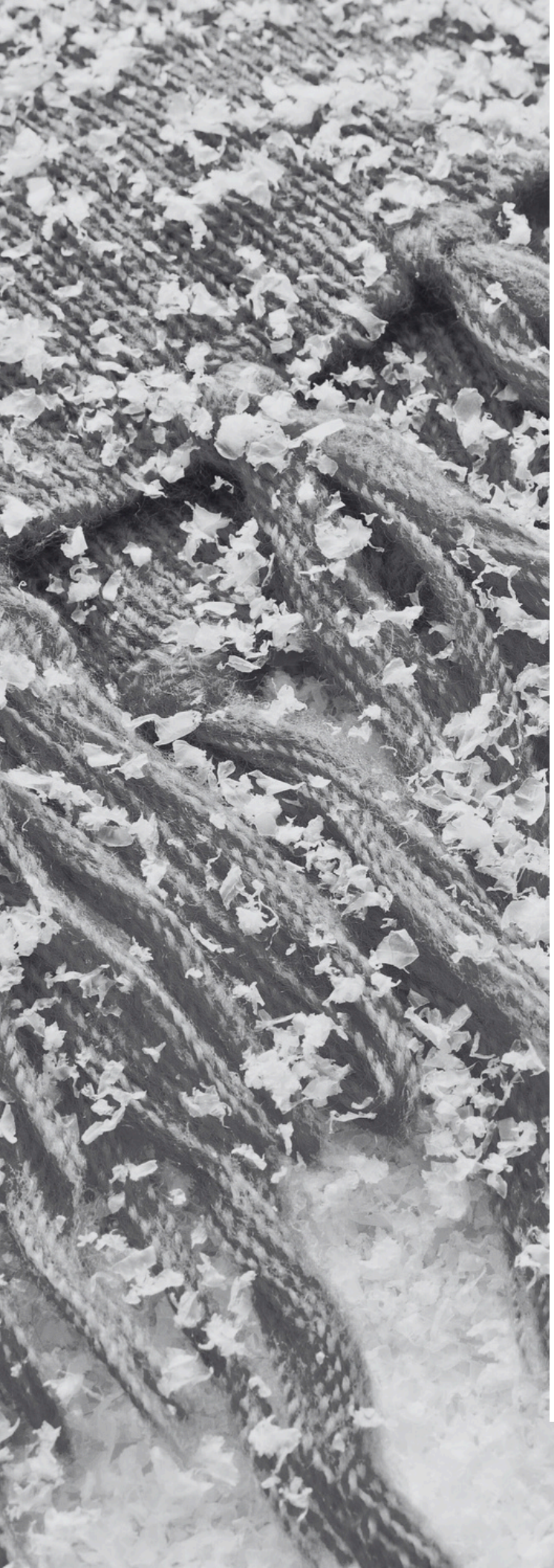


Locations Supported

City -
City Hall, Library, Post Office
Apts-
Any Dwtn Housing
Agencies -
Any Dwtn Agencies
Health-
Health Facility Health Business ex. Pharmacy, OATC, Wellness Centre







WINTER WEATHER AT A GLANCE:

EXTREME WEATHER AND ITS EFFECTS

This winter, our NRT Team dedicated over 150 days to supporting the River District community, offering daily assistance from 9 AM to 6 PM.

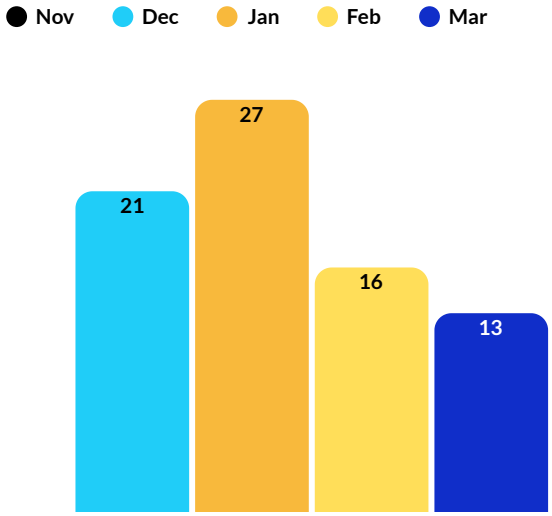
During extreme cold snaps with weather hitting -40'C, blizzards with wind speeds of 88km/h, our NRT Team collaborated with the community to shield citizens from exposure, while also providing businesses with comprehensive support for their patrons.

The City and Municipality faced many agencies and government closures, yet our dedicated Team worked through every extreme weather event for the safety of community.

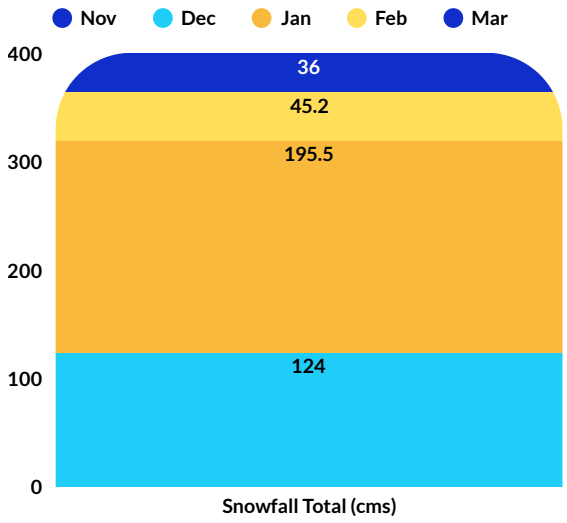
WEATHER AT A GLANCE
MONTHLY COMPARISONS

NOV 1 2025 - MARCH 31 2026

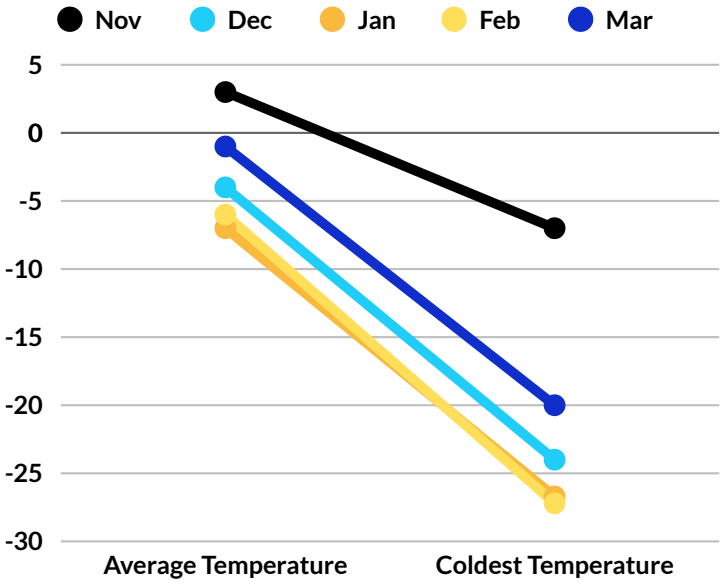
MONTHLY # OF DAYS WITH SNOW FALL



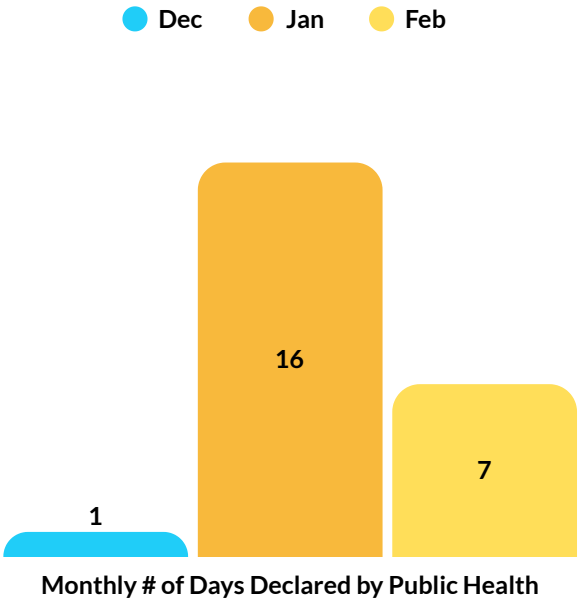
MONTHLY SNOW ACCUMULATION



MONTHLY TEMPERATURE



SIGNIFICANT & EXTREME WEATHER DECLARATIONS



BY FEB 10 2026, WE REACHED A 23 DAY STREAK WITH TEMPERATURES NEVER RISING ABOVE FREEZING CAUSING EXPOSURE RISKS FOR OUR UNHOUSED PARTICIPANTS.

TRENCHFOOT IN THE "FIRST WORLD"

MOBILIZING COMMUNITY OUTREACH TO COMBAT INJURIES

PREVENTING THE LOSSES OF LIMBS

The rise of trench foot and cold-weather injuries among unhoused populations in Canada and the U.S. is a critical health crisis. Driven by damp, non-freezing conditions and inadequate footwear, these injuries —including "trench fever"—often lead to gangrene and we are now seeing record-high amputation rates across Canada - in 2025, 120 Unhoused Albertans received amputations from Trenchfoot and Frostbite. Unhoused Individuals are now 20 times more likely to require emergency care for exposure than the general public. We have seen these trends locally as well, and have several Unhoused Participants experiencing trenchfoot and severe frostbite every year.

This NRT Pilot Project countered these trends through proactive interventions. By leveraging social media for community-led "call-outs," Residents acted as an extended network to report individuals stuck in snowbanks or appearing immobile during extreme weather events. This allowed our NRT Team to provide rapid-response wellness checks, mobility assistance, dry gear, and access to our Warming Centre. By meeting people where they are, the initiative aimed to prevent limb loss and foster a local culture of vigilance and compassion for our most vulnerable neighbours.

SAFE 'N SOUND
GREY BRUCE

DIGNITY BEGINS
WITH A DRY PAIR OF SOCKS
AND A COMMUNITY
THAT REFUSES TO LOOK AWAY

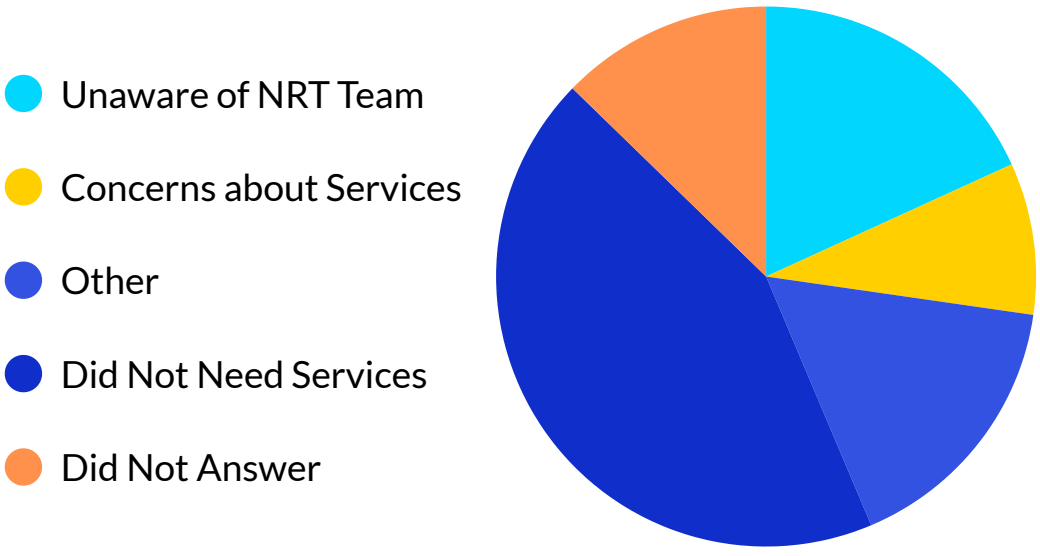
NRT PILOT PROGRAM
COMMUNITY SURVEY RESULTS

69 COMMUNITY RESPONDENTS

28 UTILIZED NRT TEAM
41 DID NOT UTILIZE NRT TEAM

69 MIXED RESPONDENTS
COMMUNITY MEMBERS AND BUSINESSES

REASONING FOR NOT USING NRT TEAM (41 RESPONDENTS)



SAFE 'N SOUND GREY BRUCE

"THE NEIGHBOURHOOD RESPONSE TEAM HELPS BUILD TRUST AND UNDERSTANDING ACROSS THE COMMUNITY"

COMMUNITY RESPONDENT.

NRT PILOT PROGRAM COMMUNITY SURVEY RESULTS

RESPONDENTS: 69

TREND: UNFAMILIAR WITH THE PILOT PROGRAM AND ITS SPECIFIC SERVICES

41 RESPONDENTS STATED UNFAMILIAR OR UNKNOWN (MIXED BUSINESS OWNERS AND GENERAL COMMUNITY)

46 HAD NEVER USED ITS SERVICES

“Need more interaction with businesses so we know who/how to contact and for what reasons we can contact. We are experiencing more and more problems with theft, paraphenalia left outside our business, overflowing garbages on main street out front our business... I don't see much improvement.”

“More awareness of their presence would be good.”

“Didn’t fully understand what they could help with.”

POTENTIAL SOLUTION: INCREASE MEDIA COVERAGE AND COMMUNITY OUTREACH W/BUSINESSES

(IF PROGRAM RETURNS)

SUPPORTS: *RIVER DISTRICT, CHAMBER OF COMMERCE, COMMUNITY DEPOSITIONS, NEWSPAPER & RADIO, COMMUNITY EVENTS*

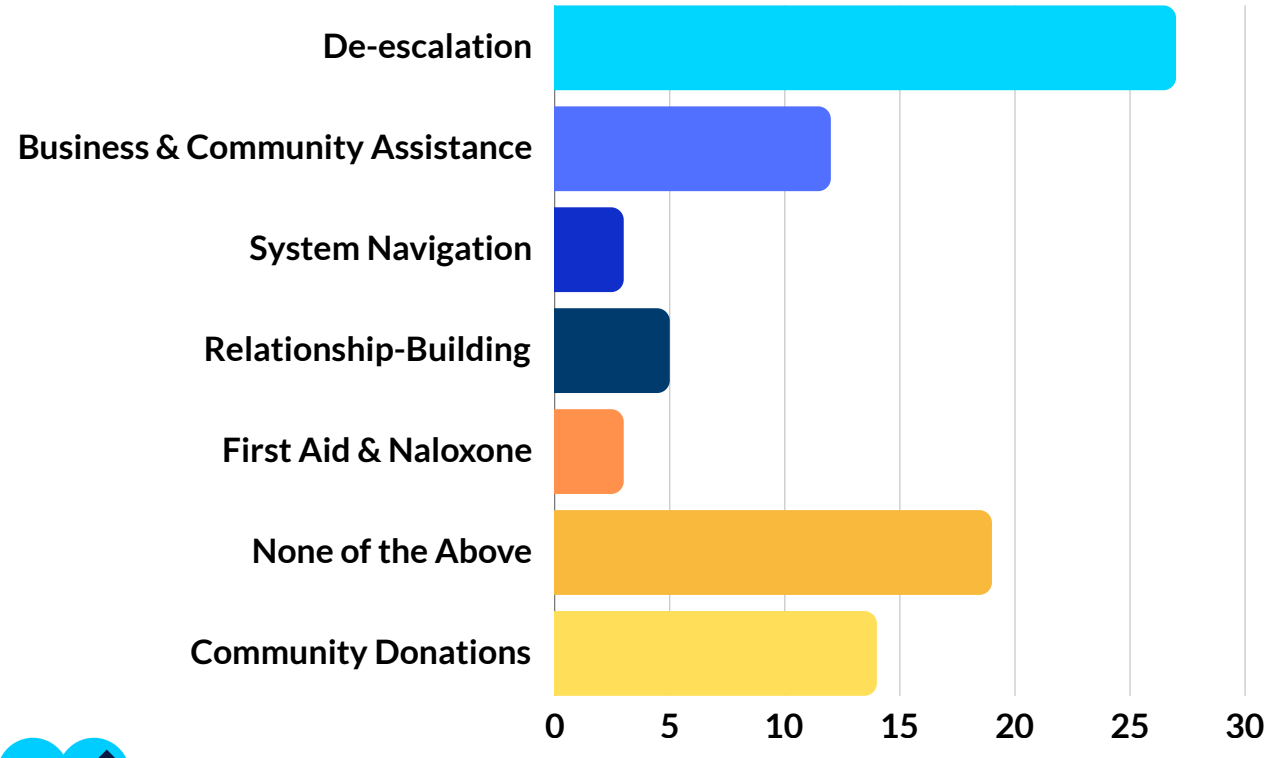
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NRT PILOT PROGRAM COMMUNITY SURVEY RESULTS

TREND:
DE-ESCALATION SPECIALIZATION REQUIRED BY RIVERDISTRICT BUSINESSES

7 ADDITIONAL WRITE-INS REGARDING EITHER HAVING USED NRT FOR SHARPS REMOVAL, OR BUSINESS NOW REALIZING THEY ARE NOW CLEANING SHARPS WITHOUT NRT TEAM SUPPORTS THEY DIDN'T REALIZE THEY'D HAD

NRT SUPPORTS UTILIZED BY 28 RESPONDENTS



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NRT PILOT PROGRAM COMMUNITY SURVEY RESULTS

TREND: NRT DE-ESCALATION SERVICES DECREASED RELIANCE ON POLICE FOR NON-EMERGENCY NEEDS

10 WRITE-IN COMMENTS FROM BUSINESSES

"People need support, businesses need to not be responsible for dealing with these challenges, and police can cause more conflict for those with mental health challenges. Having someone to call that is not with the intention to get them in trouble, but instead to get them help, is extremely meaningful. We dont want to tie up 911, either. Police services should thus be supporting this team as a branch of their duties."

"Means when deescalation needs to happen people with the right skills are there to do it (instead of business owners who might be scared or angry) hopefully means less police calls (i used to call police for support with deescalation)"

"A key strength is that it provides a dedicated resource to call when someone is in distress, rather than relying solely on police or emergency services."

"WE FOUND THIS PROGRAM QUITE BENEFICIAL, CONSIDERING OUR OFFICE IS IN THE DOWNTOWN AREA. WITH THE TEAM BEING AN OPTION FOR US TO REACH OUT WHEN NEEDED,

WE DID NOT HAVE TO USE THE POLICE AS MUCH WHICH WOULD FREE UP SOME OF THEIR TIME FOR MORE IMPORTANT MATTERS."

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NRT PILOT PROGRAM
COMMUNITY SURVEY RESULTS

28 WRITE-IN VOICES OF SUPPORT

"The assistance was very helpful, they were trained to handle distressed individuals and in most cases had prior relationships with the person in distress which helped calm the situation down"

"We need this group in Owen Sound supporting our businesses, community members and people in distress. These are very challenging times and ***I can't overstate the need for this to continue."***

"They were very effective and really helped those who were struggling"

"Local business owners and residents are not equipped to deal with the under housed and drug epidemic present in our communities across the nation. **A service like this is invaluable"**

"Would have used them last summer. Was looking forward to having them available for our community members this summer. Safe and sound keeps most folks "checked in" upon in the winter. ***In the summer folks get into hardships that differ and cause more issues with drug use, mental health relapses due to lack of medication consistency, and homelessness (and no overnight shelter) leading to trouble in front of or on business properties. Please reinstate."***

"THEY ARE AMAZING AND NEED TO BE OUT EVERYDAY! LOVE THE TEAM!!"

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NRT PILOT PROGRAM
COMMUNITY SURVEY RESULTS

BUSINESS AFFECTED SINCE LOSS OF NRT TEAM

"A long-term project like this is not just beneficial - it is absolutely essential for the safety and stability of both our businesses and our community.

Since the loss of the Neighbourhood Response Team, we've been left without trained support for critical situations: drug paraphernalia cleanup, people in distress, unpredictable safety concerns, and crises that no business owner or resident should be expected to manage alone.

These gaps directly threaten the wellbeing of our neighbourhood, disrupt business operations, and create unsafe conditions for staff, customers, and vulnerable individuals who deserve proper care.

Businesses cannot function without a safe, supported community - and the community cannot thrive without strong, stable local businesses. Without our community and their support, we have nothing. A sustained, well-funded initiative would finally restore the essential services we've lost, reduce risks, protect our economic stability, and ensure that people in crisis receive trained, compassionate help instead of being left on their own.

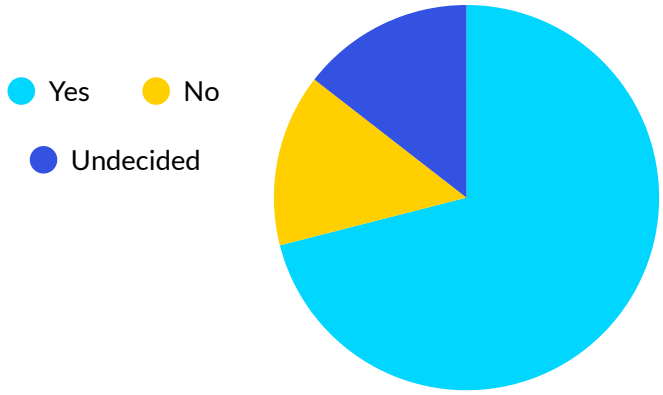
This is the kind of long-term investment that strengthens public safety, rebuilds trust, and creates a cleaner, healthier, more resilient environment for everyone who lives, works, and contributes here."

Business Respondent April 16 2026

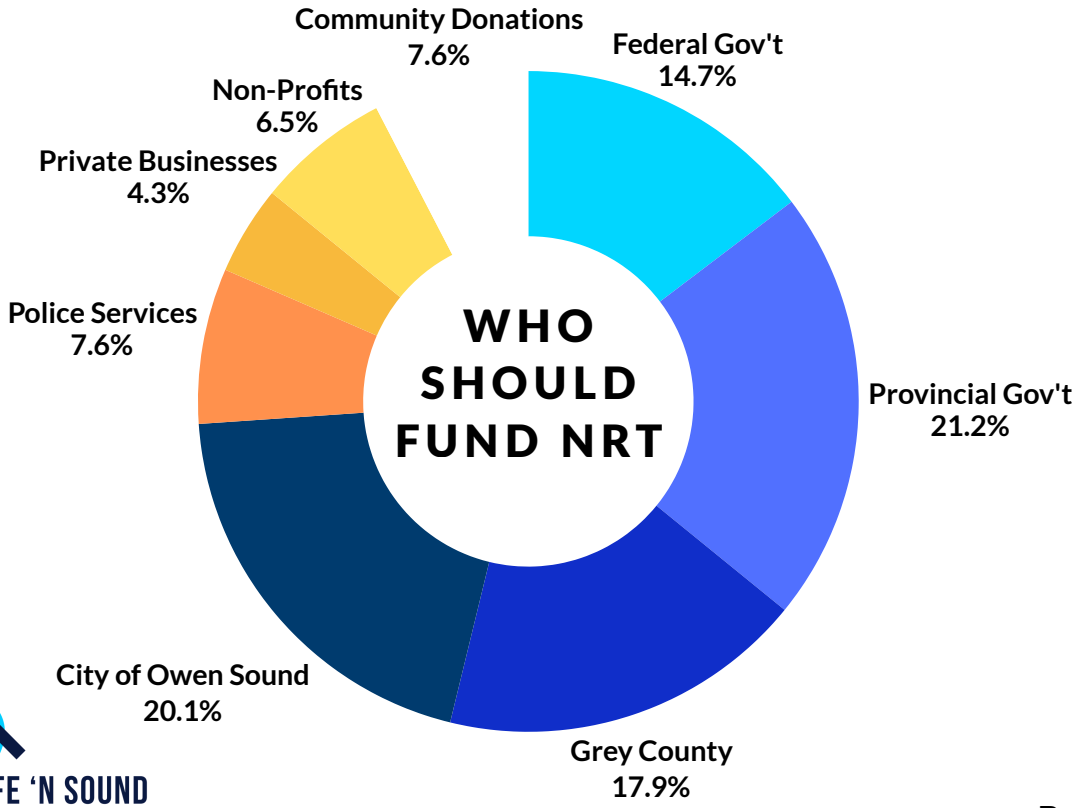
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NRT PILOT PROGRAM
COMMUNITY SURVEY RESULTS

WOULD YOU SUPPORT THE CONTINUATION OF THE NEIGHBOURHOOD RESPONSE TEAM PROJECT?



DESIRED OUTCOME: NRT REINSTATED



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NRT PILOT PROGRAM
COMMUNITY SURVEY RESULTS

TREND: VOICES OF DISSENT AGAINST UNHOUSED AND THOSE WITH MENTAL HEALTH COMPLEXITIES

10 WRITE IN RESPONSES DEMANDING:

- CLEANING UP RIVER DISTRICT,
- NO HANDOUTS AS IT CONDONES LOITERING,
- SHUTTING DOWN SERVICES FOR HOMELESS,
- SHIPPING HOMELESS OUT OF TOWN,
- WHO WILL CLEAN THE LITTER DOWNTOWN NOW,
- HOMELESS TO BE PATROLLED BY SECURITY 24 HRS/DAY
- FORCING PEOPLE WITH MENTAL HEALTH AND ADDICTIONS TO BE COMMITTED AGAINST THEIR WILL, BRINGING BACK FORMER MENTAL HEALTH INSTISTUTIONS

POTENTIAL SOLUTIONS:

1) ADDRESS STIGMA BY SHARING EVIDENCE-BASED OUTCOMES FROM OUTREACH AND HOUSING SUPPORTS

2) CLEARLY DEMONSTRATE THAT COORDINATED COMMUNITY RESPONSES TO HOMELESSNESS IMPROVE PUBLIC SAFETY—NOT DIMINISH IT

"JUST WITNESSED WALKING AROUND AND SOCIALIZING"
"THIS INCREASES THE NUMBER OF HOMELESS"
"WE NEED INSTITUTIONS BACK"
"WASTE OF RESOURCES"
"USELESS"

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NRT PILOT PROGRAM COMMUNITY SURVEY RESULTS

28 WRITE-IN VOICES OF SUPPORT

"PLEASE KEEP THE PROGRAM GOING. THEY ARE WONDERFUL COMPASSIONATE INDIVIDUALS"

"GREAT WORK DONE BY THE TEAM"

"THIS WAS A PHENOMENAL PROGRAM THAT ADDRESSED ISSUES IN A PROFESSIONAL AND SUPPORTIVE MANNER FOR ALL WHO ARE IMPACTED"

"I HOPE IT CONTINUES!!!"

"THIS IS AN AMAZING PROJECT WITH AMAZING PEOPLE WHO HAVE THE MOST GENEROUS AND KIND HEARTS AND THIS TYPE OF PROJECT IS GOOD FOR EVERY SINGLE PERSON IN THE COMMUNITY, WHETHER THEY OWN A BUSINESS OR THEY'RE LIVING ROUGH"

"WE SUPPORT IT!"

"WE WERE SO SAD TO HEAR THE NRT WAS NO LONGER - WE RELIED HEAVILY ON THIS AS A BUSINESS LOCATED IN THE DOWNTOWN. THIS PROGRAM MADE SUCH A POSITIVE DIFFERENCE."

"VERY HELPFUL"

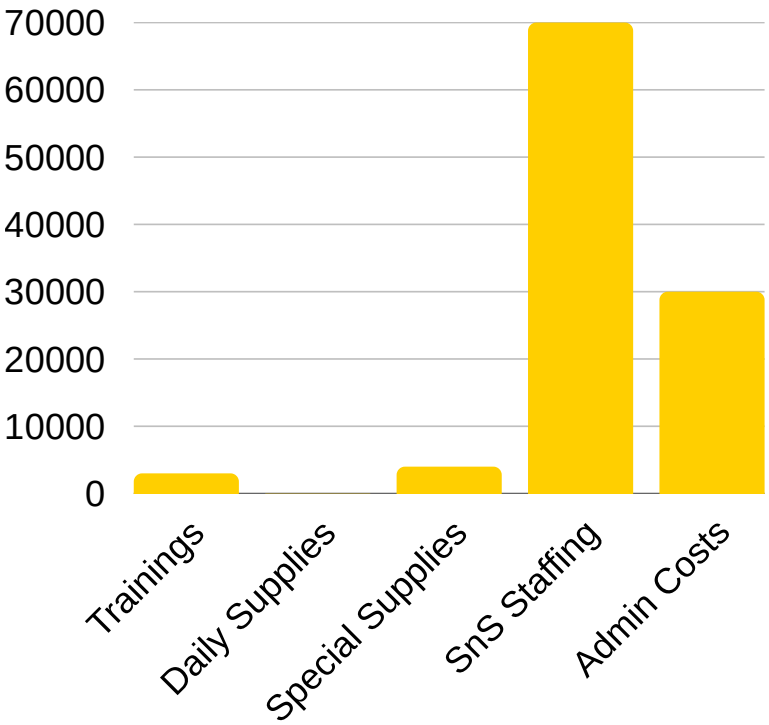
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"THEY DID A GREAT JOB AND I WOULD LOVE TO SEE THEIR FUNDING CONTINUE."

2026 ANTICIPATED BUDGET:

TOTAL: $100,000

The pilot project budget anticipated increased costs to ensure suitable, comfortable office and outreach environments, while also covering staffing expenses. However, due to the unique nature of the project, the budget was essentially a best guess, aiming to strike a balance between providing quality services and fiscal responsibility.



TANGIBLE COSTS



INTANGIBLE COSTS



2026 ACTUAL BUDGET:

TOTAL: $160,000

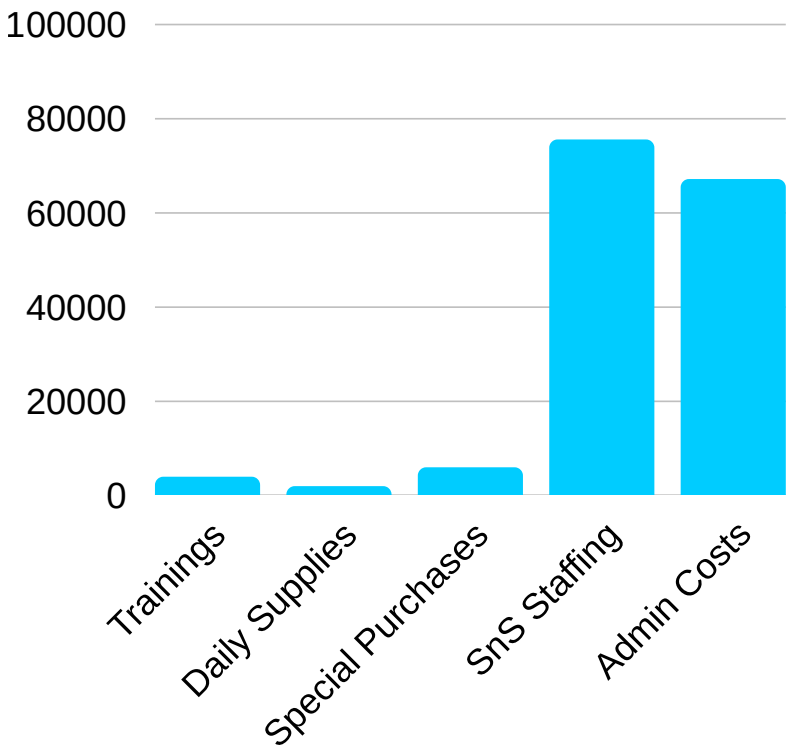
TANGIBLE COSTS



INTANGIBLE COSTS



The small team of four faced significant challenges due to staff shortages caused by illness. As we plan for next year, investing in better base layers alongside outerwear is crucial. Additionally, the rise in food costs is a clear example of increased tangible expenses. Furthermore, the unexpected intangible cost involving data at the project's onset and during collection has added to the complexity of our situation.





BY FOSTERING STRONGER CONNECTIONS BETWEEN NEIGHBOURS

WE ARE CREATING A CULTURE OF CARE AND COLLECTIVE SAFETY FOR OUR MOST VULNERABLE COMMUNITY MEMBERS

AREAS FOR IMPROVEMENT:

HOW NRT PROGRAM CAN IMPROVE

Community Engagement

Media Surrounding NRT Team

Online Sharps Reporting

GIS Mapping? HIFIS Access

Staffing, training (was there enough time?), security, on-call issues

Tracking Data

Unanticipated Issues -holy Snow Days

Lower referrals than anticipated? Too high of acquity?

"WE HAVE COME DANGEROUSLY CLOSE TO ACCEPTING THE HOMELESS SITUATION AS A PROBLEM THAT WE JUST CAN'T SOLVE"
LINDA LINGLE

OUR HOPES FOR NEXT YEAR

LESSON LEARNED?

HOW CAN OUR NRT PILOT PROGRAM IMPROVE SURVEY RESULTS

Community Response, offer living wage for staff, ...what did community ask for

"THE MORE HELP THAT DOWNTOWN BUSINESS CAN GET WITH THESE TYPES OF SITUATIONS THE BETTER.

OUR BUILDING HAS HIRED SECURITY DUE TO THE HIGH TRAFFIC OF PEOPLE THAT TEND TO BE AROUND OUR BUILDING DURING AND AFTER WORK HOURS."
COMMUNITY SURVEY RESPONDENT

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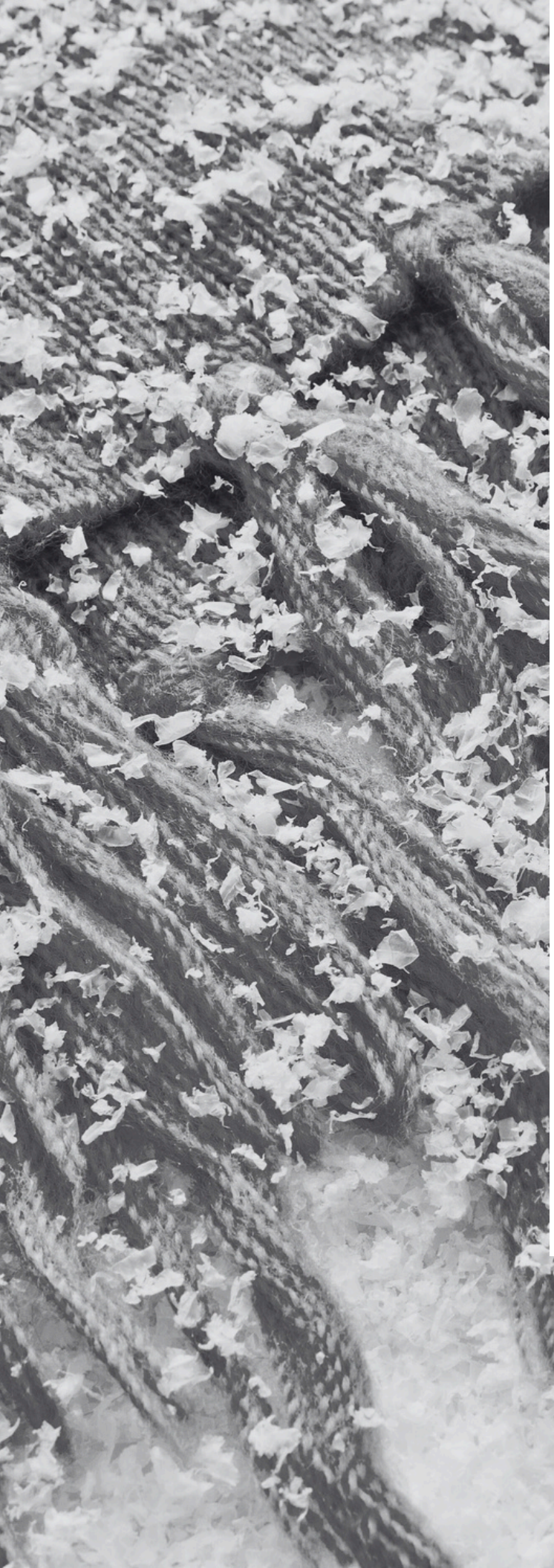
OUR HOPES FOR OUR NEIGHBOURHOOD

THE NEED: YEAR-ROUND FUNDING FOR NEIGHBOURHOOD RESPONSE TEAM

- Warm Months: Increased community presence results in higher demand from businesses and the public. This is a critical window for proactive engagement, trust-building, and early intervention.
- Cold Months: Increased vulnerability due to weather exposure, with higher reliance from agencies and greater risk to life and health.

SEASONAL CHANGES DO NOT REDUCE NEED FOR OUTREACH—THEY SHIFT IT

SUSTAINED, YEAR-ROUND OUTREACH IS NECESSARY TO PREVENT CRISIS, REDUCE EMERGENCY SERVICE STRAIN & MAINTAIN CONTINUITY OF CARE



BUSINESSES SUPPORTING OUR NRT TEAM

VOICES FROM OUR RESPONDENTS

“We need this group in Owen Sound supporting our businesses, community members and people in distress. These are very challenging times and I can't overstate the need for this to continue”

“Having someone to call that is familiar with the people living in our communities that have addiction and mental health issues is a comfort and another tool in the toolbox in dealing with the ongoing struggle to keep our communities safe for everyone.”



ACKNOWLEDGEMENTS

Grey County

Health Canada

THANK YOU FOR FUNDING THIS PILOT PROGRAM

We at Safe n Sound extend our heartfelt gratitude to our supporters, funders, advocates, volunteers, and dedicated staff whose unwavering commitment ensured the success of this pilot program. Together we made this winter safer for those in need.

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THANK YOU TO ALL WHO HELPED MAKE OUR COMMUNITY WARMER

COMMUNITY FOUNDATION GREY BRUCE

We're here for good.

July 13, 2026

Annette Pedlar, Executive Director
Safe 'N Sound Grey Bruce
310 8th Street East
Owen Sound, ON N4K 1L4

RE: Letter of Support for the Safe 'N Sound Neighbourhood Response Team (NRT) Program

To Whom It May Concern,

I am pleased to provide this letter of support for the Safe 'N Sound Neighbourhood Response Team (NRT) Program and its continued role in strengthening community wellbeing in Owen Sound and Grey Bruce.

The 2026 Grey Bruce *Vital Signs* Report identifies housing insecurity, affordability challenges, social connection, health outcomes, and community belonging as some of the most significant factors influencing wellbeing in our region. The report notes that housing and homelessness are among the foremost considerations affecting community health, economic vitality, and demand on public and emergency services. It also highlights the importance of fostering belonging, social inclusion, resilience, and coordinated community responses to emerging challenges.

The NRT program directly addresses these priorities. Through a harm-reduction and trauma-informed approach, the team provided proactive outreach, wellness checks, de-escalation, system navigation, housing support, and connections to healthcare and social services for individuals experiencing homelessness, mental health challenges, and substance use concerns. In just 150 days, the pilot achieved over 1,600 participant and community interactions and delivered more than 2,200 supports throughout Owen Sound's River District. The connection between the NRT program and the wellbeing indicators identified in *Vital Signs* is clear.

Community Belonging and Social Inclusion: *Vital Signs* emphasizes that strong communities are built through connection, engagement, and a sense of belonging. At the same time, the report warns that social gaps, isolation, and barriers to inclusion continue to exist within Grey Bruce. The NRT program created trusted relationships with some of our community's most vulnerable residents while also serving businesses, agencies, healthcare providers, and members of the public. By providing compassionate, dignity-based support and acting as a bridge between residents and essential services, the program strengthened social connectedness and helped build trust throughout the community. Community survey respondents repeatedly identified relationship-building, de-escalation, and community assistance as key benefits of the initiative.

Housing Stability and Homelessness Response: The *Vital Signs* report identifies homelessness and housing affordability as critical regional challenges, noting that hundreds of households in Grey Bruce experience homelessness annually and that affordable housing remains out of reach for many residents. NRT staff worked directly with unhoused individuals to connect them to

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We're here for good.

emergency shelter, housing supports, health services, and community agencies. During periods of extreme winter weather, the team provided life-saving outreach, winter clothing, blankets, wellness checks, and transportation assistance. Their presence helped mitigate the risks associated with homelessness while creating pathways toward longer-term stability.

Health and Wellness: While *Vital Signs* reports strong self-reported mental wellness across Grey Bruce, it also highlights concerns related to substance use, access to healthcare, and vulnerable populations requiring support. The NRT program contributed directly to community health outcomes through harm reduction, wellness checks, post-overdose follow-up, support accessing medications and appointments, and coordination with healthcare providers and social service agencies. By engaging individuals where they are and reducing barriers to care, the team helped promote health, safety, and dignity for those most at risk.

Community Safety and System Efficiency: The *Vital Signs* report recognizes the value of coordinated partnerships and upstream prevention approaches in creating healthier and more resilient communities. The NRT program served as a crucial non-emergency response option for businesses and community members. Survey responses consistently demonstrated that the team's specialized de-escalation skills reduced reliance on police for situations involving distress, mental health concerns, and social vulnerability. Business owners described the program as an essential resource that improved safety while ensuring individuals received appropriate support rather than criminalization.

The evidence from both the NRT Pilot Program Report and the Grey Bruce *Vital Signs* Report demonstrates that investments in community outreach, homelessness response, harm reduction, and relationship-based support contribute significantly to overall community wellbeing. The NRT program has proven itself to be an effective, practical, and compassionate response to identified community needs.

For these reasons, I strongly support the continuation and expansion of the Safe 'N Sound Neighbourhood Response Team Program as a vital component of a healthier, safer, more inclusive, and more resilient Grey Bruce.

Sincerely,

Stuart Reid

Stuart Reid
Executive Director

P.O. Box 81, Owen Sound ON N4K 5P1 • 519 371 7203 • foundation@cfgb.ca
communityfoundationgreybruce.com

To: Mayor Boddy and Members of Owen Sound City Council
Re: Support for the Safe 'N Sound Neighbourhood Response Team (NRT)

Dear Mayor Boddy and Members of Council,

On behalf of the Owen Sound & District Chamber of Commerce, I am writing to express our strong support for Safe 'N Sound Grey Bruce and its efforts to secure continued funding and support for the Neighbourhood Response Team (NRT).

The Chamber believes the City of Owen Sound should support this initiative as it provides meaningful benefits to both our River District business community and individuals experiencing homelessness and hardship. The NRT was created to serve as a bridge between businesses and vulnerable community members by offering non-emergency outreach, social navigation, de-escalation support, and connections to essential services.

Although the program operated for only a short period, the NRT demonstrated its value to our community. By responding to non-emergency concerns, assisting individuals in crisis, helping connect people to housing and community supports, and working directly with River District businesses, the program provided a practical and compassionate approach to addressing complex social challenges in our downtown.

The Chamber has consistently advocated for a vibrant, welcoming River District. We recognize that business success and community well-being are closely connected. Programs such as the NRT help businesses by providing an appropriate response to situations that do not require police or emergency services while ensuring vulnerable individuals are treated with dignity and connected to the supports they need.

It is important to recognize that the NRT was still in its infancy when pilot funding came to an end. As a pilot project, it was designed to test a new and innovative approach, gather results, and demonstrate community impact before long-term funding decisions could be made. The Chamber believes the program showed significant promise and deserves the opportunity to continue, grow, and further demonstrate its value.

Supporting the continuation of the Neighbourhood Response Team would represent a positive step forward for Owen Sound. It aligns with the City's commitment to a safe, thriving River District while also recognizing the need for compassionate solutions that support our unhoused population. The Chamber feels that Council would be acting in good

faith toward its business community by partnering with Safe ’N Sound and other community stakeholders to help sustain this important initiative.

We respectfully encourage Council to support Safe ’N Sound's efforts to secure ongoing funding and operational support for the Neighbourhood Response Team. Continued investment in programs like the NRT will contribute to a safer, healthier, and more inclusive downtown for everyone.

Thank you for your consideration and for your continued commitment to the residents, businesses, and visitors of Owen Sound.

Sincerely,

Tiffany James
CEO
Owen Sound & District Chamber of Commerce

M'Wikwedong Indigenous Friendship Centre

July 9, 2026

To Whom It May Concern,

M'Wikwedong Indigenous Friendship Centre is pleased to provide this letter of support for Safe 'N Sound's Neighbourhood Response Team (NRT) and the development of its new year-round emergency shelter.

For many years, M'Wikwedong and Safe 'N Sound have worked in partnership to support individuals experiencing homelessness, poverty, substance use, and mental health challenges. Our organizations recognize that strong collaboration is essential to improving outcomes for some of our community's most vulnerable members.

Indigenous Peoples continue to be disproportionately represented among those experiencing homelessness. At Safe 'N Sound, Indigenous participants access services at a rate approximately nine times higher than their representation in the general population. This reflects the ongoing impacts of colonization, intergenerational trauma, and systemic barriers to housing, healthcare, and other essential services.

Both the Neighbourhood Response Team and the new shelter will strengthen the supports available to Indigenous community members. The NRT provides relationship-based outreach, de-escalation, and connections to services that help prevent crises and improve access to care. The new shelter will provide a safe place to stay while creating greater opportunities for participants to connect with housing, healthcare, and culturally appropriate supports. We also appreciate that community partners, including M'Wikwedong, will have dedicated opportunities to meet with participants onsite each morning.

These initiatives complement and strengthen M'Wikwedongs' work by improving coordination between services and creating more opportunities for Indigenous community members to access the supports they need. They represent an important investment in community wellness, safety, and reconciliation.

M'Wikwedong Indigenous Friendship Centre is proud to support these initiatives and our ongoing partnership with Safe 'N Sound.

Sincerely,

R. K. Abram

Renee Abram
Executive Director

Heather Prescott
[redacted]
Owen Sound, ON [redacted]

July 10, 2026

To Mayor and Members of Council,

Re: Letter of Support for Safe ’N Sound’s 24-Hour Shelter in Owen Sound

Please accept this letter as my personal letter of support for Safe ’N Sound’s proposed 24-hour shelter in Owen Sound. I am writing as a private citizen, community member, mother, and nurse practitioner with experience in addictions, mental health, and street medicine. This letter reflects my own views and does not represent the position of any employer, agency, or organization with which I am affiliated.

I live in Owen Sound and am raising four children here. I have raised them to love this community, to see the dignity in all people, and to understand that connection is one of the strongest forms of harm reduction we have. A healthy community is not built by pushing vulnerable people out of sight. It is built by making sure people have somewhere safe to go, someone who knows their name, and a chance to remain connected to care, housing, recovery, family, and hope.

I have seen firsthand how homelessness affects health. Lack of shelter worsens wounds, infections, chronic disease, mental health symptoms, substance-use harms, sleep deprivation, trauma responses, survival crime and crisis service use. People cannot stabilize their health, reduce substance-related harms, attend appointments, take medications consistently, or work toward recovery while simply trying to survive outside, in doorways, in unsafe housing, or in constant displacement.

A 24-hour shelter is not just a place to sleep. It is health care, overdose prevention, violence prevention, discharge planning, housing stabilization, and community safety. It is a practical, human rights-based intervention that reduces avoidable suffering and creates a meaningful point of connection for people who are too often left outside every other system of care.

Safe ’N Sound has already been doing this work in Owen Sound for many years. Their drop-in space provides everyday necessities such as food, clothing, showers, laundry, hygiene supplies, harm-reduction supplies, warm drinks, crisis support, housing help, advocacy, and referrals. These basic needs are not small things. They are often the first step toward trust, safety, and engagement.

The NRT pilot also reflects the value of year-round social navigation and appropriate diversion from police, EMS, and fire when emergency response is not required. Through practical, relationship-based outreach, NRT helps connect people to services, supports businesses when

concerns arise, and helps residents and shoppers feel safer. Its collaboration across local partner agencies strengthens a coordinated community response rooted in dignity, connection, and care.

As a mother, I want my children to grow up in a city that responds to suffering with courage rather than fear. I want them to see that all community members belong here, including people who are unhoused, using substances, living with mental illness, surviving poverty, or carrying trauma. The presence of poverty and homelessness in our community is not a reason to withdraw compassion. It is a reason to deepen our commitment to practical solutions.

Safe shelter with appropriate support and coordinated outreach are practical solutions.

I strongly support Safe ’N Sound’s 24-hour shelter and urge Council to support both a safe, accessible, year-round shelter space and year-round NRT services in Owen Sound. Together, these are necessary investments in health, dignity, public safety, housing stability, and the kind of community we say we want to be.

Sincerely,

Heather Prescott

Safe N Sound Residence

Annette Pedlar - Executive Director,
execdirector@safensoundgreybruce.ca

July 27th, 2026

SAFE 'N SOUND
GREY BRUCE

What we'll discuss today

- 612 2nd Ave E – Emergency Shelter Facility

- Where our community is headed
- City's role
- Questions

Overnight Drop-In

	Nov	Dec	Jan	Feb	March	April
2024- Total night visitors	725	646	622	628		
Average nightly	24	20	21	20		
2026- Total night visitors	664	930	875	1159	1491	941 (ended 04/24)
Average nightly	22	30	28	41	48	39

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Reconciliation?

Indigenous peoples represent approximately 2.4% of the local population but represented 27% of the nights stayed.

1666 of nights stayed were by Indigenous people meaning Indigenous community members are more then 11 times more likely to be accessing SNS's services.

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GREY BRUCE

SNS Finances

- Operating costs for SNS November 1st – March 31st (not including IEAPC or NRT)= $435,000
- With 6,060 total nights stayed that equals $71 per night per stay, which is also funding the day services

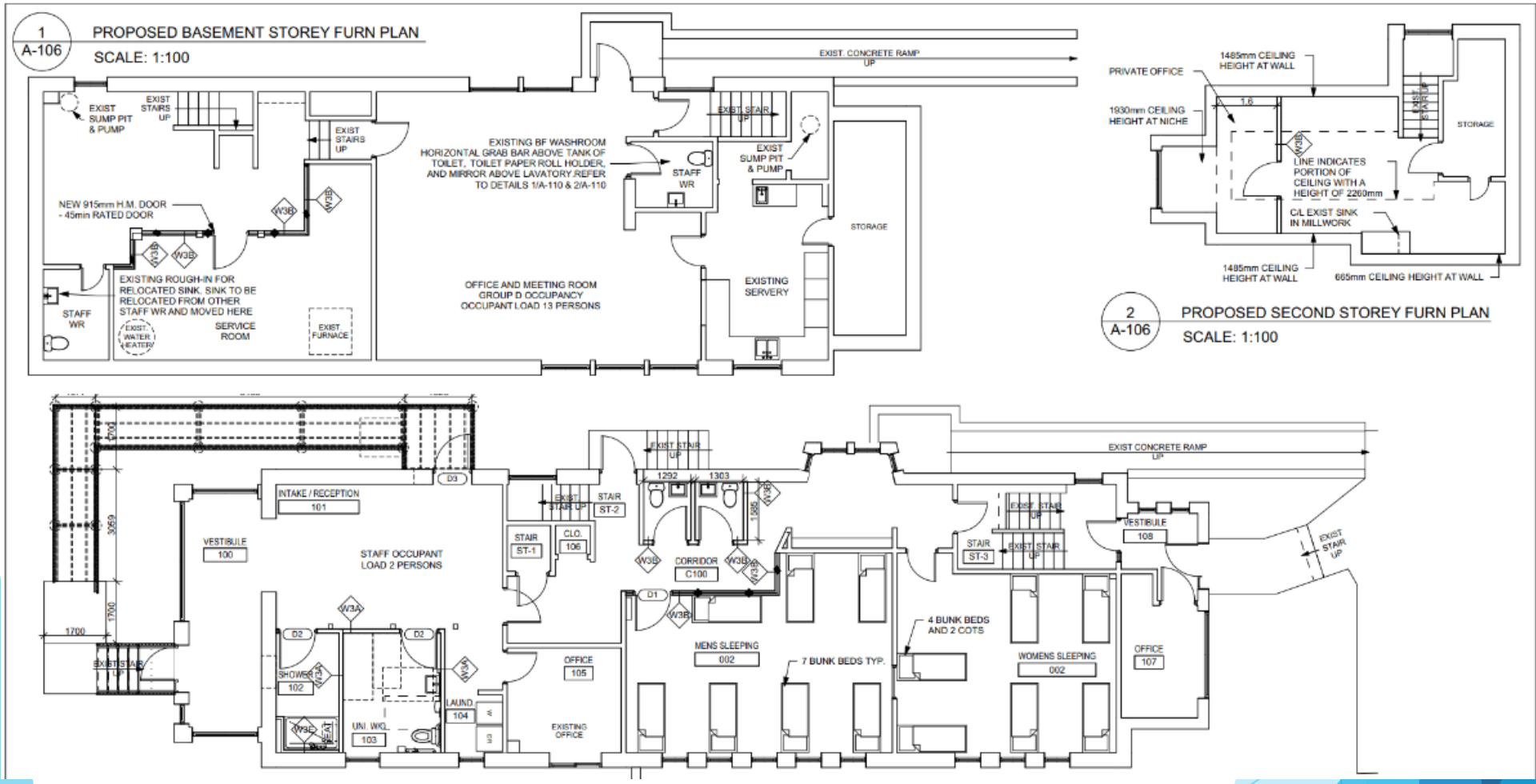
SAFE 'N SOUND GREY BRUCE

Next Chapter

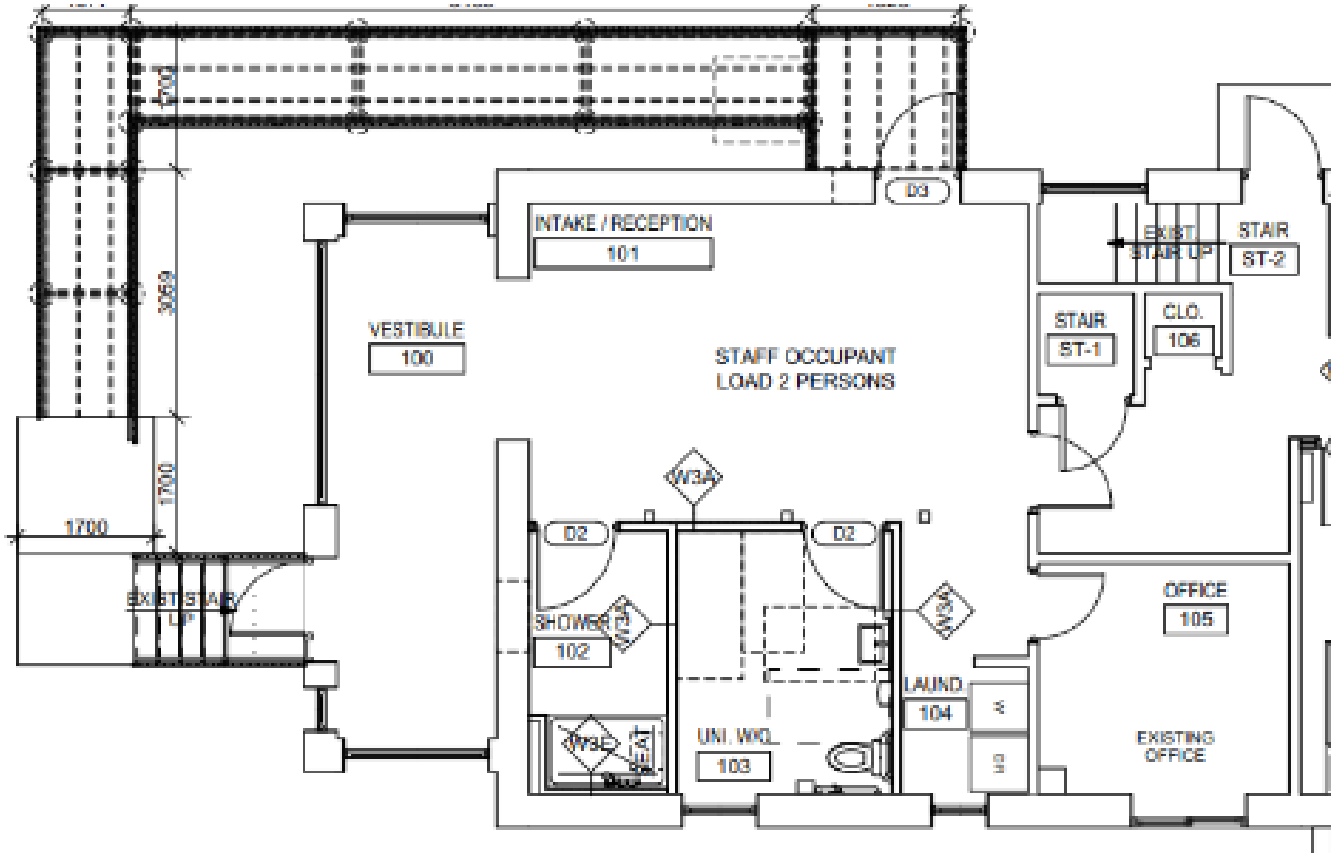
Almost 20 years, SafeNSound is moving forward with a plan to open an emergency shelter facility in Owen Sound.

- Acquisition of 612 2nd Ave E, Owen Sound
- 24 shelter beds in a dormitory style facility (5 additional people who are awake)
- Opening between 10pm-9am, 365 nights a year

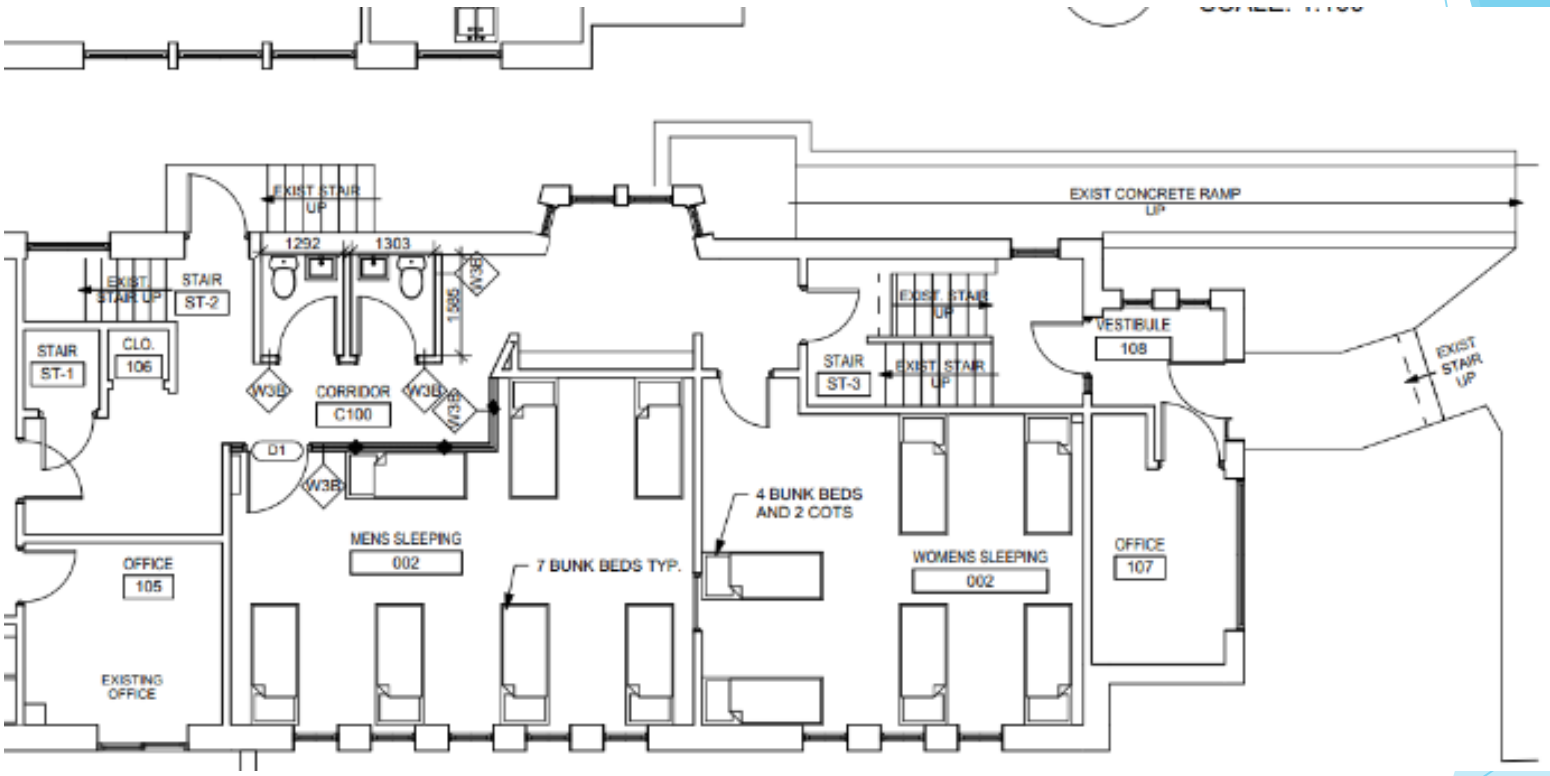
SAFE 'N SOUND
GREY BRUCE



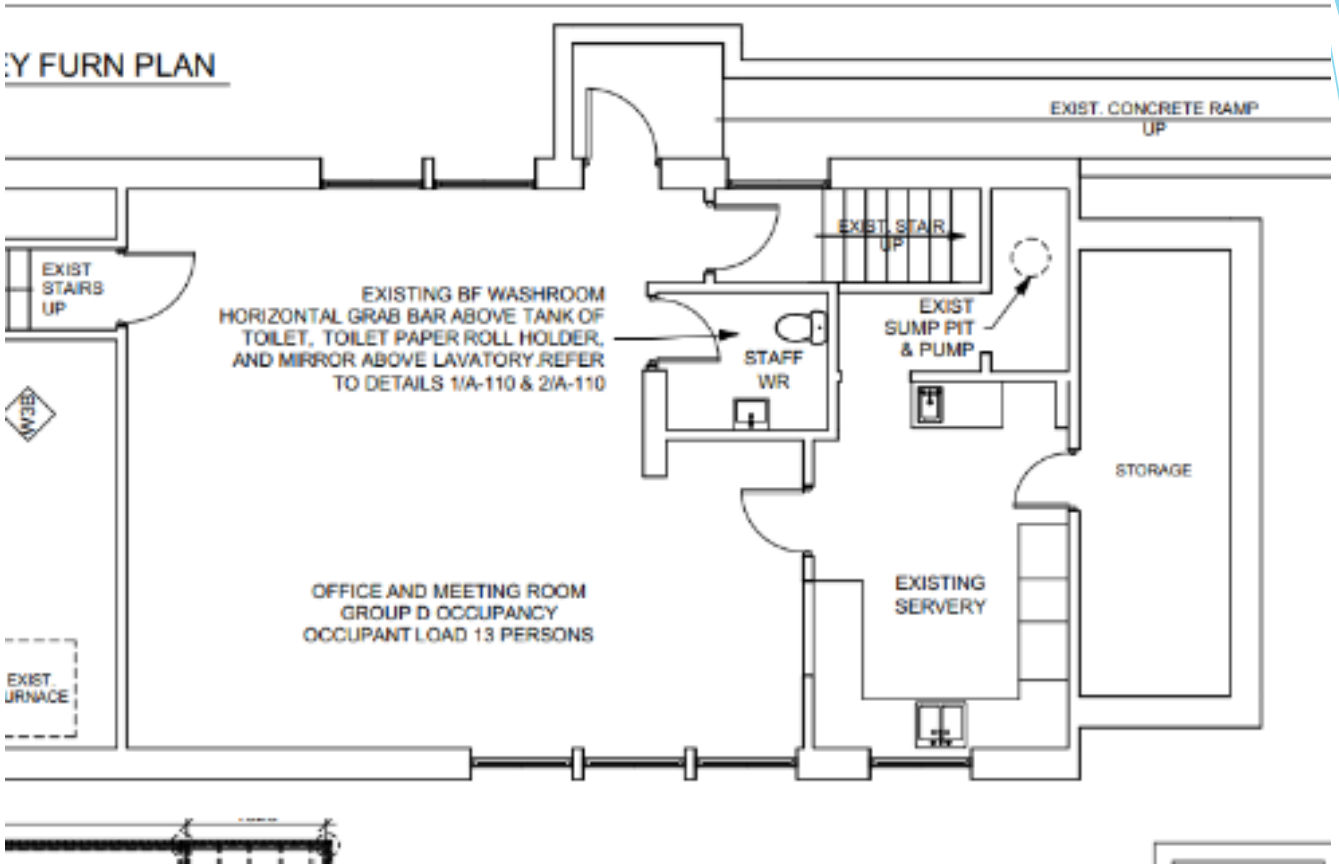
SAFE 'N SOUND
GREY BRUCE



SAFE 'N SOUND
GREY BRUCE



SAFE 'N SOUND GREY BRUCE



SAFE 'N SOUND
GREY BRUCE

Where is our community going?

SAFE 'N SOUND
GREY BRUCE

“Who is the city to…”

SAFE ‘N SOUND
GREY BRUCE

Questions?

SAFE 'N SOUND
GREY BRUCE

YMCA of Owen Sound Grey Bruce
290 9th Street East
Owen Sound, ON N4K 1N7
519-371-9222
ymcaowensound.on.ca

July 16th, 2026

Attention: **Annette Pedlar**, Executive Director - Safe N' Sound

Re: Support for New Shelter Building Site at 612-2nd AvenueE. Owen Sound

On behalf of the YMCA Owen Sound Grey Bruce, I am pleased to provide a letter of support for the establishment of a new shelter located at 612-2nd Avenue E., in Owen Sound. Homelessness across Ontario and within smaller rural settings is rising and increasingly visible. This includes people seeking shelter through encampments, and also includes hidden, temporary solutions like couch surfing, experienced by 11.2% of Canadians. Absolute homelessness, where individuals have no shelter at all, affects 2.5% of households, or nearly 938,000 people, during their lifetime. These numbers reflect a growing crisis that intersects with broader affordability issues and mirros what we see happening locally with our fellow community members.

For community partners working to end poverty, the complexity of homelessness can present as overwhelming. This urgency is often heightened when the lack of housing is matched only by a concurrent lack of shelter from the elements. The situation that we face includes community members living without a place to call home with some not even having a place in which they can escape the elements. This experience is shaped by systemic discrimination, income disparity, and policy decisions that have failed to prioritize deeply affordable housing. The solution to solving this complex issue is achievable but requires broad buy-in and time. Meanwhile, people need to be able to access shelter, to stay safe and have their individual support needs meet.

To address this solvable social dilemma, both professionals in building development and service delivery agree that there needs to be a range of housing options, for people experiencing homelessness within Ontario. Many people experiencing chronic homelessness also need housing with supports, which combines affordability with services like mental health care, addiction treatment, and trauma recovery.

Having a location within Owen Sound that can be easily accessed, affords people the privacy they are entitled to and also provides the space for people to meet with community supports. While moving to 612 – 2nd Avenue East will be a change for the community, it does provide a benefit to many of our most vulnerable and resilient neighbours. This expansion of supportive services creates a stepping stone for people to exit chronic and acute homelessness, leading to greater sustainability, health and socio-economic outcomes.

Homelessness disproportionately affects marginalized groups, including Indigenous peoples, racialized communities, newcomers, lone-parent families headed by women, and people with disabilities. These groups are also overrepresented among those experiencing homelessness. Establishing an equitable, accessible and purpose-designed site for people to utilize and access exit points from homelessness is a key development for the City of Owen Sound!

Ending homelessness in Owen Sound Grey Bruce is possible—but only if we treat housing as a human right and work together to achieve this shared goal.

MShute

Matthew Shute
Director,
Community Initiatives, Employment Services & Immigrant Services
YMCA of Owen Sound Grey Bruce
T: 519-371-9222
E: matt.shute@osgb.ymca.ca

M'Wikwedong Indigenous Friendship Centre

July 9, 2026

To Whom It May Concern,

M'Wikwedong Indigenous Friendship Centre is pleased to provide this letter of support for Safe 'N Sound's Neighbourhood Response Team (NRT) and the development of its new year-round emergency shelter.

For many years, M'Wikwedong and Safe 'N Sound have worked in partnership to support individuals experiencing homelessness, poverty, substance use, and mental health challenges. Our organizations recognize that strong collaboration is essential to improving outcomes for some of our community's most vulnerable members.

Indigenous Peoples continue to be disproportionately represented among those experiencing homelessness. At Safe 'N Sound, Indigenous participants access services at a rate approximately nine times higher than their representation in the general population. This reflects the ongoing impacts of colonization, intergenerational trauma, and systemic barriers to housing, healthcare, and other essential services.

Both the Neighbourhood Response Team and the new shelter will strengthen the supports available to Indigenous community members. The NRT provides relationship-based outreach, de-escalation, and connections to services that help prevent crises and improve access to care. The new shelter will provide a safe place to stay while creating greater opportunities for participants to connect with housing, healthcare, and culturally appropriate supports. We also appreciate that community partners, including M'Wikwedong, will have dedicated opportunities to meet with participants onsite each morning.

These initiatives complement and strengthen M'Wikwedongs' work by improving coordination between services and creating more opportunities for Indigenous community members to access the supports they need. They represent an important investment in community wellness, safety, and reconciliation.

M'Wikwedong Indigenous Friendship Centre is proud to support these initiatives and our ongoing partnership with Safe 'N Sound.

Sincerely,

R. K. Abram

Renee Abram
Executive Director

Heather Prescott
[redacted]
Owen Sound, ON [redacted]

July 10, 2026

To Mayor and Members of Council,

Re: Letter of Support for Safe ’N Sound’s 24-Hour Shelter in Owen Sound

Please accept this letter as my personal letter of support for Safe ’N Sound’s proposed 24-hour shelter in Owen Sound. I am writing as a private citizen, community member, mother, and nurse practitioner with experience in addictions, mental health, and street medicine. This letter reflects my own views and does not represent the position of any employer, agency, or organization with which I am affiliated.

I live in Owen Sound and am raising four children here. I have raised them to love this community, to see the dignity in all people, and to understand that connection is one of the strongest forms of harm reduction we have. A healthy community is not built by pushing vulnerable people out of sight. It is built by making sure people have somewhere safe to go, someone who knows their name, and a chance to remain connected to care, housing, recovery, family, and hope.

I have seen firsthand how homelessness affects health. Lack of shelter worsens wounds, infections, chronic disease, mental health symptoms, substance-use harms, sleep deprivation, trauma responses, survival crime and crisis service use. People cannot stabilize their health, reduce substance-related harms, attend appointments, take medications consistently, or work toward recovery while simply trying to survive outside, in doorways, in unsafe housing, or in constant displacement.

A 24-hour shelter is not just a place to sleep. It is health care, overdose prevention, violence prevention, discharge planning, housing stabilization, and community safety. It is a practical, human rights-based intervention that reduces avoidable suffering and creates a meaningful point of connection for people who are too often left outside every other system of care.

Safe ’N Sound has already been doing this work in Owen Sound for many years. Their drop-in space provides everyday necessities such as food, clothing, showers, laundry, hygiene supplies, harm-reduction supplies, warm drinks, crisis support, housing help, advocacy, and referrals. These basic needs are not small things. They are often the first step toward trust, safety, and engagement.

The NRT pilot also reflects the value of year-round social navigation and appropriate diversion from police, EMS, and fire when emergency response is not required. Through practical, relationship-based outreach, NRT helps connect people to services, supports businesses when

concerns arise, and helps residents and shoppers feel safer. Its collaboration across local partner agencies strengthens a coordinated community response rooted in dignity, connection, and care.

As a mother, I want my children to grow up in a city that responds to suffering with courage rather than fear. I want them to see that all community members belong here, including people who are unhoused, using substances, living with mental illness, surviving poverty, or carrying trauma. The presence of poverty and homelessness in our community is not a reason to withdraw compassion. It is a reason to deepen our commitment to practical solutions.

Safe shelter with appropriate support and coordinated outreach are practical solutions.

I strongly support Safe ’N Sound’s 24-hour shelter and urge Council to support both a safe, accessible, year-round shelter space and year-round NRT services in Owen Sound. Together, these are necessary investments in health, dignity, public safety, housing stability, and the kind of community we say we want to be.

Sincerely,

Heather Prescott

the library

Memorandum

To: **Mayors & Members of Council of Union Library Member Municipalities;**
Chair & Members of the Meaford Public Library Board;
Chair & Members of the Owen Sound & North Grey Union Public Library Board.

From: **Tim Nicholls Harrison, Chief Librarian/CEO**

Date: **June 24, 2026**

Subject: **Review of the Owen Sound & North Grey Union Public Library Agreement, 2022 – 2031.**

Comments:

We have successfully completed the first half of the 10-year term of the Union Library Agreement that came into *"effect January 1, 2022 and shall be in effect for a period of ten (10) years from that date [to December 31, 2031],* ***provided that five (5) years from that date, i.e.: in the year 2026 the parties hereto shall consult each with the other in order to review the terms hereof****..."* – Union Library Agreement: Paragraph 1.

In accordance with the Agreement that governs the Owen Sound & North Grey Union Public Library, we wish to provide the opportunity for such a "Review".

Date: **Thursday September 10, 2026**
Time: **7:00 p.m.**
Place: **Owen Sound & North Grey Union Public Library, Auditorium**

Representatives from each Municipality and Library Board are invited to review the Agreement in terms of its effectiveness, achievements, its next five years, and its extension beyond 2031. Please note that the current Union Library Agreement is not under negotiation at this time. This Review will be chaired by Richard Thomas, Chair of the Owen Sound & North Grey Union Public Library Board.

Kindly respond to Lindsey Harris, Administrative & Facilities Manager, Owen Sound & North Grey Union Public Library (519-376-6623 X 5205; e-mail: lharris@library.osngupl.ca) with names of representatives from your Council that will attend.

Please direct comments or questions about this Review to:

- Tim Nicholls Harrison, Chief Librarian/CEO (519-376-6623 x 5201; e-mail: tnichollsharrison@library.osngupl.ca)

Respectfully submitted,

TNichollsHarrison

Tim Nicholls Harrison
Chief Librarian/CEO

THIS AGREEMENT ~~dated the~~ ~~—~~ ____ ~~day of 2021.~~

BETWEEN:

THE CORPORATION OF THE CITY OF OWEN SOUND,
THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH, and
THE CORPORATION OF THE TOWNSHIP OF GEORGIAN BLUFFS
herein called "MUNICIPAL PARTNERS"

DEFINITIONS:

CHATSWORTH: Corporation of the Township of Chatsworth

GEORGIAN BLUFFS: Corporation of the Township of Georgian Bluffs

OWEN SOUND: Corporation of the City of Owen Sound

MUNICIPAL PARTNERS: The municipalities agreeing to provide "union library" services, in accordance with the Public Libraries Act, to their citizens.

LIBRARY SERVICE PARTNERS: Public Libraries with a service contract with the Union Library.

LIBRARY BOARD: Made up of elected and appointed representatives from the Union Library Municipal Partners and Library Service Partners.

UNION LIBRARY: The Owen Sound & North Grey Union Public Library (OSNGUPL)

LIBRARY MEMBERS: The users of the library with membership cards.

OPERATING BUDGET: "Operating Budget" shall include all costs of operating the Union Library, excluding capital budget items, but including "Operating Capital" Items such as, but not limited to, computers and related equipment, furnishings and upholstery, partition adjustment, duct cleaning, security systems, painting, carpeting and flooring, telephone systems, and micro-form reader printers.

CAPITAL BUDGET: "Capital Budget" shall include "bricks and mortar" projects such as, but not limited to, structural building changes, HVAC, exterior brick work, concrete work and roof repairs.

WHEREAS certain of the parties hereto entered into an Agreement for the formation and governance of a Union Public Library pursuant to sections 4 and 5 of the Public Libraries Act, R.S.O. 1990 , c.P. 44 (herein called the "Union Public Library Agreement"), said Agreement being dated November 13th, 1995;

AND WHEREAS the Union Public Library Agreement was amended on November 1st 2000;

AND WHEREAS a renewed Union Public Library Agreement was signed on October 30th, 2001 for a term to December 31st, 2011;

AND WHEREAS a renewed Union Public Library Agreement was signed on November 11th, 2011 to expire December 31st, 2021;

AND WHEREAS the parties hereto are desirous of replacing said Union Public Library Agreement as herein set out.

THE PARTIES HERETO AGREE AS FOLLOWS:

1. This Agreement shall take effect January 1, 2022 and shall be in effect for a period of ten (10) years from that date, provided that five (5) years from that date i.e.: in the year 2026 the parties hereto shall consult each with the other in order to review the terms hereof.

   At the end of the said ten (10) year term, this Agreement may be extended upon terms to be then agreed upon. This Agreement shall also terminate upon the withdrawal of any one of the MUNICIPAL PARTNERs of the UNION LIBRARY from this Agreement as hereinafter provided.

2. The library shall be called The Owen Sound & North Grey Union Public Library and shall be referred to in this agreement for brevity as the UNION LIBRARY.

3. (a) The UNION LIBRARY shall be governed by a board consisting of nine (9) members, in accordance with the Public Libraries Act, five (5) to be selected by the Corporation of the City of Owen Sound (herein called "OWEN SOUND"), two (2) to be selected by the Corporation of the Township of Georgian Bluffs (herein called " GEORGIAN BLUFFS"), one (1) to be selected by the Corporation of the Township of Chatsworth (herein called "CHATSWORTH"), and

   (b) The final one (1) representing libraries with service contracts with the UNION LIBRARY. In the event that there are no ongoing service contracts, the LIBRARY BOARD will consult the member municipalities for an appropriate selection.

4. All the citizens of each of the MUNICIPAL PARTNERS forming the UNION LIBRARY shall enjoy full access to the materials and services of the library and shall, upon compliance with such rules and regulations as the LIBRARY BOARD establishes, enjoy full privileges of membership in the UNION LIBRARY.

5. The parties agree that this Agreement shall replace the provisions of the previous Union Library Agreement dated November 11, 2011, but the UNION LIBRARY as created by the Union Public Library Agreement shall be deemed to continue to exist subject to this Agreement.

6. During the term of this Agreement all of the assets and library materials currently subject to the governance of the LIBRARY BOARD and all future assets and library materials acquired by the UNION LIBRARY shall be held in trust for, and at the termination of this Agreement shall come under the governance of, such public library board as may be established by OWEN SOUND or such new union library board as may be established by OWEN SOUND and its surrounding municipalities.

7. No compensation of any kind shall be paid to any municipality for any contribution which it may have made to the assets of the UNION LIBRARY during the operation of the UNION LIBRARY hereby established, upon termination of this Agreement and the UNION LIBRARY hereby established.

8. The participating municipalities shall appoint their respective board members to the LIBRARY BOARD, in accordance with the requirements of the Public Libraries Act and the UNION LIBRARY bylaws, and reappoint their respective board members, hereafter in accordance with the Public Libraries Act, from time to time, to ensure that each MUNICIPAL PARTNER shall maintain its respective board member(s) sitting on the LIBRARY BOARD at all times. Failure by any MUNICIPAL PARTNER to appoint a board member as required by the Public Libraries Act shall not relieve the defaulting MUNICIPAL PARTNER from any and all liability arising under this Agreement.

9. Each MUNICIPAL PARTNER participating in the UNION LIBRARY shall have the right to withdraw from this Agreement upon giving written notice of its intention to the LIBRARY BOARD. A MUNICIPAL PARTNER must remain in the UNION LIBRARY for one full calendar year following the year in which notice to withdraw is given.

10. (a) In the event that any MUNICIPAL PARTNER withdraws, the LIBRARY BOARD shall be disbanded on the date that the withdrawal becomes effective at which time all the assets of the UNION LIBRARY shall revert to and be vested in a library board called The Owen Sound Public Library Board as appointed by OWEN SOUND, or in the event that OWEN SOUND and the remaining board members have formed a new union library prior to the effective date of a MUNICIPAL PARTNER's withdrawal, the LIBRARY BOARD shall be disbanded on such date as the new union library board is inaugurated and all assets of the UNION LIBRARY shall revert to and come under the governance of the new union library board.

    (b) Provided that the withdrawing MUNICIPAL PARTNER meets its financial commitments up to the date of dissolution, its residents shall enjoy full access to the materials and services of the UNION LIBRARY, and shall, upon compliance with such rules and regulations as the LIBRARY BOARD establishes, enjoy full privileges of membership in the UNION LIBRARY, up to the date of dissolution.

11. From the date of receiving notice of the withdrawal of one MUNICIPAL PARTNER from the LIBRARY BOARD, the remaining directors of the board, provided they include OWEN SOUND, may negotiate the formation of a new union library board in accordance with the Public Libraries Act, and provided that a new agreement is arrived at for a new union library prior to the date of termination of the UNION LIBRARY, then all of the assets of the UNION LIBRARY shall be placed under governance of the new union library board.

12. Each MUNICIPAL PARTNER shall remain fully liable for all financial commitments to the UNION LIBRARY up to the actual date of dissolution of the UNION LIBRARY, and the Owen Sound Public Library Board or the Board of such other union library as may be formed by OWEN SOUND and surrounding municipalities shall be hereby granted all right, title and interest in all funds due and payable to the former LIBRARY BOARD up to the date of dissolution.

13. Upon dissolution of the UNION LIBRARY, no municipality or library board other than the Owen Sound Public Library Board or a new union library board formed by OWEN SOUND and surrounding municipalities shall have any right or entitlement to receive any compensation of any nature or kind for contributions made or donated to the UNION LIBRARY, whether attributed to operational or capital budget of the UNION LIBRARY, made prior to the date of dissolution, and each of the participating municipalities hereby renounces and waives any claim for compensation however arising upon the dissolution of the UNION LIBRARY.

14. (a) The UNION LIBRARY shall have the power to negotiate with any municipality not part of the initial complement of municipalities forming the UNION LIBRARY to permit the entry of such municipality into the UNION LIBRARY on such terms and conditions as may be acceptable to the LIBRARY BOARD.

    (b) The UNION LIBRARY shall have the power to negotiate with other public library boards to permit the entry of such library into a service contract on such terms and conditions as may be acceptable to the LIBRARY BOARD.

15. (a) The annual OPERATING BUDGET of the UNION LIBRARY shall be shared and funded by the MUNICIPAL PARTNERS of the PUBLIC LIBRARIES and public libraries with a service contract (LIBRARY SERVICE PARTNERS) with the UNION LIBRARY.

    (b) The contribution of the MUNICIPAL PARTNERS (and LIBRARY SERVICE PARTNERS) shall be based on the average of the ratio of memberships for each group to the total memberships in the UNION LIBRARY for the five years (2017-2021) as of August 31st of each year.

(c) Funding is shared among the MUNICIPAL PARTNERS (and LIBRARY SERVICE PARTNERS) in a ratio equal to those outlined below:

	Percentage
Township of Chatsworth	9.9
Township of Georgian Bluffs	22.0
City of Owen Sound	59.8
Service Contracts	8.3

(d) At the time of the five-year review, in the fall of 2026, amendments to the above table will be made to reflect the average of the ratio of memberships for each group to the total memberships in the UNION LIBRARY for the five years (2012-2026) as of August 31st of each year. The amended table will be used for the last five years of the agreement.

16. (a) The provisions hereof shall govern the budgets and estimates of the LIBRARY BOARD.

(b)The funding in paragraph 15 hereof shall be applied to and calculated on the total budgeted amount required to balance the UNION LIBRARY's OPERATING BUDGET. Prior year surplus or deficit shall be included in the current year budget estimate. That is, net funding to be raised shall be:

Total OPERATING BUDGET expenditure per annum
Minus revenue other than municipal contribution (e.g. fees, rentals, non-resident memberships, donations, and other non-municipal revenue)
Plus or minus any surplus or deficit from prior year.

(c) Notwithstanding any other provisions hereof, the LIBRARY BOARD shall submit with its estimates the statement as to the proportion of the estimates that is to be charged to each of the MUNICIPAL PARTNERS (and LIBRARY SERVICE PARTNERS) of the UNION LIBRARY, and if the estimates of the LIBRARY BOARD are approved or amended and approved by the Councils of the MUNICIPAL PARTNERS (and LIBRARY SERVICE PARTNERS) of the UNION LIBRARY representing more than one half of the population of the area for which the LIBRARY BOARD was established, the said estimates shall be binding on all MUNICIPAL PARTNERS (and the LIBRARY SERVICE PARTNERS) of the UNION LIBRARY.

(d) Should the increase in the UNION LIBRARY's OPERATING BUDGET from year to year be greater than 4% of the previous year's budget, or the annual CPI (whichever is greater), approval shall be required by the Councils of the MUNICIPAL PARTNERS of the UNION LIBRARY representing 75% of the population of the area for which the LIBRARY BOARD was established, and when acquired, said approval shall be binding on MUNICIPAL PARTNERS (and LIBRARY SERVICE PARTNERS) of the UNION LIBRARY.

(e)The MUNICIPAL PARTNERS of the UNION LIBRARY agree that in recognition of CAPITAL BUDGET items as hereinbefore defined, the MUNICIPAL PARTNERS of the UNION LIBRARY other than OWEN SOUND shall contribute a total of $5000 multiplied by (the percentage listed in 15c) per annum towards CAPITAL BUDGET items of the UNION LIBRARY. Subject to this provision, OWEN SOUND shall remain liable for funding all capital acquisitions by the UNION LIBRARY.

(f) New MUNICIPAL PARTNERS of the UNION LIBRARY or libraries desiring Library Service Contracts may apply at any time to join the UNION LIBRARY, and shall be admitted on consent of a majority of the existing MUNICIPAL PARTNERS (and LIBRARY SERVICE PARTNERS) of the UNION LIBRARY, but only by amendment to this Agreement.

(g) (i) The OPERATING BUDGET for the UNION LIBRARY together with the current year requisition shall be delivered to each MUNICIPAL PARTNER (and LIBRARY SERVICE PARTNER) prior to November 1st in each year to enable partners to include the estimates in their municipal budgets.

(ii) Requisitions shall be paid upon receipt of invoices delivered to each MUNICIPAL PARTNER (and LIBRARY SERVICE PARTNER) by the UNION LIBRARY on the following dates:

March 31st	25% of the Previous Year OPERATING BUDGET Amount
June 30th	35% of the Current Year OPERATING BUDGET Amount + Current Year CAPITAL BUDGET Amount
September 30th	The balance of the Current Year OPERATING BUDGET Amount

17. Any MUNICIPAL PARTNER of the UNION LIBRARY may request a review of this Agreement upon giving three (3) months written notice to the other parties hereto.

18. Each MUNICIPAL PARTNER of the UNION LIBRARY, whose share of the Provincial Library Grant is received by the UNION LIBRARY, will have this contribution recognized as part of their financial support. For clarification, this section does not apply to library service contracts.

19. Failure by any MUNICIPAL PARTNERS (and LIBRARY SERVICE PARTNERS) of the UNION LIBRARY to pay its share of support to the UNION LIBRARY when due shall constitute notice to the LIBRARY BOARD of withdrawal of the non-paying partner from the UNION LIBRARY, provided that the board shall notify the withdrawing MUNICIPAL PARTNER in writing of its acceptance of its withdrawal and the date of delivery of this acceptance notice to the MUNICIPAL PARTNER by the LIBRARY BOARD shall constitute the date of notification of withdrawal. Following notification of withdrawal, the withdrawing partner shall receive library services for no more than sixty (60) days after which library services shall be terminated. Notwithstanding termination of services as herein provided the MUNICIPAL PARTNER withdrawing in accordance with this paragraph shall remain

fully liable for its financial contribution up to the date of dissolution of the UNION LIBRARY as set out in paragraphs 12 and 13 above.

20. This Agreement shall be binding upon and enure to the benefit of the successors and assigns of all parties hereto.

Dated this 13th day of December 2021

THE CORPORATION OF THE CITY OF OWEN SOUND
Per:

6 6

Mayor

Clerk

DEC 13 2021

CORPORATION OF THE CITY OF OWEN SOUND

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH
Per:

Mayor

Clerk

THE CORPORATION OF THE TOWNSHIP OF GEORGIAN BLUFFS
Per:

Mayor

Clerk

fully liable for its financial contribution up to the date of dissolution of the UNION LIBRARY as set out in paragraphs 12 and 13 above.

20. This Agreement shall be binding upon and enure to the benefit of the successors and assigns of all parties hereto.

Dated this _____ day of _____ 2021

THE CORPORATION OF THE CITY OF OWEN SOUND
Per:

_____
Mayor

_____
Clerk

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH
Per:

Scott Mackey Mayor

B. Schellenberger Deputy Clerk

THE CORPORATION OF THE TOWNSHIP OF GEORGIAN BLUFFS
Per:

_____
Mayor

_____
Clerk

fully liable for its financial contribution up to the date of dissolution of the UNION LIBRARY as set out in paragraphs 12 and 13 above.

20. This Agreement shall be binding upon and enure to the benefit of the successors and assigns of all parties hereto.

Dated this _____ day of _____ 2021

THE CORPORATION OF THE CITY OF OWEN SOUND
Per:

_____
Mayor

_____
Clerk

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH
Per:

_____
Mayor

_____
Clerk

THE CORPORATION OF THE TOWNSHIP OF GEORGIAN BLUFFS
Per:

_____
Mayor

_____
Clerk

Staff Report

Report To: City Council

Report From: Jacklyn Iezzi, Senior Planner

Meeting Date: July 27, 2026

Report Code: CS-26-076

Subject: Technical Report – Zoning By-law Amendment (ZBA) No. 59 – Part 1, Plan 16R-12308 and 1038 6th Avenue West

Recommendations:

THAT in consideration of Staff Report CS-26-076 respecting a proposed Zoning By-law Amendment to permit a semi-detached dwelling on lands municipally known as 1038 6th Avenue West and lands legally described as Part 1, Plan 16R-12308, City Council directs staff to continue to process Zoning By-law Amendment No. 59 in accordance with the process outlined in the report.

Highlights:

- A complete application for a Zoning By-law Amendment (ZBA 59) has been submitted by Barry's Construction and Insultation Ltd. The requested ZBA applies to two (2) separate properties; one (1) municipally known as 1038 6th Avenue West, currently containing an existing single detached dwelling, and one (1) that does not yet have a civic address assigned, legally described as Part 1, Plan 16R-12308, created by Consent in 2025 (City File No. B01-2025).
- Through a future consent application, the applicant is proposing to sever the southern interior side yard of 1038 6th Avenue West. The lands proposed to be severed, and the lands legally described as Part 1, Plan 16R-12308, are proposed to be developed for a semi-detached dwelling.

- The lands are zoned 'Retail Commercial' (C2) by the City's Zoning By-law. Semi-detached dwellings are not a permitted use in the C2 Zone.
- The effect of the application is to apply a site-specific zoning provision to the lands, to permit a semi-detached dwelling, and provide site-specific site and building regulations for lot area, lot coverage, and front and rear yard setbacks.

Strategic Plan Alignment:

The subject application represents a legislated review process.

Previous Report/Authority:

Ontario Planning Act

Provincial Planning Statement (2024)

City of Owen Sound 2021 Official Plan

2026 Urban Design Directions

City of Owen Sound Zoning By-law (2010-078, as amended)

Official Plan and Zoning By-law Updated (2025-2026)

2026 Adopted Official Plan Amendment, adopted by Council, not yet approved or in effect.

2026 Approved Zoning By-law Amendment No. 57, approved by Council, not yet in force and effect.

On April 13, 2026, City Council passed By-law No. 2026-029 for the purpose of adopting Official Plan Amendment No. 14 and passed By-law No. 2026-030 for the purpose of adopting Zoning By-law Amendment No. 57. These represent City-initiated updates to the Official Plan and Zoning By-law following a 5-year review.

At the time of writing this report, these amendments were not yet in full force and effect.

ZBA 57 (By-law No. 2026-030) will conform with Official Plan 2026 on the day that Official Plan 2026 comes into full force and effect. Accordingly, pursuant to subsections 24(2) and (2.1) of the *Planning Act*, this by-law is

conclusively deemed to conform with Official Plan 2026 on and after the day this by-law is passed, if Official Plan 2026 comes into effect; and this by-law is of no force and effect if Official Plan 2026 does not come into effect.

Background & Proposal:

A complete application for a Zoning By-law Amendment (ZBA 59) has been submitted by Barry's Construction and Insulation Ltd. for lands on the west side of 6th Avenue West, approximately 12.8 metres north of the intersection with 10th Street 'A' West, and 40 metres north of the intersection with 10th Street West.

The requested Zoning By-law Amendment applies to two (2) separate properties; one (1) municipally known as 1038 6th Avenue West, and the other which does not yet have a civic address assigned, legally described as Part 1, Plan 16R12308.

The lands are shown on the Orthophoto attached as Schedule 'A'.

The lands, legally described as Part 1, Plan 16R-12308, were created by Consent in 2025 (City File No. B01-2025). The lands were severed from the adjacent property to the south, municipally known as 1010 6th Avenue West. The parcel created by Consent (Part 1, Plan 16R-12308) has 12 metres of frontage along 6th Avenue West, 20.6 metres of lot depth, and 249 square metres of lot area and is currently vacant. The retained lot (1010 6th Avenue West) is a corner lot with approximately 16.5 metres of frontage on 6th Avenue West, 20.3 metres of frontage on 10th Street West, and 338.4 square metres of lot area and contains an existing two-storey red brick single detached dwelling with an attached garage. An accessory residential unit (ARU) within the existing dwelling is currently under construction (Building Permit No. 2026-0047). The retained lot has a driveway access via 10th Street West and 6th Avenue West.

The lands, municipally known as 1038 6th Avenue West, have approximately 26 metres of frontage along 6th Avenue West, 20.3 metres of lot depth, and 558 square metres of lot area, and currently contain an existing single detached dwelling. The lands front and gain vehicular access via 6th Avenue West. Parking for the existing single detached dwelling is provided within a private driveway. A variety of mature trees and an existing wooden fence exist along the northern interior side and southern rear lot lines.

Surrounding land uses include:

North: unopened City lane, residential along 6th Avenue West and 11th Street West.

East: residential on the east side of 6th Avenue West and along 10th Street 'A' West, hazard lands (escarpment).

South: commercial and institutional uses existing on the south side of 10th Street West (automotive repair, offices, place of worship), residential along 6th Avenue West, south of 10th Street West.

West: commercial uses existing on the northside of 10th Street West (commercial plaza with a restaurant, hotel, car wash).

The subject lands are designated 'West City Commercial' by the City's 2021 Official Plan and are zoned 'Retail Commercial' (C2) by the City's Zoning By-law (2010-078, as amended).

The land use designation remains unchanged under the City's 2026 Official Plan and the lands remain zoned 'Retail Commercial' (C2) by the City's Zoning By-law, as amended by ZBA No. 57.

For location context and surrounding land uses, please see the Orthophoto in Schedule 'A'. For the planning policy context, please see the Official Plan and Zoning Map in Schedule 'B'. The subject lands are fully described in Schedule 'C'.

The Proposal

As noted above, the lands legally described as Part 1, Plan 16R-12308 were created by Consent in 2025 (City File No. B01-2025). The Consent application was approved by the City's Committee of Adjustment on January 28, 2025, subject to conditions. Conditions of the consent approval were fulfilled, and the deeds were stamped by the City's Secretary Treasurer on March 4, 2026. At the time of consent approval, the lands were also subject to Minor Variance A01-2025, which had the effect of providing relief from the minimum lot area requirements of the City's Zoning By-law for the retained and severed parcels to facilitate the proposed lot creation, and the maximum lot coverage and minimum front and rear yard setback provisions, to facilitate the construction of a single detached dwelling on the severed parcel. Minor Variance A01-2025 was approved by the City's Committee of Adjustment and is in full force and effect.

Through a future Consent application, the applicant is proposing to sever the southern interior side yard of the lands municipally known as 1038 6th Avenue West, for the purposes of a new residential building lot. A lot addition is also proposed that will sever a 0.88 metre wide by 20.5-metre-long strip of land from the lands legally described as Part 1, Plan 16R-12308, and convey it to the proposed severed parcel such that each lot has approximately 11 metres of frontage on 6th Avenue West, 20.5 metres of lot depth, and 230 square metres of lot area.

The proposed Consent for lot creation and a lot addition, will facilitate development of the lands for a semi-detached dwelling. This proposal replaces that previously contemplated through Consent B01-2025 and Minor Variance A01-2025, which was to facilitate the construction of a single detached dwelling.

The proposed retained lot will contain the existing single detached dwelling on 1038 6th Avenue West and is proposed to have approximately 18.3 metres of frontage on 6th Avenue West, 20.7 metres of lot depth, and 379 square metres of lot area.

A Site Plan illustrating the proposal is attached as Schedule 'D'.

The lands are zoned 'Retail Commercial' (C2) by the City's Zoning By-law (2010-078, as amended). Semi-detached dwellings are not among the uses permitted in the C2 Zone.

The effect of the requested Zoning By-law Amendment is to apply a site-specific zoning provision to the lands, to permit a semi-detached dwelling, and provide site-specific site and building regulations with respect to lot area, lot coverage, and front and rear yard setbacks.

The proposed zoning provisions are summarized as follows:

Zoning Provision	**Part 1, Plan 16R-12308**	**Proposed Severed Lot**	**Proposed Retained Lot (1038 6th Avenue West)**
Lot Frontage	11 m	11 m	18.3 m
Lot Area	230 m^2	230 m^2	379 m^2
Lot Coverage	46%	47%	23%

Zoning Provision	Part 1, Plan 16R-12308	Proposed Severed Lot	Proposed Retained Lot (1038 6th Avenue West)
Front Yard Setback	6 m	6 m	0.5 m (existing)
Rear Yard Setback	4 m	4 m	8.1 m (existing)
Interior Side Yard Setback	0.9 m / 0 m (common party wall)	0.9 m / 0 m (common party wall)	0.9 m (south side)
Exterior Side Yard Setback	N/A	N/A	9.2 m (north side)
Building Height	< 10 m	< 10 m	< 10 m (existing)

Submission & Process Details

As part of a complete application, the applicant has submitted the following materials for consideration:

Submission Item Title	Submission Item Detail
Cover Letter	Dated June 10, 2026, by Barry's Construction and Insulation Ltd.
Planning Justification Report, including Draft Zoning By-law Amendment	Dated June 2026 by Cobide Engineering Inc.
Fully dimensioned Site Plan with complete site statistics	Dated March 3, 2026, by GEI Consultants Canada Ltd.

Given the minor nature of the proposal, pre-consultation was not required for the proposed Zoning By-law Amendment.

Subsequently, the process relating to the formal application has proceeded as follows:

Date	Step	Days
June 10, 2026	Submission of application forms and supporting plans and studies.	0
June 12, 2026	Submission of required application fees (complete application)	1
June 22, 2026	Letter regarding Notice of Complete Application to the applicant. Request for comments circulated to City staff and external agencies.	11
July 2, 2026	Notice of Complete Application & Public Meeting mailed to property owners within 120 metres of the subject lands and notice posted on the property.	21
July 27, 2026	Public Meeting and Technical Report to Council.	46

These submission items can be found online under heading ZBA No. 59 at www.owensound.ca/development.

Technical Review:

The *Planning Act* and the City's Official Plan establish criteria for evaluating an application to amend the City's Zoning By-law. In making land use planning decisions, Council must consider the matters of Provincial interest

as described in Section 2 of the *Planning Act*. Section 3 of the *Planning Act* also prescribes that the decision of Council on a planning matter shall be consistent with the policy statements issued under the Act.

Policies within the Official Plan are intended to be consistent with the policies of the relevant provincial agency, in conformity with the Grey County Official Plan, and address requirements and regulations of other agencies and related regulating authorities.

The City's Official Plan (policy 9.1.1.2) provides that the City may amend the Zoning By-law where, in the opinion of Council, sufficient justification exists. Amendments must conform to the policies of the Official Plan. When considering an amendment, the City should consider the goals, objectives, and policies of the Official Plan. Additionally, decisions should consider the compatibility with adjacent uses of land and servicing (transportation, sewer, and water).

The application is subject to review by the City's Development Team and external commenting agencies. Public notice of the application has been given in accordance with the requirements of the *Planning Act*.

All applicable policies, standards, and review comments will be fully reviewed in the staff recommendation report anticipated to come before Council on September 14, 2026. Public input will be considered in the overall process and included in the future recommendation report.

This report is intended to describe the proposed Zoning By-law Amendment and outline the key policy considerations relevant to the evaluation of the subject application.

The following sections describe the proposal more completely, and outline the key considerations, evident to staff at this time, that are relevant to the specific amendments requested.

A: Provincial Policy Statement

In making land use planning decisions, Council must consider the matters of Provincial interest as described in Section 2 of the *Planning Act*. These matters include (but are not limited to) the orderly development of safe and healthy communities, the appropriate location of growth and development, and the promotion of development designed to be sustainable, support public transit, and be oriented to pedestrians.

The 2024 Provincial Planning Statement (PPS) provides direction on matters of provincial interest. The vision of the PPS includes that:

> "Ontario will increase the supply and mix of housing options, addressing the full range of housing affordability needs. Every community will build homes that respond to changing market needs and local demand. Providing a sufficient supply with the necessary mix of housing options will support a diverse and growing population and workforce, now and for many years to come."

The PPS recognizes that municipal Official Plans are the most important vehicle for implementation of the Provincial Planning Statement and for achieving comprehensive, integrated, and long-term planning. It further identifies zoning by-laws as important for the implementation of the PPS directing that they should be forward-looking and facilitate opportunities for an appropriate range and mix of housing options for all Ontarians.

The following PPS policies are highlighted concerning the application:

2.1 Planning for People and Homes

6. Planning authorities should support the achievement of complete communities by:

   a) accommodating an appropriate range and mix of land uses, housing options, transportation options with multimodal access, employment, public service facilities and other institutional uses (including schools and associated child care facilities, long-term care facilities, places of worship and cemeteries), recreation, parks and open space, and other uses to meet long-term needs;

   b) improving accessibility for people of all ages and abilities by addressing land use barriers which restrict their full participation in society; and

   c) improving social equity and overall quality of life for people of all ages, abilities, and incomes, including equity-deserving groups.

2.2 Housing

1. Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected needs of current and future residents of the regional market area by:

b) permitting and facilitating:

i. all housing options required to meet the social, health, economic and wellbeing requirements of current and future residents, including additional needs housing and needs arising from demographic changes and employment opportunities; and

ii. all types of residential intensification, including the development and redevelopment of underutilized commercial and institutional sites (e.g., shopping malls and plazas) for residential use, development and introduction of new housing options within previously developed areas, and redevelopment, which results in a net increase in residential units in accordance with policy 2.3.1.3;

c) promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation; and

d) requiring transit-supportive development and prioritizing intensification, including potential air rights development, in proximity to transit, including corridors and stations.

2.3 Settlement Areas and Settlement Area Boundary Expansion

2.3.1 General Policies for Settlement Areas

1. Settlement areas shall be the focus of growth and development. Within settlement areas, growth should be focused in, where applicable, strategic growth areas, including major transit station areas.

2. Land use patterns within settlement areas should be based on densities and a mix of land uses which:

a) efficiently use land and resources;

b) optimize existing and planned infrastructure and public service facilities

c) support active transportation

d) are transit-supportive, as appropriate; and

e) are freight-supportive

3. Planning authorities shall support general intensification and redevelopment to support the achievement of complete communities, including by planning for a range and mix of housing options and prioritizing planning and investment in the necessary infrastructure and public service facilities.

3.1 General Policies for Infrastructure and Public Service Facilities

1. Infrastructure and public service facilities shall be provided in an efficient manner while accommodating projected needs.

3.6 Sewage, Water and Stormwater

2. Municipal sewage services and municipal water services are the preferred form of servicing for settlement areas to support protection of the environment and minimize potential risks to human health and safety. For clarity, municipal sewage services and municipal water services include both centralized servicing systems and decentralized servicing systems.

The pending recommendation report will assess consistency of the proposed Zoning By-law Amendment with the direction provided by the PPS.

B: County of Grey Official Plan

The subject property is designated 'Primary Settlement Area' in the 2019 County of Grey Official Plan (County OP).

Settlement areas with full municipal services are the focus of most of the growth within the County. The County OP promotes a full range of residential, commercial, industrial, recreational, and institutional land uses within Primary Settlement Areas. Land use policies and development standards are in accordance with the local Official Plan.

The pending recommendation report will assess if the proposal conforms to the policies of the County OP. The County has been provided notice of the subject Zoning By-law Amendment application, in accordance with the requirements of the *Planning Act*.

C: City of Owen Sound Official Plan

The subject lands are designated 'West City Commercial' by the City's 2021 Official Plan (OP). As noted above, the City has adopted an Official Plan update (2026) that is not yet approved by the County of Grey. Under the

2026 OP, the lands remain designated 'West City Commercial' and policies applicable to this land use designation remain unchanged.

The following OP policies are highlighted concerning the application:

2. Vision Goals and Objectives

Section 2 of the Official Plan sets out the vision and general goals and objectives of the City of assist in understanding the intent of the policies.

2.1 The City of Owen Sound is where you want to live. A complete community that values the natural environment, cultural diversity, historic streetscapes, vibrant waterfront and provides a sense of belonging. The City will plan to evolve as a centre for growth, opportunity and innovation while ensuring that equity, inclusion, diversity, sustainability, resiliency, and quality of life are considered in every decision.

2.2 Goals and Objectives

2.2.4 Managing Growth

Goal: To promote and encourage the growth and development of the City through a planning framework that supports sustainability, healthy communities, planned growth and quality of life for all residents of the City.

Objectives:

a. To plan for a complete community and promote a healthy, active City for the benefit of all residents and visitors.

b. To accommodate the population and development anticipated for the City within the planning period in a sustainable, compact urban form and to avoid land use patterns that may cause environmental or public health and safety concerns or promote non-compatible land uses.

d. To increase housing supply by identifying and promoting opportunities for intensification and redevelopment where appropriate, and plan for a full range and mix of housing options in terms of dwelling types, densities and tenure.

e. To consistently apply a diversity lens to growth management through planning for persons having diverse abilities and circumstances.

2.2.6 Equity, Diversity and Inclusion

Goal: To be a welcoming, safe and supportive community that provides for the diverse needs of all residents and visitors.

Objectives:

a. To provide a safe and accessible urban environment with a mix of uses, activities, experiences and opportunities, for persons of all abilities in accordance with the Accessibility for Ontarian's with Disabilities Act and the City's Multi-year Accessibility Plan and Transit Accessibility Plan.

b. To recognize and respond to the demographic changes in the community and develop strategies to encourage all residents to maintain their residency and employment within the City.

d. To apply a diversity lens to all decisions and work to capture opportunities to address homelessness and combat inequity in the City's built environment and planning policy framework.

2.2.7 Urban Design

Goal: To facilitate 'experiencing the City' by recognizing the exceptional natural setting, maintaining the built heritage of the City, protecting significant natural features, establishing complete communities and ensuring quality urban design.

Objectives:

c. To provide streetscapes and pedestrian environments that are designed to be safe, attractive, accessible, and inviting.

d. To ensure that new development and redevelopment employs high quality architectural and landscape design, is progressive, aesthetically appropriate, and compatible with the City's built heritage resources, cultural heritage landscapes, and surrounding neighbourhood character.

e. To maintain residential areas that are safe, convenient, quiet, well landscaped, diverse, and coherent in scale.

3.6 West City Commercial - 10th Street West from 6th Avenue West to 9th Avenue West

10th Street West connects the commercial development on the "Sunset Strip" in Georgian Bluffs to the River District Commercial area. It is the main entrance to the City from the west and the north and is an important aspect of the City's image. This area consists mainly of arterial commercial development, with parking areas between the buildings and the street. Typically, the commercial development abuts low-density residential and institutional uses to the rear.

3.6.1 Permitted Uses

3.6.1.1 The following types of uses may be appropriate within the lands designated West City Commercial:

a. A wide variety of small commercial uses such as food services, restaurants, convenience stores, specialty automotive services, commercial and personal services, specialty retail, funeral homes, and motels.

b. Small business, professional and medical offices, and clinics.

c. **Non-commercial uses such as medium density forms of housing,** congregate housing, churches, and other institutional uses.

3.6.2 General Policies

3.6.2.1 The West City Commercial Area should be maintained and developed as a cohesive and attractive pedestrian and vehicle-oriented retail and service area to serve local and regional needs.

5. Infrastructure

5.1.3 Roads

5.1.3.4 Roads within settlement areas and built-up areas should be designed as living streets to support all user groups and a variety of travel modes.

5.1.3.6 Road access points shall be designed to the satisfaction of the City in locations that will not create a hazard due to poor sight lines or other geometric, transportation or land use planning considerations. Shared vehicular entrances are encouraged for commercial and industrial uses located on arterial and collector streets.

5.1.4 Parking

5.1.4.3 All new development and redevelopment, including the reuse of existing buildings, shall be required to provide adequate off-street parking and loading spaces in accordance with the standards established in the Zoning By-law. Access and egress to all off-street parking or loading spaces shall be limited in number and designed to minimize danger to vehicular and pedestrian traffic.

5.1.4.10 Access points should be clearly visible and distinguishable, limited in number and designed in a manner that will minimize hazards to pedestrian and motor traffic in the immediate area. The City may require consolidation of adjacent parking areas to provide appropriate spacing of access points on arterial roads.

5.1.5 Active Transportation

5.1.5.1 New developments will be designed to be walkable and bike friendly by including multi-use trails, sidewalks, and/or paved shoulders where appropriate to integrate with the overall complete transportation system.

5.2 Municipal Services

5.2.1 General Policies

5.2.1.1 Development will be permitted in areas that can be adequately serviced by municipal services, municipal water and wastewater services, stormwater management and emergency services.

5.2.4 Stormwater Management

5.2.4.1 Stormwater should be managed onsite where practical minimizing stormwater volumes and contaminant loads and maintain or increase the extent of vegetative and pervious surfaces. No new development shall have a negative impact on the drainage characteristics of adjacent land.

5.2.4.6 The City shall require new developments or redevelopment projects to have a stormwater management plan in place prior to the construction.

7. Culture and Community

7.4.3 Parkland Dedication

7.4.3.2 The City will, as a condition of the subdivision or the development or redevelopment of land:

a. For residential and institutional purposes, require 5 percent of all the land proposed for development or redevelopment, or alternatively require up to one hectare for each 300 dwelling units proposed be conveyed to the City for parkland, open space, or multi-use pathway purposes.

7.4.3.3 In place of the dedication of land, the City may require cash-in lieu of land at a rate appropriate to the value of the required land. For the purposes of collecting parkland conveyance as cash in-lieu, the value of the land will be determined as of the day before the day of draft plan approval. In the case of the development or redevelopment of land, the value will be determined as of the day before the day of issuance of the first necessary building permit.

8. Urban Design

8.1.1 General Policies

8.1.1.1 The City may require urban design studies, project specific design guidelines, context plans and master plans, in support of proposed development. Such studies shall have regard to the objectives and policies of this Plan and may be used to guide site plan development.

8.1.1.2 The City shall promote a high standard of design in its public works and in the design of private and public development to achieve an appealing, comfortable, accessible, safe living and work environment for the residents and visitors of Owen Sound. Particular attention will be given to development within the River District Commercial area, the harbour area, new residential areas, major commercial areas and gateways to the City.

8.2 Natural Features

8.2.1.6 Where new development is proposed, locations of existing mature trees should be considered in the preparation of a site plan. Through the implementation of the Tree Preservation Policy, the City will ensure tree protection in maintaining healthy trees. The City will require the planting of street trees in new development areas through a tree survey planting plan.

8.3.2 Gateways and Nodes

8.3.2.1 The City may identify certain points of entry into the City and certain key intersections as Gateways and Nodes. These are points that may be used to create a sense of welcome and arrival, assist in orientation and create a memorable image of the City. The primary locations are at the highway

entrances at Highway 26 in the east, Highways 6/10 in the south and Highways 6/21 in the west, and nodes identified in area studies such as the Harbour and Downtown Urban Design/Master Plan Strategy. These locations may be marked with special structures, landscaping or signage that reflects the unique character of the City. Design opportunities and the integration of these elements into the surrounding area may be identified through Urban Design studies.

8.6 Streetscape

8.6.1 Objectives

8.6.1.1 The City will seek to achieve well-coordinated and designed streetscapes throughout the City, particularly in the commercial areas and along arterial roads. They should provide comfortable pedestrian environments, safe vehicular movement, reinforce the desired or established character of the area and, where appropriate, incorporate trees for shade.

8.6.1.3 The City may define, within any development area, building heights and setbacks or, in some cases, 'build to' lines that are consistent with the intended form of development and relevant guidelines. Within a residential area, such heights and setbacks should be consistent with the general form of existing development. Increased setbacks may be required where high buildings are proposed.

8.6.6 Parking and Access

8.6.6.3 Access points should be clearly visible and distinguishable, limited in number and designed in a manner that will minimize hazards to pedestrian and motor traffic in the immediate area. The City may require consolidation of adjacent parking areas to provide appropriate spacing of access points on arterial roads.

8.6.7 Adjacent Uses

8.6.7.4 Wherever a residential type of use abuts an industrial use, a commercial use, an institutional use, a parking area, a loading area or any other incompatible use, the City may develop and enforce setback requirements, site plan requirements and design guidelines to provide adequate visual and aural separation and privacy for the residential use in accordance with MECC.

8.6.8 New Residential Development

8.6.8.2 Buildings should be sited to provide relatively consistent streetscapes within an area, with similar setbacks, defining the visual width of the streets. Street trees should be planted in accordance with an appropriate plan.

9. Implementation

9.1.1 Zoning By-law

9.1.1.2 The City may amend the Zoning By-law where, in the opinion of the City, sufficient justification exists. Amendments must be in conformity with the policies of this Plan. When considering whether an amendment to the Zoning By-law is appropriate, the City should consider the goals, objectives and policies of this Plan.

9.3.2 Committee of Adjustment

9.3.2.2 Plans of subdivision shall be the preferred method of land division. Consents should only be granted when it is clearly not necessary or in the public interest that the land be developed by plan of subdivision. Plans of subdivision will be required and applications for consent will not be approved under the following circumstances:

a. More than three lots (two severed and one retained) from a land holding are being created.

b. Lots created require a new public road for the provision of access.

c. The provision or extension of municipal services (water and/or sewer) is required.

d. Other matters that may arise during the review of the proposed development.

9.3.2.3 Notwithstanding Section 9.3.2.2a) the requirement for a plan of subdivision may be waived for infilling or redevelopment of lots having frontage on a public road that is maintained on a year round basis in an area serviced by municipal water and sanitary sewers subject to the provisions of section 9.3.3 of this Plan.

9.3.2.4 Regard shall be had to the following criteria when considering an application for consent:

a. The lands front onto an existing, assumed public road that is maintained on a year round basis.

b. The consents shall have the effect of infilling in existing areas and not extending existing development.

c. Creation of the lot does not compromise the long-term use of the remaining land or retained parcel.

d. The size of the parcel of land created by consent should be appropriate for the use proposed.

e. Soil and drainage conditions are suitable or can be made suitable to permit the proper siting of buildings.

f. Impact on any adjacent built heritage or archaeological resource.

9.3.2.5 No parcel shall be created which does not conform to the provisions of the Zoning By-law except where a minor variance has been approved.

9.3.2.8 Nothing in this Plan shall adversely affect the continuance of any use(s) legally existing on the date this Plan was adopted by the City.

9.3.2.9 The City may recognize the existing use of land in the implementing Zoning By-law. The City, in co-operation with landowners, will attempt to reduce the number of non-conforming uses whenever and wherever possible according to the policies of this Plan.

The pending recommendation report will assess if the proposal conforms to the policies of the City's OP and if conditions of approval respecting City OP conformity should be applied.

D: City of Owen Sound Zoning By-law

The subject property is zoned 'Retail Commercial' (C2) by the City's Zoning By-law 2010-078, up to and including Amendment No. 56.

As noted above, the City has approved a Zoning By-law Update (ZBA No. 57) that is not yet in force and effect. Under Zoning By-law 2010-078, as amended by ZBA No. 57, the lands remain zoned 'Retail Commercial' (C2).

Under both by-laws, a semi-detached dwelling is not a permitted use in the C2 Zone. The effect of the requested ZBA is to permit a semi-detached dwelling and provide site-specific site and building regulations with respect to lot area, lot coverage, and front and rear yard setbacks.

The Zoning By-law does not provide site and building regulations for a semi-detached dwelling in the C2 Zone, as it is not a permitted use. Planning staff recommend that the proposed semi-detached dwelling be evaluated using the 'General Residential' (R5) Zone provisions for a semi-detached dwelling under Zoning By-law 2010-078, up to and including ZBA No. 56, and the 'Medium Density Residential' (R2) Zone provisions under Zoning By-law 2010-078, as amended by ZBA No. 57.

The requested zoning provisions for the proposed semi-detached dwelling are as follows:

Zoning Provision	**As required by General Residential (R5) – By-law 2010-078, up to and including ZBA No. 56 *<in force and effect>***	**As required by Medium Density Residential (R2) – By-law 2010-078, up to and including ZBA No. 57 *<not yet in force and effect>***	**Proposed**
Minimum Lot Frontage	10 m / unit	10 m / unit	11 m / unit
Minimum Lot Area	300 m^2 / unit	300 m^2 / unit	230 m^2 / unit
Maximum Lot Coverage	40%	40%	47%
Minimum Front Yard Setback	6.5 m	6.5 m	6 m
Minimum Rear Yard Setback	7.5 m	7.5 m	4 m
Minimum Interior Side Yard Setback	0.9 m on both sides where there is an attached garage or carport for each unit (0 m at common party wall)	0.9 m on both sides where there is an attached garage or carport for each unit (0 m at common party wall)	0.9 m (north and south sides)

Maximum Building Height	10 m	12.5 m	< 10 m

Further, as noted above, 1038 6th Avenue West currently contains an existing single detached dwelling.

Under Zoning By-law 2010-078, up to and including ZBA No. 56 that is currently in force and effect, a single detached dwelling is a permitted use in the C2 Zone as of right, in accordance with the General Residential (R5) Zone provisions.

The existing single detached dwelling is proposed to be located on the retained lot, as part of a future consent application, and generally complies with the R5 Zone provisions with the exception of the minimum lot area. A lot area of 379 square metres is proposed, whereas 400 square metres is required by the R5 Zone. The existing single detached dwelling also has an existing deficient front yard setback of 0.5 metres, whereas 6.5 metres is required by the R5 Zone.

Under Zoning By-law 2010-078, up to and including ZBA No. 57, a single detached dwelling is not a permitted use as of right. Single detached dwellings, as existing on the effective date of the by-law, are permitted in accordance with the 'Multiple Residential' (MR) and 'Medium Density Residential' (R2) Zone provisions. The R2 Zone provisions for a single detached dwelling under Zoning By-law 2010-078, as amended by ZBA No. 57, remain unchanged from the by-law currently in force and effect.

Provisions are recommended to be included in the amending by-laws which recognize the existing single detached dwelling as a permitted use, with an existing front yard setback of 0.5 metres, and a minimum lot area of 379 square metres.

The pending recommendation report will assess if the proposal meets the requirements of the City's Zoning By-law and if conditions of approval respecting zoning conformity should be applied.

E: Site Plan Control Matters

The proposed development is not considered development requiring Site Plan Approval in accordance with Section 41 of the *Planning Act* and City By-law No. 2019-185.

A future Consent Application will be required to facilitate the proposed lot creation.

Next Steps:

A separate recommendation report will assess if and how the proposal satisfies the policy context discussed herein.

In accordance with the *Planning Act* and City protocols for processing *Planning Act* applications, the following outlines the next steps in the process:

Anticipated Date	Step	Days
September 14, 2026	Anticipated - Recommendation Report and Amending By-laws to Council	95

Resource Alignment:

Financial Resources

Application fees were collected as part of the Zoning By-law Amendment application as prescribed by the City's Fees and Charges By-law.

The project will be subject to the collection of development charges in accordance with the Development Charges By-law in effect at the time of Building Permit application.

Parkland dedication will be required as a condition of a future consent application.

Human Resources

The Development Team will continue to assess the application towards a recommendation report. Clerks will process the necessary notices in accordance with the requirements of the *Planning Act*.

Time and Scheduling

Processing of the subject Zoning By-law Amendment application will slightly exceed the legislated timeframe of 90 days (by 5 days.

As this represents a legislated land development process, non-legislated initiatives may be delayed to prioritize this project from time to time.

Technology and Infrastructure

N/A.

Climate and Environmental Impacts:

There are no direct anticipated climate or environmental impacts as a result of the zoning by-law amendment.

Communication and Engagement:

Notice of Complete Application and Public Meeting was given as required by the *Planning Act*. Public and agency input will be considered in the overall process and included in the future recommendation report.

Report Developed in Consultation With:

In addition to the public notice, the Planning Division also sent a request for comments to the City's Development Team and external commenting agencies, further detailing the nature of the applications.

All comments will be considered as part of the staff recommendation report.

Attachments:

Schedule 'A': Orthophoto
Schedule 'B': Official Plan and Zoning Map
Schedule 'C': Property Details
Schedule 'D': Site Plan

Reviewed by:
Sabine Robart, MCIP, RPP, Manager of Planning & Heritage
Pamela Coulter, BA, RPP, Director of Community Services

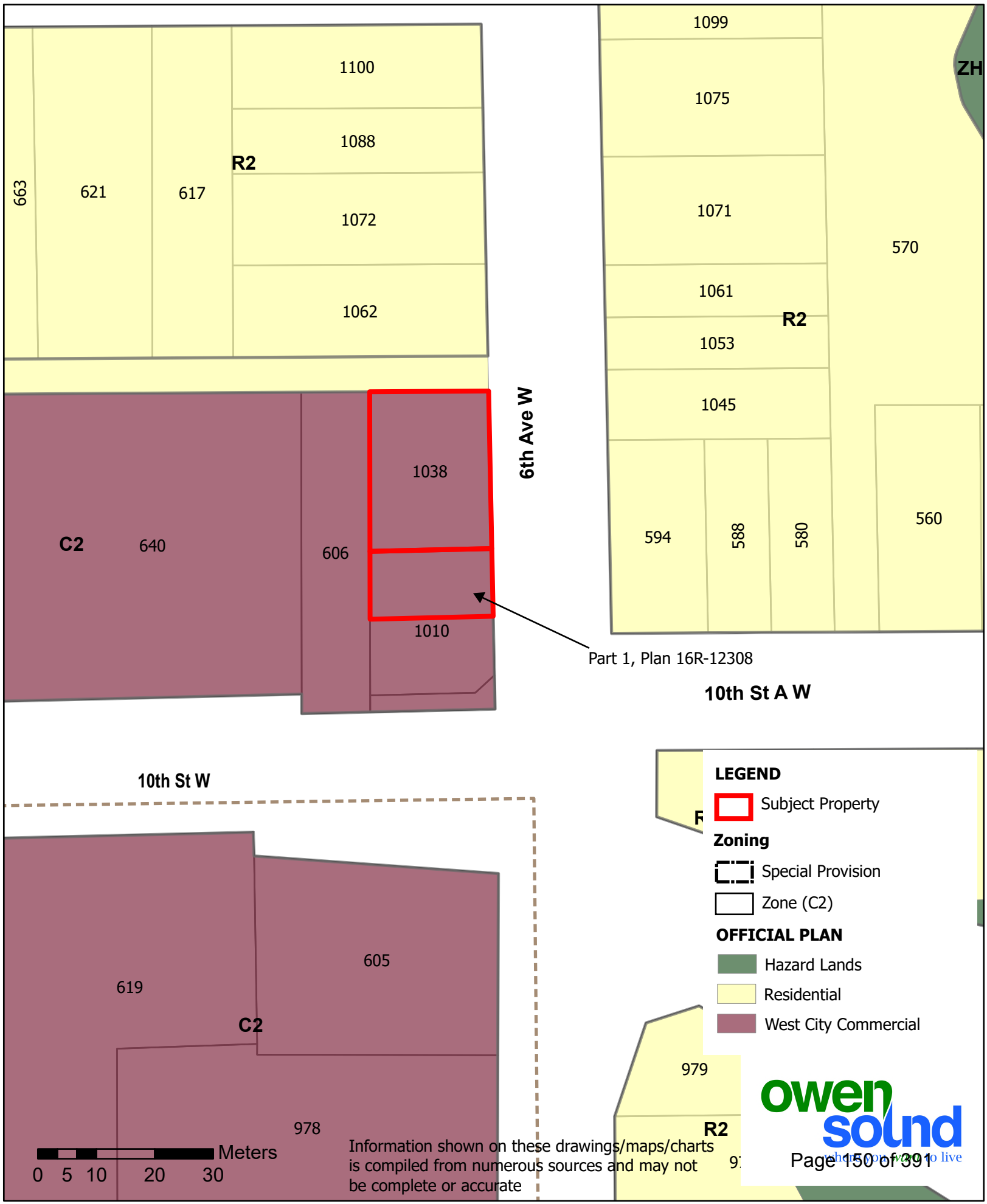
Submission approved by:
Tim Simmonds, City Manager

For more information on this report, please contact Jacklyn Iezzi, Senior Planner at planning@owensound.ca or 519-376-4440 ext. 1261.

Schedule 'A': Orthophoto



Schedule 'B': Planning Policy



SCHEDULE C

PROPERTY DETAILS

Property Information	**Part 1, Plan 16R12308 (Consent B01-2025)**	**1038 6th Avenue West (Proposed Severed)**	**1038 6th Avenue West (Proposed Retained)**
Civic Address	TBD	TBD	1038 6th Avenue West
Roll Number	TBD	TBD	425902001214800
Legal Description	Part 1, Plan 16R12308	TBD	PLAN 34 N PT LOT 63
Site Frontage	11.3 m (6th Ave W)	11.3 m (6th Ave W)	18.3 m (6th Ave W)
Site Depth	20.4 m	20.6 m	20.7 m
Site Area	230 square metres	233 square metres	436 square metres
Existing Structures	Vacant	Vacant	Single detached dwelling
Road Access/Frontage	6th Ave W	6th Ave W	6th Ave W

Available Servicing	Detail
Potable Water	150 mm ø cast iron – 6th Ave W
Wastewater	Municipal
Stormwater	Municipal

Planning Policy	Detail
County of Grey Official Plan	Primary Settlement Area
City of Owen Sound Official Plan (2021)	West City Commercial
City of Owen Sound Official Plan (2026)	West City Commercial
City of Owen Sound Zoning By-law (2010-078, as amended)	Retail Commercial (C2)
City of Owen Sound Zoning By-law (2010-078, as amended by ZBA No. 57)	Retail Commercial (C2)

PARCEL 1
PROPOSED RETAINED LOT (#1038 6th Avenue West)

(C2) R5 ZONING	REQUIRED	PROPOSED	COMPLIES
MIN LOT FRONTAGE (6TH AVE. W.)	12.0 m	18.32 m	YES
MIN LOT AREA *	*400.00 m²	*379.25 m²	NO
MAX LOT COVERAGE	40 %	22.71%	YES
MIN FRONT YARD SETBACK (EXISTING)*	*6.5 m	*0.5 m	NO
MIN REAR YARD SETBACK (EXISTING)	7.5 m	8.1 m	YES
MIN INTERIOR SIDE YARD SETBACK	1.2 / 0.9 m	9.2 / 0.9 m	YES
MIN EXTERIOR SIDE YARD SETBACK	3.0 m	9.2 m	YES
MAX BUILDING HEIGHT	10.0 m	<10.0 m	YES

(*) POSSIBLE MINOR VARIANCE REQUIRED.

PARCEL 2
PROPOSED SEVERED LOT (North Semi-Detached Unit)

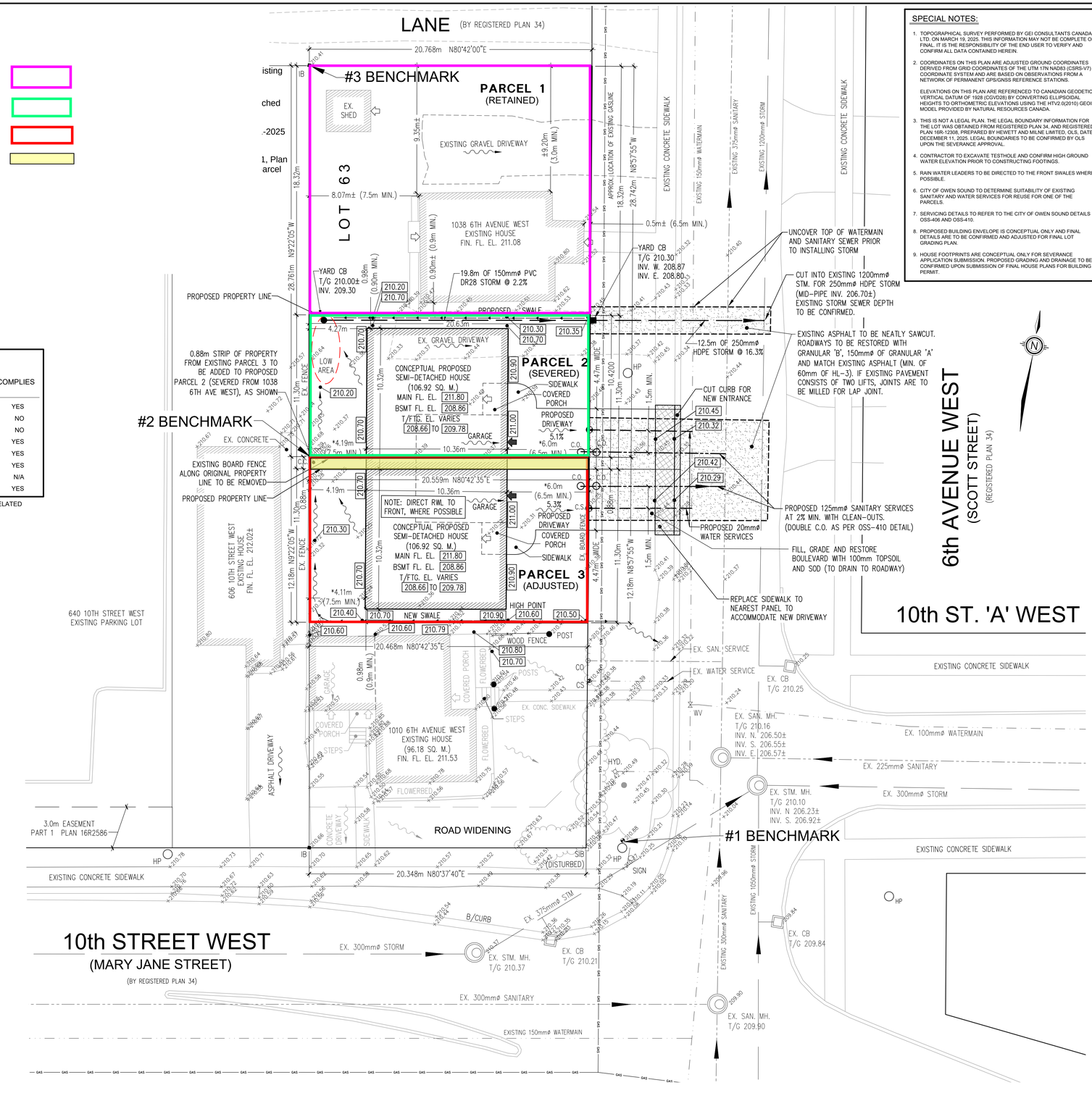
(C2) R5 ZONING	REQUIRED	PROPOSED	COMPLIES
MIN LOT FRONTAGE (6TH AVE. W.)	10.0 m	11.30 m	YES
MIN LOT AREA *	*300 m²	*232.70 m²	NO
MAX LOT COVERAGE *	*40 %	*45.95%	NO
MIN FRONT YARD SETBACK *	*6.5 m	*6.0 m	NO
MIN REAR YARD SETBACK *	*7.5 m	*4.19 m	NO
MIN INTERIOR SIDE YARD SETBACK	0.0 / 0.9 m	0.0 / 0.98 m	YES
MIN EXTERIOR SIDE YARD SETBACK	3.0 m	N/A	N/A
MAX BUILDING HEIGHT	10.0 m	<10.0 m	YES

(*) POSSIBLE MINOR VARIANCE REQUIRED.

PARCEL 3
PROPOSED SEVERED LOT (South Semi-Detached Unit)

(C2) R5 ZONING	A01-2025 VARIANCE	REQUIRED	PROPOSED	COMPLIES
MIN LOT FRONTAGE (6TH AVE. W.)	10.0 m	10.0 m	11.30 m	YES
MIN LOT AREA *	*249.80 m²	*300 m²	*231.76 m²	NO
MAX LOT COVERAGE *	*45 %	*40 %	*46.13 %	NO
MIN FRONT YARD SETBACK *	*6.0 m	*6.5 m	*6.0 m	YES
MIN REAR YARD SETBACK *	*4.0 m	*7.5 m	*4.11 m	YES
MIN INTERIOR SIDE YARD SETBACK	0.9 m	0 / 0.98 m	0.9 m	YES
MIN EXTERIOR SIDE YARD SETBACK	3.0 m	3.0 m	N/A	N/A
MAX BUILDING HEIGHT	10.0 m	10.0 m	<10.0 m	YES

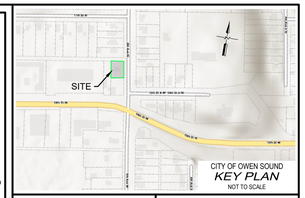
(*) PER COMMITTEE OF ADJUSTMENT NOTICE OF DECISION MINOR VARIANCE A01-2025 AND RELATED COMMITTEE OF ADJUSTMENT CONSENT APPLICATION B01-2025.



SPECIAL NOTES:

1. TOPOGRAPHICAL SURVEY PERFORMED BY GEI CONSULTANTS CANADA LTD. ON MARCH 19, 2025. THIS INFORMATION MAY NOT BE COMPLETE OR FINAL. IT IS THE RESPONSIBILITY OF THE END USER TO VERIFY AND CONFIRM ALL DATA CONTAINED HEREIN.
2. COORDINATES ON THIS PLAN ARE ADJUSTED GROUND COORDINATES DERIVED FROM GRID COORDINATES OF THE UTM 17N NAD83 (CSRS-V7) COORDINATE SYSTEM AND ARE BASED ON OBSERVATIONS FROM A NETWORK OF PERMANENT GPS/GNSS REFERENCE STATIONS.

   ELEVATIONS ON THIS PLAN ARE REFERENCED TO CANADIAN GEODETIC VERTICAL DATUM OF 1928 (CGVD28) BY CONVERTING ELLIPSOIDAL HEIGHTS TO ORTHOMETRIC ELEVATIONS USING THE HTV2.0(2010) GEOID MODEL PROVIDED BY NATURAL RESOURCES CANADA.
3. THIS IS NOT A LEGAL PLAN. THE LEGAL BOUNDARY INFORMATION FOR THE LOT WAS OBTAINED FROM REGISTERED PLAN 34, AND REGISTERED PLAN 16R-12308, PREPARED BY HEWETT AND MILNE LIMITED, OLS, DATED DECEMBER 11, 2025. LEGAL BOUNDARIES TO BE CONFIRMED BY OLS UPON THE SEVERANCE APPROVAL.
4. CONTRACTOR TO EXCAVATE TESTHOLE AND CONFIRM HIGH GROUND WATER ELEVATION PRIOR TO CONSTRUCTING FOOTINGS.
5. RAIN WATER LEADERS TO BE DIRECTED TO THE FRONT SWALES WHERE POSSIBLE.
6. CITY OF OWEN SOUND TO DETERMINE SUITABILITY OF EXISTING SANITARY AND WATER SERVICES FOR REUSE FOR ONE OF THE PARCELS.
7. SERVICING DETAILS TO REFER TO THE CITY OF OWEN SOUND DETAILS OSS-406 AND OSS-410.
8. PROPOSED BUILDING ENVELOPE IS CONCEPTUAL ONLY AND FINAL DETAILS ARE TO BE CONFIRMED AND ADJUSTED FOR FINAL LOT GRADING PLAN.
9. HOUSE FOOTPRINTS ARE CONCEPTUAL ONLY FOR SEVERANCE APPLICATION SUBMISSION. PROPOSED GRADING AND DRAINAGE TO BE CONFIRMED UPON SUBMISSION OF FINAL HOUSE PLANS FOR BUILDING PERMIT.



OWNER:	CONTRACTOR:
BARRY'S CONSTRUCTION	BARRY'S CONSTRUCTION

THE ELEVATION AND LOCATION OF THE BUILDING TO BE ERECTED ON THE LOT AND THE GRADING OF THE LOT ARE IN GENERAL CONFORMITY WITH THE GRADING AND DRAINAGE PLAN APPROVED BY THE MUNICIPALITY.

P. ENG.

GEI CONSULTANTS CANADA LTD.

LEGEND:

- EXISTING CONDITIONS ELEVATION (MAR. 19/25) × 215.90
- AS BUILT ELEVATION 214.98
- PROPOSED ELEVATION 214.98
- PROPOSED ELEVATION BELOW DECK 214.98
- SWALE DRAINAGE
- SURFACE DRAINAGE
- PROPOSED BUILDING ACCESS

NOTE: ELEVATION IN METRES.

#1 BENCHMARK ELEV. - 210.884 m
TOP OF NAIL IN HYDRO POLE NEAR THE SOUTH-EAST CORNER OF SUBJECT PROPERTY (1010 6TH AVENUE WEST), AS SHOWN.

#2 BENCHMARK ELEV. - 210.674 m
CUT CROSS (823) IN CONCRETE NEAR FENCE CORNER ON THE NORTH-WEST CORNER OF SUBJECT PROPERTY: 1010 6TH AVENUE WEST, AS SHOWN.

#3 BENCHMARK ELEV. - 210.413 m
TOP OF I.B. ON THE NORTH-WEST CORNER OF THE SUBJECT PROPERTY, BETWEEN LOT 62 (606 10TH STREET WEST) AND LOT 63 (1038 6TH AVENUE WEST), AS SHOWN.

THE POSITION OF POLE LINES, CONDUITS, WATERMAINS, SEWERS AND OTHER UNDERGROUND AND OVERGROUND UTILITIES AND STRUCTURES IS NOT NECESSARILY SHOWN ON THE CONTRACT DRAWINGS, AND, WHERE SHOWN, THE ACCURACY OF THE POSITION OF SUCH UTILITIES AND STRUCTURES IS NOT GUARANTEED.

BEFORE STARTING WORK, THE CONTRACTOR SHALL INFORM HIMSELF OF THE EXACT LOCATION OF ALL SUCH UTILITIES AND STRUCTURES, AND SHALL ASSUME ALL LIABILITY FOR ANY DAMAGE TO THEM.

PRELIMINARY

NO.	DATE	REVISION DESCRIPTION	CHKD

GEI Consultants Canada

GEI CONSULTANTS CANADA LTD.
1260-2ND AVENUE EAST, UNIT 1
OWEN SOUND, ONTARIO N4K 2J3
(519)376-1805

2405285-10
Lot Severance Plan
North Part Lot 63, Plan 34
1038 6th Avenue West
City of Owen Sound

DRAWN BY :	APPROVED BY :	PROJECT NO. :	DRAWING NO. :
LVT	WED	2405285-10	1
DESIGNED BY :	DATE :	SCALE :	
LVT	MARCH 3, 2026	1:150	

P:\EC\Undefined\ACADPlot_GEI Consultants Indoor Drawings\ISO36A (16.5in x 23.39in).ctb, Benjamin - 1038 6th Avenue West.dwg, LAYOUT Lot 63
LAST SAVED BY:rusbell 4:54, 3/3/2026 1:23:29 PM, PLOTTED BY:Tanvig Lodi, 3/3/2026 1:25:16 PM

Staff Report

Report To: City Council

Report From: Mason Bellamy, Manager of Public Works and Engineering

Meeting Date: July 27, 2026

Report Code: OP-26-041

Subject: Grey County Urban Road Transfer Update

Recommendations:

THAT in consideration of Staff Report OP-26-041 respecting an update on the Grey County Urban Road Transfer, City Council receives the report for information purposes.

Highlights:

- Grey County Council has endorsed the Urban Road Transfer framework and directed staff to proceed with road transfer agreements and a legal transfer date of **June 1, 2027**.
- The County-approved **Version B+** funding model includes enhanced transition funding, payment certainty, and additional protections requested by municipalities.
- Owen Sound is proposed to assume approximately **15.37 km of County roads and 11 traffic signals**, representing the largest share of the urban road transfers in Grey County.
- The City is projected to receive approximately **$15.25 million** in transition funding, development charge transfers, operational support, traffic signal funding, and identified capital contributions in exchange for what staff believe to be in excess of $87 million in assets not including traffic signals or structures.
- County Council directed that all available condition assessments, inspection records, asset inventories, capital planning information, and known infrastructure deficiencies be provided to receiving municipalities before agreements are executed.

- City staff continue to review the proposed funding model, transfer agreements, asset condition information, and long-term financial impacts.

Vision 2050 - Strategic Plan Alignment:

Strategic Plan Priority: The recommendation contributes to core service delivery or a corporate initiative that enables service delivery for one or more strategic priorities.

Previous Report/Authority:

Report OP-26-007 Re: Grey County Urban Road Transfer

Background:

As outlined in Staff Report OP-26-007, Grey County's 2014 Transportation Master Plan identified several urban road segments that may be more appropriately owned and maintained by local municipalities. Since 2023, Grey County have been engaged in discussions regarding the transfer of urban roads and selected road exchanges intended to better align jurisdictional responsibility with local service delivery and infrastructure planning.

An Urban Road and Road Exchange Task Force was established by Grey County to review the proposed transfers, associated funding models, operating impacts and implementation strategies. The Task Force met on May 26, 2026, with representatives from all affected municipalities, including staff from the City of Owen Sound, to review several funding scenarios and provide recommendations to County Council.

During Task Force discussions, municipal representatives raised concerns regarding:

- Adequacy and reliability of transition funding;
- Recognition of urban operating and lifecycle costs;
- Development charge allocation methodology;
- Traffic signal maintenance responsibilities;
- Short-term capital needs and asset condition;
- Long-term financial risk associated with assuming County infrastructure; and

- The need for complete infrastructure records and condition information prior to transfer.

Following consideration of the Task Force recommendations, Grey County Council's Committee of the Whole passed a motion for an enhanced Version B+ framework on June 25, 2026, which included additional protections respecting minimum funding increases, operational cost support, information disclosure requirements and payment certainty. The motion was adopted in the approved minutes by Grey County Council on July 9, 2026.

Analysis and Options:

While the County's decision does not fully achieve the outcome sought by the City and other lower-tier municipalities, the Version B+ framework represents a significant improvement over the initial proposals and may reflect the most practical outcome available given Grey County's financial constraints.

Throughout the Urban Road Transfer discussions, municipalities consistently advocated for increased capital funding, recognition of ongoing operating costs, certainty of future payments, and greater protection against inheriting infrastructure liabilities. The final framework adopted by County Council incorporates many of these concerns through enhanced transition funding, annual funding escalators, operational funding support, and traffic signal funding.

From the County's perspective, Council was required to balance municipal concerns against its own long-term financial sustainability. The funding package approved under Version B+ represents a substantial financial commitment by Grey County over a ten-year period and will create additional budget pressures that must be accommodated through future County financial plans.

Although the City would have preferred a funding model that more fully offsets the long-term lifecycle, rehabilitation, and operational costs associated with the transferred assets, the approved framework provides materially greater financial support and certainty than earlier options considered during the Task Force process. The inclusion of operational funding, indexed transition payments, and the removal of annual budget approval contingencies reduces some of the financial risk that would otherwise be assumed by the City.

Staff's review indicates that important financial and asset management risks remain, particularly regarding future rehabilitation requirements and lifecycle replacement costs beyond the transition period. However, given the County's fiscal realities and the need to establish a transfer framework acceptable to multiple municipalities, Version B+ may represent the best achievable compromise available through the negotiations.

Version B+ Summary

Version B+ was not one of the original funding models presented by Grey County staff. Rather, it emerged through amendments made by County Council during consideration of the Urban Road Transfer recommendations after receiving feedback from affected municipalities through the Urban Road and Road Exchange Task Force.

The Version B+ framework was developed as a compromise between the County's financial capacity and municipal concerns regarding the long-term costs of assuming ownership of County infrastructure.

Key components include:

- Transfer of urban roads and traffic signals to local municipalities effective June 1, 2027.
- Ten-year transition funding based on a full-lane replacement model, providing municipalities with funding to help address future capital rehabilitation needs.
- Annual funding increases of the greater of 5 per cent or the increase in Grey County's major construction capital budget, helping preserve the value of future payments.
- Five years of declining operational funding to assist municipalities with maintenance, winter control, inspections, administration, insurance, and other operating costs associated with the transferred infrastructure.
- Traffic signal funding for municipalities assuming signalized intersections.
- Development charge transfers to recognize growth-related infrastructure costs associated with transferred roads.
- Enhanced information-sharing requirements, obligating the County to provide available condition assessments, CCTV records, asset inventories, capital planning information, inspections, and known deficiencies before transfer agreements are finalized.

- Removal of annual budget contingency language, providing greater certainty that approved transition funding will be paid.

Financial Supports

Under the Version B+ framework, the City of Owen Sound is expected to receive approximately $15.25 million in funding and related contributions, which is an increase of approximately $5.72 million from the $9.52 million the County recommended in March, in exchange for assuming ownership of approximately 15.37 km of County roads and 11 traffic signals, two bridges, several structures, and storm infrastructure.

The funding package is comprised of several components designed to address both the immediate and long-term impacts of the transfer:

- $11.26 million in transition funding paid over a 10-year period to support future road rehabilitation and reconstruction needs.
- $3.30 million in development charge one-time transfers to recognize growth-related infrastructure investments associated with the transferred road network.
- $231,746 paid over five years in operational transition funding to help offset additional maintenance, winter control, inspection, administration, insurance, and operational costs incurred by the City during the transition period.
- $183,951 paid over five years in traffic signal funding recognizing the City's assumption of responsibility for 11 signalized intersections.
- $269,010 in one-time funding towards capital projects, potentially the Grey Road 5 hill at Harrison Park, providing additional project-specific support beyond development charge allocations.

The funding model and yearly specifics can be found on the Version B+ Roads Exchange Funding Table that was provided by the County and included as Attachment 1.

Separate from the funding package, the City has historically recovered costs associated with winter maintenance of County roads which will no longer be recovered. While the City will continue to be responsible for the winter maintenance of the roads, the annual amount of this lost revenue source is approximately $140,000.

Transitional Work Plan

City staff will be required to undertake a significant amount of due diligence, financial planning, operational review, and implementation work prior to the proposed transfer date of June 1, 2027. While the Version B+ framework establishes the funding and transition principles, City staff must undertake a comprehensive review to ensure the City is prepared to assume ownership, operation, maintenance, and long-term stewardship of the transferred infrastructure. Key activities anticipated between now and the transfer date include:

1. Review and Negotiate Transfer Agreements
    - Complete a detailed review of the proposed transfer agreements, funding commitments, payment schedules, asset condition disclosures, liability provisions, and outstanding capital obligations in the fall of 2026.
    - Continue discussions with Grey County to address any unresolved issues identified through the due diligence process in the fall of 2026.
2. Complete Asset and Financial Due Diligence
    - Review condition assessments, inspection records, CCTV data, asset inventories, and known infrastructure deficiencies provided by Grey County in the winter of 2026/2027.
    - Confirm the current condition of transferred assets and identify future rehabilitation and replacement requirements.
3. Undertake a Service Delivery Review
    - As identified in previous staff reports, complete a service review to determine the operational resources required to maintain the expanded road network and traffic signal system.
    - Assess staffing requirements within Public Works, Engineering, and related service areas, including any additional positions, equipment, training, or operational support required to maintain service levels.
    - Complete the service review report for Council in late 2026/ early 2027.
4. Update the 2027 Capital Budget and Long-Term Capital Plan
    - Incorporate the transferred roads, traffic signals, and associated infrastructure into the City's asset management and capital planning programs.

- Review and adjust the 2027 Capital Budget and long-range capital forecast to address anticipated rehabilitation, reconstruction, and lifecycle replacement requirements in January of 2027.
- Determine how transition funding and development charge transfers will be allocated to future capital projects and reserve strategies.

5. Review Impacts to the 2027 Operating Budget
   - Assess the operating impacts associated with assuming responsibility for the transferred infrastructure, including winter maintenance, traffic signal operations, inspections, pavement management, drainage maintenance, utility locates, engineering support, insurance, and administration.
   - Develop recommendations for incorporation into the 2027 and future operating budget processes, including the use of temporary transition funding provided through Version B+.
6. Review Existing Contracts and Service Agreements
   - Evaluate existing City and County contracts that may be affected by the transfer, including pavement marking, roadside maintenance, winter control, traffic signal maintenance, materials supply, engineering services, and other operational agreements.
   - Identify opportunities to amend, consolidate, or re-tender contracts to accommodate the expanded infrastructure inventory.
7. Update Asset Management and Lifecycle Planning
   - Incorporate the transferred assets into the City's Asset Management Plan and lifecycle forecasting models.
   - Refine long-term funding strategies to address the infrastructure liabilities that will remain after the 10-year transition funding period expires.
8. Return to Council with Final Recommendations
   - Present the results of the due diligence review, service delivery review, staffing analysis, financial assessment, budget impacts, and transfer agreement negotiations.
   - Provide Council with a final recommendation regarding execution of the transfer agreements and implementation of the Urban Road Transfer Program in the spring of 2027.

Resource Alignment:

Financial Resources

The financial implications of the Urban Road Transfer will be incorporated into the City's annual budget process, future asset management, and long-term financial planning. The transition funding provided through the County's Version B+ framework will be reviewed alongside the operating, capital, and lifecycle requirements associated with the transferred assets to ensure that funding is allocated in a manner that supports both short-term implementation and long-term sustainability.

Any recommended budget adjustments, reserve allocations, capital project changes, or funding strategies arising from this review will be brought forward through the annual budget process, multi-year capital plans, and future asset management updates to ensure Council has the information necessary to make informed financial decisions regarding the long-term stewardship of the transferred assets.

Human Resources

As identified in the previous staff report, the transfer of approximately 15.37 km of roadway infrastructure, associated stormwater assets, bridges and retaining walls, and 11 traffic signals are expected to increase operational and maintenance requirements within the Public Works and Engineering Department. Prior analysis suggested the need for an additional three staff. Staff will undertake a detailed service delivery review to assess staffing, supervision, training, and resource requirements and will report any recommendations to Council as part of a future report including the implementation planning process.

Time and Scheduling

With Grey County Council's approval of the Urban Road Transfer framework and the proposed transfer date of June 1, 2027, City staff will undertake a structured implementation process to prepare for the assumption of ownership, operation, and maintenance responsibilities associated with the transferred roads and related infrastructure.

Prior to the transfer date, staff will:

- Complete the review and finalization of transfer agreements and associated funding arrangements.

- Undertake detailed due diligence on transferred assets, including condition information, lifecycle requirements, and long-term financial implications.
- Complete a service delivery review to determine staffing, organizational structure, fleet, technology, and operational requirements necessary to support the expanded infrastructure inventory.
- Review and update asset management, capital forecasts, etc. to incorporate the transferred assets.
- Assess the impacts to the 2027 Operating Budget and Multi-Year Capital Plan and bring forward any recommended adjustments through the normal budgeting cycles in late 2026 (operating) and the spring of 2027 (capital).
- Review contracts, service agreements, and procurement requirements affected by the transfer and identify any required amendments or replacement contracts.
- Integrate the transferred roads, traffic signals, stormwater infrastructure, structures, and related assets into the City's operational, maintenance, inspection, and reporting programs.
- Report back to Council on the results of the implementation review and any recommended staffing, budget, policy, or service delivery changes required to support a successful transition.

This work will be coordinated through the City's asset management, financial planning, and 2027 budget processes to ensure the City is operationally and financially prepared for the transfer of approximately 15.37 km of roadway infrastructure and associated assets on June 1, 2027.

Technology and Infrastructure

The transfer of County roads and related infrastructure will likely require additional fleet assets, software, hardware, asset management resources, and technology systems to support increased operational and maintenance responsibilities. Staff will review technology, fleet, and infrastructure requirements as part of the implementation planning process and incorporate any recommended changes into future budget and business planning discussions.

Climate and Environmental Impacts:

There are no anticipated climate or environmental impacts.

Communication and Engagement:

As the transfer of County roads represents a significant change in infrastructure ownership and service delivery responsibilities, staff will develop and implement a communications plan to ensure residents, businesses, developers, and other stakeholders are informed throughout the transition process.

The communications plan will focus on:

- Explaining the purpose and scope of the road transfer and the infrastructure being assumed by the City.
- Communicating the operational and service delivery implications of the transfer.
- Clarifying any changes to public reporting, customer service processes, construction coordination, permits, maintenance responsibilities, and service requests.
- Providing residents with clear information ahead of the June 1, 2027, transfer date regarding service responsibilities and points of contact.

Communication tools may include the City's website, social media channels, media releases, and public information materials.

The overall communications objective will be to ensure the public understands that the transfer represents a change in ownership and responsibility for certain road assets, while maintaining confidence in the City's ability to continue delivering safe and reliable transportation infrastructure services.

Report Developed in Consultation With:

Director of Corporate Services

Attachments:

1. Version B+ Roads Exchange Funding Table
2. County Road Transfer Map

Reviewed by:
Lara Widdifield, Director of Public Works and Engineering

Submission approved by:
Tim Simmonds, City Manager

For more information on this report, please contact Mason Bellamy, Manager of Public Works and Engineering at mbellamy@owensound.ca or 519-376-4440 ext. 3300.

Version B+ (Council supported June 25, 2026)

Municipality		Total	The Blue Mountains	Chatsworth	Georgian Bluffs	Grey Highlands	Hanover	Meaford	Owen Sound	Southgate	West Grey
Number of kms		**54.14**	**5.66**	**0.37**	**-**	**4.12**	**14.10**	**3.19**	**15.37**	**2.74**	**8.60**
% of Urban Roads Transferred		**100.00%**	**11.06%**	**0.67%**	**0.00%**	**8.27%**	**22.04%**	**5.46%**	**31.71%**	**5.75%**	**15.04%**
Number of Traffic Signals		**29.00**	**1.00**	**-**	**-**	**2.00**	**12.00**	**2.00**	**11.00**	**-**	**1.00**
Percentage of Traffic Signals		**85.29%**	**2.94%**	**0.00%**	**0.00%**	**5.88%**	**35.29%**	**5.88%**	**32.35%**	**0.00%**	**2.94%**
Transitional Funding	2027	**$ 1,445,388**	$ 159,833	$ 9,653	$ -	$ 119,523	$ 318,586	$ 78,988	$ 458,361	$ 83,052	$ 217,392
Traffic Light Funding	2027	**$ 91,515**	$ 3,156	$ -	$ -	$ 6,311	$ 37,868	$ 6,311	$ 34,712	$ -	$ 3,156
Operational Funding	2027	**$ 144,223**	$ 15,948	$ 963	$ -	$ 11,926	$ 31,789	$ 7,882	$ 45,736	$ 8,287	$ 21,692
Capital Transfer	2027	**$ 2,420,229**	$ 1,395,000	$ -	$ -	$ 316,743	$ -	$ 439,476	$ 269,010	$ -	$ -
Development Charges	2027	**$ 5,514,527**	$ 216,699	$ -	$ -	$ -	$ 923,260	$ -	$ 3,302,921	$ 113,653	$ 957,992
2027 Total Funding	**2027**	**$ 9,615,881**	**$ 1,790,636**	**$ 10,616**	**$ -**	**$ 454,504**	**$ 1,311,503**	**$ 532,657**	**$ 4,110,741**	**$ 204,993**	**$ 1,200,232**
Transitional Funding	2028	**$ 2,661,658**	$ 294,329	$ 17,776	$ -	$ 220,100	$ 586,671	$ 145,455	$ 844,064	$ 152,940	$ 400,323
Traffic Light Funding	2028	**$ 140,571**	$ 4,847	$ -	$ -	$ 9,695	$ 58,167	$ 9,695	$ 53,320	$ -	$ 4,847
Operational Funding	2028	**$ 314,409**	$ 34,768	$ 2,100	$ -	$ 25,999	$ 69,301	$ 17,182	$ 99,705	$ 18,066	$ 47,288
2028 Total Funding	**2028**	**$ 3,116,638**	**$ 333,944**	**$ 19,876**	**$ -**	**$ 255,794**	**$ 714,139**	**$ 172,331**	**$ 997,089**	**$ 171,006**	**$ 452,459**
Transitional Funding	2029	**$ 2,866,129**	$ 316,939	$ 19,142	$ -	$ 237,008	$ 631,740	$ 156,629	$ 908,906	$ 164,689	$ 431,076
Traffic Light Funding	2029	**$ 110,877**	$ 3,823	$ -	$ -	$ 7,647	$ 45,880	$ 7,647	$ 42,057	$ -	$ 3,823
Operational Funding	2029	**$ 197,128**	$ 21,799	$ 1,317	$ -	$ 16,301	$ 43,450	$ 10,773	$ 62,513	$ 11,327	$ 29,649
2029 Total Funding	**2029**	**$ 3,174,134**	**$ 342,561**	**$ 20,459**	**$ -**	**$ 260,956**	**$ 721,070**	**$ 175,048**	**$ 1,013,476**	**$ 176,016**	**$ 464,548**
Transitional Funding	2030	**$ 3,078,956**	$ 340,474	$ 20,563	$ -	$ 254,607	$ 678,650	$ 168,259	$ 976,398	$ 176,918	$ 463,087
Traffic Light Funding	2030	**$ 79,962**	$ 2,757	$ -	$ -	$ 5,515	$ 33,088	$ 5,515	$ 30,330	$ -	$ 2,757
Operational Funding	2030	**$ 75,024**	$ 8,296	$ 501	$ -	$ 6,204	$ 16,536	$ 4,100	$ 23,792	$ 4,311	$ 11,284
2030 Total Funding	**2030**	**$ 3,233,941**	**$ 351,527**	**$ 21,064**	**$ -**	**$ 266,326**	**$ 728,274**	**$ 177,874**	**$ 1,030,520**	**$ 181,229**	**$ 477,128**
Transitional Funding	2031	**$ 3,300,405**	$ 364,962	$ 22,042	$ -	$ 272,920	$ 727,461	$ 180,361	$ 1,046,624	$ 189,642	$ 496,393
Traffic Light Funding	2031	**$ 47,774**	$ 1,647	$ -	$ -	$ 3,295	$ 19,768	$ 3,295	$ 18,121	$ -	$ 1,647
2031 Total Funding	**2031**	**$ 3,348,179**	**$ 366,609**	**$ 22,042**	**$ -**	**$ 276,215**	**$ 747,229**	**$ 183,656**	**$ 1,064,745**	**$ 189,642**	**$ 498,040**
Transitional Funding	2032	**$ 3,530,765**	$ 390,435	$ 23,581	$ -	$ 291,969	$ 778,236	$ 192,950	$ 1,119,675	$ 202,879	$ 531,040
Traffic Light Funding	2032	**$ 14,263**	$ 492	$ -	$ -	$ 984	$ 5,902	$ 984	$ 5,410	$ -	$ 492
2032 Total Funding	**2032**	**$ 3,545,028**	**$ 390,927**	**$ 23,581**	**$ -**	**$ 292,953**	**$ 784,138**	**$ 193,934**	**$ 1,125,085**	**$ 202,879**	**$ 531,532**
Transitional Funding	2033	**$ 3,608,554**	$ 416,927	$ 20,145	$ -	$ 311,779	$ 831,040	$ 206,042	$ 1,195,647	$ 173,316	$ 453,658
2033 Total Funding	**2033**	**$ 3,608,554**	**$ 416,927**	**$ 20,145**	**$ -**	**$ 311,779**	**$ 831,040**	**$ 206,042**	**$ 1,195,647**	**$ 173,316**	**$ 453,658**
Transitional Funding	2034	**$ 3,674,460**	$ 444,468	$ 16,107	$ -	$ 332,375	$ 885,937	$ 219,652	$ 1,274,629	$ 138,573	$ 362,719
2034 Total Funding	**2034**	**$ 3,674,460**	**$ 444,468**	**$ 16,107**	**$ -**	**$ 332,375**	**$ 885,937**	**$ 219,652**	**$ 1,274,629**	**$ 138,573**	**$ 362,719**
Transitional Funding	2035	**$ 3,727,546**	$ 473,095	$ 11,429	$ -	$ 353,782	$ 942,998	$ 233,799	$ 1,356,724	$ 98,332	$ 257,387
2035 Total Funding	**2035**	**$ 3,727,546**	**$ 473,095**	**$ 11,429**	**$ -**	**$ 353,782**	**$ 942,998**	**$ 233,799**	**$ 1,356,724**	**$ 98,332**	**$ 257,387**
Transitional Funding	2036	**$ 3,772,204**	$ 503,563	$ 6,083	$ -	$ 376,565	$ 1,003,727	$ 248,856	$ 1,444,097	$ 52,332	$ 136,981
2036 Total Funding	**2036**	**$ 3,772,204**	**$ 503,563**	**$ 6,083**	**$ -**	**$ 376,565**	**$ 1,003,727**	**$ 248,856**	**$ 1,444,097**	**$ 52,332**	**$ 136,981**
Transitional Funding	2037	**$ 2,005,221**	$ 221,739	$ 13,392	$ -	$ 165,817	$ 441,982	$ 109,582	$ 635,895	$ 115,221	$ 301,593
2037 Total Funding	**2037**	**$ 2,005,221**	**$ 221,739**	**$ 13,392**	**$ -**	**$ 165,817**	**$ 441,982**	**$ 109,582**	**$ 635,895**	**$ 115,221**	**$ 301,593**
Total Funding		$ 42,821,786	$ 5,635,997	$ 184,794	$ -	$ 3,347,064	$ 9,112,037	$ 2,453,431	$ 15,248,648	$ 1,703,539	$ 5,136,277
Total Transitional Funding		**$ 33,671,286**	**$ 3,926,764**	**$ 179,913**	**$ -**	**$ 2,936,445**	**$ 7,827,028**	**$ 1,940,573**	**$ 11,261,020**	**$ 1,547,894**	**$ 4,051,649**
Total Traffic Light Funding		**$ 484,961**	**$ 16,723**	**$ -**	**$ -**	**$ 33,446**	**$ 200,673**	**$ 33,446**	**$ 183,951**	**$ -**	**$ 16,723**
Total Operational Funding		**$ 730,783**	**$ 80,811**	**$ 4,881**	**$ -**	**$ 60,430**	**$ 161,076**	**$ 39,936**	**$ 231,746**	**$ 41,991**	**$ 109,913**
Total Capital Transfer		**$ 2,420,229**	**$ 1,395,000**	**$ -**	**$ -**	**$ 316,743**	**$ -**	**$ 439,476**	**$ 269,010**	**$ -**	**$ -**
Total Development Charges		**$ 5,514,527**	**$ 216,699**	**$ -**	**$ -**	**$ -**	**$ 923,260**	**$ -**	**$ 3,302,921**	**$ 113,653**	**$ 957,992**

Note on Transitional Funding Payments:
The total transitional funding of $33.67M in the table above is based on the assumption that the Ten Year Transportation Capital Plan will increase by an average of 7.32% per year. Because the transitional payments are subject to change, Version B+ proposes that the transitional payments include a MINIMUM annual payment that would be based on the assumption that Grey County includes a 5.0% increase each year to the Ten Year Transportation Capital Plan, which would be a total transfer payment of $30,084,538 over ten years. If the County were to have a larger increase, the transitional payment would be calculated based on the larger payment, but would never be based on an increase lower than 5.0%. Table 3 below illustrates the total MINIMUM transitional payment that would be made to each municipality over 2027-2037 based on an annual 5.0% increase to the Ten Year Transportation Capital Plan each year which would provide funding stability throughout the transition period.

Municipality	Total	The Blue Mountains	Chatsworth	Georgian Bluffs	Grey Highlands	Hanover	Meaford	Owen Sound	Southgate	West Grey
Minimum total transitional payment	$ 30,084,538	$ 3,499,805	$ 162,666	$ -	$ 2,617,162	$ 6,975,990	$ 1,729,572	$ 10,036,602	$ 1,399,505	$ 3,663,236

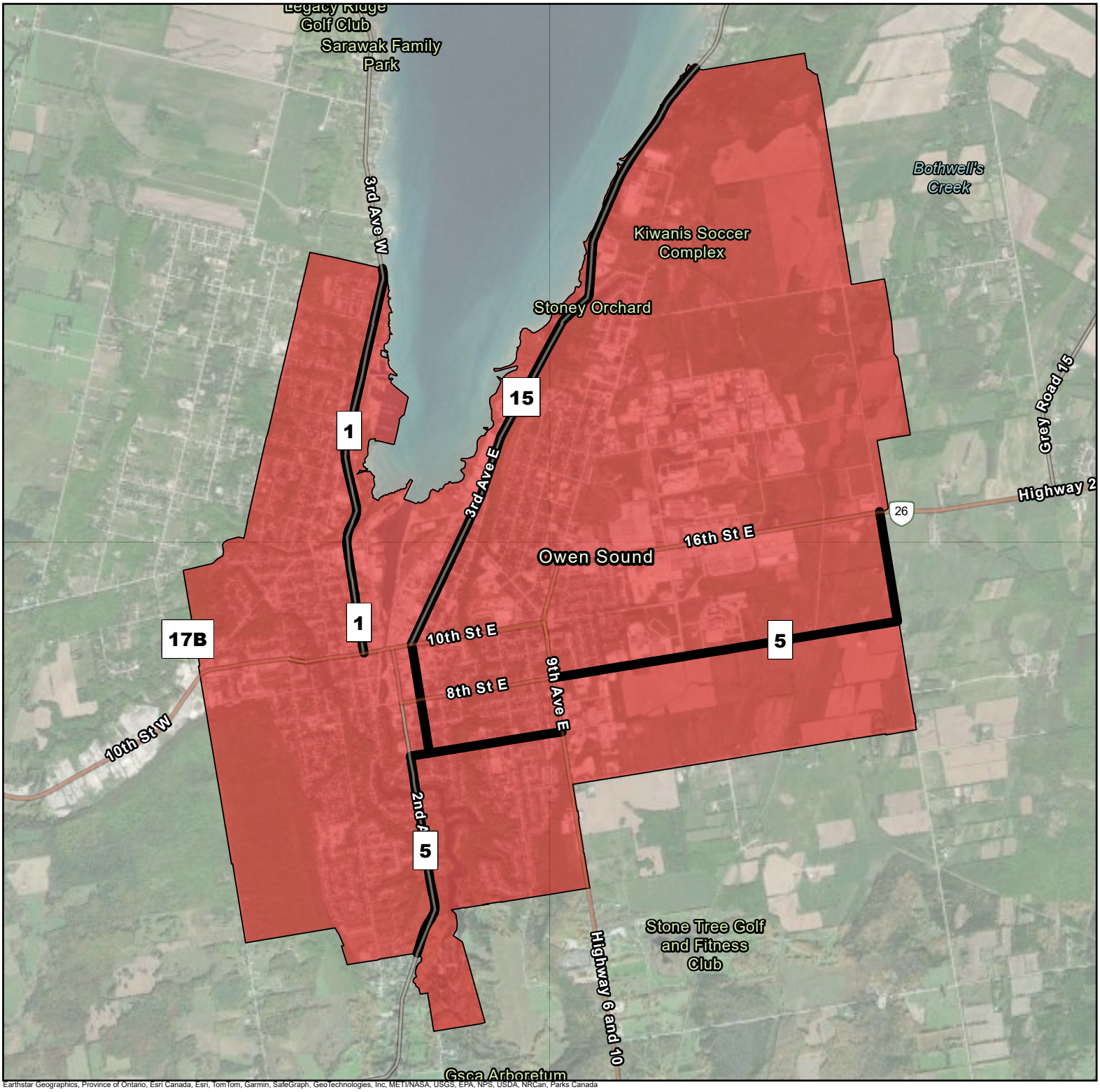
Note on Traffic Light Transitional Funding Payments:
A five year decreasing operational traffic signal transitional funding is included in this model. It is based on Grey County's 2027 Projected Traffic Signal Maintenance Budget and prorates the 2027 and 2032 payments based on a June 1st transfer date. Grey County currently maintains 34 traffic signals and is proposing to download 29 (85.29%). The payments are proportional to the number of traffic signals being downloaded to each municipality.

Note on Operational Transitional Funding Payments:
A four year decreasing operating transitional funding is based on Grey County's average cost per kilometer for Winter Control, with the 2027/2028 winter covered at 75% and decreasing by 25% each winter season thereafter. The payments are proportional to the number of urban roads transferred. The County will either continue to provide winter maintenance and charge a percentage back (increasing 25% per winter season) or cease maintenance activities and provide the funding as listed in Table 4.

Note on Development Charges:
A proposed transfer of a portion of the total collected Development Charges collected to date for projects identified within Urban Road Sections. This one-time transfer payment is based on a proportional value of DC projects in those areas and the respective proportion of DC's collected.

Note on 2027 Capital Transfer Payment:
There have been four capital projects identified as short term asset needs. These projects include the Clarksburg Bridge, Grey Road 4 in Flesherton, Grey Road 12 in Meaford, and Grey Road 5, Harrison Park Hill in Owen Sound. Three of these projects - the Clarksburg Bridge, Grey Road 4 and Grey Road 12 will be completed by Grey County, therefore, the amounts listed under the 2027 Capital Transfer for these three projects will not be a payment that is made to the municipality. A one time payment will be made to Owen Sound for the Harrison Park Hill for the City to complete at their convenience. The 2027 Capital Transfer Payment to Owen Sound represents the project amount that is over and above Development Charges funding for this project. The total project is estimated at $1,639,500, of which $1,370,490 is included within Owen Sound's Development Charges payment, leaving a one-time payment of $269,010 on top of the Development Charges payment.

= Tapered down payments starting 2033
= Based on 2027 projected budget and prorated based on date of transfer



Legend

County Road within Settlement Area for Transfer Consideration

Settlement Areas

Primary Settlement Area

Secondary Settlement Area

Owen Sound

Length of County Road (Km): 15.39

Attachment 1: County Road Transfer Map

Received February 19, 2026
Note length - highlighted in green above

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Staff Report

Report To: City Council

Report From: Mason Bellamy, Manager of Public Works and Engineering

Meeting Date: July 27, 2026

Report Code: OP-26-040

Subject: Superior Street Watermain Replacement

Recommendations:

THAT in consideration of Staff Report OP-26-040 respecting the Superior Street Watermain Replacement project, City Council:

1. Approves the project budget increase of $75,000, including the non-refundable allocation of HST; and
2. Authorizes the Purchasing Agent to execute the Contract Change Order for the replacement of the watermain from the current limits of the 9th Avenue East rehabilitation project to the new watermain completed during the 6th Street East Phase 2 looping watermain project.

Highlights:

- Replacing the remaining 190 metres of aged cast iron watermain will complete the East Hill water distribution system upgrades and eliminate the final cast iron section in the area.
- The existing watermain has a history of breaks and poor hydraulic performance, creating an elevated risk of service disruptions, low water pressure events, and ongoing maintenance costs.
- This work was originally included in and designed as part of the 9th Avenue East Watermain Replacement project but was removed prior to tender to ensure the project was within budget while allowing a contingency buffer.

- Now that the project has sufficiently advanced to be reasonably comfortable that additional budget availability remains, staff propose reintroducing the remaining section to the project.
- Completing the work now leverages the existing contractor mobilization and completed design, avoiding future engineering, tendering, and construction mobilization costs.
- Tatham Engineering supports proceeding with the replacement, noting that the pricing is competitive and that completing the work now provides the most cost-effective and operationally beneficial solution for the City.

Vision 2050 - Strategic Plan Alignment:

Strategic Plan Priority: The recommendation contributes to core service delivery or a corporate initiative that enables service delivery for one or more strategic priorities.

Previous Report/Authority:

CR-24-081 Award of RFT-24-011 – 9th Avenue East Looping Watermain – Phase 2

CR-25-074 Award of RFT-25-008 - 9th Ave E - Road Rehabilitation and Watermain Replacement

Background:

On May 26, 2025, City Council approved the award of Contract No. RFT 25-008 9th Avenue East - Road Rehabilitation and Watermain Replacement at a cost of $4,454,645.51 including the non-refundable allocation of HST, to E.C. King Contracting, a Division of Miller Paving Limited. The primary focus of the project was to improve municipal water supply security to a portion of the East Hill Pressure Zone and the entirety of the East Hill Reduced Pressure Zone, while also improving roadway infrastructure.

Before the watermain on 9th Avenue East could be replaced, the new East Hill Pressure Zone "looping" watermain was constructed in two phases as part of Project 22P.7. This work was completed on an existing City-owned corridor and within private property easements located east of 9th Avenue East. Phase 1 (City-owned corridor) was completed in 2023, while Phase 2 (private easements) was completed in 2024.

During the design phase of these two previous projects, it was anticipated that the watermain between 9th Avenue East and the end of the Phase 2 looping watermain would be replaced as part of the 9th Avenue East road rehabilitation project between 6th Street East and Superior Street, and the detailed design for this work was completed at this time. However, this component was ultimately removed from the project scope prior to tendering to ensure the project would remain within budget, given the estimated cost at that time and knowing that unforeseen subsurface complications could arise through the course of construction.

The 9th Avenue East reconstruction project is now nearing completion and is anticipated to achieve substantial completion by August 28, 2026, with the majority of underground and roadway infrastructure works completed. The project has advanced sufficiently to offer a reasonable level of comfort that unspent contingency funds exist to execute the portion of watermain that had previously been removed from the project.

There is approximately 190 metres of existing 150 mm diameter cast iron watermain remaining on Superior Street between the new looping watermain and 9th Avenue East. Based on available records, the watermain dates to the 1950s–1960s and has experienced five recorded main breaks since 1972. Recent hydraulic testing has identified poor flow characteristics likely due to tuberculation (an effect of corrosion leaving rust build-up, which restricts flow by reducing the internal diameter of the pipe), and the section represents the final remaining cast-iron link between recently upgraded PVC watermain infrastructure in the area.

Analysis and Options:

The remaining section of metallic watermain has experienced multiple failures (breaks) in the past, along with documented poor flow characteristics. As there is a high likelihood of recurring operational and maintenance issues if the existing watermain remains in service, this section is considered a priority candidate for replacement to improve system reliability and complete the intended East Hill water distribution network improvements.

If the City does not proceed with the replacement of this section of watermain, the water system will continue to have a higher likelihood of failure in this small section of watermain, adding to additional operation and maintenance costs. If the watermain feed from 9th Avenue East is disrupted

in either a break or by fire hydrant use, the water users served from this portion of the network will continue to experience low or no water pressure events.

If the City proceeds with replacing this section of watermain, the cast iron pipe will be completely replaced in this area of the distribution system. With new infrastructure, the likelihood of failures would be minimized, and flow characteristics in the area would be restored to design specifications and subsequently maintained if either feed is disrupted.

Currently, the City has a contractor on site that can complete this work. The City's consultant, Tatham Engineering, has reviewed the contemplated change notice pricing and agrees that they are competitive. By proceeding with the increase in scope, the City capitalizes on using a design that has already been completed and a contractor who is already mobilized. This will result in substantial savings over postponing the project to another standalone or bundled construction contract.

Should Council approve the recommended increase in project scope, the additional work will be authorized through a formal change order in accordance with the City's Procurement Policy and the existing construction contract. The change order will incorporate the contractor's quoted pricing, revised contract value, and associated engineering and geotechnical services required to complete the work. The change order will be executed following Council approval and incorporated into the existing contract administration process.

Tatham Engineering has provided a letter (as attached) that expresses the benefits of proceeding with the replacement of the 190 metre cast watermain on Superior Street as part of the 9th Avenue East road rehabilitation and water replacement project.

Resource Alignment:

Financial Resources

As of July 21, 2026, approximately $479,460 remains in the project's original $530,000 contingency allowance. Currently, there is approximately $125,600 of anticipated additional costs. These additional costs include asphalt cement price index increases and watermain quantity increases on 9th Avenue East, due to site conditions and other minor change orders.

E. C. King's quote to complete the extra 190 metres of watermain on Superior Street is $261,939. Additional engineering and geotechnical costs are estimated at $54,750, bringing the total cost of the Superior Street watermain scope of work to $316,689.

The combined value of the identified extras and recommended Superior Street watermain works is estimated at $442,289, indicating that sufficient contingency funding is currently available to accommodate these costs should the optional work proceed.

Although it is anticipated that the available contingency budget would not be exceeded by the recommended and known remaining work, given the uncertainty in global energy markets and the pending "lame duck" period, staff recommend that the contingency budget be increased by an additional $75,000 funded from the water rate reserve. This will account for asphalt cement price index increases, unit rate adjustments, and any remaining unforeseen construction costs through project completion. It is considered low risk that much, if any, of this additional funding will be necessary. However, it is proposed that the funding be authorized to provide the basis for a staff-approved change order, if necessary, during the later stages of the project.

As per the new Procurement Policy effective August 1, 2026, a completed project over-budgeting report will also be completed when the project is formally closed by the project lead.

Human Resources

This is an existing project in staff's work plan, and the additional scope can be accommodated. Additionally, Tatham Engineering would remain retained by the City to perform contract administration for the additional scope of work.

Time and Scheduling

This additional work would add four to five weeks to the project. 9th Avenue East would be fully open before the additional work commenced. The target completion date would then be mid-October 2026.

Technology and Infrastructure

N/A.

Climate and Environmental Impacts:

The recommendation supports the City's Climate Mitigation Plan.

Significant carbon emissions will have been saved by avoiding the contractor demobilizing and remobilizing the site.

Communication and Engagement:

This report has been posted to the City’s website with the agenda in advance of the meeting.

Report Developed in Consultation With:

Engineering Technologist, Water Distribution Superintendent, Manager of Water and Wastewater, and Purchasing and Claims Coordinator.

Attachments:

Tatham Engineering Supporting Letter

Reviewed by:
Lara Widdifield, Director of Public Works and Engineering

Submission approved by:
Tim Simmonds, City Manager

For more information on this report, please contact Mason Bellamy, Manager of Public Works and Engineering, at mbellamy@owensound.ca or 519-376-4440 ext. 3300.

TATHAM ENGINEERING

115 Sandford Fleming Drive, Suite 200
Collingwood, Ontario L9Y 5A6

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E info@tathameng.com
tathameng.com

File 121387-3

July 21, 2026

Mason Bellamy
Manager of Engineering Services
City of Owen Sound
808 2nd Avenue East
Owen Sound, Ontario N4K 2H4
mbellamy@owensound.ca

Re: 9th Avenue East – Road Rehabilitation & Watermain Replacement – Superior Street to 6th Street East, City of Owen Sound
Superior Street Watermain Replacement

Dear Mason:

Further to our recent discussions, the City of Owen Sound (City) is evaluating the addition of 190 metres of watermain replacement on Superior Street to the active 9th Avenue East Road Rehabilitation & Watermain Replacement project. Per your request, Tatham Engineering (Tatham) has prepared this letter to outline the scope of work and summarize the benefits of completing the replacement in Fall 2026 as part of the above-noted project.

SCOPE OF WORK

The additional watermain work involves replacing 190 metres of watermain from the current project limit at the 930 Superior Street driveway to the 1010 Superior Street driveway. This additional section would connect directly to the Phase 2 looping watermain project installed in 2024 and extend to the new watermain being installed as part of the current 9th Avenue East project. If the City proceeds with this work, the entire watermain system in this area would be new.

According to City records, the existing 150 millimetre diameter cast iron watermain was installed in the 1950s or 1960s. If the City proceeds with the additional work, the aged watermain will be replaced with a 200 millimetre diameter PVC watermain, including restoration of the disturbed areas.

We note this section of watermain was originally included in the scope of the 9th Avenue East project but removed prior to tendering due to budget concerns by the City.

BENEFITS OF REPLACEMENT

We offer the following benefits of replacing the additional Superior Street watermain in 2026 as part of the 9th Avenue East project:

Professional Engineers Ontario
ASSOCIATION OF CONSULTING ENGINEERING COMPANIES ONTARIO
PGO
Authorized by PEO and PGO to offer professional services in the fields of Engineering and Geoscience in Ontario.

1. Significantly reduce the risk of watermain breaks and their associated costs and disruptions to customers. City operations staff have reported five breaks in this section of watermain since 1972. One specific break involved replacement of 1.5 metres of pipe, suggesting a catastrophic failure and/or inadequate pipe quality for the repair.
2. Improve domestic and fire flows. This year, City staff received complaints about reduced water pressure on 9th Avenue East south of Superior Street, which is fed directly from the section of aged watermain in need of replacement. City staff advised they observed reduced cross sectional area in the pipe from calcification in the pipe during watermain repairs. These flow restrictions present issues for both domestic water use and fire fighting.
3. Bring the water distribution system in the area up to current standards. From 2023 to 2026, three watermain construction contracts in this area of the City have replaced 1.9 kilometres of watermain. This 190 metre section is the only remaining section that is under 200 millimetre diameter and a material other than the City's standard PVC pipe.
4. Taking advantage of economies of scale. The contractor on 9th Avenue East is already mobilized, and as such, the City can realize a cost savings by adding the Superior Street watermain to the scope of work in Fall 2026. Completing the watermain replacement as a standalone project would have separate procurement, mobilization and traffic control costs that we expect would significantly increase the cost of the work.

CLOSING

Given the benefits of replacing the 190 metre section of watermain Superior Street as part of the City's current contract for the 9th Avenue East project, we recommend proceeding with the work in Fall 2026. Should you have any questions or comments pertaining to the additional watermain work, please do not hesitate to contact us.

Yours truly,
Tatham Engineering Limited

Mark Figueroa P.Eng.
Engineer, Group Leader – Municipal
MJF:ha

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Staff Report

Report To: City Council

Report From: Jason Hoffman, Manager of Corporate Services

Meeting Date: July 27, 2026

Report Code: CR-26-071

Subject: Owen Sound Police Service Facility Needs Assessment

Recommendations:

THAT in consideration of Staff Report CR-26-071 respecting a facility needs assessment for the Owen Sound Police Service building, City Council:

1. Authorizes staff to issue a Request for Proposals for the completion of a Police Service Facility Space Needs Assessment and Business Case;
2. Approves a project budget of $100,000 funded from:
    a. Development Charges;
    b. Police Station Facility Reserve; and
    c. A one-third contribution from the Owen Sound Police Service Board Revenue Reserve; and
3. Directs staff to report back to Council with the results of the Facility Space Needs Assessment and Report upon completion.

Highlights:

- The Owen Sound Police Service (OSPS) Board requested a comprehensive needs assessment to evaluate if the existing facility can meet modern legislative, staffing, and service delivery requirements.
- Staff are seeking authorization to issue a Request for Proposals (RFP) for an independent consultant to evaluate all options, which will provide a common set of data and information to determine if

the facility for the OSPS is best served through refurbishment, expansion, or a new purpose-built facility.

Vision 2050 - Strategic Plan Alignment:

Strategic Plan Priority: Safe City – Contributing to inclusivity and accessibility in our community and participating in initiatives focused on a range of long-term, systemic safety solutions that respond to current and future residents.

Previous Report/Authority:

N/A.

Background:

The Owen Sound Police Service Board has identified the need to undertake a comprehensive review of the OSPS facility to determine whether the existing building can reasonably accommodate the current and future operational needs of the service or whether alternative accommodation options should be considered. Under the *Community Safety and Policing Act*, the municipality is legislatively responsible for providing and maintaining adequate police facilities, necessitating this proactive review.

In 2023, a facility condition assessment completed by McIntosh Perry (Attachment 3) identified several building deficiencies requiring future investment. While that assessment documented the physical condition of the building, it did not evaluate whether the facility continues to meet the operational, staffing, legislative, accessibility, and service delivery requirements of a modern police service.

To address immediate facility requirements, the City has prioritized critical infrastructure upgrades, including a $1.6 million allocation in 2027 for a major air handling unit replacement. Furthermore, a total of $2.7 million has been earmarked across the five-year Multi-Year Capital Plan for ongoing necessary facility improvements. This proposed study is essential to ensure that these and future investments are aligned with a comprehensive, long-term strategy for the facility's operational, functional, and legislative requirements.

The proposed study represents the next logical step by evaluating both current and future space requirements and providing Council with objective recommendations, alternatives, and high-level cost estimates to support

future decision-making. The proposed scope includes evaluating refurbishment of the existing facility, potential expansion opportunities, and the feasibility of a new purpose-built facility, while considering legislative requirements, health and safety, accessibility, and anticipated community growth.

The $100,000 project budget will be fully funded through Development Charges and designated reserves, requiring no additional tax levy funding. The consultant's final report will be presented early in the next term of Council to inform objectives and long-term capital planning decisions. The OSPS Board has advised that it will be requesting Council authorize this work through the correspondence included as Attachment 1.

Analysis and Options:

The proposed facility space needs assessment will provide Council and the OSPS Board with an independent assessment of the facility requirements necessary to support policing services over the long term.

Completion of the study does not commit the City to any future capital project. Rather, it provides the information necessary to understand the operational needs of the service, evaluate available alternatives, establish preliminary cost estimates, and support future capital planning and budgeting decisions.

Subject to Council approval, staff will prepare and issue a competitive Request for Proposals for consulting services in accordance with the City's Purchasing By-law. The consultant's findings and alternative options will be presented to both the OSPS Board and Council upon completion.

Resource Alignment:

Financial Resources

The estimated cost of the study is $100,000.

Funding is proposed from the following sources:

- Development Charges (eligible growth-related component);
- Police Station Facility Reserve; and
- A one-third contribution from the Owen Sound Police Service Board Revenue Reserve.

No additional tax levy funding is requested.

Human Resources

The project will be led by the Manager of Corporate Services, who will be responsible for managing the procurement process, coordinating the consultant, and reporting back to the OSPS Board and Council.

The project team is anticipated to include the Chief of Police, City Manager, and Manager of Corporate Services. These individuals will provide strategic oversight, operational input, technical expertise, and stakeholder perspectives throughout the project to ensure that options provided by the consultant reflect the long-term policing needs of the community.

Following the completion of the assessment, the project team will evaluate the necessity of forming a specific working group to oversee the implementation of Council's preferred direction.

Time and Scheduling

Subject to Council approval, staff will prepare and issue a Request for Proposals for consulting services in 2026. Staff are optimistic that a consultant can be retained shortly thereafter, allowing the space needs assessment and business case to proceed over the balance of the year.

The project team anticipates receiving the consultant's final report early in the next term of Council. This timing will allow the newly elected Council to consider the findings and determine the appropriate long-term direction for the OSPS facility before making future capital investment decisions.

Technology and Infrastructure

N/A.

Climate and Environmental Impacts:

There are no anticipated climate or environmental impacts.

Communication and Engagement:

This report has been posted to the City's website with the agenda in advance of the meeting.

Report Developed in Consultation With:

- Chief of Police
- City Manager

- Director of Corporate Services
- OSPS Board Chair
- OSPS Board representatives from Council

Attachments:

1. Letter from the Owen Sound Police Service Board Chair
2. Facility Review Project Charter
3. Police Station Building Condition Audit - 2023

Reviewed by:
Kate Allan, Director of Corporate Services

Submission approved by:
Tim Simmonds, City Manager

For more information on this report, please contact Jason Hoffman, Manager of Corporate Services at jhoffman@owensound.ca or 519-376-4440 ext. 1240.

John H. Thomson
CHAIRMAN OF THE BOARD

Executive Fax: (519) 376-2456
Operations Fax: (519) 376-6131

July 08, 2026

Mayor Boddy &
Owen Sound City Council Members
808 2nd Avenue East
Owen Sound, Ontario
N4K 2H4

Via Email

Mr. Mayor and Council,

The purpose of this letter is to brief City Council on the requirement for a comprehensive and strategic needs assessment of the facilities for the Owen Sound Police Service (OSPS) station that will address long-term infrastructure and staffing accommodations.

Background

Built in the 1970s, the current facility on 2nd Avenue East had its last major renovations in 2010, over 15 years ago and now faces aging facility maintenance demands and operational pressures. To address these responsibly, approval is being sought to fund a comprehensive strategic overall facilities review.

The existing OSPS headquarters has served the community for a number of years, however, modern policing standards, legislative requirements, and technological updates have severely outpaced the building's physical capacity. Key challenges include:

- **Space Limitations:** Chronic space constraints across multiple departments hinder daily workflows and limit property/evidence storage.
- **Structural & Environmental Maintenance:** Aging building infrastructure requires ongoing, costly maintenance and periodic environmental remediations.

Needs Assessment

In order to address these issues a strategic, evidence-based needs assessment will be required to determine next steps.

A professional needs assessment for a facility will take into consideration;

- Space Utilization Analysis
- Current and projected staffing levels
- 24/7 service delivery model
- Ability to meet current and future operational requirements
- Changes in policing practices and legislative changes include;

- The Community Safety and Policing Act 2019
- O. Reg. 392/23: Adequate and Effective Policing
- The Occupational Health and Safety Act
- The Accessibility for Ontarians with Disabilities Act 2005 (AODA).
- Ontario Building Code (OBC) 2020, including amendments
- Policing Standards Manual

Funding is being sought to:

1. Engage a professional space-planning consultant, and if possible, specializing in emergency service facilities.
2. Analyze the current space utilization against modern policing standards to define exact square-footage deficits.
3. Conduct an objective architectural assessment of the current facility's lifespan, structural integrity, and mechanical systems.
4. Establish a baseline data set to determine whether renovating the current location site, acquiring adjoining property, or building a new facility is the most fiscally responsible path forward.

It is anticipated that such a specialized needs assessment would cost up to $100,000.00.

While this facility is an asset of the city, the police service board is willing to assist with funding of the assessment of up to $35,000 from board reserves.

In consultation with city management a project charter has been developed and is attached for your information.

Respectively submitted,

John Thomson
Chair - Owen Sound Police Service Board

c/c: Directors – Owen Sound Police Service Board

Project Charter

1.0 Project Identification

Name of Project:	Police Services Facility Review - To develop a business case that analyzes the current and future needs of the Owen Sound Police Service in order to determine if the current facility can be refurbished to meet those needs or if a new purpose-built solution is a more workable and cost-efficient solution.
Sponsor: (Accountable)	TBD
Project Manager: (Responsible)	TBD
Project Team Members: (Responsible or Consult)	Tentative list: • Chief of Police • City Manager • Manager of Corporate Services (City)
Approved Budget:	Proposed funding sources: • Development Charges from City $ 35,000 • Building Maintenance Reserve (City) $ 35,000 • Police Board Reserves $ 35,000

2.0 Business Need

It is estimated that it has been over 20 years since the police service moved from its location on 3rd Avenue East to 922 2nd Avenue West, the site of the previous Co-operators' building that had been purchased by the city. This building was constructed in 1969/1970 to meet the needs of an insurance company. Major renovations were completed in approximately 2008 and a northern addition (cell blocks) were completed in 2010.

It is estimated that approximately $6 Million was spent on refurbishing the building to service the needs of the police service. It is also estimated there were approximately 30 officers and 40 civilian staff for a total of 70 at that time.

The Police Service Act was the legislation in effect at that time.

As of June of 2026, there are 43 officers including part-time and approximately 60 civilian staff for a total of 103. The needs of the Owen Sound Police Service and policing for the city have outgrown the current facility configuration.

The police service is now subject to additional legislative requirements;

- The Community Safety and Policing Act 2019
- O. Reg. 392/23: Adequate and Effective Policing
- The Occupational Health and Safety Act
- The Accessibility for Ontarians with Disabilities Act 2005 (AODA).
- Ontario Building Code (OBC) 2020, including amendments
- Policing Standards Manual (2004)

The Owen Sound Police Association's Health and Safety Committee have identified a number of issues as it relates to the health and safety of people working and entering this building on a 24/7 basis.

In June 2024, McIntosh Perry completed a building condition assessment and identified a number of deficiencies. Their visual review of the property found the development to be in fair condition and adequately maintained though there were significant issues to be addressed in the immediate and short term due to component aging and conditions. This report may require some updating.

As a first step, the project will engage a recognized, experienced consulting firm to prepare a space needs assessment for the Owen Sound Police Service as has been done with similar projects throughout the province.

It is anticipated the space needs assessment will cost approximately $100,000 and identify a number of areas that will require serious consideration, such as:

- Existing building space constraints due to increased staffing and operational demands.
- Changes in policing practices and legislative requirements since original construction, including:
    - Major Case Management requirements
    - Dedicated interviewing/interview room needs (currently inadequate)
    - Cell block functionality
    - Video review and digital evidence requirements
- Possibly mandated expansion of body-worn camera program and disclosure obligations
    - Potential disclosure process requires approximately two full-time staff resources
- Proper locker and change rooms for a growing diverse staff
- Locker storage no longer accommodates required officer equipment
- Parking capacity is insufficient
- Increased training requirements including:
    - Dedicated training space
    - Potential virtual reality training environments
- Desire to consolidate staff and operational functions into one location where feasible
- Front counter accessibility does not comply with AODA desk
- Access to ground level public/meeting space
- Lack of physical office space for officers and civilians to do their jobs effectively

3.0 Project Objectives (Purpose)

The purpose of this project is to obtain an objective third party evaluation of the current and future needs of the Owen Sound Police Service as it relates to space for staffing and the compliance obligations with which the city must comply under the numerous acts and provincial legislation.

- It will examine the opportunities to refurbish the existing facility, acquire adjacent property and add on, or build new
- Consider the option of a shared space with another emergency response service
- Explore the availability of surplus lands within Owen Sound for a new facility, if required
- Resolve the health and safety concerns within the current facility

The population of Owen Sound is projected to grow with the addition of at least two major apartment projects completing in 2027 and the police service needs to plan to service this anticipated increase in population as well as the projected growth in the surrounding areas.

As our streets and downtown become more utilized it is the obligation and a priority of OSPS to maintain the safety and security of those living in and visiting our city.

4.0 Project Scope

Deliverables:

A report to the Facility Working Group (Project Team) that outlines the cost/benefits of renovating the current location and additional space requirements, other possible options and if not feasible, move forward with a new build.

Activities:

- Prepare Request for Proposal (RFP)
- Obtain quote from consulting company to perform a space needs assessment
- Consulting company to complete space needs assessment
- Determine refurbishing costs based on space needs assessment
- Update costs on McIntosh Perry's building condition assessment from June 2024
- Identify possible areas to expand based on current location
- Analyze the potential impact on the overall health and safety of staff
- Identify the logistic other services have experienced that have refurbished their existing facilities while continuing day to day operations.

Key Constraints: Budget, timing

Assumptions:

- Space needs assessment will be completed in November 2026
- Costing is time sensitive to be included in 2027 budget
- Support of city council

4.0 Project Scope

Dependencies:

Completion of a space needs assessment, costing, and updated building condition assessment costs will inform the police board and council of the opportunities/options available to them.

5.0 Stakeholders

Name	Consult or Inform
City Council	Consult and Inform
Police Chief	Consult and Inform
Police Board	Consult and Inform
OSPA and SOA	Consult and Inform
City Staff	Consult and Inform
Chief Building Official for Owen Sound	Consult and Inform
County CAO	Consult and Inform
Grey-Bruce Community Safety and Well-Being Plan (CSWBP)	Consult and Inform

6.0 High Level Deliverables / Milestone Dates

Item	Deliverables / Milestones	Dates
1.	Space Needs Assessment (Consultant: TBD)	November 2026
2.	Updated Cost related to Building Condition Report	TBD
3.	Research others that have refurbished	TBD
4.	Analysis of the potential impact on overall health and safety of staff and those accessing the building	TBD

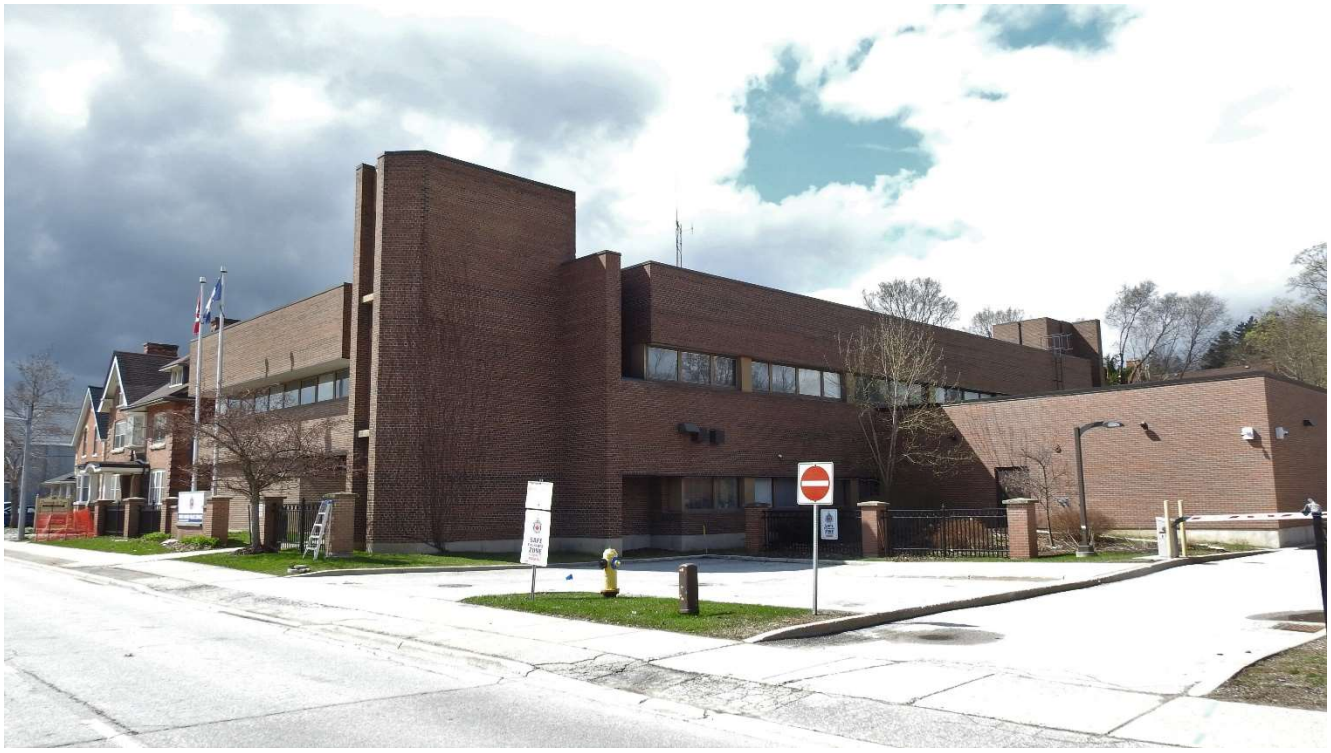
7.0 Risks

Severity	Description	Mitigation Tactic
High	Condition of station and work area attracts audit from Inspectorate of Policing	TBD
High	Lack of funding to proceed with project	TBD
High	Lack of support from council	TBD
High	Not meeting legislative requirements	TBD

8.0 Key Results for Success (Must Be Measurable or Quantifiable)

Once the final consultant report is completed, deliver a comprehensive report and presentation to council that outlines each of the requirements above and includes recommendations for next steps following the results of the space needs assessment and costings. This would include a business case, outlining projected capital costs, potential site options, and a multi-year funding strategy will be formally presented to council for debate during subsequent budget cycles.

BUILDING AUDIT REPORT



OWEN SOUND POLICE SERVICE 922 2ND AVENUE WEST, OWEN SOUND, ONTARIO

Our Project No.: 240194

Prepared for: City of Owen Sound

808 2nd Avenue East
Owen Sound, Ontario
N4K 2H4

Attention: Bradey Carbert, BBA, Manager of Corporate Services, Corporate Services Department

Date: June 30, 2023

McINTOSH PERRY

Executive Summary

A Building Condition Assessment (BCA) was carried out at the Owen Sound Police Service building, 922 2nd Avenue West, Owen Sound, Ontario by McIntosh Perry Limited (MPL) for the City of Owen Sound. The office building was constructed in 1969/1970, with a major renovation in 2008 and north addition in 2010. The building is located on the west side of 2nd Avenue West, north of 9th Street West, Owen Sound, Ontario.

This BCA is based on a visual assessment of the property and a review of pertinent documentation provided by the City.

Our visual review of the property found the development to be in fair condition and adequately maintained though there are significant issues to be addressed in the immediate and short terms due to component ages and conditions. This includes windows, doors, and brick repairs/replacements are required. The updating of the main heating, ventilating, and air conditioning (HVAC) components (air handler and distribution), ventilation and building automation are paramount. Accessibility (barrier-free) is also in need of updating to comply with current standards.

Recent capital expenditures include the replacement of main roof sections in 2016, replacement of main condensers from 2013 to 2017, split DX and suppression systems for LAN Rooms in 2022. Current renovations are limited to the relocation of the Dispatch Office to the 2nd Floor.

Summary of Findings & Recommendations

A – Substructure

The original building and addition are constructed with poured concrete foundation walls on strip concrete footings. Poured concrete slab-on grade is installed throughout. The upper floors are constructed with steel I beams and WF columns supporting precast hollow core slabs. The structure is performing well with no indications of settlement or movement. Structural drawings were not provided for review. No significant structural repairs are anticipated over the next ten years.

B – Shell

The main building shell or envelope consists of clay brick with block back-up, aluminum framed windows, metal clad service doors and main entry doors, and prefinished metal overhead doors. All components are in need of significant repair or replacement over the next few years due to failure or they are well beyond useful service life. Brick repairs/replacement are required to mitigate further deterioration and to reduce exposure to liability due to injury from falling material. The aluminum framed windows and all associated sealants are in need of replacement due to seal failure and air infiltration. Roofs are protected by modified bitumen membrane with pea gravel surface (circa 2016). Although there are no roof leaks there is significant ponding that will shorten service life. The addition roof newer modified bitumen type system. This roof has been repaired but will require replacement over the short term. A few smaller roof sections will require replacement in the short term as well. Most exterior doors require replacement due to age and performance issues. The overhead doors require general maintenance and the door at Room N02 requires replacement.

C – Interiors

The building finishes are limited to painted gypsum board walls, core floor slabs, masonry block walls, vinyl floor tile, laminate flooring, quarry and ceramic floor tile, carpet, lay-in acoustical and gypsum board ceilings. All finishes are in fair condition and wearing well. The 1st floor finishes will require updating, including the two staff washrooms.

The facility is not fully designed for barrier-free use. Current features include dedicated parking spaces, automated main entry doors, elevator, and main floor public washroom.

D – Services

Fire Protection and Life Safety Systems:

The building is protected by a single-stage fire alarm system with smoke and heat detectors. ABC type fire extinguishers are also installed. Carbon monoxide detection system is installed at the Sally Port complete with exhaust fan and intake air louver. The building is equipped with a Cummins 125-kW emergency generator located at the east side in a self-contained enclosure. The transfer switch is located at the Electrical Room. Allowances are made to provide additional switches when replacing the main switchgear in the short term.

Vertical Transportation:

The building is equipped with a single, hydraulic elevator by Federal. The elevator was installed in 2008 but is not performing well. It has been reported that the main shaft is not vertically aligned. The elevator also requires access control to deter the general public from accessing the 2nd floor. It is also recommended that the original dumbwaiter be removed.

Mechanical:

The building is heated by two gas-fired condensing type boilers and a hydronic heating system with new mains, valves, and reheat coils. The system is functional but will require replacement in the next ten years along with chemical treatment, valve replacements, and VFD additions. The Holding Cell addition is heated and cooled via a roof-top air handling unit. This unit is slated for replacement in approximately five years due to age and use of R-22 refrigerant. The main air handling unit is original to the building but modified from a dual duct system (hot and cold air streams) to a variable air volume (VAV) system. The system has no humidification capability and the dehumidification capability is questionable due to the configuration. Air is delivered at one temperature which affects user comfort level especially due to the configuration of office layouts. The cooling components are unconventional but functional. Replacement of the air handler is recommended, including air balancing, replacement of older cabinet style heaters, and overhaul of the building automation system. Ventilation is by various roof-top exhaust fans; these fans are functional but will require updating over the next five years. Domestic water consists of the municipal service to the meter and BFP at the south Mechanical Room. There are two electric hot water heaters located at the Mechanical Room that are in fair-to-good condition. Plumbing fixtures are a combination of newer and older type. Updating of the two staff washrooms on the 1st floor are required. The furnace systems lack zone control and fresh air introduction. Building automation review, retro-commissioning, balancing, ventilation improvements, are recommended.

Electrical:

The main building power is fed underground to the west pad mount transformer and onto the main Electrical Room to the 1600-Amp, 347/600-V, 3 phase, 4 wire switchgear located at the Electrical Room and motor control centre at the PH Mechanical Room. The exterior transformer, switchgear, MCC, original panelboards, secondary transformers, and disconnects require replacement as they have exceeded useful life. The electrical components at the addition are in good condition. Lighting is predominantly older T8 fluorescent type. It is recommended that the lighting be updated to LED type to improve energy efficiency and overall illumination levels.

G – Site

The site includes asphalt and concrete paved hard surfaced areas, fences, signage, flagpoles, lighting, and soft landscaping. The components are in fair condition and serviceable. Asphalt replacement is slated for the longer term. Site service drawings are not available for review.

H-– Other

It is recommended that a Designated Substance Survey (DSS) report, energy audit, and as-built drawings be prepared. Thermography, retro-commissioning, and arc flash studies are also recommended.

Immediate, Short and Long Term Capital Requirements

Over the next 30-years it is anticipated that the most building equipment and systems will require major repair or replacement to maintain the building in a state-of-good repair under the current operational model.

Descriptions and observations are intentionally brief or absent. This information, as well as quantity, costs, life expectancy, and replacement year, are to be updated as components are replaced, and subsequent building condition assessments are completed.

Based on our visual review of the property, we are of the opinion that total cumulative expenditures will be in the range of $6,417,000 in the immediate (2023) and short term (2024 to 2028) for the building and site to maintain the property in a state-of-good repair (refer to Appendix A). The above opinion of probable costs excludes sales taxes and inflation but includes contingencies, engineering, and project management costs.

This executive summary is intended to provide an overview of pertinent facts and estimates contained in this BCA Report for the architectural/engineering disciplines, and it is provided as a convenience only. Readers are advised to refer to the full text of this BCA Report and accompanying spreadsheets for detailed information.

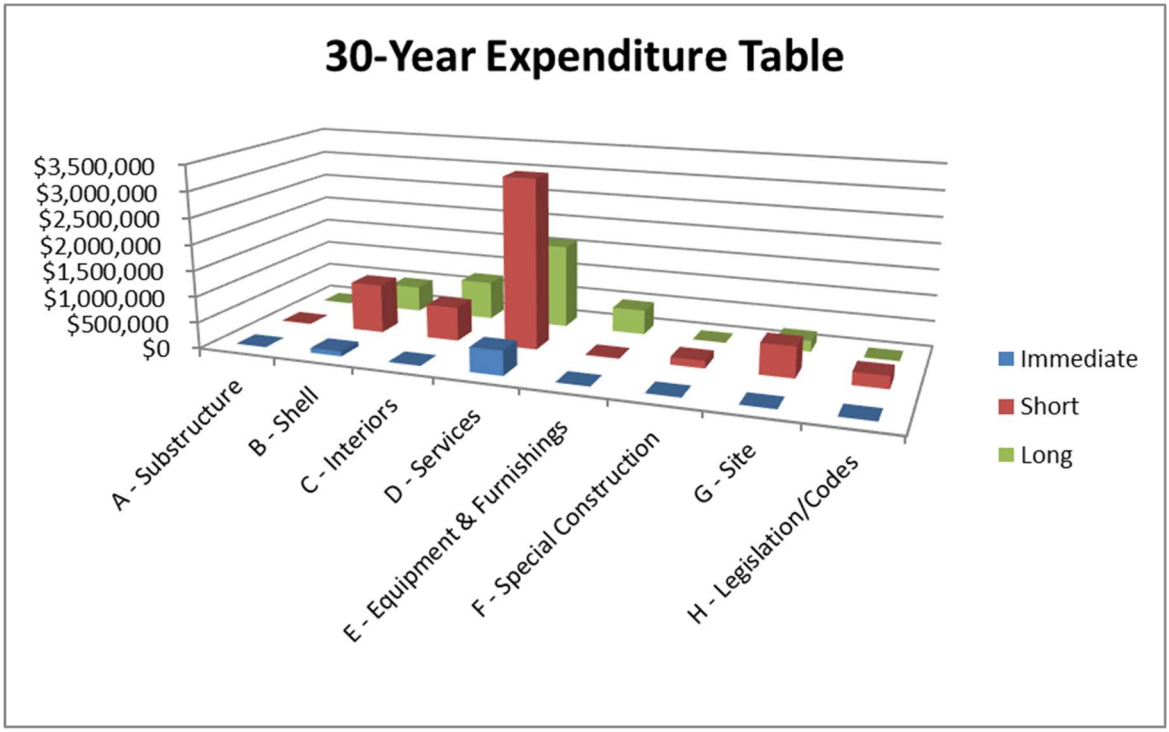


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1.0 INTRODUCTION

McIntosh Perry Limited (MPL) was retained by the City of Owen Sound (City) to carry out a Building Condition Assessment (BCA) of the facilities located at 922 2nd Avenue West, Owen Sound, Ontario.

Probable costs for repairs or replacements over the immediate (Year 0), short term (Years 1 to 5) and longer term (Years 6 to 20) are provided.

The Report is not to be used as a specification for undertaking work. All immediate and short-term work emanating from this BCA is to be backed by intrusive destructive testing and measurements to obtain the means and methods to allow for such specifications. Work/costs forecasted out beyond the first few years (short term) are only to be viewed as speculative reserve placeholder items formed by life cycling of components. As this BCA is a static snapshot of the current conditions, and due to the detailed component listing provided, updates will be required continually as components age, systems are altered, management opinions change or new-found information surfaces. These undertakings are beyond the scope of the BCA.

The study included an on-site assessment of the facility which was conducted on April 23, 2023. The assessment focused on sitework, structure, building exterior, building interior and the electrical, mechanical and fire safety systems.

Details regarding each of the assessed elements, with our observations, are contained in the accompanying spreadsheet (Appendix A).

1.1 PROPERTY DESCRIPTION



Constructed in 1969/1970, the two-storey building, designed by Gordon S. Adamson and Associates, Toronto, served as the headquarters for CIAG Insurance. Purchased in the late 1990's, the building was renovated in 1999, with design by Carruthers Shaw and Partners Limited as the new Central Emergency Response Bureau for the City of Owen Sound. Further renovations in 2008 to 2009 to the 2nd floor for the Police Services, with design was by G.M. Diemert Architect Inc., Owen Sound. An addition to the north was constructed in 2010 for a Sally Port and holding cells. The main floor layout of the building includes the newer Sally Port, interview rooms, storage and holding cells, dispatch area (to be relocated to 2nd floor), offices, parade room, meeting rooms, vehicle storage/examination room, lunch room, washrooms, and main service rooms. The 2nd floor has various offices, administrative areas, meeting rooms, locker rooms, service rooms, weight room (future), and emergency training room (future). The Penthouse Mechanical Room includes the main air handling unit for the building. The main entrance is accessed from at the east elevation, with staff entrance at the west elevation. On site parking for visitors and staff are

located to the north side of the building. The facility has a gross floor area of approximately 31,336 square feet (sf) with a footprint area of approximately 18,824 sf.

The exterior walls of the building are constructed with clay brick with masonry block back-up. Roofing systems are comprised of modified bitumen membranes (conventional and top-coated), and prefinished metal flashings. Windows are original double glazed, aluminum framed, fixed type. Exterior service doors are insulated metal in metal frames and aluminum framed. Main entry doors are single glazed aluminum framed.

Mechanical systems include the domestic cold-water system, distribution piping and heaters, main air handler unit with split DX cooling and gas-fired boilers, point source exhaust fans, and supplementary baseboard heaters. Sanitary and storm drainage systems are municipally connected.

Electrical systems are conventionally supplied underground from the street utility pole to the pad mount transformer and onto the Electrical Room.

Interior finishes consist of sheet vinyl linoleum, vinyl tile, sheet carpet, quarry and ceramic floor tile, gypsum board ceilings and walls, lay-in acoustical ceiling panels, and exposed steel/concrete structural components.

The building is located on the west side of 2nd Avenue West, north of 9th Street West, on a 1.446 acre (63,000 sf) site. The site has an asphalt surfaced parking area at the north and east elevations, concrete walkways, wood and steel picket fencing, flagpoles, and exterior lighting. The site soft landscaping features include sodded and treed areas to the north, west, and east.

The following Table 1 details the pertinent characteristics of the site and building, as identified during our site visit or otherwise provided by the City. All building and site areas are considered estimates.

Table 1

Summary of Facility Features

Name: Police Services Building **Address:** 922 2nd Avenue West, Owen Sound, Ontario			
Site Information			
Site Area & PIN	63,000 sf	1.446 acres	
Access Drives (Curb Cuts)	2	2nd Avenue West	
Total Parking Stalls	50 plus 4 barrier-free	Traffic Surface	Asphalt
Walks	N, W, E Elevations	Traffic Surface	Concrete
Building Information			
Gross Floor Area	31,336 sf	2912 sm	
Footprint Area	18,824 sf	1750 sm	
Roof Type	Various types		
Cladding Type	Clay Brick	Windows	Aluminum Framed, Double Glazed
HVAC System	Hydronic heating with suspended heaters and coils, air handler with heating and cooling coils, packaged air handler, split DX cooling, exhaust fans, municipal sanitary and domestic water systems		
Electrical	1600-Amp, 347/600-Volt, 3-Phase, 4-Wire		
Structural Framing	Steel framed with precast hollow core floor and roof slabs, and masonry block infill supported on poured concrete foundations		
Fire Protection	Fire Alarm System, Sprinklered, ABC Fire Extinguishers, Generator		

1.2 METHODOLOGY

The Project consists of five (5) steps:

1.2.1 Part 1 – Documentation Review

MPL to review the following information (to be provided by the City):

1. All Architectural, Mechanical, Electrical and Site Drawings and Specifications;
2. Information on existing scheduled, pending, in-progress and completed projects information;
3. Relevant building/roof/structural assessment reports;
4. All existing warranties, guarantees and service contracts;
5. Records of capital items added since original construction;
6. Maintenance and inspection records and schedules including Work Order Records for Preventative Maintenance and Demand Maintenance;
7. Compliance Orders;
8. Tenant Agreements;
9. Any further information or known property problems.

The following documents were provided for our review:

1. Drawings and Reports:
    a. Facilities Review Report, DEI Consulting Engineers, Waterloo, September 2021;
    b. Electrical Facilities Review Report, DEI Consulting Engineers, Waterloo, November 2022;
    c. Roof Report, Garland Canada Inc., 2023;
    d. Asbestos Air Monitoring Study Report, Roop Chanderdat and Associates Inc., January 17, 2009;
    e. Bulk Asbestos Sampling Report, undated, unauthored;
    f. Asbestos Air Monitoring Study Report, Roop Chanderdat and Associates Inc., February 4, 2009;
    g. Air Quality Report, W. Pantelmann Incorporated, April 14, 2014;
    h. Air Quality Assessment, W. Pantelmann Incorporated, September 3, 2019;
    i. Air Quality Report, W. Pantelmann Incorporated, February 11, 2020;
    j. Questionnaire.

1.2.2 Part 2 - Interview with Key Individuals

An interview was conducted with representatives from the City, Bradey Carbert and Derek Christier, at the time of the site visit. Discussions included recent roof replacements, siding installations, and issues with the HVAC. The Questionnaire (Appendix C) was also reviewed.

1.2.3 Part 3 - Site Visit

All site visits were coordinated with the City. The visit included a guided tour of the facility, service rooms, utility rooms, offices, shops and the grounds. All accessible areas within the building(s) were visually reviewed

during our walk-through assessment. Assessment of attics, crawl spaces, basements and service tunnels were conducted where safe to do so for the assessors and where they are not deemed confined space.

Photographs were taken by digital camera.

The site assessment was visual, non-intrusive and non-destructive type. General review of code and standard reviews was completed. Problematic areas requiring further assessment and testing were noted. Priority items were identified.

Assessment particulars:

The site assessment was visual, non-intrusive and non-destructive type. General review of code and standard reviews was completed. Problematic areas requiring further assessment and testing were noted. Priority items were identified.

Site – We will review all site items within the vicinity of the buildings being assessed. This includes underground services, parking lots and driveways, exterior lighting, curbs, gazebos, walks, patios, stairs, decks, retaining walls, soft landscaping, recreational equipment, signage, accessories, etc. Unless specifically listed, out-buildings, surveys, geotechnical, boreholes and soil testing are excluded from review at this time.

Interiors – Items include interior finishes (floor, wall and ceiling), doors, hardware, stairs, handrails, guards, common areas and user rooms, service rooms (electrical, mechanical, IT). Non-fixed furniture is excluded.

Environmental Issues – Hazardous Substance Surveys are not included in this project. At the minimum, we will review existing reports and provide commentary on general completeness and whether additional testing is required/recommended. If no existing reports are available our commentary will be limited to suspected hazardous substances, PCBs, storage tanks, mould, and indoor air quality from a visual assessment only. Phase 1, 2 and 3 Environmental Reports are excluded. MPL will also indicate locations of hazardous conditions and potential hazardous equipment.

Barrier-Free – MPL will review building access, entrances, washrooms, and interior circulation and amenities for accessibility in accordance with the Ontario Building Code (OBC). High level discussions, along with anticipated probable costs to remove barriers, will be presented in the reports. Any discussions requiring intrusive or specialty testing under the OBC will be considered outside of the scope of the RFP.

Code – Compliance – Assessment is for general code compliance only and includes obvious infractions such as roof guarding, guards, tie-backs, etc.

Structure – Items include foundations, superstructure, balconies, canopies, parking structures, stairs, guards, and handrails. Significant degradation and problematic detailing, including heights and stability of guards, are reviewed. Structural design analysis (calculations) is excluded at this time.

Building Envelope – Items include flashings, sealants, exterior finishes and wall systems, exterior windows, doors and wall penetrations, roofs, flashings, eavestroughs, downspouts. Thermography and roof test cuts are

not included at this time. MPL will notify the City if thermography or test cuts are required. This work would be considered additional to the contract.

Mechanical – Items include all accessible heating, ventilation, and air conditioning equipment (recording the manufacturer, model and serial number, size and capacity, equipment number, and condition). Plumbing systems including domestic water supply, distribution, heaters, boilers, fixtures and drainage will be reviewed. Process and specialized equipment at all buildings are excluded (IT, communications, security, wastewater pumping, etc.).

Fire/Life Safety Systems - Items include suppression systems (sprinkler, standpipe), voice communication, fire extinguishers, fire alarm and annunciators, notification and signal devices. We will also review Fire Safety Plans and make comment on building classification, required fire resistance ratings (FRR), and occupancy type.

Electrical – Items include all accessible electrical equipment such as switchgear and switchboard units, motor control centres, distribution panels, light fixtures (interior and exterior), wiring, switches, receptacles, communication and security systems and accessories. Equipment will not be dismantled or intrusively accessed, and thermography will not be conducted. Building Automation Systems (BAS) and lighting systems are included.

General - MPL will review current practices of O & M by reviewing adopted policies, service contracts, etc. that may be in use at Haliburton and then provide high-level recommendations. Space planning requirements for each facility will be discussed at a high level only. The ability for facilities to perform during state of emergency events will be discussed.

Energy - The Level 1 Walk-Through Analysis provides a cursory review energy usage by reviewing both energy utility bills (preferably over the last 3 years) and a brief survey of the buildings. This review is not comprehensive but will identify all energy use systems, evaluate energy consumption data to determine quantities and patterns as well as comparisons to industry standards and/or benchmarks. Preliminary estimate of savings potential with list of low-cost savings opportunities through improvements in operational and maintenance practices.

1.2.4 Part 4 - Estimating and Costing

The replacement costs of the various components forming the development detailed in this report are based on the unit rates detailed in the 2023 edition of "Yardsticks for Costing" published by Southam Business Information and Communications Group Inc., and “Building Construction Cost Data – 2023” by RS Means, combined with recent experience gained by MPL in the repair and renovation of residential, commercial, and industrial buildings. The costs are considered Class “D” preliminary, in Canadian Dollars, including a 10% contingency fee for unforeseen costs/internal & external fees and a 10% contingency for consulting fees.

The replacement cost of each component is based on the following assumptions:

- standard building materials will be used, purchased at the contractor's list price;
- current construction techniques will be used in replacement or repair of building components;

- quality of construction will be in accordance with the current edition of the relevant local Building Code;
- replacing like with like components unless:
    - A less expensive item is available that can perform to the same standard;
    - A cost-benefit analysis (including energy savings) that shows replacement to a higher standard would be cost-effective;
    - A higher standard is required because of changes to the OBC or other applicable standards and legislation;
    - An item of the original standard is unavailable.

The estimated replacement and maintenance costs contained in this report are based in part on information and quantities obtained by a visual review of the property and in part from a review of the available reports and drawings relating to this development.

1.2.5 Part 5 - Recording and Reporting

Provide all detailed data in an Excel spreadsheet and accompanied by a report.

1.2.6 Life Expectancy Assumptions

The assumptions regarding the life expectancy of each of the various components forming the common elements of this development, as detailed in this report, are based on the technical literature of manufacturers, on our experience with the materials and equipment forming the common element components of the development, and on relevant technical publications such as ASHRAE. The estimations of the remaining life expectancies of the common element components are based on an assessment of their present condition and effective age made during our visual review of the property.

1.3 TERMS OF REFERENCE

The terms of reference governing this BCA are detailed in our Quote No. 240194, April 13, 2023 in response to a request to provide the services in early April 2023.

The intent of this Project is to provide the City with a BCA that identifies 30-year budget, which on a yearly basis lists all major repairs or replacements of systems based on current conditions, age, maintenance practices, life expectancy, etc.

The threshold reporting level was defined as $5,000 for major capital items.

1.3.1 Definitions

Action Summary: The recommendation for repair, replacement or refurbishment.

Action Type: Actions include None, Repair, Lifecycle Replacement and Refurbishment.

Actual Age or Last Major Action: This is current age (in years) of the component either known or estimated by MPL.

Address: Physical address of the building as provided by the City.

ASHRAE: Refers to the American Society of Heating and Refrigeration and Air Conditioning Engineers.

Ancillary Costs: Design Contingency of 10% of Net Costs and General Contingency of 10% for unforeseen conditions are carried. Fees are included in the Current Repair Costs shown in the spreadsheets. These can be adjusted or removed at the discretion of the City.

Building: Refers to a structure consisting of a wall, roof and floor, or any one or more of them.

Building Area: Refers to the greatest horizontal area of a building within the outside surface of the exterior walls or, where a firewall is constructed, within the outside surface of exterior walls and the centre line of the firewalls.

Building Name: This is the name that identifies the property for which the assessment has been completed. Names are provided by the City.

Building Component, Category or Category Code: This is the inventory of the building components, systems and equipment that have been included in the BCA. The ASTM UniFormat II Classification (the classification of building elements and related site work) has been used. These elements usually perform a given function, regardless of the design specification, construction method or material used.

City: Refers to the City of Owen Sound.

Condition Rating or Overall Condition: The following ratings and percentages are provided by MPL.

Definition of Rating

Very Good – 80% to 100% new. Fit for the future with action timeline of 10+ years;

Good – 60% to 79% new. Adequate for now with only minor deterioration or defects evident; asset is well maintained. Action timeline of 5+ years with no immediate action required;

Fair – 40% to 59% new. Requires attention with some deterioration or defects evident but function is not significantly affected. Minor maintenance required;

Poor – 20% to 39% new. At risk with some deterioration in at least some portion of the structure. Function is adequate but asset needs significant maintenance and may need renewal or upgrade;

Very Poor – 0% to 19% new. Unfit for sustained service. No longer functional with general failure. Asset is in urgent need of major maintenance or refurbishment.

Construction Replacement Value (CRV): Value of the facility based on current market pricing, codes and regulations. Inclusive of all costs including construction, design, project management, administration, site

development and site features. It is not representative of real property value or insurance replacement value. Calculated from RS Means Square Foot Costs 2023 data or otherwise provided by the City.

Criticality Rating: All repair/retrofit/replacement Projects are to be categorized under one of the six listed ratings: Currently Critical, Potentially Critical, Necessary, Life Cycle, Recommended, Grandfathered Condition.

Current Repair Cost: Cost in current 2023 dollars to undertake the scope of work for each listed component. This is an estimate or opinion of probable cost, considered a Class D type and includes project management and design fees but excludes interest, taxes and inflation. Includes replacement costs.

Definition: Describing what is covered under the Category.

Description or Commentary: The component, material, composition, type, manufacturer, make, model, identification tag, etc.

Design: Refers to plans, sketches, drawings, graphic representation or specification intended to govern the construction, enlargement or alteration of a building or part of a building.

Development: Refers to the site and all its facilities there upon.

Dwelling Unit: Refers to a room or suite of rooms used or intended to be used as a domicile by one or more persons and usually containing cooking, eating, living, sleeping and sanitary facilities.

ECM: Refers to Energy Conservation Measure.

Effective or Observed Age: For various reasons a component may be wearing faster or slower than would normally be expected for its age. The Observed Age is an adjudged age of the component based on its current condition and remaining life expectancy.

Estimated Replacement Year(s): The event year of when the major repair or replacement is anticipated to occur. Years 2023 to 2053.

FCI: Means Facility Condition Index and is equal to the Total Building Repair/Upgrade/Renewal needs in dollars ($) divided by the Current Replacement Value of Building Components in dollars ($). FCI is obtained by aggregating the total cost of any needed or outstanding repairs, renewal or upgrade requirements at a building compared to the current replacement value of the building components. It is the ratio of the repair needs to the replacement value expressed in percentage terms. Land value is not considered when evaluating FCI.

- 0 to 5% FCI: Asset is in Good Condition
- 5 to 10% FCI: Asset is in Fair Condition
- 10 to 30% FCI: Asset is in Poor Condition
- 31% FCI or more: Asset is in Critical Condition

Fire Separation: Refers to a construction assembly that acts as a barrier against the spread of fire and that may or may not have a fire-resistance rating or a fire-protection rating.

General Review: In relation to the construction, enlargement or alteration of a building means an examination of the building to determine whether the construction, enlargement or alteration is in general conformity with the design governing the construction, enlargement or alteration, and reporting thereon.

Grade: Means the lowest of the average levels of finished ground adjoining each exterior wall of a building but does not include localized depressions such as for vehicle or pedestrian entrances.

Gross Area: Means the total area of all floors above grade measured between the outside surfaces of exterior walls or, where no access or building service penetrates a firewall, between the outside surfaces of exterior walls and centre line of firewalls but in residential occupancy where access or a building service penetrates a firewall, the measurement may be taken to the centre line of the firewall.

High-rise Building or High Building: Buildings that are seven (7) stories or more in height.

IESO: Means the Independent Electrical System Operator.

LACAC: Means the Local Architectural Conservation Advisory Committee.

Observations/Recommendations or Commentary: The descriptive assessment of the component or equipment including all observed and tested concerns. The assessment will obtain the physical conditions of the architectural, structural, mechanical, electrical, fire and life safety related building components as referenced in the Scope of Work. Describe the deficiencies and conditions and indicate exact location of the issues.

OBC: Means Ontario Building Code.

OFC: Means Ontario Fire Code.

OSHA: Means Occupational Health and Safety Act.

Percent (%) of Quantity Scheduled: This is the percentage of the total quantity for any repair or replacement work covered by the Capital Expenditures for a particular component.

Personal Services Occupancy: Means occupancy for the rendering or receiving of professional or personals services.

Photo Reference: Photos referenced in the discussion of the components.

Project: Means the Scope of Work outlined in the RFP and the Consulting Agreement including all amendments.

Project Quantity: The quantity of work carried for replacement, major repair or renovation. Calculated by multiplying Total Quantity by % of Quantity Scheduled.

Quantity or Total Quantity: This is the total quantity or amount either measured from available Drawings, provided by the City or otherwise estimated by MPL.

Recommendations: The explanation for the highlighted deficiencies or projected concerns. The scope of work required is to be outlined illustrating the breakdown for the cost estimates where reasonable to do so.

Recommended Year or Year: The year that corresponds to the Remaining Life (number of years) that corrective action is required for the component.

Remaining Life: This is the time remaining (in Years) before the corrective work is estimated to be required. It is simply the difference between the Service Life and Effective or Observed Age.

Residential Occupancy: Means an occupancy in which sleeping accommodation is provided to residents who are not harboured for the purpose of receiving special care or treatment and are not involuntarily detained.

RFS: Means Reserve Fund Study or Studies.

Scope of Work: This is a brief description of the nature of corrective work involved with each of the building components. This can involve work of a repair/refurbishment nature through to complete replacement. Detailed descriptions, observations and recommendations will follow in subsequent columns.

Service Life or Repeat Interval: An estimate of how many years from the time it is new to the time the component requires corrective work that is noted in the Scope of Work. Estimated life expectancies are based on ASHRAE data references.

System Condition Index (SCI): A comparative ranking of the condition of the systems within an asset class. Calculated by aggregate of the asset backlog within each system in $ divided by the aggregate replacement cost of all assets within that system ($). The six primary physical systems are Structure, Building Envelope, Interior Finishes, Building Services, Equipment and Siteworks.

Terms: Immediate term is considered Year 1 (2023). Short term is considered Years 2 to 6 (2024 to 2028). Long term is considered Years 7 to 31 (2029 to 2053).

UniFormat Code or Category Code: Component identifier codes as per ASTM Standards unless otherwise provided by the City.

Units or Units of Measure: This is the unit measurement utilized in the calculation of the Current Cost. Allowance for a specific component and includes LM = lineal meter, SF = square feet, EA = number/each, LS = the component as a whole.

Unit Rate: The unit rate cost assigned to each component for replacement, repair or renovation presented in current 2023 dollars.

1.3.2 Deliverables

Reports to be provided in electronic format and include a front end written report with spreadsheet. Each property is to have a BCA Report. The BCA Report is intended only for the City and will contain information that is privileged, confidential and exempt from disclosure under applicable law. Report distribution is prohibited.

1.3.2.1 BCA Requirement

The BCA is intended to update current inventory of building components, determine the cost of deficiencies, to develop a prioritized state-of-good repair capital repair/replacement plan

The Component Inventory Template, used herein, was developed by MPL.

2.0 FACILITY CONDITION INDEX (FCI)

The facility condition index (FCI) was calculated for the is building. The FCI was calculated using Year 1 and 2 forecasted costs in relation to the estimated replacement cost of the facility.

$$FCI = \frac{\text{Total of Building Repair/Upgrade/Renewal Needs (\$)}}{\text{Current Replacement Value of Building Components (\$)}}$$

$$FCI = \frac{\$4,148,196}{\$8,464,867} = 49.0\%$$

The FCI indicates that the facility is in “critical” condition (refer to Definitions).

3.0 ACCESSIBILITY

3.1 Summary of Design



The two-storey building layout has offices on both floors with the Sally Port and holding cells to the northwest. Parking is located at the north and west sides of the building with main entrance on the east side.

The building was constructed in 1969/1970 and has had no significant improvements to remove barriers. The current provisions include dedicated parking, automated main entry doors, main floor public washroom, and elevator.

Renovations of the staff washrooms, kitchen, doors, signage, provision of vision strips on main entry door glazing, and main floor reception counter would be required to provide full accessibility for this building. MPL has allocated funds to allow for some barriers to be removed during future retrofits.

4.0 ENVIRONMENTAL AND HEALTH & SAFETY

4.1.1 Hazardous Materials

2008 and 2009 Air Sampling Reports by Roop Chanderdat and Associates Inc. pertained to testing for Type 3 removals of fireproofing in seven areas. The removals were necessary as part of the renovation in the main floor area of the building. Other materials that were abated included drywall joint compound, vinyl floor tile, ceiling tile, bulkheads, and insulated pipe fittings.

Designated Substance Survey (DSS) reports were not available for review. Designated materials present at this building include asbestos, silica, lead, and mercury. It is recommended that a DSS report be prepared for this building or otherwise updated.

4.1.1 Indoor Air Quality

The building is equipped with a centralized air handling unit that provides tempered air to both floors. Ventilation is also provided through roof-top downblast type exhaust fans. Although the building ventilation systems are functional, they would likely not meet the minimum requirements per ASHRAE standards based on visual review. Review of the fresh air introduction to the main air handler and Holding Cell air handler are required. There is no free cooling capability of the main air handling unit. Ventilation rates and temperature readings were not measured.

Complaints of indoor air quality were reported in 2019/2020 by staff to management. An Air Quality Assessment Report by W. Pantelmann Incorporated in 2019 indicated that CO2 levels are below the Ontario

Ministry of Labour recommended level of 1000 ppm, and there are air balancing issues. Further follow-up in 2020 indicated no significant improvement to air flow in the Dispatch Office area.

It is recommended that the HVAC system be updated in the short term and a full balancing and retro-commissioning program be initiated to ensure proper ventilation rates are being provided to the occupied and unoccupied areas of the building. Full building automation is also recommended.

4.1.2 Code Compliance

This section discusses relative compliance to current applicable codes, standards, legislation and by-laws. Where non-compliance is observed at the facilities, MPL is to notify the City immediately. The building is constructed with non-combustible materials (steel, concrete, masonry, etc.) with Business And Personal Services (Group D). The building is equipped with a fire alarm system and ABC type fire extinguishers.

The following items require repair for code compliance: The stair guards are slightly less than the required 42" above finished floor (AFF), the stair nosings are not in contrasting colour, and the roof access ladder guard is less than 42" AFF. Firestopping and fire separation breaches occur in the various service rooms.

5.0 OPERATION AND MAINTENANCE

5.1 Data Review

No operation and maintenance (O&M) policies or service contracts were reviewed.

5.2 Commentary

The building receives basic minimal servicing with the exception of monthly inspections of health and safety equipment (fire extinguishers, eyewash stations, etc.).

5.3 Recommended Minimum Procedures

City is recommended to develop and O & M policy in the short term.

6.0 LIMITATIONS

The opinions of probable cost provided in this report are estimations only and are subject to confirmation and adjustment when tenders from suitably qualified contractors are obtained.

Any opinions of probable cost and any maintenance, repair or replacement schedules contained in this report are based on the assumption that the recommendations contained in this report will be carried out, that the property will be maintained on a regular and routine basis by skilled and qualified tradesmen and that a program of periodic professional review will be carried out throughout the life of the property. Failure to undertake any of these tasks in an expeditious manner may result in unanticipated failure of any of the systems and components that form the property and its improvements and lead to issues of public safety.

The information presented in this report is based on direct visual observation made by personnel with McIntosh Perry Limited and in some instances as noted within the report on information provided by others. Recommendations contained within our report reflect our informed opinion based on the information gathered during our investigation. The findings cannot be extended to components of the building or portions of the site that were not reviewed or that were concealed or unavailable for direct observation at the time of our visit. There is a possibility for additional deficiencies being present in the building which have not been identified during our visit, given the limited nature of this review.

Our mandate was to complete a visual walk-through survey of items, components and systems that were conspicuous, patent and which could be observed visually during the walk-through survey without intrusion, removal of material, exploratory probing or the use of special equipment. Therefore, concealed or inaccessible physical deficiencies were specifically excluded from our mandate. Our interviews of building personnel attempted to uncover known concerns in the building, but we cannot attest to the integrity or knowledge of the interviewees, nor can this process, or the accepted scope of work in its entirety, be considered technically exhaustive or be considered to eliminate all risks related to owning or having a financial interest in this property.

No legal survey, soil test, detailed structural engineering investigation, or quantity survey compilation have been made. Our scope of services for this assignment did not include a design review or engineering analysis of any of the building's systems or components. No responsibility, therefore, is assumed concerning these matters, or for any failure to carry out those technical or engineering procedures required to discover any inherent or hidden condition of this property since such investigation work was not included in the terms of reference governing this study.

The conclusions and recommendations detailed in this report are based upon the information available at the time of preparation of the report. No investigative method eliminates the possibility of obtaining imprecise or incomplete information. Professional judgment was exercised in gathering and analyzing the information obtained and in the formulation of our conclusions and recommendations. The recommendations are not intended to be utilized as a detailed specification for any remedial work that may be required. McIntosh Perry Limited accepts no responsibility for interpretation of our recommendations, or actions taken based on them without our consultation and supervision.

The mechanical and electrical equipment and the fire safety systems were visually assessed where accessible. The systems were not dismantled to verify the condition of the internal components.

We did not carry out a review to check compliance with all Building or Fire Code requirements which may have been applied at the time of construction, or which may be retroactively applied to this building. Our review assumes that the design professionals and building permit process have created a design (and subsequent construction) that is code compliant.

Information provided by McIntosh Perry Limited is intended for the exclusive use of the City. McIntosh Perry Limited will not provide results or information to any party other than the City, unless the City, in writing, requests that information be provided to a third party or unless disclosure by McIntosh Perry Limited is required by law. Any use by a third party of reports or documents authored by McIntosh Perry Limited, or any reliance by a third party, or decisions made by a third party, on the findings described in reports or documents authored by McIntosh Perry Limited, is the sole responsibility of such third parties. McIntosh Perry Limited accepts no responsibility for damages suffered by any third party as a result of decisions made or work carried out based on reports or documents authored by McIntosh Perry Limited.

McIntosh Perry Limited makes no representations concerning the legal and medical significance of our findings. With respect to regulatory compliance requirements, regulations change from time to time, and interpretation of their meaning and intent may also change. McIntosh Perry Limited accepts no responsibility for any legal interpretation of the Regulations, or the consequent financial effect on transactions, property values, or requirements for follow-up actions and costs.

The liability of McIntosh Perry Limited or its staff is limited to the fees paid or actual damages incurred by the City, whichever is less. McIntosh Perry Limited is not responsible for consequential or indirect damages. All claims by the City shall be deemed relinquished if not made within two years after last date of services provided.

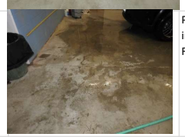
The City expressly agrees that it has entered into this agreement with McIntosh Perry Limited, both on its own behalf and as agent on behalf of its employees and principals.

The City expressly agrees that McIntosh Perry Limited's employees and principals shall have no personal liability to the City in respect of a claim, whether in contract, or tort, or in any other cause of action in law. Accordingly, the City expressly agrees that it will bring no proceedings and will take no action in any court of law against any of McIntosh Perry Limited's employees or principals.

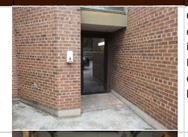
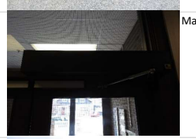
We trust that the foregoing information is sufficient for your present needs and will be pleased to review the contents of this report in greater detail should you so require.

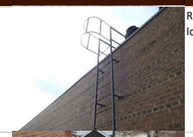
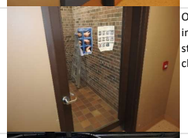
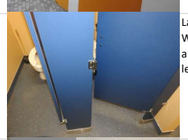
BUILDING CONDITION ASSESSMENT

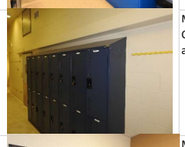
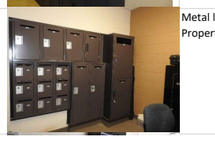
APPENDIX A - BUILDING COMPONENT LISTING

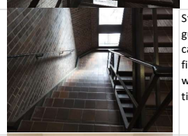
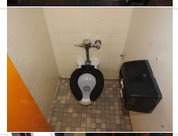
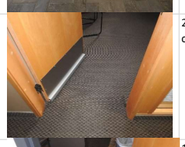
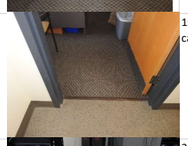
BUILDING INFORMATION					ASSESSMENT									PRELIMINARY COSTS						OTHER FEES			
ABBREV.	BUILDING NAME	UNIFORMAT CODE	BUILDING COMPONENT		DESCRIPTION	OBSERVATIONS	RECOMMENDATIONS	CONDITION RATING	CRITICALITY RATING	SERVICE LIFE (Years)	ACTUAL AGE (Years)	OBSERVED AGE (Years)	REMAINING LIFE (Years)	RECOMMENDED YEAR	TOTAL QUANTITY	% OF QUANTITY SCHEDULED	PROJECT QUANTITY	UNIT OF MEASURE	UNIT RATE ($)	NET COST ($)	DESIGN/ENGINEERING FEES (10%)	CONTINGENCY (10%)	TOTAL OTHER FEES	TOTAL COST OF PROJECT
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	A101001	Wall Foundations - Poured Concrete		The original building foundations are constructed of poured concrete on strip concrete footings.	The foundations are in good condition where exposed. Minor cracking was noted on exterior walls at grade.	Foundation to last life of building. No repairs carried.	Good	Life Cycle	100	53	53	47	2070	1	100%	1	L-SUM	$0	$0	$0	$0	$0	$0
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	A101001	Wall Foundations - Poured Concrete		The north addition building foundations are constructed of poured concrete on strip concrete footings.	The foundations are in good condition where exposed. Minor cracking was noted on exterior walls at grade.	Foundation to last life of building. No repairs carried.	Good	Life Cycle	100	13	13	87	2110	1	100%	1	L-SUM	$0	$0	$0	$0	$0	$0
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	A103001	Standard Slab on Grade		Poured concrete slab-on grade is installed throughout the building.	The slabs are in good condition with no significant settlement. Minor cracking and scaling has developed at area drains.	Slab to last life of building. Allow for repairs under the Finishes Section.	Good	Life Cycle	100	53	53	47	2070	12850	100%	12850	sf	$15	$192,750	$19,275	$19,275	$38,550	$231,300
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	A103001	Standard Slab on Grade		Poured concrete slab-on grade is installed at the addition.	The slab is in good condition with no significant settlement.	Slab to last life of building. Allow for crack repairs under the Finishes Section.	Good	Life Cycle	100	13	13	87	2110	3700	0%	0	sf	$20	$0	$0	$0	$0	$0
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	A103001	Standard Slab on Grade		Poured concrete slab-on grade is installed at the Sally Port addition. Floor is sloped to two drains.	The slab is in fair condition with notable cracking, inadequate slope to drain, and worn surface paint finish.	Allow for slab reconditioning, improved drainage, and non-slip finish.	Fair	Life Cycle	100	13	13	87	2110	1500	100%	1500	sf	$20	$30,000	$3,000	$3,000	$6,000	$36,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	A103006	Foundation Drainage		4" weeping tile is presumed to be installed around the building perimeter.	The drainage systems are in good condition with no known or reported issues.	Allow for long term repairs to the weeping tile system.	Good	Life Cycle	50	53	45	5	2028	1	100%	1	L-SUM	$9,000	$9,000	$900	$900	$1,800	$10,800
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	B101001	Floor Construction - Structural Frame		The original floor construction is framed precast concrete hollow core slabs supported on steel I beams and columns and masonry block walls.	The floor structure is in good condition with no notable movement or cracking noted.	Structure is to last life of building. Major repairs are not anticipated.	Good	Life Cycle	100	53	53	47	2070	12850	100%	12850	sf	$75	$963,750	$96,375	$96,375	$192,750	$1,156,500
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	B102001	Roof Construction - Structural Frame		The roof is framed precast concrete hollow core slabs supported on steel I beams and columns and masonry block walls.	The roof structure is in good condition with no notable movement or cracking noted.	Structure is to last life of building. Major repairs are not anticipated.	Good	Life Cycle	100	53	53	47	2070	12850	100%	12850	sf	$75	$963,750	$96,375	$96,375	$192,750	$1,156,500
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	B102001	Roof Construction - Structural Frame		The roof at the addition is constructed with 6" deep precast concrete hollow core slabs spanning full width and supported on masonry block walls.	The roof structure is in good condition with no notable movement or cracking noted.	Structure is to last life of building. Major repairs are not anticipated. Painting is carried as a separate item under Finishes Section.	Fair	Life Cycle	100	13	13	87	2110	5200	100%	5200	sf	$75	$390,000	$39,000	$39,000	$78,000	$468,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	B201001	Exterior Closure - Metal Siding		Prefinished corrugated metal siding, with insulation and interior liner panel, is installed at the north elevation of the Mechanical Room.	The siding is in good condition. Installed 2022.	Replace in the short term.	Good	Life Cycle	40	1	1	39	2062	800	100%	800	sf	$33	$26,400	$2,640	$2,640	$5,280	$31,680

BUILDING INFORMATION					ASSESSMENT										PRELIMINARY COSTS						OTHER FEES			
ABBREV.	BUILDING NAME	UNIFORMAT CODE	BUILDING COMPONENT		DESCRIPTION	OBSERVATIONS	RECOMMENDATIONS	CONDITION RATING	CRITICALITY RATING	SERVICE LIFE (Years)	ACTUAL AGE (Years)	OBSERVED AGE (Years)	REMAINING LIFE (Years)	RECOMMENDED YEAR	TOTAL QUANTITY	% OF QUANTITY SCHEDULED	PROJECT QUANTITY	UNIT OF MEASURE	UNIT RATE ($)	NET COST ($)	DESIGN/ENGINEERING FEES (10%)	CONTINGENCY (10%)	TOTAL OTHER FEES	TOTAL COST OF PROJECT
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	B201001	Exterior Closure - Brick		The original building is constructed with solid clay brick masonry. The brick is exposed in both stairwells with extension wings extending to the exterior. Remaining interior walls have block back-up with metal studs, insulation, and gypsum board finish.	The brick is in fair-to-good condition overall but is suffering from notable spalling, cracking, and mortar loss at both stairwells and upper parapet sections (approximately 12 upper courses). Poorly executed repairs have been conducted in previous years but deterioration is continuing. Further deterioration was noted along some sections at grade, and at the quarry tile window sill feature tie-in's.	Extensive brick repair/replacement is required in the short term. Matching brick and mortar will be difficult. Alternatively, the upper sections could be clad in decorative metal siding or EIFS. Removing loose sections of brick and mortar is required to mitigate damages and potential liability from falling materials until a comprehensive repair is made. Thermography is carried under Section H.	Fair	Life Cycle	30	53	29	1	2024	9800	25%	2450	sf	$125	$306,250	$30,625	$30,625	$61,250	$367,500
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	B201001	Exterior Closure - Brick		North addition exterior walls are constructed with a clay brick veneer with air space, insulation, and masonry block back-up.	The brick is in good condition with no notable damage or cracking. R-value unknown.	Brick replacement is not anticipated. Allow for localized repairs in the short term.	Good	Life Cycle	30	13	13	17	2040	3800	5%	190	sf	$47	$8,930	$893	$893	$1,786	$10,716
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	B201001	Exterior Closure - Brick		Metal wall louvers on south and west elevations.	The louvers are in fair condition.	Clean and refurbish in the short term.	Fair	Life Cycle	40	53	39	1	2024	1	100%	1	L-SUM	$7,800	$7,800	$780	$780	$1,560	$9,360
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	B201008	Exterior Soffits		Prefinished metal soffits and ceramic mosaic tiled soffits are installed.	The soffits and fascia are in fair condition.	Refurbish ceramic tiled soffits in the short term. Metal soffits are to be replaced with window replacements.	Fair	Life Cycle	40	53	39	1	2024	420	100%	420	sf	$29	$12,180	$1,218	$1,218	$2,436	$14,616
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	B201011	Joint Sealant		Sealant at windows and doors.	The sealants are in poor condition with notable failure. Some areas have no sealants.	Replace sealants with windows and doors in the short term.	Poor	Life Cycle	20	53	19	1	2024	3000	100%	3000	lf	$25	$75,000	$7,500	$7,500	$15,000	$90,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	B202001	Windows		Aluminum framed windows in fixed configuration are installed at the north, east, and west elevations. The installation includes prefinished metal mullions, column capping, and infill panels at window heads.	The windows, dated 1969, are in poor condition and have exceeded service life.	Replace windows due to inefficiencies. Pricing reflects difficulty in execution and detailing requirements.	Poor	Life Cycle	25	53	24	1	2024	800	100%	800	sf	$235	$188,000	$18,800	$18,800	$37,600	$225,600
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	B203001	Solid Doors		Hollow metal doors in hollow metal frames installed at the stairwell to roof. Doors are equipped with older hardware, and self-closers. Some doors include vision panels .	The doors and frames are in poor condition with notable corrosion. Insulating value is marginal.	Replace doors and accessories in the short term.	Poor	Life Cycle	25	53	24	1	2024	2	100%	2	EA	$5,500	$11,000	$1,100	$1,100	$2,200	$13,200
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	B203001	Solid Doors		Hollow metal doors in hollow metal frames installed at the Mechanical Room. Doors are equipped with older hardware, and self-closers.	The doors and frames are in poor condition with notable corrosion. Insulating value is marginal.	Replace doors and accessories in the short term.	Poor	Life Cycle	25	53	24	1	2024	2	100%	2	EA	$5,500	$11,000	$1,100	$1,100	$2,200	$13,200
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	B203001	Solid Doors		Institutional metal door and frame at west side of Sally Port.	The door and frame are in fair condition with notable corrosion due to slope in floor.	Allow to refurbish door and frame in the short term and replace in the long term.	Fair	Life Cycle	30	13	13	17	2040	1	100%	1	EA	$25,000	$25,000	$2,500	$2,500	$5,000	$30,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	B203002	Glazed Doors		Kawneer aluminum framed, single glazed double doors installed at east entrance. Doors are equipped with older hardware, and automatic door operator.	The door and frame are in fair condition with notable wear. Insulating value is marginal.	Replace door and accessories in the short term.	Fair	Life Cycle	25	30	24	1	2024	1	100%	1	EA	$15,000	$15,000	$1,500	$1,500	$3,000	$18,000

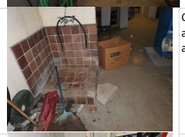
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ABBREV.	BUILDING NAME	UNIFORMAT CODE	BUILDING COMPONENT		DESCRIPTION	OBSERVATIONS	RECOMMENDATIONS	CONDITION RATING	CRITICALITY RATING	SERVICE LIFE (Years)	ACTUAL AGE (Years)	OBSERVED AGE (Years)	REMAINING LIFE (Years)	RECOMMENDED YEAR	TOTAL QUANTITY	% OF QUANTITY SCHEDULED	PROJECT QUANTITY	UNIT OF MEASURE	UNIT RATE ($)	NET COST ($)	DESIGN/ENGINEERING FEES (10%)	CONTINGENCY (10%)	TOTAL OTHER FEES	TOTAL COST OF PROJECT
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	B203002	Glazed Doors		Commdoor aluminum framed, double glazed single doors installed at west entry and Meeting Room 117. Doors are equipped with conventional hardware.	The doors and frames are in fair condition. Corrosion noted on infilled frames Installed 2008.	Replace doors and accessories in the short term.	Fair	Life Cycle	25	15	21	4	2027	2	100%	2	EA	$6,500	$13,000	$1,300	$1,300	$2,600	$15,600
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	B203004	Overhead and Roll-Up Doors		Insulated metal overhead sectional door (6'x8') is installed at Room N02.	The door is in fair condition. Issues were reported.	Replace door and accessories in the short term.	Fair	Life Cycle	25	13	23	2	2025	1	100%	1	EA	$5,500	$5,500	$550	$550	$1,100	$6,600
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	B203004	Overhead and Roll-Up Doors		Insulated metal overhead sectional door (10'x10') is installed at Sally Port Room N01. Includes Zap 800 door control, and door actuator device.	The door is in good condition. Circa 2010.	Replace door and accessories in the long term. Refurbish doors and accessories under O & M.	Good	Life Cycle	25	13	13	12	2035	1	100%	1	EA	$6,500	$6,500	$650	$650	$1,300	$7,800
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	B203004	Overhead and Roll-Up Doors		Insulated metal overhead sectional door (12'x10') is installed at Sally Port Room N01. Includes Zap 800 door control, and door actuator device.	The door is in good condition. Circa 2010.	Replace door and accessories in the long term. Refurbish doors and accessories under O & M.	Good	Life Cycle	25	13	13	12	2035	1	100%	1	EA	$7,300	$7,300	$730	$730	$1,460	$8,760
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	B203004	Overhead and Roll-Up Doors		Insulated metal overhead sectional door (12'x8') is installed at Vehicle Storage 125. Includes LiftMaster door operator.	The door is in good condition. Circa 2010.	Replace door and accessories in the long term. Refurbish doors and accessories under O & M.	Good	Life Cycle	25	13	13	12	2035	1	100%	1	EA	$7,000	$7,000	$700	$700	$1,400	$8,400
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	B203004	Overhead and Roll-Up Doors		Steel frames of overhead doors have painted finish.	The door frames are in good condition with notable corrosion.	Refurbish door frames to rid of corrosion.	Good	Life Cycle	20	15	18	2	2025	1	100%	1	L-SUM	$3,300	$3,300	$330	$330	$660	$3,960
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	B301002	Exterior Door Hardware		Main entry door hardware.	Entry doors hardware includes Horton auto operators.	Update door hardware on two doors in the short term.	Fair	Life Cycle	25	0	24	1	2024	2	100%	2	EA	$6,700	$13,400	$1,340	$1,340	$2,680	$16,080
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	B301002	Low Slope Membrane Systems		The roof system (Sections 1 and 2) is a proprietary type by Garland. Composition is presumed to be modified bitumen membrane with asphalt flood coat and pea gravel surface.	The roof system is in good condition though there is no prominent slope to drain. Installed in 2016 by Garland. Extensive ponding was noted.	Replace roof system in the long term.	Good	Life Cycle	20	7	10	10	2033	11965	100%	11965	sf	$28	$335,020	$33,502	$33,502	$67,004	$402,024
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	B301002	Low Slope Membrane Systems		The roof system (Sections 3) is a two-ply modified bitumen membrane. Insulation type and thickness are not known.	The roof system is in fair condition with fairly good slope to drain. Blister repairs are notable throughout. Installed in 2009. Minor ponding was noted.	Replace roof system in the short term.	Fair	Life Cycle	20	16	17	3	2026	4459	100%	4459	sf	$28	$124,852	$12,485	$12,485	$24,970	$149,822
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	B301002	Low Slope Membrane Systems		The roof system (Sections 4, 5, 6) are a combination of copper, EPDM, and ballasted EPDM. The roof sections could not be directly accessed for inspection.	The roof systems are in poor condition.	Replace roof systems in the short term.	Poor	Life Cycle	30	50	30	0	2023	2200	100%	2200	sf	$35	$77,000	$7,700	$7,700	$15,400	$92,400

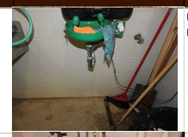
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ABBREV.	BUILDING NAME	UNIFORMAT CODE	BUILDING COMPONENT		DESCRIPTION	OBSERVATIONS	RECOMMENDATIONS	CONDITION RATING	CRITICALITY RATING	SERVICE LIFE (Years)	ACTUAL AGE (Years)	OBSERVED AGE (Years)	REMAINING LIFE (Years)	RECOMMENDED YEAR	TOTAL QUANTITY	% OF QUANTITY SCHEDULED	PROJECT QUANTITY	UNIT OF MEASURE	UNIT RATE ($)	NET COST ($)	DESIGN/ENGINEERING FEES (10%)	CONTINGENCY (10%)	TOTAL OTHER FEES	TOTAL COST OF PROJECT
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	B301002	Low Slope Membrane Systems		Roof access ladder installed at lower roof level.	The ladder is in good condition but does not extend to 42" AFF.	Replace ladder in the long term. Modify guard height under O & M.	Good	Life Cycle	40	14	14	26	2049	1	100%	1	L-SUM	$9,000	$9,000	$900	$900	$1,800	$10,800
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	B301004	Flashings and Trim		Prefinished metal flashings are installed.	The roof flashings are in fair condition. Seams on lower roofs are not sealed, and some sections have no slope.	Allow to replace the roof flashings in the long term with roof assembly. Repair under O & M.	Fair	Life Cycle	20	7	9	11	2034	1	100%	1	LS	$12,000	$12,000	$1,200	$1,200	$2,400	$14,400
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C101005	Interior Windows		Wood framed windows with laminate glass are installed at the 2nd floor office areas.	The windows are in good condition.	Window replacement is not anticipated.	Good	Life Cycle	60	15	15	45	2068	0	100%	0	L-SUM	$35,000	$0	$0	$0	$0	$0
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C102001	Standard Interior Doors		Wood and metal core doors in metal frames are installed. Includes standard lever pass sets with Medeco cylinders.	The doors and hardware are in good condition.	Allow to update doors and hardware in the long term.	Good	Life Cycle	40	15	15	25	2048	55	100%	55	EA	$3,800	$209,000	$20,900	$20,900	$41,800	$250,800
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C102001	Standard Interior Doors		Older metal doors with GWG are installed in the corridors. Includes standard pass sets with self-closers.	The doors and hardware are in fair condition.	Allow to update doors and hardware in the long term.	Fair	Life Cycle	50	53	45	5	2028	4	100%	4	EA	$5,000	$20,000	$2,000	$2,000	$4,000	$24,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C103011	Firestopping Penetrations		Firestopping is installed in most locations.	The firestopping is in fair condition. Allow to fill voids where breached at main mechanical rooms. Verify that foam firestopping is actually UL rated; O & M.	Allow for repairs.	Fair	Life Cycle	30	15	30	0	2023	1	100%	1	L-SUM	$7,000	$7,000	$700	$700	$1,400	$8,400
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C103002	Toilet And Bath Accessories		Metal partitions at Women's Washroom at main floor level.	The fittings are in fair condition.	Replace fittings in the short term.	Fair	Life Cycle	20	28	19	1	2024	3	100%	3	EA	$1,500	$4,500	$450	$450	$900	$5,400
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C103002	Toilet And Bath Accessories		Laminate partitions at Men's Washroom at main floor level, and Locker Rooms at 2nd floor level.	The fittings are in fair condition.	Replace fittings in the short term.	Fair	Life Cycle	20	15	12	8	2031	7	100%	7	EA	$1,500	$10,500	$1,050	$1,050	$2,100	$12,600
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C103002	Toilet And Bath Accessories		Washrooms are fitted with grab bars, paper and soap dispensers, Comac 2300-W hand dryers, and waste receptacles at 1st floor washrooms.	The fittings are in fair condition.	Replace fittings in the long term.	Fair	Life Cycle	20	14	14	6	2029	1	100%	1	L-SUM	$4,500	$4,500	$450	$450	$900	$5,400
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C103014	Casework		Wood cabinets and laminate wood countertop at Meeting Room 217.	The millwork is in good condition with general wear.	Allow to update cabinetry in the long term.	Good	Life Cycle	20	15	15	5	2028	1	100%	1	L-SUM	$7,400	$7,400	$740	$740	$1,480	$8,880

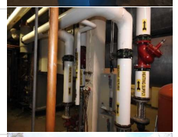
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Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C103014	Casework		Wood cabinets and laminate wood countertop at Lunch Room 119.	The millwork is in good condition with general wear.	Allow to update cabinetry in the long term.	Good	Life Cycle	20	15	15	5	2028	1	100%	1	L-SUM	$9,000	$9,000	$900	$900	$1,800	$10,800
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C103014	Casework		Wood cabinets and laminate wood countertop at Reception area 113. Includes vinyl plank flooring.	The millwork is in good condition with general wear.	Allow to update cabinetry in the long term.	Good	Life Cycle	20	15	15	5	2028	1	100%	1	L-SUM	$9,400	$9,400	$940	$940	$1,880	$11,280
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C103014	Casework		Millwork throughout foyer area.	The components are in good condition.	Allow to replace components in the long term.	Good	Life Cycle	40	24	24	16	2039	1	100%	1	L-SUM	$65,000	$65,000	$6,500	$6,500	$13,000	$78,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C103009	Cabinets		Wood storage closets at Meeting Room 240.	The components are in good condition.	Allow to replace components in the long term.	Good	Life Cycle	40	15	15	25	2048	1	100%	1	L-SUM	$20,000	$20,000	$2,000	$2,000	$4,000	$24,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C103009	Cabinets		Wood storage closets at Meeting Room 117.	The components are in good condition.	Allow to replace components in the long term.	Good	Life Cycle	40	15	15	25	2048	1	100%	1	L-SUM	$25,000	$25,000	$2,500	$2,500	$5,000	$30,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C103009	Cabinets		Miscellaneous metal cabinets are installed throughout the main floor.	The components are in good condition.	Allow to replace components in the long term.	Good	Life Cycle	30	10	10	20	2043	1	100%	1	L-SUM	$15,000	$15,000	$1,500	$1,500	$3,000	$18,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C103099	Other Interior Specialties		Window blinds are installed. Original windows have integral blinds.	The blinds are in fair condition.	Allow to replace blinds in the short term.	Fair	Life Cycle	20	25	18	2	2025	1	100%	1	L-SUM	$20,000	$20,000	$2,000	$2,000	$4,000	$24,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C103005	Lockers		Metal lockers are installed at Locker Rooms. Comprised of approximately 75 full-height.	The components are in good condition.	Allow to replace components in the long term.	Good	Life Cycle	25	15	11	14	2037	1	100%	1	L-SUM	$25,000	$25,000	$2,500	$2,500	$5,000	$30,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C103005	Lockers		Metal lockers are installed at Corridor N15. Comprised of approximately 16 full-height.	The components are in good condition.	Allow to replace components in the long term.	Good	Life Cycle	25	15	11	14	2037	1	100%	1	L-SUM	$5,000	$5,000	$500	$500	$1,000	$6,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C103005	Lockers		Metal lockers are installed at Property Drop-Off Room 130.	The components are in good condition.	Allow to replace components in the long term.	Good	Life Cycle	25	15	11	14	2037	1	100%	1	L-SUM	$9,000	$9,000	$900	$900	$1,800	$10,800

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Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C103008	Counters		Laminate wood countertops at 1st floor washrooms.	The millwork is in fair condition with general wear.	Allow to update counters in the short term.	Fair	Life Cycle	20	28	19	1	2024	1	100%	1	L-SUM	$12,000	$12,000	$1,200	$1,200	$2,400	$14,400
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C103008	Counters		Laminate wood countertops at 2nd floor Locker Rooms.	The millwork is in good condition with general wear.	Allow to update counters in the long term.	Fair	Life Cycle	20	15	12	8	2031	1	100%	1	L-SUM	$7,000	$7,000	$700	$700	$1,400	$8,400
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C201001	Interior Stair Construction		Steel framed stairs are installed at east and west sides of building. Handrails at 34.5" AFF and guards at 41.8" AFF.	The stairs, handrails, and guards are in good condition. Guard height is less than 42" AFF.	Replacement of components is not anticipated. Allow to modify guards to 42" AFF under O & M.	Good	Life Cycle	60	53	53	7	2030	0	100%	0	L-SUM	$4,000	$0	$0	$0	$0	$0
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C202001	Interior Stair Finish		Stairs have painted steel stringers, guards, and handrails. Handrail is capped in vinyl. Treads are finished and landings are finished with quarry tile. Spline type ceiling tiles are installed.	The stair finishes are in fair condition but dated.	Update finishes in the long term.	Fair	Life Cycle	25	53	20	5	2028	1	100%	1	L-SUM	$7,800	$27,000	$2,700	$2,700	$5,400	$32,400
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C302001	Tile Floor Finishes		Ceramic mosaic tile is installed on floors, and ceramic tile on walls of the 1st floor washrooms.	The finishes are in fair condition.	Allow to replace flooring in the short term.	Fair	Life Cycle	30	28	29	1	2024	1	100%	1	L-SUM	$26,000	$26,000	$2,600	$2,600	$5,200	$31,200
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C302001	Tile Floor Finishes		Ceramic tile installed at main foyer 112 and public washroom.	The finishes are in good condition.	Allow to replace flooring in the long term.	Good	Life Cycle	25	24	20	5	2028	1	100%	1	L-SUM	$30,000	$30,000	$3,000	$3,000	$6,000	$36,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C302005	Carpeting		2nd floor select offices have sheet carpet floors.	The finishes are in fair condition.	Allow to replace flooring in the short term.	Fair	Life Cycle	15	15	13	2	2025	12000	30%	3600	sf	$6	$21,600	$2,160	$2,160	$4,320	$25,920
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C302005	Carpeting		1st floor select offices have sheet carpet floors.	The finishes are in fair condition.	Allow to replace flooring in the short term.	Fair	Life Cycle	15	15	13	2	2025	12000	30%	3600	sf	$6	$21,600	$2,160	$2,160	$4,320	$25,920
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C302004	Resilient Floor Finishes		2nd floor interior finishes include a standard vinyl tile flooring with vinyl base moulding at service rooms, washrooms, and corridors.	The finishes are in fair condition.	Allow to replace vinyl tile flooring in the long term.	Fair	Life Cycle	20	15	15	5	2028	12000	70%	8400	sf	$11	$92,400	$9,240	$9,240	$18,480	$110,880
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C302004	Resilient Floor Finishes		1st floor interior finishes include a standard vinyl tile flooring with vinyl base moulding at service rooms, meeting room 117, lunch room 119, and corridors.	The finishes are in fair condition.	Allow to replace vinyl tile flooring in the long term.	Fair	Life Cycle	20	15	15	5	2028	12000	60%	7200	sf	$11	$79,200	$7,920	$7,920	$15,840	$95,040

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ABBREV.	BUILDING NAME	UNIFORMAT CODE	BUILDING COMPONENT		DESCRIPTION	OBSERVATIONS	RECOMMENDATIONS	CONDITION RATING	CRITICALITY RATING	SERVICE LIFE (Years)	ACTUAL AGE (Years)	OBSERVED AGE (Years)	REMAINING LIFE (Years)	RECOMMENDED YEAR	TOTAL QUANTITY	% OF QUANTITY SCHEDULED	PROJECT QUANTITY	UNIT OF MEASURE	UNIT RATE ($)	NET COST ($)	DESIGN/ENGINEERING FEES (10%)	CONTINGENCY (10%)	TOTAL OTHER FEES	TOTAL COST OF PROJECT
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C302004	Resilient Floor Finishes		Vinyl sheet flooring installed in portion of 1st floor corridor.	The finishes are in good condition.	Allow to replace vinyl flooring in the long term.	Good	Life Cycle	20	4	4	16	2039	150	100%	150	sf	$11	$1,650	$165	$165	$330	$1,980
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C302007	Painting And Staining Floors		Painted concrete flooring at mechanical rooms.	The flooring finish is in fair condition with notable wear. Curbs are not painted contrasting colour.	Allow to prepare and repaint flooring finish in the short term. Allow for minor repairs to concrete.	Fair	Life Cycle	15	15	14	1	2024	2600	100%	2600	sf	$8	$20,800	$2,080	$2,080	$4,160	$24,960
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C302007	Painting And Staining Floors		Painted concrete flooring throughout holding cell areas.	The flooring finish is in fair condition with notable wear.	Allow to prepare and repaint flooring finish in the short term. Allow for minor repairs to concrete.	Fair	Life Cycle	15	15	14	1	2024	3500	100%	3500	sf	$8	$28,000	$2,800	$2,800	$5,600	$33,600
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C301005	Painting To Walls		Painted gypsum board walls are installed throughout the building.	The paint finish is in good condition.	Allow to prepare and repaint ceiling finish in the long term.	Good	Life Cycle	20	15	15	5	2028	29000	100%	29000	sf	$3	$87,000	$8,700	$8,700	$17,400	$104,400
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C301005	Painting To Walls		Painted masonry block walls through Sally Port and holding cells addition.	The paint finish is in good condition.	Allow to prepare and repaint ceiling finish in the long term.	Good	Life Cycle	20	15	15	5	2028	9000	100%	9000	sf	$3	$27,000	$2,700	$2,700	$5,400	$32,400
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C303004	Acoustical Ceiling Tiles And Panels		Lay-in tile ceilings are installed at the second floor offices, meeting rooms, and corridors.	The ceiling panels are in good condition.	Replace ceiling system in the long term.	Good	Life Cycle	20	15	11	9	2032	12000	100%	12000	sf	$9	$108,000	$10,800	$10,800	$21,600	$129,600
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C303004	Acoustical Ceiling Tiles And Panels		Lay-in tile ceilings are installed at the first floor offices, meeting rooms, and corridors.	The ceiling panels are in good condition.	Replace ceiling system in the long term.	Good	Life Cycle	20	15	11	9	2032	12000	100%	12000	sf	$9	$108,000	$10,800	$10,800	$21,600	$129,600
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C101001	Fixed Partitions		Metal wire enclosure at Vehicle Examination area.	The components are in good condition.	Replace in the long term.	Good	Life Cycle	50	10	10	40	2063	1	100%	1	L-SUM	$9,000	$9,000	$900	$900	$1,800	$10,800
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	C101001	Fixed Partitions		Interior walls are predominantly painted masonry block. Metal stud framed with painted gypsum board are used in some areas.	The walls are in good condition.	Partition and gypsum board replacement not anticipated.	Good	Life Cycle	75	53	53	22	2045	0	100%	0	sf	$22	$0	$0	$0	$0	$0
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D101002	Passenger Elevators		Otis dumbwaiter and controls at Penthouse Mechanical Room.	The elevator is in poor condition and abandoned.	Remove under O & M.	Poor	Life Cycle	30	53	30	0	2023	0	100%	0	L-SUM	$0	$0	$0	$0	$0	$0

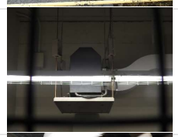
BUILDING INFORMATION					ASSESSMENT										PRELIMINARY COSTS						OTHER FEES			
ABBREV.	BUILDING NAME	UNIFORMAT CODE	BUILDING COMPONENT		DESCRIPTION	OBSERVATIONS	RECOMMENDATIONS	CONDITION RATING	CRITICALITY RATING	SERVICE LIFE (Years)	ACTUAL AGE (Years)	OBSERVED AGE (Years)	REMAINING LIFE (Years)	RECOMMENDED YEAR	TOTAL QUANTITY	% OF QUANTITY SCHEDULED	PROJECT QUANTITY	UNIT OF MEASURE	UNIT RATE ($)	NET COST ($)	DESIGN/ENGINEERING FEES (10%)	CONTINGENCY (10%)	TOTAL OTHER FEES	TOTAL COST OF PROJECT
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D101002	Passenger Elevators		Hydraulic elevator is installed at building. The Federal Elevator (s# F-3686) was installed in 2008. Rated at 635-kg capacity, 3-HP, 1650-RPM, 208-V, 3-P, 35-L pump. Entry width at 36" clear.	The elevator is in fair condition. Reported that elevator main shaft is not vertically aligned which is affecting performance. Serviced by Davidson-Hill Elevator Inc.	Allow to replace elevator in the short term. Include security controls.	Fair	Life Cycle	25	15	23	2	2025	1	100%	1	L-SUM	$175,000	$175,000	$17,500	$17,500	$35,000	$210,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D101002	Passenger Elevators		Cab finishes include vinyl floor tile, laminate wall panels, and metal ceiling. Handrail at 32" AFF.	The elevator finishes are in good condition.	Allow to replace finishes in the long term.	Fair	Life Cycle	25	15	15	10	2033	1	100%	1	L-SUM	$10,000	$10,000	$1,000	$1,000	$2,000	$12,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D2010	Plumbing Fixtures		Stainless steel sink and faucet at Sally Port.	The fixture and faucet are in fair condition.	Allow to update fixture and faucet in the long term.	Fair	Life Cycle	20	13	13	7	2030	1	100%	1	L-SUM	$3,100	$3,100	$310	$310	$620	$3,720
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D2010	Plumbing Fixtures		Quarry tiled slop sinks and faucets at Penthouse Mechanical Room and Main Floor Mechanical Room.	The sinks are in poor condition and the faucet is in good condition.	Allow to update fixtures in the short term.	Poor	Life Cycle	20	53	18	2	2025	2	100%	2	EA	$3,500	$7,000	$700	$700	$1,400	$8,400
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D2010	Plumbing Fixtures		PVC slop sink and faucet at Cell Custodian Room N16.	The sink and faucet are in good condition.	Allow to update components in the long term.	Good	Life Cycle	20	13	13	7	2030	1	100%	1	L-SUM	$4,000	$4,000	$400	$400	$800	$4,800
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D2010	Plumbing Fixtures		Stainless steel sinks and faucets are installed in several first floor rooms.	The sinks and faucets are in good condition.	Allow to update components in the long term.	Good	Life Cycle	25	15	15	10	2033	4	100%	4	EA	$2,300	$9,200	$920	$920	$1,840	$11,040
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D2010	Plumbing Fixtures		Recessed metal vanity sinks, wall mounted Crane toilets and urinals are installed at the 1st floor washrooms. The fixtures use toggle flush valves.	The fixtures are in fair condition but are in need of updating.	Allow to update fixtures in the short term.	Fair	Life Cycle	20	28	19	1	2024	11	100%	11	EA	$2,000	$22,000	$2,200	$2,200	$4,400	$26,400
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D2010	Plumbing Fixtures		Crane vitreous clay wall mounted sink and floor mounted toilet at Rooms 239, 118, N14, and 110. Room 110 also includes a urinal.	The fixtures are in good condition.	Allow to update fixtures in the long term.	Good	Life Cycle	20	15	14	6	2029	9	100%	9	EA	$2,500	$22,500	$2,250	$2,250	$4,500	$27,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D2010	Plumbing Fixtures		Willoughby industrial fixtures in holding cells.	The fixtures are in good condition.	Allow to update fixtures in the long term.	Good	Life Cycle	25	15	14	11	2034	16	100%	16	EA	$9,000	$144,000	$14,400	$14,400	$28,800	$172,800
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D2010	Plumbing Fixtures		Men's Locker Room is comprised of two PVC shower stalls, 2 Crane urinals, 2 Crane toilets, and 2 metal vanity sinks. Women's Locker Room comprised of one PVC shower stall, 2 Crane toilets, and 2 metal lavatories.	The fixtures are in good condition.	Allow to update fixtures in the long term.	Good	Life Cycle	25	15	14	11	2034	11	100%	11	EA	$2,500	$27,500	$2,750	$2,750	$5,500	$33,000

BUILDING INFORMATION					ASSESSMENT										PRELIMINARY COSTS						OTHER FEES			
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Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D201099	Emergency Fixtures		Haws eyewash station at Sally Port.	The fixtures are in fair condition. Service tag was not affixed to fixture and tempered water supply not verified.	Allow to replace fixture in the long term. General refurbishment required; O & M issue.	Fair	Life Cycle	20	13	13	7	2030	1	100%	1	L-SUM	$4,000	$4,000	$400	$400	$800	$4,800
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D202001	Pipes And Fittings		Domestic water piping and associated fittings.	Domestic water piping is in fair condition. Partially insulated with fiberglass insulation. Newer fractional horsepower circulation pump is installed at Mechanical Room 122.	Replace piping, fitting, and insulations at end of lifecycle.	Fair	Life Cycle	40	53	38	2	2025	1	100%	1	L-SUM	$75,000	$75,000	$7,500	$7,500	$15,000	$90,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D202003	Domestic Water Equipment		4" to 2" domestic water service is fed from south side of the building to a meter with bypass and BFP at Mechanical Room 122. Service entry piping is black steel and distribution piping is primarily copper. Sections of galvanized are also present.	Incoming water service is in fair condition.	Replace service entrance in the short term with new meter, fittings, and bypass.	Fair	Life Cycle	30	53	28	2	2025	1	100%	1	L-SUM	$16,000	$16,000	$1,600	$1,600	$3,200	$19,200
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D202003	Domestic Water Equipment		Premise BFP installed is a Watts (m# LF007M1Q7, s# 063333) type.	The BFP is in good condition.	Replace BFP in the long term.	Good	Life Cycle	25	17	17	8	2031	1	100%	1	L-SUM	$5,000	$5,000	$500	$500	$1,000	$6,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D202003	Domestic Water Equipment		BFP installed is a Watts (m# 440199) type.	The BFP is in good condition.	Replace BFP in the long term.	Good	Life Cycle	25	17	17	8	2031	1	100%	1	L-SUM	$1,200	$1,200	$120	$120	$240	$1,440
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D202003	Domestic Water Equipment		BFP installed is a Watts (m# 619678) type.	The BFP is in good condition.	Replace BFP in the long term.	Good	Life Cycle	25	17	17	8	2031	1	100%	1	L-SUM	$2,000	$2,000	$200	$200	$400	$2,400
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D202003	Domestic Water Equipment		Hose station at Sally Port.	The components are in good condition.	Replace hose stations in the long term.	Good	Life Cycle	15	15	9	6	2029	1	100%	1	L-SUM	$1,400	$1,400	$140	$140	$280	$1,680
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D202003	Domestic Water Equipment		Giant (m# 172E-3F8M-OH-K, s# A 7605141) gas-fired hot water heater is installed in Mechanical Room 122. The heater is rated at 73.7-USGal capacity and 3800-W. This is a rental heater.	The heater is in good condition. Installed in 2015.	Provide new heater at end of life cycle.	Good	Life Cycle	15	8	8	7	2030	1	100%	1	EA	$6,000	$6,000	$600	$600	$1,200	$7,200
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D202003	Domestic Water Equipment		Giant (m# 172E-3F5M, s# A 2703223) electric hot water heater is installed at Mechanical Room 122. The heater is rated at 60-US Gal and 4500-W.	The heater is in fair condition. Installed in 1999.	Replace heater in the short term.	Fair	Life Cycle	15	24	14	1	2024	1	100%	1	EA	$8,000	$8,000	$800	$800	$1,600	$9,600
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D203001	Waste Pipe and Fittings		ABS, copper and cast iron sanitary drainage piping and fittings are installed throughout the building. The piping is fed to the municipal system.	The drainage systems are in fair condition with no known or reported issues.	Allow for long term major repairs to the sanitary drainage systems.	Fair	Life Cycle	50	53	49	1	2024	1	100%	1	L-SUM	$75,000	$75,000	$7,500	$7,500	$15,000	$90,000

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Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D204001	Rain Water Drainage - Pipe And Fittings		Rainwater leaders are cast iron.	The piping is in fair condition.	Allow to replace roof drain and leaders in the long term. Replace roof drains with roof membrane.	Fair	Life Cycle	50	53	45	5	2028	1	100%	1	L-SUM	$27,000	$27,000	$2,700	$2,700	$5,400	$32,400
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D301002	Gas Supply System		Gas is supplied to the building from the utility provider. Piping is provided to the water heater, boilers, and unit heaters.	Gas supply system is in good condition.	Replace gas supply system at end of life cycle. Repaint piping to yellow under O & M.	Good	Life Cycle	40	15	15	25	2048	1	100%	1	L-SUM	$13,000	$13,000	$1,300	$1,300	$2,600	$15,600
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D302002	Hot Water Boilers		Gas-fired heating boiler by Patterson-Kelly is a Thermific (m# N-700) installed in 2008. The boiler is rated at 700-MBH input and 595-MBH output, 120-V, 1-P, 8-A.	The boiler is in good condition.	Replace boiler at end of service life.	Good	Life Cycle	20	15	15	5	2028	1	100%	1	L-SUM	$75,000	$75,000	$7,500	$7,500	$15,000	$90,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D302002	Hot Water Boilers		Gas-fired heating boiler by Patterson-Kelly is a Thermific (m# N-700, s# AY10-11-35281) installed in 2011. The boiler is rated at 700-MBH input and 595-MBH output, 120-V, 1-P, 8-A.	The boiler is in good condition.	Replace boiler at end of service life.	Good	Life Cycle	20	12	12	8	2031	1	100%	1	L-SUM	$75,000	$75,000	$7,500	$7,500	$15,000	$90,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D304003	Hot Water Distribution Systems		Temperature and control valves for heating system.	The heating valves are in good condition where replaced. Many temperature and control valves have failed in recent years and have subsequently been replaced.	Allow for full system flush, chemical balance checks, and replacement of 3-way valves with 2-way valves with VFD's in the short term.	Fair	Life Cycle	25	22	22	3	2026	1	100%	1	L-SUM	$115,000	$115,000	$11,500	$11,500	$23,000	$138,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D305006	Package Units		Carrier (m# 48HJE007---161, s# 0107G30266) roof-top packaged unit with 115-MBH input, 93.2-MBH output, 4-Ton cooling with R-22 refrigerant, is installed at roof level. Serves the Cell and Sally Port areas.	The packaged unit is in fair condition and nearing end of service life. R-22 refrigerant is ozone depleting.	Replace unit in the short term.	Fair	Life Cycle	20	16	16	4	2027	1	100%	1	L-SUM	$43,000	$43,000	$4,300	$4,300	$8,600	$51,600
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D304008	Air Handling Units		Carrier air handling unit located in Penthouse Mechanical Room. The unit is original to the building and was modified in 2008 from a dual duct unit (hot and cold air streams) to a variabel air volume (VAV) type system with reheat, distributing air at single temperature. No data plate located. Includes Sheldons Engineering Limited 940 Vane, 1010 Speed, s# 693800-1, 15-HP, 575-V, 1800-RPM return air fan. Reports indicate that the deck system was left in place affecting the dehumidification capability. The unit has a hydronic heating coil, DX cooling coil, duct mounted humidifiers, and 3 refrigeration circuits.	The AHU is the only source of air movement for the building. It requires replacement to improve efficiencies and air quality. The isolation springs have collapsed. One refrigeration circuit has failed, while the other two circuits have been rebuilt with new compressors in the Mechanical Room and condensers on the roof. The Nortec humidifier system has been decommissioned.	Replace unit in the short term with two separate air handlers; one for the perimeter duct system, and one for the interior duct system.	Poor	Life Cycle	50	50	49	1	2024	1	100%	1	L-SUM	$1,350,000	$1,350,000	$135,000	$135,000	$270,000	$1,620,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D304001	Air Distribution, Heating, and Cooling		EH Price VAV boxes are located throughout the building within the ceiling plenums. Typical units are SDV5000 with air flow of 80 CFM to 1530 CFM with coils. Allow for 50 VAVs.	The VAV's are in fair condition. Installed in 2008.	Replace VAV's in the long term. Replace as needed under O & M where localized failure occurs.	Fair	Life Cycle	25	15	15	10	2033	40	100%	40	EA	$3,300	$132,000	$13,200	$13,200	$26,400	$158,400
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D302004	Fuel Fired Unit Heaters		Reznor (m# UDAP 175, s# BF179T) suspended gas-fired heater is installed at the Storage Room N02. Rated at 175-MBH input and 145-MBH output. Dated 2006.	The heater is in fair condition. Controlled by wall thermostat.	Replace heater in the long term.	Fair	Life Cycle	20	17	15	5	2028	1	100%	1	L-SUM	$5,600	$5,600	$560	$560	$1,120	$6,720

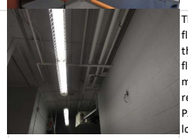
BUILDING INFORMATION					ASSESSMENT										PRELIMINARY COSTS						OTHER FEES			
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Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D302004	Fuel Fired Unit Heaters		Reznor (m# UDBP 400, s# BFL79Y3N38942X) suspended gas-fired heater is installed at the Sally Port Room N01. Rated at 400-MBH input and 332-MBH output. Dated 2006.	The heater is in fair condition. Controlled by wall thermostat.	Replace heater in the long term.	Fair	Life Cycle	20	17	15	5	2028	1	100%	1	L-SUM	$8,300	$8,300	$830	$830	$1,660	$9,960
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D305002	Unit Heaters		Engineered Air suspended hydronic heaters (m# H5) suspended hydronic heaters are installed at the Penthouse and Main Floor Mechanical Rooms. Rated at 1/6-HP, 3-A. Dated 2008. Includes hydronic baseboard heater at front foyer washroom.	The heaters are in good condition. Controlled by wall thermostat.	Replace heaters in the long term.	Good	Life Cycle	25	15	15	10	2033	5	100%	5	EA	$2,300	$11,500	$1,150	$1,150	$2,300	$13,800
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D303002	Direct Expansion Systems		Liebert condenser (m# DCST119-B, s# 0841C15957) located at roof top uses R-407C refrigerant. The condenser is paired with an evaporator located at the LAN Room. Rated at 575-V, 3-A, with two 1/4-HP fans.	The condenser is in fair condition. Dated 2008.	Allow to replace condensing unit in the long term.	Fair	Life Cycle	20	15	15	5	2028	1	100%	1	L-SUM	$26,000	$26,000	$2,600	$2,600	$5,200	$31,200
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D303002	Direct Expansion Systems		Liebert evaporator section at located at the Telephone/LAN Room 134. Rated at 575-V.	The evaporator is in fair condition. Dated 2008.	Allow to replace evaporator unit in the long term.	Fair	Life Cycle	20	15	15	5	2028	1	100%	1	L-SUM	$29,000	$29,000	$2,900	$2,900	$5,800	$34,800
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D303002	Direct Expansion Systems		Keeprite air cooled condenser (m# KCM035-T5A-A13V-0725, s# 172202015) located at roof top uses R-407C refrigerant. The condenser is paired with an evaporator located at the Mechanical Room. Rated at 575-V, 3-A, with three 3/4-HP fans.	The condenser is in good condition. Dated 2017.	Allow to replace condensing unit in the long term.	Good	Life Cycle	20	6	6	14	2037	1	100%	1	L-SUM	$30,000	$30,000	$3,000	$3,000	$6,000	$36,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D303002	Direct Expansion Systems		Keeprite air cooled condenser (m# KCM035-T5A-A13V-0428, s# 132306122) located at roof top uses R-407C refrigerant. The condenser is paired with an evaporator located at the Mechanical Room. Rated at 575-V, 3-A, with three 3/4-HP fans.	The condenser is in good condition. Dated 2013.	Allow to replace condensing unit in the long term.	Good	Life Cycle	20	10	10	10	2033	1	100%	1	L-SUM	$30,000	$30,000	$3,000	$3,000	$6,000	$36,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D303002	Direct Expansion Systems		Keeprite air cooled condenser (m# KCM035-T5A-A13V-0488, s# 142201206) located at roof top uses R-407C refrigerant. The condenser is paired with an evaporator located at the Mechanical Room. Rated at 575-V, 3-A, with three 3/4-HP fans.	The condenser is in good condition. Dated 2014.	Allow to replace condensing unit in the long term.	Good	Life Cycle	20	9	9	11	2034	1	100%	1	L-SUM	$30,000	$30,000	$3,000	$3,000	$6,000	$36,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D303002	Direct Expansion Systems		The three refrigeration circuits are comprised of 30-HP compressors (2 older and 1 newer Copeland). All controls are antiquated and at end of service life including splitter.	The components are in fair condition but have exceeded useful life.	Allow to replace components in the short term. Cost carried under AHU item.	Fair	Life Cycle	50	50	49	1	2024	0	100%	0	L-SUM	$0	$0	$0	$0	$0	$0
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D303002	Direct Expansion Systems		Elios (m# DES 18MW2123051) split type air conditioners, with exterior condenser (m# DEA 18HOS2123OS1 at Service Room is to be relocated), are installed in LAN Room 235 and Room 134. Users R410A refrigerant.	The components are in good condition. Installed 2022.	Allow to replace components in the long term.	Good	Life Cycle	20	1	1	19	2042	2	100%	2	EA	$8,000	$16,000	$1,600	$1,600	$3,200	$19,200
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D303002	Direct Expansion Systems		Heat Controller Inc. (m# A-SMA24SC) exterior condenser at east elevation for Dispatch Room. 208-V, 1-P, 21.6 MBH cooling, R-410A refrigerant.	The condenser is in fair condition. Installed 1999.	Allow to replace in the short term.	Fair	Life Cycle	20	24	19	1	2024	1	100%	1	EA	$5,000	$5,000	$500	$500	$1,000	$6,000

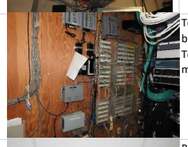
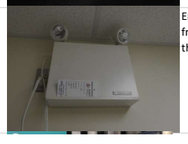
BUILDING INFORMATION					ASSESSMENT										PRELIMINARY COSTS						OTHER FEES			
ABBREV.	BUILDING NAME	UNIFORMAT CODE	BUILDING COMPONENT		DESCRIPTION	OBSERVATIONS	RECOMMENDATIONS	CONDITION RATING	CRITICALITY RATING	SERVICE LIFE (Years)	ACTUAL AGE (Years)	OBSERVED AGE (Years)	REMAINING LIFE (Years)	RECOMMENDED YEAR	TOTAL QUANTITY	% OF QUANTITY SCHEDULED	PROJECT QUANTITY	UNIT OF MEASURE	UNIT RATE ($)	NET COST ($)	DESIGN/ENGINEERING FEES (10%)	CONTINGENCY (10%)	TOTAL OTHER FEES	TOTAL COST OF PROJECT
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D303002	Direct Expansion Systems		Heat Controller Inc. evaporator at Dispatch Room. 208-V, 1-P, 21.6 MBH cooling, R-410A refrigerant. Data label not visible.	The evaporator is in fair condition. Installed 1999.	Allow to replace in the short term.	Fair	Life Cycle	20	24	19	1	2024	1	100%	1	EA	$5,000	$5,000	$500	$500	$1,000	$6,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D304003	Hot Water Distribution		Heating system comprised of two circulation pumps by Bell & Gossett with 5-HP, 575-V motors. Rated at 120 GPM at 50' head. Includes expansion tank by Amtrol and air separator by Bell & Gossett.	The components are in good condition. Installed 2008.	Allow to replace components in the long term.	Good	Life Cycle	25	15	15	10	2033	1	100%	1	L-SUM	$25,000	$25,000	$2,500	$2,500	$5,000	$30,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D304003	Hot Water Distribution		Heating system comprised of black steel piping with fiberglass insulations.	The components are in good condition. Installed 2008.	Allow to replace components in the long term.	Good	Life Cycle	50	15	15	35	2058	1	100%	1	L-SUM	$240,000	$240,000	$24,000	$24,000	$48,000	$288,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D304003	Hot Water Distribution		Pot feeder and filter at Mechanical Room.	The components are in fair condition. Installed 2008.	Allow to replace components in the long term.	Fair	Life Cycle	20	15	15	5	2028	1	100%	1	L-SUM	$3,000	$3,000	$300	$300	$600	$3,600
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D509005	Electric Heating		Supplementary heating provided by electric baseboard heater at Elevator Machine Room.	The heater is in good condition.	Replace heater and thermostat in the long term.	Good	Life Cycle	40	29	29	11	2034	1	100%	1	EA	$1,800	$1,800	$180	$180	$360	$2,160
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D509005	Electric Heating		Supplementary heating provided by Stelpro electric baseboard heaters at Stairwells, and force flow electric heater at main foyer.	The heaters are in good condition.	Replace heaters and thermostats in the long term.	Good	Life Cycle	40	15	15	25	2048	3	100%	3	EA	$2,300	$6,900	$690	$690	$1,380	$8,280
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D509005	Electric Heating		Supplementary heating provided by older Chromalox wall mounted electric cabinet heaters at Stairwells.	The heaters are in fair condition.	Replace heaters and thermostats in the long term.	Good	Life Cycle	40	35	25	15	2038	3	100%	3	EA	$3,900	$11,700	$1,170	$1,170	$2,340	$14,040
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D304001	Air Distribution, Heating, and Cooling		Galvanized steel ductwork, with and without fiberglass insulation, is installed.	The ductwork, diffusers, and grilles are combination of newer (2008+) and original. Components are in good to fair condition.	Replace/refurbish ductwork and associated components in the long term.	Fair	Life Cycle	60	53	59	1	2024	1	100%	1	L-SUM	$275,000	$275,000	$27,500	$27,500	$55,000	$330,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D304007	Exhaust Systems		The building is equipped with roof-top downblast exhaust fans. EF-8 is by Greenheck (m# GB-091-4-X, s# 11501103 0809).	The fan is in fair condition.	Allow to replace fan in the long term.	Fair	Life Cycle	20	12	12	8	2031	1	100%	1	L-SUM	$3,500	$3,500	$350	$350	$700	$4,200
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D304007	Exhaust Systems		The building is equipped with roof-top downblast exhaust fans. EF-6 is by Greenheck (m# GB-121-3-X, s# 11501102 0809).	The fan is in fair condition.	Allow to replace fan in the long term.	Fair	Life Cycle	20	12	12	8	2031	1	100%	1	L-SUM	$40,000	$40,000	$4,000	$4,000	$8,000	$48,000

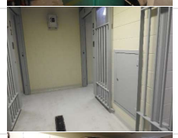
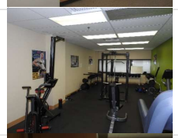
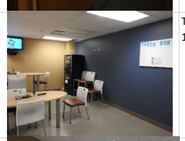
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Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D304007	Exhaust Systems		The building is equipped with roof-top downblast exhaust fans. EF-4 is by Greenheck (m# GB-180-10-X, s# 11501099 0809).	The fan is in fair condition.	Allow to replace fan in the long term.	Fair	Life Cycle	20	12	12	8	2031	1	100%	1	L-SUM	$40,000	$40,000	$4,000	$4,000	$8,000	$48,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D304007	Exhaust Systems		The building is equipped with roof-top downblast exhaust fans. EF-2 is by Greenheck (m# SB-101-4-X, s# 10753180 0701). Serves Storage Room N02 c/w intake air louver.	The fan is in fair condition.	Allow to replace fan in the long term.	Fair	Life Cycle	20	13	13	8	2031	1	100%	1	L-SUM	$40,000	$40,000	$4,000	$4,000	$8,000	$48,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D304007	Exhaust Systems		The building is equipped with roof-top downblast exhaust fans. EF-1 is by Greenheck (m# GB-161-3-X, s# 10753177 0701). Serves the Sally Port c/w intake air louver.	The fan is in fair condition.	Allow to replace fan in the long term.	Poor	Life Cycle	20	12	19	1	2024	1	100%	1	L-SUM	$25,000	$25,000	$2,500	$2,500	$5,000	$30,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D304007	Exhaust Systems		Goose neck shrouds are installed at roof level.	The shrouds are in poor condition.	Allow to replace intake/exhaust shrouds in the short term.	Fair	Life Cycle	20	30	19	1	2024	1	100%	1	L-SUM	$4,000	$4,000	$400	$400	$800	$4,800
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D304007	Exhaust Systems		Utility exhaust fan, ductwork, fresh air intake louver, and Telemecanique starter for E4-1 at Vehicle Examination Room 135. Data label was not visible.	The components are in good condition.	Allow to update exhaust system in the long term.	Good	Life Cycle	20	10	8	12	2035	1	100%	1	L-SUM	$5,000	$5,000	$500	$500	$1,000	$6,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D304007	Exhaust Systems		Utility exhaust fan, ductwork, fresh air intake louver, and starter for exhaust fan at Mechanical Room 122. Data label was not visible.	The components are in fair condition.	Allow to update exhaust system in the short term.	Fair	Life Cycle	20	25	18	2	2025	1	100%	1	L-SUM	$5,000	$5,000	$500	$500	$1,000	$6,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D401002	Sprinkler Water Supply Equipment And Piping		4" black steel fire line enters at Custodian Room N16 from 2nd Avenue. Includes Victaulic alarm valves and Potter pressure switches for 1st floor, 2nd floor, and Penthouse. Installed 2006.	The building sprinkler system is in good condition.	Allow for long term refurbishment and localized repairs.	Good	Life Cycle	30	17	15	15	2038	1	40%	0	L-SUM	$225,000	$90,000	$9,000	$9,000	$18,000	$108,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D409002	Foam Generating Equipment		Janus FM-200 suppression systems are installed in the LAN Rooms 134 and 235. Cylinders are equipped with 50-lbs to 81-lbs of FM-200 each. Systems include Siemens alarm panels, smoke detectors, and pressure switches. Installed in 2022.	The suppression systems are in good condition.	Replace suppression systems in the long term.	Good	Life Cycle	25	1	1	24	2047	2	100%	2	EA	$18,000	$36,000	$3,600	$3,600	$7,200	$43,200
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D403001	Fire Extinguishing Devices		Various wall-mounted fire extinguishers are located throughout the building.	The extinguishers are in good condition and regularly serviced as required by Georgian Bay Fire & Safety Ltd. (800-265-3197).	Replace extinguishers in the long term.	Good	Life Cycle	15	15	10	5	2028	10	100%	10	EA	$225	$2,250	$225	$225	$450	$2,700
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D501003	Main Switchboards		Building has a 3-section Canadian General Electric switchgear assembly rated at 1600-A, 347/600-V, 3-P, 4-W (order number 96125538) located at Electrical Room 123.	The switchgear is in fair condition but at end of service life.	Allow to update the service switch in the immediate term including addition of transfer switches.	Fair	Life Cycle	40	53	40	0	2023	1	100%	1	EA	$250,000	$250,000	$25,000	$25,000	$50,000	$300,000

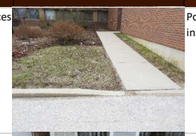
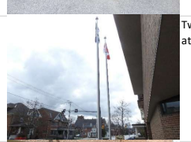
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Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D501007	Motor Control Centers		Building has a 5-section Canadian General Electric motor control centre assembly rated at 600-A, 600-V, 3-P, 4-W located at Penthouse Mechanical Room.	The switchgear is in poor condition and beyond useful service life.	Allow to update the MCC in the immediate term.	Poor	Life Cycle	40	53	40	0	2023	1	100%	1	EA	$125,000	$125,000	$12,500	$12,500	$25,000	$150,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D501099	Other Service And Distribution		Variable frequency drives (VFD) for supply and return fans of main AHU located at Penthouse Mechanical Room. Includes disconnect switch.	The components are in good condition.	Allow to replace components in the long term.	Good	Life Cycle	25	13	13	12	2035	1	100%	1	L-SUM	$12,000	$12,000	$1,200	$1,200	$2,400	$14,400
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D501005	Panels		Panel Z located at Storage Room N02 is a Square D (cat# 12222515900040001) 200-A, 120/208-V, 3-P, 4-W, 72-circuit panel. Serves Sally Port power, lighting, CO, parking lot gates, exhaust fans, etc.	The panel is in good condition.	Replace panel in the long term.	Good	Life Cycle	40	13	13	27	2050	1	100%	1	EA	$7,000	$7,000	$700	$700	$1,400	$8,400
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D501005	Panels		Panel EMA located at Mechanical Room 122 is a Square D (cat# NQOD442L400) 400-A, 240-V, 3-P, 4-W, 42-circuit panel. Serves power panels.	The panel is in good condition.	Replace panel in the long term.	Good	Life Cycle	40	13	13	27	2050	1	100%	1	EA	$9,500	$9,500	$950	$950	$1,900	$11,400
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D501005	Panels		Panel E5 located at Mechanical Room 122 is a Square D (cat# 12242032310040001) 225-A, 208Y/120-V, 3-P, 4-W, 42-circuit panel. Serves power and lighting requirements.	The panel is in good condition.	Replace panel in the long term.	Good	Life Cycle	40	13	13	27	2050	1	100%	1	EA	$6,500	$6,500	$650	$650	$1,300	$7,800
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D501005	Panels		Panel U2 located at Mechanical Room 122 is a Square D (cat# 12252032310040001) 225-A, 208Y/120-V, 3-P, 4-W, 42-circuit panel. Serves power and lighting requirements.	The panel is in good condition.	Replace panel in the long term.	Good	Life Cycle	40	13	13	27	2050	1	100%	1	EA	$6,500	$6,500	$650	$650	$1,300	$7,800
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D501005	Panels		Panels E4 located at Electrical Room 123 are Square D (cat# 12262032310040001) 225-A, 208Y/120-V, 3-P, 4-W, 84-circuit panel. Serves power and lighting requirements.	The panel is in good condition.	Replace panel in the long term.	Good	Life Cycle	40	13	13	27	2050	2	100%	2	EA	$6,500	$13,000	$1,300	$1,300	$2,600	$15,600
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D501005	Panels		Panel "EI" by Cutler-Hammer (cat# PLC130IN) 100-A, 120/208-V, 3-P, 4-W, 30-circuit panel for various circuits is located at the Dispatch.	The panel is in good condition.	Replace panel in the long term.	Good	Life Cycle	40	15	15	25	2048	1	100%	1	EA	$3,800	$3,800	$380	$380	$760	$4,560
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D501005	Panels		Panel 911 by Federal Pioneer (cat# Stab-lok 312-24) 100-A, 240-V, 3-P, 4-W, 24 circuit panel for various circuits is located at the LAN/Telephone Room 134.	The panel is in fair condition.	Replace panel in the long term.	Fair	Life Cycle	40	10	10	30	2053	1	100%	1	EA	$3,700	$3,700	$370	$370	$740	$4,440
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D501005	Panels		Panel E6 by Federal Pioneer (cat# NQ442L2) 225-A, 240-V, 3-P, 4-W, 42 circuit panel for various circuits is located at the Penthouse Mechanical Room.	The panel is in good condition.	Replace panel in the long term.	Good	Life Cycle	40	15	15	25	2048	1	100%	1	EA	$5,000	$5,000	$500	$500	$1,000	$6,000

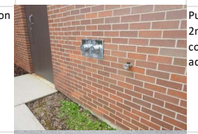
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Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D501005	Panels		Federal Pioneer (cat# NBLP 30-4L) 225-A, 240-V, 3-P, 4-W, 30-circuit panels E2 and E3 for Emergency Power located at Electrical Room 123.	The panels are in good condition.	Replace panels in the long term.	Good	Life Cycle	40	24	24	16	2039	2	100%	2	EA	$3,800	$7,600	$760	$760	$1,520	$9,120
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D501005	Panels		CGE (cat# CDP) distribution panel LP-B at Main Electrical Room 123 rated at 400-A, 120/208-V, 3-P, 4-W.	The panel is in fair condition.	Replace panel in the short term .	Fair	Life Cycle	40	53	39	1	2024	1	100%	1	EA	$15,000	$15,000	$1,500	$1,500	$3,000	$18,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D501005	Panels		CGE (cat# NLB) distribution panel AA at Main Electrical Room 123 rated at 225-A, 347/600-V, 3-P, 4-W.	The panel is in fair condition.	Replace panel in the short term .	Fair	Life Cycle	40	53	39	1	2024	1	100%	1	EA	$5,000	$5,000	$500	$500	$1,000	$6,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D501005	Panels		Square D (cat# NF418L1C) 125-A, 600/347-V, 3-P, 4-W, 18-circuit panel N for exhaust fans located at Electrical Room 123.	The panel is in good condition.	Replace panel in the long term.	Good	Life Cycle	40	15	15	25	2048	1	100%	1	EA	$3,100	$3,100	$310	$310	$620	$3,720
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D501004	Interior Distribution Transformers		Transformer at Electrical Room 123 by Federal Pioneer rated at 150-kVA, 600-V to 208Y/120-V. Located at Penthouse Mechanical Room.	The transformer is in fair condition.	Replace transformer in the long term.	Fair	Life Cycle	40	24	26	14	2037	1	100%	1	EA	$25,000	$25,000	$2,500	$2,500	$5,000	$30,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D501004	Interior Distribution Transformers		Transformer C by Ferranti Packard rated at 30-kVA, 600-V to 208Y/120-V. Located at Penthouse Mechanical Room.	The transformer is in poor condition.	Replace transformer in immediate term.	Poor	Life Cycle	40	53	40	0	2023	1	100%	1	EA	$7,000	$7,000	$700	$700	$1,400	$8,400
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D501004	Interior Distribution Transformers		Transformer TZ by Rex Manufacturing (cat# BC30JM/Z) rated at 30-kVA, 600-V to 208Y/120-V. Located at Storage Room N02.	The transformer is in good condition.	Replace transformer in the long term.	Good	Life Cycle	40	13	13	27	2050	1	100%	1	EA	$7,000	$7,000	$700	$700	$1,400	$8,400
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D501004	Interior Distribution Transformers		Transformer T-EM by Rex Manufacturing (cat# BC75JM/Z) rated at 75-kVA, 600-V to 208Y/120-V. Located at Mechanical Room 122.	The transformer is in good condition.	Replace transformer in the long term.	Good	Life Cycle	40	13	13	27	2050	1	100%	1	EA	$16,000	$16,000	$1,600	$1,600	$3,200	$19,200
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D501006	Enclosed Circuit Breakers		Hammond splitter SP-1, and 30-A Federal Pioneer disconnects for HVAC-1, ERV-1, UH-1, and Federal Pioneer 60-A disconnects for splitter, and Transformer TZ are rated at 600-V. Located at Storage Room N02.	The distribution devices are in good condition.	Replace devices in the long term.	Good	Life Cycle	40	13	13	27	2050	6	100%	6	EA	$2,000	$12,000	$1,200	$1,200	$2,400	$14,400
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D501006	Enclosed Circuit Breakers		Hammond splitter EM, and 30-A to 200-A Federal Pioneer disconnects are installed at Mechanical Room 122.	The distribution devices are in good condition.	Replace devices in the long term.	Good	Life Cycle	40	13	13	27	2050	7	100%	7	EA	$2,400	$16,800	$1,680	$1,680	$3,360	$20,160

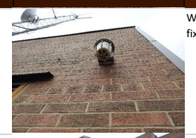
BUILDING INFORMATION					ASSESSMENT										PRELIMINARY COSTS						OTHER FEES			
ABBREV.	BUILDING NAME	UNIFORMAT CODE	BUILDING COMPONENT		DESCRIPTION	OBSERVATIONS	RECOMMENDATIONS	CONDITION RATING	CRITICALITY RATING	SERVICE LIFE (Years)	ACTUAL AGE (Years)	OBSERVED AGE (Years)	REMAINING LIFE (Years)	RECOMMENDED YEAR	TOTAL QUANTITY	% OF QUANTITY SCHEDULED	PROJECT QUANTITY	UNIT OF MEASURE	UNIT RATE ($)	NET COST ($)	DESIGN/ENGINEERING FEES (10%)	CONTINGENCY (10%)	TOTAL OTHER FEES	TOTAL COST OF PROJECT
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D501006	Enclosed Circuit Breakers		Hammond splitter EM-2, and 30-A Federal Pioneer disconnects are installed at Penthouse Mechanical Room.	The distribution devices are in good condition.	Replace devices in the long term.	Good	Life Cycle	40	13	13	27	2050	4	100%	4	EA	$2,000	$8,000	$800	$800	$1,600	$9,600
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D501006	Enclosed Circuit Breakers		Splitter, starter switches, timers, etc. at Penthouse Mechanical Room.	The distribution devices are in poor condition.	Replace devices in immediate term.	Poor	Life Cycle	40	53	40	0	2023	1	100%	1	L-SUM	$7,500	$7,500	$750	$750	$1,500	$9,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D501006	Enclosed Circuit Breakers		Federal Pioneer 30-A disconnects are installed at Elevator Machine Room.	The distribution devices are in good condition.	Replace devices in the long term.	Good	Life Cycle	40	15	15	25	2048	2	100%	2	EA	$1,200	$2,400	$240	$240	$480	$2,880
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D502001	Branch Wiring		Conventional three-prong receptacles, and toggle switches are installed.	The branch wiring components are in fair condition overall. GFI circuits are used in wet areas. Extensive additions were made in 2007.	Allow for updating of components in the short term as needed and remove abandoned wiring.	Fair	Life Cycle	25	53	24	1	2024	1	100%	1	L-SUM	$15,000	$15,000	$1,500	$1,500	$3,000	$18,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D502002	Lighting Equipment		Room occupancy sensors are not installed.		Allow to add sensors and switches in the short term when updating lighting.	Fair	Life Cycle	20	15	22	3	2026	1	100%	1	L-SUM	$14,000	$14,000	$1,400	$1,400	$2,800	$16,800
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D502002	Lighting Equipment		The building is equipped with T8 fluorescent light fixtures throughout the first and second floors. Fixtures are surface mounted, suspended, and recessed panel type. Pot lights are PAR and CFL type. Parabolic louvers are installed at offices. Valence lighting is used in stairwells.	The fixtures are in good condition. Illumination levels are adequate. Some fixtures have been changed over to LED type.	Allow to replace the fixtures in the short term with LED type.	Good	Life Cycle	25	15	22	3	2026	15000	100%	15000	SF	$8	$120,000	$12,000	$12,000	$24,000	$144,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D503002	Telecommunications		Computer and telecommunications systems are located in dispatch areas and throughout office areas.	The components are in good condition. Cable management requires improvement.	No allowances carried	Fair	Life Cycle	10	8	8	2	2025	0	100%	0	L-SUM	$0	$0	$0	$0	$0	$0
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D503008	Security Systems		Fob security access systems by HID.	The access system is in good condition.	Allow for long term updating of access systems.	Good	Life Cycle	20	15	14	6	2029	1	100%	1	L-SUM	$30,000	$30,000	$3,000	$3,000	$6,000	$36,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D509099	Other Special Systems And Devices		Plug-in CO devices are installed at the Penthouse Mechanical Room, corridors, and Sally Port.	The CO devices are in good condition.	Allow to replace devices as needed under O & M.	Good	Life Cycle	8	3	3	5	2028	0	100%	0	L-SUM	$0	$0	$0	$0	$0	$0
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D509099	Other Special Systems And Devices		Honeywell CO device installed at the Sally Port.	The CO devices are in good condition. CO calibration tag not affixed to device; O & M issue.	Allow to replace system in the long term.	Good	Life Cycle	20	13	13	7	2030	1	100%	1	L-SUM	$7,200	$7,200	$720	$720	$1,440	$8,640

BUILDING INFORMATION					ASSESSMENT										PRELIMINARY COSTS						OTHER FEES			
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Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D503001	Fire Alarm Systems		Single stage fire alarm system by Mircom at Electrical Room 123. Fire alarm panel is monitored.	The fire panel is in good condition. Installed in 2007.	Replace fire alarm in the long term.	Good	Life Cycle	25	16	15	10	2033	1	100%	1	L-SUM	$30,000	$30,000	$3,000	$3,000	$6,000	$36,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D503001	Fire Alarm Systems		DSC fire monitoring panel located at Electrical Room 123.	The monitoring control panel is in good condition. Installed in 2007.	Replace monitoring device in the long term.	Good	Life Cycle	25	16	15	10	2033	1	100%	1	L-SUM	$5,000	$5,000	$500	$500	$1,000	$6,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D503001	Fire Alarm Systems		Remote annunciator by Mircom at main vestibule. Building has 18 zones.	The annunciator is in good condition. Installed in 2007.	Replace annunciator in the long term.	Good	Life Cycle	25	16	15	10	2033	1	100%	1	L-SUM	$9,000	$9,000	$900	$900	$1,800	$10,800
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D503001	Fire Alarm Systems		The building is equipped with heat detectors, strobe type horns, manual pull stations, and duct smoke detectors.	The alarm system components are in good condition. Most components were updated in 2007.	Allow to update the devices in the long term.	Good	Life Cycle	25	16	16	9	2032	1	100%	1	L-SUM	$35,000	$35,000	$3,500	$3,500	$7,000	$42,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D503005	Intercommunications Systems		Dispatch and security software and hardware are installed throughout the building.	The components are in good condition.	Replacement is responsibility of Police Services. No allowances carried.	Good	Life Cycle	15	10	10	5	2028	0	100%	0	L-SUM	$0	$0	$0	$0	$0	$0
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D503005	Intercommunications Systems		Cable management includes conduit and trays.	The components are in good condition.	Replacement is responsibility of Police Services. Allow for maintenance and expansions as required.	Good	Life Cycle	10	10	9	1	2024	35000	100%	35000	L-SUM	$0	$0	$0	$0	$0	$0
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D503005	Intercommunications Systems		Telephone equipment located in building and particularly Telephone/LAN Room 134 and main floor Electrical Room 123.	The components are in fair condition.	Replacement is responsibility of Police Services. No allowances carried.	Good	Life Cycle	20	10	10	10	2033	0	100%	0	L-SUM	$0	$0	$0	$0	$0	$0
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D503004	Public Address Systems		Building is equipped with an intercom system and ceiling speakers.	The components are in fair condition.	Replace components in the long term.	Fair	Life Cycle	25	15	15	10	2033	1	100%	1	L-SUM	$16,000	$16,000	$1,600	$1,600	$3,200	$19,200
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D509002	Emergency Lighting and Power		LED exit lighting is installed.	The lighting fixtures are in fair condition.	Replace exit signage in the long term.	Fair	Life Cycle	25	15	15	10	2033	25	100%	25	EA	$450	$11,250	$1,125	$1,125	$2,250	$13,500
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D509002	Emergency Lighting and Power		Emergency lighting is provided from various battery units throughout the building.	The fixtures are in good condition.	Replace fixtures in the long term.	Good	Life Cycle	25	15	15	10	2033	9	100%	9	EA	$1,200	$10,800	$1,080	$1,080	$2,160	$12,960

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Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D509002	Emergency Lighting and Power		Cummins Power Generation (m# DGDK-5785721, s# A070011244) standby generator is located within an enclosure at the west side of the site. The generator is rated at 125-kW (156-kVA), 347/600-V, 150-A. Dated 2007.	The generator provides back-up power to the building.	Replace generator in the long term.	Good	Life Cycle	30	16	16	14	2037	1	100%	1	L-SUM	$120,000	$120,000	$12,000	$12,000	$24,000	$144,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D509099	Other Special Systems And Devices		UPS is provided. No details on UPS were provided.	The UPS is in fair condition.	Replace UPS in the short term.	Fair	Life Cycle	15	15	14	1	2024	1	100%	1	L-SUM	$160,000	$160,000	$16,000	$16,000	$32,000	$192,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	D509002	Emergency Lighting and Power		Cummins Power Generation (m# BTPCB-5785289, s# A070011543) transfer and by-pass isolation switch is located within the Electrical Room. The switch is rated at 600-V, 225-A. Dated 2007.	The switch is in good condition. Only one transfer switch is provided as main distribution panel is not designed for division of power into life safety and non-life safety power categories.	Replace switch in the long term. Add switches in the short term; cost carried under Switchgear component.	Good	Life Cycle	30	16	16	14	2037	1	100%	1	L-SUM	$25,000	$25,000	$2,500	$2,500	$5,000	$30,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	E102010	Institutional Equipment		Institutional metal doors and cell doors.	The equipment is in good condition.	Replace in the long term.	Good	Life Cycle	40	15	15	25	2048	1	100%	1	L-SUM	$225,000	$225,000	$22,500	$22,500	$45,000	$270,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	E109004	Residential Equipment		Residential appliances installed in various meeting rooms and lunch room.	The appliances are in good condition.	Allow to update appliances in the short term.	Good	Life Cycle	15	15	12	3	2026	1	100%	1	L-SUM	$12,000	$12,000	$1,200	$1,200	$2,400	$14,400
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	E109007	Athletic, Recreational, And Therapeutic Equipment		The fitness room is located in the Room 224.	The equipment is in fair condition.	Allow to update equipment in the long term.	Fair	Life Cycle	25	15	15	10	2033	1	100%	1	L-SUM	$23,000	$23,000	$2,300	$2,300	$4,600	$27,600
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	E2020	Moveable Furnishings		The offices are fitted with wood desks, metal storage cabinets, and chairs.	The furnishings are in good condition.	Allow to update furnishings in the long term.	Good	Life Cycle	25	15	15	10	2033	1	100%	1	L-SUM	$130,000	$130,000	$13,000	$13,000	$26,000	$156,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	E2020	Moveable Furnishings		Tables and chairs in lunchroom 119.	The furnishings are in good condition.	Allow to update furnishings in the long term.	Good	Life Cycle	25	15	15	10	2033	1	100%	1	L-SUM	$7,500	$7,500	$750	$750	$1,500	$9,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	E2020	Moveable Furnishings		Tables and chairs in parade room 104.	The furnishings are in good condition.	Allow to update furnishings in the long term.	Good	Life Cycle	25	15	15	10	2033	1	100%	1	L-SUM	$12,000	$12,000	$1,200	$1,200	$2,400	$14,400
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	F105002	Building Automation Systems		The building HVAC is automated with many devices installed in 2008. BAS shop drawings were not available for review. Pneumatic devices are also used.	The BAS is in fair condition but lacks modern platform with remote controls. The Cell addition has no BAS capability.	Allow to update the BAS in the short term pending replacement of the main AHU and hydronic system.	Fair	Life Cycle	12	15	11	1	2024	1	100%	1	L-SUM	$120,000	$120,000	$12,000	$12,000	$24,000	$144,000

BUILDING INFORMATION					ASSESSMENT										PRELIMINARY COSTS						OTHER FEES			
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Owen Sound Police Services	922 2nd Avenue West, Owen Sound	G203003	Pedestrian Paving - Paved Surfaces		Poured concrete walks are installed around the building.	The concrete surfacing is in good condition with minimal cracking and settlement. Comprised of newer and older sections.	Allow for 25% replacement in the long term.	Good	Life Cycle	40	25	25	15	2038	700	25%	175	SF	$25	$4,375	$438	$438	$875	$5,250
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	G202003	Parking Lots - Paved Surfaces		Poured concrete apron at overhead doors.	The surfacing is in good condition with minimal cracking.	Allow to replace the surfacing in the long term.	Good	Life Cycle	40	25	25	15	2038	1	100%	1	L-SUM	$5,000	$5,000	$500	$500	$1,000	$6,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	G202003	Parking Lots - Paved Surfaces		Asphaltic concrete surfacing is installed at the north and west parking lot and drives.	The surfacing is in fair condition with notable cracking and settlement.	Allow to replace the surfacing in the long term.	Fair	Life Cycle	30	25	25	5	2028	28000	100%	28000	SF	$14	$392,000	$39,200	$39,200	$78,400	$470,400
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	G202003	Parking Lots - Paved Surfaces		Asphaltic concrete surfacing is installed at the north and west parking lot and drives.	The surfacing is in fair condition with notable cracking and settlement.	Allow for repairs based on 5% of replacement cost.	Fair	Life Cycle	10	20	9	1	2024	12000	5%	600	SF	$14	$8,400	$840	$840	$1,680	$10,080
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	G202002	Parking Lots - Curbs And Gutters		Poured concrete curbing at parking lot and drives.	The concrete curbing is in good with minor deterioration.	Allow for repairs based on 15% of replacement cost.	Fair	Life Cycle	30	30	25	5	2028	1250	15%	188	LF	$28	$5,250	$525	$525	$1,050	$6,300
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	G202007	Parking Lots - Miscellaneous Structures And Equipment		Access gates by FACC International Inc. (m# Parking Pro-RC0102B, s# U20113851) are installed at the parking areas to the north.	The gates and controllers are in good condition. Installed 2022.	Allow to components in the long term.	Good	Life Cycle	20	1	1	19	2042	3	100%	3	EA	$7,500	$22,500	$2,250	$2,250	$4,500	$27,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	G204001	Fencing and Gates		5' high metal picket decorative fencing is installed at localized areas.	The metal fencing is in good condition.	Replace fencing at end of service life.	Good	Life Cycle	30	20	18	12	2035	130	100%	130	LF	$55	$7,150	$715	$715	$1,430	$8,580
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	G204001	Fencing and Gates		Perimeter fencing is limited to the 6' high pressure treated wood fencing along lot lines.	The wood fencing is in good condition.	Replace fencing at end of service life.	Good	Life Cycle	30	20	18	12	2035	860	100%	860	LF	$27	$23,220	$2,322	$2,322	$4,644	$27,864
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	G204009	Flagpoles		Two 36' high aluminum flagpoles at east elevation by John Ewing.	The flagpoles are in good condition.	Replace flagpoles in the long term.	Good	Life Cycle	30	15	15	15	2038	2	100%	2	EA	$3,200	$6,400	$640	$640	$1,280	$7,680
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	G204005	Signage		Metal framed illuminated site sign is installed at the east elevation.	The signage is in fair condition.	Replace signage in the long term.	Fair	Life Cycle	20	15	15	5	2028	1	100%	1	L-SUM	$6,200	$6,200	$620	$620	$1,240	$7,440

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Owen Sound Police Services	922 2nd Avenue West, Owen Sound	G204005	Signage		Metal parking signage.	The signage is in good condition.	Replace signage in the long term.	Good	Life Cycle	20	15	15	5	2028	1	100%	1	L-SUM	$3,000	$3,000	$300	$300	$600	$3,600
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	G204099	Other Site Improvements		Garbage enclosure at west side of building.	The pad and fencing are in fair condition.	Replace/refurbish in the long term.	Fair	Life Cycle	30	25	25	5	2028	1	100%	1	L-SUM	$9,800	$9,800	$980	$980	$1,960	$11,760
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	G2050	Landscaping		Soft landscaping is limited to the deciduous tree plantings and sodded areas.	The landscaping is in good condition.	Replace landscaping at end of lifecycle.	Good	Life Cycle	30	53	25	5	2028	1	100%	1	L-SUM	$15,000	$15,000	$1,500	$1,500	$3,000	$18,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	G302001	Sanitary Sewer Piping		Sanitary main from building is discharged to the east to 2nd Avenue.	No issues noted or reported.	Allow for long term repairs to the storm water underground drainage piping.	Good	Life Cycle	70	53	53	17	2040	1	100%	1	L-SUM	$16,000	$16,000	$1,600	$1,600	$3,200	$19,200
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	G301002	Potable Water Distribution		A 4" diameter domestic water main enters the south side of the building from 2nd Avenue.	No issues noted or reported.	Allow for long term repairs/replacement to the domestic water piping and fittings.	Good	Life Cycle	70	53	53	17	2040	1	100%	1	L-SUM	$14,000	$14,000	$1,400	$1,400	$2,800	$16,800
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	G301004	Fire Protection Water Distribution		Public hydrants are located along 2nd Avenue. Fire Department connection at east side of addition.	No issues noted or reported.	Allow for long term repairs of fire main.	Good	Life Cycle	70	15	15	55	2078	1	100%	1	L-SUM	$15,000	$15,000	$1,500	$1,500	$3,000	$18,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	G303001	Storm Sewer Piping		Stormwater from roof drains and catch basins are collected and discharged to main sewer along 2nd Avenue West.	No issues noted or reported.	Allow for long term repairs to the storm water underground drainage piping.	Good	Life Cycle	70	53	53	17	2040	1	100%	1	L-SUM	$40,000	$40,000	$4,000	$4,000	$8,000	$48,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	G306006	Gas Distribution Piping		Natural gas is fed from the main along 2nd Avenue West to the meter and regulator at the southeast corner of the building.	Piping to roof and on roof level is in fair condition. Painting on wall is not yellow, and there is corrosion at roof level. Piping supports at roof level also require adjustment/localized replacement.	Allow for long term repairs to the gas piping from meter to roof and building interior. Meter and piping to road considered responsibility of the local utility. Repaint under O & M.	Fair	Life Cycle	70	53	60	10	2033	1	100%	1	L-SUM	$12,000	$12,000	$1,200	$1,200	$2,400	$14,400
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	G401002	Transformers		Building service is fed from overhead utility wires, underground to the 500-kVA site pad mount transformer located at the west side of the building.	The service is older but functional but at end of service life. The pad is in poor condition.	Service replacement is require. Transformer is presumed to be responsibility of owner.	Poor	Life Cycle	50	53	49	1	2024	1	100%	1	L-SUM	$150,000	$40,000	$4,000	$4,000	$8,000	$48,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	G402006	Exterior Lighting Fixtures and Controls		150-W HPS/MH and LED wallpack fixtures are installed around the building periphery.	Exterior lighting is in fair condition. Installed circa 2008. Controlled by Intermatic timer in 2nd Floor Storage Room.	Replace exterior lighting at end of life cycle. Allow for 12 fixtures.	Fair	Life Cycle	20	15	17	3	2026	12	100%	12	EA	$450	$5,400	$540	$540	$1,080	$6,480

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ABBREV.	BUILDING NAME	UNIFORMAT CODE	BUILDING COMPONENT		DESCRIPTION	OBSERVATIONS	RECOMMENDATIONS	CONDITION RATING	CRITICALITY RATING	SERVICE LIFE (Years)	ACTUAL AGE (Years)	OBSERVED AGE (Years)	REMAINING LIFE (Years)	RECOMMENDED YEAR	TOTAL QUANTITY	% OF QUANTITY SCHEDULED	PROJECT QUANTITY	UNIT OF MEASURE	UNIT RATE ($)	NET COST ($)	DESIGN/ENGINEERING FEES (10%)	CONTINGENCY (10%)	TOTAL OTHER FEES	TOTAL COST OF PROJECT
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	G402006	Exterior Lighting Fixtures and Controls		Wall mounted incandescent fixtures at roof level.	The fixtures are in poor condition and in need of updating to provide safe access to stairwells and Mechanical Room.	Replace fixtures in the short term and add 1 at Mechanical Room.	Fair	Life Cycle	20	30	19	1	2024	4	100%	4	EA	$500	$2,000	$200	$200	$400	$2,400
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	G402006	Exterior Lighting Fixtures and Controls		Seven Powco 8' high steel lamp standards are installed. Fixtures are HPS type with two converted to LED.	The standards and luminaires are in fair condition. Controlled by Intermatic timers or photocell.	Replace standards and fixtures in the long term. Replace luminaires under O & M if/when necessary.	Fair	Life Cycle	25	20	18	7	2030	7	100%	7	EA	$3,600	$25,200	$2,520	$2,520	$5,040	$30,240
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	G402006	Exterior Lighting Fixtures and Controls		Bollard light and three up-lights at east elevation.	The fixtures are in fair condition. Controlled by Intermatic timers or photocell.	Replace fixtures in the short term.	Fair	Life Cycle	25	25	24	1	2024	4	100%	4	EA	$1,500	$6,000	$600	$600	$1,200	$7,200
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	H3010001	Report - BCA/RFS		No past BCA report was available for review.	MPL BCA report prepared in 2023.	Allow to provide future BCA report.	Good	Life Cycle	5	0	0	5	2028	1	100%	1	L-SUM	$5,800	$5,800	$580	$580	$1,160	$6,960
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	H3010002	Report - Technical / Performance Audit		2008 and 2009 Air Sampling Reports by Roop Chanderdat and Associates Inc. pertained to testing for Type 3 removals of fireproofing in seven areas.	Designated Substance Survey (DSS) reports were not available for review. Designated materials present at this building include asbestos, silica, lead, and mercury.	Allow to provide a DSS Report, or otherwise update existing study, in the short term.	Fair	Necessary	5	0	3	2	2025	1	100%	1	L-SUM	$9,000	$9,000	$900	$900	$1,800	$10,800
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	H3010003	Report - Balancing / Commissioning		No balancing/commissioning report provided. Renovation (2008) design drawings are not available for review.	Previous reports indicate that the air distribution system is not in balance based on performance and physical inspection of ducting within the ceiling plenum.	Covered under H3010012.	Fair	Life Cycle	5	0	4	1	2024	0	100%	0	L-SUM	$1,500	$0	$0	$0	$0	$0
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	H3010004	Commissioning		Commissioning reports.	Commissioning reports are not available for review.	Covered under H3010012.	Fair	Life Cycle	10	0	9	1	2024	0	100%	0	L-SUM	$0	$0	$0	$0	$0	$0
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	H3010005	Air Balancing		No balancing/commissioning report provided. Original (2008) design drawings are not available for review.	Previous reports indicate that the air distribution system is not in balance based on performance and physical inspection of ducting within the ceiling plenum.	Allow for future review of air quality and balancing.	Poor	Life Cycle	8	0	7	1	2024	1	100%	1	L-SUM	$60,000	$60,000	$6,000	$6,000	$12,000	$72,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	H3010007	Report - Energy Audit		Energy Audit reporting.	There is no Energy Audit Report available.	Allow to provide Energy Audit, Level 2, in the short term.	Fair	Necessary	8	0	6	2	2025	1	100%	1	L-SUM	$15,000	$15,000	$1,500	$1,500	$3,000	$18,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	H3010008	Report - Destructive Testing		Intrusive testing.	Building is functioning as intended.	Allow to investigate condition of foundations and weeping tile.	Fair	Life Cycle	20	53	17	3	2026	1	100%	1	L-SUM	$4,000	$4,000	$400	$400	$800	$4,800

BUILDING INFORMATION					ASSESSMENT										PRELIMINARY COSTS						OTHER FEES			
ABBREV.	BUILDING NAME	UNIFORMAT CODE	BUILDING COMPONENT		DESCRIPTION	OBSERVATIONS	RECOMMENDATIONS	CONDITION RATING	CRITICALITY RATING	SERVICE LIFE (Years)	ACTUAL AGE (Years)	OBSERVED AGE (Years)	REMAINING LIFE (Years)	RECOMMENDED YEAR	TOTAL QUANTITY	% OF QUANTITY SCHEDULED	PROJECT QUANTITY	UNIT OF MEASURE	UNIT RATE ($)	NET COST ($)	DESIGN/ENGINEERING FEES (10%)	CONTINGENCY (10%)	TOTAL OTHER FEES	TOTAL COST OF PROJECT
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	H3010009	Report - Roof Inspection Report		Roof Assessment Report	Roof Report by Garland was made available. Report does not describe roof components, insulation type and thickness.	Allow for the provision of a roof report and specification for replacement in the long term.	Fair	Life Cycle	8	6	6	2	2025	1	100%	1	L-SUM	$5,000	$5,000	$500	$500	$1,000	$6,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	H3010010	Design and Specification		As-built drawings and specifications.	As-built drawings and specifications are not available. Drawings are limited.	Allow for future drawing review and confirmation of as built conditions.	Poor	Life Cycle	20	53	19	1	2024	1	100%	1	L-SUM	$12,000	$12,000	$1,200	$1,200	$2,400	$14,400
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	H3010012	Retro-commissioning		Retro-commissioning reports.	Retro-commissioning reports are not available for review.	Allow for commissioning of new equipment and retro-commissioning of existing equipment in the short term.	Poor	Life Cycle	20	53	19	1	2024	1	100%	1	L-SUM	$25,000	$25,000	$2,500	$2,500	$5,000	$30,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	H3010013	Illumination Review		Emergency lighting is provided via generator.		No allowances carried	Good	Life Cycle	7	0	7	0	2023	0	100%	0	L-SUM	$3,500	$0	$0	$0	$0	$0
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	H3010015	Electrical Review		Predictive quality measurements include the thermography and arc flash studies.	No electrical issues were reported or otherwise noted during our assessment.	Allow to provide PQM (thermography) in the short term.	Fair	Life Cycle	5	0	2	1	2024	1	100%	1	L-SUM	$15,000	$15,000	$1,500	$1,500	$3,000	$18,000
Owen Sound Police Services	922 2nd Avenue West, Owen Sound	H3010016	Barrier-Free Design		Accessibility of building.	The building is not fully designed for barrier-free use. Exterior and interior door widths are narrow and information counter provides no knee space. Dedicated parking stalls, second and main floor dedicated washrooms are provided as well as an elevator. Auto door operators are installed on main entry doors.	Allow for renovations to remove barriers.	Fair	Life Cycle	15	15	13	2	2025	1	100%	1	L-SUM	$50,000	$50,000	$5,000	$5,000	$10,000	$60,000

BUILDING CONDITION ASSESSMENT

APPENDIX B - CAPITAL EXPENDITURE TABLE

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
															ESTIMATED ANNUAL EXPENDITURES - 2023 to 2053															

Construction Inflation 0.0%

UNIFORMAT CODE	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050	2051	2052	2053
A101001	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
A101001	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
A103001	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
A103001	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
A103001	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
A103006	0	0	0	0	0	$10,800	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B101001	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B102001	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B102001	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B201001	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B201001	0	$367,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B201001	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$10,716	0	0	0	0	0	0	0	0	0	0	0	0	0
B201001	0	$9,360	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B201008	0	$14,616	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B201011	0	$90,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B202001	0	$225,600	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B203001	0	$13,200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B203001	0	$13,200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B203001	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$30,000	0	0	0	0	0	0	0	0	0	0	0	0	0
B203002	0	$18,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B203002	0	0	0	0	$15,600	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B203004	0	0	$6,600	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B203004	0	0	0	0	0	0	0	0	0	0	0	0	$7,800	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B203004	0	0	0	0	0	0	0	0	0	0	0	0	$8,760	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B203004	0	0	0	0	0	0	0	0	0	0	0	0	$8,400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B203004	0	0	$3,960	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B301002	0	$16,080	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B301002	0	0	0	0	0	0	0	0	0	0	$402,024	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B301002	0	0	0	$149,822	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B301002	$92,400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B301002	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$10,800	0	0	0	0
B301004	0	0	0	0	0	0	0	0	0	0	0	$14,400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C101005	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C102001	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$250,800	0	0	0	0	0
C102001	0	0	0	0	0	$24,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C103011	$8,400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C103002	0	$5,400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C103002	0	0	0	0	0	0	0	0	$12,600	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C103002	0	0	0	0	0	0	$5,400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C103014	0	0	0	0	0	$8,880	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C103014	0	0	0	0	0	$10,800	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C103014	0	0	0	0	0	$11,280	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C103014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$78,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C103009	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$24,000	0	0	0	0	0
C103009	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$30,000	0	0	0	0	0
C103009	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$18,000	0	0	0	0	0	0	0	0	0	0
C103099	0	0	$24,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C103005	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$30,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C103005	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$6,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C103005	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$10,800	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C103008	0	$14,400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C103008	0	0	0	0	0	0	0	0	$8,400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C201001	0	0	0	0	0	0	0	$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C202001	0	0	0	0	0	$32,400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C302001	0	$31,200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C302001	0	0	0	0	0	$36,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C302005	0	0	$25,920	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C302005	0	0	$25,920	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C302004	0	0	0	0	0	$110,880	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C302004	0	0	0	0	0	$95,040	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C302004	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$1,980	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C302007	0	$24,960	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C302007	0	$33,600	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C301005	0	0	0	0	0	$104,400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C301005	0	0	0	0	0	$32,400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C303004	0	0	0	0	0	0	0	0	0	$129,600	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C303004	0	0	0	0	0	0	0	0	0	$129,600	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C101001	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C101001	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$0	0	0	0	0	0	0	0	0	0
D101002	$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D101002	0	0	$210,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D101002	0	0	0	0	0	0	0	0	0	$12,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D2010	0	0	0	0	0	0	0	$3,720	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D2010	0	0	$8,400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D2010	0	0	0	0	0	0	0	$4,800	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D2010	0	0	0	0	0	0	0	0	0	0	$11,040	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D2010	0	$26,400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D2010	0	0	0	0	0	0	$27,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D2010	0	0	0	0	0	0	0	0	0	0	0	$172,800	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D2010	0	0	0	0	0	0	0	0	0	0	0	$33,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D201099	0	0	0	0	0	0	0	$4,800	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D202001	0	0	$90,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D202003	0	0	$19,200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D202003	0	0	0	0	0	0	0	0	$6,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D202003	0	0	0	0	0	0	0	0	$1,440	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D202003	0	0	0	0	0	0	0	0	$2,400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D202003	0	0	0	0	0	0	$1,680	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D202003	0	0	0	0	0	0	0	$7,200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D202003	0	$9,600	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
															ESTIMATED ANNUAL EXPENDITURES - 2023 to 2053															

Construction Inflation 0.0%

UNIFORMAT CODE	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050	2051	2052	2053
D203001	0	$90,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D204001	0	0	0	0	0	$32,400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D301002	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$15,600	0	0	0	0	0
D302002	0	0	0	0	0	$90,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D302002	0	0	0	0	0	0	0	0	$90,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D304003	0	0	0	$138,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D305006	0	0	0	0	$51,600	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D304008	0	$1,620,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D304001	0	0	0	0	0	0	0	0	0	0	$158,400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D302004	0	0	0	0	0	$6,720	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D302004	0	0	0	0	0	$9,960	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D305002	0	0	0	0	0	0	0	0	0	0	$13,800	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D303002	0	0	0	0	0	$31,200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D303002	0	0	0	0	0	$34,800	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D303002	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$36,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D303002	0	0	0	0	0	0	0	0	0	0	$36,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D303002	0	0	0	0	0	0	0	0	0	0	0	$36,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D303002	0	$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D303002	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$19,200	0	0	0	0	0	0	0	0	0	0	0
D303002	0	$6,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D303002	0	$6,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D304003	0	0	0	0	0	0	0	0	0	0	$30,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D304003	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D304003	0	0	0	0	0	$3,600	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D509005	0	0	0	0	0	0	0	0	0	0	0	$2,160	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D509005	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$8,280	0	0	0	0	0
D509005	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$14,040	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D304001	0	$330,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D304007	0	0	0	0	0	0	0	0	$4,200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D304007	0	0	0	0	0	0	0	0	$48,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D304007	0	0	0	0	0	0	0	0	$48,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D304007	0	0	0	0	0	0	0	0	$48,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D304007	0	$30,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D304007	0	$4,800	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D304007	0	0	0	0	0	0	0	0	0	0	0	0	$6,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D304007	0	0	$6,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D401002	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$108,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D409002	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$43,200	0	0	0	0	0	0
D403001	0	0	0	0	0	$2,700	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D501003	$300,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D501007	$150,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D501099	0	0	0	0	0	0	0	0	0	0	0	0	$14,400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D501005	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$8,400	0	0	0
D501005	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$11,400	0	0	0
D501005	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$7,800	0	0	0
D501005	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$7,800	0	0	0
D501005	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$15,600	0	0	0
D501005	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$4,560	0	0	0	0	0
D501005	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$4,440
D501005	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$6,000	0	0	0	0	0
D501005	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$9,120	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D501005	0	$18,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D501005	0	$6,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D501005	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$3,720	0	0	0	0	0
D501004	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$30,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D501004	$8,400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D501004	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$8,400	0	0	0
D501004	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$19,200	0	0	0
D501006	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$14,400	0	0	0
D501006	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$20,160	0	0	0
D501006	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$9,600	0	0	0
D501006	$9,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D501006	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$2,880	0	0	0	0	0
D502001	0	$18,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D502002	0	0	0	$16,800	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D502002	0	0	0	$144,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D503002	0	0	$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D503008	0	0	0	0	0	0	$36,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D509099	0	0	0	0	0	$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D509099	0	0	0	0	0	0	0	$8,640	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D503001	0	0	0	0	0	0	0	0	0	0	$36,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D503001	0	0	0	0	0	0	0	0	0	0	$6,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D503001	0	0	0	0	0	0	0	0	0	0	$10,800	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D503001	0	0	0	0	0	0	0	0	0	$42,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D503005	0	0	0	0	0	$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D503005	0	$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D503005	0	0	0	0	0	0	0	0	0	0	$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D503004	0	0	0	0	0	0	0	0	0	0	$19,200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D509002	0	0	0	0	0	0	0	0	0	0	$13,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D509002	0	0	0	0	0	0	0	0	0	0	$12,960	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D509002	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$144,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D509099	0	$192,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D509002	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$30,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E102010	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$270,000	0	0	0	0	0
E109004	0	0	0	$14,400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E109007	0	0	0	0	0	0	0	0	0	0	$27,600	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E2020	0	0	0	0	0	0	0	0	0	0	$156,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E2020	0	0	0	0	0	0	0	0	0	0	$9,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E2020	0	0	0	0	0	0	0	0	0	0	$14,400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
F105002	0	$144,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
															ESTIMATED ANNUAL EXPENDITURES - 2023 to 2053															

Construction Inflation 0.0%

UNIFORMAT CODE	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050	2051	2052	2053
G203003	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$5,250	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
G202003	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$6,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
G202003	0	0	0	0	0	$470,400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
G202003	0	$10,080	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
G202002	0	0	0	0	0	$6,300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
G202007	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$27,000	0	0	0	0	0	0	0	0	0	0	0
G204001	0	0	0	0	0	0	0	0	0	0	0	0	$8,580	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
G204001	0	0	0	0	0	0	0	0	0	0	0	0	$27,864	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
G204009	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$7,680	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
G204005	0	0	0	0	0	$7,440	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
G204005	0	0	0	0	0	$3,600	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
G204099	0	0	0	0	0	$11,760	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
G2050	0	0	0	0	0	$18,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
G302001	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$19,200	0	0	0	0	0	0	0	0	0	0	0	0	0
G301002	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$16,800	0	0	0	0	0	0	0	0	0	0	0	0	0
G301004	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
G303001	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$48,000	0	0	0	0	0	0	0	0	0	0	0	0	0
G306006	0	0	0	0	0	0	0	0	0	0	$14,400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
G401002	0	$48,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
G402006	0	0	0	$6,480	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
G402006	0	$2,400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
G402006	0	0	0	0	0	0	0	$30,240	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
G402006	0	$7,200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H3010001	0	0	0	0	0	$6,960	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H3010002	0	0	$10,800	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H3010003	0	$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H3010004	0	$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H3010005	0	$72,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H3010007	0	0	$18,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H3010008	0	0	0	$4,800	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H3010009	0	0	$6,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H3010010	0	$14,400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H3010012	0	$30,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H3010013	$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H3010015	0	$18,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H3010016	0	0	$60,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Annual Estimated Expenditures	$568,200	$3,579,996	$514,800	$474,302	$67,200	$1,212,720	$70,080	$59,400	$269,040	$301,200	$983,124	$258,360	$81,804	$0	$286,800	$140,970	$89,100	$124,716	$0	$46,200	$18,000	$0	$0	$0	$43,200	$615,840	$10,800	$122,760	$0	$0	$4,440

BUILDING CONDITION ASSESSMENT

APPENDIX C - QUESTIONNAIRE

McINTOSH PERRY

Building Name: Owen Sound Police Service

Property Address: 922 2nd Avenue West, Owen Sound

	YES	NO	COMMENTS
Are there any significant health and safety concerns in the building?	○	◉	
Is there a Fire Safety Plan in place?	◉	○	
Is there an asbestos management plan in place?	○	◉	Unknown about a plan. Renovations were done in 2008. Asbestos is present but is contained above the current dispatch room. There may be asbestos wrapped pipes/ducts in the penthouse mechanical room.
Are there any specific ongoing or chronic problems with indoor air quality?	○	◉	We have had complaints in previous years about air quality in the communications office. There is a lack of circulation at times making the air stale in this area. The Communications office is going to be relocated in 2023.
Are there any issues with the mechanical systems?	◉	○	Elevator is at end of life. It is still working but there have been ongoing problems.
Are there any ongoing issues with heating, ventilation or air conditioning?	◉	○	There have been significant issues with heating and cooling. Temperatures are irregular causing discomfort for staff. The worst time for this when there are significant changes in temperature outside. The building system takes a long time to adapt. We have had a lot of service calls from the contract heating/cooling contractor. Sweating pipes in this system have also ruined ceiling tiles. The main air handler unit has been flagged as end of life/needing replacement.
Are there any concerns with the plumbing? (includes storm water and sanitary drainage)	◉	○	One drain in the ident office periodically plugs and no solid waste goes down this drain - this may be a filter issue specific to this drain. Overall no major plumbing problems.
Are there any underground or aboveground storage tanks on the site?	◉	○	Yes, large exterior generator at the rear of the building has a diesel storage tank contained underneath the unit.
Are there any issues with the electrical system? (outages, overheating, etc)	◉	○	Ground floor electrical room components (panels etc) has been identified for replacement. Electrical units in mechanical penthouse need replacement, currently band aid safety solutions in place. Hydro one transformer at rear of building alcove needs replacement with new underground feed from street - Hydro One has been aware of this for a number of years.
Has there been any water ponding on the roof and/or water leakage?	◉	○	Yes, ongoing ponding on the roof. The roof drains are several inches above roof level and 3 to 6 inches of water can be sitting on the roof at any time. Even in the driest times the roof still has standing water. Some leaks have occurred however cladding on penthouse mechanical room will solve the majority of previous leaks. There is currently a leak in the back stairwell roof.
Are there any concerns with lack of insulation or drafts? (include location)	◉	○	Windows and some exterior doors are at end of life. Drafts from cracks around window frames. Significant heat loss through front exterior doors.
Are there any concerns about mould, moisture, water penetration or leakage in the building?	◉	○	No mould issues. Leaks as mentioned above.

McINTOSH PERRY

	YES	NO	COMMENTS
Are they any additional environmental concerns?	○	◉	
Have there been any recent major repairs/replacements? (If yes, include year and cost estimate)	◉	○	Cladding on Penthouse mechanical room replaced March 2023. Roof done approx 2020. AC units replaced within last few years.

Additional Comments:

The building is a 2 story police service that operates 24/7. The exterior of the building is brick. There is significant brick deterioration on the top of the building and the stairwell enclosures on the roof. Water penetration between the layers of bricks is causing swelling and pressure between the brick layers. The pressure is popping the brick faces which fall to the ground. The mens and primarily the womens staff washrooms need renovations. They are currently functional but significantly dated. Some flooring should be planned for upgrades as tiles are starting to lift in some areas. The building should also be converted to LED lighting.

Please attach any drawings, relevant building reports, hazardous substance surveys/asbestos surveys, maintenance records, compliance orders, and service agreements.

Completed By: Jeff Fluney
Title: Police Inspector
Date: 19 April 2023

Return By: April 21, 2023
Return To: John Kirkpatrick
McIntosh Perry
Fax: 905-695-0221
Email: j.kirkpatrick@mcintoshperry.com

Staff Report

Report To: City Council

Report From: Matthew Pierog, Engineering Technologist

Meeting Date: July 27, 2026

Report Code: OP-26-038

Subject: Servicing Agreement - Off-Site Improvements to Support U-Haul Site Plan Application (2010 16th Street East)

Recommendations:

THAT in consideration of Staff Report OP-26-038 respecting the Servicing Agreement for U-Haul and the City of Owen Sound for 2010 16th Street East, City Council directs staff to bring forward a by-law to authorize the Mayor and Clerk to execute the Servicing Agreement.

Highlights:

- City staff processed conditional Site Plan Approval for U-Haul at 2010 16th Street East in the fall of 2025.
- A condition of the Site Plan Approval required the owner to enter into a Servicing Agreement with the City to permit construction of necessary off-site infrastructure to support the development.
- U-Haul has paid fees associated with the existing roadway and intersection infrastructure improvements constructed by other private developers.
- U-Haul has requested that the City modify the ultimate financial contribution total required of them for the existing infrastructure.
- The requested financial modification would be a net zero cost for the City; however, if adjacent development did not occur promptly, the City would temporarily front-end payment of approximately $74,300.00 in 2032, to be paid for from reserves.

Vision 2050 - Strategic Plan Alignment:

Strategic Plan Priority: The recommendation contributes to core service delivery or a corporate initiative that enables service delivery for one or more strategic priorities.

Previous Report/Authority:

- Site Plan DA-25-018 – 2010 16th Avenue East – U-Haul – correspondence provided for information regarding Site Plan Approval.
- Staff Report OP-22-043 – Servicing Agreement – Hwy 26 & 20th Commercial Inc.
- Servicing Agreement for 1960 16th Street East (revised to 1660 20th Avenue East) with Hwy 26 & 20th Commercial Inc. (2022)
- Staff Report OP-22-044 – Site Plan Control Agreement for 2125 16th Street East – Heritage Grove Centre Inc. Cost Recovery

Background:

City staff provided conditional Site Plan Approval on October 14, 2025, for the construction of a self-storage facility and a vehicle rental establishment located at 2010 16th Street East (U-Haul facility), presented for information on November 19, 2025, to the Community Services Committee. Among the conditions in Schedule 'F' of the Staff Report, the Owner, U-Haul, was required to enter into a Servicing Agreement with the City to facilitate the off-site improvements within the road allowance to support the development.

The primary access for the proposed development is from 20th Avenue East, between 16th Street East and 17th Street East. This section of 20th Avenue East was privately constructed by the adjacent owner to the west as part of a previously approved Site Plan (City File No. ST2021-012, known as Thompson Centres). The construction of this section of 20th Avenue East, including the upgrades to the intersection to the south, 16th Street East/20th Avenue East, was subject to a cost-sharing methodology for benefiting landowners, administered through a Servicing Agreement (2022).

In accordance with previously approved cost-sharing methodologies (OP-22-043 & OP-22-044), required fees for the roadway and intersection improvements have been collected by the City from U-Haul as part of the current Site Plan Approval Application (City File No. ST2025-012).

The Owner is seeking approval to modify the existing cost-sharing methodology that was identified in OP-22-043 to add additional benefitting lands and thereby spread the costs. Their proposal entails a future reimbursement of half of the intersection upgrade costs paid by U-Haul, approximately $74,300.00 (half of $148,600.00) to the two (2) vacant lots north of 17th Street East (benefiting lands); this is consistent with the logic used in the original 2022 Servicing Agreement.

Analysis and Options:

The development of 2010 16th Street East (U-Haul) requires a Servicing Agreement with the City to authorize off-site improvements within the City's road allowance necessitated to support the current Site Plan Approval Application (City File No. ST2025-012). The off-site works identified for this development involve typical roadway improvements (sidewalk, boulevard grading, pedestrian crossings, etc.) in accordance with industry standards, and City staff would normally be authorized to approve such modifications. However, the Owner has requested a financial obligation be incorporated into this Servicing Agreement, similar to the 2022 Servicing Agreement executed for the adjacent development to the west.

City staff are not delegated signing authority for a Servicing Agreement when a financial contribution is implicated, in accordance with the Delegation of Powers and Duties By-law No. 2014-109. A report is required to inform Council and request approval of the financial impact.

As per OP-22-043 and OP-22-044, three (3) components of work were specified in previous cost-sharing agreements along with descriptions of the properties benefiting from the works. Costs for this work were/are to be collected from each at the time of their respective development (i.e. Site Plan), shown on the attachment to this report and conceptually summarized below*:

**It is noted that the previously executed agreement/reports should be consulted for the exact details, fees and reimbursement terms (i.e. any indexing).*

a. 20th Avenue East Road construction from 16th Street East to 17th Street East:
    - Ultimate cost apportionment was one-quarter (¼) to each party:

        - One-quarter (¼) of the total fees to 1660 16th Street East; PIN No. 370610117 – previously collected.
        - One-quarter (¼) of the total fees to 2010 16th Street East; PIN No. 370610112 – previously collected.
        - One-quarter (¼) of the total fees to 1990 17th Street East; PIN No. 370610114 – outstanding.
        - One-quarter (¼) of the total fees to PIN No. 370610115 – outstanding.
    - There are no changes requested to this previously approved cost sharing methodology.

b. Intersection improvements at 16th Street East/20th Avenue East in approximately 2012 to facilitate a southbound leg and associated traffic signals:
    - Ultimate cost apportionment was revised in 2022 Servicing Agreement to include:
        - One-third (1/3) of the total fees to 2125 16th Street East; PIN No. 370610268 – previously collected.
        - **One-third (1/)3 of the total fees** to 2010 16th Street East; PIN No. 370610112 – previously collected.
        - One-sixth (1/6) of the total fees to 1660 16th Street East; PIN No. 370610117 – previously collected.
        - **One-twelfth (1/12) of the total fees** to 1990 17th Street East; PIN No. 370610114 – outstanding.
        - **One-twelfth (1/12) of the total fees** to PIN No. 370610115 – outstanding.
    - The cost sharing methodology for the U-Haul lands (2010 16th Steet East) is requested to be revised as a part of this Servicing Agreement (**bolded text above**).

c. Intersection improvements at 16th Street East/20th Avenue East in approximately 2022 to facilitate a northbound leg and associated traffic signals:
    - Ultimate cost apportionment was ½ to each party:
        - One half (½) of the total fees to 1660 16th Street East; PIN No. 370610117 – previously collected.
        - One half (½) of the total fees to 2010 16th Street East; PIN No. 370610112 – previously collected.

- There are no changes requested to this previously approved cost sharing methodology.

Regarding item 'b' above, the intersection improvements from approximately 2012 at 16th Street East/20th Avenue East, the following is requested by the Owner:

- Of the fees attributed to the U-Haul lands (2010 16th Street East), the Owner has requested a similar arrangement made for the Thompson Centres lands (1660 16th Street East), in which a portion of the fees be reallocated equally to the lands north of 17th Street East.
- This would ultimately have the U-Haul lands responsible for one-sixth (1/6) of the total fees, with both lands north of 17th Street East each paying one-twelfth (1/12) of the total fees.
- The revised fees for the original 2012 intersection improvements would include the following arrangement:
  - 1/3 of the total fees to 2125 16th Street East; PIN No. 370610268 – previously collected.
  - **One-sixth (1/6) [revised from one-third (1/3)] of the total fees** to 2010 16th Street East; PIN No. 370610112 – previously collected, one-twelfth (1/12) to be reimbursed.
  - One-sixth (1/6) of the total fees to 1660 16th Street East; PIN No. 370610117 – previously collected.
  - **One-sixth (1/6) [revised from one-twelfth (1/12)] of the total fees** to 1990 17th Street East; PIN No. 370610114 – outstanding.
  - **One-sixth (1/6) [revised from one-twelfth (1/12)] of the total fees** to PIN No. 370610115 – outstanding.

The proposed Servicing Agreement details the cost reimbursement proposed for U-Haul. The re-attributed fees that U-Haul has requested include $37,166.09 to be collected from each of the two (2) properties on the north side of 17th Street East (PIN No. 370610114 and 370610115), for a total of $74,332.18, to recognize a benefit of the previously constructed infrastructure to these lands. The fees are expected to be collected by the City via 'best efforts' at the time of the parcels' development and conveyed to U-Haul.

Resource Alignment:

Financial Resources

The requested cost-sharing methodology has no net cost to the City, as the roadway and intersection improvements are to be funded by the benefiting private property owners. There is a precedent for this type of arrangement; the first developer front-ends the cost of the infrastructure, and benefitting developers repay the initial developer at the time of successive development (i.e. when they access/use the infrastructure).

However, U-Haul is requesting a set time limit ("sunset clause") by which, if development does not occur on the benefitting lands, U-Haul's costs would be reimbursed by the City. Similar logic regarding reimbursement was used in the 2022 Servicing Agreement for the Thompson Centres development.

As such, a 5-year time horizon has been recommended in the U-Haul Servicing Agreement to align payment windows with the 2022 Servicing Agreement for the lands to the west.

If no development of the benefiting lands occurs before 2032, the City will provide payment to U-Haul on or after May 1, 2032, in the amount of $74,332.18 (indexed as per the proposed agreement) from reserves. The City would endeavour to recover this cost from the identified lands at the time of respective developments, as per the Servicing Agreement.

Human Resources

There is a component of administrative tracking required by City Staff to ensure that fees are monitored and collected during development, and the resources to process the request (payments, memoranda, correspondence, etc.).

Past practice has involved internal resources from the Engineering Division, Planning and Heritage Division, and Finance Division to execute these requests. Legal support has been provided in preparation of the proposed Servicing Agreement.

Time and Scheduling

N/A.

Technology and Infrastructure

N/A.

Climate and Environmental Impacts:

There are no anticipated climate or environmental impacts.

Communication and Engagement:

This report has been posted to the City's website with the agenda in advance of the meeting.

Report Developed in Consultation With:

Manager of Planning and Heritage

Director of Corporate Services

Attachments:

Illustration of Works Area and Adjacent Lands

Reviewed by:
Mason Bellamy Manager of Public Works and Engineering
Lara Widdifield, Director of Public Works and Engineering

Submission approved by:
Tim Simmonds, City Manager

For more information on this report, please contact Matthew Pierog, Engineering Technologist at mpierog@owensound.ca or 519-376-4440 ext. 3308.

Attachment 1 - Illustration of Works Area & Adjacent Lands



Staff Report

Report To: City Council

Report From: Pamela Coulter, Director of Community Services

Meeting Date: July 27, 2026

Report Code: CS-26-075

Subject: Potential Land Sale – Part of Part 2, Plan 16R8752

Recommendations:

THAT in consideration of Staff Report CS-26-075 respecting the potential sale of four acres of Part 2 on Plan 16R8752, City Council directs staff to bring forward a by-law to authorize the Mayor and Clerk to execute all documents necessary to finalize the sale.

Highlights:

- The report addresses a request from Brad Duncan to purchase a 4-acre portion of a 7.31-acre City-owned parcel in the Employment Area on 23rd Street East for a proposed light industrial/indoor storage use associated with an excavation business.
- The subject lands are designated for employment uses under the current Official Plan and zoned General Industrial (M1), and the proposed use is generally consistent with applicable planning policy and zoning permissions, subject to the City's normal development approvals process.
- The lands were declared surplus in 2014 and notice and a by-law were completed at that time.

Vision 2050 - Strategic Plan Alignment:

Strategic Plan Priority: Prosperous City – Supporting initiatives that increase competitive economic advantages for current and new businesses and their employees.

Previous Report/Authority:

EDT-14-042 – Declaring Industrial Lands Surplus

Closed Session Report CS-26-065

Background:

The City has received a request from Brad Duncan regarding the potential purchase of a 4-acre parcel of land in the Employment Area. The lands have frontage and access from 23rd Street East (see the Attachment). The subject property is part of a larger 7.31-acre parcel owned by the City.

The lands have frontage on 23rd Street East, which is an open street. To the west, is the Kenny Drain and further west are lands previously sold by the City that contain the Enbridge Gas office (formerly Union Gas). The lands to the south contain a variety of employment uses. Immediately east of the parcel is a planned municipal local road (18th Avenue East) and further east are vacant lands designated Employment.

The Official Plan (2021) designates the property 'Employment', and the lands are zoned 'General Industrial' (M1) in the City's Zoning By-law 2010-078, as amended. The recently approved Official Plan (OPA 14, 2026) designates the property 'Flexible Employment', and the lands are zoned 'General Industrial' (M1) in the approved Zoning By-law (ZBA No. 57) although these policies are not yet in force and effect.

The Official Plan describes Employment lands as intended for manufacturing, assembly, fabricating, processing, packaging, printing, warehousing as well as the storage of goods and materials, contemplating a wide range of employment and business uses. The M1 (General Industrial) Zone permits a wide range of uses, including light industrial, indoor storage, transportation depot, etc.

Council had directed that staff undertake an environmental analysis of the subject lands to understand the environmental condition of the site. A Phase 1 and Phase 2 Environmental Site Assessment were completed in 2024 by GEI.

The City's Land Sale By-law prescribes a certain process be followed in the sale of lands:

- Notice was provided in 2014.
- Lands were declared surplus by By-law No. 2014-171.

- A survey is available for the entire parcel; however, an updated survey has been requested for the 4-acre parcel.

Analysis and Options:

Based on direction provided to staff, the City solicitor has prepared an Agreement of Purchase and Sale (APS) for these lands. The table below summarizes the conditions and terms of this sale:

Provision	**Comment for Offer**
City Legal Fees	The City's legal fees will be collected in addition to the value of the lands as part of the APS.
Size of Parcel	A 4-acre area will be surveyed, excluding the Hazard lands to the west. The hazard lands will be retained by the City. The cost of the revised survey will be added to the land sale cost.
Irrevocability	August 7, 2026*
Due Diligence	August 21, 2026*
Closing Date	September 10, 2026*
Price	Lands valued at $138,000
Buyer	Brad Duncan
Proposed Use	Light Industrial – indoor storage for excavation business. Based on the information provided, the proposed use is consistent with the Employment designation in the Official Plan and permitted by zoning. The lands would be subject to the City's normal development approvals process, which is not assumed by the sale.
Zoning – M1 (General Industrial)	Indoor storage is a permitted use. Outdoor storage is not permitted. Service use and light industrial are permitted.
Other Clauses	The City's Land Sale By-law requires that the vendor pay for all costs associated with the sale. The City has requested an updated survey. This cost will be added to any sale price.

	The City will clarify what municipal servicing is currently available in the 23rd Street East right of way. The offer acknowledges that the costs of extending services are the buyer's costs. 300 mm diameter watermain. 250 mm diameter sanitary. Paved road with ditch cross section. It should be noted that a capital contribution from this developer toward the future 18th Avenue East road allowance and servicing will be required as part of the development approval process and will be noted in the APS. The City normally requests a buy back. This offer provides that if after 18 months, if construction has not commenced, the City has the right to repurchase from 18 months to 3 years at the same price.
Environmental	The lands were used historically by the City's Public Works Division for excess soils and waste materials including concrete and other excavated materials from roads/public works projects. The City has Phase 1 and 2 Environmental Site Assessments for the subject lands. The environmental reports will be disclosed through the APS. The lands will be sold "as is". In consultation with the City Solicitor, a condition will be included in the APS to allow time for the purchaser to review the environmental report and condition. There will also be a clause ensuring that the purchaser acknowledges that the site will need to be developed in accordance with the requirements of the *Environmental Protection Act*.

*Dates may be adjusted by the City solicitor, as reasonable.

Resource Alignment:

Financial Resources

The lands were valued at $34,500 per acre for a total of $138,000. As noted, the buyer will be required to pay the survey costs as well as the City's legal costs in addition to the sale price.

As noted, it will be highlighted that the City anticipates a capital contribution for the future 18th Avenue East right of way and servicing through the development process to avoid any disagreement regarding this matter within the development approvals process.

The revenue from the sale will be placed in the City's land sale reserve.

Human Resources

Staff time from the Director of Community Services, City Clerk, Development Team, and the City's Solicitor are required to support the sale and closing.

Time and Scheduling

The sale is scheduled to close September 10.

Technology and Infrastructure

N/A.

Climate and Environmental Impacts:

The recommendation supports both the City's Corporate Climate Change Adaptation Plan and the City's Climate Mitigation Plan.

The development will be required to meet the policies and requirements of the City's Official Plan and will be on full urban services and will address matters such as landscaping, stormwater, etc. as part of the development approvals process.

Communication and Engagement:

Notice was provided in accordance with the City's Land Sale By-law, and the lands were declared surplus by By-law No. 2014-171.

Report Developed in Consultation With:

City Clerk, City Solicitor Jill Sampson, and GEI Engineering.

Attachments:

Location of Lands Proposed for Sale

Submission approved by:
Tim Simmonds, City Manager

For more information on this report, please contact Pamela Coulter, Director of Community Services at pcoulter@owensound.ca or 519-376-4440 ext. 1252.

Location of Lands Proposed for Sale



Staff Report

Report To: City Council

Report From: Margaret Potter, Senior Planner

Meeting Date: July 27, 2026

Report Code: CS-26-071

Subject: Request to Remove a One-Foot Reserve – 1389 16th Street East (Seasons)

Recommendations:

THAT in consideration of Staff Report CS-26-071 respecting the removal of a one-foot reserve from 1389 16th Street East (Seasons), City Council directs staff to bring forward a by-law to dedicate as a public highway:

1. All of Part 24 on Plan 16R-6702; and
2. That portion of Part 25 on Plan 16R-6702 that directly abuts 1389 16th Avenue East being both Part 33 on Plan 16R-6702 and Part 2 on Plan 16R-8893.

Highlights:

- Parts 24 and 25 on Plan 16R-6702 are 0.3 metre parcels that run parallel to 16th Avenue East from the northeast corner of 10th Street East across the frontage of the vacant property, Seasons Retirement Home, and the Grey Bruce Pet Hospital.
- The purpose of a 0.3 metre reserve is for the purposes of restricting access (driveway locations) as well as to ensure development does not occur without appropriate capital contributions to required servicing (e.g. frontage fees).
- Both Seasons Retirement Home and Grey Bruce Pet Hospital are subject of existing site plan approvals with site plan agreements, and their capital cost recovery contributions have been paid.

- It is recommended that the 0.3 metre reserves being Part 24 and that portion of Part 25 fronting Seasons Retirement Home be removed and that the portion of Part 25 fronting the vacant property remain as a 0.3 metre reserve.

Vision 2050 - Strategic Plan Alignment:

Strategic Plan Priority: City Building – Enhancing urban development, planning and place-making processes to create places and spaces that contribute to complete communities for existing residents, future residents and tourists.

Previous Report/Authority:

Municipal Act, 2001, S.O. 2001, c. 25

Planning Act, R.S.O. 1990, c. P.13

Background

In 1997, lands on the south side of 16th Street East on the east side of what is now 16th Avenue East were proposed for development and underwent a series of *Planning Act* applications. Several parts of Plan 16R-6702 were transferred to the City (Inst. 0380353) to fulfill conditions of severance for lands that now contain Canadian Tire. These parts provided for future stormwater management facilities, access thereto, and future roads, including:

- Part 1 on Plan 16R-6702 was dedicated as part of 16th Avenue East through By-law No. 2000-008 (Inst. 0418120). This is the section of 16th Avenue East between 10th Street East and 16th Street East
- Parts 24 and 25 on Plan 16R-6702 are 0.3-metre-wide parcels that run parallel to 16th Avenue East:
    - Part 24 abuts Grey Bruce Pet Hospital.
    - Part 25 abuts the stormwater pond outlet, Seasons Retirement Home, and the vacant parcel at the northeast corner of 10th Street East.

Parts 24 and 25 are illustrated (not to scale) in green and blue respectively on Schedule 'B' attached hereto.

In accordance with the Official Plan in place for this area at the time (By-law No. 1991-021), Holding provisions were to ensure that prior to significant development, the necessary municipal services are available and controls to manage the development are in place. The City had "front-ended" the installation of services along 16th Avenue East and lands fronting 16th Avenue East were placed in a Holding zone to allow the City to collect a portion of the costs relating to these services. In addition to the Holding provision through zoning, a 0.3 metre reserve was also put in place.

Since the construction of 16th Avenue East between 10th Street East and 16th Street East, development has proceeded in the area.

Three properties are impacted by the 0.3 metre reserve in place as Parts 24 and 25 on Plan 16R-6702:

Northeast Corner of 10th Street East and 16th Avenue East - Vacant Parcel

The Holding provision was removed from these lands at the same time that it was removed from the Seasons property (By-law No. 2006-109). The staff report (April 2006) for the removal of the Holding provision recognizes that the Holding zone was placed to allow the City to collect costs relating to the 16th Avenue East services and that the City also has a 0.3 metre reserve in place. The staff report notes the cost in 2006 dollars owing based on the frontage of the property and indicates that it would be paid prior to a building permit being issued. The staff report (May 2006) for the consent to sever the Seasons property from this property similarly identifies the capital costs to be recovered but conditions of consent apply only to the severed parcel.

There is no information in the file that the required capital cost recovery for 16th Avenue East services installed by the City have been paid for this vacant parcel (the retained lands in 2006).

Seasons – 1389 16th Avenue East

In 2006, the City approved a number of applications which provided for the development of Seasons Retirement Home at 1389 16th Avenue East, including a consent to create the lot (B04-2006), removal of the Holding provision (By-law No. 2006-109), a minor variance for height (A12-2006), and Site Plan Approval (ST2004-004).

A condition of the Site Plan approval required capital cost recovery for services installed by the City to be paid prior to the issuance of a building permit. Records show that $97,257.18 was paid (representing $797.19/metre over 122 metres of frontage for the Seasons property only).

It is worth noting for future reference that the final frontage cost applied to Seasons was less than noted in the Holding removal and consent reports because Seasons constructed the sidewalk in front of their property as a condition of site plan approval rather than it being included in the frontage charge.

In 2014, after following the necessary process (CS-14-052), the City sold a parcel of land to Seasons and Seasons obtained staff delegated conditional site plan approval (CS-14-152) for the expansion of their parking lot. The lands have since been merged on title. The parking lot expansion has not yet been fully completed.

Entrances to the site were established through Site Plan Approval.

The City holds $10,000 in securities in accordance with the Site Plan Agreement.

The Seasons property is comprised of both Part 33 on Plan 16R-6702 (attached as Schedule 'A', and Part 1 on Plan 16R-8893 (attached as Schedule 'C').

Grey Bruce Pet Hospital – 1393 16th Avenue East

The Holding provision was removed from this property in 2004 (By-law No. 2004-142).

In 2020, the City approved a Site Plan providing for the development of the Grey Bruce Pet Hospital (ST2020-008).

Entrances to the site were established through Site Plan Approval.

As a condition of Site Plan Approval, capital cost recovery charges were paid ($32,951.34).

The City holds $5,000 in securities in accordance with the Site Plan Agreement.

The Grey Bruce Pet Hospital is comprised of Part 9 on Plan 16R-6702 (attached as Schedule 'A').

Purpose of this Report

While the 0.3 metre reserve (aka 1 foot reserve) was acknowledged during previous *Planning Act* processes, the reserves were not removed.

Seasons Retirement Communities is working to resolve issues with title to the lands and requested that the 0.3 metre reserve be removed as it technically blocks legal access and is considered an encumbrance to financing or future sale of the property.

Furthermore, Part 24 could present the same technical issue for the veterinary clinic.

The purpose of this report is to assess whether it is desirable to remove the 0.3 metre reserves known as Parts 24 and 25 on Plan 16R-6702 abutting 16th Avenue East.

Analysis and Options:

City Planning and Heritage Division and Engineering Services Division have considered the dedication of Parts 24 and 25 on Plan 16R-6702 as a public highway, which would remove the reserve.

The following have been considered:

- A 0.3 metre reserve may be required for the purposes of restricting accesses (driveway locations) as well as to ensure that development does not occur without appropriate contributions being made to servicing (e.g. frontage fees).
- Part 24 on Plan 16R-6702 abuts Grey Bruce Pet Hospital. Accesses have been established through site plan approval and capital costs recovered prior to building permit issued.
    - Staff have no objection to the dedication of all of Part 24 as a public highway.
- Part 25 on Plan 16R-6702 abuts two properties:
    - Seasons Retirement Home has been subject to site plan approval establishing appropriate site accesses and capital costs have been recovered prior to building permit issuance.
        - Staff have no objection to the dedication of that portion of Part 25 abutting Seasons Retirement Home to be dedicated as a public highway.

The intent of the use of the 0.3 metre (1 foot) reserve has been met for the above noted properties and staff recommend a by-law to remove the reserve and add these lands to the public street.

- Vacant lands at the northeast corner of 10th Street East and 16th Avenue East have not been subject of site plan approval and there is no record of capital costs having been paid.
  - The sidewalk has been constructed across this property.
  - In 2006 dollars, the capital cost recovery was identified as $818.18 x 68 metres of frontage = $55,636.24.
  - Staff recommend that the portion of Part 25 abutting this property remain as a 0.3 metre reserve.

Resource Alignment:

Financial Resources

Dedicating only part of Part 25 may require a new reference plan identifying only the applicable portion of Part 25 as an additional part.

Human Resources

This process is estimated to consume a minor amount of staff time and can therefore be accommodated within the existing work plan.

Time and Scheduling

The dedication is to be executed immediately upon approval.

Technology and Infrastructure

Upon registration of the reference plan, it will be shared with the Geomatics Specialist and Engineering Services Division.

Climate and Environmental Impacts:

There are no anticipated climate or environmental impacts.

Communication and Engagement:

This report has been posted to the City's website with the agenda in advance of the meeting.

Report Developed in Consultation With:

Engineering Services Division staff and external legal counsel.

Attachments:

Schedule A - Registered Plan 16R-6702

Schedule B – Illustrative Overlay 16R-6702

Schedule C – Registered Plan 16R-8893

Reviewed by:
Sabine Robart, MCIP, RPP, Manager of Planning & Heritage
Pamela Coulter, BA, RPP, Director of Community Services

Submission approved by:
Tim Simmonds, City Manager

For more information on this report, please contact Margaret Potter, Senior Planner at mpotter@owensound.ca or 519-376-4440 ext. 1250.

METRIC

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

SCHEDULE

PART	LOT	RANGE	INSTRUMENT NUMBER	AREA
PART 1	PART OF LOT 6	5	Inst.# 126810	1.04 Ha.
PART 2	PART OF LOT 6	5	Inst.# 126810 Inst.# 135481	1.29 Ha.
PART 3	PART OF LOT 6	5	Inst.# 128409	0.99 Ha.
PART 4	PART OF LOT 6	5	Inst.# 128409	0.08 Ha.
PART 5	PART OF LOT 6	5	Inst.# 128409	0.06 Ha.
PART 6	PART OF LOT 6	5	Inst.# 128409	0.22 Ha.
PART 7	PART OF LOT 6	5	Inst.# 128409	0.33 Ha.
PART 8	PART OF LOT 6	5	Inst.# 128409	0.86 Ha.
PART 9	PART OF LOT 6	5	Inst.# 126810	0.20 Ha.
PART 10	PART OF LOT 6	5	Inst.# 128409	0.04 Ha.
PART 11	PART OF LOT 6	5	Inst.# 126810	1.35 Ha.
PART 12	PART OF LOT 6	5	Inst.# 128409	0.53 Ha.
PART 13	PART OF LOT 6	5	Inst.# 126810	0.00 Ha.
PART 14	PART OF LOT 6	5	Inst.# 128409	0.35 Ha.
PART 15	PART OF LOT 6	5	Inst.# 128409	0.53 Ha.
PART 16	PART OF LOT 6	5	Inst.# 126810 Inst.# 135481	0.01 Ha. 0.04 Ha.
PART 17	PART OF LOT 6	5	Inst.# 128409	0.03 Ha.
PART 18	PART OF LOT 6	5	Inst.# 128409	23 m.2
PART 19	PART OF LOT 6	5	Inst.# 128409	23 m.2
PART 20	PART OF LOT 6	5	Inst.# 128409	23 m.2
PART 21	PART OF LOT 6	5	Inst.# 128409	0.02 Ha.
PART 22	PART OF LOT 6	5	Inst.# 126810	21 m.2
PART 23	PART OF LOT 6	5	Inst.# 126810	0.01 Ha.
PART 24	PART OF LOT 6	5	Inst.# 126810	8 m.2
PART 25	PART OF LOT 6	5	Inst.# 126810	61 m.2
PART 26	PART OF LOT 6	5	Inst.# 126810	8 m.2
PART 27	PART OF LOT 6	5	Inst.# 126810	17 m.2
PART 28	PART OF LOT 6	5	Inst.# 126810	15 m.2
PART 29	PART OF LOT 6	5	Inst.# 128409	45 m.2
PART 30	PART OF LOT 6	5	Inst.# 128409	42 m.2
PART 31	PART OF LOT 6	5	Inst.# 128409	10 m.2
PART 32	PART OF LOT 6	5	Inst.# 128409	2 m.2
PART 33	PART OF LOT 6	5	Inst.# 126810 Inst.# 128409	0.09 Ha. 0.13 Ha.
PART 34	PART OF LOT 6	5	Inst.# 128409	0.05 Ha.
PART 35	PART OF LOT 6	5	Inst.# 128409	0.13 Ha.

I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE REGISTRY ACT.

DATE: March 26/97

R.A. Fligg

ROBERT A. FLIGG
ONTARIO LAND SURVEYOR

PLAN 16R-6702

RECEIVED AND DEPOSITED

DATE: 97/05/27

PAUL NIXON

LAND REGISTRAR
FOR THE LAND REGISTRY DIVISION OF GREY (No.16)

19-3
Page 262 of 391

THE KING'S HIGHWAY No. 26

ORIGINAL LIMIT OF ROAD ALLOWANCE BETWEEN RANGES 5 AND 6

LOT WIDENING BY INSTRUMENT #259634 REGISTERED PLAN 479

PLAN OF SURVEY OF
PART OF PARK LOT 6
RANGE 5
EAST OF THE GARAFRAXA ROAD
CITY OF OWEN SOUND
COUNTY OF GREY

R. A. FLIGG SURVEYING LTD.
1997

SCALE 1:750 metric

LEGEND

- ■ Denotes Survey Monument Found
- □ Denotes Survey Monument Planted
- SIB Denotes Standard Iron Bar
- SSIB Denotes Short Standard Iron Bar
- IB Denotes Iron Bar
- (H&W) Denotes Hewett & Milne Ltd., O.L.S.
- (P) Denotes Plan 16R-2521
- (P2) Denotes Plan 16R-3162
- (P3) Denotes Plan 16R-5510
- FP Denotes Fence Post
- (ZUMO) Denotes Zubek, Emo and Patten Ltd., O.L.S.
- (DPW) Denotes Department of Public Works
- (Wit) Denotes Witness

DETAIL A
Not to Scale

DETAIL B
Not to Scale

DETAIL C
Not to Scale

DETAIL D
Not to Scale

DETAIL E
Not to Scale

DETAIL F
Not to Scale

BEARING NOTE:

BEARINGS ARE ASTRONOMIC AND DERIVED FROM THE SOUTHERLY LIMIT OF THE KING'S HIGHWAY No. 26 AS WIDENED BY DEPOSITED PLAN 479 HAVING A BEARING OF N80°54'00"E, NOTED HEREON AS REFERENCE BEARING

SURVEYOR'S CERTIFICATE

I CERTIFY THAT :

1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYOR'S ACT AND THE REGISTRY ACT AND THE REGULATIONS MADE THERUNDER;
2. THE SURVEY WAS COMPLETED ON THE 26th DAY OF MARCH, 1997.

March 26/97
DATE

R.A. Fligg
ROBERT A. FLIGG
ONTARIO LAND SURVEYOR

R. A. FLIGG SURVEYING LTD.
LAND SURVEYING AND MAPPING
7 ELDERFIELD CRES., ETOBICOKE, ONTARIO
M9C 3K6 (416) 626-1860

DATE: March 10, 1997 | SCALE: 1:750 | JOB NUMBER 970203R

Schedule B – Illustrative Overlay 16R-6702



E-61

I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE REGISTRY ACT.

DATE JUNE 7th 2006

Neil C. Milne

NEIL C. MILNE, O.L.S.

PLAN 16R-8893
RECEIVED AND DEPOSITED
DATE 2006/06/07
C.W. Whitmore-Caldwell ASST.
DEPUTY LAND REGISTRAR FOR THE REGISTRY DIVISION OF GREY(No.16)

SCHEDULE OF PARTS

PART	DESCRIPTION	INST. No.
1	PART OF PARK LOT 6, RANGE 5 EAST OF THE GARAFRAXA ROAD	PART OF 497757
2	PART OF PARK LOT 6, RANGE 5 EAST OF THE GARAFRAXA ROAD	PART OF 497757

PLAN OF SURVEY
OF PART OF
PARK LOT 6
RANGE 5
EAST OF THE GARAFRAXA ROAD
CITY OF OWEN SOUND
COUNTY OF GREY

HEWETT AND MILNE LIMITED

SCALE – 1 : 500

0 10 30 50

DEPOSITED PLAN No. 479

PART 22 | PART 16

PART 2
16R--6702

PART 3

PART 6

IB 1555

168.974

(16R-6702 & SET)
N80°53'30"E 74.210

SSIB 1555

PART 24
INST. 380353

27.000

PART 9
INST. 497757

(16R-6702 & SET) 39.000

N9°36'00"W

IB 1555

SSIB 1555 DISTURBED & RESET

12.000 (16R-6702 & SET)

PART 33
INST. 380353

N80°53'30"E 74.007
(16R-6702 & MEAS.)

IB

ROAD

PART 8
INST. 380353

N

LEGEND

■	DENOTES SURVEY MONUMENT FOUND
□	DENOTES SURVEY MONUMENT SET
SIB	DENOTES STANDARD IRON BAR
SSIB	DENOTES SHORT STANDARD IRON BAR
IB	DENOTES IRON BAR
RIB	DENOTES ROUND IRON BAR
H&M	DENOTES HEWETT AND MILNE LTD., O.L.S.
DPW	DENOTES DEPARTMENT OF PUBLIC WORKS OF ONTARIO
1555	DENOTES R.A. FLIGG, O.L.S.
WIT	DENOTES WITNESS
P1	DENOTES PLAN 16R-6702

NOTE
BEARINGS ARE ASTRONOMIC, DERIVED FROM THE EAST LIMIT OF 16th AVENUE EAST, AS SHOWN ON REFERENCE PLAN 16R-6702, SAID LIMIT HAVING A BEARING OF N9°36'00"W.

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

200.050 (16R-6702 & SET)

5 PART 3, 16R-7765

EAST

398.670(16R-6702)
398.588 MEAS.
REFERENCE BEARING

122.000

PARK LOT

PART 2

INST. 497757

GARAFRAXA

PART 11

THE

PART 2

IB 0.08 WIT.

122.0

0.080

N80°53'30"E 73.373

PART 1

39.050
38.050

INSERT NOT TO SCALE

Tree On Corner

SSIB

N80°53'30"E 73.373

IB 0.08 WIT.

INSERT NOT TO SCALE

INST. 497757

(16R-6702 & SET) 200.050

PART 1

39.050
38.050

199.050 (16R-6702 & MEAS.) N9°18'15"W

1.00 (P1 & SET)

SSIB 1555 WIT.

PART 29

N34°23'45"E 15.58(16R-6702)
N32°42'40"E
15.486MEAS.

PART 27

PART 13

SSIB 1555 WIT.

N34°23'45"E 15.58(16R-6702)
N32°42'40"E
15.486MEAS.

SSIB

PART 29
INST. 380353

199.050 (16R-6702 & MEAS.)

INST. 380353

N9°18'15"W 96.404

PART 35

18TH AVENUE
BY-LAW No. 2001-073, REGISTERED AS INST. No. 433931
EAST

16TH AVENUE
BY-LAW No. 2000-008, INST. No. 418120
EAST

LOT

PART 2

PART 1, 16R-6702

N9°36'00"W

180.614 MEAS. 180.70(16R-6702/16R-7292)

PARK

PART 2

PART 1

58.614

PART 25
INST. 380353

INST. 380343
PART 1

PART 6
INST. 415717

SSIB

10.0 (16R-7292)

N54°29'45"W 14.170

SSIB

SSIB

RANGE

(16R-6702 & SET)
RAD 58.57 ARC 47.24
CH 45.97 N57°30'30"E

INST. 380353
PART 27

PART 13

5

16R-6702

LOT CORNER

SIB DPW

PART 26

26.0 (16R-6702 & SET)

10.0 (16R-7292 & SET)

10.0 (16R-7292 & SET)

INST. 380353
PART 28

RANGE

N80°38'40"E
N80°36'30"E

205.063 MEAS.
205.13(16R-7292/16R-6702)

4

SIB DPW

PART 5, 16R--7292

PART 29

PART 28

PART 27

PART 26

16R-6747

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE REGISTRY ACT AND THE REGULATIONS MADE UNDER THEM.
2. THE SURVEY WAS COMPLETED ON THE 16th DAY OF MAY 2006.

JUNE 7th 2006.

Neil C. Milne
NEIL C. MILNE,
ONTARIO LAND SURVEYOR

HEWETT AND MILNE LIMITED
ONTARIO LAND SURVEYORS
302, 8th STREET EAST,
OWEN SOUND, ONTARIO
P. O. BOX 112, N4K 5P1
TEL. 519-376-5528
FAX 519-376-5534
EMAIL : handm@bmts.com

DRAWN BY	FILE #	FILE LOCATION
D.H	06-109	

Staff Report

Report To: City Council

Report From: Briana Bloomfield, City Clerk

Meeting Date: July 27, 2026

Report Code: CR-26-077

Subject: Updates - Integrity Commissioner and 2027 Council and Committee Meeting Calendar

Recommendations:

THAT in consideration of Staff Report CR-26-077 respecting updates on the integrity commissioner and 2027 Council and Committee meeting calendar, City Council receives the report for information purposes.

Highlights:

- Grey County Clerks are undertaking a joint recruitment for a new integrity commissioner with a report coming back to Council in September.
- Updates are being made to the 2027 Council and Committee Meeting Calendar which will be posted to the City's website.
- Election candidates will be notified of the calendar updates.

Vision 2050 - Strategic Plan Alignment:

Strategic Plan Priority: The recommendation contributes to core service delivery or a corporate initiative that enables service delivery for one or more strategic priorities.

Previous Report/Authority:

Municipal Act, 2001

Municipal Conflict of Interest Act

Procedural By-law

Report CR-26-031 – 2027 Committee Structure and Calendar

Background:

Integrity Commissioner Update

The *Municipal Act* requires that each municipality appoint an integrity commissioner (IC). The City's current IC is Principles *Integrity*. Notice was provided to the City that Principles *Integrity* will no longer be offering IC services beginning in January 2027.

2027 Council and Committee Meeting Calendar Update

City Council approved the 2027 Council and Committee Meeting Calendar on April 13, 2026. Since approving the calendar, new information has come available and the calendar needs to be updated.

The Procedural By-law provides that in the event a meeting date, time or location changes following the adoption by Council of the schedule of regular meetings, the City will provide notice to members and the public through a post on the City's website, in addition to notice provided in the agenda for the meeting.

Analysis and Options:

Integrity Commissioner Update

After notice of termination was received, Clerks and CAO staff from the member municipalities across Grey County met and expressed interest in continuing the practice of most or all municipalities across Grey County using the same IC. Previously, having a consistent code of conduct was a benefit for Council members serving on their local Council and County Council. With the approval of Bill 9, *Municipal Accountability Act*, *2026*, the Lieutenant Governor in Council may make regulations prescribing a code of conduct that all municipalities in Ontario will be subject to which means all municipalities in Ontario may be subject to the same code of conduct. Benefits of coordinating with Grey County include a consistent approach to responding to complaints, potential costs savings, and efficiencies with recruitment and training.

Grey County is leading a joint process with participating municipalities for bringing a new IC on board. Similar to what was done in 2017 with the recruitment of the current IC, this process will be treated as a recruitment process rather than a procurement process in order to recognize the importance of retaining an IC who will be the right fit for the municipality, rather than a result of scoring through a procurement process.

One staff member from each participating municipality will be an active participant in the recruitment and recommendation of the next IC. Staff hope to bring a report and by-law to Council in September to have the new IC appointed in time for orientation with the new Council.

2027 Council and Committee Meeting Calendar Update

Municipal Conferences

Since the drafting of the calendar, some municipal conference dates have been released. The revised calendar notes the dates in the legend and they are as follows:

- Association of Municipal Clerks and Treasurers of Ontario (AMCTO) is June 13-16.
- Association of Municipalities of Ontario (AMO) is August 20-23.
- Ontario Good Roads Association (OGRA) is April 4-7.
- Ontario Small Urban Municipalities (OSUM) is still unknown.
- Rural Ontario Municipal Association (ROMA) is still unknown.

Once OSUM and ROMA dates are released, the calendar will be updated accordingly.

Rearranging of Meeting Dates

The revisions to the Council and Committee meeting schedule are intended to accommodate key organizational commitments and scheduling considerations. Adjusting the meeting dates will help balance organizational priorities while ensuring Council can continue to effectively address municipal business.

The revised calendar is attached to the report and the changes are as follows:

- Committee of Adjustment meeting moved from June 15 to June 22.
- Regular Council Meeting on June 14 removed.

- Regular Council Meeting and Meeting with Police Board moved from June 28 to June 21.
- Special Council meeting on November 1 moved to December 3.
- Regular Council Meeting and Meeting with Police Board moved from November 15 to November 8.
- Regular Council Meeting on November 29 moved to November 22.

Removing one Regular Council meeting from the calendar is not expected to impact Council's ability to conduct its business. The remaining Council and Committee meetings, together with special meetings, if required, provide sufficient opportunity to address all governance and operational matters.

2027 Budget Dates

Early in the new Council term, staff will meet with the Mayor to determine whether the Mayor will or will not propose the 2027 budget. Once that has been determined, a report will be presented to Council outlining timelines and any requests for shortening amendment windows.

Either way, staff intend on the budget being reviewed at the February 2, 2027 Resilient Community Advisory Committee meeting, with the final budget being presented at the February 22 Regular Council meeting. The multi-year capital budget will be reviewed at the July 6 Resilient Community Advisory Committee meeting.

The Special Council meetings scheduled throughout 2027 are planned to be used for strategic planning and continuing education.

Resource Alignment:

Financial Resources

There are no financial implications for the recruitment of a new integrity commissioner or for the calendar updates.

Human Resources

The City Clerk will be participating in the recruitment of the new integrity commissioner. It is anticipated that 10 hours will be spent on recruitment and reports to Council.

Time and Scheduling

The intention is to have the new integrity commissioner in place for orientation in the fall.

Technology and Infrastructure

N/A.

Climate and Environmental Impacts:

There are no anticipated climate or environmental impacts.

Communication and Engagement:

The next staff report will provide further information on the proposed new integrity commissioner.

The revised calendar will be posted to the City's website and election candidates will be notified of the change.

Report Developed in Consultation With:

Strategic Leadership Team, Deputy Clerk, and Committee and Executive Support Coordinator

Attachments:

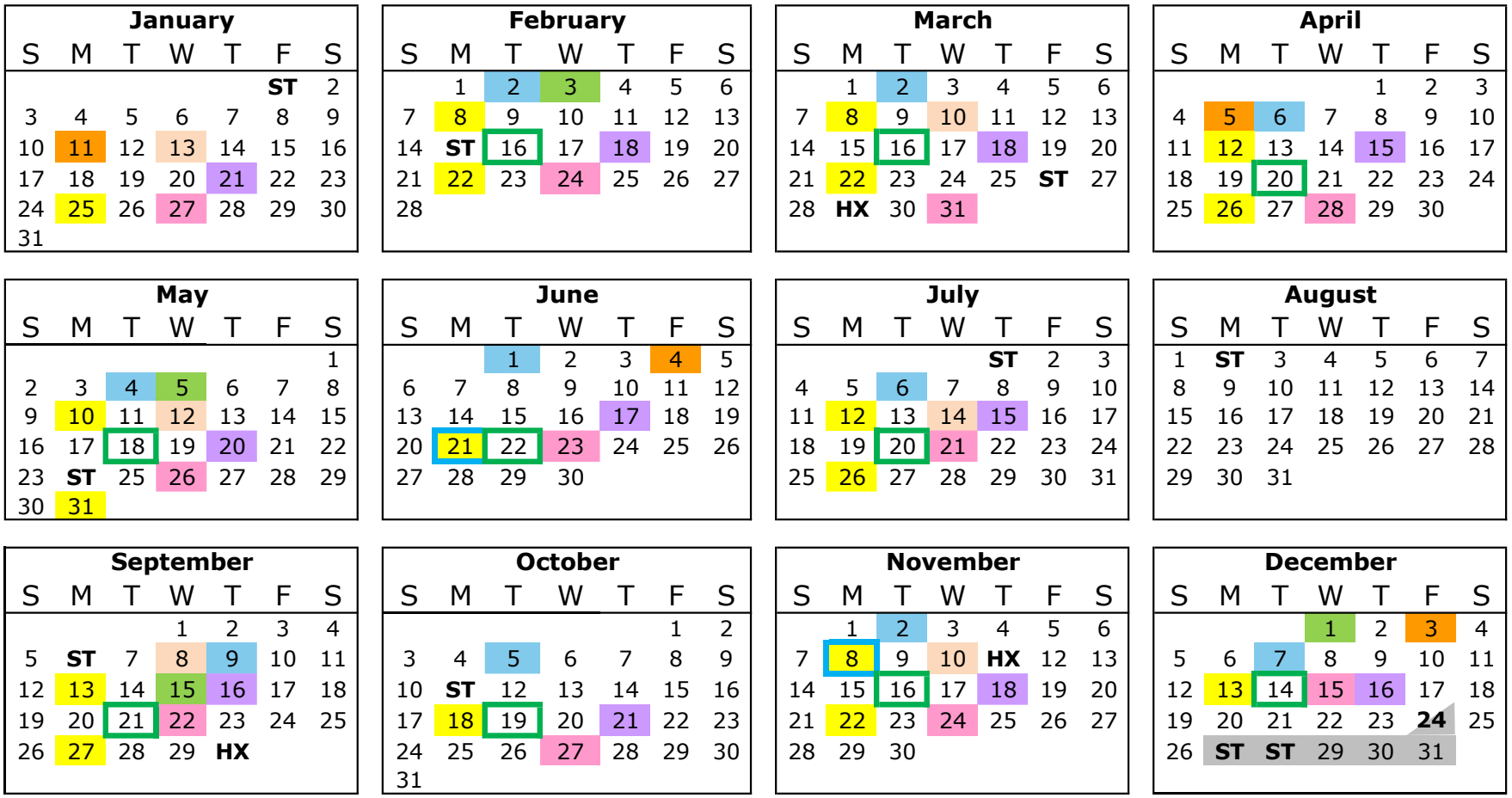
Revised 2027 Council and Committee Meeting Calendar

Reviewed by:
Kate Allan, Director of Corporate Services

Submission approved by:
Tim Simmonds, City Manager

For more information on this report, please contact Briana Bloomfield, City Clerk at bbloomfield@owensound.ca or 519-376-1440 ext. 1247.

2027 Council and Committee Meeting Calendar



Regular Council - 5:30pm

Special Council - Daytime

Meeting with Police Board - 3:00 p.m.

River District Board of Management 5:30pm

Committee of Adjustment 3:00pm

Resilient Community Advisory Committee 9:00 am

Sustainable Community Advisory Committee 5:30 pm

Vibrant Community Advisory Committee 5:30 pm

Tom Thomson Art Gallery Advisory Committee 2:00 pm

Office Holiday Closure

ST - Statutory Holiday; **HX** - Other Holiday

GCJAAC - Thursdays, quarterly - 2:00 p.m.

ROMA Jan XX-XX **OGRA** Apr 04-07 **OSUM** Apr XX-May XX **FCM** Jun 10-13 **AMCTO** Jun 13-16 **AMO** Aug 20-23

GSCA - 4th Wednesday, monthly - 1:15 p.m. **OSNGUPL** - Last Thursday, Jan-Jun and Sept-Nov - 6:00 p.m.

OSHC - 3rd Tuesday, monthly - 9:00 a.m. **OSPS** - 4th Wednesday, monthly - 9:00 a.m.

Staff Report

Report To: City Council

Report From: Jason Hoffman, Manager of Corporate Services

Meeting Date: July 27, 2026

Report Code: CR-26-074

Subject: Approval of 2027-2031 Multi-Year Capital Plan

Recommendations:

THAT in consideration of Staff Report CR-26-074 respecting the approval of the 2027-2031 Multi-Year Capital Plan, City Council:

1. Approves the projects funded within the 2027-2031 Multi-Year Capital Plan; and
2. Directs staff to bring forward a further update to the 2027-2031 Multi-Year Capital Plan for subsequent approval in December 2026.

Highlights:

- The Multi-Year Capital Plan is comprehensively reviewed by City Council on a bi-annual basis to manage municipal investments across a rolling five-year horizon.
- The 2027-2031 plan encompasses $69.4 million in fully funded capital projects to support community infrastructure, and $37.2 million in unfunded capital.
- Project financing is drawn from multiple revenue streams, including $21 million from the tax-supported operating budget, $23 million from water and wastewater rates, and the remaining $25.3 million from reserves, grants, donations, development charges, and debentures.

Vision 2050 - Strategic Plan Alignment:

Strategic Plan Priority: The recommendation contributes to core service delivery or a corporate initiative that enables service delivery for one or more strategic priorities.

Previous Report/Authority:

June 23, 2026, Special Council Meeting: Presentation from the Director of Corporate Services, Manager of Corporate Services, and Capital Asset and Risk Management Coordinator Re: Multi-Year Capital Plan Update 2027-2031

Background:

City Council reviews the Multi-Year Capital Plan twice a year to ensure ongoing oversight and adaptability.

- **June Comprehensive Review:** Council evaluates the proposed five-year plan, provides feedback, and reviews any modifications made since the last cycle. As with last year, a fifth year of projects and budget allocations is added to the forecast for Council's consideration and approval.
- **December Status Update:** Staff provide a progress report detailing any adjustments to active, previously approved capital projects since the summer review.

Adopting the plan means Council is authorizing all funded projects scheduled across the five-year window. Because this process is bi-annual, Council retains continuous opportunities to question, modify, or eliminate projects prior to final approval. Furthermore, unless the City has legally committed to a third-party contract for a project, Council can always re-evaluate and adjust projects during future updates.

Approving the fully funded multi-year plan offers several strategic advantages:

- Shifts focus from year-to-year budgeting to proactive, long-term asset planning;
- Enhances the City's flexibility to adapt to shifting internal or external priorities;
- Optimizes how and when resources are allocated over time;
- Allows staff to adjust project timelines to capture operational efficiencies; and

- Enables early tendering, which often results in financial savings.

Analysis:

Staff presented the 2027-2031 Multi-Year Capital Plan to Council during a Special Council Meeting on June 23, 2026. Arising from that session, Council approved the following amendments, which have now been fully integrated into the updated capital plan model and its accompanying summaries:

Resolution No. S-260623-003

"THAT in consideration of Staff Report CS-26-038 respecting the Nine Bends Trail and Roadway (1st Street West) Condition Update, City Council approves:

1. An allocation of up to $70,000 for engineering analysis and preliminary design from the capital reserve fund; and
2. An additional allocation of up to $10,000 for immediate consultation services from the capital reserve fund.

Please note that this $10,000 allocation is a 2026 budget item intended for immediate use and will not impact the 2027-2031 Multi-Year Capital Plan budget.

Resolution No. S-260623-005

"THAT in consideration of Staff Report OP-26-031 respecting the next steps for the 4th Avenue West Reconstruction (15th Street to 20th Street), City Council directs staff to proceed with the detailed design of Option 1A - Status Quo with Modernization, to support preparation of construction tender documents for issuance in advance of the 2027 construction season."

Resolution No. S-260623-006

"THAT in consideration of the presentation provided on June 23, 2026 from the Director of Corporate Services, Manager of Corporate Services, and Capital Asset and Risk Management Coordinator respecting the 2027-2031 Multi-Year Capital Plan, City Council directs staff to:

1. Proceed with Project CAP-27-0027 being the Greenwood Cemetery Office Accessibility Entrance and Parking Space on the condition that the City receives the Enhancing Access to Spaces for Everyone (EASE) Grant; and

2. Return to Council with Project CAP-27-0027 for consideration should the City not receive the EASE Grant."

Resolution No. S-260623-009

"THAT in consideration of the presentation provided on June 23, 2026 from the Director of Corporate Services, Manager of Corporate Services, and Capital Asset and Risk Management Coordinator respecting the 2027-2031 Multi-Year Capital Plan, City Council directs staff to remove Project CAP-27-0037 being the Julie McArthur Regional Recreation Centre Flagpole from the 2027-2031 Multi-Year Capital Plan."

Resource Alignment:

Financial Resources

The 2027-2031 Multi-Year Capital Plan includes $69.4 million in funded projects. The funding of these projects will be based on $21 million through annual contributions from the tax-supported operating budget, $23 million through water and wastewater rates, and the remaining $25.3 million from reserves, grants, donations, development charges, and debentures.

Human Resources

The preparation, review, and ongoing management of the 2027-2031 Multi-Year Capital Plan requires significant staff time and cross-departmental collaboration. Specifically, the Manager of Corporate Services, the Director of Corporate Services, and the Capital Asset and Risk Management Coordinator dedicate substantial time to developing, modelling, and refining this plan. Additionally, management and staff across various City departments contribute time to identifying, estimating, and prioritizing specific capital needs.

Time and Scheduling

The development of the Multi-Year Capital Plan operates on a bi-annual schedule. The Manager of Corporate Services, Director of Corporate Services, and Capital Asset and Risk Management Coordinator spent considerable time compiling the draft plan and detailed project sheets for the initial presentation at the June 23, 2026, Special Council Meeting, and preparing this final version for the July 27, 2026, Council Meeting. Following Council's approval, these staff members will dedicate additional scheduled time

throughout the fall to review project progress and prepare the required progress report for the upcoming December 2026 status update.

Technology and Infrastructure

N/A.

Climate and Environmental Impacts:

There are no anticipated climate or environmental impacts.

Communication and Engagement:

The draft 2027-2031 Multi-Year Capital Plan, including capital project detail sheets were presented to Council on June 23, 2026. The 2027-2031 Multi-Year Capital Plan will be posted to the City of Owen Sound's Budget and Finance webpage.

Report Developed in Consultation With:

Capital Asset and Risk Management Coordinator

All management and staff boards were involved with developing the capital budget.

Attachments:

2027-2031 Multi-Year Capital Plan Summary Page

Reviewed by:
Kate Allan, Director of Corporate Services

Submission approved by:
Tim Simmonds, City Manager

For more information on this report, please contact Jason Hoffman, Manager of Corporate Services at jhoffman@owensound.ca or 519-376-1440 ext. 1240.

5-Year Capital Plan Summary

Division	Project Number	Start Date	Priority Score	Project Name	Total Project Budget
Art Gallery					
Art Gallery	CAP-29-0001	01-01-2029	31.40	Art Gallery - Design for TTAG/Tourism / OSNGUPL Shared Customer Service Area and Entrance	$500,000
Art Gallery Total					**$500,000**
City Manager					
General Government	CAP-27-0004	01-01-2027	37.50	City Manager - Citizen Satisfaction Survey 2027	$25,000
General Government	CAP-27-0006	01-01-2027	42.50	City Manager - Term of Council Priorities - Strategic Plan (Term)	$15,000
General Government	CAP-28-0005	01-01-2028	50.70	City Manager - Digital Message Signs (JMRRC & Bayshore)	$75,000
River District	CAP-29-0005	01-01-2029	40.10	Downtown - Wayfinding Signage	$50,000
General Government	CAP-30-0007	01-01-2030	37.50	City Manager - Community Engagement, Citizen Satisfaction Survey	$25,000
General Government	CAP-30-0008	01-01-2030	45.00	City Manager - Corporate Website Transformation	$50,000
General Government	CAP-30-0009	01-01-2030	37.70	City Manager - Employee Engagement Initiative	$25,000
General Government	CAP-31-0006	01-01-2031	43.50	City Manager - Strategic Priorities Dashboard	$10,000
General Government	CAP-31-0007	01-01-2031	34.60	City Manager - Term of Council Priorities - Strategic Plan (Term) 2031	$15,000
City Manager Total					**$290,000**
Community Services					
Parks and Green Spaces	CAP-26-0019	01-01-2027	51.10	Parks - Harrison Park Community Hall - Parking Lot and Facility Drainage Improvements	$105,000
Cemetery	CAP-26-0041	01-01-2027	39.20	Greenwood Cemetery - BAO License Update for Columbarium	$50,000
Parks and Green Spaces	CAP-26-0068	01-01-2027	42.30	Parks - Kiwanis Soccer Complex - Entrance Gate/Sign	$30,000
Parks and Green Spaces	CAP-26-0084	01-01-2027	34.80	Parks - Harrison Park - Naturalization of Bird and Waterfowl Area	$37,000
Parks and Green Spaces	CAP-26-0124	01-01-2027	48.90	Parks - Kelso Beach at Nawash Park Main Entrance & Fence	$31,000
Bayshore	CAP-27-0002	01-01-2027	36.10	Bayshore - Arena Bowl Seat Replacement	$650,000
Bayshore	CAP-27-0003	01-01-2027	39.70	Bayshore - Ice Floor Cover	$231,000
Cemetery	CAP-27-0027	01-01-2027	49.80	Greenwood Cemetery - Office Accessibility Entrance and Parking Space	$249,000
Regional Rec Centre (JMRRC)	CAP-27-0036	01-01-2027	27.00	JMRRC - Compressor 2 Replacement	$30,000
Parks and Green Spaces	CAP-27-0048	01-01-2027	19.20	Parks - Harrison Park Workshop Interior Door Replacement	$28,000
Parks and Green Spaces	CAP-27-0049	01-01-2027	40.70	Parks - Kiwanis Soccer Complex - Facility Condition Assessment	$10,000
	CAP-27-0050	01-01-2027	50.90	Playground Replacement - Parkview Park	$246,000
Parks and Green Spaces	CAP-27-0051	01-01-2027	69.30	Parks - Playground Replacement - Design Services	$150,000
Parks and Green Spaces	CAP-27-0052	01-01-2027	51.20	Parks - Tom Williams Park - Backstop and Infield Fencing Upgrade	$90,000
Parks and Green Spaces	CAP-27-XXX	01-01-2027	79.90	The Fortress - Downtown River Precinct	$25,000
Parks and Green Spaces	CAP-27-XXX	01-01-2027	64.70	Harrison Park - West Entry Roadway Replacement	$350,000
Facilities, Other	CAP-26-0018	01-04-2027	21.90	Parks - Harrison Park Bandstand Window and Door Replacement	$10,000
Parks and Green Spaces	CAP-26-0121	01-04-2027	19.40	Parks - Harrison Park Bandstand Ceiling, Facia, Soffit	$20,000
Parks and Green Spaces	28D.10	01-01-2028	40.50	Parks - Pedestrian Bridge Upgrade - East Harbour Boat Launch Bridge (OSIM Structure #26)	$54,000

5-Year Capital Plan Summary

Department	Division	Project Number	Start Date	Priority Score	Project Name	Total Project Budget
Community Services	Parks and Green Spaces	CAP-26-0044	01-01-2028	58.90	Parks - Duncan McLellan - Facility Design and Construction	$740,000
Community Services	Parks and Green Spaces	CAP-26-0069	01-01-2028	38.50	Parks - Pedestrian Bridge Upgrade - HP Rainbow Bridge (OSIM Structure #21)	$80,000
Community Services	Bayshore	CAP-27-0068	01-01-2028	45.50	Bayshore - Roof Section 2, 4, 5 Repair and Restore	$628,000
Community Services	Regional Rec Centre (JMRRC)	CAP-28-0021	01-01-2028	26.70	JMRRC - B.A.S. Control Upgrades	$65,000
Community Services	Regional Rec Centre (JMRRC)	CAP-28-0022	01-01-2028	35.00	JMRRC - Ice Resurfacer Replacement	$130,000
Community Services	Parks and Green Spaces	CAP-28-0024	01-01-2028	26.50	Parks - Harrison Park Camp Laundry Facility Repairs	$25,000
Community Services	Parks and Green Spaces	CAP-28-0027	01-01-2028	59.10	Parks - Kiwanis Soccer Complex - Technical Assessment of Turf Condition and Restoration	$50,000
Community Services	Parks and Green Spaces	CAP-28-0029	01-01-2028	40.50	Parks - Pedestrian Bridge Upgrade - HP North Mile Drive Bridge (OSIM Structure #23)	$113,000
Community Services	Parks and Green Spaces	CAP-28-0030	01-01-2028	40.50	Parks - Pedestrian Bridge Upgrade - HP Pedestrian Bridge (OSIM Structure #22)	$44,000
Community Services	Parks and Green Spaces	CAP-28-0031	01-01-2028	40.50	Parks - Pedestrian Bridge Upgrade - HP South Mile Drive Bridge (OSIM Structure #24)	$97,000
Community Services	Parks and Green Spaces	CAP-28-0032	01-01-2028	40.50	Parks - Pedestrian Bridge Upgrade - Pottawatomi River Bridge (OSIM Structure #06)	$34,000
Community Services	Parks and Green Spaces	CAP-28-0033	01-01-2028	53.50	Parks - Playground Replacement - Alexandra Park Playground	$246,000
Community Services	Parks and Green Spaces	CAP-26-0039	01-01-2029	36.50	Greenwood Cemetery - GIS Plots	$25,000
Community Services	Cemetery	CAP-26-0127	01-01-2029	22.40	Greenwood Cemetery - Natural Burials Landscape Construction	$10,000
Community Services	Cemetery	CAP-29-0040	01-01-2029	30.60	Greenwood Cemetery - Survey Underutilized Areas	$15,000
Community Services	Regional Rec Centre (JMRRC)	CAP-29-0043	01-01-2029	29.40	JMRRC - Floor Scrubber Replacement	$20,000
Community Services	Regional Rec Centre (JMRRC)	CAP-29-0044	01-01-2029	38.00	JMRRC - Plate and Frame Regasket 2	$30,000
Community Services	Regional Rec Centre (JMRRC)	CAP-29-0045	01-01-2029	38.00	JMRRC - Plate and Frame Regasket 3	$30,000
Community Services	Parks and Green Spaces	CAP-29-0049	01-01-2029	43.30	Parks - Centennial Tower - Pathway Upgrade (Parking Lot to Tower Platform)	$145,000
Community Services	Parks and Green Spaces	CAP-29-0051	01-01-2029	61.10	Parks - Harrison Park - Roads, Parking Lots and Pathways Optimization and Prioritization Study	$50,000
Community Services	Parks and Green Spaces	CAP-29-0053	01-01-2029	64.10	Parks - Kiwanis Soccer Complex - Irrigation Network Technical Assessment and Ugrades	$70,000
Community Services	Parks and Green Spaces	CAP-29-0054	01-01-2029	45.90	Parks - Playground Replacement - Westmount Playground	$246,000
Community Services	Parks and Green Spaces	CAP-29-0055	01-01-2029	54.00	Parks - Trail Design and Signage Standards Development	$25,000
Community Services	Bayshore	CAP-30-0001	01-01-2030	31.80	Bayshore - Christie Hare Room Floor Replacement	$40,000
Community Services	Bayshore	CAP-30-0002	01-01-2030	25.40	Bayshore - Ice Resurfacer Room Floor Repairs	$60,000
Community Services	Bayshore	CAP-30-0003	01-01-2030	32.20	Bayshore - Rutherford Hall Floor Replacement	$100,000
Community Services	Bayshore	CAP-30-0004	01-01-2030	23.10	Bayshore - Unit Heater 1, 3 and 8 Replacement	$15,000
Community Services	Bayshore	CAP-30-0005	01-01-2030	45.20	Bayshore - Window and Door Replacement	$30,000
Community Services	Regional Rec Centre (JMRRC)	CAP-30-0025	01-01-2030	35.00	JMRRC - Domestic Hot Water Boiler 1	$70,000
Community Services	Regional Rec Centre (JMRRC)	CAP-30-0026	01-01-2030	35.00	JMRRC - Domestic Hot Water Boiler 2	$70,000
Community Services	Regional Rec Centre (JMRRC)	CAP-30-0027	01-01-2030	36.00	JMRRC - Natural Gas Refueler	$60,000
Community Services	Regional Rec Centre (JMRRC)	CAP-30-0028	01-01-2030	21.80	JMRRC - Roof Sections 3-10 Replacement	$453,000
Community Services	Parks and Green Spaces	CAP-30-0036	01-01-2030	44.20	Parks - Kinsmen Park Bleachers	$20,000

5-Year Capital Plan Summary

Department	Division	Project Number	Start Date	Priority Score	Project Name	Total Project Budget
Community Services	Parks and Green Spaces	CAP-30-0038	01-01-2030	28.80	Parks - St. George's Baseball Diamond - Field Lights Replacement	$50,000
Community Services	Parks and Green Spaces	CAP-30-0039	01-01-2030	54.50	Parks - Trail Design and Signage Standards Implementation	$150,000
Community Services	Parks and Green Spaces	CAP-30-XXX	01-01-2030	50.90	Parks - Playground Replacement - Tot Lot Park	$246,000
Community Services	Bayshore	CAP-31-0001	01-01-2031	39.10	Bayshore - Dressing Room Rubber Floor Replacement	$750,000
Community Services	Bayshore	CAP-31-0002	01-01-2031	25.70	Bayshore - Dressing Room Shower Upgrades	$30,000
Community Services	Bayshore	CAP-31-0003	01-01-2031	27.70	Bayshore - Elevator Modernization	$140,000
Community Services	Bayshore	CAP-31-0004	01-01-2031	28.90	Bayshore - Exterior Brick Repairs/Sealing	$50,000
Community Services	Bayshore	CAP-31-0005	01-01-2031	35.50	Bayshore - RTU Replacement	$204,000
Community Services	Cemetery	CAP-31-0016	01-01-2031	38.10	Greenwood Cemetery - Administration Office Interior Upgrade	$75,000
Community Services	Regional Rec Centre (JMRRC)	CAP-31-0019	01-01-2031	35.10	JMRRC - Compressor 1 Replacement	$30,000
Community Services	Regional Rec Centre (JMRRC)	CAP-31-0020	01-01-2031	37.10	JMRRC - Compressor 3 Replacement	$30,000
Community Services	Parks and Green Spaces	CAP-31-0021	01-01-2031	20.00	Parks - Harrison Park Seniors Centre Garage Roof	$10,000
Community Services	Parks and Green Spaces	CAP-31-0022	01-01-2031	42.10	Parks - Kelso Beach at Nawash Park Frontage Renewal (Conceptual Design)	$35,000
Community Services	Parks and Green Spaces	CAP-31-0023	01-01-2031	38.50	Parks - Kelso Beach at Nawash Park Parking Lot Upgrade	$75,000
Community Services	Parks and Green Spaces	CAP-31-0024	01-01-2031	53.50	Parks - Playground Replacement - Ed Taylor Playground	$246,000
Community Services	Parks and Green Spaces	CAP-31-0025	01-01-2031	69.30	Parks - Playground Replacement - Design Services	$150,000
Community Services	Parks and Green Spaces	CAP-31-0026	01-01-2031	51.50	Parks - Trails Master Plan Update	$100,000
Community Services	Parks and Green Spaces	CAP-31-0027	01-01-2031	65.50	Parks - Waterfront Trail West - Pave FHT to West Side Boat Launch	$100,000
Community Services	Planning, Heritage and Development	CAP-31-0028	01-01-2031	42.00	Planning Official Plan Update	$60,000
Community Services Total						**$8,763,000**
Corporate Services						
Corporate Services	Information Technology	CAP-26-0034	01-01-2027	43.00	IT - Telephone System Replacement	$139,000
Corporate Services	Animal Control	CAP-27-0001	01-01-2027	33.50	Animal Control Facility - Furnace & Condenser Replacement	$10,000
Corporate Services	Facilities, Other	CAP-27-0025	01-01-2027	19.00	General Facilities - Bottle Fill Stations	$10,000
Corporate Services	Information Technology	CAP-27-0028	01-01-2027	43.00	IT - Computer Replacement	$124,800
Corporate Services	Information Technology	CAP-27-0029	01-01-2027	43.40	IT - Firewall Replacement	$14,000
Corporate Services	Information Technology	CAP-27-0030	01-01-2027	43.00	IT - Monitor Replacement	$11,000
Corporate Services	Information Technology	CAP-27-0031	01-01-2027	44.50	IT - Software Transformation - HRIS	$248,000
Corporate Services	Information Technology	CAP-27-0035	01-01-2027	45.40	IT - Wireless Access Point Replacement	$20,000
Corporate Services	Police	CAP-27-0043	01-01-2027	21.40	OSPS - Roof Section 3 Restoration	$80,000
Corporate Services	Parks and Green Spaces	CAP-27-0053	01-01-2027	19.80	Parks - West Side Boat Launch Roof Replacement	$10,000
Corporate Services	Parks and Green Spaces	CAP-27-0054	01-01-2027	19.80	Parks - West Side Shop Roof Replacement	$7,000
Corporate Services	Public Works	CAP-27-0055	01-01-2027	29.50	Public Works - Shop HWH Replacement	$15,000
Corporate Services	Public Works	CAP-27-0056	01-01-2027	26.10	Public Works - Shop Radiant Heater Replacement	$54,000
Corporate Services	Transit	CAP-27-0057	01-01-2027	42.30	Transit - Terminal Window and Door Replacement	$25,000
Corporate Services	Facilities, Other	28G.1	01-01-2028	33.60	City Hall - Carpet Replacement	$50,000

5-Year Capital Plan Summary

Department	Division	Project Number	Start Date	Priority Score	Project Name	Total Project Budget
Corporate Services	Facilities, Other	CAP-28-0001	01-01-2028	29.10	Billy Bishop Museum (BBM) - HVAC Replacement	$30,000
Corporate Services	City Hall Facility	CAP-28-0002	01-01-2028	26.60	City Hall - Access Control System Replacement	$75,000
Corporate Services	City Hall Facility	CAP-28-0004	01-01-2028	21.40	City Hall - Interior Painting	$20,000
Corporate Services	CN Station Facility	CAP-28-0006	01-01-2028	34.30	CN Station - Decking Replacement & Slab Repairs	$20,000
Corporate Services	CN Station Facility	CAP-28-0007	01-01-2028	38.30	CN Station - Exterior Landscaping & Accessibility Upgrades	$50,000
Corporate Services	General Government	CAP-28-0016	01-01-2028	34.50	HR - Employee Development and Performance Tool	$25,000
Corporate Services	Information Technology	CAP-28-0017	01-01-2028	44.60	IT - Meeting Room Equipment	$15,000
Corporate Services	Information Technology	CAP-28-0018	01-01-2028	24.00	IT - Projectors	$16,000
Corporate Services	Information Technology	CAP-28-0019	01-01-2028	44.50	IT - Software Transformation - Mobile Technology + AVL	$52,800
Corporate Services	Information Technology	CAP-28-0020	01-01-2028	41.00	IT - Video Surveillance System Replacement	$70,000
Corporate Services	Police	CAP-28-0023	01-01-2028	23.40	OSPS - Elevator Upgrades or Replacement	$225,000
Corporate Services	Parks and Green Spaces	CAP-28-0025	01-01-2028	29.10	Parks - Harrison Park Work Shop Furnace Replacement	$25,000
Corporate Services	Parks and Green Spaces	CAP-28-0026	01-01-2028	22.00	Parks - Harrison Park Workshop Roof Replacement	$20,000
Corporate Services	Information Technology	CAP-26-0064	01-03-2028	44.50	IT - Fire Record Management System	$45,000
Corporate Services	Facilities, Other	CAP-29-0002	01-01-2029	31.60	Billy Bishop Museum (BBM) - Accessibility Upgrades	$50,000
Corporate Services	Facilities, Other	CAP-29-0003	01-01-2029	12.20	Billy Bishop Museum (BBM) - Side Porch Upgrades	$90,000
Corporate Services	Facilities, Other	CAP-29-0004	01-01-2029	21.40	Billy Bishop Museum (BBM) - West Roof Structural Repairs	$30,000
Corporate Services	General Government	CAP-29-0041	01-01-2029	42.60	HR - Pay Equity and Market Review	$15,000
Corporate Services	Information Technology	CAP-29-0042	01-01-2029	43.40	IT - Firewall Replacement	$35,000
Corporate Services	Police	CAP-29-0047	01-01-2029	19.00	OSPS - Fire Alarm System Replacement	$40,000
Corporate Services	Police	CAP-29-0048	01-01-2029	40.30	OSPS - Window and Door Replacement	$375,000
Corporate Services	Parks and Green Spaces	CAP-29-0050	01-01-2029	39.30	Parks - Centennial Tower Rehabilitation	$271,795
Corporate Services	Parks and Green Spaces	CAP-29-0052	01-01-2029	29.10	Parks - Harrison Park Seniors Centre Furnace Replacement	$15,000
Corporate Services	Transit	CAP-29-0056	01-01-2029	42.30	Transit - Terminal Roof Section 2 Replacement	$70,000
Corporate Services	Information Technology	30A.3	01-01-2030	46.70	IT - Computer Capital - Replace Staff Cell Phones	$103,800
Corporate Services	Parks and Green Spaces	30D.4	01-01-2030	32.70	Parks - Harrison Park Pool Window and Door Replacement	$17,500
Corporate Services	Facilities, Other	CAP-30-0006	01-01-2030	20.20	Billy Bishop Museum (BBM) - Window Repairs and Painting	$150,000
Corporate Services	Facilities, Other	CAP-30-0016	01-01-2030	21.50	Farmers Market - Radiator Replacement	$34,500
Corporate Services	Facilities, Other	CAP-30-0018	01-01-2030	19.00	General Facilities - Bottle Fill Stations	$10,000
Corporate Services	Information Technology	CAP-30-0019	01-01-2030	33.00	IT - Computer Capital - New Council Equipment (Councilor/Mayor Ipad/Computer)	$32,000
Corporate Services	Information Technology	CAP-30-0021	01-01-2030	43.00	IT - Computer Replacement	$158,275
Corporate Services	Information Technology	CAP-30-0022	01-01-2030	30.00	IT - Council Chambers Audio/Video Replacement	$121,900
Corporate Services	Information Technology	CAP-30-0023	01-01-2030	43.00	IT - Monitor Replacement	$13,750
Corporate Services	Information Technology	CAP-30-0024	01-01-2030	44.50	IT - Software Transformation - Asset Management	$110,550
Corporate Services	Library Facility	CAP-30-0029	01-01-2030	23.50	OSNGUPL - Detailed Electrical and Mechanical Assessment	$25,000
Corporate Services	Parks and Green Spaces	CAP-30-0031	01-01-2030	19.00	Parks - Duncan McLellan Field House Exhaust Fan Replacement	$10,400

5-Year Capital Plan Summary

Department	Division	Project Number	Start Date	Priority Score	Project Name	Total Project Budget
Corporate Services	Parks and Green Spaces	CAP-30-0032	01-01-2030	20.80	Parks - Duncan McLellan Field House Floor Replacement	$26,200
Corporate Services	Parks and Green Spaces	CAP-30-0033	01-01-2030	32.70	Parks - Harrison Park Community Hall Window Replacement	$43,000
Corporate Services	Parks and Green Spaces	CAP-30-0035	01-01-2030	34.30	Parks - Harrison Park Senior Centre Window and Door Replacement	$25,000
Corporate Services	Public Works	CAP-30-0040	01-01-2030	29.50	Public Works - Exterior Steel Entrance Door Replacement	$16,600
Corporate Services	Information Technology	CAP-31-0017	01-01-2031	60.90	IT - Network Switches (2031)	$100,500
Corporate Services	Information Technology	CAP-31-0018	01-01-2031	46.00	IT - Server Replacement	$162,700
Corporate Services Total						**$3,660,070**
Fire						
Fire	Fire	CAP-27-0018	01-01-2027	55.00	Fire - Automated External Defibrillators (AEDs)	$5,000
Fire	Fire	CAP-27-0019	01-01-2027	65.20	Fire - Bunker Gear Replacement	$45,000
Fire	Fire	CAP-27-0020	01-01-2027	39.90	Fire - Mobile Data Terminals Installed in Apparatus	$12,000
Fire	Fire	CAP-27-0021	01-01-2027	51.00	Fire - Rope Rescue Equipment	$9,000
Fire	Fire	CAP-27-0024	01-01-2027	48.60	Fire - Water Rescue - Survival Suits, Life Jackets and PDFs	$6,000
Fire	Fire	CAP-27-0022	01-01-2028	48.20	Fire - Station Renovation and Expansion	$4,810,080
Fire	Fire	CAP-27-0023	01-01-2028	38.10	Fire - Unit Heater Replacements (x3) - Apparatus Bay	$40,000
Fire	Fire	CAP-28-0014	01-01-2028	48.50	Fire - Auto Extrication (Cutter, Spreader, Ram)	$40,000
Fire	Fire	CAP-28-0015	01-01-2028	65.20	Fire - Bunker Gear Replacement	$30,000
Fire	Fire	CAP-29-0011	01-01-2029	65.20	Fire - Bunker Gear Replacement	$42,000
Fire	Fire	CAP-29-0012	01-01-2029	53.00	Fire - Thermal Imaging Cameras	$15,000
Fire	Fire	CAP-29-0013	01-01-2029	62.80	Fire - Water Rescue - Ice Commander Suits	$5,200
Fire	Fire	CAP-29-0014	01-01-2029	73.10	Fire - Water Rescue - Inflatable Life Raft	$9,500
Fire	Fire	CAP-30-0017	01-01-2030	65.20	Fire - Bunker Gear Replacement	$33,500
Fire	Fire	CAP-31-0015	01-01-2031	70.80	Fire - Bunker Gear Replacement	$47,500
Fire	Fire	CAP-31-XXX	01-01-2031	51.40	Fire - Auto Extrication (Battery Powered Tools)	$71,000
Fire Total						**$5,220,780**
Library						
Library	Library Facility	CAP-27-0038	01-01-2027	41.70	Library Front Door Replacement	$60,000
Library	Library Facility	CAP-27-0039	01-01-2027	30.10	OSNGUPL - Masonry Re-pointing	$50,000
Library	Library Facility	CAP-27-0040	01-01-2027	27.50	OSNGUPL - Window Replacement	$125,000
Library Total						**$235,000**
Public Works and Engineering						
Public Works and Engineering	Water	27N.1	01-01-2027	46.00	Water - Hydrant Painting (2027)	$90,000
Public Works and Engineering	Water	CAP-26-0101	01-01-2027	64.80	Water - Valve Replacements 2027	$40,000
Public Works and Engineering	Water	CAP-26-0135	01-01-2027	68.70	Engineering - 2nd Avenue East Watermain Replacement	$880,000
Public Works and Engineering	Engineering	CAP-27-0007	01-01-2027	39.30	Engineering - 10th St E - 18th Ave E to 20th Ave E - Smart REIT Servicing Agreement	$2,800,000
Public Works and Engineering	Engineering	CAP-27-0008	01-01-2027	46.50	Engineering - 16th St E & 20th Ave E Intersection Upgrading and 20th Ave E Construction - Thompson Centres Servicing Agreement	$478,000
Public Works and Engineering	Engineering	CAP-27-0009	01-01-2027	40.60	Engineering - 20th Street East Culverts (OS-10) - West of 28th Ave E	$830,000
Public Works and Engineering	Engineering	CAP-27-0010	01-01-2027	53.70	Engineering - 2nd Ave W/Grey Road 1 - 10th St W to 14th St W (675 m)	$620,000
Public Works and Engineering	Engineering	CAP-27-0011	01-01-2027	44.20	Engineering - 5th Avenue East (RW-4) - 700 block - east side	$485,000
Public Works and Engineering	Engineering	CAP-27-0012	01-01-2027	47.40	Engineering - 8th St E/GR 5 - From end of curb (600 m east of 8th St E) to 20th Ave E	$450,000
Public Works and Engineering	Engineering	CAP-27-0013	01-01-2027	50.30	Engineering - Asphalt & Concrete Replacement (2027)	$125,000

5-Year Capital Plan Summary

Department	Division	Project Number	Start Date	Priority Score	Project Name	Total Project Budget
Public Works and Engineering	Engineering	CAP-27-0014	01-01-2027	63.90	Engineering - Kenny Drain Pond Clean Out and Expansion (3005 9th Ave E)	$1,946,000
Public Works and Engineering	Engineering	CAP-27-0015	01-01-2027	63.70	Engineering - Traffic Signal Replacement - 10th St and 7th Ave W	$350,000
Public Works and Engineering	Engineering	CAP-27-0016	01-01-2027	34.70	Engineering - Water & Wastewater Master Servicing	$350,000
Public Works and Engineering	Environmental Services	CAP-27-0017	01-01-2027	42.50	Environmental Services - Flush and Camera Work Genoe	$75,000
Public Works and Engineering	Waste Water	CAP-27-0058	01-01-2027	65.10	Wastewater - 10th St. Overflow Weir Modification	$100,000
Public Works and Engineering	Waste Water	CAP-27-0060	01-01-2027	69.30	Wastewater - Storage Tank Biosolids Cleanout (2027)	$150,000
Public Works and Engineering	Water	CAP-27-0062	01-01-2027	66.10	Water - Cathodic Protection Rehab	$270,000
Public Works and Engineering	Water	CAP-27-0066	01-01-2027	53.70	Water - Water Distribution New Valve Chambers for BGCSB	$250,000
Public Works and Engineering	Water	CAP-27-0067	01-01-2027	63.40	Water - Water Treatment Plant Facility Maintenance i/c Roof	$475,200
Public Works and Engineering	Waste Water	CAP-27-0061	01-01-2028	66.00	Wastewater - WWTP Instrumentation/SCADA (2028)	$150,000
Public Works and Engineering	Engineering	CAP-28-0008	01-01-2028	43.20	Engineering - 10th St W - Upper North Side - RW-3B (Connecting Link)	$695,000
Public Works and Engineering	Engineering	CAP-28-0009	01-01-2028	32.10	Engineering - 28th Avenue East Culverts (OS-17) - north of 20th St E	$740,000
Public Works and Engineering	Engineering	CAP-28-0010	01-01-2028	56.30	Engineering - 3rd Ave E/GR 15 - 10th St E to 12th St E - Phase 1	$3,320,000
Public Works and Engineering	Engineering	CAP-28-0011	01-01-2028	81.30	Engineering - Asphalt & Concrete Replacement (2028)	$700,000
Public Works and Engineering	Engineering	CAP-28-0013	01-01-2028	45.50	Engineering - Transportation Master Plan Update	$300,000
Public Works and Engineering	Waste Water	CAP-28-0034	01-01-2028	61.00	Wastewater - 4th St Pumping Station - Minor Pumping Station Rehab	$300,000
Public Works and Engineering	Water	CAP-28-0035	01-01-2028	66.10	Water - Cathodic Protection Rehab	$300,000
Public Works and Engineering	Water	CAP-28-0036	01-01-2028	64.80	Water - Instrumentation Replacement (2028)	$30,000
Public Works and Engineering	Engineering	CAP-29-0006	01-01-2029	55.90	Engineering - 3rd Avenue East/GR 15 - 12th St E to 14t St E - Phase 2	$3,320,000
Public Works and Engineering	Engineering	CAP-29-0007	01-01-2029	38.30	Engineering - 9th Avenue East - 3000 Block - Culvert Repair/Rehabilitation	$290,000
Public Works and Engineering	Engineering	CAP-29-0008	01-01-2029	81.30	Engineering - Asphalt & Concrete Replacement (2029)	$700,000
Public Works and Engineering	Engineering	CAP-29-0010	01-01-2029	63.30	Engineering - Traffic Signal Replacement - 14th St & 4th Ave West	$350,000
Public Works and Engineering	Waste Water	CAP-29-0057	01-01-2029	61.60	Wastewater - Collection System Capital Reinvestment	$1,400,000
Public Works and Engineering	Water	CAP-29-0058	01-01-2029	70.40	Water - Confined Space Entry Equipment	$10,000
Public Works and Engineering	Water	CAP-29-0059	01-01-2029	70.80	Water - Leak Detection Survey	$20,000
Public Works and Engineering	Water	CAP-29-0060	01-01-2029	70.30	Water - Major Pump Replacement	$100,000
Public Works and Engineering	Water	CAP-29-0061	01-01-2029	62.30	Water - SCADA Computer and Software Upgrade WTP	$90,000
Public Works and Engineering	Water	CAP-29-0062	01-01-2029	64.80	Water - Valve Replacements (2029)	$40,000
Public Works and Engineering	Water	CAP-29-0063	01-01-2029	54.60	Water - Water Rate Study	$50,000
Public Works and Engineering	Water	CAP-29-0064	01-01-2029	59.60	Water - Water System Model Update & Training	$25,000
Public Works and Engineering	Water	CAP-29-XXX	01-01-2029	72.80	WTP Transformer Replacement	$2,500,000
Public Works and Engineering	Engineering	CAP-30-0010	01-01-2030	48.20	Engineering - 10th St E - Upper South Side Retaining Wall Rehabilitation	$340,000
Public Works and Engineering	Engineering	CAP-30-0011	01-01-2030	56.30	Engineering - 3rd Avenue East/GR 15 - 14th St E to 18th St E - Phase 3	$6,600,000
Public Works and Engineering	Engineering	CAP-30-0012	01-01-2030	58.00	Engineering - 9th Ave East Road Rehabilitation & Servicing Replacement- 8th Street E to 6th Street E	$5,700,000
Public Works and Engineering	Engineering	CAP-30-0013	01-01-2030	70.30	Engineering - Asphalt & Concrete Replacement (2030)	$700,000
Public Works and Engineering	Engineering	CAP-30-0015	01-01-2030	45.50	Engineering - Moores Hill Road and Retaining Walls- Reconstruction	$2,450,000
Public Works and Engineering	Waste Water	CAP-30-0041	01-01-2030	50.80	Wastewater - 27th St. Generator	$250,000
Public Works and Engineering	Waste Water	CAP-30-0042	01-01-2030	69.30	Wastewater - Storage Tank Biosolids Cleanout (2030)	$150,000
Public Works and Engineering	Waste Water	CAP-30-0043	01-01-2030	66.00	Wastewater - WWTP Instrumentation/SCADA (2030)	$40,000
Public Works and Engineering	Water	CAP-30-0044	01-01-2030	58.90	Water - Bulk Water Fill Station	$250,000
Public Works and Engineering	Water	CAP-30-0045	01-01-2030	46.00	Water - Hydrant Painting (2030)	$90,000
Public Works and Engineering	Water	CAP-30-0046	01-01-2030	63.40	Water - Water Treatment Plant Facility Maintenance i/c Roof	$93,500

5-Year Capital Plan Summary

Department	Division	Project Number	Start Date	Priority Score	Project Name	Total Project Budget
Public Works and Engineering	Water	CAP-30-0047	01-01-2030	59.20	Water - WTP Storage Facility	$200,000
Public Works and Engineering	Engineering	CAP-31-0008	01-01-2031	70.30	Engineering - 15th Street E - 3rd Ave E to 6th Ave E - Reconstruction	$5,550,000
Public Works and Engineering	Engineering	CAP-31-0009	01-01-2031	71.30	Engineering - Asphalt & Concrete Replacement (2031)	$700,000
Public Works and Engineering	Engineering	CAP-31-0010	01-01-2031	60.90	Engineering - Bridge Rehabilitation - 4th Avenue West over Pottawatomi River	$750,000
Public Works and Engineering	Engineering	CAP-31-0011	01-01-2031	53.80	Engineering - Traffic Signal Replacement - 8th St W & 2nd Ave W	$350,000
Public Works and Engineering	Waste Water	CAP-31-0029	01-01-2031	35.70	Wastewater - WWTP Digester Cleanout	$300,000
Public Works and Engineering	Water	CAP-31-0030	01-01-2031	64.40	Water - Condition Assessment Municipal Reservoir	$20,000
Public Works and Engineering	Water	CAP-31-0031	01-01-2031	61.80	Water - Fire Hydrant Flow Testing (2031)	$50,000
Public Works and Engineering	Water	CAP-31-0032	01-01-2031	62.20	Water - WTP Instrumentation Replacement (2031)	$30,000
Public Works and Engineering Total						**$50,807,700**
Grand Totals						**$69,476,550**

Staff Report

Report To: City Council

Report From: Jason Hoffman, Manager of Corporate Services

Meeting Date: July 27, 2026

Report Code: CR-26-075

Subject: Update on the Transition to Outdoor Public Water Stations

Recommendations:

THAT in consideration of Staff Report CR-26-075 respecting an update on the transition to outdoor public water stations, City Council receives the report for information purposes.

Highlights:

- The City currently maintains a network of 22 water bottle refilling and fountain stations located throughout recreational and community facilities, parks and open spaces, and municipal and institutional locations.
- Maintaining outdoor infrastructure requires proactive seasonal winterization for seven existing units, which necessitates 28 hours of staff time per annual cycle.
- The City is transitioning water bottle refilling and fountain stations to visible, outdoor public-facing locations as directed by Council.
- While historical allocations have been $10,000 per unit, total costs for future installations may vary based on site-specific infrastructure requirements, which will be managed through the existing capital reserve to ensure fiscal responsibility.

Vision 2050 - Strategic Plan Alignment:

Strategic Plan Priority: City Building – Enhancing urban development, planning and place-making processes to create places and spaces that

contribute to complete communities for existing residents, future residents and tourists.

Previous Report/Authority:

Resolution S-260623-011

"THAT in consideration of the presentation provided on June 23, 2026 from the Director of Corporate Services, Manager of Corporate Services, and Capital Asset and Risk Management Coordinator respecting the 2027-2031 Multi-Year Capital Plan, City Council directs staff to bring forward a report on July 27, 2026 respecting an update on a previous Council resolution to transition the water bottle refilling station program to outdoor public water bottle refilling and water fountain stations."

Background:

The water bottle refilling station program was originally established as a five-year commitment spanning 2017 to 2021. Following an assessment of the program's progress in early 2023, Council identified a need to refocus the initiative on high-traffic, public-facing areas to better serve residents and tourists.

During the February 7, 2023, meeting, Council expressed concerns regarding the installation of stations in locations with restricted public access, such as administrative or support facilities. Consequently, Council mandated a strategic shift in the program, directing staff to transition toward the installation of outdoor, public-facing, "combo" units that feature both a water bottle refilling station and a traditional drinking fountain.

The City currently maintains a network of 22 water bottle refilling and fountain stations. To support the transition to the outdoor program, staff continue to evaluate and identify optimal, high-traffic locations for these assets.

The current inventory is distributed across the following municipal locations:

- **Recreational and Community Facilities:** Harry Lumley Bayshore Community Centre (3), the Julie McArthur Regional Recreation Centre (1), Kiwanis Soccer Complex (1), and the Rail Museum (1).
- **Parks and Public Spaces:** Harrison Park (Inn and workshop), Kelso Beach at Nawash Park (1), Duncan McLellan Park washrooms (2), Kinsmen Ball Park washroom (1), and the outdoor fountain at

the Bicycle Parkette – located across from City Hall on 8th Street East (1).

- **Municipal and Institutional:** City Hall (3), Library (2), Tom Thomson Art Gallery (1), Public Works administration building (1), and the Water Treatment Plant (1).

As of June 2025, staff have continued to work toward identifying suitable locations and final designs that meet the outdoor requirements mandated by Council. This report provides the necessary update on this transition, ensuring the program remains aligned with the City's commitment to providing accessible, public-facing water infrastructure.

Analysis:

The transition to "combo" units, which integrate both a bottle refill and a traditional drinking fountain, remains the most effective strategy to fulfill Council's 2023 mandate for inclusive, public-facing water access. Unlike indoor-only installations, these durable, weather-resistant units are specifically designed for outdoor conditions, ensuring they can serve high-traffic areas frequented by both residents and tourists.

The transition of the water bottle refilling station program is an ongoing initiative. At this stage, staff have not finalized specific sites for new installations, nor are there immediate plans for the procurement of additional stations beyond the existing program framework. This deliberate approach allows staff to conduct the necessary due diligence, balancing public demand with the technical requirements for outdoor infrastructure. Identifying optimal locations requires detailed planning regarding site-specific plumbing, potential electrical service, and concrete pad preparation to ensure the longevity of the assets.

While the program has historically allocated approximately $10,000 per unit for station procurement, this figure does not capture the full cost of implementation for advanced, outdoor tower-style stations. Total project costs for these units, which feature a bottle filler, drinking fountain, and potentially dog bowl options, may significantly exceed this historical allotment due to scope along with substantial expenses associated with necessary site servicing, such as extending water lines and ensuring proper site preparation. Furthermore, the transition to outdoor units requires dedicated seasonal maintenance. Currently, seven units must be removed from their mountings and have their water lines winterized to prevent freeze

damage. This lifecycle management introduces recurring operational needs, as each unit requires approximately four hours of staff time to winterize, remove, store in a heated facility, re-install, and prepare for spring activation, totaling 28 hours of staff time per seasonal cycle. Despite these operational requirements and the potential for higher-than-anticipated installation costs, financial stewardship remains a priority; per Council's previous direction, unspent capital remains within the designated reserve to support the multi-year implementation of these stations, ensuring that funding is available as suitable locations are confirmed.

This approach allows for the measured deployment of units as per the established capital planning framework, ensuring that the program is sustainable and responsive to Council's vision for public space enhancement.

Resource Alignment:

Financial Resources

The water bottle refilling station program is supported by established capital reserves, ensuring a sustainable funding source for the multi-year transition. While individual advanced tower-style combo units have an approximate capital cost of $10,000 per unit, total project expenditures may vary significantly depending on site-specific requirements. These total costs include initial procurement, as well as necessary infrastructure investment for plumbing extensions, electrical service, and site preparation. Ongoing operational expenses, including seasonal maintenance and potential contingencies, are managed within the department's existing budget framework to ensure long-term financial sustainability.

Human Resources

The delivery of this program requires dedicated staff capacity to manage the lifecycle of these outdoor assets. Currently, the transition and seasonal maintenance program, which includes winterization, removal, climate-controlled storage, re-installation, and spring preparation, requires 28 hours of total staff time per annual cycle for the seven existing outdoor units. As the program expands with new installations, staff will continue to monitor the workload to ensure that internal capacity remains sufficient to meet these maintenance demands without requiring additional permanent hiring or significant reallocation of resources.

Time and Scheduling

The transition schedule is determined by the capital planning framework and the completion of site-specific assessments. Milestones are prioritized based on staff capacity, capital resource availability, and the strategic goal of enhancing public access in high-traffic areas. This project aligns with the City's annual workplan, and timelines are adjusted as needed to accommodate other organizational priorities, ensuring that the transition remains responsive to Council’s directives.

Technology and Infrastructure

Existing municipal infrastructure, particularly at sites with proximity to existing water and sewer lines, will be leveraged wherever possible to reduce installation complexity. Future installations will continue to require assessment of site-specific utility availability. No additional specialized software or external platform dependencies are currently required to manage the infrastructure of these units.

Climate and Environmental Impacts:

There are no anticipated climate or environmental impacts.

Communication and Engagement:

This report has been posted to the City’s website with the agenda in advance of the meeting.

Report Developed in Consultation With:

Director of Corporate Services

Attachments:

None.

Reviewed by:
Kate Allan, Director of Corporate Services

Submission approved by:
Tim Simmonds, City Manager

For more information on this report, please contact Jason Hoffman, Manager of Corporate Services at jhoffman@owensound.ca or 519-376-4440 ext. 1240.

Staff Report

Report To: City Council

Report From: Lauren Stewart, Purchasing and Claims Coordinator

Meeting Date: July 27, 2026

Report Code: CR-26-073

Subject: Approval of Non-Standard Procurement – eScribe Public Meeting Management Software Extension

Recommendations:

THAT in consideration of Staff Report CR-26-073 respecting the approval of a contract extension for the eScribe public meeting management software, City Council:

1. Approves the purchase for $115,858.59 for a three (3) year term with an optional renewal three (3) year term upon mutual agreement, including the City's non-refundable allocation of HST; and
2. Authorizes the Director of Corporate Services to execute the contract extension agreement.

Highlights:

- eScribe provides the City's agenda and meeting management system, supporting agenda preparation, report workflows, livestreaming, public access to meeting records, and accessibility features.
- Renewing the existing agreement avoids disruption to Council meeting operations and eliminates the costs and staff resources associated with implementing a new meeting management platform.

Vision 2050 - Strategic Plan Alignment:

Strategic Plan Priority: The recommendation contributes to core service delivery or a corporate initiative that enables service delivery for one or more strategic priorities.

Previous Report/Authority:

N/A.

Background:

Section 3 of the Purchasing By-law 2020-022 (Purchasing By-law) outlines exemptions to the By-law, including additional deliveries by the original Supplier of the Goods, Services, Consulting or Construction that were not included in the initial procurement, if a change in Supplier would cause significant inconvenience or substantial duplication of costs for the City.

Section 34 of the Purchasing By-law requires that non-competitive purchases greater than $100,000 must be approved by Council.

Analysis and Options:

In September 2020, Council approved a project to improve the audiovisual technology utilized in Council Chambers. The project aimed to dramatically improve the broadcast and recordings of Council and Committee meetings. Included in the project was a switch in the agenda management software that is used internally by staff and accessed externally by Council and the public.

The technology also allowed greater flexibility when virtual meetings were required. The new management software enabled integration with the recorded material and provided easier access to historical video information.

Staff is recommending that Council approve renewing the contract for an additional three (3) year term beginning September 29, 2026 and ending September 28, 2029 with an optional renewal three (3) year term upon mutual agreement. Selecting a three-year term aligns the next review with a non-election year, when staff are better positioned to undertake a thorough evaluation of the City's meeting management needs, system functionality, and available options.

The benefits of the software include:

- Faster agenda and minute preparation;
- Automated report approval workflows;
- Online agendas, minutes; and livestreaming increasing public transparency;
- Centralized system for record management; and
- Accessibility features such as closed captioning.

Resource Alignment:

Financial Resources

The annual cost is $36,751.34 (excluding annual increases), including service and support fees and is funded by the operating budget.

Year 1 - $36,751.33

Year 2 - $38,588.91

Year 3 - $40,518.35

Total - $115,858.59 (including the City’s non-refundable allocation of HST)

Human Resources

No additional staffing resources are required to implement the contract extension. Staff are experienced with the existing system, and renewal avoids the training requirements and operational impacts associated with transitioning to a new platform.

Time and Scheduling

The current agreement expires on September 28, 2026.

Technology and Infrastructure

The City's existing technology infrastructure is fully integrated with the eScribe platform, including Council Chambers audiovisual equipment, livestreaming capabilities, and the public meeting portal.

Climate and Environmental Impacts:

There are no anticipated climate or environmental impacts.

Communication and Engagement:

This report has been posted to the City's website with the agenda in advance of the meeting.

Report Developed in Consultation With:

City Clerk
Deputy Clerk

Attachments:

None.

Reviewed by:
Jason Hoffman, Manager of Corporate Services
Kate Allan, Director of Corporate Services

Submission approved by:
Tim Simmonds, City Manager

For more information on this report, please contact Lauren Stewart, Purchasing and Claims Coordinator at lstewart@owensound.ca or 519-376-4440 ext. 1242.

Staff Report

Report To: City Council

Report From: Lauren Stewart, Purchasing and Claims Coordinator

Meeting Date: July 27, 2026

Report Code: CR-26-076

Subject: Approval of Non-Standard Procurement – Supply and Delivery of One (1) Ice Resurfacer

Recommendations:

THAT in consideration of Staff Report CR-26-076 respecting the approval of the supply and delivery of one (1) ice resurfacer, City Council:

1. Approves the non-standard procurement for the supply and delivery of one (1) Ice Resurfacer from Zamboni Company Ltd. for $146,928.03, including the non-refundable allocation of HST; and
2. Authorizes the Director of Corporate Services to issue a Purchase Order for the supply and delivery of the necessary equipment.

Highlights:

- The ice resurfacer was scheduled on the current fleet replacement schedule to be replaced in 2027 based on a 10-year replacement cycle.
- The existing ice resurfacer was placed into service in 2017 and has 5,864 running hours.

Vision 2050 - Strategic Plan Alignment:

Strategic Plan Priority: The recommendation contributes to core service delivery or a corporate initiative that enables service delivery for one or more strategic priorities.

Previous Report/Authority:

N/A.

Background:

Section 33 of By-law No. 2020-022 (Purchasing By-law) permits non-standard procurement under a series of options, including the procurement of goods, services, construction, or consulting services through a Vendor of Record (VoR) program, where analysis supports the best value.

The City became a Local Authority Services (LAS) Canoe procurement program member in 2022 to leverage pricing received under the competitive procurement programs available.

Section 34 of the Purchasing By-law requires that non-competitive purchases greater than $100,000 be approved by Council.

Analysis and Options:

Staff are recommending the purchase of one (1) ice resurfacer from Zamboni Company Ltd. The delivery date for the equipment is estimated for August 2027, based on current market conditions and the City's anticipated timing for issuing a Purchase Order.

Uses

The ice resurfacer will be used at the Julie McArthur Regional Recreation Centre (JMRRC) to maintain ice surfaces between rentals, public skating, recreational leagues, tournaments, and special events.

The City also has a second ice resurfacer at the JMRRC that serves as a backup unit when required.

Rationale

Zamboni Company Ltd. participates in the Sports Arena Supply program under the cooperative buying group LAS Canoe. The City participates in the LAS Canoe procurement program to achieve cost savings and reduce project timelines. The program prices an automatic discount off the Manufacturer Suggested Retail Price and allows vendors to submit a proposed price through a collaborative approach with staff.

Zamboni Company Ltd. is a Canadian manufacturer headquartered in Ontario. The proposed equipment is designed and manufactured in Canada.

The Model 526 is a direct replacement for the existing equipment.

The standardization of equipment provides benefits for operator training, maintenance, spare parts inventory, diagnostics, and long-term fleet management.

Resource Alignment:

Financial Resources

This purchase is funded from the fleet and equipment reserve fund and was scheduled for replacement in 2027 at a replacement cost of $175,000.

The cost of supplying and delivering the equipment is $146,925.03, including the non-refundable allocation of HST.

The funding surplus of $28,000 will remain in the City's fleet and equipment reserve. Staff update this reserve annually with consideration given to the current market conditions and any adjustments to the City's fleet and equipment reserve. The existing ice resurfacer will be posted to the GovDeals auction site once the new units are in service.

Human Resources

The Purchasing and Claims Coordinator is responsible for preparing, developing, coordinating, awarding, and executing all phases of bid opportunities, including Requests for Tenders, Quotations, Proposals, and Non-Standard Procurement. Additionally, the Purchasing and Claims Coordinator is responsible for issuing Purchase Orders when necessary.

Relevant department heads or their delegates are responsible for preparing scopes of work, specifications, and managing internal communication related to procurement requirements.

The Capital Asset and Risk Management Coordinator is responsible for posting to the GovDeals auction site.

Time and Scheduling

The delivery date for the equipment is estimated to be August 2027 based on current market conditions and the City's anticipated timing for issuing a Purchase Order.

Technology and Infrastructure

N/A.

Climate and Environmental Impacts:

The recommendation supports both the City's Corporate Climate Change Adaptation Plan and the City's Climate Mitigation Plan.

Communication and Engagement:

The Request for Proposal, issued by LAS Canoe, was posted in accordance with the requirements of the City’s purchasing policies and procedure.

Report Developed in Consultation With:

Manager of Arena Operations

Attachments:

None.

Reviewed by:
Jason Hoffman, Manager of Corporate Services
Kate Allan, Director of Corporate Services

Submission approved by:
Tim Simmonds, City Manager

For more information on this report, please contact Lauren Stewart, Purchasing and Claims Coordinator at lstewart@owensound.ca or 519-376 4440 ext. 1242.

Staff Report

Report To: City Council

Report From: Heidi Jennen, Supervisor of Environmental Services

Meeting Date: July 27, 2026

Report Code: OP-26-039

Subject: Continuation of Guelph Owen Sound Transit (GOST) Post August 31, 2026

Recommendations:

THAT in consideration of Staff Report OP-26-039 respecting the continuation of Guelph Owen Sound Transit (GOST) after August 31, 2026, City Council directs staff to bring forward by-laws to execute the:

1. Amending agreement for the operation of the inter-community transportation service as outlined in the report;
2. Amending agreements with the respective property owners of the bus stop locations as outlined in the report; and
3. Amending Funding agreement with the County of Grey as outlined in the report.

Highlights:

- Grey County has requested that GOST continue operating to avoid service disruptions while regional transit discussions and planning efforts continue.
- Suspending GOST could negatively impact existing riders and undermine the ridership and public confidence established over several years of successful operation.
- Any continuation of GOST will be subject to Grey County fully funding all operating costs and the completion of any required agreements and approvals.

Vision 2050 - Strategic Plan Alignment:

Strategic Plan Priority: A City that Moves – Facilitating sustainable transportation options and creating community connectivity.

Previous Report/Authority:

CR-23-028 – Approval of Contract Extension – Operation of Inter-Community Transportation Service

OP-24-008 – The Future of Guelph to Owen Sound Transit (GOST)

CR-25-037 - Approval of Contract Extension – Operation of Inter-Community Transportation Service

OP-26-001 – Continuation of Guelph Owen Sound Transit (GOST) post March 31, 2026

Background:

Following Council's approval to continue operating GOST until August 31, 2026, Grey County has continued to advance its Regional Transit Study, which is exploring opportunities for a unified regional transit network across Grey, Bruce, Wellington, and Dufferin Counties.

As part of this work, Grey County continues to engage with the Province and municipal partners to evaluate long-term regional transit opportunities and determine how existing services, including GOST Transit, may be incorporated into a future regional transportation model.

Grey County has requested that the City continue operating GOST beyond August 31, 2026, to ensure uninterrupted service while regional transit discussions continue. While progress continues on the Regional Transit Study, a final decision regarding a unified regional transit network has not yet been made, and no definitive implementation timeline has been established.

Grey County has advised that its preferred approach would be to extend the service until a decision is made by the participating Counties regarding a unified regional transit network.

Analysis and Options:

GOST has been operating successfully for several years and provides an important transportation link between communities in Grey and Wellington Counties. The service supports access to employment, education, healthcare, and other essential services for residents who may otherwise have limited transportation options.

Suspending the service while Grey County and its municipal partners continue to evaluate a unified regional transit network could significantly impact existing riders and undermine the ridership and public confidence established over time. If service were discontinued and reinstated at a later date, substantial effort would be required to rebuild awareness and encourage residents to return to the service.

Maintaining uninterrupted service during this transitional period is considered the most practical approach while regional transit discussions continue. Grey County Council has endorsed the continuation of GOST Transit until a regional transit system is established; however, the current County Council has formally approved funding through December 31, 2026. Funding beyond this date will be subject to approval by the newly elected County Council in early 2027.

It is recommended that the City enter into an amending agreement with 947465 Ontario Ltd. o/a Voyago to extend transit services from September 1, 2026, until December 31, 2026. It is recommended that the City enter into an amending funding agreement with Grey County through to June 30, 2027, to align with the anticipated implementation timeline for a regional transit system.

Bus stop License Amending Agreements between the City of Owen Sound and various property owners for bus stop locations will be required to extend the existing agreements through to June 30, 2027, in anticipation of the implementation of a regional transit system. The Guelph Central Station stop is covered under an agreement between Voyago and the City of Guelph, while all remaining stops fall under agreements with the City of Owen Sound:

1. Six and Ten Mini-Mart – Former Village of Chatsworth
2. Township of Chatsworth – Williamsford Community Centre
3. Northern Credit Union Limited – Queen Street South – Durham (Municipality of West Grey)

4. Township of Wellington North – Mount Forest
5. Township of Wellington North – Arthur
6. Township of Centre Wellington – Fergus and Elora

The City will also need to extend contracts with City staff required to support GOST operations, including staff working Sundays during this period.

Resource Alignment:

Financial Resources

The GOST service will be fully funded through the County of Grey and fare revenue.

947465 Ontario Ltd. o/a Voyago has proposed a 2% increase to the current cost of the service. The estimated cost for Voyago services to operate GOST from September 1, 2026, to December 31, 2026, is $122,512 (excluding HST).

The contractor has requested that the theoretical fuel consumption rate identified in the original agreement be increased from 5.25 liters per revenue hour to 10 liters per revenue hour. Based on current operating assumptions, this change would increase the maximum monthly fuel payment by approximately $2,500. The existing rate was established at the commencement of the agreement and the requested increase reflects the contractor's experience with fuel consumption and increased operating costs over the term of the service.

For the period from September 1 to December 31, 2026, the estimated gross operating cost of the service is $162,512 (excluding HST). This amount includes an additional $40,000 to cover fuel and program staff expenses. These estimated costs do not account for any fare revenue.

Human Resources

It is anticipated that approximately 8-12 hours of staff time will be required to prepare, coordinate, and administer the necessary agreements.

The continued operation of GOST from September 1, 2026, to December 31, 2026, will require transit terminal staffing coverage consisting of Sundays at 7.5 hours each, Saturdays at 2 hours each, and statutory holidays at 7.5 hours each.

These hours relate to a combination of contract employee time and additional hours for transit staff and will be fully funded by the County. In addition, an estimated 1–4 hours per month of time for the Environmental Services Supervisor will be required during this period, primarily for invoice review and payment, data review, and general oversight; this timeframe reflects a low level of operational inquiries and minimal service disruptions.

Time and Scheduling

N/A.

Technology and Infrastructure

N/A.

Climate and Environmental Impacts:

The recommendation supports both the City's Corporate Climate Change Adaptation Plan and the City's Climate Mitigation Plan.

Public Transportation can reduce vehicle usage by consolidation, potentially resulting in lower community greenhouse gas emissions.

Communication and Engagement:

Staff will issue a Media Release, and updates will be posted on the GOST webpage.

Report Developed in Consultation With:

City Solicitor, Manager of Legislative Services, Voyago Vice President of Operations, County of Grey Manager of Community Transportation

Attachments:

None.

Reviewed by:
Mason Bellamy, Manager of Public Works and Engineering

Submission approved by:
Tim Simmonds, City Manager

For more information on this report, please contact Heidi Jennen, Supervisor of Environmental Services at hjennen@owensound.ca or 519-376-4440 ext. 3223.

Grey Sauble CONSERVATION

Protect.
Respect.
Connect.

GREY SAUBLE CONSERVATION AUTHORITY
MINUTES
Full Authority Board of Directors
Wednesday, June 24, 2026, at 1:15 p.m.

The Grey Sauble Conservation Authority (GSCA) Board of Directors' meeting was held in a hybrid format of in-person at the Grey Sauble Conservation Authority Administrative Office and virtually via the meeting application, WebEx.

1. Call to Order

Chair Scott Greig called the meeting to order at 1:15 p.m., welcomed all those present in person back to the newly renovated GSCA Administrative Centre. Thanks were extended to all those involved in the renovation project, to Grey County for hosting the Board during construction, and to the staff for their work and perseverance.

Member Mackey extended his thanks and congratulations to staff on the successful completion of the project on behalf of the Board's Building Ad-Hoc Committee and himself.

Chair Scott Greig provided a land acknowledgment.

Directors Present In-Person: Chair Scott Greig, Vice Chair Jennifer Shaw, Robert Uhrig, Tobin Day, Alex Maxwell, Rick Winters, John Farmer, Tony Bell, Scott Mackey, Nadia Dubyk

Directors Present Virtually: Nadia Dubyk

Regrets: Caleb Hull

Staff Present: CAO, Tim Lanthier; Administrative Assistant, Valerie Coleman; Manager of Information Services, Gloria Dangerfield; Manager of Environmental Planning, MacLean Plewes; Manager of Finance and Human Resources Services, Alison Armstrong; Operations Manager, Morgan Barrie; Manager of Water Engineering Services, Ian Eriksen; Water Resources Coordinator, John Bittorf

2. Disclosure of Pecuniary Interest

The Directors were reminded to disclose any pecuniary interest that may arise during the course of the meeting. Vice Chair Shaw declared a conflict with an expense item captured within the consent agenda.

3. Call for Additional Agenda Items

Nothing at this time.

4. Adoption of Agenda

Motion No.:	**Moved By:**	**Nadia Dubyk**
FA-26-060	**Seconded By:**	**Jon Farmer**

THAT the Grey Sauble Conservation Authority Board of Directors approve the agenda of June 24, 2026.

Carried

5. Approval of Minutes

Motion No.:	**Moved By:**	**Rick Winters**
FA-26-061	**Seconded By:**	**Robert Uhrig**

THAT the Grey Sauble Conservation Authority Board of Directors approve the Full Authority minutes of May 27, 2026.

Carried

6. Business Out of Minutes

None at this time.

7. Consent Agenda

Chair Greig pulled the receipts and expense item

Motion No.:	**Moved By:**	**Tobin Day**
FA-26-062	**Seconded By:**	**Scott Mackey**

THAT in consideration of the Consent Agenda Items listed on the June 24, 2026, agenda, the Grey Sauble Conservation Authority Board of Directors receives the following items: (i) Environmental Planning – Section 28 Permits – May 2026; (ii) Committee Minutes – IFAA April 30, 2026; (iii) Recent Media Articles.

Carried

Vice Chair Shaw declared a conflict of interest and refrained from voting on Motion No FA-26-063.

Motion No.:	**Moved By:**	**Rick Winters**
FA-26-063	**Seconded By:**	**Jon Farmer**

THAT in consideration of the Consent Agenda Items listed on the June 24, 2026, agenda, the Grey Sauble Conservation Authority Board of Directors receives the following items: (i) Administration – Receipts & Expenses – May 2026;

Carried

8. Business Items

i. Administration

a. 2026 Expense Financial Statements

CAO Tim Lanthier spoke with regard to two budgetary items to be amended.

Mr. Lanthier spoke to the need to purchase of a drive-in shed (10x16) structure to store the IFAA golf cart and riding lawn mower. The cost of the shed would be shared with the IFAA and GSCA equally, making each share $4,000. Mr. Lanthier noted that this would be taken from the lands reserve which is currently sitting at a balance of $937,000, minus funds ear-marked for the Administration Centre renovation project.

Mr. Lanthier spoke to the increased cost in removal of debris from the Clendenan Dam for the spring of 2026. While there is a budgeted allocation for this each year, Spring 2026 saw substantially more debris that required more time and effort on the part of the excavator contractor to be removed. The budget was exceeded by approximately $825. The overage would be covered by the Dam Reserve which is currently sitting at a balance of $326,000.

It was noted that as per GSCA's Procurement Policy, these exceedances require Board approval as they are outside of the approved budget.

Member Farmer asked for clarification on volunteer access to the upper portion of the barn. Mr. Lanthier responded that there is no longer any volunteer access to the upper portion of the barn. Though it was noted that IFAA volunteers continue to have access to the lower portion of the barn.

Member Maxwell asked with regard to logs that have accumulated in the river. Chair Greig called on Operations Manager, Morgan Barrie to respond. It was explained that some logs do travel down river of the dam naturally, however; when staff have them cleared by the excavator, they are removed entirely from the river wherever possible.

Member Maxwell asked who's responsible for the removal of those logs. Manager of Water Resources, Ian Eriksen added that from a responsibility perspective it is not GSCA's responsibility to remove debris logs from the river and added that it is the Town of the Blue Mountains' choice to have the logs removed or not.

Motion No.:	**Moved By:** **Jon Farmer**
FA-26-064	**Seconded By:** **Alex Maxwell**

WHEREAS the Grey Sauble Conservation Board of Directors approved GSCA's 2026 Capital Budget through resolution FA-26-013;

AND WHEREAS, capital expenses have arisen in-year that are beyond this budget;

THAT the GSCA Board Directors approve an additional draw of $5,000 from reserves to accommodate these expenses.

Carried

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b. 2027 Draft Budget

CAO Lanthier noted that this draft budget is coming forward very early due to the province's legislated requirements to have the 2027 budget approved by December 31, 2026, the minimum required 30-day circulation period, and in consideration of the 2026 Municipal Election.

Mr. Lanthier noted the Board had had previously approved a request brought forward by staff to adjust the COLA calculation timeframe in order to work around the timing of the budget roll.

Mr. Lanthier reviewed some of the highlights of the draft budget and noted that the budget presented was a lean and responsible budget that took into consideration the changes that will be coming.

Mr. Lanthier noted that he will be making arrangements to meet with member municipalities to present and discuss the budget at councils.

Member Maxwell asked CAO Lanthier to speak to the work and relationships that GSCA has with the Town of the Blue Mountains while presenting to council.

Member Uhrig spoke to the budget in relation to the upcoming consolidation.

Mr. Lanthier noted that all 36 Conservation Authorities are creating business as usual budgets for 2027.

Chair Greig asked with regard to the Bailey Bridge at Inglis Falls. Mr. Lanthier responded that the bridge is primarily pedestrian; however, there exists the possibility of requiring access to the other side with a vehicle. In winter, GSCA uses a tractor and blower to clear the bridge.

Chair Greig asked for details on the Arboretum project. Mr. Lanthier explained that the listed amount encompassed the entirety of the project and will reestablish the trail and improve accessibility. Staff have reached out to various groups, partners, and stakeholders and are working on creating partnerships for the project.

Motion No.:	**Moved By:**	**Jon Farmer**
FA-26-065	**Seconded By:**	**Tony Bell**

WHEREAS Grey Sauble Conservation Authority (GSCA) Staff have prepared the 2027 Draft Operating and Capital Budget for the Board of Directors' consideration,

THAT the GSCA Board of Directors receive the 2027 Draft Budget,

AND THAT the GSCA Board of Directors direct Staff to bring a final draft budget to the July 22, 2026, meeting of the Board for approval to circulate to participating municipalities.

Carried

c. Staff Retirement Recognition

CAO Lanthier spoke to Water Resources Coordinator, John Bittorf's 40-year tenure at GSCA and all of the work and successes of his time.

"It's not often we get to pause and recognize a career that spans forty years, but when we do, it's worth taking a moment to reflect not just on the length of service, but on what it has meant to both the Team and to GSCA.

Today, we're here to recognize our Water Resources Coordinator, John Bittorf.

John's career with this GSCA began, quite literally, at the ground level, as a **tree planter**. From there, he moved into the role of **Water Resources Technician**, and over time,
through his steady commitment, became our **Water Resources Coordinator**.

This kind of progression says a lot about John. It speaks to someone who didn't just pass through roles, but grew with the GSCA, and helped shape it along the way.

And when you look at John's impact, it's hard to overstate. John was around when the Harris cuts of the mid-90s decimated GSCA. Over the course of his career, he has played a central role rebuilding and significantly expanding both our **water monitoring network** and our **flood forecasting system**. Systems that are now fundamental to how we serve our municipalities and protect our communities.

Even more impressively, and what you may not know, is that most of that work was done with very limited resources. Like MacGyver, John has a knack for making things happen with the resources that are available.

There's a certain rare skill in that. And there's also a unique mindset that values practical solutions over perfect ones, and long-term results over short-term recognition.

Those who have worked with John know that he was never someone seeking the spotlight, though he never shied away from opportunities to present his work and that of GSCA to various community groups. His approach was consistent, thoughtful, and grounded in a deep understanding of the watershed and the work.

Over time, that consistency adds up. It builds systems, it builds trust, and it has built GSCA into an organization that is stronger because of it.

When we talk about legacy, sometimes it can feel like an abstract concept. But in John's case, it's not abstract at all. You can see it in the networks he helped build, and in the work that will continue long after he finds new projects to put his talents towards.

John, on behalf of myself, the Board and the entire organization, I want to sincerely thank you for your dedication, your expertise, and your steady contribution over the past 40 years.

While the Team will certainly feel your absence, I suspect the network that you built will continue to perform exactly as intended and will continue to serve our communities.

You have made a lasting difference here. To recognize the work that you have done and the impact that you have had over the last 40-years, we would like to name the Benthic ID Lab (Bug Room) in your honour.

Congratulations on an exceptional career, and we wish you all the very best in your well-earned retirement. "

John provided a few remarks and thanks to the staff and Board.

Chair Greig thanked John for his work and dedication to GSCA.

Member Day congratulated John on his retirement and his long tenure with GSCA.

Member Maxwell thanked John for his work on establishing the Biver River Watershed Initiative Committee.

Member Farmer extended his thanks for John's work and wished him well in his retirement.

Member Dubyk extended thanks on behalf of the Lake Management Taskforce for the work and dedication in providing knowledge and advice.

d. Room Naming

CAO, Tim Lanthier noted that in light of the newly renovated space, it seemed fitting that the Board formally endorse room names that reflect GSCA's watershed and history.

Mr. Lanthier made the following suggestions:

- That the Board Room be named the North Grey Room in honour of the original North Grey Region Conservation Authority founded in 1957.
- That the Board Adjacent Room be named the Sauble Valley Room in honour of the Sauble Valley Conservation Authority founded in 1958.
- It was noted that when the two rooms are open to each other, they will be referred to as the Grey Sauble Room in honour of the 69 years of history.
- The upstairs meeting room be named The Inglis Room in honour of GSCA's flagship property, Inglis Falls, on which the Administration Centre sits.

Mr. Lanthier spoke to the history and work that has been done in what has been affectionately called "The Bug Room". In honour of John Bittorf's 40-years of service to GSCA, Mr. Lanthier recommended that the Benthic ID Lab be named in honour of John.

Member Uhrig asked if there was any way to cement "Grey Sauble Conservation Authority" somewhere in the building to preserve its legacy after the coming consolidation. Mr. Lanthier suggested that the history, work, and name of Grey Sauble conservation Authority could be represented and honoured through artwork that will be added to the building and in the Boardroom in particular.

Motion No.:	**Moved By:**	**Scott Mackey**
FA-26-066	**Seconded By:**	**Robert Uhrig**

WHEREAS the Grey Sauble Conservation Authority has recently undertaken renovations to its Administrative Offices;

AND WHEREAS GSCA would like to formally recognize its current watershed by naming the office meeting rooms;

THAT the GSCA Board of Directors direct Staff to implement the following room names:

1. **Board Room: The North Grey Room**
2. **Board Adjacent Room: The Sauble Valley Room**
3. **Upstairs Room: The Inglis Falls Room**
4. **Bug Room: TBD in honour of John Bittorf**

Carried

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9. New Business

Nothing at this time.

10. CAO's Report

CAO Lanthier noted that it had been a busy month, especially in consideration of the move back to the office. It was noted that staff operations and the building were only closed to the public for three days and commended staff for their perseverance and hard work.

Mr. Lanthier noted that GSCA's Client Service Feedback Loop has been established with a survey linked embedded in staff's email signature.

Pre-consultation work has begun on planned Source Protection Plan amendments for new wells in Chesley and Durham. Notices have been circulated to all affected municipalities and key stakeholder groups.

The Turtle Stewardship program has begun, with volunteers installing more than 130 nest protectors.

It was noted that there are still a few spots available in GSCA's day camp.

Mr. Lanthier participated in a tour of Maitland Valley CA watershed along with other CAOs from Southwest Ontario.

Staff have spent significant time in preparing and submitting requested information to the Ernst and Young group to support the provincially mandated amalgamation.

The Ontario Provincial Conservation Agency has conducted interviews for the project executive positions. Announcements will be forthcoming. It was noted that there were no other updates with regard to the consolidation.

There will be a second pre-transition committee meeting held on July 6th.

Staff have conducted interviews for the new Water Resources Technician. The successful candidate will start on July 6th. This position is part of the succession plan for the Water Resources department in light of Mr. Bittor's retirement.

The Memorial Tree ceremony was held on June 14th. The event went well and was well attended.

Mr. Lanthier attended The Ontario Aggregate Resource Corporation (TOARC) Board meeting on June 18th. Mr. Lanthier is appointed environmental representative from Conservation Ontario.

Member Mackey asked for more information regarding TOARC. Mr. Lanthier responded that TOARC was established to act as a trust for holding payments and fees from aggregate contractors. Member Mackey asked how someone would apply to access funding for rehabilitation work. Mr. Lanthier did not know the specific application process.

Member Farmer asked with regard to open day camp spots and if staff have the time and resources to look into partnerships with local agencies to provide subsidized spots. The Manager of Information Services, Gloria Dangerfield noted that staff have not had the time recently to explore this in-depth, however; they have been in contact with local schools and utilized their support services to provide candidates.

Member Uhrig asked if there is a timeline for finishing the entry way with art and displays. Mr. Lanthier responded that there is an open house proposed for September and that we hope for the work to be completed in time for the open house.

Member Dubyk asked with regard to the Ernst and Young information gathering and if they are utilizing staff's time well and respectfully. Mr. Lanthier responded that the E&Y group is utilizing the information to develop a preliminary transition plan, which will hopefully minimize the overall amount of staff time needed for this work.

11. Chair's Report

Chair Greig complimented the newly added wayfinding signage for the entrance road and parking area.

Chair Greig extended thanks to Vice Chair Shaw on her work with the pre-transition committee and filling in at the recent Conservation Ontario meeting.

New Vital Signs report produced by Community Foundation Grey Bruce.

Vice Chair Shaw relayed that at the recent Conservation Ontario meeting, it was noted that Ontario has the lowest overland flooding insurance claims in the country despite being the most developed province in Canada. Vice Chair Shaw asked if this statistic could be documented and disseminated. Mr. Lanthier responded that this is something that CAs know well but noted that it is difficult to articulate and calculate the value of damages that didn't happen because it was prevented.

12. Other Business

Nothing at this time.

13. Resolution to Move into Closed Session – Nothing at this time.

14. Resolution Approving the Closed Session Minutes – Nothing at this time.

15. Next Full Authority Meeting

Wednesday July 22, 2026

16. Adjournment

The meeting was adjourned at 2:43 p.m.



Scott Greig, Chair



Valerie Coleman
Administrative Assistant

Owen Sound & North Grey Union Public Library Board
Minutes

March 26, 2026 6:00 p.m.
Library Auditorium

MEMBERS PRESENT:

Richard Thomas, Chair (City of Owen Sound)
Rosemary Buchanan, Vice-Chair (Township of Georgian Bluffs)
David Adair (City of Owen Sound)
Tobin Day, (Township of Georgian Bluffs, Councillor)
Deborah Eaton (City of Owen Sound)
Frank Emptage (Meaford Public Library)
Marion Koepke (City of Owen Sound, Councillor)
Janet Walker (City of Owen Sound)

MEMBERS ABSENT/REGRETS:

Elizabeth Thompson (Township of Chatsworth, Councillor)

STAFF PRESENT:

Tim Nicholls Harrison, CEO
Nadia Danyluk, Deputy Chief Librarian
Lindsey Harris, Administrative & Facilities Manager

GUESTS PRESENT:

None

COMMENCEMENT: 6:02 P.M.

1. CALL TO ORDER

The meeting was called to order by Richard Thomas, Chair, at 6:02 p.m.

2. ADDITIONAL ITEMS

None

3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None

4. CONFIRMATION OF MINUTES

10-26 Moved by Marion Koepke THAT the minutes of the February 5, 2026 meeting of the Library Board be approved as presented.

Carried.

5. DEPUTATIONS/QUESTIONS FROM THE PUBLIC

None

6. CORRESPONDENCE

Harris reported that there were two items of correspondence circulated in the package.

6.1. MNP Audit Planning Letter

6.2. Thank You Card: Thank you card was received from the McLeish family for exceptional library service.

7. REPORTS AND MATTERS TABLED

7.1 Board Chair's Report

No report.

7.2. CEO's Report

"Upon the shelves of our libraries,
the world's greatest teachers await our questions"
- Louis L'Amour.

7.2.1. Library Service Index and February at a Glance: Please see the attached performance report and infographic.

7.2.2. Key Statistics: Library membership increased to 11,961, approximately 1.8 % more than at the same time last year. In February, we had 14,553 library visits and circulated 29,022 materials. Patrons used an additional 1,939 materials within the library during the month. There were 4,832 uses of technology. Our online outreach totaled 61,728. The library provided information assistance 2,241 times. During the month 719 patrons participated in 33 programs at the library.

7.2.3. **Savings to Patrons:** The value of the physical materials that our library members borrow on a visit is shared, now, on their receipt which is printed at the main circulation desk. During the month of February, our library members as a community saved a total of $383,422 by borrowing from the library. The total for 2026 is $807,127.

7.2.4. Staff Anniversaries: We extend congratulations to the following staff members on their work anniversaries. We thank them for their time, effort, skills and talents!

Jodi Burton-Scheifley	ALC	5 years

7.2.5. Grey County Library System: At the Grey County Council meeting on January 28th, Deputy CAO Niall Lobley presented a report examining local library services. It recommended that "no further exploration of County wide library services be considered at this time". The report is online at https://pub-grey.escribemeetings.com/filestream.ashx?DocumentId=8880.
The Owen Sound Sun Times wrote the following news article, https://www.owensoundsuntimes.com/news/local-news/grey-county-wide-library-system-put-back-on-the-shelf

7.2.6. Service Agreement with Meaford Public Library: The current agreement expires at the end of 2026. The terms of the current Library Services Agreement may be extended for a minimum of two additional years, provided that the Union

Public Library Board receives a request for extension from the Meaford Public Library Board, on or before September 30, 2026.

7.2.7. Union Library Agreement – 5 Year Review: The terms of the Union Library Agreement have a five-year review for the fall of 2026. This review is an opportunity for members of the three municipal councils and the Library Board to meet and review the past five years of library service and update the funding formula. The current Union Library Agreement is not under negotiation. Amendments to the funding table in the Union Library Agreement will be made to reflect the average of the ratio of memberships for each group to the total memberships in the UNION LIBRARY for the five years (2022-2026) as of August 31st of each year. The amended table will be used for the last five years of the agreement.

7.2.8. Carnegie Refresh: We will be replacing the carpet in Carnegie this fall. Library staff are working with City of Owen Sound staff and we are hosting a site visit on April 20th for flooring vendors interested in the project. Recognizing that the Carnegie Library is a designated heritage building, we will ensure that the work is approved by the Heritage Committee.

7.2.9. Text Messaging Now Available: Text message notifications for holds, due soon, overdue and bills are now available. You can opt-in by visiting us in person or online, https://osngupl.ca/communication-preferences/.

7.2.10. Repair Café at the Library: In March, we celebrate the second anniversary of the Repair Café. This program would not be possible without the wonderful partnership with the Georgian Bluffs Climate Action Team. On the second Saturday of each month from 1:00 to 4:00 pm, skilled volunteers will help fix your broken items for free, from clothing to household items.

7.2.11. Incident Summary - 2025: A total of 22 incident reports were filed, and 11 new trespass notices were issued. The occurrences seem to come in clusters. Drug-related activity, including the presence of drug paraphernalia, suspected substance use and the discovery of sharps, was the most common type of incident. These occurrences were reported throughout the year, with higher concentration in February, May, June, July and October. No incident reports were completed in March, April, September and December.

Library washrooms downstairs were the primary area of concern, with frequent findings of drug paraphernalia, smoking and vandalism. The library grounds were the second most common location, where sharps and drug paraphernalia were also regularly discovered.

Several incidents involved patrons requiring medical attention, including unconscious and injured individuals. Library staff provided first aid response and/or called for medical assistance. Incidents involving aggressive behavior from patrons and unauthorized access from banned patrons occurred periodically throughout the year. Many of these incidents appeared to be linked to mental health challenges and/or substance use.

Recurring issues, particularly those related to substance use, indicate the need for attention to increased monitoring of the washrooms and level 1.

7.2.12. Professional Development – Safer Spaces: On March 25th, some staff will be participating in the Ontario Library Association's Safer Spaces Symposium which focusses on library washrooms. The session is virtual.

7.2.13. Professional Development – De-Escalation Skills: We have arranged to have Rebecca Higgins, Mental Health Educator present a workshop on Supportive Communication and De-Escalation Skills for Library Workers. We have opened this June 15th professional development activity to other library workers in Grey-Bruce. Thanks to Nadia for organizing this day.

7.2.14. March Community Art Exhibit - Nancy Cornforth: Nancy is a passionate artist dedicated to sharing the joy of creativity while pushing her own artistic boundaries. Through her work, classes, and community engagement, she not only brings beauty to the world, but also inspires others to embrace their own creative potential.

7.2.15. Videogames are Here: The Library now has a collection of Switch games for our community to borrow. These games are rated E for Everyone and are suitable for the whole family to enjoy. Videogames are loaned for 1 week. Check out Switch it Up, the Library's casual drop-in gaming program for children and teens, taking place on Monday evenings from 5–7pm.

7.2.16. March Break Programs: Youth Services staff had a busy March Break filled with activities and programs, https://osngupl.ca/wp-content/uploads/2026/02/2026-March-Break-Programs-Flyer.pdf. Checkout our Facebook and Instagram feeds to see related photos. We were pleased that the Sun Times focussed on the creativity and STEM work that is happening at the library, https://www.owensoundsuntimes.com/news/local-news/march-break-workshop-turns-kids-into-media-creators

7.2.17. Seedy Saturday - March 28th: Everyone is invited to attend Seedy Saturday and discover local producers, plant enthusiasts, garden specialists, community groups and so much more. This free event is from 11:00 am - 1:00 pm. We thank Cvitka Marun, Information Specialist, for her facilitating the day's activities, https://owensound.libcal.com/event/3980181

7.2.18. Gardener in Residence: We are pleased to partner with the Grey County Master Gardeners again this year. The Gardener in Residence program features local gardening gurus providing information and expertise. The session in March will focus on starting seeds. https://www.owensoundsuntimes.com/news/local-news/the-library-announces-gardener-in-residence-program

7.2.19. Puzzles Now Available in our Online Resources: Did you know that Press Reader now offers puzzles to keep your brain busy on your computer or smart device? Try one free with your Library card! Find Press Reader on our website under our e-resources, https://osngupl.ca/browse-borrow/online-resources/

7.2.20. Libby Reads Starts March 26th: Borrow *Meet the Neighbors* by Brandon Keim on the @**Libby.App** with no waitlists or holds! In this wide-ranging, wonder-filled exploration of animals' inner lives, Keim takes us into courtrooms and wildlife hospitals, under backyard decks and into deserts, to meet anew the wild creatures who populate our communities and the philosophers, rogue pest controllers, ecologists, wildlife doctors, and others who are reimagining our relationships to them.

7.2.21. Library Newsletter and Upcoming Programs: Check out the many programs, services and resources featured in our current newsletter, https://www.osngupl.ca/news- programs/library-news/. For a comprehensive schedule and information about upcoming programs, please visit https://owensound.libcal.com/calendar.

7.2.22. Final Comments:
"We know that our library is more than just books. We would like to extend our sincere thanks for providing such a welcoming, safe, inclusive space right in the heart of our community. We recognize that over the years, library work has changed and we greatly appreciate how you always professionally deliver your programs and services with integrity, empathy, patience and respect. Thank you for all that you do! – A-M.M. and D.M.
I love sharing praise from our library patrons. Library staff work hard to provide exemplary customer services to our public as we try to meet their information, education, employment and entertainment needs. Check out what we have planned for the Spring!

Additional items:
None

11-26 Moved by Marion Koepke THAT the Library Board approve the CEO's Report as presented. Carried.

7.3 Financial Committee Report

7.3.1 Statements and Accounts:

12-26 Moved by Marion Koepke THAT the Library's and Adult Learning Centre's Financial Statements to February 28, 2026 be received as information. Carried.

7.4 Personnel Committee Report
No report.

7.5 Property/Building Committee Report
No report.

7.6 Library Foundation Committee Report
No report.

7.7 Policies and Bylaws Committee Report
No report.

7.8 Ontario Library Service Board Assembly Report
No report.

7.9 Poet Laureate/Words Aloud Committee Report
No report.

8 OTHER BUSINESS
None

9 STRATEGIC PRIORITIES
None

10 RESOLUTION TO MOVE TO CLOSED SESSION – STRUCK

11 DECLARATION TO MOVE TO THE REGULAR BOARD MEETING - STRUCK

12 NEXT MEETING: The next Regular Board meeting to be held Thursday April 23, 2026 at 6:00 p.m. in the Library Auditorium.

13 ADJOURNMENT: The meeting was declared adjourned at 6:30 p.m.

Chair

Secretary

Owen Sound Police Service Board

2nd Floor Board Room

Wednesday May 27, 2026

PUBLIC SESSION MINUTES

Members Present:	**J. Thomson (Chair), M. Koepke (Vice Chair), C. Merton, M. Dickson, B. O'Leary**
Management Present:	**Chief C. Ambrose, Deputy Chief D. Bishop, Inspector C. Matheson**
Absent with Regrets:	**Inspector T. Doherty**
Minutes:	**K. Wardell**

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1. Call to Order

Chair Thomson called the meeting to order at 9:01 a.m.

2. Land Acknowledgment

Chair Thomson gave the land acknowledgment.

3. Approval of the Agenda

Member Merton through the Chair added 16 i) Taxi and Accessibility

Moved by M. Dickson, seconded by B. O'Leary.

> *"That the agenda dated May 27, 2026 with the addition of 16 i)* Taxi and Accessibility *." **CARRIED**.*

4. Declaration of Conflict of Interest arising out of the Minutes and Matters Listed on the Agenda. HEARING NONE

5. Presentations, Deputations, and Public question period.

There were no presentations or deputations or public questions.

6. Confirmation of the Minutes of the Public Session held April 22, 2026.

Moved by B. O'Leary, seconded by M. Dickson.

"That the minutes dated April 22, 2026 be approved." ***CARRIED***

7. Business arising out of the Public Session Minutes of April 22, 2026. HEARING NONE

8. Correspondence received

a) Safety for our community

9. Chairman's Report

Chair Thomson attended a zoom meeting of the OAPSB board on April 30, 2026. It was their first meeting being known officially as PGO (Police Governance of Ontario).

Highlights of that meeting included:

- OAPSB received an unqualified audit or clean audit report from our auditors.
- Assets up $154,000 from 2024
- Liabilities are up slightly by $41,000
- Revenues up $207,000
- Expenses up $77,400

- The Transfer Payment Agreement has been received from the Solicitor General's office. This agreement will be used to develop training courses and materials for police boards both municipal and O.P.P. and First Nation's boards across Ontario over the next three years.

- An MOU is being developed among the PGO, PAO and OACP for the annual employment conference in February 2027.

- The new PGO website is up and running and is much improved over our previous website. Members will need to register on the new website. Unfortunately, the old passwords will not automatically work in the new site. If you want to use the same email and password, you may.

Chair Thomson reported that Chief Ambrose and Deputy Chief Bishop were awarded the Member of Order of Merit of Police Forces and received their appointment letters back on November 15, 2024. On May 14, 2026 a formal investiture ceremony was held at Rideau

Hall where Mike Duheme the Commissionaire of the RCMP and the Honourable Mary Simon the Governor General of Canada presented the medals to Chief Ambrose and Deputy Chief Bishop, after which they attended a luncheon at Rideau Hall held in their honor.

The chair offered his congratulations to both and on the work, they had done to be recognized by this coveted award.

10. Governance

Chair Thomson reported that on April 23, 2026 Ontario's Inspector General of Policing, Ryan Teschner announced the appointment of the Honourable William Hourigan as the external inspector for the province-wide inspection on police integrity and anti-corruption practices.

First announced in February 2026, as a result of Project South, the province wide inspection will examine the adequacy and effectiveness of police services, including the Ontario Provincial Police, and police service boards. The inspections will focus on system-level practices for preventing, detecting, responding to, and fortifying their organizations against corruption, but not on individual conduct.

11. Operational Reports

a) Criminal Investigations Branch and Drug Enforcement/Criminal Intelligence Unit (CIB), Community Oriented Response & Enforcement Unit (CORE) and Bail Compliance and Warrant Apprehension Unit (BCWA)

b) Auxiliary Unit Report

c) Front Line Patrol and Collision Statistics

d) Community Services Office

e) Training

12. Administrative Reports

a) Records, Courts and Bylaw

b) OSECC and IT

c) Human Resources

d) Lost Hours

13. Building and Facility Update

Deputy Chief Bishop reported several facility maintenance and capital items remain under review. Exterior brick deterioration requiring waterproofing and cladding remains outstanding and is not scheduled for completion in 2026. Water leaks identified in the previous reporting period were addressed by City staff and have not reoccurred.

Cleaning services continue to meet expectations, and the addition of on-site facilities staff has improved routine maintenance and repair response times. HVAC balancing and recalibration were completed in May, along with the replacement of damaged ceiling tiles and interior painting in select areas of the building.

Several projects remain outstanding, including modifications to the front lobby washroom access controls, elevator security measures, and the main floor staff washroom renovation. The washroom access project is awaiting scheduling by a locksmith, while no start date has been provided for the staff washroom renovation.

Parking lot drainage issues reoccurred during heavy spring rainfall and will require further review. Accessibility (AODA) compliance requirements remain a long-term consideration and will need to be addressed through a future facility assessment, with no capital funding currently allocated.

14. Financial Update from the Chief of Police

Chief Ambrose reported that he reviewed the financials with J. Hawk- Financial Coordinator and K. Allan-Director of Corporate Services. The budget is currently projected to be $20,000–$30,000 over budget; however, there are contingencies built into the budget.

15. Operating Reports from the Chief of Police

a) Chief's Activity Reports

16. Other Items and New Business

a) Review of Nuisance By-law No. 2024-026

Chair Thomson reported that this matter had previously been included on the Board's April 2025 agenda, at which time the Board reviewed the applicable bylaw and confirmed its intent to:

a. safeguard the quality of City communities and neighbourhoods,
b. protect the safety, health, and well-being of the public; and
c. ensure the continued enjoyment of public and private property for residents, visitors, and property owners in the City.

There were also discussions around shoppers feeling unsafe downtown and business owners were having to lock their doors during business hours to control those entering their place of business. These issues, continue to persist. He also referenced that some financial institutions in the River District have reduced public access to their ABMs outside of normal banking hours, and in some cases have implemented controlled entry to the branch during business hours.

Chief Ambrose reported that the community is concerned, noting that the service receives daily calls related to visible substance use and disorderly behaviour resulting in increased calls for service in the River District.

Chair Thomson also referenced a motion arising from the Board's April 2025 meeting requesting that City Council convene a meeting with the River District Board, the Chamber of Commerce, downtown business owners, the Owen Sound Police Service, local provincial and federal prosecutors, and the area's Member of Provincial Parliament (MPP) to discuss current downtown conditions.

He further noted that, following that meeting, the Neighbourhood Response Team (NRT) was implemented, funded by Health Canada and administered by the County; however, this initiative is no longer active.

The Board discussed ongoing service delivery challenges. Chief Ambrose provided information regarding a bylaw model from Cobourg for consideration and whether similar provisions could be adopted locally. He was to share this bylaw with the city.

The Board reviewed correspondence and broader community feedback indicating that residents, businesses, and visitors continue to feel unsafe in the downtown area, with concerns being further amplified through social media.

Members and Chief Ambrose emphasized that policing alone is not sufficient to address the issues, citing increasing calls for service, resource limitations, and the need for enhanced bylaw enforcement and greater collaboration among the City, County, police service, and community agencies.

Further discussion was held. Coming out of those discussions the board made the following motion.

Moved by M. Dickson, seconded by B. O'Leary

> *"That in an effort to ensure the continued enjoyment of public and private property for residents, visitor and property owners in the city. The Owen Sound Police Service Board requests the City of Owen Sound Council to take action on concerns raised by the River District, Police Service Board, Council and Municipal residents regarding loitering and other social disorder matters taking place in the City of Owen Sound particularly in the River District."* ***CARRIED***

b) Outside Alcohol (BYOB) at Municipal Gatherings

Chief Ambrose reported that he had spoken with the City, and BYOB will not be permitted at municipal gatherings.

c) International Association of Chiefs of Police Conference

Chair Thomson noted that OSPSB Policy 009 regarding the chief attending conferences only applied to national conferences and asked for a motion to approve the Chief's attendance at this international conference.

Moved by M. Koepke, and seconded by B. O'Leary.

> *"That the OSPSB approves Chief Ambrose to attend the International Association of Chiefs of Police Conference."* ***CARRIED***

a) Law Enforcement Torch Run for Special Olympics

Chief Ambrose reported that The Owen Sound Police Service will host the annual Law Enforcement Torch Run (LETR) in support of Special Olympics Ontario on June 10, 2026. The event will involve participation from OSPS members, local Special Olympics athletes, and partner police services from Saugeen Shores, Hanover, West Grey, and the Ontario Provincial Police.

b) CSPA Aggregate Disciplinary Report

Deputy Chief Bishop reported on the CSPA Aggregate Disciplinary Report, which will be added to the board website.

c) Zone 5 Meeting – October 8, 2026

Moved by M. Koepke and seconded by M. Dickson.

"That the OSPSB approve hosting the Zone 5 Meeting on October 8, 2026 at the Sydenham Campus." ***CARRIED***

d) Taxi Broker Licence Application - Platinum Taxi

Chair Thomson report that this report is to advise the board that under the requirements of the Owen Sound Transportation Bylaw, Chief Ambrose has approved a taxi license for Platinum Taxi.

e) Ontario Police Fitness Award (OPFA) Incentives

Chief Ambrose reported that The OPFA Fitness Pin Program is a provincial initiative promoting ongoing physical fitness among police officers and civilian members. Research supports the benefits of regular fitness, including improved wellness, reduced absenteeism, and enhanced operational performance.

In February 2026, OSPS trained an internal staff member as a certified OPFA appraiser, enabling in-house administration of the Fitness Pin test up to four times per year. Participation at OSPS has historically been low; however, the program supports organizational priorities related to member wellness, recruitment, retention, and sustainability. Additional incentives to encourage participation are under consideration.

f) Taxi and Accessibility

Member Merton added to the agenda accessibility and taxi services. Chief Ambrose advised that K. Fluney- Director of Civilian Services conducts AODA reviews with service providers on a biannual basis. It was noted that taxi services can accommodate foldable wheelchairs and walkers; however, individuals must be able to transfer into the vehicle independently.

17. Motion to move into Closed and Confidential Closed Session

Moved by M. Dickson and seconded Brian O'Leary.

"That the board move into closed session and upon termination of the closed session the board move into confidential closed session. These meetings are to review and discuss matters that fall under Section 44 item (2) of the Community Safety and Police Act and Section 25 item b) of the OSPSB General Policy 003- Board Governance to consider:

a. Educational or training sessions.

b. A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the board;

c. *personal matters about an identifiable individual, including members of the police service or any other employees of the board;*
d. *labour relations or employee negotiations;"* ***CARRIED***

18. Reporting out of Closed Session

In accordance with Section 44 of the Community Safety and Policing Act, 2019 *and Section 25 item b) of the OSPSB General Policy 003- Board Governance to consider:* the Owen Sound Police Service Board met in a closed session following the public meeting to discuss items pertaining to:

a. Approval of minutes of the Closed Session of the Owen Sound Police Service Board meeting held on April 22, 2026; and

b. Matters regarding Board Training

No decisions were made during the meeting and no direction was provided

The Chair confirmed that no other matters were discussed.

19. Reporting out of Confidential Closed Session

In accordance with Section 44 of the Community Safety and Policing Act, 2019 *and Section 25 item b) of the OSPSB General Policy 003- Board Governance to consider:* the Owen Sound Police Service Board met in a confidential closed session following the closed meeting to discuss items pertaining to:

a. Approval of minutes of the Closed Session of the Owen Sound Police Service Board meeting held on April 22, 2026; and

b. Matters related to Staffing and labour relations

c. Matters related to SIU investigations

No decisions were made during the meeting and no direction was provided

20. Termination of the Public Meeting

Having completed all of the business items listed on the agenda Chair Thomson terminated the open meeting at 12:45 p.m.

Next Meeting: June 24th, 2026

From: [redacted]
Sent: Wednesday, May 13, 2026 4:32:42 PM
To: Council@owensound.ca <Council@owensound.ca>; Ambrose, Craig <cambrose@owensoundpolice.com>; tsimmonds@owensound.ca <tsimmonds@owensound.ca>; bbloomfield@owensound.ca <bbloomfield@owensound.ca>; cmerton@sympatico.ca <cmerton@sympatico.ca>
Subject: Safety for our community

I'm sending a letter to all who should be concerned about our community. I'm just a grandma who's lived here her whole life and now has grandkids and I'm afraid for their future and I'm afraid for their safety.

Dear carol Merton

I am writing as an angry and frustrated citizen who is tired of watching our community fall apart while hardworking residents are expected to simply accept it.

The homelessness, drug use, violence, harassment, and aggressive behavior happening downtown have gone far beyond what citizens should be forced to tolerate. People are scared to walk downtown. Businesses are struggling. Families avoid areas they used to enjoy. Seniors feel unsafe. Working people who pay taxes and contribute to this city feel abandoned.

Many of us are done being told to just "have compassion" while our own safety and quality of life continue to disappear. At some point, the rights of law-abiding citizens need to matter too.

We are tired of public drug use, loitering, screaming, intimidation, theft, vandalism, and being verbally abused while trying to shop, work, or simply walk through our own downtown. Residents should not have to feel afraid in the city they worked hard to build.

People are angry because it feels like there are endless excuses and very few real solutions. Citizens want to know:

* What is being done to restore safety downtown?

* What consequences are there for repeat offenders?

* What is being done about open drug use and violence?

* How will businesses and residents be protected?

* When will citizens finally feel heard instead of ignored?

Compassion without accountability is not working. Residents are reaching their limit, and many feel that leadership has failed to act strongly enough while the situation continues to worsen.

We deserve safe streets, safe businesses, and safe public spaces. We deserve to feel proud of our city again instead of anxious and angry every time we go downtown.

I hope you take these concerns seriously because many citizens are no longer willing to stay silent.

I had a great conversation with Carol and I wanted to give you another letter on what is happening in the community and what is being said and what I'm really afraid may take place

To the Members of City Council,Owen sound police , safe and sound .

I am writing because I truly love this city and the community we built here. That is exactly why this situation is becoming so painful and alarming for so many residents.

When the homelessness, addiction, and mental health crisis first became more visible in our downtown, many of us responded with compassion. We understood people were struggling. We supported helping those in need and believed solutions would come.

But over time, compassion has turned into frustration, and frustration is now turning into anger.

Every time I sit down for lunch, have coffee with friends, or speak with other residents, co workers , the conversation is the same. People no longer feel safe downtown. Business owners are exhausted. Families avoid certain areas. Seniors feel intimidated. Many residents feel like their concerns are dismissed the moment they speak up.

What worries me most is the growing tone of the conversations happening in this community. People are talking about protecting themselves because they feel abandoned and unheard. I am hearing comments about carrying bats, pellet guns, and taking matters into their own hands because they no longer believe anyone else will protect them.

That should terrify all of us.

I do not want to see anger boil over into violence or vigilantism. I do not want to see residents and vulnerable people put into even more dangerous situations because this crisis has been allowed to escalate unchecked. But I honestly believe we are approaching a tipping point if meaningful action is not taken soon.

This is not about hatred toward homeless individuals or people struggling with addiction or mental illness. This is about balance. Compassion cannot come at the complete

expense of public safety, order, and the wellbeing of the citizens who live and work here every day.

People need help, but residents also deserve to feel safe in their own community.

I am asking Council to recognize the seriousness of what is happening before emotions in this city reach a point that cannot easily be undone. We need stronger enforcement, visible action downtown, support for businesses and residents, and real long-term solutions that protect both vulnerable individuals and the public as a whole.

Please do not ignore how deeply frustrated and concerned your citizens have become.



REPORT TO THE OWEN SOUND POLICE SERVICE BOARD

SUBJECT: CRIMINAL INVESTIGATIONS BRANCH

BAIL COMPLIANCE AND WARRANT APPREHENSION UNIT (BCWA)

COMMUNITY ORIENTED RESPONSE AND ENFORCEMENT UNIT (CORE)

TO: Chair and Members of the Owen Sound Police Service Board

DATE: May 27th, 2026

STRATEGIC PRIORITIES:

The contributions of the Criminal Investigations Branch contribute to the positive outcomes within the following Strategic Priorities, set by the Board in the 2023-2026 OSPS Operations Plan:

- ☑ Community Safety
- ☑ Community Wellbeing
- ☐ Our Members
- ☐ Sustainability

REPORT:

Human Trafficking Presentation – Members of the Criminal Investigations Branch presented on human trafficking aboard the Chi-Cheemaun to the crew members ahead of the 2026 sailing season. The presentation enables staff to recognize signs that indicate passengers may be victims of human trafficking. Detectives were also consulted to review and provide feedback on the newly created online human trafficking training, implemented by the Owen Sound Transportation Company, that is mandatory for all staff of the Chi-Cheemaun and Pelee Island Ferries to complete.

Court Requirements – Members of CIB spent a considerable amount of time at court for ongoing trials and Crown and victim prep meetings in relation to criminal matters that are before the courts.

Judicial Authorizations: Members of CIB completed 4 Production Orders/Search Warrants to obtain valuable evidence pertaining to several investigations, including Frauds, and Drug Trafficking Investigations.

Drug Unit- Members of CIB delivered a drug and firearm related presentation to members of Bruce Grey Child and Family Services. The aim of the presentation was to educate members to identity any potential risk or hazards that they may encounter during the scope of their duties in the community.

MENTAL HEALTH CRISIS RESPONSE TEAM

Officer Referrals/ Consultations = 5
Follow-ups: 6
Community Support Consultations/Referrals = 0
Incident Response/Support = 25
Proactive foot patrol: 5

DRUG OVERDOSE INFORMATION

To date, Owen Sound has had (0) deaths from suspected drug overdoses.

Missing Persons

There are currently no outstanding missing people.

BAIL COMPLIANCE AND WARRANT APPREHENSION UNIT (B.C.W.A.)

FOOT PATROL (Hours)	4
CRIMINAL CHARGES	2
WARRANT ARRESTS	16
ARREST - FAIL TO ATTEND FOR PRINTS	3
COMPLIANCE CHECKS	5
S.O.R. COMPLIANCE CHECKS	2

During the reporting period, B.C.W.A. investigated an assault that resulted in serious injuries requiring surgery. The investigation into this matter is continuing.

B.C.W.A. executed warrants involving parties wanted on multi-jurisdictional theft charges. The accused are believed to be involved in an organized crime-related theft ring. At this time, the accused remain in custody pending further court proceedings.

In addition to investigative responsibilities, B.C.W.A. continued to participate in regular collaboration and information-sharing meetings with community partners. Weekly meetings were attended with Ontario Probation and Parole, Correctional Services Canada – Parole Office, and the HRRT Committee to support coordinated offender management and community safety initiatives.

COMMUNITY ORIENTED RESPONSE AND ENFORCEMENT UNIT (C.O.R.E)

FOOT PATROL (Hours)	57
CRIMINAL/CDSA CHARGES	6
PROVINCIAL OFFENCES/ WARNINGS	0

The C.O.R.E. unit led two station tours; one for students of Keppel Sarawak School and another for Girl Guides of Canada. The tours provide insight and an overview of police operations, equipment, and community safety initiatives.

The C.O.R.E. unit continued mobile and foot patrols throughout April 2026, focusing on proactive community engagement, enforcement, and support for vulnerable individuals. Members conducted regular monitoring and well-being checks for those accessing local shelter services, as well as individuals sheltering in encampments and other locations across the city.

FINANCIAL/RISK IMPLICATION(S):

Nil

SUBMITTED BY:

Craig Matheson, Inspector

REPORT TO THE OWEN SOUND POLICE SERVICE BOARD

SUBJECT: **Auxiliary Unit- April 2026**

TO: Chair and Members of the Owen Sound Police Service Board

DATE: May 27, 2026

STRATEGIC PRIORITIES:

The Auxiliary Unit contributes to positive outcomes within the following Strategic Priorities, set by the Board in the 2023-2026 OSPS Operations Plan:

- ☑ Community Safety
- ☑ Community Wellbeing
- ☐ Our Members
- ☐ Sustainability

RECOMMENDATION(S):

For Information

REPORT:

In April 2026, the Auxiliary Unit actively supported the Uniform Branch through ride-alongs, contributing a total of **168 volunteer hours**.

The Auxiliary Unit is currently supporting the Uniform Branch with the Immediate Rapid Deployment (I.R.D.) portion of the annual block training schedule. A total of 17.5 hours has been volunteered by the unit in to assist with this training in April. The training will continue into May 2026 with several additional volunteer hours expected.

On April 21, 2026 three members of the auxiliary unit participated in traffic control training along side our newest recruit PC Ernest. This training involved a practical traffic control exercise at one of the city's intersections.

FINANCIAL/RISK IMPLICATION(S):

Nil

SUBMITTED BY:

Craig Matheson, Inspector

REPORT TO THE OWEN SOUND POLICE SERVICE BOARD

SUBJECT: FRONT LINE PATROL REPORT AND COLLISIONS- APR 2026

TO: Chair and Members of the Owen Sound Police Service Board

DATE: May 27, 2026

STRATEGIC PRIORITIES:

The activities of Front-Line officers contribute to the positive outcomes within the following Strategic Priorities, set by the Board in the 2023-2026 OSPS Operations Plan:

- ☑ Community Safety
- ☑ Community Wellbeing
- ☐ Our Members
- ☐ Sustainability

RECOMMENDATION(S):

For Information

REPORT:

The following report highlights key metrics from OSPS Front Line Patrol and Collision Statistics for April 2026.

	Platoon #1-4		**Part Time Officers**	
	April 2026	**April 2025**	**April 2026**	**April 2025**
Highway Traffic Act:	88	110	10	20
Recorded Cautions:	61	55	19	11
Criminal Code/ CDSA:	130	162	0	3
Warrants Executed:	36	41	7	3
Liquor Licence and Control Act:	10	4	0	0
Foot Patrol Hours:	97.5	101.5	15	10
Court Security Hours:	0	0	**225**	**0**

Reduce Impaired Driving Everywhere (RIDE):

- 12 R.I.D.E. checks conducted
- 24 officers
- 11.5 total hours
- 263 drivers checked
- 22 roadside breath tests administered
- 1 Highway Traffic Act charge

Impaired/ Over 80 mgs Charges

- There was a total of **three** impaired drivers charged, and one seven-day licence suspension issued during the month of April 2026.

Collision Statistics:

	APR 2026	MAR 2026	APR 2025
Total Collisions:	39	51	46
Collisions - East side	11	24	26
Collisions - West side	8	10	3
Collisions - parking lots	20	17	17
Fail to Remain Collisions	11	13	10
Collisions referred to CRC:	**19**	**27**	**26**
Collisions investigated by OSPS:	**20**	**24**	**20**

FINANCIAL/RISK IMPLICATION(S):

Nil

SUBMITTED BY:

Craig Matheson, Inspector

REPORT TO THE OWEN SOUND POLICE SERVICE BOARD

SUBJECT: **Community Service Officer**

TO: Chair and Members of the Owen Sound Police Service Board

DATE: May 27, 2026

STRATEGIC PRIORITIES:

The [contents of this report] contributes to the positive outcomes within the following Strategic Priorities, set by the Board in the 2023-2026 OSPS Operations Plan:

- ☑ Community Safety
- ☑ Community Wellbeing
- ☐ Our Members
- ☐ Sustainability

RECOMMENDATION(S):

Nil

The following report highlights key engagements of the Community Services Officer in April, 2026

Traditional Corporate and Social Media for OSPS (Community Outreach Education/Celebrations/Awareness/Media Releases)

- OPP Officer Killed on Duty, Frauds and Scams, Bike Patrol, #WeAreHiring, Traffic Enforcement, #AnswerTheCall, Easter RIDE, Cuts to Copper Wires, #DidYouKnow, School Zones, Arrest on Walking Trail, #NPSTW2026, National Volunteer Week, #TheNighShift, Happy Easter, Stop for Buses.
- 34 Posts in April

Community Engagement & Local/Provincial Committee Work

- CSWBP Crime Prevention Action Table- Regional
- Wheel & Ride meeting- Partners- Kiwanis, Optimist, River District- Local
- COYO Provincial Committee mtg- Post conference mtg. Provincial member
- Grey Bruce Local Immigration Partnership- External/Regional
- LEAPPS (Law Enforcement Agencies & Partners to Protect Seniors)- External/Provincial
- Youth in Policing Initiative-External/Provincial meeting
- CPYN National Meeting (Canadian Police Youth Network)
- Alpha Street Community Partners Monthly- Local
- Bayfield Planning Meeting- Summer safety program- Local
- Y Settlement Services- Consultation on issues with newcomers- Local

Community & School Presentations/Training

- Presentation to Active Healthy Lifestyles- Elder abuse & common frauds
- Presentation to Lee Manor Day Away Program- Phone scams and door to door canvasing.
- VTRA student meeting-Notre Dame
- PD Day presentation to BGCDSB staff- mostly school Administration and teachers.
- Station tour- Kepple Sarawak School
- Station tour & education on street safety- Owen Sound Embers Group
- Special Olympics Torch Run presentation to OSDSS- host site for the 2026 Torch Run
- Changing over Coop program- meetings with both local high schools regarding 2026/2027 year.

Workshops/Conferences attended

- Provincial CPN Communicators workshop- London





(Pic L-R Students tour of the station & presentation to the Active Healty Lifestyle group)

FINANCIAL/RISK IMPLICATION(S):

Nil

SUBMITTED BY:

Jason Cranny
Community Service Officer #569
Owen Sound Police Service

REPORT TO THE OWEN SOUND POLICE SERVICE BOARD

SUBJECT: **Training Report – April 2026**

TO: Chair and Members of the Owen Sound Police Service Board

DATE: May 27, 2026

STRATEGIC PRIORITIES:

A continued emphasis on training for all members contributes to the positive outcomes within the following Strategic Priorities, set by the Board in the 2023-2026 OSPS Operations Plan:

- ☐ Community Safety
- ☐ Community Wellbeing
- ☑ Our Members
- ☑ Sustainability

RECOMMENDATION(S):

For Information

REPORT:

The following report highlights Training for Owen Sound Police Service members during April 2026.

In April, 2026 the service's newest Constable completed her four-week post Ontario Police College training program and she is now working on the road with her coach officer.

Spring block training began in late April with all officers training and requalifying with their service firearm as well as the carbine rifle. Day two of the training is dedicated to Immediate Rapid Deployment response with both officers and communicators participating. The block training is scheduled to continue until the middle of May.

SUBMITTED BY:

Craig Matheson, Inspector

REPORT TO THE OWEN SOUND POLICE SERVICE BOARD

SUBJECT: **Records, Courts, and Bylaw Report – April 2026**

TO: Chair and Members of the Owen Sound Police Service Board

DATE: May 27, 2026

STRATEGIC PRIORITIES:

Records, Court Services, and Bylaw contribute to the positive outcomes within the following Strategic Priorities, set by the Board in the 2023-2026 OSPS Operations Plan:

- ☑ Community Safety
- ☐ Community Wellbeing
- ☐ Our Members
- ☑ Sustainability

RECOMMENDATION(S):

For Information

REPORT:

Records – April 2026

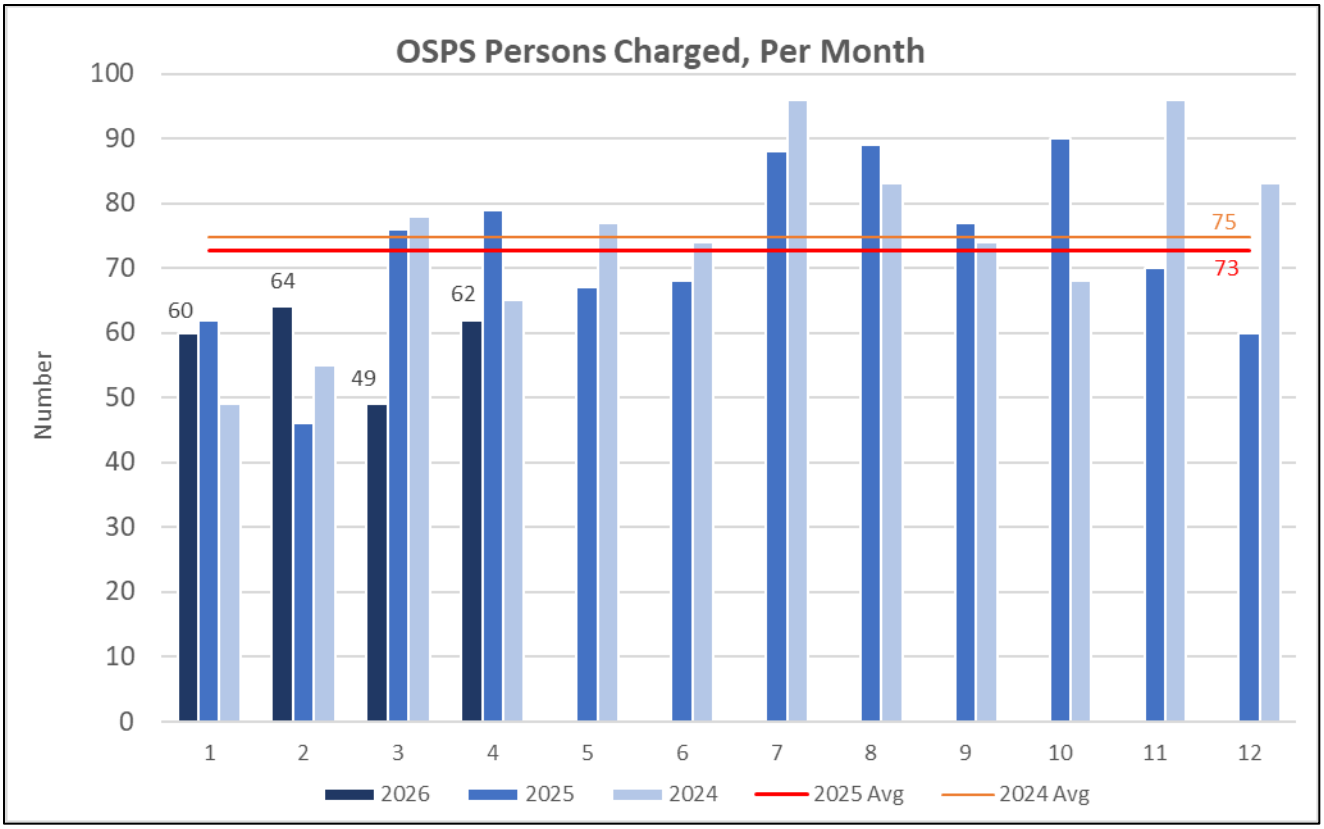
	This Month	Previous Month		Same Month Previous Year	2026 Year-to-Date	2025 Year-to-Date	YTD
	APRIL 2026	March 2026	% Change	April 2025	Jan.1-Apr.30, 2026	Jan.1-Apr.30, 2025	% Change
Records Services							
Bulk Record Check Searches	8,537	7,721	10.6%	6,840	29,107	27,269	6.7%
Executed Warrants	56	48	16.7%	69	204	210	-2.9%
Persons Charged	62	49	26.5%	79	235	263	-10.6%

In April compared to March 2026:

- There was a 10.6 % increase in bulk record check searches.
- There was a 16.7 % increase in executed warrants.
- There was a 26.5 % increase in person charged.

Year-to-date changes April 2026 compared to April 2025:

- There was a 6.7 % increase in bulk record check searches.
- There was a 2.9 % reduction in executed warrants.
- There was a 10.6 % reduction in persons charged.



Courts – April 2026

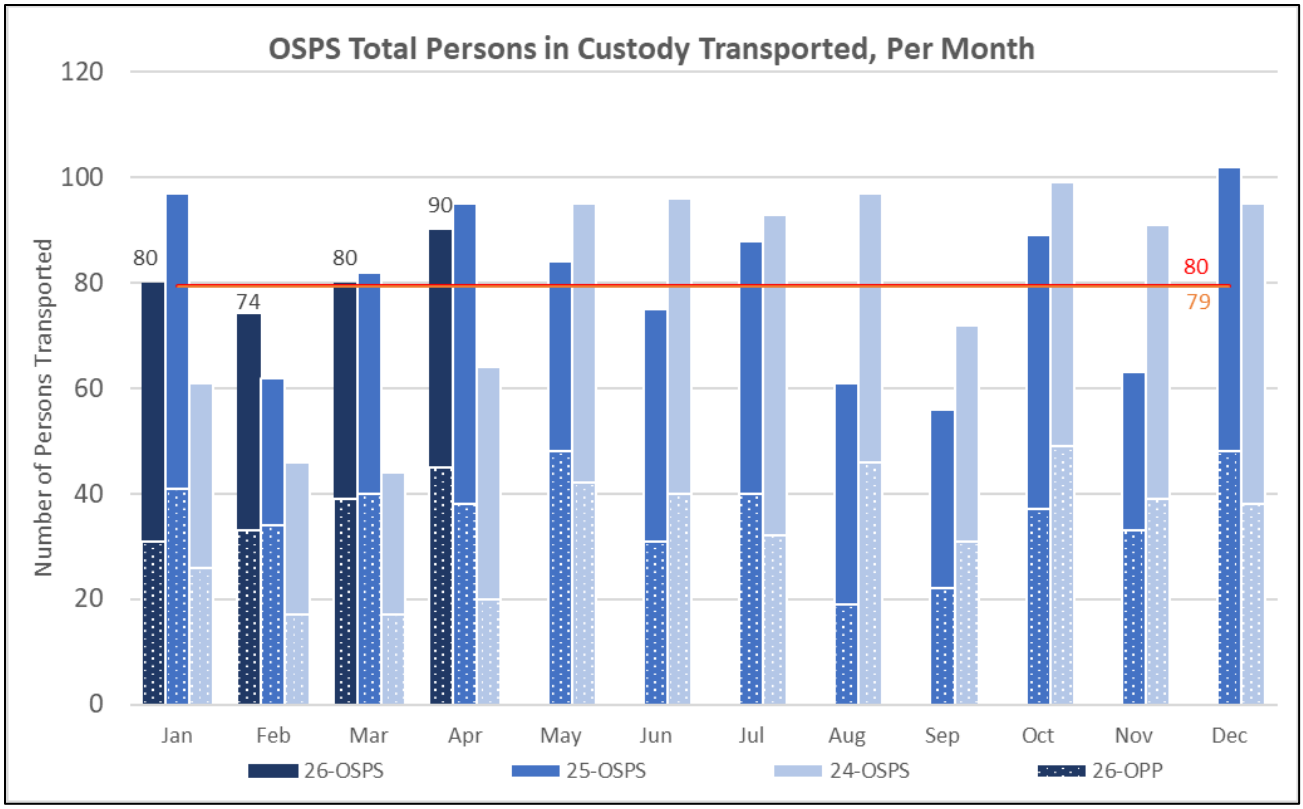
	This Month	Previous Month		Same Month Previous Year	2026 Year-to-Date	2025 Year-to-Date	YTD
	APRIL 2026	March 2026	% Change	April 2025	Jan.1-Apr.30, 2026	Jan.1-Apr.30, 2025	% Change
Court Services							
Total Custodies Transported	90	80	12.5%	95	324	336	-3.6%
OPP	45	39	15.4%	38	148	153	-3.3%
OSPS	45	41	9.8%	57	176	183	-3.8%
Video/Appearances	41	38	7.9%	35	153	129	18.6%
Special Constable Hours	1307	1,464	-10.8%	1,717	5,308	5,877	-9.7%

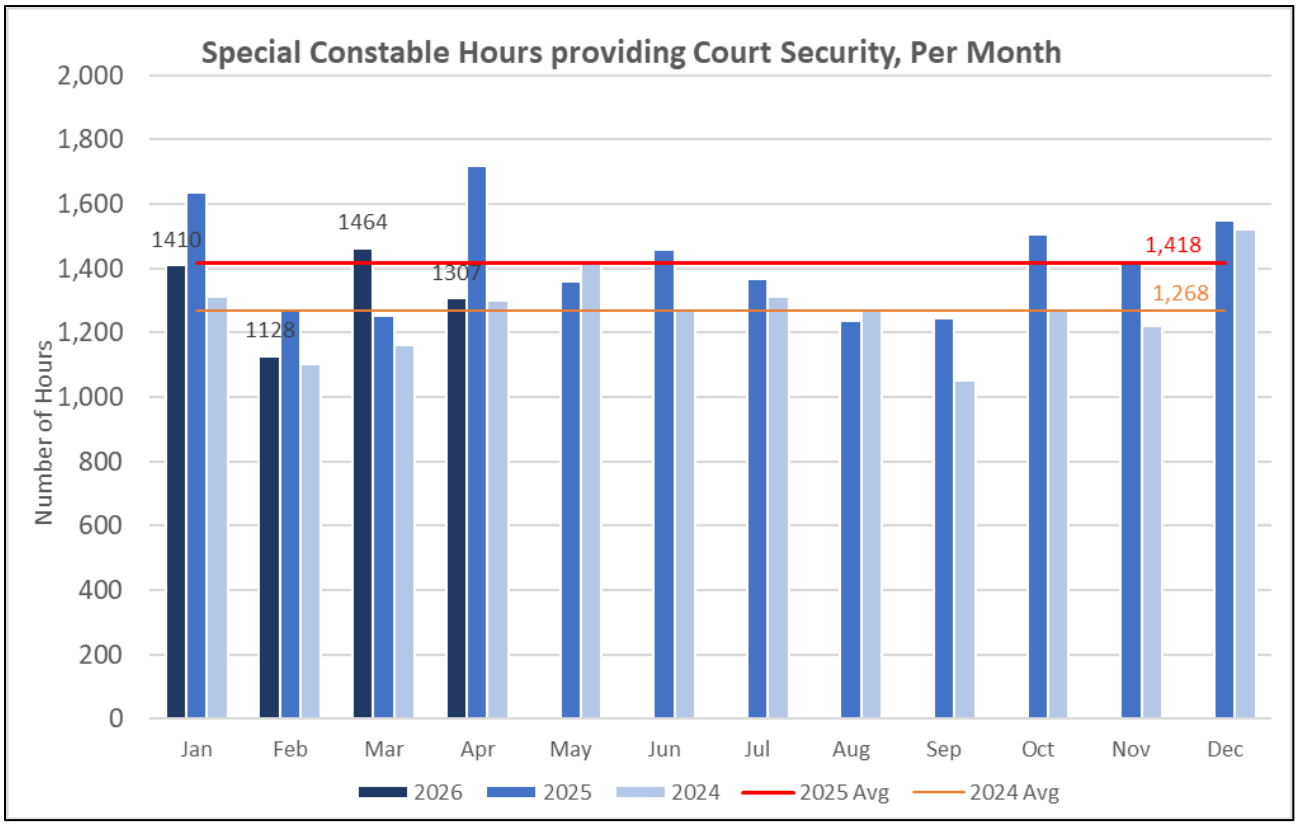
In April compared to March 2026:

- There was a 12.5% increase in custody transports.
- There was a 7.9 % increase in in video appearances.
- There was a 10.8 % reduction in Special Constable hours worked.

Year-to-date changes April 2026 compared to April 2025:

- There was a 3.6 % reduction in in custody transports.
- There was a 18.6 % increase in video appearances.
- There was a 9.7 % reduction in Special Constable hours worked.


OSPS Total Persons in Custody Transported, Per Month
Number of Persons Transported
120
100
80
60
40
20
0
80
74
80
90
80
79
Jan
Feb
Mar
Apr
May
Jun
Jul
Aug
Sep
Oct
Nov
Dec
26-OSPS
25-OSPS
24-OSPS
26-OPP


Special Constable Hours providing Court Security, Per Month
Number of Hours
2,000
1,800
1,600
1,400
1,200
1,000
800
600
400
200
0
1410
1128
1464
1307
1,418
1,268
Jan
Feb
Mar
Apr
May
Jun
Jul
Aug
Sep
Oct
Nov
Dec
2026
2025
2024
2025 Avg
2024 Avg

Owen Sound Police Service provides an armed officer at both the Ontario/Superior Court of Justice Courthouse and the Provincial Offences Court while courts are in session.

This requirement resulted in seven-armed officers being scheduled each week throughout April, totaling approximately **225 hours** of armed court-security coverage. These hours are in addition to the **1,307 hours** worked by Special Constables during the same month.

Bylaw – April 2026

Nothing to report for the month.

FINANCIAL/RISK IMPLICATION(S):

Providing court security and transporting persons in custody comes with inherent risk, while the efficient and accurate processing of judicial documentation is foundational to community safety.

ATTACHMENT(S):

Nil

SUBMITTED BY:

Krista Fluney, Director, Civilian Services

REPORT TO THE OWEN SOUND POLICE SERVICE BOARD

SUBJECT: **Owen Sound Emergency Communications Centre (OSECC) – April 2026**

TO: Chair and Members of the Owen Sound Police Service Board

DATE: May 27, 2026

STRATEGIC PRIORITIES:

The OSECC and the supporting IT infrastructure contributes to the positive outcomes within the following Strategic Priorities, set by the Board in the 2023-2026 OSPS Operations Plan:

- ☑ Community Safety
- ☐ Community Wellbeing
- ☐ Our Members
- ☑ Sustainability

RECOMMENDATION(S):

For Information

REPORT:

9-1-1 Calls – April 2026:

With the transition to NG911 on November 25, 2025, the previous source of monthly 911 data—Bell Flex reports—is no longer populated or applicable. The OSECC team is currently working with NG911 vendors to develop enhanced reporting using the expanded data available. Analysis of key performance metrics from these new reports is underway.

Computer Aided Dispatch (CAD) Events – April 2026:

Source: OPTIC's OnCallAnalytics	This Month APRIL 2026	Previous Month March 2026	% Change	Same Month Previous Year April 2025	2026 Year-to-Date Jan.1-Apr.30, 2026	2025 Year-to-Date Jan.1-Apr.30, 2025	YTD % Change
All CAD Events in OSECC (Number)	**5,053**	**5,100**	-0.9%	**5,831**	**20,154**	**22,495**	-10.4%
All Police (inc. OSPS)*	4,752	4,571	4.0%	5,235	18,000	19,482	-7.6%
All Fire	226	293	-22.9%	485	1,300	2,013	-35.4%
Grey County Transport	75	236	-68.2%	112	854	1,000	-14.6%
OSPS	1,629	1,597	2.0%	1,560	6,104	5,822	4.8%
All CAD Events in OSECC (Avg Daily Rate)	**168.4**	**164.5**	2.4%	**194.4**	**168.0**	**187.5**	-10.4%
All Police (inc. OSPS)*	158.4	147.5	7.4%	174.5	150.0	162.4	-7.6%
All Fire	7.5	9.5	-21.1%	16.2	10.8	16.8	-35.7%
Grey County Transport	2.5	7.6	-67.1%	3.7	7.1	8.3	-14.5%
OSPS	54.3	51.5	5.4%	52.0	50.9	48.5	4.9%

Calls dispatched through CAD originate from multiple sources, including the non-emergency phone line, walk-ins, officer generated events, and 911 calls. In April, the OSECC dispatched 5053 calls, averaging 168 calls per day (**Fig.1**). Year-to-date, the OSECC's overall dispatch volume is down 10%.

Of the total dispatched calls in April, 1629 or 32% were dispatched specifically for the Owen Sound Police Service (**Fig.2**). OSPS call volume in April was an average of 54.3 calls/day, representing a 5% increase compared to March's average of 51.5 calls/day. Year-to-date, OSPS dispatch call volume has risen 5% compared to the same period last year. Of the six police services dispatched by the OSECC, Owen Sound Police Service is the only one experiencing an increase in year-to-date call volume in 2026 so far.

FIG 1: Daily Dispatch Rate Per Month: OSECC (Optic OCA)

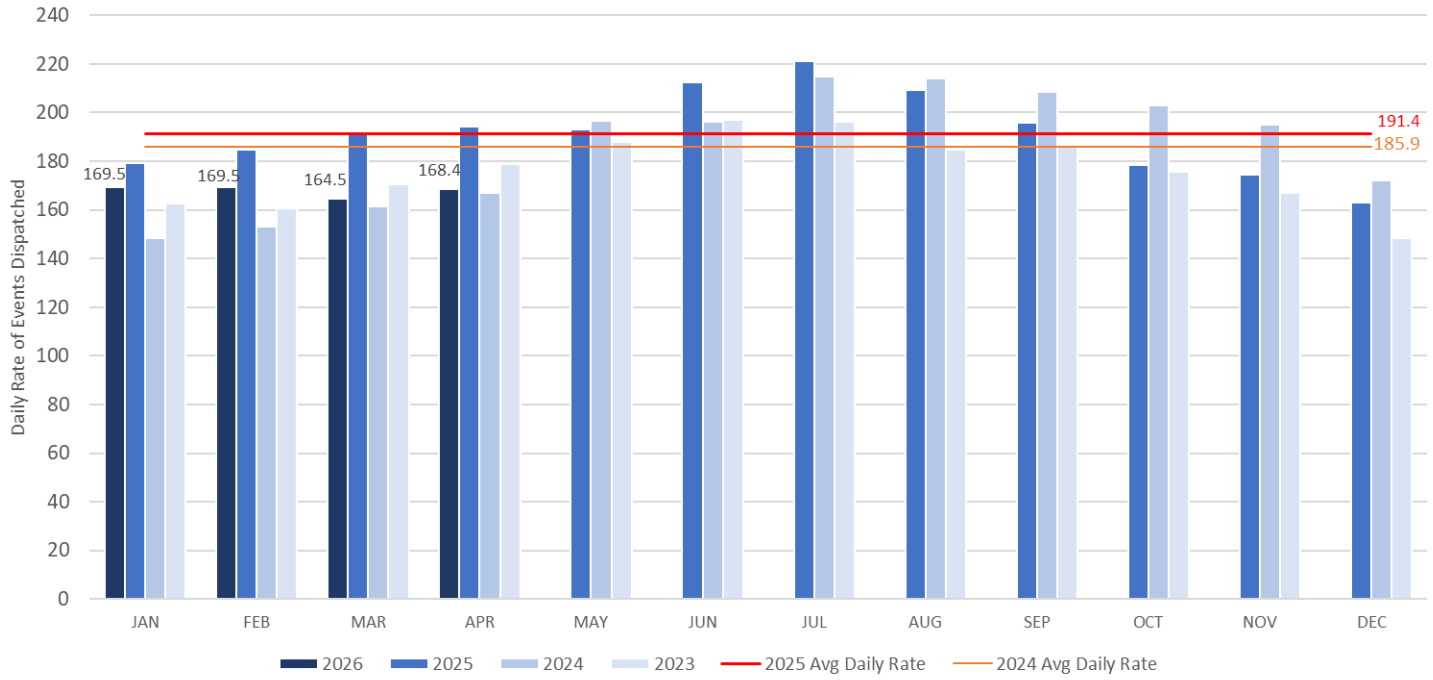
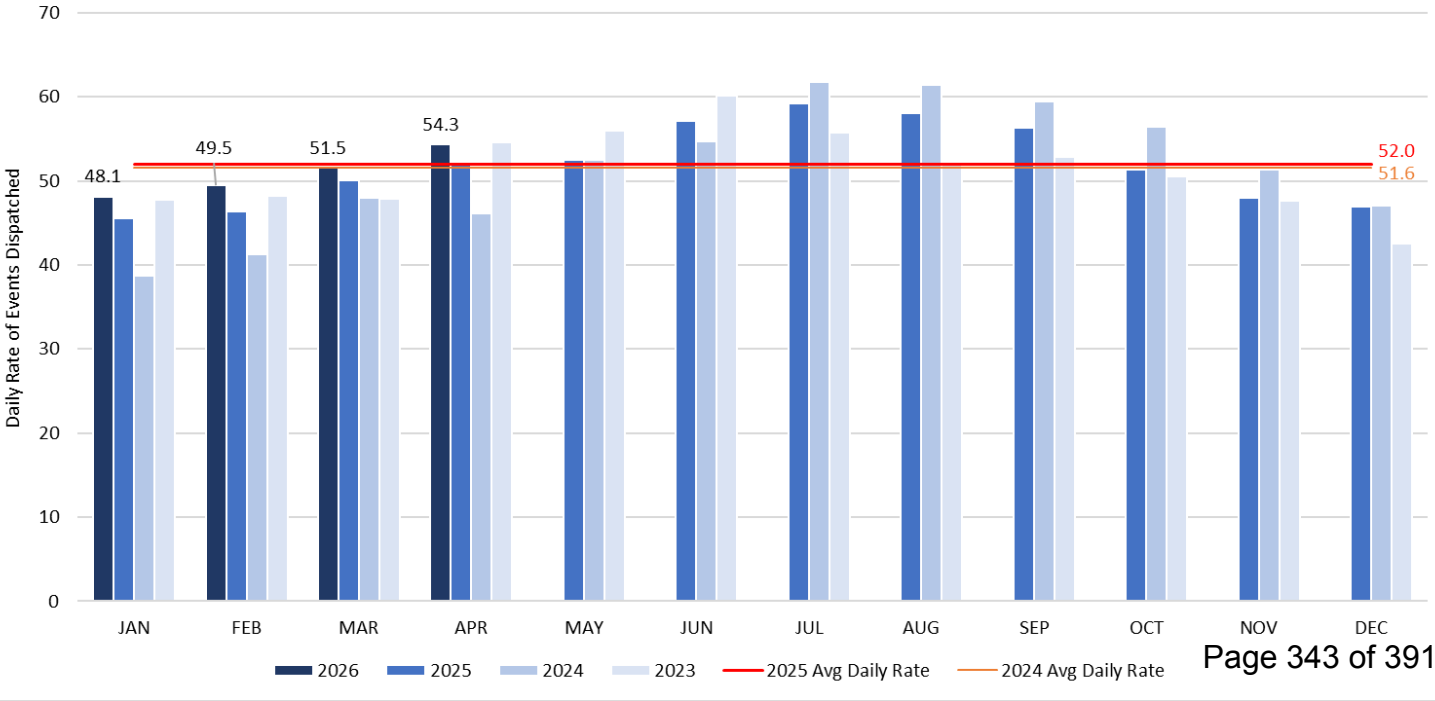


FIG 2: Daily Dispatch Rate Per Month: Owen Sound Police Service (Optic OCA)



Information Technology (IT) Infrastructure – April 2026:

OSPS IT completed a number of NG911 certifications for our call hosted partners. At the time of writing (May 2026), IT has completed 4 of 7 with the 5th-7th each scheduled a week apart. Based on this progress, the call hosted partner NG911 certifications are on track to be tentatively completed by early June, almost a full year ahead of requirements. The NG911 call hosted certifications have required substantial time from 1 IT Technician and the IT Director (approximately 240 hours per month).

Additionally, IT has been busy completing the remaining IT tasks and installations at the new West Grey Police Service (WGPS) station.

The OACP initiated a new Artificial Intelligence (AI) committee to focus on AI technology, procedures, policy, risk and security. OSPS will be participating with the IT Director as a committee member. The inaugural AI committee meeting was held in April.

Lastly, substantial programming was completed to accommodate change of address ownership from the municipality of West Grey to Hanover.

FINANCIAL/RISK IMPLICATION(S):

Risk management and contingency planning are integral to the day-to-day operations of a Public Safety Answering Point (PSAP). While the OSECC continues to grow and evolve, OSPS strives to maintain a balance of staffing that best aligns with workload demands, member wellness, emergency response standards, and contracted client expectations.

ATTACHMENT(S):

Nil

SUBMITTED BY:

Suzanne Bell-Matheson, Director, Corporate Services
Chris Hill, Director, Information Technology
Marg Gloade, Strategic Analyst

REPORT TO THE OWEN SOUND POLICE SERVICE BOARD

SUBJECT: **HUMAN RESOURCES – APRIL 2026**

TO: Chair and Members of the Owen Sound Police Service Board

DATE: May 27, 2026

STRATEGIC PRIORITIES:

The Human Resources Unit contributes to the positive outcomes within the following Strategic Priorities, set by the Board in the 2023-2026 OSPS Operations Plan:

- ☐ Community Safety
- ☐ Community Wellbeing
- ☑ Our Members
- ☐ Sustainability

RECOMMENDATION(S):

For Information

REPORT:

OSL Update

We are continuing to work with the City on the format for the payroll export. The City has had significant issues with the Pearl system and has requested that we revert to a simpler file format to transfer. This will limit some of the functionality and will require us to continue with some manual processing of the payroll. The majority of the payroll file will still be able to be electronically uploaded.

OSL has provided the templates to upload the training courses. Initially we will just upload courses taken but once the system is live the training unit will have the ability to send people on courses in the system and the scheduler will handle it accordingly.

Recruitment:

- The Service attended the Emergency Services Career Expo in Toronto and met about 80 candidates. We positioned the booth next to Peel Region, presenting our Service as the cottage country option.
- The Constable Selection System Symposium took place on April 28, 29. All services are struggling with recruitment and topics covered testing, screening, backgrounds, advertising, legal and wellness.
- The new position of full time Police Constable at the Courts was posted internally.
- 10 candidates completed first-round interviews for the Recruit Constable position.
- 5 candidates completed second round interviews for the Recruit Constable position.
- 5 candidates interviewed for part time Data Clerk.

Staffing:

The following staffing changes occurred during this reporting period:

New Hires:

- *None this month*

Transfers/Promotions:

- *None this month*

Resignations/Retirements:

- Shannon Taylor, PT Communicator
- Sadie Mustard, PT Data Clerk

Financial/Risk Implications:

Personnel salaries and benefits represent more than 90% of the Service's operating budget. As people are the foundation of the organization, effective human resource management is essential. Ongoing attention to training, health and safety, staff wellness, and adequate staffing levels mitigates organizational risk and supports operational readiness.

ATTACHMENT(S):

None

SUBMITTED BY:

Wendy Pratt, Human Resources Manager

REPORT TO THE OWEN SOUND POLICE SERVICE BOARD

SUBJECT: LOST HOURS – APRIL 2026

TO: Chair and Members of the Owen Sound Police Service Board

DATE: May 27, 2026

STRATEGIC PRIORITIES:

The management of lost hours due to sick time and WSIB claims contributes to the positive outcomes within the following Strategic Priorities, set by the Board in the 2023-2026 OSPS Operations Plan:

- ☐ Community Safety
- ☐ Community Wellbeing
- ☑ Our Members
- ☐ Sustainability

RECOMMENDATION(S):

For Information

REPORT:

The following report highlights key metrics from OSPS full time members for April 2026, including lost hours due to leave from sick time, short term disability (STD), and Workplace Safety and Insurance Board (WSIB).

Lost Hours:

	SICK/STD			WSIB		
Month/Year	**Number of Fulltime Members**	**Total Number of Shifts (complete and partial)**	**Total Number of Hours**	**Number of Fulltime Members**	**Total Number of Shifts (complete and partial)**	**Total Number of Hours**
April 2026	12	44	418 (26%)	2	35	257.5
March 2026	11	33	330.5	2	28	245
YTD 2026	31	134	1,365.5 (78%)	3	122	670.5
YTD 2025	26	80	766	2	172	688

- There was a 26% increase in lost hours due to member sick leave in April compared to March 2026.
- There was a 78% increase in YTD lost hours due to member sick leave in 2026 compared to 2025, much of this is attributed to two longer term sick leaves.
- While the number of shifts attributed to WSIB in April are high, the total hours are reasonably low because a member was participating in a modified return to work.

WSIB Update:

The one short term WSIB case involving a full-time member was resolved in April with the member returning to full duties.

There is an ongoing WSIB case involving a full-time member pending final resolution however the member is not receiving top-up amount or benefits.

FINANCIAL/RISK IMPLICATION(S):

The loss of scheduled work hours is a potential financial risk and is monitored to ensure a balance with members' physical and mental wellbeing. Financial resources are required to provide ongoing member training, which is an essential to updating qualifications, knowledge, and ultimately organizational risk mitigation.

ATTACHMENT(S):

None

SUBMITTED BY:

Wendy Pratt, Human Resources Manager

REPORT TO THE OWEN SOUND POLICE SERVICE BOARD

SUBJECT: **Building and Health and Safety Monthly Update Report**

TO: Chair and Members of the Owen Sound Police Service Board

DATE: May 27th, 2026

STRATEGIC PRIORITIES:

The [contents of this report] contributes to the positive outcomes within the following Strategic Priorities, set by the Board in the 2023-2026 OSPS Operations Plan:

- ☐ Community Safety
- ☐ Community Wellbeing
- ☑ Our Members
- ☑ Sustainability

RECOMMENDATION(S):

For Information

REPORT:

Below is a list of facility related matters and updates scheduled for 2026:

Brickwork

Facilities are aware of the deteriorating brick on the exterior building walls that will require the installation of a waterproof membrane and metal cladding to prevent moisture and further deterioration. This remains outstanding and is not scheduled for 2026. This will remain on the updates in order to maintain awareness.

Water Leaks- The two water leaks identified in last months report were addressed by City staff. There was no update received on the cause or solution, however the leaks have not recurred to date so we presume they have been resolved.

Cleaning Services

The current provider continues to do an excellent job and the contract remains outstanding.

Routine Maintenance and Repairs- Having a facilities team member on-site at least two days per week to support ongoing maintenance and repairs has resulted in a big improvement.

Elevator - The elevator still needs to be locked out manually in the evening to prevent after hours access to the upstairs.

Front Lobby Washroom – the door lock is to be changed to keyed access so members of the public will need to request access from front desk personnel. This will ensure the washroom remains locked when not in use and staff are aware when a member of the public is inside, with a spare key at the front desk for emergency access. **This matter was brought forward in March and City Facilities staff indicate this is awaiting scheduling by a locksmith. Still waiting for completion.**

AODA Compliance – Long term will need to be included in a facility assessment and needs review. There is no planned Capital expenditure to meet these needs.

HVAC- Work has been completed to replace all damaged ceiling tiles. **HVAC balancing and recalibration occurred over several days in May with an outside contractor, and it is hoped this will assist with temperature imbalances and condensation leaks during the spring/summer cooling season.**

Interior Paint- Painting of portions of the main floor hallways and some office spaces was completed over approximately a week in early May.

Parking Lot Storm Drains

This winter one of the parking lot water drains was plugged causing flooding in the parking lot. Public works attended and vacuumed out the blockage. Facilities will request routine maintenance of the water drains to prevent this from reoccurring. During the heavy rains this Spring there was a repeat issue and this will be examined further in the Spring.

Main Floor Staff Washroom Renovation

A contractor has been secured, and the renovations are expected to take place this spring, 2026. **No updates or information about a start date provided, and no updates as of the date of this report.**

SUBMITTED BY:

Deputy Chief D. Bishop

REPORT TO THE OWEN SOUND POLICE SERVICES BOARD

SUBJECT: **Chiefs Activity Report – April 2026**

TO: Chair and Members of the Owen Sound Police Services Board

DATE: May 15 2026

- Days Off/Annual Leave – 4 days
- Zone 5 Executive Discussions – .5 hours
- Grey Bruce Police Leaders Meeting – 3 hours
- Dispatch Meetings – 8 hours
- Hiring Interviews – 5 hours
- Provincial Offences Act Court Management Conference, London – 1 day
- Ontario Court of Justice Court Management Conference, London – 1 day
- Meetings with City of Owen Sound – 2 hours
- Community Drug and Alcohol Strategy Steering Committee – 1.5 hours
- OSPA Retirement Celebration – 3 hours
- Community Safety and Wellbeing Meeting Follow Up on Charleton Research Project – 1 hour
- OACP Meeting with Premier Ford SOLGEN Kerzner Attorney General Downey at Queens Park, Toronto – 7 hours
- Grey Bruce Poverty Task Force – 1 hour
- Grey Bruce Hospital Stakeholder Partnership Meeting – 1 hour
- First Responders Coffee at Owen Sound Legion – 1 hour
- Small & Mid Sized Chiefs Meetings – 2 days
- OACP Blue Line Expo – 1 day
- Grey County Court Security Meeting – 1 hour
- Webinar Understanding and Supervising Proactive High Achieving Officers – 2 hours

SUBMITTED BY:

Craig Ambrose, Chief of Police

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Consolidated Version

Last revised on March 12, 2024

Revision History:	Passed On:	Description of amendment
2024-026 (original)	March 11, 2024	-

Consolidated for Convenience Only

This is a consolidation copy of a City of Owen Sound By-law for convenience and information. While every effort is made to ensure the accuracy of this by-law, it is not an official version or a legal document. The original by-law should be consulted for all interpretations and applications on this subject. For more information or to view by-laws please contact the Clerks Department.

The Corporation of the City of Owen Sound

By-law No. 2024-026

A By-law to prohibit and regulate public nuisances

WHEREAS section 8 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended ("the Municipal Act"), provides that powers of a municipality under this or any other Act shall be interpreted broadly so as to confer broad authority on municipalities to enable them to govern their affairs as they consider appropriate, and to enhance their ability to respond to municipal issues; and

WHEREAS subsection 11(1) of the Municipal Act provides that a municipality may provide any service or thing that the municipality considers necessary or desirable for the public; and

WHEREAS section 11(2) of the Municipal Act provides that a municipality may pass by-laws respecting the economic, social and environmental well-being of the municipality; health, safety and well-being of persons; protection of persons and property; structures, including fences and signs; and

WHEREAS section 23.1 of the Municipal Act provides that a municipality may delegate its powers and duties under that Act; and

WHEREAS for the purposes of subsection 23.2(4) of the Municipal Act it is the opinion of Council that the powers delegated pursuant to this By-law are of a minor nature; and

WHEREAS section 128 of the Municipal Act provides that, without limiting sections 9 and 11, a local municipality may prohibit and regulate with respect to public nuisances, including matters that, in the opinion of Council, are or could become or cause public nuisances; and

WHEREAS section 425 of the Municipal Act provides that any person who contravenes any by-law of the municipality is guilty of an offence; and

WHEREAS section 444 of the Municipal Act provides that a municipality may make an order requiring a person who contravened a by-law or who caused or permitted the contravention or the owner or occupier of the land on which the contravention occurred to discontinue the contravening activity; and

WHEREAS, Council deems it appropriate to prohibit or regulate matters that are, or could become or cause public nuisances; and

Definition public nuisances obstructs the public in the exercise or enjoyment of any right that is common to all

WHEREAS on February 26, 2024, the Council of The Corporation of the City of Owen Sound (the "City") passed Resolution No. R-240226-014 directing staff to bring forward the subject by-law for approval and to repeal By-law No. 1999-178, in consideration of staff report CR-24-008 presented to the Corporate Services Committee on February 8, 2024;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE CITY OF OWEN SOUND HEREBY ENACTS AS FOLLOWS:

Part I. Part I. Short Title, Purpose and Scope

Short Title

1. The by-law may be referred to as the "Nuisance By-law" and when so referenced includes all future amendments, unless otherwise specified.

Purpose

2. This by-law has been enacted to:

   a. safeguard the quality of City communities and neighbourhoods;

   b. protect the safety, health and well-being of the public; and

   c. ensure the continued enjoyment of public and private property for residents, visitors and property owners in the City.

Scope

3. This by-law applies to all residents and visitors to the City; and to all public and private property in the City save and except:

   a. the City;

   b. the County of Grey;

   c. the Province of Ontario;

   d. the Dominion of Canada; or

   e. any Public Utility in the performance of its duties.

Part II. Interpretation

Headings

4. The division of this by-law into parts and the insertion of headings are for convenient reference only and do not affect the interpretation of the by-law.

Gender and Number

5. In this by-law, unless the contrary intention is indicated, words used in the singular include the plural and words imparting a gender include all genders, where applicable.

References to Applicable Law

6. All references to applicable law are ambulatory and apply as amended, extended or re-enacted from time to time.

Severability

7. In the event any provisions of this by-law are deemed invalid or void, in whole or in part, by any court of competent jurisdiction, the remaining terms and provisions shall remain in full force and effect.

Definitions

8. For the purposes of this by-law:

   "Bicycle" means a bicycle as defined under the *Highway Traffic Act*, R.S.O. 1990, c. H.8;

   "City" means The Corporation of the City of Owen Sound or the geographical location as the context requires;

   "Defecate" means to expel feces from a body;

"Graffiti" means one or more letters, symbols, figures, images, etchings, scratches, inscriptions, stains or other markings howsoever made or affixed to a property that disfigure, deface or otherwise mark the property;

"Officer" means a person appointed by Council as a Municipal Law Enforcement Officer, or a Police Officer, or other individual duly appointed to enforce this by-law;

"Person" means an individual, corporation, partnership, association or other legal entity, and the related heirs, executors, assignees and administrators;

"Public place" means:

a. a place outdoors to which the public is ordinarily invited or permitted access and, for greater certainty, shall include highways, sidewalks, streets, any portion of a road allowance, parking lots, swimming pools, conservation areas, parks and playgrounds;

b. school grounds;

c. land, premises, or buildings owned, managed or maintained by the municipality;

d. yards appurtenant to a building or dwelling or vacant lands but does not include a building or dwelling; and

e. privately owned land which is visible from any public or private property.

"Public utility" means a company that provides a public service such as water, sewer, electricity, internet or telephone services;

"Reasonable excuse" means:

a. the contravention of this by-law must be inevitable, unavoidable and afford no reason or opportunity for an alternative course of action that does not contravene this by-law;

b. where the contravention of this by-law is the consequence of illness, the person did not contemplate, or acting reasonably ought not to have contemplated, that the person's actions would likely cause the illness or give rise to the contravention of this by-law; or

c. being exempt from the provisions of this by-law pursuant to any other City by-law or policy or provincial legislation or regulations as may be established and amended from time to time;

"Sidewalk" means that portion of a street or highway that lies between the roadway and the lateral property lines of the street or highway, and which may be paved, surfaced, or levelled, and is intended to be used as a pedestrian walkway;

"Spit" means to eject phlegm, saliva, chewing tobacco juice, or any other substance from the mouth;

"Urinate" means to discharge or pass urine from the body; and

"Vomit" means to discharge the contents of the stomach by mouth.

Part III. Prohibitions and Permits

Prohibitions

9. No person shall:

a. without reasonable excuse, engage in outdoor public urination, defecation, spitting or vomiting;

b. emit, cause or permit to be emitted, an excessive amount of smoke, dust or airborne particulate matter in a public place, except where permitted to do so by the City;

c. emit, cause or permit to be emitted, an odour that, in the opinion of an Officer, is objectionable, in a public place, except where permitted to do so by the City;

d. solicit or sell or attempt to solicit or sell any items, including but not limited to funds, in any public place unless authorized to do so by the City;

e. block, interfere with or otherwise impede the passage of any pedestrian on any City sidewalk or other City pedestrian-way, or portion thereof, unless authorized by the City;

f. ride a bicycle on a sidewalk or other City pedestrian way or portion thereof;

g. knock over or attempt to knock over a Canada Post mailbox, newspaper box, bench, fence, blue box or garbage container, or any other structure or object located on any public place;

h. loiter in any public place; Defintion of loitering: A loiterer is someone who lingers in a public place without a clear purpose or reason, often standing around or moving slowly. They are essentially people who are hanging around idly, lacking a specific destination or activity.

i. participate in a fight in any public place;

j. mark or apply graffiti on any public place or private property without authorization from the owner of the property to which the graffiti is being applied;

k. leave, throw or deposit any refuse or litter on any public or private property without authorization from the owner;

l. be in or on any public place which the City has closed or deemed not to be used by the public for any reason;

m. enter into any City work area or approach any meeting table of Council or any Committee or local board without the express permission of the City;

n. engage in any type of conduct or activity in any public place when the activity is prohibited or restricted by an authorized sign;

o. engage in any type of disorderly conduct in any public place;

p. damage or destroy or attempt to damage or destroy any public property;

q. continue to engage in any type of activity prohibited by this by-law when requested to stop by an Officer or occupier of the property; or

r. obstruct, hinder or otherwise interfere with an Officer while the Officer is carrying out an investigation, making inquiries, or performing an inspection for the purpose of enforcing this by-law.

Permits

10. Notwithstanding any other section of this by-law, any person may apply to the City Clerk, in writing, for a permit to engage in activity that would otherwise be deemed a public nuisance.

11. The City Clerk may consider a permit application or forward the application to Council to make the final decision on whether to grant or refuse the application and any conditions that may accompany the permit.

12. A permit application must be provided to the City Clerk at least forty-five (45) days prior to the date that the activity will begin, and the application must include:

    a. the name and address of the applicant;

    b. a description of the proposed activity;

    c. the location at which the proposed activity will take place;

    d. the period of time for which a permit is sought;

    e. reason(s) why the permit should be granted; and

    f. the applicable fee, pursuant to the City's Fees and Charges By-law.

13. Upon receiving a permit application, the City Clerk will notify any neighbours within a 60 m area of:

    a. the proposed activity;

    b. the ability to provide comments on whether a permit should be granted; and

    c. the date that comments are due to the City.

14. In considering an application for a permit, the City Clerk or Council will have regard to the following:

    a. the description of the proposed activity;

    b. public comments relating to the proposed activity;

    c. the location of where the proposed activity will take place;

    d. the period of time for which the permit is being sought;

    e. the reasons why the applicant thinks the permit should be granted; and

    f. any applicable City by-laws or policies.

15. After considering the merits of a permit application, the City Clerk or Council may:

    a. issue a permit;

    b. issue a permit, subject to certain terms or conditions; or

    c. refuse to issue a permit.

16. Where a permit is issued, the permit will specify any terms or conditions of the permit and the period of time during which the permit is effective.

17. A permit may be immediately revoked by the City Clerk if an applicant, or any person acting on the applicant's behalf:

    a. provided false or misleading information on the permit application submitted to the City;

    b. violates this by-law;

    c. violates any other City by-law or policy; or

    d. violates any of the terms or conditions of a permit.

Part IV. Investigations

Inspection

18. An officer may enter on land at any reasonable time for the purpose of carrying out an inspection to determine whether or not the following are being complied with:

    a. this by-law; or

    b. an order made under section 431 of the Municipal Act.

19. For the purposes of conducting an inspection pursuant to s. 18 of this by-law, the officer may, in accordance with the provisions of s. 436 of the Municipal Act:

    a. require the production for inspection of documents or things relevant to the inspection;

    b. inspect and remove documents or things relevant to the inspection for the purpose of making copies or extracts;

    c. require information from any person concerning a matter related to the inspection; and

    d. along with or in conjunction with a person possessing special or expert knowledge, make examinations or take tests, samples or photographs necessary for the purpose of the inspection.

20. Every person who is required by an Officer to provide identification must identify themselves to the Officer by giving their full and correct name, date of birth and address.

Order to discontinue activity

21. Where an Officer has reasonable grounds to believe that a contravention of this by-law has occurred, the Officer may make an order requiring the person who contravened this by-law, or who caused or permitted the contravention, or the owner or occupier of the land on which the contravention occurred, to discontinue the contravening activity.

22. An order under section 21 of this by-law must set out:

    a. reasonable particulars of the contravention adequate to identify the contravention and the location of the land in which the contravention occurred; and

    b. the date by which there must be compliance with the order.

23. Any person who contravenes an order under section 21 of this by-law is guilty of an offence.

Work Order

24. Where an Officer has reasonable grounds to believe that a contravention of this by-law has occurred, the Officer may make an order requiring the person who contravened this by-law, or who caused or permitted the contravention, or the owner or occupier of the land on which the contravention occurred, to do work to correct the contravention.

25. An order under section 24 of this by-law must set out:

    a. reasonable particulars of the contravention adequate to identify the contravention and the location of the land in which the contravention occurred;

b. the work to be done; and

c. the date by which the work must be done.

26. An order under section 24 of this by-law may require work to be done even though the facts which constitute the contravention of this by-law were present before this by-law came into force.

27. Any person who contravenes an order under section 24 of this by-law is guilty of an offence.

Notice

28. Any order issued pursuant to this by-law may be given in writing in any of the following ways and is effective:

a. on the date on which a copy is delivered to the person to whom it is addressed;

b. on the fifth day after a copy is sent by mail to the person's last known address;

c. upon the sending of a copy by e-mail transmission to the person's last known email address; or

d. posting on the premises, on the date of posting.

29. For the purpose of section 28, a person's last known address and last known email address are deemed to include information on the last revised assessment roll and on a permit application submitted pursuant to this by-law.

Remedial action

30. If a person fails to do a matter or thing, including comply with an order under by-law, as directed or required by this by-law, the City may, in default of it being done by the person directed or required to do it, do the matter or thing at the person's expense. The City may recover the costs of doing a matter or thing from the person directed or required to do it by action or by adding the costs to the tax roll and collecting them in the same manner as municipal taxes.

31. The costs outlined in section 30 of this by-law shall include interest calculated at a rate of 15 per cent (15%) per annum, calculated for the period commencing on the day the City incurs the costs and ending on the day the costs, including the interest, are paid in full.

32. The amount of the costs, including interest, constitutes a lien on the land upon the registration in the proper land registry office of a notice of lien. The lien is in respect of all costs that are payable at the time the notice is registered plus interest accrued to the date the payment is made. Upon receiving payment, the City will register a discharge of the lien in the proper registry office.

Part V. Offence and Penalty

33. Every person who contravenes the provisions of this by-law is guilty of an offence and, upon conviction, is liable to a fine or penalty as provided for in the Provincial Offences Act.

Part VI. Repeal and Effective Date

Repeal

34. By-law No. 1998-178 is repealed.

Effective Date

35. The by-law shall come into full force and effect on the date that the set fine order is signed by the Regional Senior Judge of the Ontario Court of Justice at which time all by-laws, policies, and resolutions that are inconsistent with the provisions of this by-law are hereby repealed, revoked or rescinded, as the case may be, insofar as it is necessary to give effect to the provisions of this by-law.

FINALLY PASSED AND ENACTED this 11th day of March 2024.

_____

Mayor Ian C. Boddy

_____

Briana M. Bloomfield, City Clerk

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Wednesday, June 10, 2026



$25

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Page 362 of 391

REPORT TO THE OWEN SOUND POLICE SERVICES BOARD

SUBJECT: **CSPA Aggregate Disciplinary Report**

TO: Chair and Members of the Owen Sound Police Services Board

DATE: May 27th, 2026

REPORT:

The Community Safety and Policing Act (CSPA) which came into effect on April 1st, 2024, contains a requirement at Section 215(1) which states that;

A chief of police shall report, in accordance with the regulations, to the police service board or, in the case of the Commissioner, to the Minister regarding the aggregate disciplinary measures the chief has taken under this Part.

Regulation 90/24 of the CSPA then states at Section 9(1);

A chief of police shall, at a minimum, provide a report to the police service board or the Minister under subsection 215 (1) of the Act by June 1 and December 1 of every year.

The report shall contain the following information respecting the period covered by the report:

1. Each provision of Ontario Regulation 407/23 (Code of Conduct for Police Officers) made under the Act under which a disciplinary measure was imposed, which type of measure was imposed, and the number of times that each type of measure was imposed in relation to the provision.

2. The number of times a disciplinary measure was imposed,

i. under section 200 of the Act, without a hearing under section 201 of the Act,

ii. under section 200 of the Act, following a hearing under section 201 of the Act, or

iii. following a hearing under section 202 of the Act.

3. If a disciplinary measure referred to in paragraph 1, 2 or 3 of subsection 200 (1) of the Act was imposed, for each paragraph,

i. the average number of days or hours, and

ii. the total number of days or hours.

4. Any imposition of a disciplinary measure under section 200 of the Act without a hearing under section 201 of the Act in a previous period that was upheld, varied or overturned following a hearing during the

period covered by the report, and information respecting any consequent effect on information included in a previous report.

(3) If the police service is divided into detachments or other sub-units, the information listed in subsection (2) shall be presented separately with respect to each detachment or sub-unit.

(4) The police service board or Minister shall publish each report on the Internet within 30 days of receiving it.

This report will cover the time period from December 1st, 2025 through May 27th, 2026.

During this time period, the Chief of Police ***did not*** impose any disciplinary measure requiring a report under this section.

In compliance with Section 9(4) of Regulation 90/24 it is recommended that the Board, on approval, publish this report to the Service's website within 30 days of receipt.

SUBMITTED BY:

Deputy Chief D. Bishop

REPORT TO THE OWEN SOUND POLICE SERVICE BOARD

SUBJECT: **Taxi Broker Application – Platinum Taxi**

TO: Chair and Members of the Owen Sound Police Service Board

DATE: May 27th, 2026

STRATEGIC PRIORITIES:

This report contributes to the positive outcomes within the following Strategic Priorities, set by the Board in the 2023-2026 OSPS Operations Plan:

- ☑ Community Safety
- ☑ Community Wellbeing
- ☐ Our Members
- ☐ Sustainability

RECOMMENDATION(S):

For information.

REPORT:

Mr. Sachin Prajapati has been approved for a new Taxi Broker Licence to operate as Platinum Taxi. Mr. Prajapati has applied to the City of Owen Sound for a business licence, with a proposed business location of 25-945 3rd Avenue East, Owen Sound, Ontario (which will be compliant with zoning requirements). The company Platinum Taxi is owned by Swastik Express Limited and operating under the registered business name of Platinum Taxi (registered April 27th, 2026). Swastik Express Limited was incorporated on July 21st, 2024.

A review of MTO ISS indicates Mr. Prajapati is a licenced driver holding a valid Class G licence with 0 demerit points and no convictions/suspensions on his licence history. Mr. Prajapati has been licenced since October 17th, 2024.

Mr. Prajapati does not have any criminal or driving convictions on file.

FINANCIAL/RISK IMPLICATION(S):

Pursuant to Board Bylaw No. 2024-01, commonly referred to as the Transportation Bylaw, it is the responsibility of the Chief of Police, through the Board, to consider all applications for licence and where provided by the bylaw, to issue licences.

SUBMITTED BY:

Deputy Chief D. Bishop

REPORT TO THE OWEN SOUND POLICE SERVICE BOARD

SUBJECT: **Ontario Police Fitness Award (OPFA) Incentives**

TO: Chair and Members of the Owen Sound Police Service Board

DATE: May 27, 2026

STRATEGIC PRIORITIES:

Incentivising the annual OPFA Fitness Pin for OSPS members contributes to the positive outcomes within the following Strategic Priorities, set by the Board in the 2023-2026 OSPS Operations Plan:

- ☐ Community Safety
- ☐ Community Wellbeing
- ☑ Our Members
- ☑ Sustainability

RECOMMENDATION(S):

For Decision

REPORT:

About the Ontario Police Fitness Award Pin Program:

The OPFA Fitness Pin Program "is a provincial incentive program designed and developed by the Police Fitness Personnel of Ontario (PFPO) to motivate Ontario police officers and police civilian employees to remain physically fit throughout their entire careers. The Program has been successfully operating for more than 35 years and attracts more participants each year from across the province. The policing services division of the Ministry of the Solicitor General and the Ontario Association of Chiefs of Police sanction the OPFA program."



"The OPFA Pin Program acknowledges that in the policing profession, physical skills and abilities are important job prerequisites. The PREP Test is the current graduation standard of the Basic Constable Training program at the Ontario Police College (OPC). This test is then required again during Basic Constable training at OPC. However, once a recruit returns to their respective police service, there are no mandatory fitness requirements for the remainder of their policing career."[i]

The annual OPFA "Fit Pin" program encourages both sworn and civilian members to maintain an adequate fitness level. The PREP test components are scored, based on age and gender, with an overall 75% considered successful[ii]. OPFA offers a unique annual OPFA pin that can be worn on the police uniform, along with milestone year pins (e.g. 10, 20, 30 and 35) for special recognition of consecutive annual achievement.



Workplace Benefits of Physical Fitness:

Research suggests that physical fitness and regular, strenuous exercise is effective in reducing sick days. Conclusions from research published in the Psychology of Sport and Exercise, states "exercise and fitness can help foster a healthy and thriving workforce that takes less sick leaves and feels better prepared to cope with chronic stress."[iii]

Policing is a physically demanding career. According to research published in the International Association of Chief of Police (IACP) Police Chief magazine, "situations can arise where possessing an appropriate level of fitness can be a significant asset for the officer, such as dealing with a noncompliant individual. High fitness levels can enhance officer safety, survivability, and overall health and wellness"[iv].

OPFA Incentives:

Many Ontario police services recognize the challenges the OPFA Fit Pin test can present and will offer incentives to their members for completing or attempting the Fit Pin test. An internal list of incentives offered by Ontario police services shows incentives range from: simply receiving the Fitness Pin; a certificate; swag (e.g. gym bag); time off in lieu (some with graduated scales based on years of service or test score); as well as financial incentives (e.g. Ontario Power Generation offers $3000 yearly bonus).

Incentives are not limited to larger services. Some smaller to mid-sized police services also provide incentives, such as Aylmer Police Service which offers 8 hours lieu time or $200 per year, and Hanover Police Service offering $1000 for passing with 0 sick days.

Owen Sound Police Service and the OPFA Fit Pin:

To-date, few OSPS members have participated in the annual Fit Pin. In prior years, testing was initiated by a patrol officer who arranged to have a Saugeen Shores Police Service officer, certified to appraise the Fit Pin test, come to Owen Sound on their own time and offer it for interested members while off duty. There are no records tracking OSPS members who have achieved their annual Fit Pin.

In February 2026, OSPS invested in OPFA certification training for the Training Officer who is now a certified OPFA Appraiser. A certified Appraiser demonstrates and assesses performance during the OPFA Fitness Pin test, and interprets assessment results based on norms and percentile for Canadians between 15 to 69 years of age.

The overall costs for conducting annual Fit Pin testing are minimal and include purchasing pins ($4 plus shipping) and potentially renting a location to conduct the test. It takes approximately 3-4 hours to conduct the test for about 8-10 people.

Our Members and Sustainability are Strategic Priorities of the Board. Goals in the OSPS Operations Plan within these Strategic Priorities include:

- To promote members' mental and physical wellbeing (OM1a) by raising awareness among OSPS members of available physical and mental health programs/resources.
- To promote and plan for long term succession (S1a) by developing a long-term staffing, recruitment, and retention plan within a competitive labour market.

OSPS Ontario Police Fitness Award (OPFA) Incentives:

Now with a certified OPFA appraiser, OSPS is ready to conduct the annual OPFA Fitness Pin test at least four times a year, based around the platoon shift schedule. As part of promoting physical fitness, raising awareness of health and wellbeing, and becoming a modern, competitive police service that recruits and retains the highest quality candidates, further Fit Pin incentives are recommended.

FINANCIAL/RISK IMPLICATION(S):

Financial implications for OSPS Fitness Award incentives can be minimal. However, incentives to encourage members to achieve the annual Fitness Pin help to mitigate risks associated with physically demanding situations in policing (e.g. chasing suspects, uncooperative suspects, reaction times, carrying heavy loads), and lead to improved community safety and public confidence in police. Promoting ongoing fitness also helps mitigate risks associated with physical and mental stressors of a policing career, and organizational risks associated with absenteeism.

ATTACHMENT(S):

Nil

SUBMITTED BY:

Craig Matheson, Operations Inspector
Wendy Pratt, HR Director
Curtis Gloade, Training Constable

---

[i] https://pfpo.org/ontario-police-fitness-pin-award-program/
[ii] PFPO Fit PIN Scoring Tables https://pfpo.org/wp-content/uploads/2025/04/Table-of-Results-Jan-2025.pdf
[iii] Gerber, M., Kellman, M., Hartmann, T., and Puhse, U. 2010. "Do exercise and fitness buffer against stress among Swiss police and emergency response service officers?" Journal of Sport and Exercise 11 (2010) 286-294.
[iv] Harper, M.C., Wagner, M. May 2021. "Enhancing Officer Safety & Survivability". IACP Police Chief.

Community Flag Flying and Raising Form

Name of Requesting Organization *

Ontario Coalition For Better Child Care (OCBCC)

Contact Information

Name *

Carolyn Ferns

Email Address *

carolyn@childcareontario.org

Home/Cell Phone Number *

416-538-0628

Work Phone Number

416-538-0628

Flag Raising and Lowering Date

Please note that the raising and lowering of the flags must take place on a regular business day between 9 a.m. and 4 p.m.

Community flag-flying requests will be approved for a maximum duration of seven (7) days unless the Community Flagpole is available for longer, in which case the duration may extend to a maximum of fourteen (14) days at the discretion of the City Manager.

Date of Flag Raising (flags are not typically raised/lowered on weekends or holidays): *

10/21/2026

Date of Flag Lowering *

10/22/2026

Are you having a Ceremony? *

- ○ Yes
- ◉ No

Annually Recurring Flag Raisings

Please note that community flag-flying requests can now be submitted once for recurring events, provided the groups will notify the City if or when flag-flying shall discontinue.

The group submitting the request will still be responsible for providing the physical flag annually. The specified date of the raising will be continued annually, unless City staff are directed to shift the date each year.

Would you like to submit your flag flying request to happen annually?

- ☑ Yes, please repeat on an annual basis.
- ☐ No, this one time only.

Would you be requiring a public ceremony each year as well?

- [ ] Yes, we will have a ceremony with each flag raising.
- [x] No, we will not be planning a future ceremony.

Purpose of the Event or Occasion *

The Registered Early Childhood Educators and child care workers are vital to the success of the Canada-Wide Early Learning and Child Care system; Therefore, Be It Resolved that October 21, 2026, be designated the 26th annual “Child Care Worker & Early Childhood Educator Appreciation Day” in recognition of the education, dedication and commitment of child care workers to children, their families and quality of life of the community.

Details of the Event or Occasion *

The Registered Early Childhood Educators and child care workers are vital to the success of the Canada-Wide Early Learning and Child Care system; Therefore, Be It Resolved that October 21, 2026, be designated the 26th annual “Child Care Worker & Early Childhood Educator Appreciation Day” in recognition of the education, dedication and commitment of child care workers to children, their families and quality of life of the community.

Description of your organization or individual including a brief history and any other relevant information *

The Ontario Coalition for Better Child Care (OCBCC) is a provincial organization that advocates for affordable, accessible, high-quality, publicly funded, and non-profit early learning and child care across Ontario. It works with educators, families, and community partners to strengthen and improve the child care system.

City Hall Illumination/Lighting Request Form

For full policy details outlining City Hall Illumination requests please see the Flag Flying Proclamations and Public Awareness Campaigns policy here (City Hall Illumination starts on page 7).

Name of Requesting Organization *

Thrombosis Canada

Contact Information

Name *

Panayiota Jones

Email Address *

pjones@thrombosiscanada.ca

Home/Cell Phone Number *

[redacted]

Work Phone Number

Please enter your work phone number

City Hall Lighting Date(s)

Illumination requests will be granted for a maximum duration of seven (7) days unless there are no conflicting requests in which case the duration may extend to a maximum duration of fourteen (14) days, at the discretion of the City Manager.

Requests will be considered on a first come, first served basis, based on the date the request is received by the City Manager's office; requests should be made at least two (2) weeks in advance of the desired lighting date.

Please note that the changing of City Hall lights will take place on regular business days.

Starting Date of Illumination: *

10/13/2026

End Date of Illumination: *

10/14/2026

Requested Light Colours

At this time, the only colour options available are: Green, Blue, Red, White, and Pink/Purple.

No other colours are available at this time.

Please select the colour of your illumination request: *

- [ ] Green
- [x] Blue
- [x] Red
- [ ] White
- [ ] Pink/Purple

Details/Purpose of the illumination event: *

Illuminating in red and blue for World Thrombosis Day would help raise awareness of thrombosis (blood clots), a serious but often preventable medical condition that affects thousands of Canadians every year, including Kingston residents. Blood clots can occur in anyone and are associated with common risk factors such as surgery, hospitalization, cancer, pregnancy, and prolonged immobility.

As a national registered charity, Thrombosis Canada provides free, evidence-based educational resources to patients, caregivers, healthcare professionals, and the public across Canada. The illumination would encourage conversations about the signs, symptoms, risk factors, and prevention of blood clots while promoting early recognition and timely medical treatment, which can save lives.

By participating in Thrombosis Canada's national "Light Canada Red & Blue" campaign, you would join municipalities across Canada in demonstrating its commitment to public health, supporting residents and families affected by thrombosis, and helping educate the community about a condition that impacts Canadians in every neighbourhood.

Description of your organization including a brief history and any other relevant information: *

Thrombosis Canada is a national registered charity dedicated to improving the prevention, diagnosis, and treatment of thrombosis (blood clots) through education, research, advocacy, and evidence-based clinical guidance. Founded in 2015, the organization builds on more than two decades of leadership by Canada's foremost thrombosis specialists, who have worked together to improve patient care and develop nationally recognized clinical resources. Thrombosis Canada provides free, trusted educational materials for patients, caregivers, healthcare professionals, and the public while supporting research and promoting best practices in blood clot prevention and treatment. As Canada's leading organization focused exclusively on thrombosis, we are committed to increasing awareness, improving health outcomes, and helping save lives through education and early recognition. We are also Canada's official partner for World Thrombosis Day, leading nationwide awareness initiatives, including our annual "Light Canada Red & Blue" campaign, which encourages communities across the country to unite in raising awareness of blood clots and their prevention.

Would you like to submit your City Hall illumination request to happen annually? *

- (•) Yes, please repeat on an annual basis
- ( ) No, this one time only

Please note that it is up to the person/group submitting the request to contact the City if the annual date changes or discontinues for any reason.

By submitting this form, you affirm that the facts set forth in it are true and complete. All City Hall illumination requests must adhere to the Flag Flying, Proclamations and Public Awareness Campaigns Policy.

The personal information on this form is collected under the authority of the Municipal Act, 2001, 227 and City Policy CMA34. The information is used for the City Hall lighting process including, but not limited to, evaluating requests for illumination events and contacting the requestor.

Correspondence Items Presented for Information
July 27, 2026

1) Correspondence from AMCTO Re: Advocacy Update – Strong Mayor Authorities Scan – 2nd Edition Results.

2) Correspondence from the Director, Fish and Wildlife Policy Branch, Ministry of Natural Resources and Forestry Re: Notification of Decision under Regulation 828 of the *Niagara Escarpment Planning and Development Act*.

3) Correspondence from the Deputy Clerk, City of Owen Sound Re: Sustainable Provincial Grant Funding for Fire Services in Ontario.

4) Correspondence from the Deputy Clerk, City of Owen Sound Re: Heads and Beds Payment-in-Lieu of Taxes Program.

5) Correspondence from the Mayor, Town of Bruce Mines Re: Physician Shortage in Northern Ontario and the Practice Ready Ontario Program.

AMCTO
THE MUNICIPAL EXPERTS



July 16, 2026

Advocacy Update:

Strong Mayor Authorities Scan - 2nd Edition Results

We are excited to present the latest edition of our strong mayor authorities scan – a comprehensive look at how Ontario mayors are using their expanded powers across the province.

Conducted with a 93% response rate from 201 of 216 municipalities, the scan monitors and assesses how mayors and municipalities have used and implemented strong mayor powers, their effect on municipal staff, local governance, and Ontario communities.

This scan, conducted between November 2025 and February 2026, includes responses and input from staff of the 193 municipalities that were added to the strong mayor legislation in May 2025. It also provides concrete quantitative data points on some of the qualitative responses and feedback we've received during our bi-weekly strong mayor powers drop-in sessions between May 2025 and January 2026, and examples of municipal uses we have tracked through our media monitoring.

Our updated strong mayor powers advocacy toolkit and authorities scan:

- Provides members with valuable information to compare how strong mayor powers are being used in Ontario municipalities.
- Allows us to better understand the impacts of the powers on municipal governance, organizational structure, and staffing to support members and municipalities transitioning to the strong mayor framework.
- Invites discussion and continued conversation toward developing better legislative solutions that meet government objectives.

Key Findings

Our latest research confirms what members have been telling us since our first scan (conducted in 2024) and what they've been experiencing on the ground: across municipal administration, budget, committees and legislative powers, the interpretation and implementation of strong mayor powers remain highly inconsistent from one municipality to another. In many cases, the burden of managing that inconsistency falls directly on municipal staff.

Key patterns emerging from the data include:

- Most mayors are delegating organizational structure and employment powers back to the chief administrative officer (CAO); however, a significant number of mayors have retained these powers, and some have exercised them more deeply within the organization.
    - 40% retained the power to appoint or dismiss the CAO
    - 20% of mayors who retained their powers used them to hire or remove the CAO

Frequent changes to leadership can lead to organizational instability, resulting in shifting priorities, increased costs for taxpayers to meet employment contract agreements, and effects on organizational culture and resilience, including eroding staff morale, which can lead to hindered performance and service delivery.

- A total of 126 municipalities reported that their mayor directed staff to do research or provide advice — a widely used authority that

impacted staff workload and neutrality as well as decreased transparency in actions and decision-making.

- Mayoral vetoes, budget preparation practices, and committee restructuring were all applied inconsistently, creating accountability and transparency gaps across the province.
- Smaller municipalities — including many added to the legislation in May 2025 — are more likely to delegate powers, while larger municipalities show greater variation in retention and use.

The findings also reinforce a concern we have raised from the outset: the risk of politicization of local government leadership. Where mayors have exercised employment powers, the effects have reached well beyond senior leadership. As an Association, we have long advocated for a clear distinction between the administrative role of the CAO and the political role of the mayor. This scan reinforces why that distinction matters.

ACCESS THE UPDATED TOOLKIT & FULL SCAN

We will continue to monitor the use of strong mayor powers, paying attention to powers extended to Provincially-appointed regional chairs.

With the municipal elections coming up in October 2026, this marks the first time in an Ontario election cycle where mayoral candidates are seeking office *knowing* they will have these powers at their disposal (if elected). Further research and use cases of these powers will therefore be needed following the 2026 elections, as this may further affect how the powers are used and applied across Ontario.

We continue to call for greater clarity in legislation and regulation, stronger accountability and transparency frameworks, and a meaningful reduction in the administrative burden being placed on municipal staff. We will also continue to monitor how these powers evolve throughout this election cycle and as the legislative landscape continues to shift.

For more information or questions about this research, contact us.

From: Natural Heritage (MNR) <NATURALHERITAGE@ontario.ca>
Sent: Tuesday, July 7, 2026 2:23 PM
To: Natural Heritage (MNR) <NATURALHERITAGE@ontario.ca>
Subject: Notification of decision notice under Regulation 828 of the Niagara Escarpment Planning and Development Act

Date: July 7, 2026

Subject: Notification of decision notice under Regulation 828 of the Niagara Escarpment Planning and Development Act

Good afternoon,

I am writing to let you know that a decision has been made on the proposed changes to R.R.O. Regulation 828 (*Development within the Development Control Area)* under the *Niagara Escarpment Planning and Development Act* (NEPDA).

After considering all submissions received through the consultation period, we are proceeding with changes that will improve clarity and expand exemptions for low-risk development activities. The exemptions are consistent with the purpose and objectives of the NEPDA and include conditions to mitigate and avoid any environmental impacts.

For more information, please see the decision notice posted on the Environmental Registry at Amendments to Ontario Regulation 828 (*Development within the Development Control Area*) | Environmental Registry of Ontario or by searching 019-8364.

Sincerely,

Stephen Casselman
Director, Fish and Wildlife Policy Branch
Ministry of Natural Resources and Forestry

Staci Landry, Deputy Clerk
City of Owen Sound
808 2nd Avenue East
Owen Sound, ON N4K 2H4

owen sound
where you *want* to live

Phone: 519-376-4440 ext. 1235
Facsimile: 519-371-0511
Email: slandry@owensound.ca
Website: www.owensound.ca

July 16, 2026

Via Email

The Honourable Doug Ford
Premier of Ontario
premier@ontario.ca

Dear Honourable Doug Ford:

Re: Sustainable Provincial Grant Funding for Fire Services in Ontario

City Council, at its meeting held on July 13, 2026, considered the above-noted matter, and passed Resolution No. R-260713-010 as follows:

> **"THAT in consideration of correspondence received on the July 13, 2026 Consent Agenda respecting sustainable provincial grant funding for fire services in Ontario, City Council:**
>
> 1. **Supports the resolution from the Municipality of South Huron; and**
> 2. **Directs staff to send this resolution to the Premier of Ontario, the Minister of the Solicitor General, the Minister of Infrastructure, the Minister of Municipal Affairs and Housing, the Ontario Association of Fire Chiefs, the Ontario Professional Fire Fighters Association, the Ontario Volunteer Fire Fighters Association, the Association of Municipalities of Ontario (AMO), the Rural Ontario Municipal Association (ROMA), and the Municipality of South Huron."**

If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

Staci Landry

Staci Landry
Deputy Clerk

Encl: Municipality of South Huron Council Resolution of June 1, 2026

c: Hon. Michael Kerzner, Minister of the Solicitor General
Hon. Kinga Surma, Minister of Infrastructure
Hon. Rob Flack, Minister of Municipal Affairs and Housing
Ontario Association of Fire Chiefs
Ontario Professional Fire Fighters Association
Ontario Volunteer Fire Fighters Association
Association of Municipalities of Ontario
Rural Ontario Municipal Association
Municipality of South Huron

CORPORATION OF THE MUNICIPALITY OF SOUTH HURON
322 Main Street South P.O. Box 759
Exeter Ontario
N0M 1S6
Phone: 519-235-0310 Fax: 519-235-3304
Toll Free: 1-877-204-0747
www.southhuron.ca

June 10, 2026

Via email: doug.fordco@pc.ola.org

Premier's Office
Room 281
Main Legislative Building, Queen's Park
Toronto, ON M7A 1A5

Dear Hon. Doug Ford

Re: Sustainable Provincial Grant Funding for Fire Services in Ontario

Please be advised that South Huron Council passed the following resolution at their June 1, 2026, Regular Council Meeting:

258-2026
Moved By: Aaron Neeb
Seconded by: Wendy McLeod-Haggitt

That South Huron Council supports the May 13, 2026, correspondence of the Town of Plympton-Wyoming regarding Sustainable Provincial Grant Funding for Fire Services in Ontario; and

That this supporting resolution and the originating correspondence be circulated to the Premier of Ontario, the Minister of the Solicitor General, the Minister of Infrastructure, the Minister of Municipal Affairs and Housing, the Ontario Association of Fire Chiefs, the Ontario Professional Fire Fighters Association, the Ontario Volunteer Fire Fighters Association, AMO, ROMA and all municipalities in Ontario.

Result: Carried

Please find attached the originating correspondence for your reference.

Respectfully,

Kendra Webster, Legislative & Licensing Coordinator
Municipality of South Huron
kwebster@southhuron.ca

519-235-0310 x. 232

Encl.

cc:
Minister of the Solicitor General, Hon. Michael Kerzner, michael.kerzner@pc.ola.org; Minister of Infrastructure, Hon. Kinga Surma, kinga.surma@pc.ola.org; Minister of Municipal Affairs and Housing, Hon. Rob Flack, rob.flack@pc.ola.org; Ontario Association of Fire Chiefs, info@oafc.on.ca; Ontario Professional Fire Fighters Association, admin@ontariofirefighters.org; Ontario Volunteer Fire Fighters Association, communication@ffao.on.ca; AMO resolutions@amo.on.ca; ROMA, roma@roma.on.ca; and all municipalities in Ontario.

The Town Of PLYMPTON-WYOMING

Date:	13 May 2026	***15***
Moved By:	Deputy Mayor Netty McEwen	
Seconded By:	Councillor John van Klaveren	

Support for Sustainable Provincial Grant Funding for Fire Services in Ontario

WHEREAS Municipal fire services in Ontario operate under legislative authority established by the province through statutes, regulations, codes, and prescribed standards governing training, equipment, certification, inspection, and operational requirements;

AND WHEREAS municipalities are responsible for implementing and maintaining compliance with these provincially mandated requirements primarily through local property taxation;

AND WHEREAS current provincial fire service grant programs are available to both full-time and volunteer fire departments across Ontario and are distributed through competitive application processes that may not fully reflect the differing financial and administrative capacities of urban and rural municipalities, highlighting the need for a more balanced approach to funding that supports all fire services equitably;

AND WHEREAS volunteer firefighters represent approximately **70–75% of firefighters in Ontario**, protecting the majority of communities across the province and, particularly in rural areas, are frequently **the first emergency responders to arrive on scene ahead of other emergency services**;

AND WHEREAS other provincially regulated emergency services, including policing and paramedic services, receive stable and predictable provincial funding contributions or cost-sharing arrangements;

AND WHEREAS the absence of a comparable and stable funding model for fire services creates a structural imbalance between provincial regulatory authority and municipal financial responsibility;

AND WHEREAS reliance on competitive funding creates budget uncertainty, limits long-term financial planning, and may not reflect the actual operational needs of fire services, contributing to instability, reduced preparedness and the reduction of services within a critical emergency response sector;

AND WHEREAS stable and predictable funding is essential to maintain emergency preparedness, firefighter safety, service sustainability, and equitable protection for residents regardless of municipal size or tax base;

NOW THEREFORE BE IT RESOLVED THAT

The Council of the Town of Plympton-Wyoming respectfully calls upon the Province of Ontario to **transition the current practice of competitive provincial fire service grant programs into a permanent, stable, and predictable non-competitive provincial funding program** that supports municipalities in meeting provincially legislated fire protection requirements;

AND FURTHER THAT this funding be structured to provide equitable and predictable annual support for **operational readiness and training costs associated with volunteer, composite and full-time fire departments across Ontario**;

AND FURTHER THAT the annual value of this funding be reviewed and adjusted to more appropriately reflect the level of provincial funding support currently provided to other provincially regulated emergency services, including policing and paramedic services;

AND FURTHER THAT this resolution be circulated for endorsement to:

- The County of Lambton
- Lambton County Fire Chiefs Association
- All municipalities
- Ontario Association of Fire Chiefs
- Ontario Professional Fire Fighters Association
- Ontario Volunteer Fire Fighters Association
- Association of Municipalities of Ontario
- Rural Ontario Municipal Association

AND FURTHER THAT, upon endorsement, this resolution be submitted to:

- Steve Pinnsoneault MPP Lambton-Kent-Middlesex
- Bob Bailey MPP Sarnia-Lambton
- The Honourable Michael Kerzner, Minister of the Solicitor General
- The Honourable Kinga Surma, Minister of Infrastructure
- The Honourable Rob Flack, Minister of Municipal Affairs and Housing
- The Honourable Doug Ford, Premier of Ontario

Carried	Defeated	Deferred
✓		

Staci Landry, Deputy Clerk
City of Owen Sound
808 2nd Avenue East
Owen Sound, ON N4K 2H4

owen sound
where you *want* to live

Phone: 519-376-4440 ext. 1235
Facsimile: 519-371-0511
Email: slandry@owensound.ca
Website: www.owensound.ca

July 16, 2026

Via Email

Doug Rawson
Mayor, Town of Penetanguishene
c/o Emily Dermott-Simpson, Executive Assistant
edermott-simpson@penetanguishene.ca

Dear Mayor Rawson:

Re: Heads and Beds Payment-in-Lieu of Taxes Program

City Council, at its meeting held on July 13, 2026, considered the above-noted matter, and passed Resolution No. R-260713-011 as follows:

> **"THAT in consideration of correspondence received on the July 13, 2026 Consent Agenda respecting heads and beds payment-in-lieu of taxes program, City Council:**
>
> 1. **Supports the resolution from the Town of Penetanguishene; and**
> 2. **Directs staff to send this resolution to the Town of Penetanguishene to express Council's interest in participating in a collective discussion with affected municipalities on this matter."**

If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

Staci Landry

Staci Landry
Deputy Clerk

The Corporation of the Town of Bruce Mines

PO Box 220
9126 Hwy. 17 East
Bruce Mines ON P0R 1C0

MAYOR: LORY PATTERI
MUNICIPAL CLERK: JUDY DAVIS

Phone: (705)785-3493
Fax: (705)785-3170
Email: info@brucemines.ca
www.brucemines.ca

July 6th, 2026

The Honourable Doug Ford
Premier of Ontario
Legislative Building
Queen's Park
Toronto, ON M7A 1A1

premier@ontario.ca

Re: Policy Without Appropriation: Physician Shortage in Northern Ontario and the Practice Ready Ontario Program

Dear Premier Ford,

On behalf of the Council of the Town of Bruce Mines, we are writing to, once again, address the physician shortage in Northern Ontario. This critical issue has been front and centre for years, and while the *Practice Ready Ontario (PRO)* program—which evaluates internationally educated family physicians to confirm they are ready to practice in Ontario—is widely acknowledged and genuinely applauded, the province appears to have stopped short of closing the loop.

Therefore, council is compelled to express our concern in the gap between the government's opening the door to a solution but falling short of providing the financial framework needed to walk through it.

Northern Ontario's municipalities face a structural imbalance that is fundamentally different from communities in the south. We are small in population, geographically dispersed, and operate with limited tax bases that cannot support the escalating costs associated with physician recruitment, retention, and community health infrastructure. Despite these limitations, municipalities are increasingly expected to shoulder responsibilities that fall squarely within the provincial mandate for health care delivery.

Municipalities **have** stepped in where we can, but we cannot continue to fund physician recruitment packages, housing incentives, locum coverage, or clinic operations without dedicated provincial support. The current model places an unsustainable burden on small

communities that simply do not have the tax revenue to fill the gaps left by the provincial health care system.

We respectfully request that the Province of Ontario:

1. **Establish a dedicated Northern Ontario Physician Recruitment and Retention Fund**, accessible to small and rural municipalities ensuring communities are not forced to subsidize provincial healthcare responsibilities.
2. **Work directly with Northern municipalities** to develop a coordinated strategy that reflects the unique demographic, geographic, and fiscal realities of the North.

We would welcome the opportunity to discuss this matter further and look forward to a written response from your office.

Sincerely,

Lory Patteri

Lory Patteri, Mayor
Town of Bruce Mines

Cc:
Ms. Marit Stiles
Leader of the Official Opposition
Leader, New Democratic Party of Ontario

Mr. John Fraser
Interim Leader, Ontario Liberal Party

The Honourable Sylvia Jones
Deputy Premier of Ontario
Minister of Health

The Honourable George Pirie
Minister of Northern Economic Development and Growth

Bill Rosenberg
Member of Provincial Parliament
Algoma—Manitoulin

Association of Municipalities of Ontario (AMO)

Rural Ontario Municipal Association (ROMA)

Federation of Northern Ontario Municipalities (FONOM)

Distributed to all Ontario municipalities.

Minutes

Corporate Services Committee

July 9, 2026, 5:30 p.m.
City Hall - 808 2nd Avenue East - Council Chambers

MEMBERS PRESENT: Chair Suneet Kukreja
Vice Chair Melanie Middlebro'
Member Monica Dale
Councillor Travis Dodd
Member Daniel Fletcher (via video)
Member Neil McCutcheon
Councillor Carol Merton
Member Greg Milburn
Member Franklin Morais

STAFF PRESENT: Briana Bloomfield, City Clerk
Riley Brugess, By-law Enforcement Supervisor
Christina McLean, Committee and Executive Support Coordinator

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1. CALL TO ORDER

Chair Kukreja called the meeting to order at 5:35 p.m.

2. CALL FOR ADDITIONAL BUSINESS

There was no additional business.

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. CONFIRMATION OF MINUTES

4.a Minutes of the Corporate Services Committee meeting held on June 11, 2026

CR-260709-001
Moved by Vice Chair Middlebro'

"THAT the Corporate Services Committee approves the minutes of the meeting held on June 11, 2026."

Carried.

5. DEPUTATIONS AND PRESENTATIONS

There were no deputations or presentations.

6. PUBLIC FORUM

6.a Jill Umbach, RentSafe Owen Sound Collaborative and Bruce Grey Poverty Task Force

The speaker provided comments respecting housing in Owen Sound and highlighted the importance of the introduction of a vital services by-law and the inclusion of clauses pertaining to mould in the property standards by-law. The speaker encouraged the Committee to consider a renoviction by-law and the establishment of a Rental Housing Committee in the future.

7. CORRESPONDENCE RECEIVED FOR WHICH DIRECTION IS REQUIRED

There were no correspondence items presented for consideration.

8. REPORTS OF CITY STAFF

8.a Parking and By-law Enforcement

8.a.1 Report CR-26-067 from the By-law Enforcement Supervisor Re: Regulatory By-law Management Policy

The By-law Enforcement Supervisor provided an overview of the report.

In response to questions from Committee, the By-law Enforcement Supervisor noted that:

- The planned master review schedule as attached to the report is flexible and can be changed in staff workplans if any priority items arise.
- The implementation of an Encampment Protocol By-law is listed in 2028 as it is a project that requires additional consultation and review, and that priority levels were taken into consideration when the review list was compiled.
- The content expert of each by-law currently determines what external consultation is required, based on the specific by-law.
- The proposed dates as outlined in the master schedule refer to when each by-law will come forward for Council consideration.

CR-260709-002
Moved by Member Milburn

"THAT in consideration of Staff Report CR-26-067 respecting Regulatory By-law Management Policy No. AF015, the Corporate

Services Committee recommends that City Council direct staff to bring forward a by-law to:

1. **Adopt Regulatory By-law Policy No. AF015, substantially in the form attached to the report; and**
2. **Repeal By-law Review & Revision Policy No. CS73."**

Carried.

8.a.2 Report CR-26-068 from the By-law Enforcement Supervisor Re: Updates to the Property Standards By-law and Introduction of a Vital Services By-law

The By-law Enforcement Supervisor provided an overview of the report.

In response to a question from Committee, the By-law Enforcement Supervisor noted that:

- Communications will be issued regarding the landlord requirements, as well as regarding how tenants can report concerns and the protections that they have if they do so.
- By-law staff would only be entering a property when a complaint is received, and they will not be proactively inspecting apartments or rental units at this time.
- Landlords are not responsible for property standards or vital services issues if the damages were caused by the tenant either intentionally or unintentionally, or if the tenant did not pay a bill for a utility that they are responsible for.
- The proposed Vital Services By-law process allows for an order to be placed in a shorter timeframe than done previously, and an order can be placed anytime from 1-19 days after the complaint, based on the severity of the situation and how long it would take to fix the concern.
- Under the current Property Standards By-law, fines cannot be placed immediately for Vital Services infractions but are placed once an individual fails to comply with an order. Under the proposed Vital Services By-law, they can be fined immediately for either failing to provide the vital services or for intentionally shutting them off.
- The fines outlined in the set fines as attached to the report refer to the fines that would be issued if someone was being charged for the first time, and that the City can further issue a summons to proceed to the court process if the issues persist, allowing the City to seek fines of higher amounts at that time.

- The term "reasonably clear" of pests as noted in the by-law is included to take into account situations where a landlord is currently working to remove the pests and the issue is not yet fully rectified, therefore staff would not need to continue issuing orders while the remediation work is underway.
- By-law staff work with legal aid and other social services agencies as required.

CR-260709-003
Moved by Member McCutcheon

"THAT in consideration of Staff Report CR-26-068 respecting updates to the Property Standards By-law and a new Vital Services By-law, the Corporate Services Committee recommends that City Council direct staff to:

1. **Bring forward a by-law to amend the Property Standards By-law as outlined in Attachment 1 of the report with the addition of a definition of boarding;**
2. **Bring forward the Vital Services By-law for approval as outlined in Attachment 2 of the report; and**
3. **Apply to the Ministry of the Attorney General for approval of the set fines as outlined in Attachment 3 of the report."**

Carried.

8.b Accounting

None.

8.c Clerks

None.

8.d Corporate and Facility Services

None.

8.e Fire

None.

8.f Human Resources

None.

8.g Information Technology

None.

8.h Taxes and Revenue

None.

9. MATTERS POSTPONED

There were no matters postponed.

10. MOTIONS FOR WHICH NOTICE WAS PREVIOUSLY GIVEN

There were no motions for which notice was previously given.

11. CORRESPONDENCE PROVIDED FOR INFORMATION

There were no correspondence items presented for information.

12. DISCUSSION OF ADDITIONAL BUSINESS

There was no additional business.

13. NOTICES OF MOTION

There were no notices of motion.

14. ADJOURNMENT

The business contained on the agenda having been completed, Chair Kukreja adjourned the meeting at 6:04 p.m.