



Agenda
Owen Sound City Council

September 14, 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.

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13.	MATTERS POSTPONED	

- 13.a Community Services Committee Resolution No. CS-260624-002
Postponed from the July 13, 2026 Regular Council Meeting Re:
Agreement to Pilot a Community Impact Lab

"THAT in consideration of Staff Report CM-26-023 respecting the Agreement to Pilot a Community Impact Lab, the Community Services Committee recommends that City Council direct staff to:

1. Bring forward a by-law to authorize the Mayor and Clerk to execute an Agreement to Pilot a Community Impact Lab in collaboration with Georgian College and the County of Grey; and
2. Select a subject matter for a 6-week Scan Club based on one of the five areas of improvement as outlined in the Community Safety and Well-Being Plan and in consultation with the Community Safety and Well-Being planning group."

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

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

1. Minutes of the Closed Session of the Regular Council meeting held on July 13, 2026;
2. One matter regarding labour relations or employee negotiations and advice that is subject to solicitor-client privilege, including communications necessary for that purpose, respecting fire services; and
3. One matter regarding personal matters about an identifiable individual respecting the City Manager performance review."

20. REPORTING OUT OF CLOSED SESSION

21. BY-LAWS

- 21.a By-law No. 2026-099

"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 14th day of September, 2026"

- 21.b By-law No. 2026-100
"A By-law to amend Zoning By-law No. 2010-078, respecting lands located at 1038 6th Avenue West and lands legally described as Part 1, Plan 16R-12308 (ZBA No. 59)"
- 21.c By-law No. 2026-101
"A By-law to amend Zoning By-law No. 2010-078, respecting lands located at 1038 6th Avenue West and lands legally described as Part 1, Plan 16R-12308, following the coming into force of City By-law No. 2026-030, which is ZBA No. 57 and known as the 2026 Update (ZBA No. 59)"
- 21.d By-law No. 2026-102
"A By-law to authorize the Mayor and Clerk to execute a Financial Incentive Program Agreement with Safe 'N Sound Grey Bruce, respecting property located at 612 2nd Avenue East"
- 21.e By-law No. 2026-103
"A By-law to authorize the Mayor and Clerk to execute a Conditional Building Permit Agreement with Kevin Linthorne, Chief Building Official, Villarboit (Owen Sound) Holdings Limited Partnership by its General Partner 2325465 Ontario Limited and Heritage Grove Centre Inc., respecting development at 2125 16th Street East (Mark's)"
- 21.f By-law No. 2026-104
"A By-law to authorize the Mayor and Clerk to execute a Limiting Distance Agreement with Lutheran Social Services (Owen Sound) and Lutheran Outreach Ministries, Owen Sound, respecting development at 1043 & 1057 3rd Avenue East (St. Clare Place)"
- 21.g By-law No. 2026-105
"A By-law to authorize the Mayor and Clerk to execute a Bus Stop Agreement with The Corporation of the County of Grey, respecting a stop at the Owen Sound Transit Terminal"
- 21.h By-law No. 2026-106
"A By-law to adopt Surety Bonds Policy AF021, respecting the use of surety bonds as security for development approvals under the *Planning Act*"
- 21.i By-law No. 2026-107
"A By-law to authorize the Mayor and Clerk to execute an agreement with Safe 'N Sound Grey Bruce, respecting the leasing of Parts 7, 8, and 13 on Plan 16R-10301 (road allowance and tabletop lands adjacent to 612 2nd Avenue East), and the granting of an easement to Safe 'N Sound Grey Bruce over Parts 4, 5 and 6 on Plan 16R-10301 (ingress and egress to the premises)"

21.j By-law No. 2026-108

"A By-law to authorize the Mayor and Clerk to execute an amendment to the Memorandum of Understanding with The Corporation of the County of Grey and the Rural Ontario Medical Program, respecting medical residents' accommodation (extension of term)"

21.k By-law No. 2026-109

"A By-law to amend Property Standards By-law No. 1999-030 to update provisions respecting the security of vacant buildings and the presence of mould"

21.l By-law No. 2026-110

"A By-law to require adequate and suitable vital services for rental units and to repeal Heat By-law No. 2007-121"

21.m By-law No. 2026-111

"A By-law to amend By-law No. 2026-098 to revise the lessee's name from Brandon Vanderschot to The BMG Corp., respecting two additional parking stalls on 11th Street West, east of 1st Avenue West"

22. ADJOURNMENT



Minutes

Owen Sound City Council

July 27, 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
Lara Widdifield, Director of Public Works and Engineering
Mason Bellamy, Manager of Public Works and Engineering
Jason Hoffman, Manager of Corporate Services
Sabine Robart, Manager of Planning and Heritage
Briana Bloomfield, City Clerk
Staci Landry, Deputy Clerk

1. CALL TO ORDER

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

2. CALL FOR ADDITIONAL BUSINESS

- 2.a Councillor Farmer Re: Banditfest and Bruce Grey Poverty Task Force's All Municipal Candidates Education Session
- 2.b Councillor Merton Re: Southwestern Public Health Media Release on Household Food Insecurity
- 2.c Mayor Boddy Re: Georgian College Owen Sound Campus

3. DECLARATIONS OF INTEREST

- 3.a Mayor Boddy - By-law No. 2026-098

Mayor Boddy declared a conflict of interest with Item 21.j due to the Mayor having acted previously as the solicitor for the lessee.

- 3.b Councillor Hamley - Discussion Arising out of Item 7.a - Deputation from Annette Pedlar, Executive Director, Safe 'N Sound Re: Neighbourhood Response Team Pilot Program

Councillor Hamley declared a conflict of interest with discussion arising out of Item 7.a due to the Councillor's personal employment with the Government of Ontario.

- 3.c Councillor Kukreja - Discussion Arising out of Item 15.c - Discussion of Additional Business

Councillor Kukreja declared a conflict of interest with discussion arising out of Item 15.c due to the Councillor's personal employment with Georgian College.

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

R-260727-001

Moved by Councillor Farmer

Seconded by Deputy Mayor Greig

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

1. Closed Session of the Regular Council meeting held on May 25, 2026; and

2. Regular Council meeting held on July 13, 2026."

Carried.

5. MOTION TO MOVE COUNCIL INTO COMMITTEE OF THE WHOLE

R-260727-002

Moved by Councillor Farmer

Seconded by Deputy Mayor Greig

"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

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

Mayor Boddy declared the Public Meeting open at 5:32 p.m. and read the following announcement:

- Thank you for attending tonight's public meeting. The purpose of this meeting is to receive input from the public respecting the proposed amendments to the Zoning By-law as per Section 34 of the *Planning Act*.
- In a few moments, the Manager of Planning and Heritage will present background information regarding the requested amendment. Following the presentation, we will hear from the applicant and then we will open the floor for comments, questions, and feedback from the public.
- Every person who attends a statutory public meeting required under the *Planning Act* will be given an opportunity to make representations respecting the proposed by-law.
- All submission materials for this application are available on the City's website and at the Planning Division counter at City Hall during regular business hours.
- Appeal rights on a Zoning By-law Amendment application are limited to the applicant, public bodies, and specified persons who made oral or written submissions to Owen Sound City Council prior to a decision being

made. Specified persons generally include energy, railway, and telecommunication providers.

- This meeting is an essential part of the decision-making process. Feedback received will be considered in the decision of Owen Sound City Council. An explanation of how the public and agency comments factored into the decision will be included in the Notice of Passing of the By-law.
- Where a change is made in a proposed by-law after the holding of the public meeting, Council will determine whether any further notice is to be given respecting the proposed by-law and the determination of Council as to the giving of further notice is final and not subject to review in any court no matter the extent of the change made in the proposed by-law.

The City Clerk explained that notice of the public meeting was posted on the subject properties, circulated to the prescribed persons and bodies, mailed to neighbours within 120 metres of the subject properties, and placed on the City's website on July 2, 2026. All comments received prior to the agenda being published were attached to the agenda. The City Clerk encouraged those present for the public meeting to sign the sign-in sheet located on the table outside of Council Chambers.

The City Clerk advised that personal information is collected under the authority of the *Planning Act*, and that 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 the City Clerk.

The City Clerk advised that any person wishing to receive notice of the decision of The Corporation of the City of Owen Sound on the proposed Zoning By-law Amendment application must make a written request to the City of Owen Sound.

The Manager of Planning and Heritage provided a PowerPoint presentation on Zoning By-law Amendment No. 59 put forward by Barry's Construction and Insulation Ltd. to facilitate the development of the lands for a semi-detached dwelling. The Manager of Planning and Heritage highlighted the location of the subject lands, noting that the lands are designated West City Commercial in the City's Official Plan. The lands are zoned as Retail Commercial (C2) in the City's Zoning By-law.

The Manager of Planning and Heritage highlighted the ZBA process to date and advised that a recommendation report and amending by-law are tentatively scheduled to be presented to Council on September 14, 2026.

Barry Kruisselbrink of Barry's Construction and Insulation Ltd. indicated support for the recommendation from Planning Division staff.

Mayor Boddy invited members of the public to ask questions or provide comments on the ZBA. No members of the public spoke in support of or in opposition to the application.

There being no comments, Mayor Boddy declared the Public Meeting closed at 5:44 p.m.

The Manager of Planning and Heritage left the meeting.

7. DEPUTATIONS AND PRESENTATIONS

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

Annette Pedlar (the 'Deputant') provided a PowerPoint presentation respecting Safe 'N Sound's Neighbourhood Response Team (NRT) pilot program.

Karen Wheeler, Neighbourhood Response Team (NRT) Outreach Worker, was in attendance with the Deputant and shared their experience working with the NRT and the services provided through the program.

The Deputant advised that the NRT provided 2,226 supports within the River District and that the program cost \$285,000 to administer from November 1, 2025, to March 31, 2026. The Deputant further advised that Safe 'N Sound is requesting a letter of support from the City to accompany its application to the Ontario Trillium Foundation grant.

Councillor Hamley declared a conflict of interest at this time with discussions arising out of Item 7.a due to the Councillor's employment with the Government of Ontario and left the Council Chambers.

In response to questions from Council, the Deputant advised that Safe 'N Sound will also be seeking a letter of support from Grey County for the grant application. The Deputant further advised that, should funding not be secured through the Ontario Trillium Foundation, Safe 'N Sound will pursue alternative funding opportunities, as the organization believes the program remains an important solution for the community.

R-260727-003

Moved by Councillor Merton

"THAT in consideration of the deputation from Annette Pedlar of Safe 'N Sound provided on July 27, 2026 respecting the Neighbourhood Response Team, City Council directs staff to send a letter of support to Safe 'N Sound for its application to the Ontario Trillium Foundation Grant."

Carried.

Councillor Hamley returned to the Council Chambers.

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

Annette Pedlar (the 'Deputant') provided a PowerPoint presentation respecting Safe 'N Sound's emergency shelter facility. The Deputant highlighted Safe 'N Sound facility usage and operating costs and advised that Safe 'N Sound is proceeding with plans to establish a 24-bed emergency shelter at 612 2nd Avenue East, operating nightly from 10:00 p.m. to 9:00 a.m., 365 days per year.

In response to a question from Council, the Deputant advised that Safe 'N Sound has met with the immediate neighbours and received feedback regarding the fencing around the property. The Deputant also indicated that Safe 'N Sound is planning to establish a Neighbourhood Committee to support ongoing communication with the surrounding community. In addition, Safe 'N Sound plans to host an open house to provide community members with an opportunity to meet staff, learn more about the organization, and ask questions.

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

The City Manager provided a PowerPoint presentation and noted:

- Highlights of upcoming and recent events and activities throughout the City.
- Information for potential candidates and voters on the 2026 Municipal Election.
- Reports that will be presented at the September meetings of the Tom Thomson Art Gallery Advisory Committee, Service Review Implementation Ad Hoc Committee, Corporate Services Committee, Community Services Committee, and Operations Committee.
- A listing of media advisories issued since the last update.

8. PUBLIC FORUM

8.a Andrii Zvorygin, Owen Sound resident

The Speaker provided comments respecting the Neighbourhood Response Team pilot program and suggested that Council instead consider a 12-week pilot program utilizing part-time responders, existing supervision, and direct referrals through Owen Sound's Emergency Communications Centre. The Speaker suggested that the proposed model could reduce administrative costs while directing appropriate mental health, wellness, and de-escalation calls to civilian responders.

8.b Anne Finlay-Stewart, Owen Sound resident

The Speaker inquired whether an individual who disposes of unidentified litter containing another person's name in a public garbage receptacle could be subject to a \$1,000 penalty under the Waste Management By-law or cause another individual to be identified as responsible for the litter.

Mayor Boddy advised that By-law Enforcement Officers would conduct an investigation.

The Speaker suggested that the Waste Management By-law be reviewed.

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

The City Clerk provided an overview of the correspondence.

R-260727-004

Moved by Councillor Farmer

"THAT in consideration of correspondence received July 27, 2026 from the Owen Sound and North Grey Union Public Library (OSNGUPL) Chief Librarian/CEO respecting a five-year review of the 2022-2031 OSNGUPL agreement, City Council directs staff to notify the OSNGUPL that Deputy Mayor Greig and Councillor Koepke will attend the review meeting on behalf of the City."

Carried.

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

The Director of Community Services provided an overview of the report.

R-260727-005

Moved by Councillor Dodd

"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."

Carried.

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

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

R-260727-006

Moved by Councillor Middlebro'

"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."

Carried.

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

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

R-260727-007

Moved by Councillor Farmer

"THAT in consideration of Staff Report 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."**

Carried.

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

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

R-260727-008d

Moved by Councillor Koepke

"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."**

Defeated.

R-260727-009

Moved by Councillor Middlebro'

"THAT in consideration of Staff Report CR-26-071 respecting a facility needs assessment for the Owen Sound Police Service building, City Council directs staff to bring forward a report in September 2026 outlining the steps required to obtain a costing estimate from the Ontario Provincial Police (OPP)."

Carried.

- 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)

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

R-260727-010

Moved by Councillor Dodd

"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."

Carried.

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

Deputy Mayor Greig reported that Grey County Council:

- Approved a \$1.4 million contract with Community Living Owen Sound to provide annual special needs resourcing services across Grey County.
- Approved the debenture financing of two new paramedic bases in Durham and Feversham over a 15-year term, resulting in interest savings of more than \$700,000.
- Received an update from the Grey Bruce Ontario Health Team, which advised that the goal is to attach 23,500 residents to a primary care provider by 2029, including 9,000 residents by early 2027.

R-260727-011

Moved by Deputy Mayor Greig

"THAT in consideration of the Verbal Report provided July 27, 2026 from Deputy Mayor Greig respecting Grey County Council, City Council receives the Verbal Report for information purposes."

Carried.

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
- 11.b Report CS-26-071 from the Senior Planner Re: Request to Remove a One-Foot Reserve - 1389 16th Avenue East (Seasons)
- 11.c Report CR-26-077 from the City Clerk Re: Updates - Integrity Commissioner and 2027 Council and Committee Meeting Calendar
- 11.d Report CR-26-074 from the Manager of Corporate Services Re: Approval of 2027-2031 Multi-Year Capital Plan

- 11.e Report CR-26-075 from the Manager of Corporate Services Re: Update on the Transition to Outdoor Public Water Stations
- 11.f Report CR-26-073 from the Purchasing and Claims Coordinator Re: Approval of Non-Standard Procurement - eScribe Public Meeting Management Software Extension
- 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
- 11.h Report OP-26-039 from the Supervisor of Environmental Services Re: Continuation of Guelph Owen Sound Transit (GOST) Post August 31, 2026
- 11.i Minutes of Boards and Committees for Receipt Re: Grey Sauble Conservation Authority Board meeting held on June 24, 2026
- 11.j Minutes of Boards and Committees for Receipt Re: Owen Sound & North Grey Union Public Library Board meeting held on March 26, 2026
- 11.k Minutes of Boards and Committees for Receipt Re: Owen Sound Police Service Board meeting held on May 27, 2026
- 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 Courier 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:

- 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:

- Thrombosis Canada for World Thrombosis Day

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

R-260727-012

Moved by Councillor Farmer

"THAT in consideration of the items listed on the July 27, 2026 Consent Agenda, City Council:

- 1. Receives Items 11.a, 11.b, and 11.f to 11.o; and**
- 2. Approves the recommendations contained in Items 11.a, 11.b, 11.f, 11.g, and 11.h."**

Carried.

R-260727-013

Moved by Deputy Mayor Greig

"THAT in consideration of Item 11.c listed on the July 27, 2026 Consent Agenda being Staff Report CR-26-077 respecting updates on the integrity commissioner and 2027 Council and Committee meeting calendar, City Council:

- 1. Updates the calendar as presented in the report save and except the Regular Council meeting in June; and**
- 2. Maintains two Regular Council meetings in June."**

Carried.

R-260727-014

Moved by Councillor Farmer

"THAT in consideration of the items listed on the July 27, 2026 Consent Agenda, City Council approves the recommendation contained in Item 11.d being Staff Report CR-26-074 respecting the approval of the 2027-2031 Multi-Year Capital Plan."

Carried.

R-260727-015

Moved by Councillor Farmer

"THAT in consideration of the items listed on the July 27, 2026 Consent Agenda, City Council approves the recommendation contained in Item 11.e being Staff Report CR-26-075 respecting an update on the transition to outdoor public water stations."

Carried.

R-260727-016d

Moved by Councillor Farmer

"THAT in consideration of Item 11.e listed on the July 27, 2026 Consent Agenda being Staff Report CR-26-075 respecting an update on the transition to outdoor public water stations, City Council directs staff to

include the development of a detailed project plan for the installation of an outdoor water fountain, including the capital installation and operating costs, and identification of potential locations, in the City's 2027 work plan."

Defeated.

12. COMMITTEE MINUTES WITH RECOMMENDATIONS FOR APPROVAL

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

R-260727-017

Moved by Councillor Middlebro'

"THAT the minutes of the Community Services Committee meeting held on July 22, 2026 be received and the recommendations contained therein be approved."

Carried.

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

R-260727-018

Moved by Councillor Kukreja

"THAT the minutes of the Corporate Services Committee meeting held on July 9, 2026 be received and the recommendations contained therein be approved."

Carried.

12.c Minutes of the Operations Committee meeting held on July 23, 2026

R-260727-019

Moved by Deputy Mayor Greig

"THAT the minutes of the Operations Committee meeting held on July 23, 2026 be received and the recommendations contained therein be approved."

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 Banditfest and Bruce Grey Poverty Task Force's All Municipal Candidates Education Session

Councillor Farmer congratulated the organizers of the 3rd Annual Banditfest, held on July 18 and 19, 2026, at Heartwood Hall.

Councillor Farmer advised that the Bruce Grey Poverty Task Force will be hosting a free virtual All Municipal Candidates Education Session on Friday, September 18, 2026, from 10:00 a.m. to 11:30 a.m., and noted that additional information is available on the [Bruce Grey Poverty Task Force website](#).

15.b Southwestern Public Health Media Release on Household Food Insecurity

Councillor Merton highlighted a recent media release from Southwestern Public Health calling for action to address household food insecurity and noting the association between household food insecurity, poorer physical and mental health outcomes, an increased risk of chronic disease, and increased pressure on the healthcare system.

Mayor Boddy relinquished the position of Chair to present an update and motion respecting the Georgian College Owen Sound Campus. Deputy Mayor Greig assumed the position of Chair.

15.c Georgian College Owen Sound Campus

Mayor Boddy highlighted the importance of the Georgian College Owen Sound Campus to the City.

Councillor Kukreja declared a conflict of interest at this time with discussions arising during additional business due to the Councillor's personal employment with Georgian College and did not take part in the discussion or voting on the motion.

R-260727-020

Moved by Mayor Boddy

"WHEREAS the City Council meeting scheduled for July 27, 2026, is the final scheduled meeting before City Council will become restricted pursuant to section 275 of the *Municipal Act* from making any expenditures or incurring any other liability which exceeds \$50,000;

NOW THEREFORE BE IT RESOLVED THAT City Council waives the notice of motion requirement in the City's Procedural By-law in order to discuss the potential transfer of funds from the City of Owen Sound to Georgian College."

Carried by a 2/3 vote.

R-260727-021

Moved by Mayor Boddy

"WHEREAS the Owen Sound Campus of Georgian College is an important part of the educational, economic, and social wellbeing of the City of Owen Sound and greater Region of Grey and Bruce Counties;

AND WHEREAS Georgian College has had financial challenges due to external pressures, and has been forced to close other campuses;

AND WHEREAS City Council wishes to support Georgian College campus in the City of Owen Sound;

NOW THEREFORE BE IT RESOLVED THAT City Council directs the City Manager and Treasurer to enter into a funding agreement with Georgian College for the transfer of one hundred thousand dollars (\$100,000), payable in installments for the next four (4) years, starting in 2027, in support of the Owen Sound Campus."

Carried.

Mayor Boddy resumed the position of Chair.

16. MOTION THAT COMMITTEE OF THE WHOLE RISE AND REPORT

R-260727-022

Moved by Councillor Farmer

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

Carried.

Councillor Kukreja left the Council Chambers.

FORMAL SESSION

17. MOTION TO ADOPT PROCEEDINGS IN COMMITTEE OF THE WHOLE

R-260727-023

Moved by Councillor Farmer

Seconded by Deputy Mayor Greig

"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

There was no Closed Session.

20. REPORTING OUT OF CLOSED SESSION

There was 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 remove the one-foot reserves at 1393 and 1389 16th Street East and dedicate and establish them as a public highway (Seasons)"

R-260727-024

Moved by Councillor Farmer

Seconded by Deputy Mayor Greig

"THAT By-law Numbers 2026-089, 2026-090, 2026-091, 2026-092, 2026-093, 2026-094, 2026-095, 2026-096, and 2026-097 be passed and enacted."

Carried.

Having declared a conflict of interest with Item 21.j, Mayor Boddy left the Council Chambers. Deputy Mayor Greig assumed the position of Chair.

Councillor Kukreja returned to the Council Chambers.

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"

R-260727-025

Moved by Councillor Farmer

Seconded by Councillor Hamley

"THAT By-law Number 2026-098 be passed and enacted."

Carried.

22. ADJOURNMENT

The business contained on the agenda having been completed, Deputy Mayor Greig adjourned the meeting at 8:53 p.m.

Mayor Ian C. Boddy

Briana M. Bloomfield, City Clerk



Grey Sauble Conservation Authority 2027 Draft Budget

Tim Lanthier, CAO
Grey Sauble Conservation Authority



Grey Sauble
CONSERVATION
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Purpose and Overview

- **Purpose:**
 - To provide some highlights from 2026 and an overview of the Draft 2027 budget
- **Overview:**
 - Highlights of 2026
 - 2027 Funding Breakdown and Budget Changes
 - What does this mean for levy and taxpayers
 - Changes with Amalgamation
 - Next Steps and Questions or Comments

Strategic Plan 2025-2035



Effectively Monitor and Manage the Risk of Natural Hazards



Enhance GSCA Land Management



Achieve Organizational Excellence



Improve Watershed Health



Strengthen Environmental Education and Communication

2026 Highlights Overall



- **GSCA has 146 Strategic Deliverables in 2026. Some key items are:**
- Finalized the Administration Renewal Project.
- Improved communication and outreach, including Strategic KPIs on website and Client Feedback Loop.
- Acquired a new Conservation Area – The Glen Quarry.
- New recreational opportunities at our Sawmill (Hepworth) property.
- Securing grant funding for several projects (Almost \$400,000 this year).
- Distributed over 50,000 trees throughout the watershed.

2026 Highlights in Owen Sound

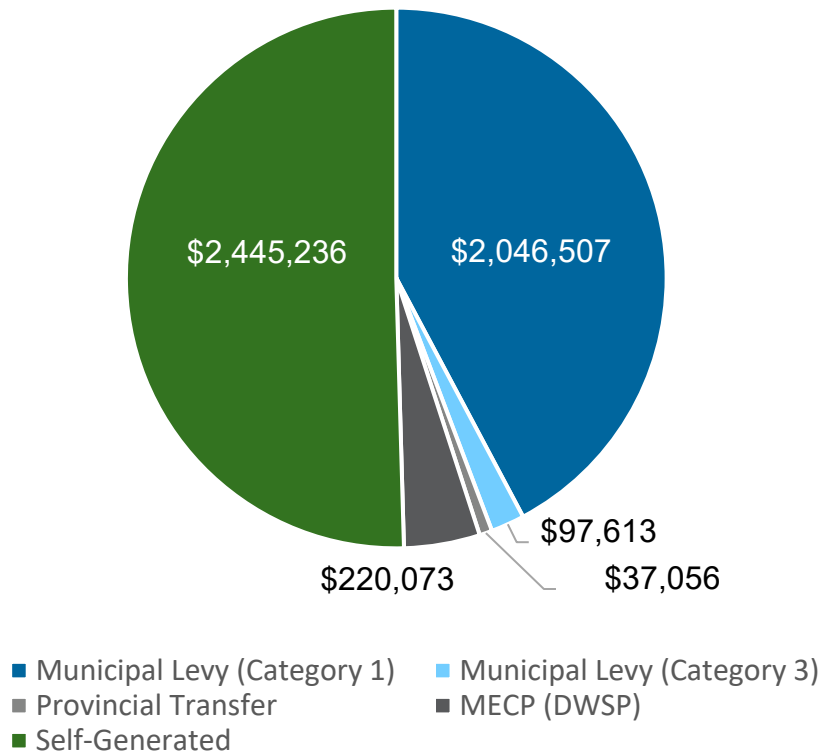


- New trail head signage for the Inglis Falls and Arboretum properties at the edge of Harrison Park – encouraging more recreation for visitors.
- In discussions with City about a West Rocks Climbing Plan.
- Negotiating a new planning agreement with the City.
- Returned our very popular Day Camp to GSCA's Administration Centre.
- Continued to manage over 266 acres of green space within the City and close to 15,000 acres in the immediately adjacent municipalities.

2027 Funding Breakdown

Overview - \$4.85M

- We deliver vital conservation work across the region to enhance our watershed.
- Our jurisdiction covers five major rivers, numerous smaller tributaries and over 155km of shoreline
- We serve eight member municipalities
- We own and manage over 28,000 acres of land
- 50.5% of Funding is Self-Generated
- 44.2% Municipal Levy Funding
- 5.3% Provincial Funding



Changes for 2027

- The proposed Category 1 and General levy increase for 2027 is **\$66,214** across eight member municipalities.
- The total proposed Category 3 levy increase for 2027 is **\$3,558**
- This increase is largely driven by increases in basic operating costs and a reduction in available self-generated revenues within levy supported departments.
- Efforts have been made to keep the 2027 budget roughly static with a 0.8% increase in overall operating costs.
- Capital costs have almost doubled in 2027 over 2026. This difference is funded by grants, donations, and existing reserves.

Draft 2027 Levy Apportionment*

Municipality	Proposed 2027 Levy	Increase from 2026 (\$)
Arran-Elderslie	\$57,297	\$2,259
Blue Mountains	\$629,568	\$23,543
Chatsworth	\$64,420	\$2,274
Georgian Bluffs	\$267,422	\$7,139
Grey Highlands	\$181,783	\$9,051
Meaford	\$289,972	\$10,350
Owen Sound	\$374,751	\$7,375
South Bruce Peninsula	\$278,907	\$7,781
Total	\$2,144,120	\$69,772

*The levy formula uses the past year's Modified Current Value Assessment, based on MPAC values as provided to GSCA by the Province

2027 Levy – Cost to Taxpayers

Overview – Modified Current Value Assessment (MCVA)

- Conservation authority levies are based on the current value assessment (CVA) of properties within a municipality.
- This assessed value is modified based on the percentage of a municipality within the watershed.
- The levy rate per \$1000 of assessment is the same across the watershed. In 2027, that cost is proposed to be \$0.1300 per \$1000 of assessment.



This means that a house assessed at \$400,000 would pay \$52.00 per year toward the levy.

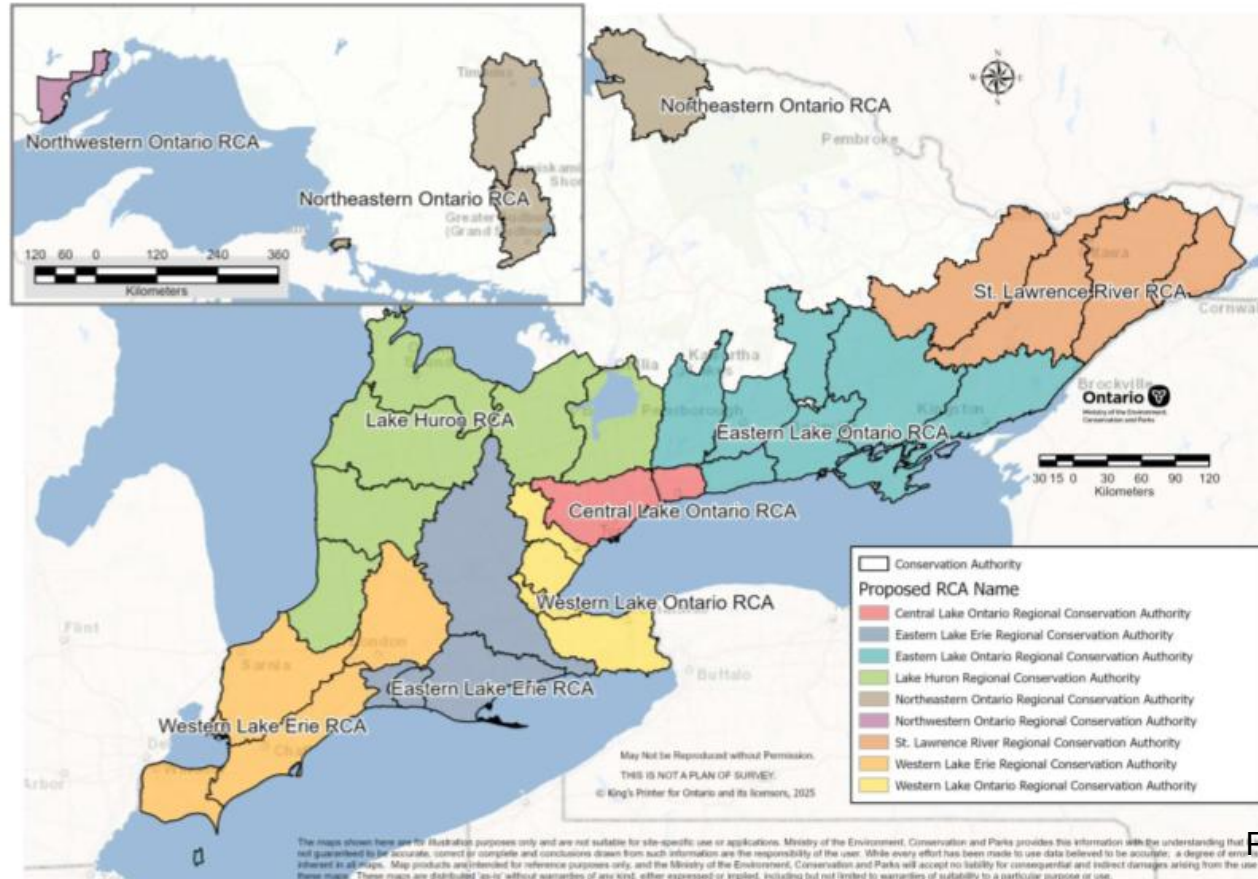
This is up \$0.81 from 2026.

Budget Next Steps:

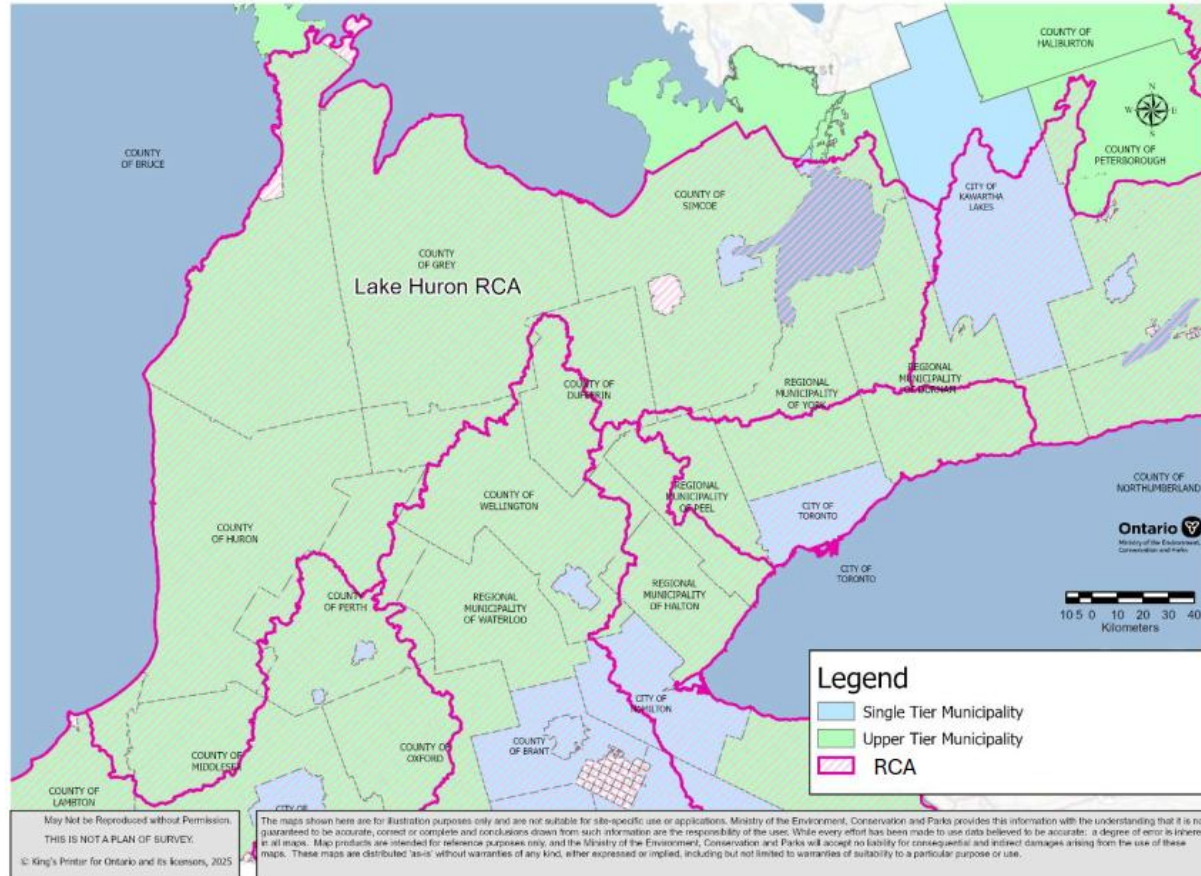
- Municipalities were circulated this draft budget on **July 24th** and have been provided approximately **60 days** to review the draft budget and provide any input.
- GSCA Board of Directors will meet on **September 23rd** to consider municipalities' input and review the budget
 - Levy vote weights are based on the modified CVA formula
 - Total Budget vote is one-member, one-vote



Proposed 9 Regional Conservation Authorities



Proposed Lake Huron Regional CA



Governance and Apportionment



- New governance structure to take place on February 1, 2027.
- Lower tier municipalities cease to be participating municipalities.
- Upper tier and single tier municipalities become participating (Grey/Bruce).
- Governance reps will be provided from each upper or single tier municipality.
- Rep by Pop is proposed, with option for alternate agreement.
- Apportionment proposed to be determined in same general way.
- Post 2027, new participating municipalities will be apportioned costs.
- In 2027, existing municipalities will be apportioned costs.

Governance and Apportionment

- Ministry of the Environment, Conservation and Parks is proposing a Tiered Allocation Formula for governance representation by population.

Tier	Percent of RCA Pop	Number of Members
4	$\geq 30\%$	4
3	$\geq 15\%$ to $< 30\%$	3
2	$\geq 5\%$ to $< 15\%$	2
1	$< 5\%$	1

Lake Huron RCA – Rep by Pop

Municipality	Total Pop.	% Mun in RCA	Pop in RCA	# of Members
York Region	1,173,103	52.96%	621,275 (40.1%)	4
Simcoe County	350,222	70.39%	246,521 (15.9%)	3
Durham Region	696,942	31.02%	216,191 (13.9%)	2
Barrie	147,829	100.00%	147,829 (9.5%)	2
Grey County	100,905	98.69%	99,583 (6.4%)	2
Huron County	58,459	99.12%	57,945 (3.7%)	1
Bruce County	72,071	80.17%	57,736 (3.7%)	1
Dufferin County	66,257	47.95%	31,770 (2.0%)	1
Middlesex County	78,110	32.54%	25,417 (1.6%)	1
Wellington County	97,286	20.45%	19,895 (1.3%)	1
Perth County	40,947	34.31%	14,049 (0.9%)	1
Lambton County	126,273	7.91%	9,988 (0.6%)	1
Kawartha Lakes	79,247	3.47%	2,750 (0.2%)	1
Total			1,550,949	21

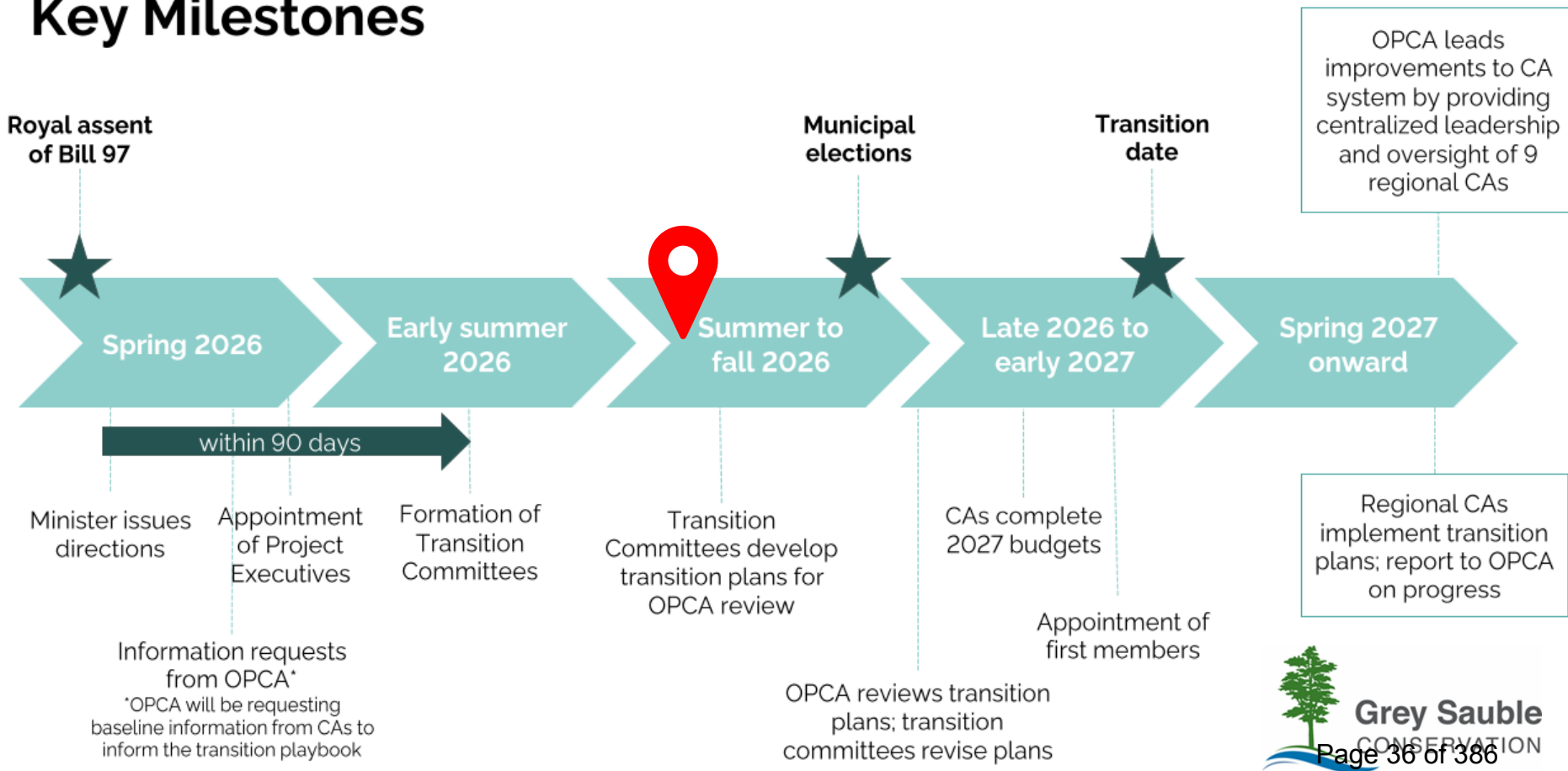
Transition and Transformation Periods



- Transition Plans to be developed by Transition Committee.
- Transition Committee comprised of CAO and elected member from each existing CA.
- Ontario Provincial Conservation Agency (OPCA) has appointed Project Executive.
- Transition Plans to be prepared and approved by February 1, 2027.
- Minister has issued temporary directions to prohibit certain decisions within the Transition Period.
- Following February 1, 2027, the Project Executive becomes inaugural CAO of new RCA for 2-years.
- These 2-years are expected to be the Transformation Period in which all substantial change and integration occurs.

Timeline from MECP

Key Milestones





THANK YOU

BUDGET COMPANION DOCUMENT LINK: [https://www.greysauble.on.ca/wp-content/uploads/2026/07/DRAFT 2027 Grey Sauble budget companion JULY-16-2026.pdf](https://www.greysauble.on.ca/wp-content/uploads/2026/07/DRAFT%202027%20Grey%20Sauble%20budget%20companion%20JULY-16-2026.pdf)

July 23, 2026

To the Councils of GSCA's Participating Watershed Municipalities

Re: GSCA 2027 DRAFT Operating and Capital Budget

Dear Mayors, Deputy Mayors and Councillors,

At the July 22, 2026, meeting of the Grey Sauble Conservation Authority (GSCA) Board of Directors, the Board of Directors passed the following resolution:

WHEREAS GSCA Staff have prepared the 2027 Draft Budget for the Board of Directors' consideration,

AND WHEREAS the Conservation Authorities Act requires that this Draft Budget be circulated to participating municipalities for a minimum 30-day commenting period,

THAT the Grey Sauble Conservation Authority Board of Directors receive the 2027 Draft Budget,

AND THAT Staff be directed to distribute the 2027 Draft Budget and Budget Companion to participating municipalities for the minimum 30-day review period.

AND THAT Staff bring a report before the Board of Directors at the September 2026 meeting of the Board for final review and approval of the 2027 Budget.

Under the Conservation Authorities Act, GSCA is required to circulate our Draft Budget to our participating municipalities for review for a minimum of 30-days prior to the GSCA Board of Directors voting to pass this budget.

Please find enclosed copies of Grey Sauble Conservation Authority's (GSCA) Draft 2027 Operating Budget, Draft 2027 Capital Budget, and Draft 2027 Levy Apportionment documents. **Please note that the Board of Directors will consider this budget for approval at the September 23, 2026, Full Authority meeting.**

To accompany and better explain GSCA's 2027 Draft Budget, GSCA has prepared a Budget Companion document which can be accessed in the Governance section of GSCA's webpage.

Further, I will be in attendance at an upcoming Council meeting, to answer any questions that Council may have.

Member Municipalities

Municipality of Arran-Elderslie, Town of the Blue Mountains, Township of Chatsworth, Township of Georgian Bluffs, Municipality of Grey Highlands, Municipality of Meaford, City of Owen Sound, Town of South Bruce Peninsula

If Council has any comments or resolutions that they would like to provide, we would appreciate receiving such comments or resolutions no later than September 17, 2026, so that these can be included in the agenda package for the Board of Directors' September 23rd meeting.

We look forward to continuing to serve your municipality in 2027 and beyond, and truly value the positive partnerships that we have developed.

Kind Regards,

A handwritten signature in black ink, appearing to read 'T. Lanthier', with a horizontal line drawn above the signature.

Tim Lanthier
Chief Administrative Officer
Grey Sauble Conservation Authority

Enclosures:

- GSCA 2027 Draft Operating Budget
- GSCA 2027 Draft Capital Budget
- GSCA 2027 Draft Levy Apportionment
- GSCA Budget Companion Link:

DEPARTMENT & BUDGET EXPENSES	Approved 2026 Budget	Proposed 2027 Budget	DEPARTMENT & BUDGET REVENUES	Approved 2026 Budget	Proposed 2027 Budget
Water and Engineering Services			Water and Engineering Services		
Flood Forecasting & Warning			Flood Forecasting & Warning		
Salary, wages & benefits	156,894	134,028	Municipal Levy - Category 1 and General	140,738	118,758
Contracts & Services	4,444	4,375	CAA S39	29,550	30,145
Vehicles & Equipment	6,000	8,000	MECP (DWSP)		
Materials & Supplies	2,250	1,800	Agreements, MOUs and Grants	300	300
Training & Workshops	1,000	1,000	Services & Sales		
To Deferred Revenue/Surplus			From Deferred Revenue/Surplus		
Total Flood Forecasting & Warning	170,588	149,203	Total Flood Forecasting & Warning	170,588	149,203
Flood Control Structures			Flood Control Structures		
Salary, wages & benefits	4,010	4,109	Municipal Levy - Category 1 and General	6,471	6,166
Contracts & Services	2,904	2,500	CAA S39	1,643	1,643
Vehicles & Equipment	400	400	MECP (DWSP)		
Materials & Supplies	100	2,600	Agreements, MOUs and Grants		
Other	700	700	Interest & Gains		
To Reserves or Surplus			From Reserves or Surplus		2,500
Total Flood Control Structures	8,114	10,309	Total Flood Control Structures	8,114	10,309
Erosion Control Structures			Erosion Control Structures		
Salary, wages & benefits	800	350	Municipal Levy - Category 1 and General	1,000	300
Contracts & Services			CAA S39	850	255
Vehicles & Equipment	300	205	MECP (DWSP)		
Materials & Supplies	750		Agreements, MOUs and Grants		
Total Erosion Control Structures	1,850	555	Total Erosion Control Structures	1,850	555
Other Dams			Other Dams		
Salary, wages & benefits	16,568	17,462	Municipal Levy - Category 1 and General	20,068	20,962
Contracts & Services			CAA S39		
Vehicles & Equipment	2,000	2,000	MECP (DWSP)		
Materials & Supplies	1,500	1,500	Agreements, MOUs and Grants		
Training & Workshops			Services & Sales		
Total Other Dams	20,068	20,962	Total Other Dams	20,068	20,962
TOTAL WATER MANAGEMENT	200,620	181,030	TOTAL WATER MANAGEMENT	200,620	181,030

DEPARTMENT & BUDGET EXPENSES	Approved 2026 Budget	Proposed 2027 Budget	DEPARTMENT & BUDGET REVENUES	Approved 2026 Budget	Proposed 2027 Budget
Watershed Monitoring & Management			Watershed Monitoring & Management		
Salary, wages & benefits	23,999	25,457	Municipal Levy - Category 1 and General	11,839	12,315
			Municipal Levy - Category 3	36,880	38,362
Contracts & Services	20,840	20,840	CAA S39		
Vehicles & Equipment	5,000	5,500	MECP (DWSP)		
Materials & Supplies	400	400	Agreements, MOUs and Grants	1,520	1,520
Total Watershed Monitoring & Management	50,239	52,197	Total Watershed Monitoring & Management	50,239	52,197
Environmental Planning & Regulations			Environmental Planning & Regulations		
Salary, wages & benefits	604,491	614,395	Municipal Levy - Category 1 and General	123,285	135,370
Contracts & Services	12,500	12,500	CAA S39	2,993	2,993
Vehicles & Equipment	6,000	6,000	MECP		
Materials & Supplies	1,600	1,600	Agreements, MOUs and Grants		
Training & Workshops			Services & Sales	498,313	496,132
Total Environmental Planning & Regulations	624,591	634,495	Total Environmental Planning & Regulations	624,591	634,495

DEPARTMENT & BUDGET EXPENSES	Approved 2026 Budget	Proposed 2027 Budget	DEPARTMENT & BUDGET REVENUES	Approved 2026 Budget	Proposed 2027 Budget
Stewardship			Stewardship		
Salary, wages & benefits	79,544	85,313	Municipal Levy - Category 3	41,549	42,713
Contracts & Services	1,500	57,700	CAA S39		
Vehicles & Equipment	1,500	2,000	MECP (DWSP)		
Materials & Supplies	53,000	57,700	Agreements, MOUs and Grants	66,000	160,000
Training & Workshops			Services & Sales		
To Reserves/Deferred			From Reserves	27,995	
To Deferred Revenue			From Deferred Revenue		
Total Stewardship	135,544	202,713	Total Stewardship	135,544	202,713
Forestry, Species & Forestry Services			Forestry, Species & Forestry Services		
Salary, wages & benefits	144,314	149,218	Municipal Levy - Category 1 and General	104,000	106,080
Contracts & Services	10,802	930	CAA S39		
Vehicles & Equipment	7,000	7,500	MECP (DWSP)		
Materials & Supplies	9,350	15,900	Agreements, MOUs and Grants		
Training & Workshops			Services & Sales	54,917	49,020
Donations	2,500	2,500	Donations	10,000	
To Reserves			From Reserves/ Deferred Revenue	66,743	20,516
Total Forestry, Species & Forestry Services	173,965	176,047	Total Forestry, Species & Forestry Services	235,660	175,617
Grey Sauble Forestry Service			Grey Sauble Forestry Service		
Salary, wages & benefits	107,994	105,752	Municipal Levy		
Contracts & Services	2,800	3,800	CAA S39		
Vehicles & Equipment	7,000	7,500	MECP (DWSP)		
Materials & Supplies	144,500	104,800	Agreements, MOUs and Grants	85,100	99,283
Training & Workshops			Services & Sales	115,500	123,000
Total Grey Sauble Forestry Service	262,294	221,852	Total Grey Sauble Forestry Service	200,600	222,283
TOTAL FORESTRY & SPECIES	436,260	397,899	TOTAL FORESTRY & SPECIES	436,260	397,899

DEPARTMENT & BUDGET EXPENSES	Approved 2026 Budget	Proposed 2027 Budget	DEPARTMENT & BUDGET REVENUES	Approved 2026 Budget	Proposed 2027 Budget
CONSERVATION LANDS			CONSERVATION LANDS		
Conservation Lands Policy & Strategy			Conservation Lands Policy & Strategy		
Salary, wages & benefits	169,290	182,269	Municipal Levy - Category 1 and General	136,045	146,421
Contracts & Services	5,000	4,000	CAA S39		
Vehicles & Equipment	1,200	2,000	MECP (DWSP)		
Materials & Supplies	484	740	Agreements, MOUs and Grants		
Training & Workshops			Services & Sales	95,749	108,788
Donations			Donations		
Other	70,000	72,800	Interest & Gains		
To Reserves/Surplus			From Reserves	14,180	6,600
To Deferred Revenue			From Surplus		
Total Conservation Lands Policy & Strategy	245,974	261,809	Total Conservation Lands Policy & Strategy	245,974	261,809
Grey County Management Contract			Grey County Management Contract		
Salary, wages & benefits	304,198	291,927	Municipal Levy		
Contracts & Services			CAA S39		
Vehicles & Equipment	21,760	21,760	MECP (DWSP)		
Materials & Supplies	6,224		Agreements, MOUs and Grants		
Training & Workshops			Services & Sales	332,182	313,687
Total Grey County Management Contract	332,182	313,687	Total Grey County Management Contract	332,182	313,687
Conservation Lands Operations			Conservation Lands Operations		
Salary, wages & benefits	358,226	372,566	Municipal Levy - Category 1 and General	175,000	179,000
Contracts & Services	36,750	36,864	CAA S39		
Vehicles & Equipment	30,000	30,000	MECP (DWSP)		
Materials & Supplies	17,970	18,329	Agreements, MOUs and Grants		
Training & Workshops			Services & Sales	316,083	314,980
To Reserves	48,137	36,221	From Reserves		
Total Conservation Lands Operations	491,083	493,980	Total Conservation Lands Operations	491,083	493,980

DEPARTMENT & BUDGET EXPENSES	Approved 2026 Budget	Proposed 2027 Budget	DEPARTMENT & BUDGET REVENUES	Approved 2026 Budget	Proposed 2027 Budget
Communications			Communications		
Salary, wages & benefits	109,606	113,805	Municipal Levy - Category 1 and General	100,119	105,962
Contracts & Services	8,650	8,850	Municipal Levy - Category 3	15,626	16,537
Vehicles & Equipment	600	600	CAA S39		
Materials & Supplies	3,200	3,200	MECP (DWSP)		
Training & Workshops			Agreements, MOUs and Grants		1,150
Donations	700	700	Services & Sales	7,011	3,506
Total Communications	122,756	127,155	Total Communications	122,756	127,155
Education			Education		
Salary, wages & benefits	120,475	109,688	Municipal Levy - Category 1 and General	8,000	10,000
Contracts & Services	15,500	9,000	Municipal Levy - Category 3		-
Vehicles & Equipment	1,500	1,500	CAA S39		
Materials & Supplies	14,207	3,900	MECP (DWSP)		
Training & Workshops			Agreements, MOUs and Grants, Sponsors	63,582	18,000
Donations			Services & Sales	55,180	51,880
To Reserves			Donations	5,000	25,000
Total Education	151,682	124,088	Total Education	151,682	124,088
Administration, Finance & Human Resources			Administration, Finance & Human Resources		
Salary, wages & benefits	496,592	514,240	Municipal Levy - Category 1 and General	616,011	654,201
Contracts & Services	62,165	68,280	CAA S39	2,020	2,020
Vehicles & Equipment	2,500	2,500	MECP (DWSP)		
Materials & Supplies	16,680	14,180	Agreements, MOUs and Grants		1,350
Training & Workshops	22,350	25,150	Services & Sales	84,210	69,079
Other	121,154	121,500	Interest & Gains	19,200	19,200
To Deferred Revenue			From Surplus		
Total Administration, Finance & Human Resources	721,441	745,850	Total Administration, Finance & Human Resources	721,441	745,850
GIS, Information Management & Information Technology			GIS, Information Management & Information Technology		
Salary, wages & benefits	205,847	215,911	Municipal Levy - Category 1 and General	287,977	306,054
Contracts & Services	89,325	90,265	CAA S39		
Vehicles & Equipment	800	800	MECP (DWSP)		
Materials & Supplies	6,350	6,350	Agreements, MOUs and Grants		
Training & Workshops			Services & Sales	14,345	7,273
To Deferred Revenue			From Surplus		
Total GIS & Information Management	302,322	313,326	Total GIS & Information Management	302,322	313,326

DEPARTMENT & BUDGET EXPENSES	Approved 2026 Budget	Proposed 2027 Budget	DEPARTMENT & BUDGET REVENUES	Approved 2026 Budget	Proposed 2027 Budget
Source Water Protection			Source Water Protection		
Salary, wages & benefits	193,530	180,073	Municipal Levy - Category 1 and General		
Contracts & Services	50,720	33,000	CAA S39		
Vehicles & Equipment	4,000	4,000	MECP (DWSP)	251,250	220,073
Materials & Supplies	3,000	3,000	Agreements, MOUs and Grants		
Total Source Water Protection	251,250	220,073	Total Source Water Protection	251,250	220,073
Source Water Risk Management Service			Source Water Risk Management Service		
Salary, wages & benefits	68,810	95,769	Municipal Levy - Category 1 and General		
Contracts & Services	9,000	9,000	CAA S39		
Vehicles & Equipment	1,000	1,000	MECP (DWSP)		
Materials & Supplies	2,000	2,000	Agreements, MOUs and Grants		
Training & Workshops	1,000	1,000	Services & Sales	79,500	83,250
To Reserves			From Reserves	2,310	25,519
Total Source Water Risk Management Service	81,810	108,769	Total Source Water Risk Management Service	81,810	108,769
Fleet & Equipment Management			Fleet & Equipment Management		
Salary, wages & benefits	8,998	9,250	Municipal Levy - Category 1 and General		
Contracts & Services	30,000	31,000	CAA S39		
Materials & Supplies	30,000	32,000	Agreements, MOUs and Grants		
Training & Workshops			Services & Sales	98,560	103,265
To Reserves	29,562	31,015	From Reserves		
Total Fleet & Equipment Management	98,560	103,265	Total Fleet & Equipment Management	98,560	103,265
Total Operating Budget	4,246,315	4,280,336	Total Operating Budget	4,246,315	4,280,336
Total Operations Budget Expenses			Total Operations Budget Funding		
Salary, wages & benefits	3,174,188	3,221,582	Municipal Levy - Category 1 and General	1,730,554	1,801,589
Contracts & Services	362,900	392,904	Municipal Levy - Category 3	94,055	97,613
Vehicles & Equipment	98,560	103,265	CAA S39	37,056	37,056
Materials & Supplies	313,565	269,999	MECP (DWSP)	251,250	220,073
Training & Workshops	24,350	27,150	Agreements, MOUs and Grants	216,502	281,603
Donations	3,200	3,200	Services & Sales	1,751,550	1,723,859
Other	191,854	195,000	Donations	15,000	25,000
To Reserves	77,699	67,236	Interest & Gains	19,200	19,200
To Deferred Revenue/Surplus			From Reserves	131,147	74,343
Total Operating Budget	4,246,315	4,280,336	From Surplus	-	-
			From Deferred Revenue	-	-
			Total Operating Budget	4,246,315	4,280,336

GREY SAUBLE CONSERVATION AUTHORITY 2027 DRAFT CAPITAL BUDGET

EXPENSES		FUNDING	
	2027		2027
WATER MANAGEMENT		WATER MANAGEMENT	
Flood Forecasting & Warning		Flood Forecasting & Warning	
Reserves - Dam	25,000	Municipal Levy	25,000
Water Temp Gauge		Water Temp Gauge	
Contracts & Services		WECI	
Materials and Supplies		Reserves - Dam	
WATER MANAGEMENT Subtotal	25,000	WATER MANAGEMENT Subtotal	25,000
CONSERVATION LANDS Policy/Operations		CONSERVATION LANDS Policy/Operations	
Hibou - washrooms		Hibou - washrooms	
Contracts & Services	120,000	Grants, Agreements	50,000
		Reserves - Lands	70,000
Inglis - parking improvements		Inglis - parking improvements	
Contracts & Services	15,000	Reserves - Lands	15,000
Inglis - structural review bailey bridge		Inglis - structural review bailey bridge	
Contracts & Services	10,000	Reserves - Lands	10,000
Kubota Mower		Kubota Mower	
Materials and Supplies	27,000	Reserve - Lands	27,000
Arboretum Trail		Arboretum Trail	
		Municipal Levy	5,000
		Grants	25,000
Materials	50,000	Donation	10,000
		Reserves - Lands	10,000
Eugenia Falls - Replace Stone Fencing		Eugenia Falls - Replace Stone Fencing	
Contracts & Services	20,000	Reserves - Lands	20,000
Lands Signage		Lands Signage	
Contracts & Services	1,500	Reserves - Lands	1,500
		Municipal Levy	

GREY SAUBLE CONSERVATION AUTHORITY 2027 DRAFT CAPITAL BUDGET

EXPENSES		FUNDING	
	2027		2027
Eugenia Falls - ruins		Eugenia Falls - ruins	
Contracts & Services	20,000	Reserves - Lands	20,000
Install trail cameras		Install trail cameras	
Materials & Supplies	500	Reserves - Lands	500
CONSERVATION LANDS Subtotal	264,000	CONSERVATION LANDS Subtotal	264,000
Administration, Finance & Human Resources Admin Centre Renovation		Administration, Finance & Human Resources Admin Centre renovation reserve	
Contracts & Services (incl furniture & fixtures)		Municipal Levy	190,118
Contracts & Services (loan repayment)	190,118		
Reserves - Admin			
Administration, Finance & Human Resources Subtotal	190,118	Administration, Finance & Human Resources Subtotal	190,118
GIS, Information Management & Information Technology - Socet Machine		GIS, Information Management & Information Technology - Socet Machine	
Materials	10,000	Municipal Levy	10,000
		Reserves - IT/IM/GIS	
GIS, Information Management & Information Technology - Workstations		GIS, Information Management & Information Technology - Workstations	
Materials & Supplies	19,800	Municipal Levy	14,800
		Reserves - IT/IM/GIS	5,000
GIS, Information Management & Information Technology - Subtotal	29,800	GIS, Information Management & Information Technology - Subtotal	29,800

GREY SAUBLE CONSERVATION AUTHORITY 2027 DRAFT CAPITAL BUDGET

EXPENSES		FUNDING	
	2027		2027
Fleet & Equipment Management		Fleet & Equipment Management	
Vehicles & Equipment - replace Dodge truck	57,231	Reserves - V&E	57,231
Fleet & Equipment Management Subtotal	57,231	Fleet & Equipment Management Subtotal	57,231
Total Proposed Capital Budget	566,149	Total Proposed Capital Budget	566,149
Total Capital Budget		Total Capital Budget	
Salary, wages & benefits		Municipal Levy	244,918
Contracts & Services	376,618	CAA S39	
Vehicles & Equipment	57,231	MECP (WECI)	
Materials & Supplies	107,300	Agreements, MOUs and Grants	75,000
Training & Workshops		Services & Sales	-
Donations		Donations	10,000
Other		Interest & Gains	
To Reserves	25,000	From Reserves	236,231
To Deferred Revenue		From Deferred Revenue	
Total Capital Budget	566,149	Total Capital Budget	566,149

COMBINED OPERATING, BUILDING AND CAPITAL LEVY APPORTIONMENT

	2025 Modified C.V.A. in Watershed	2025 Portion of Watershed	2026 Modified C.V.A. in Watershed	2026 Portion of Watershed	2026 Levy /\$1000 of Mod.CVA	2026 Levy	Proposed 2027 Levy /\$1000 of Mod.CVA	Proposed 2027 Levy	Proposed Levy Increase	Percent Increase	Approved Levy Installment
Arran-Elderslie	430,076,430	0.02653	440,745,280	0.02672	0.12797	55,038.35	0.13000	57,297.43	2,259.08	4.105%	14,324.36
Blue Mountains	4,735,554,850	0.29215	4,842,784,537	0.29363	0.12797	606,025.18	0.13000	629,567.99	23,542.81	3.885%	157,392.00
Chatsworth	485,619,828	0.02996	495,537,232	0.03005	0.12797	62,146.43	0.13000	64,420.45	2,274.02	3.659%	16,105.11
Georgian Bluffs	2,033,882,321	0.12548	2,057,070,851	0.12472	0.12797	260,282.89	0.13000	267,421.76	7,138.87	2.743%	66,855.44
Grey Highlands	1,349,744,678	0.08327	1,398,315,195	0.08478	0.12797	172,731.45	0.13000	181,782.71	9,051.26	5.240%	45,445.68
Meaford	2,185,001,490	0.13480	2,230,533,574	0.13524	0.12797	279,622.13	0.13000	289,972.13	10,350.00	3.701%	72,493.03
Owen Sound	2,870,720,518	0.17710	2,882,672,317	0.17478	0.12797	367,375.94	0.13000	374,750.97	7,375.03	2.007%	93,687.74
South Bruce Peninsula	2,118,614,531	0.13070	2,145,417,683	0.13008	0.12797	271,126.36	0.13000	278,906.96	7,780.59	2.870%	69,726.74
	16,209,214,646		16,493,076,669			2,074,348.74		2,144,120.39	69,771.65		536,030.10

inc in modified CVA 1.751%
C.V.A. = Current Value Assessment

3.36% Overall percentage levy increase

3.36% 0.13000 2,144,120

	2027 Category 1 & General Levy	2027 Category 3 Levy	2027 Capital Levy	2027 Building Levy	2027 Proposed Levy Total
Arran-Elderslie	48,143.95	2,608.53	1,464.42	5,080.53	57,297.43
Blue Mountains	528,992.11	28,661.75	16,090.67	55,823.47	629,567.99
Chatsworth	54,129.04	2,932.81	1,646.48	5,712.13	64,420.45
Georgian Bluffs	224,700.11	12,174.66	6,834.84	23,712.15	267,421.76
Grey Highlands	152,742.23	8,275.85	4,646.05	16,118.58	181,782.71
Meaford	243,647.98	13,201.29	7,411.18	25,711.68	289,972.13
Owen Sound	314,883.08	17,060.93	9,577.99	33,228.97	374,750.97
South Bruce Peninsula	234,350.51	12,697.53	7,128.38	24,730.53	278,906.96
	1,801,589.00	97,613.35	54,800.00	190,118.04	2,144,120.39
	1,801,589	97,613	54,800	190,118	



Municipal and School Board Election

Council Presentation

September 14, 2026

- www.owensoundvotes.ca
- elections@owensound.ca
- 519-370-7350

- Starts October 16th at 10:00 a.m.
- Ends October 26th at 8:00 p.m.
- 24 hours a day

- Internet or Telephone
 - Individuals can cast their vote from the comfort of their home or anywhere they can access the internet or a touch-tone telephone
 - Computers, tablets, smartphones
 - NO rotary phones

- Every person needs to be on the Voters' List to vote
 - To confirm, register, or amend the Voters' List, visit:
 - City Hall, 8:30 a.m. to 4:30 p.m. weekdays (now until end of Voting Period)
- Bring ID if possible – does NOT require a photo or signature

- Election Officials available to assist voters during voting period

Location	Date(s)	Time
City Hall	Friday, Oct. 16	12:00 p.m. – 4:00 p.m.
	Monday, Oct. 19 to Friday, Oct. 23	12:00 p.m. – 4:00 p.m.
	Monday, Oct. 26	12:00 p.m. – 8:00 p.m.
Heritage Place Mall	Saturday, Oct. 17 to Sunday, Oct. 18	12:00 p.m. – 4:00 p.m.
	Saturday, Oct. 22 to Sunday, Oct. 23	12:00 p.m. – 4:00 p.m.
	Monday, Oct. 26	12:00 p.m. – 8:00 p.m.

- Voters need to have a Voter Information Letter (VIL)
- The VILs are mailed at the end of September
- The VIL includes:
 - Instructions
 - Web address and telephone number for voting platform
 - PIN
 - List of Candidates

Voter Information Letter



City of Owen Sound
808 2nd Avenue East
Owen Sound ON N4K 2H4

IMPORTANT INFORMATION

Doe, John
00001 5160 Decarie boulevard
Suite 502
Montreal, Quebec, H3X 2H9
Canada

123123

2026 Municipal and School Board Elections Voter Information Letter

School Support: English Separate

Qualifying Address:
5160 Decarie boulevard

Voting Period

Start: Friday, October 16, 2026 10:00 AM
End: Monday, October 26, 2026 8:00 PM

Your PIN

000 000 000

How Can I Vote?

Using your PIN and date of birth you can vote by **Internet** or **Phone**.

Vote by Internet

Type the website below in the address bar at the top of your web browser (such as Chrome, Safari, Edge, etc.) and follow the instructions.

<https://owensound.simplyvoting.com>

Vote by Phone

Dial and follow the instructions:
Toll-Free: **1-833-721-1791**

Election Centres

If you require assistance with electronic voting in person, please bring this letter to one of the **Election Centres** listed on the back of this letter.

Voter Help Desk

Email: elections@owensound.ca
Phone: 519-370-7350

Hours

Monday-Friday 8:30 AM to 4:30 PM
October 26 (Election Day) 8:30 AM to 8:00 PM

See other side for more information.

Important Information

By entering the electronic voting system and entering your assigned PIN, you are **declaring that you are eligible to vote** in this election.

This PIN is assigned to, and may only be used by, the elector identified in this correspondence.

Please note that it is **against the law** to vote more than once for any elected office within the same municipality or school board jurisdiction.

You qualify to vote if:

- You are at least 18 years old on Election Day, October 26, 2026,
- You are a Canadian citizen,
- You or your spouse lives, rents or owns property in the municipality, and
- You are not otherwise prohibited by law from voting.

Candidates

Mayor Vote for one (1)	Deputy Mayor ACCLAIMED	Councillors Vote for seven (7)	
Ray BOTTEN Jodi KING Carol MERTON Mike SEILER Richard THOMAS Andrii ZVORYGIN	Scott GREIG	David ADAMS Thomas ARAKAL Ross BAKER Justin BIANCO Joe CARDER Dale FUNSTON Brock HAMLEY Michele HAWKINS Jaret KOOP Suneet KUKREJA Justin MELANSON	Melanie MIDDLEBRO' Brian O'LEARY Meghan ROBERTSON Jeff ROCKWELL Tamara SARGENT David W. SCHINBEIN Jasmine SCHNARR Angela STOW David WALTON Michael ZIMON

Bluewater District School Board English Public Vote for one (1)	Bruce-Grey Catholic District School Board English Separate ACCLAIMED	Conseil scolaire Viamonde French Public Vote for one (1)	Conseil scolaire catholique Providence French Separate ACCLAIMED
Michael DUNN Sarah MILNE	Suriya THOMAS	Rachael GOLEM Eric LAPOINTE	Michael SALVATORE

Election Centres

If you require assistance in person, you may visit one of the following **Election Centres**:

City Hall

808 2nd Avenue East, Owen Sound

October 16	12 PM to 4 PM
October 19-23	12 PM to 4 PM
October 26	12 PM to 8 PM

Heritage Place Mall

1350 16th Street East, Owen Sound

October 17-18	12 PM to 4 PM
October 24-25	12 PM to 4 PM
October 26	12 PM to 8 PM



Voter Information Letter

- IF a Voter Information Letter is not received:
 - Visit City Hall or an Election Centre
 - Bring ID with name and qualifying address
 - Photo and signature NOT required
 - Ex. Hydro bill

Who can vote?

- Any person who on Election Day meets the following qualifications:
 - Canadian citizen
 - 18 years old
 - Resides in the City, or is the owner or tenant of land in the City, or the spouse of such a person
 - Not prohibited by law from voting

Who is being voted for?

- One (1) Mayor
- Seven (7) Councillors
- One (1) School Board Trustee
- A list of certified candidates is available at www.OwenSoundVotes.ca

- Link to voting site will be on Voter Information Letter
- Link directly from City website
 - Clear prompts
 - No overvoting
 - Undervoting is allowed
 - Can decline the ballot or abstain from a race

- Similar to the internet
- Call number provided on Voter Information Letter
- Input Birth Date and PIN
- Listen to commands
- Use touchpad to make selections
- Opportunity to review and change selections

Simply Voting Video

The logo for 'Simply Voting' features the word 'Simply' in a dark blue, sans-serif font. A large, orange checkmark is positioned over the 'y' in 'Simply' and the 'V' in 'Voting'. The word 'Voting' is in an orange, sans-serif font.

- Unofficial results available Monday, October 26
 - Approximately 8:15 p.m.
 - www.OwenSoundVotes.ca
- Official results posted on Tuesday, October 27, 2026

- Internet platform is faster than telephone
- Use back of VIL to organize your voting choices
- All Election Officials have taken an Oath of Secrecy
- Option to have assistance of a friend or interpreter

- Make sure you are on the Voters' List

Français

Am I on the list?

Enter your information below

*** Indicates the field is required**

First Name *

Last Name *

Date of Birth *

Month Day Year

Street Address *



From: Kelly Elliott <kellyelliott@aors.on.ca>

Sent: August 19, 2026 9:17 AM

To: Andrew O'Leary <aoleary@owensound.ca>

Cc: Dennis O'Neil <dennisonel@aors.on.ca>; Ian C Boddy
<iboddy@owensound.ca>

Subject: Request For Reduction In Venue Fees

Good morning Andy,

Please find attached the request for a reduction in venue fees, and all requesting corresponding information, for the upcoming AORS Provincial Safety Truck Roadeo in Owen Sound on September 22-23, 2026.

We are pleased to be able to bring this premiere event to Owen Sound and welcome the top municipal equipment operators from across the Province to compete for the coveted "Driver of the Year" title at the Bayshore Arena. We have blocks of rooms at two hotels in Owen Sound and look forward to bringing the economic benefits that events like these provide to your community.

We do not charge a fee to municipalities to have their equipment operators compete in the Provincial Roadeo and rely solely on sponsorships of suppliers to be able to put this event on. Any support that the City of Owen Sound can provide is greatly appreciated.

If you require any additional information, please do not hesitate to reach out to me directly, or to Dennis O'Neil.

Kelly Elliott | *Executive Director*

Association of Ontario Road Supervisors (AORS)

268 Maiden Lane, Suite 206, PO Box 2669, St. Marys, ON N4X 1A4

Cell: 519-873-0374

kellyelliott@aors.on.ca | www.aors.on.ca

Promoting Knowledge. Pursuing Excellence.





APPLICATION

APPENDIX A

WAIVING OF RENTAL FEES-

Provincial, National and International Event REQUEST FORM

POLICY # CS77

(NOTE: Please submit completed application a minimum of six (6) weeks prior to the event)

Name of Group/Organization/Individual: Association of Ontario Road Supervisors (AORS)		
Contact name of individual: Dennis O'Neil		
Address: 268 Maiden Lane Suite 206	City: St Mary's	Postal Code: N4X 1A4
Email address: dennisonel@aors.on.ca	Phone number: (519) 405-0062	
Describe the event and attach evidence that the event is a Championship event and sanctioned by a recognized Provincial, National or International governing body: We are hosting the AORS Provincial Truck Safety Rodeo - a provincial championship celebrating the best municipal equipment operators from across the Province. The Association of Ontario Road Supervisors is a recognized provincial organization through provincial statute.		
Is your group a not for profit group or organization: ☒ Yes ☐ No Please attach a copy of your constitution and last audited financial statement (if applicable)		
Has the approval of the City by resolution been obtained: ☐ Yes ☒ No (please attach copy of resolution)		
Please describe how the City's sponsorship will be recognized by your event: The City of Owen Sound will be recognized as a sponsor during the event through signage, thank you sponsor presentations throughout the event, as well as post-event.		

Declaration:

I, Dennis O'Neil, on behalf of the above named organization/group certify that I have read and understand the conditions outlined by Policy CS77 and will comply with the terms and conditions outlined therein.

For more information, please contact:

City of Owen Sound, Community Services Department
808 2nd Avenue East, Owen Sound, ON N4K 2H4, 519-376-1440

For internal use only:

Date received: _____

Does the application meet the criteria outlined by the policy

☐ Yes ☐ No

Pre event budget received and reviewed

☐ Yes ☐ No

Post event budget to be received by: _____

Authorization of Director of Community Services _____

Authorization of Director of Financial Services _____

Amount of reduction of rental fee 25% (max. \$1000) 30% (max 1500)

B U D G E T**REVENUE:**

32 Teams x \$2,500.00 Registration Fee
Net Profit from Beer Garden (Tent Excluded)
Raffles/Draws, etc.
Sponsorship

TOTAL REVENUE

EXPENSES:

Facility Rental
Staffing
Awards/Prizes
Tent Rental
Materials & Supplies
Advertising
Insurance
Miscellaneous Items (Telephone, etc.)

TOTAL EXPENSES

NET PROFIT TO BE DONATED TO CITY PROJECT

\$

EXPENSES

Lunches for Volunteers and Drivers For Local Rodeo and Provincial Rodeo	7500.00
Strathcraft - Trophies and Medallions	700.00
Cash Prizes	2000.00
Bayshore Arena - Driver Networking and Social Event	2500.00
City of Owen Sound - Venue Rental	3731.00
Rodeo Master Expenses	3500.00
	19931.00

REVENUE

Sponsorships (as of August 19, 2026)	17250.00
--------------------------------------	-----------------

NET REVENUE**-2681.00**



BY-LAW 2025-1

Being a By-law to enter into an amended Constitution of the Association of Ontario Road Supervisors. The provisions of this By-law are intended to be in accordance with the provisions of an Act respecting the Association of Ontario Road Superintendents, Chapter Pr5, Statutes of Ontario, 1996.

WHEREAS on September 30, 1993, the Constitutional By-law No. 1, previously used by the unincorporated company Association of Ontario Road Superintendents, was consented to and approved by the Executive Committee of the Association of Ontario Road Superintendents;

AND WHEREAS the Board of Directors has agreed that the Constitution should be amended;

THEREFORE

BE IT ENACTED

AS FOLLOWS:

1. **THAT** the attached revised Constitution be hereby accepted and approved by the membership of the Association;
2. **THAT** the President and Executive Director be authorized to sign the By-law dated October 1, 2025 on behalf of the Association;
3. **THAT** Constitutional By-law No. 1 and all amending by-laws of the Association be hereby repealed;
4. **THAT** this By-law comes into effect and takes force on the passing thereof.

President _____

Executive Director _____

Dated _____



CONSTITUTION

BEING a constitution relating generally to the affairs of the Corporation.

CONTENTS

Section One	Interpretation
Section Two	Business of the Corporation
Section Three	Directors
Section Four	Board Meetings
Section Five	Financial
Section Six	Officers
Section Seven	Protection of Directors and Others
Section Eight	Conflict of Interest
Section Nine	Membership
Section Ten	Member Meetings
Section Eleven	Notices
Section Twelve	Auditors
Section Thirteen	Committees
Section Fourteen	Road Supervisors Certification Program
Section Fifteen	Adoption and Amendment of Constitution

NOW THEREFORE BE IT ENACTED and it is hereby enacted as the Constitution of **ASSOCIATION OF ONTARIO ROAD SUPERVISORS** (hereinafter called the "Corporation") as follows:

SECTION 1 – INTERPRETATION

1.01 Definitions

- a. In this Constitution and all by-laws of the Corporation, unless the context otherwise requires:
- b. "Act" means the *Not-for-Profit Corporations Act, 2010* (Ontario) and, where the context requires, includes the regulations made under it, as amended or re-enacted from time to time;
- c. "Board" means the Board of Directors of the Corporation;
- d. "Constitution" means this constitution and all by-laws of the Corporation as amended and which are, from time to time, in force and effect;
- e. "Corporation" means the Association of Ontario Road Supervisors, previously known as the Association of Ontario Road Superintendents;
- f. "Director" means an individual occupying the position of director of the Corporation by whatever name he or she is called;
- g. "Member" means a member of the Corporation;
- h. "Members" means the members of the Corporation collectively;
- i. "Officer" means an officer of the Corporation; and
- j. "Special Act" means the *Association of Ontario Road Superintendents Act, 1996* (Ontario), as amended or re-enacted from time to time.

1.02 Interpretation

Other than as specified in Section 1.01, all terms contained in this Constitution that are defined in the *Act* shall have the meanings given to such terms in the *Act*. Words importing the singular include the plural and vice versa, and words importing one gender include all genders.

1.03 Severability and Precedence

The invalidity or unenforceability of any provision of this Constitution shall not affect the validity or enforceability of the remaining provisions of this Constitution. If any of the provisions contained in the Constitution are inconsistent with those contained in the Special Act or the *Act*, the provisions contained in the Special Act, and thereafter the *Act* shall prevail.

SECTION 2 – BUSINESS OF THE CORPORATION

2.01 Head Office

Until changed in accordance with the Act, the head office of the Corporation shall in the Province of Ontario and at such location therein as the Board may from time to time determine by resolution.

2.02 Execution of Documents

Deeds, transfers, licences, contracts, engagements on behalf of the Corporation shall be signed by the President, and by the Executive Director or such other Officer or employee who may be appointed by the Board for such purpose. Contracts in the ordinary course of the Corporation's operations shall be entered into on behalf of the Corporation by any person authorized by the Board of Directors.

Notwithstanding any provisions to the contrary contained in the Constitution of the Corporation, the Board of Directors may at any time by resolution direct the manner in which a person or persons by whom any particular instrument, contract or obligation of the Corporation may or shall be executed.

SECTION 3 – DIRECTORS

3.01 Board of Directors

The Directors shall be appointed by the members of the Local Association they represent, and such appointment shall be effective as of the date of the annual meeting of Members each year in accordance with the procedure in Section 3.02 below. The term of office of the Directors (subject to the provisions, if any, of the Special Act) shall be from the date of the meeting at which they are appointed until the next annual meeting or until their successors are appointed.

3.02 Composition and Election of the Board of Directors

The affairs of the Association shall be managed by a Board comprised of not fewer than five (5) Directors. Each subscribing Association shall appoint a representative to hold the office of Director. It is the responsibility of the local Association secretary/treasurer to inform the Corporation of the name, mailing address of the local representative and to give notice of any changes of its representative.

The Immediate Past President shall also be a member of the Board on an ex-officio basis. If the Immediate Past President is unavailable or unwilling to serve as a Director, the first immediate predecessor of the Immediate Past President who is willing or able to serve shall serve as Director in their place.

3.03 Eligibility

Only municipal public works members in good standing or retirees of such positions shall be eligible to serve on the Board of Directors of the Corporation.

3.04 Vacancies

The office of a Director shall be vacated immediately:

1. if the Director resigns office by written notice to the Corporation, which resignation shall be effective at the time it is received by the Corporation or at the time specified in the notice, whichever is later;
2. if the Director dies or becomes bankrupt;
3. if the Director is found to be incapable by a court or incapable of managing property under Ontario law; or
4. if the Members of a particular subscribing local Association by ordinary resolution remove the representative Director before the expiration of the Director's term of office.

3.05 Filling Vacancies

A vacancy on the Board shall be filled as follows, and the Director appointed or elected to fill the vacancy holds office for the remainder of the unexpired term of the Director's predecessor:

1. if the vacancy occurs as a result of the members of a particular local Association removing their representative Director, the members of that local Association may fill the vacancy by an ordinary resolution;
2. if there is not a quorum of Directors or there has been a failure to elect the number or minimum number of Directors set out in the Special Act, the Directors in office shall, without delay, call a special meeting of the Members to fill the vacancy, except for any vacancy resulting of a particular local Association's representative Director, which shall be filled by ordinary resolution of the members of that local Association. If the Board fail to call such a meeting or if there are no Directors in office, the meeting may be called by any Member; and
3. a quorum of Directors may fill a vacancy among the Directors, except for a vacancy of a particular local Association's representative Director, which must be filled by ordinary resolution of the members of that local Association.

3.06 Powers

The Board of Directors shall administer the affairs of the Corporation and may pass such resolutions and by-laws as are necessary or desirable in conducting the business and carrying out the objectives of the Corporation. The Board of Directors shall fix the salaries and tenure of all employees and contracted resources.

3.07 Remuneration of Directors

The Directors shall serve as such without remuneration and no Director shall directly or indirectly receive any profit from occupying the position of Director; provided that, Directors may be reimbursed for reasonable expenses they incur in the performance of their Directors' duties.

The Executive Director is authorized to pay such reasonable travel and other expenses of the Board of Directors, members of committees or any such persons as are approved by the Board of Directors or are in accordance with schedules for payment of expenses approved by the Board of Directors.

SECTION 4 - BOARD MEETINGS

4.01 Calling of Meetings

Meetings of the Directors of the Corporation shall be held from time to time, not less than three (3) per year, at such place, at such time and on such day as the President or Vice-President or any two (2) Directors may determine.

Notice of every meeting so called shall be given by any of the means authorized by the Directors to each Director not less than forty-eight hours (excluding any part of a Saturday, Sunday or holiday as defined by the Legislation Act (Ontario) for the time being in force ("holiday") before the time when the meeting is to be held and, subject to the Act, such notice may, but need not, specify the purpose of or the business to be transacted, save that no notice of a meeting shall be necessary if all the Directors are present, and do not object to the holding of the meeting, or if those absent have waived notice of or have otherwise signified their consent to the holding of such meeting. Emergency meetings shall be called at the discretion of the President with the timing of such meeting to be determined by the President.

4.02 Errors in Notice, Board of Directors

No error or omission in giving such notice for a meeting of the Directors shall invalidate such meeting or invalidate or make void any proceedings taken or had at such meeting and any Director may at any time waive notice of any such meeting and may ratify and approve of any or all proceedings taken or had thereat.

4.03 Regular Meetings

The Board may fix the place and time of regular Board meetings and send a copy of the resolution fixing the place and time of such meetings to each Director, and no other notice shall be required for any such meetings.

4.04 Chair

The President shall preside at Board meetings. In the absence of the President, the First Vice-President or the Second Vice-President shall preside as chair. In the absence of the President, the First-Vice President and the Second Vice-President, the Directors present shall choose one of their number to act as the chair.

4.05 Voting

Each Director has one vote. Questions arising at any Board meeting shall be decided by a majority of votes. In case of an equality of votes, the chair shall not have a second or casting vote. All votes at any such meeting shall be taken by ballot if so demanded by any Director present, but if no demand be made, the vote shall be taken in the usual way by assent or dissent. A declaration by the chair of the meeting that a resolution has been carried and an entry to that effect in the minutes shall be admissible in evidence as prima facie proof of the fact without proof of the number or proportion of the votes recorded in favour of or against such resolution.

4.06 Quorum

A quorum for the transaction of business at a meeting of the Board is one-third (1/3) of the then total number of Directors. No business shall be transacted at any meeting unless the requisite quorum is present at the commencement of such business.

SECTION 5 - FINANCIAL

5.01 Banking

The Board shall by resolution from time to time designate the bank in which the money, bonds or other securities of the Corporation shall be placed for safekeeping.

5.02 Financial Year

Until changed by resolution of the Board, the financial year of the Corporation shall end on the 30th day of November in each year.

5.03 Borrowing Power

Without limiting the borrowing powers of the Corporation as set forth in the Act, but subject to the Special Act, the Board may from time to time on behalf of the Corporation, without authorization of the Members:

- a. borrow money upon the credit of the Corporation;
- b. issue, reissue, sell or pledge bonds, debentures, notes or other evidences of indebtedness or guarantee of the Corporation, whether secured or unsecured;
- c. to the extent permitted by the Act, give directly or indirectly financial assistance to any person by means of a loan, a guarantee on behalf of the Corporation to secure performance of any present or future indebtedness, liability or obligation of any person or otherwise; and
- d. mortgage, hypothecate, pledge or otherwise create a security interest in all or any currently owned or subsequently acquired real or personal, movable or immovable, property of the Corporation including book debts, rights, powers, franchises and undertakings, to secure any such bonds, debentures, notes or other evidences of indebtedness or guarantee or any other present or future indebtedness, liability or obligation of the Corporation.

Nothing in this section limits or restricts the borrowing of money by the Corporation on bills of exchange or promissory notes made, drawn, accepted or endorsed by or on behalf of the Corporation.

5.04 Signing – Financial Transactions

The Board of Directors shall determine from time to time by resolution the Officers or employees of the Corporation who are authorized to sign cheques, other orders for payment of money and evidences of indebtedness on behalf of the Corporation and to carry out banking and other financial transactions of

the Corporation, subject to the general supervision of the Corporation's financial affairs by the Executive Director and the approval by the Board of Directors of all borrowing of money and significant expenditures by, and other material financial transactions of the Corporation.

5.05 Books and Records

The Directors shall see that all necessary books and records of the Corporation required by the Constitution of the Corporation, or by any applicable statute or law are regularly and properly kept.

SECTION 6 - OFFICERS

6.01 Officers

The Board shall appoint from amongst the Directors a President, First Vice-President, and a Second Vice-President. The Board shall also appoint an Executive Director, who shall not be appointed from amongst the Directors.

Each year, a Second Vice-President shall be appointed by the Board from the nominees approved by the Board of Directors. The nominees for Second Vice-President shall be Directors of the Corporation at the time of their nomination. At Board of Directors meeting immediately preceding the annual meeting of the Members each year, the Board of Directors shall appoint the Officers for the next year, with such appointment to be effective as of the conclusion of the annual meeting of the Members. Upon the conclusion of the annual meeting of the Members, the previous Second Vice-President shall become the First Vice-President and the previous First Vice-President shall become the President for the coming year. If the First Vice-President is unable to become President for the coming year, the Second Vice-President shall become President. If the Second Vice-President is unable to become President, the Board of Directors shall request the current President to continue in his/her office for an additional term or elect one of A.O.R.S. past presidents or another person from the Board of Directors to fill the office of President for the coming year.

If the Second Vice-President is unable to become First Vice-President for the coming year, the Board of Directors shall elect another person to fill the office of First Vice-President from the Board of Directors. The Immediate Past President shall become a member of the Board of Directors on an ex-officio basis. If the Immediate Past President is unable to serve, the position shall be filled in accordance with Section 3.02 hereof.

The Board may appoint such other Officers and agents as it deems necessary, and who shall have such authority and shall perform such duties as the Board may prescribe from time to time.

6.02 Office Held at Board's Discretion

Any Officer shall cease to hold office upon resolution of the Board. Unless so removed, an Officer shall hold office until the earlier of:

- a. the Officer's successor being appointed,
- b. the Officer's resignation, or

- c. such Officer's death.

6.03 Duties

Officers shall be responsible for the duties assigned to them and they may delegate to others the performance of any or all of such duties.

6.04 Duties of the President.

The President shall, when present, serve as chair of the Board of Directors and shall preside at all meetings of the Board of Directors and Members. The President, together with the Executive Director or other officer appointed by the Board of Directors for the purpose, shall sign all by-laws, contracts and other documents required to be signed by the Association. During the absence of the President, any or all of his/her duties and powers may be exercised by a Vice-President, and if the Vice-President, or such other Corporate Director as the Board of Directors may from time to time appoint, exercises any such duty or power, the absence or inability of the President shall be presumed with reference thereto. The President shall be appointed from amongst the Directors. The President may attend meetings of all committees, but shall not have voting privileges, as such.

6.05 Duties of the First Vice-President and the Second Vice-President

During the absence or inability of the President, the duties may be performed and powers may be exercised by the First Vice-President or the Second Vice-President. They shall also perform such duties and exercise such powers as the President may from time to time delegate to them or the Board may prescribe. In the absence of the President, the First Vice-President and the Second Vice-President, a chairperson shall be appointed by the Directors of the Corporation for meetings occurring during their absence. The First Vice-President and Second Vice-President shall be appointed from amongst the Directors.

6.06 Duties of the Immediate Past President

The Past President shall act as chair of the Finance Committee and shall also perform such other duties at the Board may prescribe.

6.07 Duties of the Executive Director

The Board of Directors shall appoint an Executive Director and delegate to him/her the full powers to manage and direct the business of the Corporation except such business as must be transacted by the Board pursuant to the Act. The Executive Director shall conform to all lawful orders given by the Board of Directors and such matters and duties as are contained in the Constitution of the Corporation. The Executive Director shall appoint such other employees or contracted resources as are deemed necessary and approved by the Board of Directors. All employees and contracted resources shall carry out their duties under the direction of the Executive Director. The Executive Director shall also carry out the duties of the registrar pursuant to the Special Act, including keeping a register of the names of all Members of the Corporation in good standing, as well as the class of membership to which each Member belongs.

6.08 Duties of Other Officers.

The duties of all other Officers of the Corporation shall be such as the terms of their engagement call for or the Board of Directors requires of them.

6.09 Vacancies – Officer Positions

Where vacancies occur in the positions of President and First Vice-President, the First Vice-President and Second Vice-President, respectively, shall automatically fill the vacancy until the next Board of Directors meeting. If a vacancy occurs in the office of Second Vice-President, the Board of Directors may either leave the position vacant, or, so long as a quorum remains in office, appoint another member of the Board of Directors to fill the vacancy. The Board of Directors may fill another other vacant Officer position by appointment.

SECTION 7 - PROTECTION OF DIRECTORS AND OTHERS

7.01 Protection of Directors and Officers

No Director, Officer or committee Member of the Corporation is liable for the acts, neglects or defaults of any other Director, Officer, committee Member or employee of the Corporation or for joining in any receipt or for any loss, damage or expense happening to the Corporation through the insufficiency or deficiency of title to any property acquired by resolution of the Board or for or on behalf of the Corporation or for the insufficiency or deficiency of any security in or upon which any of the money of or belonging to the Corporation shall be placed out or invested or for any loss or damage arising from the bankruptcy, insolvency or tortious act of any person, firm or Corporation with whom or which any moneys, securities or effects shall be lodged or deposited or for any other loss, damage or misfortune whatever which may happen in the execution of the duties of his or her respective office or trust provided that they have:

1. complied with the Special Act, the Act and the Corporation's Constitution and by-laws; and
2. exercised their powers and discharged their duties in accordance with the Act.

7.02 Insurance for Directors and Officers

The Corporation may purchase and maintain insurance for the benefit of current and former Directors or Officers of the Corporation, against any liability incurred by them in their capacity as a Director or Officer of the Corporation, except where the liability relates to their failure to act honestly and in good faith with a view to the best interests of the Corporation.

SECTION 8 - CONFLICT OF INTEREST

8.01 Conflict of Interest

A Director who is a party to a material contract or transaction or proposed material contract or transaction with the Corporation or is a director or officer of, or has a material interest in, any person who is a party

to a material contract or transaction or proposed material contract or transaction with the Corporation shall make the disclosure required by the Act. Except as provided by the Act, no such Director shall attend any part of a meeting of Directors during which the contract or transaction is discussed or vote on any resolution to approve any such contract or transaction.

SECTION 9 – MEMBERSHIP

9.01 Members

The categories of membership in the Association and the criteria for eligibility for membership in each category shall be as follows:

a. Local Association Members

Members of a Region, County or District Association made up of public works employees, including suppliers, where that Region, County or District Association has elected to be part of the Association of Ontario Road Supervisors.

b. Individual Members

Individuals who are currently or were previously in a Municipal public works department.

c. Certified Members

Members in good standing of the Certified Road Supervisors program, as administered by the Association of Ontario Road Supervisors under the authority of Bill Pr53, the Association of Ontario Road Superintendents Act, 1996, or any revisions thereof.

d. Honorary Life

The Board of Directors may approve any individual who has made an outstanding contribution towards the development of public works in Ontario.

9.02 Membership Not Transferrable

Membership in the Corporation is not transferable and automatically terminates if the Member resigns or such membership is otherwise terminated in accordance with the *Act*.

9.03 Dues

Dues or fees payable by each class of Membership shall from time to time be fixed by a vote of the Board of Directors. Such dues or fees shall be determined as follows:

a. Local Association Members

The fee payable by members of a Local Association shall be determined by resolution of the Board of Directors. Such dues or fees shall be paid on their behalf by the Region, County or District Association of which they are a member.

b. Individual Members

The fee payable by Individual members shall be determined by resolution of the Board of Directors.

c. Certified Members

The fee payable by Certified members shall be determined by resolution of the Board of Directors.

d. Honorary Life/Retired

Honorary Life and Retired members shall not be required to pay a membership fee to the Association, except for those individuals who are also Certified members, in which case their membership fees will be as determined in section (c).

9.04 Non-Payment of Dues

The Member that fails by a date determined by resolution of the Board of Directors to pay their annual membership fee shall be suspended until all overdue fees have been paid.

9.05 Disciplinary Act or Termination of Membership for Cause

1. Upon 15 days' written notice to a Member, the Board may pass a resolution authorizing disciplinary action or the termination of membership for violating any provision of the Special Act or Constitution.
2. The notice shall set out the reasons for the disciplinary action or termination of membership. The Member shall be entitled to give the Board a written submission opposing the disciplinary action or termination not less than 5 days before the end of the 15-day period. The Board shall consider the written submission of the Member before making a final decision regarding disciplinary action or termination of membership.

SECTION 10 - MEMBER MEETINGS

10.01 Annual Meeting

1. The annual meeting shall be held on a day and at a place within Ontario fixed by the Board, no more than fifteen (15) months following the previous annual meeting. Not less than twenty one days or other number of days that may be further prescribed in regulations before the annual meeting, a copy of the approved financial statements, auditor's report or review engagement report and other financial information required by the Constitution shall be provided to each Member who informs the Corporation that they wish to receive a copy of such documents.
2. The business transacted at the annual meeting shall include:
 - a. receipt of the agenda;

- b. receipt of the minutes of the previous annual and subsequent special meetings;
- c. consideration of the financial statements;
- d. report of the auditor or person who has been appointed to conduct a review engagement or audit;
- e. reappointment or new appointment of the auditor or a person to conduct a review engagement for the coming year;
- f. presentation of the slate of Directors appointed by each Local Association for the coming year; and
- g. such other or special business as may be set out in the notice of meeting.

No other item of business shall be included on the agenda for annual meeting unless a Member has given notice to the Corporation of any matter that the Member proposes to raise at the meeting in accordance with the *Act*, so that such item of new business can be included in the notice of annual meeting.

10.02 Special Meetings

The Directors may call a special meeting of the Members. The Board shall call a special meeting on written requisition of the Members within 21 days after receiving the requisition unless the *Act* provides otherwise.

10.03 Notice

Subject to the *Act*, not less than 10 and not more than 50 days written notice of any annual or special Members meeting shall be given in the manner specified in the *Act* to the Member, each Director and to the auditor or person appointed to conduct a review engagement. Notice of any meeting where special business will be transacted must contain sufficient information to permit the Member to form a reasoned judgment on the decision to be taken.

10.04 Quorum

A quorum for the transaction of business at the Members' meeting is the larger of:

- a. one third (1/3rd) of the then current number of Directors; or
- b. five (5) members present.

No business shall be transacted at any meeting unless the requisite quorum is present at the commencement of such business.

10.05 Chair of the Meeting

The President shall be the chair of the Members meeting. In the absence of the President, the First Vice-President or the Second Vice-President shall be the chair of the Members Meeting. In the absence of the President, the First Vice-President, and the Second Vice-President, the Members shall choose another Director as chair.

10.06 Voting of the Members

Each Local Association Member, Individual Member, and Certified Member shall be entitled to attend meetings of the Members and have voting rights at such meetings. Honourary Life Members shall also be entitled to attend meetings of the Members but shall not have voting rights at such meetings, with the exception of those Honourary Life Members who are also Past Presidents of the Association, who shall have voting rights.

Business arising at any Members meeting shall be decided in the following way, unless otherwise required by the *Act* or the Constitution provided that:

- (1) Each voting Member shall be entitled to one vote at any meeting;
- (2) votes shall be taken by a show of hands among all voting Members present;
- (3) abstention shall not be considered a vote cast;
- (4) before or after a show of hands has been taken on any question, the chair of the meeting may require, or any voting Member may demand, a written ballot. A written ballot so required or demanded shall be taken in such manner as the chair of the meeting shall direct;
- (5) if there is a tie vote, the chair of the meeting shall require a written ballot, and shall not have a second or casting vote. If there is a tie vote upon written ballot, the motion is lost; and
- (6) whenever a vote by show of hands is taken on a question, unless a written ballot is required or demanded, a declaration by the chair of the meeting that a resolution has been carried or lost and an entry to that effect in the minutes shall be conclusive evidence of the fact without proof of the number or proportion of votes recorded in favour of or against the motion.

10.07 Adjournments

Any meetings of the Corporation or of the Directors may be adjourned at any time and from time to time and such business may be transacted at such adjourned meeting as might have been transacted at the original meeting of which such adjournment took place. No notice shall be required of any such adjournment. Such adjournment may be made notwithstanding that no quorum is present thereat.

10.08 Persons Entitled to be Present

The only persons entitled to attend the Members meeting are the Member, the Directors, the auditor or the person who has been appointed to conduct a review engagement of the Corporation, if any, and others who are entitled or required under any provision of the Special Act, the *Act* or the Constitution of the Corporation to be present at the meeting. Any other person may be admitted only if invited by the chair of the meeting or with the majority consent of the Member present at the meeting.

SECTION 11 - NOTICES

11.01 Service

Whenever under the provisions of the Constitution of the Corporation notice required to be given such notice may be given either personally or by electronic means or by depositing same in a post office or public letter box in a prepaid sealed wrapper addressed to the Director, Officer or Member at his/her or their address as the same appears on the books of the Corporation. A notice or other document so sent by post shall be held to be sent at the time when the same was deposited in a Post Office Box or public letter box as aforesaid. For the purpose of sending any notice the address of any Member, Director or Officer shall be his/her last address as recorded on the books of the Corporation.

11.02 Error or Omission in Giving Notice

The accidental omission to give any notice to any Member, Director, Officer, member of a committee of the Board or auditor or person conducting a review engagement, if any, or the non-receipt of any notice by any such person where the Corporation has provided notice in accordance with the Constitution or any error in any notice not affecting its substance shall not invalidate any action taken at any meeting to which the notice pertained or otherwise founded on such notice.

SECTION 12 – AUDITORS

12.01 Qualification. One or more auditors may be appointed by the Members at the annual meeting of the Members of the Corporation. The qualifications of the auditor must satisfy all of the requirements of the Act.

12.02 Access to Records. The auditor or auditors shall at all reasonable times have access to all records, documents, books, accounts, and vouchers of the Corporation.

SECTION 13 – COMMITTEES

13.01 Committees

Committees may be established by the Board as follows:

1. Subject to the limitations on delegation set out in the *Act*, the Board may establish any committee it determines necessary for the execution of the Board's responsibilities. The Board shall determine the composition of any such committee, be it composed in whole, or in part, of Directors, Members, or non-members. The Board may dissolve any committee by resolution at any time. All committees shall act only in an advisory capacity. The President shall be an ex-officio member of all committees.
2. The Directors may remove any member from any committee for any reason upon a majority vote of the Directors and may fill such vacancy by appointment.
3. The chairperson of each committee shall be appointed from amongst the membership of the particular committee either by the Directors or by the membership at the first meeting

of the committee during each year. The chairperson may be, but need not be, a member of the Board of Directors.

13.02 Executive Committee

There shall at all times be an Executive Committee, which shall be comprised of the President, First Vice-President, Second Vice-President, Past President, and Executive Director. Subject to the limitations on delegation set out in the *Act*, the Executive Committee shall be responsible for the day-to-day management of the Corporation and shall perform any other tasks as determined by the Board from time to time.

SECTION 14 – ROAD SUPERVISORS CERTIFICATION PROGRAM

14.01 Certification Board

The Board of Directors shall appoint three (3) representatives to the six (6) member Certification Board established to administer the Road Supervisors Certification Program. One member shall be appointed each year for a three (3) year term. The Board of Directors shall appoint a Chairperson for the Certification Board. The Chairperson shall not have a vote. The Board of Directors shall also appoint a Secretary for the Certification Board. The Secretary shall be responsible for keeping the minutes of Certification Board, conducting correspondence, making recommendations regarding the assessment of candidates and maintaining all records of the Board and of applicants for certification.

14.02 Designations

The Association designations, awarded to qualified applicants for certification, shall be as follows:

- Associate Road Supervisor
- Certified Road Supervisor (CRS)
- Certified Road Supervisor - Intermediate (CRS-I)
- Certified Road Supervisor - Senior (CRS-S)

Eligibility requirements for certification shall be those outlined in the Certification Board Manual and the Applicant's Guide or as determined from time to time by the Association.

14.03 Certification Program Fees

The initial registration fees and renewal fees shall be determined by the Board of Directors and reviewed annually. The Board of Directors may change or adjust these fees by resolution of the Board of Directors.

14.04 Non-Payment of Certification Program Fees

If a member of the Certification Program fails to pay his/her annual renewal fee, his/her membership in the Program shall be suspended as of a date determined by the Board of Directors until all overdue fees have been paid.

SECTION 15 - ADOPTION AND AMENDMENT OF CONSTITUTION

15.01 Amendments to Constitution

This constitution may be amended by two-thirds vote at any regular meeting of the Corporation provided that two weeks' notice has been sent to each member stating the desired change

[Signature page follows]

PASSED by the Board of Directors this ____ day of _____, _____.

CONFIRMED; RATIFIED AND APPROVED by the Members this ____ day of _____,
_____.

President

Executive Director

DRAFT Financial Statements of
**ASSOCIATION OF ONTARIO
ROAD SUPERVISORS**

And Independent Auditor's Report thereon
Year ended November 30, 2025

INDEPENDENT AUDITOR'S REPORT

To the Members of Association of Ontario Road Supervisors

Opinion

We have audited the financial statements of Association of Ontario Road Supervisors (the Entity), which comprise:

- the statement of financial position as at November 30, 2025
- the statement of operations for the year then ended
- the statement of changes in net assets for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Entity as at November 30, 2025 and its results of operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the ***"Auditor's Responsibilities for the Audit of the Financial Statements"*** section of our auditor's report.

We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Entity to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

DRAFT

Chartered Professional Accountants, Licensed Public Accountants

London, Canada

ASSOCIATION OF ONTARIO ROAD SUPERVISORS

Statement of Financial Position

DRAFT

November 30, 2025, with comparative information for 2024

	2025	2024
Assets		
Current assets:		
Cash (note 2)	\$ 857,312	\$ 847,527
Investments (note 4)	272,655	261,521
Trade and other receivable	289,958	185,235
HST recoverable	975	24,808
Prepaid expenses	2,035	2,322
	1,422,935	1,321,413
Capital assets (note 5)	56,697	86,109
	\$ 1,479,632	\$ 1,407,522

Liabilities and Net Assets

Current liabilities:		
Accounts payable and accrued liabilities (note 6)	\$ 142,936	\$ 127,574
Deferred revenue	-	114,319
	142,936	241,893
Net assets:		
Invested in capital assets	56,702	86,115
Internally restricted	45,271	12,021
Unrestricted	1,234,723	1,067,493
	1,336,696	1,165,629
Commitment (note 8)		
	\$ 1,479,632	\$ 1,407,522

See accompanying notes to financial statements.

On behalf of the Board:

Director

Director

ASSOCIATION OF ONTARIO ROAD SUPERVISORS

Statement of Operations

DRAFT

Year ended November 30, 2025, with comparative information for 2024

	2025	2024
Revenue:		
Education	\$ 1,451,871	\$ 1,357,840
Government funding (note 9)	330,977	641,387
Spotlight Buyers Guide	265,699	253,062
Trade show (note 3)	202,612	147,163
Certification	169,220	154,306
Membership	120,860	108,701
General office	46,433	38,329
Truck Safety Rodeo	38,050	16,647
Sponsorships	11,000	3,500
Executive and committee meetings	10,000	7,105
Trade show general	7,400	-
Advertising	2,500	750
	2,656,622	2,728,790
Expenses:		
Education	1,308,518	1,566,727
Wages and benefits	594,636	623,603
General office	293,317	272,817
Executive and committee meetings	73,392	45,516
Spotlight directory	57,702	55,707
Truck Safety Rodeo	43,587	23,985
Marketing and communication	37,009	55,687
Amortization	36,911	31,128
Advertising	22,211	23,875
Trade show general	16,534	11,374
Internet	10,793	8,646
Certification	7,725	10,995
Membership	4,115	4,730
	2,506,450	2,734,790
Earnings (loss) before the under-noted items	150,172	(6,000)
Other income:		
Interest income	12,060	19,562
Unrealized gain on investments	8,835	9,342
Gain on disposal of vehicle	-	5,000
	20,895	33,904
Excess of revenue over expenses	\$ 171,067	\$ 27,904

See accompanying notes to financial statements.

ASSOCIATION OF ONTARIO ROAD SUPERVISORS

Statement of Changes in Net Assets

DRAFT

Year ended November 30, 2025, with comparative information for 2024

	Invested in capital assets	Internally restricted	Unrestricted	Total 2025	Total 2024
Net assets, beginning of year \$	86,115 \$	12,021 \$	1,067,493 \$	1,165,629 \$	1,137,725
Excess (deficiency) of revenue over expenses	(36,911)	-	207,978	171,067	27,904
Purchase of capital assets	7,498	-	(7,498)	-	-
Transfer (note 2)	-	33,250	(33,250)	-	-
Net assets, end of year	\$ 56,702 \$	45,271 \$	1,234,723 \$	1,336,696 \$	1,165,629

See accompanying notes to financial statements.

ASSOCIATION OF ONTARIO ROAD SUPERVISORS

Statement of Cash Flows

DRAFT

Year ended November 30, 2025, with comparative information for 2024

	2025	2024
Cash provided by (used in):		
Operations:		
Excess of revenue over expenses	\$ 171,067	\$ 27,904
Items not involving cash:		
Amortization	36,911	31,128
Unrealized gain on investments	(8,835)	(9,342)
Loss (gain) on disposal of capital assets	-	(5,000)
Changes in non-cash operating working capital:		
Trade receivable	(104,723)	(47,796)
Prepaid expenses	287	(273)
Accounts payable and accrued liabilities	15,362	34,815
Deferred revenue	(114,319)	107,849
HST Recoverable	23,833	(24,934)
	19,583	114,351
Investing:		
Purchase of capital assets	(7,498)	(39,556)
Purchase of investments	(47,300)	-
Sale of investments	45,000	118,280
Proceeds on disposal of capital assets	-	5,000
	(9,798)	83,724
Increase in cash (note 2)	9,785	198,075
Cash (note 2), beginning of year	847,527	649,452
Cash (note 2), end of year	\$ 857,312	\$ 847,527

See accompanying notes to financial statements.

ASSOCIATION OF ONTARIO ROAD SUPERVISORS

Notes to Financial Statements

DRAFT

Year ended November 30, 2025

The Association of Ontario Road Supervisors (the "Association") was incorporated on June 13, 1993 and exists to stimulate and disseminate the exchange of ideas and information concerning road construction and maintenance to and between its individual municipal members and to other government agencies in Ontario. The Association is exempt from income tax under Section 149(1)(l) of the Income Tax Act (Canada).

1. Significant accounting policies:

The financial statements have been prepared in accordance with Canadian Accounting Standards for Not-For-Profit Organizations in Part III of the CPA Canada Handbook - Accounting. The significant policies are detailed as follows:

(a) Capital assets:

Capital assets are recorded at cost. Repairs and maintenance costs are charged to expense. Betterments, which extend the useful life of an asset, are capitalized. Amortization is provided using the following methods and annual rates:

Asset	Basis	Rate
Vehicles	Straight-line	4 years
Leasehold improvements	Straight-line	10 years
Promotional displays	Straight-line	4 years
PWLDP modules	Straight-line	5 years
Office equipment	Declining balance	30%
Computer equipment	Declining balance	30%
Furniture and fixtures	Declining balance	20%

Capital assets are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount of an asset may not be recoverable and exceeds its fair value.

ASSOCIATION OF ONTARIO ROAD SUPERVISORS

Notes to Financial Statements (continued)

DRAFT

Year ended November 30, 2025

1. Significant accounting policies (continued):

(b) Revenue recognition:

The Association follows the deferral method of accounting for contributions. When fees are collected for services or events of a future period, they are deferred and recognized as income in a subsequent period.

Certification revenue is recognized upon completion of certification;

Education revenue is recognized upon completion of the event;

Membership revenue is recognized in the period to which the membership dues pertain;

Spotlight Directory revenue is recognized when the guide is printed and distributed; and

Trade show revenue is recognized upon completion of the event.

(c) Investments:

Investments are recorded at market value. Unrealized gains and losses arising on changes in the market value of the investments are included in the statement of operations.

(d) Financial instruments:

Financial instruments are recorded at fair value on initial recognition. Freestanding derivative instruments that are not in a qualifying hedging relationship and equity instruments that are quoted in an active market are subsequently measured at fair value. All other financial instruments are subsequently recorded at cost or amortized cost, unless management has elected to carry the instruments at fair value. The Association has not elected to carry any such financial instruments at fair value.

Financial assets are assessed for impairment on an annual basis at the end of the fiscal year if there are indicators of impairment. If there is an indicator of impairment, the Association determines if there is a significant adverse change in the expected amount or timing of future cash flows from the financial asset. If there is a significant adverse change in the expected cash flows, the carrying value of the financial asset is reduced to the highest of the present value of the expected cash flows, the amount that could be realized from selling the financial asset or the amount the Association expects to realize by exercising its right to any collateral. If events and circumstances reverse in a future period, an impairment loss will be reversed to the extent of the improvement, not exceeding the initial carrying value.

ASSOCIATION OF ONTARIO ROAD SUPERVISORS

Notes to Financial Statements (continued)

DRAFT

Year ended November 30, 2025

1. Significant accounting policies (continued):

(e) Use of estimates:

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the year. Actual results could differ from those estimates.

2. Cash:

The cash balance consists of cash available for ongoing operations and cash restricted by the Board as follows:

	2025		2024	
Cash	\$	824,062	\$	847,527
Internally restricted		33,250		-
	\$	857,312	\$	847,527

ASSOCIATION OF ONTARIO ROAD SUPERVISORS

Notes to Financial Statements (continued)

DRAFT

Year ended November 30, 2025

3. Trade show:

The major components of the trade show revenue and expenses are as follows:

In person - trade show	2025	2024
Revenue:		
Booth fees	\$ 336,831	\$ 244,313
Sponsorship	21,000	17,000
Interest	638	902
	358,469	262,215
Expenses:		
Host association net proceeds	72,138	48,424
Rental fees	33,917	47,191
Meals	6,402	8,883
Promotional Items	11,302	5,907
Office Supplies & Printing	10,898	4,034
Miscellaneous	19,200	613
Advertising	2,000	-
	155,857	115,052
	\$ 202,612	\$ 147,163

4. Investments:

	Fair value 2025	Fair value 2024
Guaranteed investment certificates	\$ 272,655	\$ 261,521

The fair values of investments were determined by reference to published price quotations in an active market. The guaranteed investment certificates bear interest at rates ranging from 3.51% to 4.65% (2024 - 4.17% to 5.11%), and mature between January 12, 2026 and January 14, 2030.

Included within investments are funds set aside to finance the future replacement of capital assets. These internally restricted funds are not available for unrestricted purposes without the approval of the Board of Directors. The balance of these funds at November 30, 2025 is \$12,021 (2024 - \$12,021).

ASSOCIATION OF ONTARIO ROAD SUPERVISORS

Notes to Financial Statements (continued)

DRAFT

Year ended November 30, 2025

5. Capital assets:

				2025	2024
	Cost	Accumulated amortization		Net book value	Net book value
Vehicles	\$ 77,592	\$ 52,301	\$	25,292	\$ 43,511
Leasehold improvements	29,553	17,732		11,821	14,776
Promotional displays	28,332	21,644		6,688	10,031
PWLDP modules	59,845	53,947		5,898	8,547
Office equipment	4,998	-		4,998	643
Training Material	2,500	500		2,000	-
Computer equipment	36,234	36,234		-	6,349
Furniture and fixtures	18,651	18,651		-	2,252
	\$ 257,705	\$ 201,009	\$	56,697	\$ 86,109

6. Accounts payable and accrued liabilities:

Accounts payable and accrued liabilities includes the following amounts of government remittances payable:

		2025		2024
Employee payroll deductions payable	\$	269	\$	373

All amounts are current.

7. Financial risks and concentration of risk:

The carrying value of accounts receivable, and accounts payable and accrued liabilities approximate their fair value due to the relatively short periods to maturity of these items.

(a) Credit risk:

Credit risk refers to the risk that a counterparty may default on its contractual obligations resulting in a financial loss. The Association assesses, on a continual basis, accounts receivable and provides for any amounts that are not collectible in the allowance for doubtful accounts. There have been no changes to the credit risk exposure from 2024.

ASSOCIATION OF ONTARIO ROAD SUPERVISORS

Notes to Financial Statements (continued)

DRAFT

Year ended November 30, 2025

7. Financial risks and concentration of risk: (continued):

(b) Liquidity risk:

Liquidity risk is the risk that the Association will not be able to meet its obligations on a timely basis or at a reasonable cost. The Association manages its liquidity risk by monitoring its operating requirements. The Association prepares budgets and cash flow forecasts to ensure it has sufficient funds to fulfill its obligations. There have been no changes to the liquidity risk exposure from 2024.

(c) Market risk:

The Association will experience exposure to interest rate fluctuations when Guaranteed Investment Certificates mature and the proceeds are reinvested. The Association also holds mutual funds and is exposed to fluctuations in equity markets. No analysis or additional information has been provided on this risk as this information would provide no additional benefit to the users of the financial statements. There have been no changes to the market risk exposure from 2024.

8. Commitment:

The Association leases its premises with future minimum lease payments listed below at \$17,520 annually. The Association also has a software subscription over a term of five years with Government Frameworks.com at \$24,970 annually listed below.

2026	\$	42,490
2027		42,490
2028		42,490
2029		17,520
2030		17,520
		\$ 162,510

9. Government funding:

The Association entered into an agreement with the Ministry effective April 1, 2024 to March 30, 2025, whereby it would provide training for developing skills for equipment operators. This agreement was for the Skills Development Fund Training Stream (SDF-TS) and the maximum funds available are for \$1,335,810. During the fiscal year, the Association received \$373,500 (2024 - \$755,706) in cash, earned \$530 in interest income (2024 - \$535), and spent \$330,977 (2024 - \$641,922) on the project. This left an unearned portion of \$156,842 (2024 - 114,319) which was repaid to the Ministry on September 18, 2025.



Owen Sound

STANDARD POLICY

S.P. NO: CS77

PAGE NO. 1 OF 4

DATE: Feb. 1/2010

SUBJECT:
**WAIVING OF RENTAL FEES FOR PROVINCIAL,
NATIONAL AND INTERNATIONAL EVENTS**

DEPARTMENT:
Community Services
DIVISION:
Recreation

COUNCIL AUTHORITY OR STAFF APPROVED:
Recreation and Parks Advisory Committee meeting – Nov.12/09
Council Resolution – Dec. 21/09

NEW: X

REVISED:
DATE: Feb. 1/10

This policy relates to the rental use of City facilities including buildings, recreation centres, structures, parks and playing fields for a Provincial, National or International event. Such an event may be a sporting event or a cultural event (e.g. National Communities in Bloom).

- The event must be sanctioned by a provincial, national or international recognized governing body and the event must be a provincial, national or international championship;
- Local and regional level events are not eligible under this policy;
- The event and its participants must be of amateur status (applies to sporting events);
- The applicant or event host must be a not for profit group or organization that has a constitution and audited financial statement (if applicable);
- Groups that are already eligible for the City's "minor" facility rate (i.e. 30% reduction from adult rate) are not eligible for a further reduction under this policy;
- A *Waiving of Rental Fees Request Form- Provincial, National and International Event* (Appendix A) must be completed by the applicant;
- The event must be open and accessible to all people. An entry of gate fee may still apply;
- Application to be received by the City a minimum of six (6) weeks in advance of the event;
- No retroactive approval to waiving/reducing the facility fee rental will be granted;
- The event must have a resolution of support from the City of Owen Sound;



Owen Sound

STANDARD POLICY

S.P. NO: CS77

PAGE NO. 2 OF 3

DATE: Feb. 1/2010

SUBJECT:

**WAIVING OF RENTAL FEES FOR PROVINCIAL,
NATIONAL AND INTERNATIONAL EVENTS**

DEPARTMENT:

**Community Services
DIVISION:
Rec & Culture**

COUNCIL AUTHORITY OR STAFF APPROVED:

Recreation and Parks Advisory Committee meeting – Nov.12/09
Council Resolution – Dec. 21/09

NEW: X

REVISED:

DATE: Feb. 2/2010

- Organizations must present a pre-project budget for their fundraising project to the Community Services, Recreation Division and complete *Waiving of Rental Fees Request Form- Provincial, National or International Event*. Events that generate a surplus of 10% or more over costs are not eligible for a reduction;
- National and International events are eligible for a 30% reduction to the adult facility rental rate to a maximum of \$1500. Provincial events are eligible for a 25% reduction to the adult facility rental rate to a maximum of \$1000;
- The event must recognize the City as a major event sponsor. Details of the sponsorship must be clearly outlined in the proposal to the City.
- A post event budget must be presented to the City at the time of the donation to the City. The City reserves the right to require documentation to support the post event budget and audit the statement if it deems necessary. The post event budget must be submitted no later than 10 business days following the event;
- Costs relating to certain services provided by City staff (including but not limited to placing the wooden floor in an arena, glass removal, delivery of picnic tables) that have direct staff time and equipment costs are not subject to the fee reduction and are exempt under this policy;
- Applicable permits and compliance with other requirements are the responsibility of the applicant and must be in place prior to the event; (e.g. building permit or AGCO licence, etc.)
- Where all applicable criteria of Policy CS77 are met, the responsibility of waiving/reducing fees will be determined by the Director of Community Services and the Director of Finance.
- The City of Owen Sound, under no circumstances, will be held liable for any loss of revenue or personal liability as a result of fundraising events;
- An individual, group or organization with an outstanding balance with the City is not eligible to apply or receive a reduction;
- The City reserves the right to refuse the request for a reduction of rental fees for an event even where all conditions are met.

From: Michelle Fleming <mfleming@alzheimergreybruce.com>

Sent: Wednesday, August 12, 2026 9:12 AM

To: Briana Bloomfield <bbloomfield@owensound.ca>

Cc: Renee Guder <rguder@alzheimergreybruce.com>

Subject: Request to Reduce or Waive Rental Fees for the Bayshore Community Centre - January 22 - 23, 2027 - Alzheimer Society Grey-Bruce - SOUPS ON event.

Dear Briana,

I hope you are well.

I am writing on behalf of the Alzheimer Society of Grey-Bruce to respectfully request consideration of a reduction or waiver of the rental fees for the Harry Lumley Bayshore Community Centre for our annual fundraising event called SOUPS ON. I have attached a copy of our contact for your review. We host our SOUPS ON Fundraiser in January and 2027 will be our 5th Annual Event. The rates have gone up quite a bit over the years and more so for our 2027 event. (over 40% from our 2026 rental)

This event is an important community fundraiser that helps support local individuals and families living with dementia throughout Grey-Bruce. Funds raised are used to provide programs, education, support services, and resources that benefit families of our community. As a registered charitable organization, we work to keep event expenses as low as possible so that more of the proceeds can be directed toward client services. The City's support through a reduced or waived rental fee would have a meaningful impact on the overall success of the event and the people we serve.

We greatly value our partnership with the city and appreciate your consideration of this request. I would be pleased to provide any additional information you may require.

Thank you for your time and support.

Kindest regards,

Michelle

Michelle Fleming

Community Development & Engagement Coordinator

Alzheimer Society of Grey-Bruce

(519)-376-7230 Ext 1122

mfleming@alzheimergreybruce.com



Local Chefs.
Legendary Soups.
Make a Difference,
One Bowl at a Time.

Saturday, January 23rd, 2027
from 11:00 AM - 2:00 PM
Harry Lumley Bayshore Community Centre
Owen Sound, Ontario

In support of the:
Alzheimer Society
GREY-BRUC

SOUP'S ON
and Silent Auction

LEARN MORE

The graphic features a blue and white color scheme with a stylized spoon logo. On the right, there is a photograph of several bowls of soup. A hand cursor icon points to the 'LEARN MORE' button.



APPLICATION

Page 3 of 5
APPENDIX A

WAIVING OF RENTAL FEES REQUEST FORM

POLICY # CS37

(Note: please submit completed application a minimum of 6 weeks prior to the event)

Name of Group/Organization/Individual: <u>Alzheimer Society Grey-Bruce</u>		
Contact name of individual: <u>Renee Guder, Executive Director</u>		
Address: <u>753 2nd Ave East</u>	City: <u>Owen Sound</u>	Postal Code: <u>N4G 2K9</u>
Email address: <u>mflaming@alzheimer</u>	Phone number: <u>519-376-7230 x1120</u>	
Describe the fundraising event: <u>greybruce.com</u> <u>Soupsal brings the community together for a soup competition by local</u> <u>restaurants, we offer a silent auction + entertainment.</u>		
Date of Event: <u>Sat, Jan 23, 2027</u>	Event Location: <u>Owen Sound Bayshore Comm Centre</u>	
Service/Program or Capital Project to benefit from this fundraising event: <u>Alzheimer Society of Grey-Bruce to help provide programs,</u> <u>support + services to families living with dementia in</u> <u>Owen Sound and Grey-Bruce</u>		

Declaration:

I, [Signature], on behalf of the above named organization/group certify that I have read and understand the conditions outlined by Policy CRC37 and will comply with the terms and conditions outlined therein.

For more information, please contact:

City of Owen Sound
Community Services Department
808 2nd Avenue East, Owen Sound, ON N4K 2H8
519 376 1440

For internal use only:

Date received: _____.

Does the application meet the criteria outlined by the policy ☐ Y ☐ N

Pre event budget received and reviewed ☐ Y ☐ N

Post event budget to be received by: _____.

Authorization of Director of Community Services _____.

Authorization of Director of Financial Services _____.

Amount of rental fee eligible for waiver _____.

(To accompany Application for Waiving of Rental Fees)

Organization/Business:

Alzheimer Society Grey - Bruce**REVENUE:**

Registration Fee - \$ 25 per ticket x 580 tickets sold # of Teams/Participants = \$ 14,500

~~Liquor Sales~~ (Net Profit) donations 17.00

~~Raffles/Draws, etc.~~ pottery sales 1,400

Sponsorships/Auctions 22,000

above based on previous years (averages)

TOTAL REVENUE \$ 39,600

EXPENSES:

Entertainment/Umpires, etc. \$ _____
(Include all costs, ie. Accommodation, meals)

Awards/Prizes 445.00

Supplies + misc. 3,420.00

Equipment Rental _____

Insurance _____

Miscellaneous (i.e. Advertising, office supplies, telephone, etc.) 2,200.00

TOTAL EXPENSES \$ 6,065.00

NET PROFIT TO BE DONATED TO CITY PROJECT \$ 0

Facility Rental Agreement



Rental bookings are not confirmed until we receive a copy of this Facility Rental Agreement signed by the Licensee and accompanied by the initial rental fee payment and damage deposit, if any.

Contract

Contract #:	FA-20876/Alzheimers Society of Grey-Bruce - 2027 Soups	Prepared by:	Andy O'Leary
Date:	24 Nov 2025	Status:	Firmed

Client Information

Name:	Michelle Fleming	Account:	Alzheimers Society of Grey-Bruce
Phone #:	(519) 376-7230	Email:	mcleming@alzheimergreybruce.com
Address:	753 2nd Ave E, Owen Sound, Ontario, N4K 2G9		

Facility Rental Summary

Repeat	Facility	Day	Start	End	Date Range	# Sess.	Event ID
	R.E. Rutherford	Fri	08:00 AM	11:00 PM	22 Jan 2027	1	00042399
	Shore Rooms 1 and 2	Fri	08:00 AM	11:00 PM	22 Jan 2027	1	00042400
	R.E. Rutherford	Sat	07:00 AM	05:00 PM	23 Jan 2027	1	00042401
	Shore Rooms 1 and 2	Sat	07:00 AM	05:00 PM	23 Jan 2027	1	00042402

Exclusions, Additions & Modifications

Type	Facility	Day	Start	End	Date	Event ID
-	-	-	-	-	-	-

Facility

Field	Start Date	End Date	Day	Time	Fee(s)	Subtotal
R.E. Rutherford	22 Jan 2027	22 Jan 2027	Friday	08:00 AM - 11:00 PM	\$200.00 (SystemPriceType)	\$200.00
Shore Rooms 1 and 2	22 Jan 2027	22 Jan 2027	Friday	08:00 AM - 11:00 PM	\$0.00 (SystemPriceType)	\$0.00
R.E. Rutherford	23 Jan 2027	23 Jan 2027	Saturday	07:00 AM - 05:00 PM	\$1,500.00 (SystemPriceType)	\$1,500.00
Shore Rooms 1 and 2	23 Jan 2027	23 Jan 2027	Saturday	07:00 AM - 05:00 PM	\$750.00 (SystemPriceType)	\$750.00

Facility Fees

Name	Subtotal	Discount	Tax	Total Price	# of Booking(s)
R.E. Rutherford	\$200.00	\$0.00	\$26.00	\$226.00	1
R.E. Rutherford	\$1,500.00	\$0.00	\$195.00	\$1,695.00	1
Shore Rooms 1 and 2	\$0.00	\$0.00	\$0.00	\$0.00	1
Shore Rooms 1 and 2	\$750.00	\$0.00	\$97.50	\$847.50	1

Extra Fees

Name	#	Unit Price	Total Usage	Subtotal	Tax	Total Price
-	-	-	-	-	-	-

Extra Fees Details

Extras per Contract

Facility & Extra Summary

Field	Date	Day	Time	Fees	Extra Fees	Discount	Tax	Total
Shore Rooms 1 and 2	22 Jan 2027	Friday	08:00 AM - 11:00 PM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R.E. Rutherford	22 Jan 2027	Friday	08:00 AM - 11:00 PM	\$200.00	\$0.00	\$0.00	\$26.00	\$226.00
Shore Rooms 1 and 2	23 Jan 2027	Saturday	07:00 AM - 05:00 PM	\$750.00	\$0.00	\$0.00	\$97.50	\$847.50
R.E. Rutherford	23 Jan 2027	Saturday	07:00 AM - 05:00 PM	\$1,500.00	\$0.00	\$0.00	\$195.00	\$1,695.00

Invoice

Due Date	Amount	Remaining Balance
01 Jul 2026	\$2,768.50	\$2,768.50

Contract Total

Rental Fee	Rental Tax	Extra Fees	Extra Tax	Total with Tax
\$2,450.00	\$318.50	\$0.00	\$0.00	\$2,768.50

Conditions of Use

-

Per the City's Fees and Charges By-law, a 25% non-refundable deposit is due upon booking. Remainder is due 90 days prior to the booking date.

The facility will close no later than 2 a.m. If the event organizer wishes for staff to remain open later, a request for overtime must be submitted to the Arena Manager bill at a rate of \$100/hr.

The Client acknowledges that they will be required to enter into a License Agreement for Facility Use, 90 days prior to the booking date, for:

- i) bookings at city facilities where an expected attendance of greater than 500 is expected
- ii) Bookings at city facilities that may involve the sale or consumption of alcohol as outlined in the City's Municipal Alcohol Policy.

Insurance will be provided in accordance with the City's Municipal Alcohol Policy.

The use of cooking devices, including BBQ's must be approved by the City. All devices must be TSSA Certified; Grey Bruce Health Unit must be notified of such an event. All caterers/food providers must possess and be able to provide a Safe Food Handlers certificate.

All users and guests are required to comply with City By-laws and Policies, including but not limited to the Smoke Free Ontario Act and the City's Municipal Alcohol Policy.

The J.D. McArthur Arena and Julie McArthur Regional Recreation Centre are nut aware facilities as per Policy CS83 and by-law #2017-40.

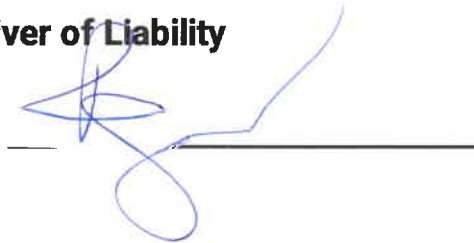
Questionnaire(s)

-
-

Release and Waiver of Liability

Date: 06 Aug 2026

Client Signature

A handwritten signature in blue ink is written over a horizontal line. The signature is stylized and appears to be a cursive or semi-cursive script.

 STANDARD POLICY <i>Owen Sound</i>	S.P. NO: CS37 PAGE NO. 1 OF 5 DATE: Jan. 13, 2005
SUBJECT: WAIVING OF RENTAL FEES	DEPARTMENT: Community Services DIVISION: Rec & Parks
COUNCIL AUTHORITY OR STAFF APPROVED: Approved by Council July 5, 1999 by adopting Recreation & Culture Advisory Committee June 23, 1999 minutes, Amended Rec Advisory Jan, 2005 Amended Rec Advisory Nov 12, 2009, Amended by Council Feb 16, 2010	NEW: REVISED: X DATE: Mar. 11, 2010
This policy relates to the rental use of City facilities including buildings, structures and parks where a group or organization is committed to contributing 100% of net proceeds from their fundraising event or activity to a City of Owen Sound service, program or facility. Such a use may be eligible to have the applicable rental fee waived subject to meeting all of the following conditions: ➤ Events donating less than 100% of net proceeds to the City are not eligible under this policy; ➤ Those eligible to apply include not for profit individuals, groups and organizations. In the case of a group or organization, an individual contact must be identified on the application; ➤ A <i>Waiving of Rental Fees Request Form</i> (Appendix A) must be completed by the applicant; ➤ Application to be received by the City a minimum of 6 weeks in advance of the event; ➤ No retroactive approval to waiving the facility fee rental will be granted; ➤ Organizations must present a pre-project budget for their fundraising project to the Community Services, Recreation Division and complete <i>Waiving of Rental Fees Request Form</i>. A minimum contribution equivalent to the facility rental or \$1000 (whichever is the greater) must be budgeted for and forwarded to the City at the conclusion of the event (See Schedule "A" attached); ➤ A post event budget must be presented to the City at the time of the donation to the City. The City reserves the right to require documentation to support the post event budget and audit the statement if it deems necessary. The post event budget must be submitted no later than 10 business following the event; ➤ Costs relating to certain services provided by City staff (including but not limited to placing the wooden floor in an arena, glass removal, delivery of picnic tables) that have direct staff time and equipment costs are not subject to the fee waiver and are exempt under this policy;	

 STANDARD POLICY <i>Owen Sound</i>	S.P. NO: CS37 PAGE NO. 2 OF 5 DATE: Jan. 13, 2005
SUBJECT: WAIVING OF RENTAL FEES	DEPARTMENT: Community Services DIVISION: Rec & Culture
COUNCIL AUTHORITY OR STAFF APPROVED: Approved by Council July 5, 1999 by adopting Recreation & Culture Advisory Committee June 23, 1999 minutes, Amended Rec Advisory Jan, 2005 Amended Rec Advisory Nov 12, 2009, Amended by Council Feb. 16, 2010	NEW: REVISED: X DATE: Mar. 11, 2010
➤ Applicable permits and compliance with other requirements are the responsibility of the applicant and must be in place prior to the event; (e.g. building permit or AGCO licence, etc.) ➤ Where all applicable criteria of Policy CRC37 are met, the responsibility of waiving fees will be determined by the Director of Community Services and the Director of Finance; ➤ City Departments are to pay the full facility rental fee for events that are generating funds for on-going operating costs and no rental fee if the funds raised are for a specific capital enhancements or on-going maintenance of a City building, facility or parks, the waiver would apply; ➤ In the event that a rental is cancelled due to inclement weather or other reason, the applicable cancellation policy of the City would apply; ➤ The City of Owen Sound, under no circumstances, will be held liable for any loss of revenue or personal liability as a result of fundraising events. If an event does not achieve the fundraising goal (minimum \$1000 or equal to cover the cost of the rental, whichever is greater) the group is required to pay the applicable rental fee; ➤ Upon completion of event and following donation of the funds to the City, the City of Owen Sound has full discretion regarding the funds or any revenues generated as a result of a donation. The City reserves the right to apply a portion of the donation to offset the applicable facility rental fee.	

Staff Report

Report To: City Council
Report From: Tim Simmonds, City Manager
Riley Brugess, By-law Enforcement Supervisor
Meeting Date: July 27, 2026
Report Code: CM-26-031
Subject: Fostering a Vibrant River District – Report IV

Recommendations:

THAT in consideration of Staff Report CM-26-031 respecting updates to the Waste Management By-law and the potential licensing of emergency shelter and social support services, City Council directs staff to:

1. Bring forward a by-law to amend the Waste Management By-law as outlined in Attachment 1 of the report;
2. Bring forward a by-law to amend the Fees and Charges By-law to add an \$80 fee per item collected that is disposed of improperly;
3. Provide notice of an amendment to the Fees and Charges By-law as required by the Notice By-law for the improper collection fee;
4. Apply to the Ministry of the Attorney General for approval of the set fines as outlined in Attachment 2 of the report; and
5. Direct staff not to proceed with further research or development of a by-law to license emergency shelter and social support services at this time.

Highlights:

- Staff recommend amending the Waste Management By-law to increase property owner accountability for waste placed on public property, including tenant education, same-day removal of uncollected waste, and boulevard maintenance.

- Amendments to the Waste Management By-law would provide clearer enforcement tools, support partial cost recovery, and advance Council's objective of a cleaner, safer, and more vibrant River District.
- After research and consultation with certain affected services, staff are concerned that requiring the licensing of emergency shelter and social support services could create unnecessary barriers to vulnerable populations accessing services.
- Staff are recommending not to proceed with further research or development of a by-law to license emergency shelter and social support services at this time.

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:

[Business Licensing By-law No. 2023-128](#)

[Fees and Charges By-law No. 2026-067](#)

[Notice By-law No. 2018-022](#)

[Waste Management By-law No. 2005-151](#)

[Report CM-25-023 - Community Organization Meeting Regarding River District](#)

[Report CM-25-027 - Update Following the July 28 Community Stakeholder Discussion to Foster a Vibrant River District](#)

[Report CM-25-032 - Fostering a Vibrant River District - Report II](#)

[Report CM-26-021 – Fostering a Vibrant River District – Report III](#)

Background:

The City's Official Plan identifies the River District as the primary economic, commercial, financial, cultural, tourism, and employment focus for Owen Sound and the surrounding region.

The area continues to face challenges related to cleanliness, non-compliance with waste disposal requirements, the impacts of homelessness, and overall perceptions of safety in the area.

On June 15, 2026, the Owen Sound Police Service Board (OSPSB) presented a letter to a special meeting of Council wherein the OSPSB requested City Council to take action on concerns raised regarding loitering and other social disorder matters taking place in the River District. During the meeting, the Chief of Police explained that more tools are required to address social disorder concerns.

Staff reviewed municipal tools for addressing improper waste disposal and other concerns in the River District. Based on that review, staff propose amendments to the Waste Management By-law and recommend that the City not pursue a licensing program for emergency shelter and social support services at this time.

Analysis and Options:

Updates to the Waste Management By-law

Garbage and recycling services in the River District have been adjusted to better align with seasonal activity and broader changes to provincial programs.

Despite enhanced service levels and targeted communications, improper garbage disposal continues, particularly outside scheduled curbside collection days and for furniture or other oversized items. These materials are not part of regular collection and require an additional Public Works response, increasing operational effort and unplanned costs. This redirects taxpayer-funded resources from planned services and broader community priorities while diminishing the cleanliness and appearance of the River District.

The By-law Enforcement Division has undertaken targeted illegal-dumping initiatives, including daily foot patrols and waste-management audits in the River District. These efforts have resulted in seven charges for improper waste disposal in 2026 to date. Enforcement proves to be a challenging initiative because officers must either observe the illegal disposal directly, through camera evidence or witness testimony, or identify the owner through a search of the waste.

Current regulations allow the City to invoice the “person who directly or by means of an agent discarded the waste.” However, waste searches rarely identify that person: during two audits, 86.2 per cent of bags contained no information that could support further investigation. This limitation will likely grow as more people move to electronic billing and correspondence.

Enforcement efforts are further complicated by the high concentration of rental housing units within the River District. In the case of a bag placed in front of a commercial storefront, there may be anywhere from 3-20 apartments above the store. While staff can generally determine the area from which waste originated, identifying the individual responsible for its disposal is frequently not possible.

Property owners currently have limited accountability under existing regulations for waste-management issues associated with their rental properties. While it is a reasonable expectation that individual tenants manage their own waste, many buildings in the downtown have no space available to store waste prior to collection day. Staff have also encountered tenants who are unfamiliar with waste-collection requirements or are unaware of where to access information regarding proper disposal practices.

Amendments to the Waste Management By-law No. 2005-151 are proposed in Attachment 1, to increase accountability of property owners to ensure that their tenants are aware of and are complying with the rules for waste disposal.

Many, if not the majority of municipalities in Ontario, place requirements on the owner of a property to maintain the boulevard, road allowance, and sidewalk to:

- cut and maintain grass and weeds;
- remove waste material and litter; and
- remove snow and ice.

Currently, Owen Sound imposes limited maintenance requirements in the boulevard, with the exception that certain properties in the River District are required to remove snow and ice from the sidewalk.

The proposed amendments would expand maintenance responsibilities for all property owners to include the removal of solid waste (excluding loose litter) from adjacent boulevards, sidewalks, and road allowances.

Waste Disposal Requirements

The following regulations are proposed:

- Owners of commercial and residential rental properties must provide each tenant with a copy of the current year's Waste Collection Calendar and Garbage Collection Factsheet or post it in a conspicuous place in a common area.
- Owners are responsible for ensuring that waste generated on their property is placed for collection in accordance with the regulations.
- In the Downtown Collection Area (River District), waste placed on City property on any day other than the scheduled collection day may be removed immediately by City staff without notice. The property owner adjacent to the waste would be invoiced for the removal costs.
- In the Downtown Collection Area (River District), on the collection day, any waste placed without a bag tag or otherwise placed contrary to the by-law is tagged as uncollectable and left at the curb. Property owners adjacent to the waste are responsible for ensuring that waste is removed from the curb no later than 8:00 p.m. If not removed, City staff remove the waste and invoice the property owner.
- Owners who receive an invoice for waste removed by City staff may appeal to the By-law Enforcement Supervisor or designate only on the basis that the waste was placed in front of the property without the consent of the owner, occupant, or guest. The owner must provide evidence supporting the appeal.
- Outside the Downtown Collection Area, the City would follow a similar process but would provide notice to the property owner before removing the waste.

Schedules 'F' and 'G' of the Waste Management By-law currently permit the City to invoice the person who placed the waste at the curb. Because waste rarely contains identifying information, these provisions are difficult to enforce. The proposed amendments would repeal those provisions and instead make the adjacent owner responsible for waste located in front of their property.

While some property owners may be concerned that waste placed in front of their property did not originate from their tenants, the proposed

amendments are intended to encourage greater owner involvement in waste education, monitoring, and compliance efforts, including:

- creating a designated area for the storage of waste between collection days, as required by the City's Property Standards By-law;
- posting waste collection regulations and calendars inside the building;
- assigning property managers to monitor waste in front of their property, remove the waste if not collected, and report non-compliance to the By-law Enforcement Division;
- installing cameras at the entrance of properties to capture illegal dumping; and
- electing for private collection services, where appropriate.

Additionally, regulations are strengthened to enforce problematic social behaviours, allowing property owners to work collaboratively with By-law Enforcement where tenants or other parties are not complying with the regulations, including set fines for:

- placing waste in front of a property without the permission of the owner; and
- picking over, interfering with, disturbing, removing or scattering material placed for collection without the permission of the owner.

Operational Plan

Once the amendments to the Waste Management By-law are in place, Waste Collection staff will be directed to cease collection of waste in the River District that does not contain a bag tag or is otherwise placed contrary to the requirements of the Waste Management By-law. Bags will be tagged as uncollected and left at the curb.

Tenants and property owners would have until 8:00 p.m. on collection day to remove uncollected waste from City property by returning it to private property or taking it to the transfer station. **Operationally, this would leave some uncollected waste downtown between collection and 8:00 p.m. that day.** During the transition, complaints may increase while City staff help property owners understand the new requirements. A communication plan will support property-owner awareness and communication with tenants.

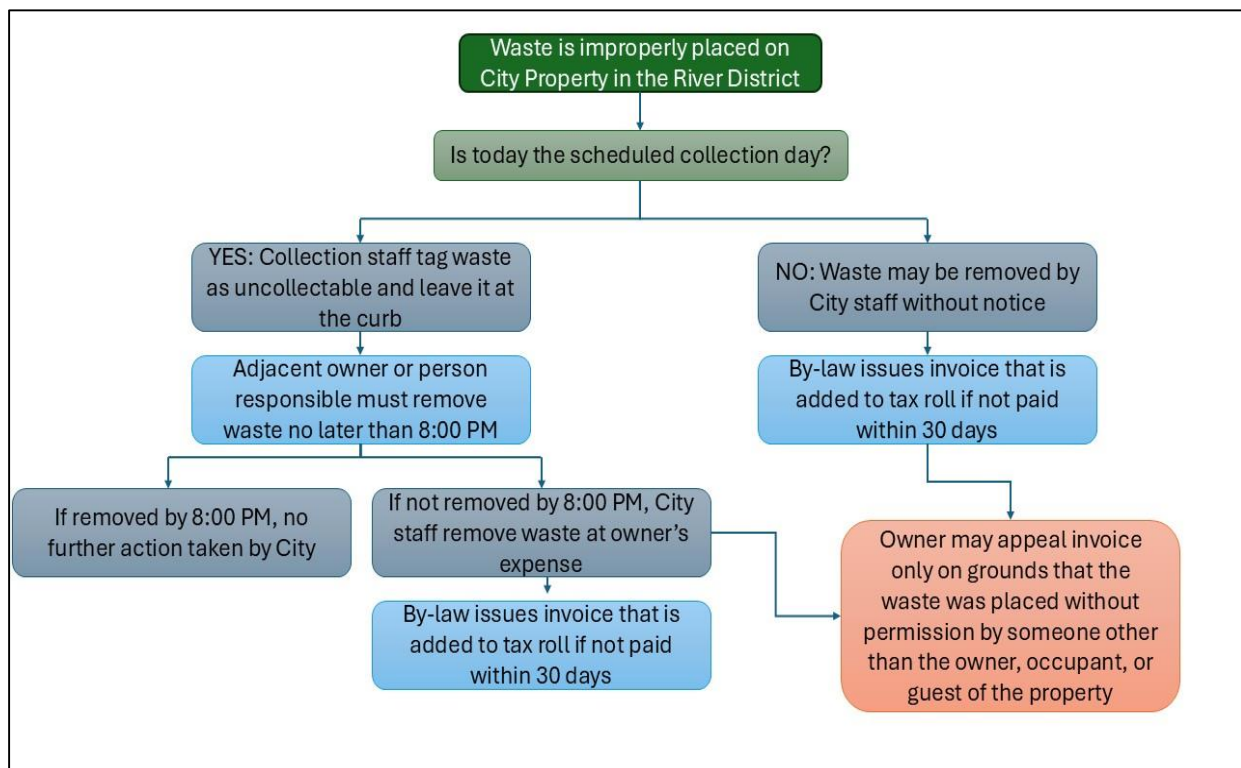
During the implementation of this new program, City staff will be scheduled to enforce non-compliance and to remove uncollected waste after 8:00 p.m.

The proposed amendments would establish responsibility for waste located in front of a property with the property owner. Where an owner fails to remove waste from in front of their property, and City staff are required to dispose of it, it is proposed that a cost-recovery fee be applied to the owner and collected through the tax roll.

Item 17 of Schedule 'G' of the City's Fees and Charges By-law has an existing fee of \$80.00 for each "Waste Inspection". Staff propose that a fee be added to the Fees and Charges By-law for a "Waste Removal Fee" in the amount of \$80.00 per item that is removed by City staff in accordance with this program.

When dispatched to remove waste, Public Works staff will document and photograph its location, then forward the record to By-law Enforcement. By-law Enforcement staff will review the record and issue an invoice to the property owner through Cloudpermit. Any invoice unpaid after 30 days will be added to the tax roll.

A property owner who receives an invoice may appeal to the By-law Enforcement Supervisor or a designate. The appeal is limited to cases in which the owner can demonstrate that the waste was placed in front of the property, without the owner's consent, by someone other than the owner, an occupant, or a guest of the property.



Updates to the Business Licensing By-law

Under the Business Licensing By-law, all businesses in the City must obtain a licence and comply with any conditions applicable to their class of business.

A legal review of the by-law determined that certain emergency shelter and support services are not captured under the current definition of a business. As a result, the City does not currently have the authority to require these establishments to obtain a licence or comply with licensing conditions.

Business Licensing By-laws provide municipalities with the authority to:

- prohibit the carrying on or engaging in the business without a licence;
- refuse to grant a licence or to revoke or suspend a licence;
- impose conditions on all or a class of businesses as a requirement of obtaining, continuing to hold, or renewing a licence;
- license, regulate, or govern real and personal property used for the business and the persons carrying it on or engaged in it.

Under a Business Licensing By-law, a municipality is **not permitted** to refuse a license for the sole reason of the location of the business but may require compliance with the Zoning By-law.

A Business Licensing By-law provides municipalities with tools to regulate businesses and impose conditions intended to prevent nuisance, maintain public order, protect the health, safety and well-being of residents and service users, and promote compliance with applicable legislation and municipal regulations.

In 2024, the Town of Cobourg established a by-law to regulate and license Emergency Care Establishments. City staff contacted Cobourg for information about the program, on multiple occasions, including whether it has reduced the nuisance or disturbance behaviours it was intended to address, but did not receive any response. Cobourg is the only municipality known to have established such a program, and there is no available data to demonstrate whether it has been beneficial.

City staff reviewed the Cobourg By-law, as well as the letter from the Ontario Human Rights Commission to the Town of Cobourg (Attachment 3). In doing so, staff created a draft licensing program based on the needs of the City. The draft by-law is Attachment 4 to this report.

The draft by-law would update the City's Business Licensing By-law No. 2023-128 to amend the definition of a business to include certain emergency shelter and social support services, and to place certain conditions on the holding of a license.

A preliminary review identified the following existing services that would be subject to the proposed licensing program:

- Safe 'N Sound;
- Safe 'N Sound – new shelter location;
- The Women's Centre Grey Bruce;
- Grey County – Short Term Shelter Program;
- OSHaRE (currently has a general business licence);
- CMHA Grey Bruce (currently has a general business licence);
- United Way of Bruce Grey;
- YMCA Owen Sound Grey Bruce;
- M'Wikwedong Indigenous Friendship Centre; and
- Salvation Army Owen Sound.

City staff consulted with Grey County staff, who advised that a licensing program could increase operating costs, create barriers for vulnerable people seeking services, and impose conditions that would be difficult to enforce. County staff also cautioned that enforcement could lead to the revocation of a license for a service that is important to the community.

County staff recommended that should Council consider moving forward with such a program, that the County be provided with an opportunity to review the proposal and provide formal comments on behalf of Committee/Council.

City staff also consulted Safe 'N Sound Grey Bruce leadership. The organization advised that a licensing fee would not create a major financial burden, but licensing conditions could. It also reported that Cobourg's by-law had temporarily closed a service similar to its drop-in program. Many proposed conditions reflect actions Safe N Sound already takes or plans to take, including:

- hiring staff to clean up adjacent boulevards within one (1) block of their properties (current);
- requiring adherence to a code of conduct from service users, and placing temporary restrictions on service users that do not adhere (current);

- using rear entrances to properties as the primary entrance, where there is more room on private property to congregate (future); and
- installing longer term storage solutions on their properties, to limit the need for service users to carry their belongings from place to place (future).

Council may consider the following options for licensing emergency shelter and social support services:

1. That Council direct staff not to proceed with further research or development of a by-law to license emergency shelter and social support services;
2. That Council direct staff to bring forward a by-law to amend the definition of a business, to require emergency shelter and social support services to obtain a general business license; or
3. That Council direct staff to continue research and development of a by-law to license emergency shelter and social support services, and that the County be provided with an opportunity to review the proposal and provide formal comments on behalf of Committee/Council.

City staff are recommending not to proceed with further research or development of a licensing program at this time. City staff were unable to receive feedback from the Town of Cobourg on whether their licensing program was effective. Public response to Cobourg's Emergency Care Establishment By-law was overall negative, including concerns about compliance with the *Ontario Human Rights Code*.

Overall, staff believe existing by-laws and the proposed Waste Management By-law amendments can be utilized to improve conditions in the River District without creating barriers to necessary social services.

Resource Alignment:

Financial Resources

Direct costs related to the River District are approximately \$62,000 (March-May 2026). The majority of these costs are related to Public Works waste/garbage pick-up. Costs do not include additional support staff time.

The proposed cost recovery fee is set at \$80.00 per garbage bag, container, or item and is anticipated to recover some of the costs associated with

waste/garbage pick-up. In addition, it is anticipated that over time, property owners will implement solutions to improve compliance with waste collection requirements and begin removing waste prior to City staff involvement, minimizing future staff time.

Human Resources

Public Works currently spends approximately 35 – 40 staff hours per week towards the cleanup of waste in the River District. By-law Enforcement spends approximately 8 staff hours per week towards investigating non-compliance of the Waste Management By-law. Additional staff time will be required to administer the appeal process for invoices.

Time and Scheduling

If approved, the final by-law will be brought forward for adoption at the September 28, 2026 Regular Council meeting.

A 45-day grace period will be used to promote and communicate the new waste disposal requirements in the Waste Management By-law. The first waste collection day in the River District after the grace period would be November 17, 2026. Evening scheduling of Enforcement and/or Public Works staff will be in place for the first 2-3 weeks to collect waste remaining on public property after 8:00 p.m., and to invoice the property owners responsible.

Technology and Infrastructure

N/A.

Climate and Environmental Impacts:

The recommendation supports the City's Climate Mitigation Plan. The recommendations support the City's Climate Mitigation Plan by encouraging improved solid waste consumptions and disposal practices.

Communication and Engagement:

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

The City's communication plan is focused on education and awareness first, providing multiple opportunities for residents and businesses to understand and comply with the requirements before enforcement begins. Targeted

follow-up communications will continue to support compliance and address areas where additional outreach may be required.

To support awareness and compliance with the new requirements, a communications and engagement plan has been developed, which includes:

- Distribution of letters to affected property owners outlining the upcoming changes, expectations, waste management calendars, and available resources.
- Media release to inform the broader community and encourage compliance.
- Ongoing public information efforts through City communication social media and website channels leading up to enforcement beginning in November.

Report Developed in Consultation With:

Briana Bloomfield, City Clerk

Viveca Gravel, River District Coordinator

Heidi Jennen, Supervisor of Environmental Services

Mason Bellamy, Manager of Public Works and Engineering

Director of Public Works and Engineering

Owen Sound Police Service

Grey County

Safe 'N Sound Grey Bruce

External City Solicitor

Attachments:

1. Draft Amended Waste Management By-law – Redlined
2. Draft Set Fines – Waste Management By-law
3. Ontario Human Rights Commission Letter to the Town of Cobourg
4. Draft Amended Business Licensing By-law - Redlined

Reviewed by:

Briana Bloomfield, City Clerk

Kate Allan, Director of Corporate Services

Submission approved by:

Tim Simmonds, City Manager

For more information on this report, please contact Riley Bruggess, By-law Enforcement Supervisor at rbruggess@owensound.ca or 519-376-4440 ext. 1270.



By-law No. 2005-151

“A By-law to Regulate the Collection and Disposal of
Garbage and Recyclable Materials”

Originally Passed and Enacted August 8, 2005

Amended By By-law:	Passed On:
2007-177	August 27-2007
2009-110	June 15, 2009
2010-119	June 14, 2010
2017-175	December 4, 2017
2023-034	March 27, 2023

Consolidated Version

Revised March 28, 2023

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 accuracies of these by-laws, they are not official versions or legal documents. The original by-laws should be consulted for all interpretations and applications on this subject. For more information or original signed copies of by-laws please contact the City Clerk’s Department.

THE CORPORATION OF THE CITY OF OWEN SOUND

A BY-LAW TO REGULATE THE COLLECTION AND DISPOSAL OF GARBAGE AND RECYCLABLE MATERIALS

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THE CORPORATION OF THE CITY OF OWEN SOUND

A BY-LAW TO REGULATE THE COLLECTION AND DISPOSAL OF WASTE AND RECYCLABLE MATERIALS

WHEREAS City Council deems it desirable to consolidate all rules and regulations for the collection and disposal of waste and recyclable materials.

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

1. SHORT TITLE

1. This By-Law shall be known and may be cited as the "Waste Management By-Law".

2. INTERPRETATION

- 2.1 Where more than one definition appears in this By-Law, the definition in the applicable Schedule shall take precedence.
- 2.2 Notwithstanding 2.1, in this By-Law:
 - 2.2.1 **Approved Container** shall mean a garbage container, yard waste container or a recycling container as prescribed in Schedule 'C' Recycling and Waste Container Requirements.
 - 2.2.2 **Ashes** shall mean the solid residue of any household fuel after such fuel has been consumed by fire and includes soot, but shall not include ashes which accumulate as a result of building construction or demolition.
 - 2.2.3 **Backyard Composter** shall mean a ventilated plastic container sold by the City or similar container designed to contain and facilitate the decomposition of household organic materials excluding meat and dairy products.
 - 2.2.4 **Blue Box** shall mean an approved container which meets the requirements described in Schedule 'C' Recycling and Waste Container Requirements.
 - 2.2.5 **Brush, Branches, Logs and Stumps** shall mean hedge, bush and tree trimmings, tree branches, logs and stumps as described in Schedule 'H' Leaf and Yard Waste Composting Program.
 - 2.2.5.1 **By-law Enforcement Supervisor** shall mean the person responsible for the supervision of the City's By-law Enforcement Division.
 - 2.2.6 **City** shall mean The Corporation of the City of Owen Sound and includes a person the City has entered into a contract with to perform all or part of its duties hereunder.
 - 2.2.7 **Commercial** shall mean anything pertaining to premises occupied and used solely for retail, wholesale, or service purposes, including recreational, office, non-residential, commercial and non-institutional purposes, and shall not include a portion of a domestic residence.
 - 2.2.8 **Corrugated Cardboard** shall mean and include all material made from corrugated paper, excluding wax or plastic-coated cardboard, packaged according the requirements of Schedule 'B' Acceptable Recyclable Materials.
 - 2.2.9 **Disposable Waste Materials** shall mean waste other than Recyclable Materials, Leaf & Yard waste, Prohibited Waste, Household Hazardous Waste and non-collectible waste.
 - 2.2.10 **Domestic** shall refer to anything pertaining to premises occupied and used solely as human habitation.
 - 2.2.11 **Downtown Collection Area** shall mean the area identified as such on

the map attached hereto as Schedule "E", Downtown Collection Area and Industrial Park Maps.

- 2.2.12 **Enforcing Officer** means a Police Officer who is a member of the Owen Sound Police Services or a Municipal By-law Enforcement Officer appointed for the City to enforce the provisions of the City of Owen Sound By-laws, or a person specially appointed by Council to enforce only specific provisions of this By-law.
- 2.2.13 **Garbage Bag** shall mean an approved bag which meets the requirements for a garbage bag described in Schedule "C" Recycling and Waste Container Requirements.
- 2.2.14 **Garbage Container** shall mean an approved container which meets the requirements for a garbage container described in Schedule "C" Recycling and Waste Container Requirements.
- 2.2.15 **Goods Exchange Day** shall be those days designated on Schedule "D", Waste Management Collection Schedule for placing usable items at the curb for collection by other persons as prescribed in Schedule 'K' Goods Exchange Day Program.
- 2.2.16 **Household Hazardous Waste** shall mean the products and substances listed in Schedule "I" Household Hazardous Waste Program.
- 2.2.17 **Household Hazardous Waste Depot** shall mean the collection depot operated by the City for the purpose of receiving and diverting Household Hazardous Waste from residents of the City and participating municipalities.
- 2.2.18 **Industrial** shall mean anything pertaining to premises wherein processing, preparation or manufacturing is carried on.
- 2.2.19 **Industrial Park** shall mean the area identified as such on the map attached hereto as Schedule "E", Downtown Collection Area and Industrial Park Maps.
- 2.2.20 **Institutional** shall mean anything pertaining to schools, hospitals, libraries, places of worship, City-owned properties, facilities which provides community support services or other non-profit agency or other property designated by the City Environmental Superintendent.
- 2.2.21 **Kitchen Compost Container** shall mean a bucket with a tight-fitting lid sold by the City for the purpose of temporarily storing kitchen organics prior to composting.
- 2.2.22 **Leaf and Yard Waste** shall include only those materials defined as such in Schedule 'H' Leaf and Yard Waste Composting Program as being organic materials accepted at the Leaf and Yard Waste Compost Site.
- 2.2.23 **Leaf and Yard Waste Compost Site** shall mean the Leaf & Yard Waste Composting Site operated by the City of Owen Sound in the Industrial Park north of 20th Street East and west of 28th Avenue East.
- 2.2.24 **Lumber** shall mean all machined dimensional lumber, pressure-treated lumber, plywood, particleboard and demolition and construction lumber.
- 2.2.25 **Mini Blue Box** shall mean a City of Owen Sound rigid plastic container approximately 15 litres in capacity for use within apartment buildings described in Schedule "C" Waste Container Requirements.
- 2.2.26 **Occupant** shall mean a person or persons over the age of eighteen years in possession or control of a property.
- 2.2.27 **Owen Sound Garbage Tag** shall mean a tag or sticker purchased from the City or its authorized agents, at a fee approved by Council, to be affixed to each waste container or bag set out for collection by the City as described in Schedule 'G' Garbage Bag Tag Program.
- 2.2.28 **Owner** includes any registered owner, occupant, resident, lessee or tenant of residential dwelling and includes any person managing any residential building on behalf of the owner.

- 2.2.29 **Person** shall mean an individual, association, partnership, corporation, municipality or an agent or employee of such a person.
- 2.2.30 **Premises** shall mean and include one self-contained dwelling, commercial or institutional unit, and in cases where buildings are subdivided and in possession of two or more occupants, each occupant shall be deemed to be an occupant of premises within the meaning of this By-law.
- 2.2.31 **Prohibited Waste Material** shall mean those materials listed in Schedule 'F', Prohibited Waste Materials as being prohibited from curbside collection or disposal at the Transfer Station as Disposable Waste Materials.
- 2.2.32 **Recyclable Electronics** shall mean all those electronic components and their associated housings and wiring included in Schedule 'J', Electronics Recycling Program.
- 2.2.33 **Recyclable Electronics Depot** shall mean a bin, bunker or other container located at the Recycling Drop-off Centre for the express purpose of receiving Recyclable Electronics as defined by Schedule 'J' Electronics Recycling Program.
- 2.2.34 **Refrigeration Units** shall mean any appliance that contains or did contain a refrigerant such as Freon including but not limited to refrigerators, freezers, air conditioners and dehumidifiers.
- 2.2.35 **Recyclable Drywall** shall mean gypsum wall board sheets and parts thereof generated by construction, demolition and renovation projects as described in Schedule 'B' Acceptable Recyclable Materials, Part 3 Recycling Drop-off Centre.
- 2.2.36 **Recyclable Materials** shall include all those materials defined in Schedule 'B' Acceptable Recyclable Materials as being recyclable in the City.
- 2.2.37 **Recycling Drop-Off Centre** shall mean the City of Owen Sound Recycling Centre located at the Miller Waste Transfer Station at 2125 20th Avenue East in the City of Owen Sound.
- 2.2.38 **Recycling Roll-out Cart** shall mean a blue 240 or 360 litre wheeled plastic cart stamped with "Owen Sound Recycles" on one side and provided for the collection of recyclable material from apartment buildings, businesses and institutions as described in Schedule 'C' Waste Container Requirements.
- 2.2.39 **Scavenging** shall mean to sort through and collect materials from waste or recyclables placed out for collection or deposited at the Transfer Station or Recycling Drop-off Centre.
- 2.2.40 **Transfer Station** shall mean the Miller Waste Transfer Station located at 2125 20th Avenue East in the City of Owen Sound operated under the authority of Ministry of Environment Certificate of Approval number A620065.
- 2.2.41 **Waste Management Calendar** shall mean the timetable set out describing the days upon which acceptable disposable waste materials are collected attached as Schedule "D", Waste Management Collection Schedule.
- 2.2.42 **Waste Materials** shall include Disposable Waste Materials, Recyclable Materials, Household Hazardous Waste, Leaf & Yard Waste, Prohibited Waste, Goods Exchange Day Materials, and non-collectible waste.

3. RECYCLABLE MATERIALS COLLECTION

- 3.1 No person shall place any Recyclable Material at any location within the City except in a location and in a manner as prescribed by Schedule 'B', Acceptable Recyclable Materials and Schedule 'C' Waste Container Requirements.
- 3.2 Occupants of domestic premises (other than apartments serviced by Recycling Roll-out Carts) shall place only those materials listed on Schedule 'B', Part 1, Curbside Blue Box Sorting Guide, at the curb-side for collection as recyclables in the manner described in Schedule 'B' on the day designated on Schedule 'D' Waste Management Collection Schedule.
- 3.3 All Corrugated Cardboard from premises (not located in the Downtown Collection Area) shall be placed at the curb for collection before 8:00 am on the collection day and packaged in the manner described in Schedule 'B', Acceptable Recyclable Materials, Part 4, Curbside Corrugated Cardboard Collection once per month on the day designated on Schedule 'D' Waste Management Collection Schedule.
- 3.4 Recycling Roll-out Carts (from premises outside the Downtown Collection Area) shall be placed out at the curb on the date arranged with the City's Recycling Contractor before 8:00 am in the manner prescribed in Schedule 'A' Acceptable Recyclable Materials, Part 2, Recycling Roll-out Cart Sorting Guide. If a Statutory Holiday should fall on the day scheduled for Recycling Roll-out Cart collection, the collection will be made on the next business day.
- 3.5 All Recyclable Materials and their containers shall be placed out before 7:00 am on the designated collection day in the Downtown Collection Area.
- 3.6 Blue Boxes shall be made available to commercial premises and residents in the City on a full-cost-recovery basis. Blue Boxes will only be sold for their intended purpose of collecting recyclable materials.
- 3.7 Only Blue Boxes, Recycling Roll-out Carts and additional acceptable containers prescribed in Schedule 'C' Waste Container Requirements shall be used for placing Recyclable Materials at the curb for collection by the City or its agents.
- 3.8 Recycling Roll-out Carts distributed by the City remain the property of the City and must be used for their intended purpose of collecting recyclable materials or returned to the City. The distribution of Recycling Roll-out Carts to apartments buildings under 30 units and businesses shall be at the discretion of the Environmental Superintendent or designate.
- 3.9 Curbside collection of Fine Paper from Commercial and Institutional premises shall be a maximum of two (2) clear bags (maximum dimension 90 cm X 127 cm) once every two weeks on the Blue Box Collection Day indicated on Schedule 'D' Waste Management Collection Schedule.
- 3.10 No collection of Recyclable Materials shall be made by City staff or agents from Industrial premises.
- 3.11 Recyclable Materials from Industrial premises and Commercial premises located in the Industrial Park shall be delivered to the Recycling Drop-off Centre by the owners of the premises or their agents.

4. GARBAGE COLLECTION

- 4.1 No person shall place any disposable waste material at any location within the City except in a location and in a manner as prescribed by Schedule 'A', Regulations, Part 1 Collection and Schedule 'C' Waste Container Requirements.

- 4.2 The City shall provide every other week collection service (weekly in the Downtown Collection Area as defined by Schedule 'E') for Disposable Waste Materials for every occupied premise within the limits of the city on the days prescribed by Schedule 'D', Waste Management Collection Schedule provided that the Disposable Waste Materials are set out in accordance with Schedule 'A', Regulations, Part 1, Collection and Schedule 'C', Waste Container Requirements.
- 4.3 Notwithstanding any other provisions in this By-law, Schedule 'A', Regulations, shall define the rules for the collection and disposal of waste material and recyclable materials in all areas of the City, save and except for Industrial premises and premises located in the Industrial Park.
- 4.4 When garbage collection cannot be conducted on the regular day as prescribed in Schedule 'D' Waste Management Collection Schedule due to statutory holidays or any other reason, Disposable Waste Materials shall be collected on the closest Monday to the regular collection day. Council may from time to time adjust the Waste Management Collection Schedule.
- 4.5 Every owner of a residential or commercial rental property shall provide each tenant with a copy of the current year's Waste Collection Calendar and Garbage Collection Factsheet on the first date of occupancy, and no later than January 8th of each year.
- 4.6 The owner of a multi-residential property shall be deemed to comply with the requirements of section 4.5 if the current year's Waste Collection Calendar and Garbage Collection Factsheet are posted in a conspicuous place in the entrance or common area of the building.
- 4.7 Every property owner shall ensure that any Waste Material generated on or originating from their property is placed for collection or disposed of in accordance with the regulations of this by-law.

5. TRANSFER STATION

- 5.1 No person shall deposit Prohibited Waste Materials specified in Schedule 'F', Prohibited Waste Materials at the Transfer Station or Recycling Drop-off Centre.
- 5.2 All persons shall follow the directions on posted signs and from staff of the privately owned and operated Transfer Station.
- 5.3 Waste disposal fees are set at the discretion of the site operator except where specified by agreement with the City.

6. RECYCLING DROP-OFF CENTRE

- 6.1 No person shall deliver any material to the Recycling Drop-off Centre except those materials listed in Schedule 'B' Acceptable Recyclable Materials, Part 3, Recycling Drop-off Centre and all Acceptable Recyclable Materials are to be sorted and deposited in the appropriate bin or location at the facility.
- 6.2 All persons shall follow the directions on posted signs and from staff of the privately owned and operated Recycling Drop-off Centre.
- 6.3 Recyclable Material Drop-off fees are set at the discretion of the site operator except where specified by agreement with the City.
- 6.4 No person shall deposit Recyclable Materials, Polystyrene and Styrofoam, Old Corrugated Cardboard or Recyclable Electronics at the Recycling Drop-off Centre unless the person is a resident or registered City property owner.

7. LEAF AND YARD WASTE COMPOSTING PROGRAM

- 7.1 No person shall place any Leaf & Yard Waste at any location within the City other than their own property, except in a location and in a manner as prescribed by Schedule 'H' Leaf and Yard Waste Composting Program.
- 7.2 No person shall deposit or cause to be deposited any material at the Leaf

and Yard Waste Composting Site other than those materials specified in Schedule 'H' Leaf and Yard Waste Composting Program.

7.3 No person shall deposit any material at the Leaf and Yard Waste Composting Site unless the material originates within the City of Owen Sound or is specifically authorized to do so by the Environmental Superintendent or his designate.

7.4 No person shall remove any material from the Leaf and Yard Waste Composting Site unless the person is a resident or registered City property owner or is specifically authorized to do so by the Environmental Superintendent or his designate.

8. HOUSEHOLD HAZARDOUS WASTE PROGRAM

8.1 No person shall place any Household Hazardous Waste at any location within the City except in a location and in a manner as prescribed by Schedule 'I' Household Hazardous Waste Program.

8.2 No person shall deposit or cause to be deposited any material at the Household Hazardous Waste Site other than those materials listed in Schedule 'I' Household Hazardous Waste Program in the manner and on the dates prescribed by Schedule 'I' Household Hazardous Waste Program and Schedule 'D' Waste Management Collection Schedule.

9. GOODS EXCHANGE DAY PROGRAM

9.1 No person shall place material at the curb for Goods Exchange Day or collect material placed out for Goods Exchange Day except in accordance with the regulations prescribed in Schedule 'K' Goods Exchange Day Program.

10. BACKYARD COMPOSTER PROGRAM

10.1 No person shall purchase or maintain a Backyard Composter except in accordance with Schedule 'L' Backyard Composter Program.

10.2 No person shall purchase or use a Kitchen Compost Container except in accordance with Schedule 'L' Backyard Composter Program.

Amended by By-law No. 2017-175

10.5 WASTE RECEPTACLES ON PUBLIC PROPERTY

10.5.1 *No person shall deposit, or permit to be deposited, Household Waste into a garbage or recycling receptacle that is located on Public Property for the purpose of collecting garbage or recyclables generated on Public Property.*

10.5.2 *Household Waste shall include Disposable Waste Materials, Recyclable Materials, Recyclable Electronics, Leaf & Yard Waste, Prohibited Waste and Household Hazardous Waste which originates from Domestic premises.*

10.5.3 *Public Property means any property, which is owned or leased by the City, or property of a local board.*

11. SCHEDULES

11.1 The following Schedules attached hereto shall form a part of this By-law:

Schedule 'A' Regulations

Part 1: Collection

Part 2: Downtown Collection Area

Part 3: Transfer Station Disposal

Schedule 'B' Acceptable Recyclable Materials

Part 1: Curbside Blue Box Sorting Guide

Part 2: Recycling Roll-out Cart Sorting Guide

Part 3: Recycling Drop-off Centre

Part 4: Corrugated Cardboard

Schedule 'C' Waste Container Requirements

Schedule 'D' Waste Management Collection Schedule

Schedule 'E'	Downtown Collection Area and Industrial Park Maps
Schedule 'F'	Prohibited Waste Materials
Schedule 'G'	Garbage Bag Tag Program Form 1: Multi-Unit Residential Bag Tag Agreement Form 2: Commercial/Institutional Bag Tag Agreement Form 3: Vendor Distribution Agreement
Schedule 'H'	Leaf and Yard Waste Composting Program
Schedule 'I'	Household Hazardous Waste Program
Schedule 'J'	Electronics Recycling Program
Schedule 'K'	Goods Exchange Day Program
Schedule 'L'	Backyard Composter Program

12. DEFINITIONS AND INTERPRETATIONS

- 12.1 For the purposes of this By-law, the definitions and interpretations given in this By-law shall govern. In this By-law, 'shall' is mandatory; words in the singular include the plural; words in the plural include the singular; words used in the masculine gender include the feminine.

13. HEADINGS NOT PART OF BY-LAW

- 13.1 The headings in the body of this By-law form no part of the By-law but are inserted for convenience of reference only.

14. ENFORCEMENT AND PENALTY

- 14.1 This By-law shall be enforced by the Enforcing Officers as defined herein. For the purposes of enforcing the provisions of this By-law, Enforcing Officers may inspect garbage **Waste Material** placed on public property.
- 14.2 Any person who contravenes the provisions of this By-law is guilty of an offence and upon conviction therefore is subject to the penalty set out in the Provincial Offences Act.
- 14.3 Any person who contravenes any provision of this By-law is guilty of an offence under the Provincial Offences Act.
- 14.4 In addition to prosecution under this By-law, the operating authority may prosecute violators of this By-law for trespassing or exercise any other statutory or common law rights.
- 14.5 Any Waste Material placed for collection in the Downtown Collection Area, on a day or at a time other than the approved days and times listed in Schedule 'A' and on the Waste Management Calendar may, without notice, be removed and disposed of at any time by City staff.
- 14.6 Any Waste Material placed for collection outside of the Downtown Collection Area, on a day or at a time other than the days and times listed in Schedule 'A' and on the Waste Management Calendar may, upon notice to the owner of the property adjacent to the Waste Material, be removed and disposed of by City staff.
- 14.7 On the day of collection, any Waste Material placed for collection without an Owen Sound Garbage Bag Tag or otherwise disposed of contrary to any provision of this by-law may be tagged as un-collectable by Waste Collection Staff.
- 14.8 On the day of collection, the owner of the property adjacent to any Waste Material that has been tagged as un-collectable, or that was otherwise not collected shall remove the Waste Material from City property in accordance with Schedule 'A' section 1.6.3 or 2.1.
- 14.9 Where an owner fails to remove uncollected waste from City property in accordance with section 14.8, the City may, without notice, remove and dispose of any waste.

- 14.10 The owner of the property adjacent to any Waste Material removed by City staff shall be liable for the total expense incurred for the removal of the waste at the rate set by the City as described in the City's Fees and Charges By-law, as amended.
- 14.11 Where an invoice is issued, the person issuing the invoice will advise the owner of the option to appeal the invoice and provide further information on the process in effect at the time.
- 14.12 The owner of the property to which an invoice has been issued may, within 14 days after service of the invoice, appeal the invoice to the By-law Enforcement Supervisor or their delegate.
- 14.13 On an appeal the By-law Enforcement Supervisor or their delegate may confirm or rescind the invoice. The Supervisor or their designate shall only rescind the invoice if the owner proves, on a balance of probabilities, that the waste material described in the invoice:
- a) Did not originate from the property of the owner; and
 - b) Was not placed or permitted to be placed by the owner, any occupant, or any guest of the owner or occupant.

15. FEES

- 15.1 All fees referenced in this By-Law may be found in the By-law to establish fees relating to Waste collection and Disposal for the City of Owen Sound.

16. NUMERICAL VALUES

- 16.1 All numerical values in this By-law are provided in metric form. In addition, imperial measure has been included as a reference, but only the metric value will constitute the legal value when interpreting the provisions of the By-law.

17. TERMS SEVERABLE

- 17.1 The terms and provisions of this By-Law shall be severable and should any term or provision be found by a court of competent jurisdiction to be legally unenforceable, inoperative or invalid, the remainder of this By-Law shall continue to be in full force and effect.

18. BY-LAWS REPEALED

- 18.1 By-law Numbers 1993-082, 1993-123, 1993-141, 1993-165, 1994-028, 1994-088, 1994-184, 1995-020, 1996-041, 1996-113, 1997-076, 1999-089, 1999-169, 2000-045, 2002-012, 2002-045, 2004-032, 2004-038, 2004-048, 2004-049, and 2004-061, 2004-096, 2004-169 are hereby repealed.

19. EFFECTIVE DATE

- 19.1 This By-law shall come into full force and effect upon the final passing thereof and receipt of approval of short form wording under the Provincial Offences Act.

FINALLY PASSED AND ENACTED this 8th day of August, 2005.

Signature on File

Mayor

Signature on File

Clerk

REGULATIONS
SCHEDULE 'A'
To Waste Management By-law No. 2005-151

1. COLLECTION

Amended by By-law No. 2009-110

- 1.1. *Collection of acceptable Disposable Waste Material, to a maximum of four garbage containers every other week, shall be made from all domestic and commercial premises with the exception of the Downtown Collection Area where a maximum of three garbage containers will be collected each week.*
- 1.2. Not included in the container limits described in Schedule 'A' Section 1.1 are the Blue Box and Corrugated Cardboard set-outs as described in Schedule 'B' Acceptable Recyclable Materials.
- 1.3. No person shall place more than the maximum number of garbage containers as specified herein for collection without the approval of the City.

Amended by By-law No. 2009-110

- 1.4. *The removal and proper disposal of any garbage containers over and above the four containers to be collected by the City once every other week (three containers once per week in the Downtown Collection Area) shall be the responsibility of the Owner.*
- 1.5. Disposable Waste Material shall be drained and placed in a Garbage Container as prescribed in Schedule 'C' Waste Container Requirements. No ashes other than cold ashes shall be placed out for pick up.
- 1.6. Disposable Waste Materials, Garbage Containers, Blue Boxes and Recycling Roll-out Carts shall be kept on the premises, and;
 - 1.6.1. No person shall place Disposable Waste, Garbage Containers, Blue Boxes or Roll-out Recycling Carts at any location other than at the curb directly adjacent to their premises.
 - 1.6.2. No person shall place Disposable Waste Materials or Recyclable Materials in the location specified in Paragraph 1.6.1 of this Schedule except during the times specified in Paragraphs 1.6.3, 2.1 and 2.2 of this Schedule.
 - 1.6.3. With the exception of the Downtown Collection Area, All Disposable Waste Materials shall be set out by 8:00 am the day of collection and not before 4:00 pm the previous evening. All empty containers or uncollected waste shall be removed by the Owner by 8:00 pm on the collection day.
 - 1.6.4. Notwithstanding Paragraph 1.6.1 No person shall place Disposable Waste Material, Garbage Container, Blue Box or Recycling Roll-out Cart at the curb or on the boulevard or lawn adjacent to any premises without the express permission of the owner of that premises.
 - 1.6.5. No person shall allow empty Garbage Container, Blue Box or Recycling Roll-out Cart not collected by the City to remain in the location specified in this By-law after 8:00 p.m. on the day specified in this By-law for collection.
 - 1.6.6. Every property owner shall ensure every Garbage Container, Blue Box, or Recycling Roll-out Cart at the curb or on the boulevard or lawn adjacent to any premises is removed from that location no later than 8:00 p.m. on the day specified
- 1.7. In all apartment complexes and commercial premises including restaurants, grocery stores, fruit and vegetable stores, butcher shops, refreshment stands, flour and feed stores or in any premises where it is necessary to accumulate disposable waste materials in large amounts, the same shall be placed in containers and the contents shall be stored in a garbage room or bin so constructed that the same prevents the entrance of flies, rats and other vermin, and the said room or bin shall be maintained in a sanitary condition at all times.
- 1.8. Occupants and/or owners of premises must take reasonable care to prevent freezing of the contents of garbage containers.

- 1.9. Occupants and/or owners of premises shall place Garbage Container and Blue Boxes out at the curb in such a way that they are not obscured by snow banks, vegetation or other obstruction.
- 1.10. Occupants and/or owners of premises shall not place Garbage Container and Blue Boxes on top of snow banks or any other location that cannot be easily accessed from the street.
- 1.11. Employees and agents of the City engaged in waste and recyclables collection shall be provided with suitable tools and shall gather up and remove any of the contents of the garbage container which may be spilled in handling. The said employees and agents shall replace the container as nearly as possible in the same location in which they were placed by occupants and/or owners of premises for pick up purposes.
- 1.12. Employees or agents of the City engaged in the collection of Disposable Waste Material or Recyclable Materials shall not enter private property to collect acceptable Disposable Waste Material or Recyclable Materials.
- 1.13. Notwithstanding anything to the contrary herein, no material which is highly combustible waste shall be collected by the City.
- 1.14. Highly combustible waste shall include but not be limited to; gasoline, oil, or other combustible liquid, or materials soaked with any of the same.
- 1.15. No Person shall pick over, interfere with, disturb, remove or scatter any Disposable Waste Materials, Garbage Container, Blue Box or Recycling Roll-out Cart placed for removal in accordance with this By-law, whether the same is contained in a Garbage Container or otherwise, unless the person is a representative of the City authorized for Disposable Waste Materials or Recyclable Materials collection, or a person authorized by the owner or occupant to remove the disposable waste materials of the said owner or occupant.
- 1.16. All Leaf and Yard Waste, Brush, Branches and Logs shall be disposed of at the City of Owen Sound Compost Site.
- 1.17. All Lumber that is not otherwise recycled shall be disposed of in the designated area at the Transfer Station.
- 1.18. All Recyclable Material (as defined by Schedule 'B' Acceptable Recyclable Materials) must be disposed of using the curbside recycling programs available to residents and businesses in the City of Owen Sound or at an appropriate recycling depot.

2. DOWNTOWN COLLECTION AREA

- 2.1. All Disposable Waste Materials from commercial and domestic premises located in the Downtown Collection Area shall be placed at the curbside for collection before 7:00 am on Wednesday morning and not before 4:00 pm the previous day and packaged in accordance with Schedule 'C', Waste Container Requirements. All empty containers or uncollected waste shall be removed by the Owner by 8:00 pm on the collection day.
- 2.2. All Recyclable Materials with the exception of Corrugated Cardboard from commercial and domestic premises located in the Downtown Collection Area shall be placed at the curb-side for collection before 7:30 am on the day designated on Schedule 'C' Waste Collection Calendar and not before 4:00 pm the previous day and packaged in accordance with Schedule 'B', Part 1, Curbside Blue Box Sorting Guide.
- 2.3. All Corrugated Cardboard from commercial and domestic premises located in the Downtown Collection Area shall be placed at the curb-side for collection each Wednesday morning before 7:30 am, not before 4:00 pm the previous day and packaged in accordance with Schedule 'B', Acceptable Recyclable Materials, Part 4, Curbside Corrugated Cardboard Collection.
- 2.4. Recycling Roll-out Carts shall be placed out at the curb on the date arranged with the City's Recycling Contractor before 7:30 am in the Downtown Collection Area in the manner prescribed in Schedule 'B' Acceptable

3. TRANSFER STATION DISPOSAL

- 3.1. No person shall dump Disposable Waste Materials in any area of the site unless expressly authorized to do so by the operating authority with the exception of:
 - 3.1.1. Disposable Waste Material in the Disposable Waste Bins or Transfer Station Building.
 - 3.1.2. Recyclable Materials in the Recycling Bins.
 - 3.1.3. Recyclable Drywall in the Drywall Bin.
 - 3.1.4. Recyclable Asphalt Shingles in the Shingles Bin.
 - 3.1.5. Corrugated Cardboard in the Cardboard Bin.
 - 3.1.6. Polystyrene and Styrofoam in the Styrofoam Bin.
 - 3.1.7. Metal products in a scrap metal bin.
 - 3.1.8. Motor vehicle tires in the tire bunker.
 - 3.1.9. Appliances containing chlorofluorocarbon (CFC) refrigerants in the refrigerator bunker.
- 3.2. No person shall enter the Transfer Station hauling disposable waste materials in a truck or trailer unless the load is completely enclosed or equipped with a suitable covering or otherwise secured to prevent any of the load from leaving the vehicle prior to dumping in the permitted area.
- 3.3. Young children and pets must remain in vehicles while on the site.
- 3.4. No person shall carry on scavenging at the site.
- 3.5. Any person delivering a load of disposable waste materials with more than five percent (5%) but less than ten percent (10%) of Prohibited Waste Materials as defined by Schedule 'F' Prohibited Waste Materials to the Transfer Station Building or Disposable Waste Material Bin shall be issued a notice on the first occasion and shall be subject to a surcharge levied by the Transfer Station operator for each subsequent occurrence of similar magnitude
- 3.6. Any person delivering a load of disposable waste materials with more than ten percent (10%) of Prohibited Waste Materials as defined by Schedule 'F' Prohibited Waste Materials to the Transfer Station Building or Disposable Waste Material Bin shall be issued a notice on the first occasion and shall be subject to a surcharge levied by the Transfer Station operator for each subsequent occurrence of similar magnitude.
- 3.7. The percentage of Prohibited Materials present in any given load of disposable waste materials shall be visually determined by the Transfer Station operator and/or Enforcing Officers and their decision shall be deemed final.
- 3.8. No person shall bring to the Transfer Station for disposal, any disposable waste materials which are not deemed acceptable at this site in accordance with the Certificate of Approval issued by the Ministry of Environment or other authorized Provincial Agency.
- 3.9. In cases where the type of disposable waste materials to be deposited at the site is questioned, the Transfer Station operator and/or Enforcing Officer shall be the final authority and their decision shall be deemed final.
- 3.10. Any appliance that contains or did contain a refrigerant (including but not limited to: refrigerators, freezer, beverage coolers, dehumidifiers and air conditions) must be certified empty by a technician holding a valid "Ontario Ozone Depletion Prevention" card prior to entering the site, or the person delivering the appliance must pay applicable fee for draining the refrigerant from the appliance as set by the Transfer Station operator.

ACCEPTABLE RECYCLABLE MATERIALS
SCHEDULE 'B'
To Waste Management By-law No. 2005-151

1. ACCEPTABLE CURBSIDE BLUE BOX MATERIALS

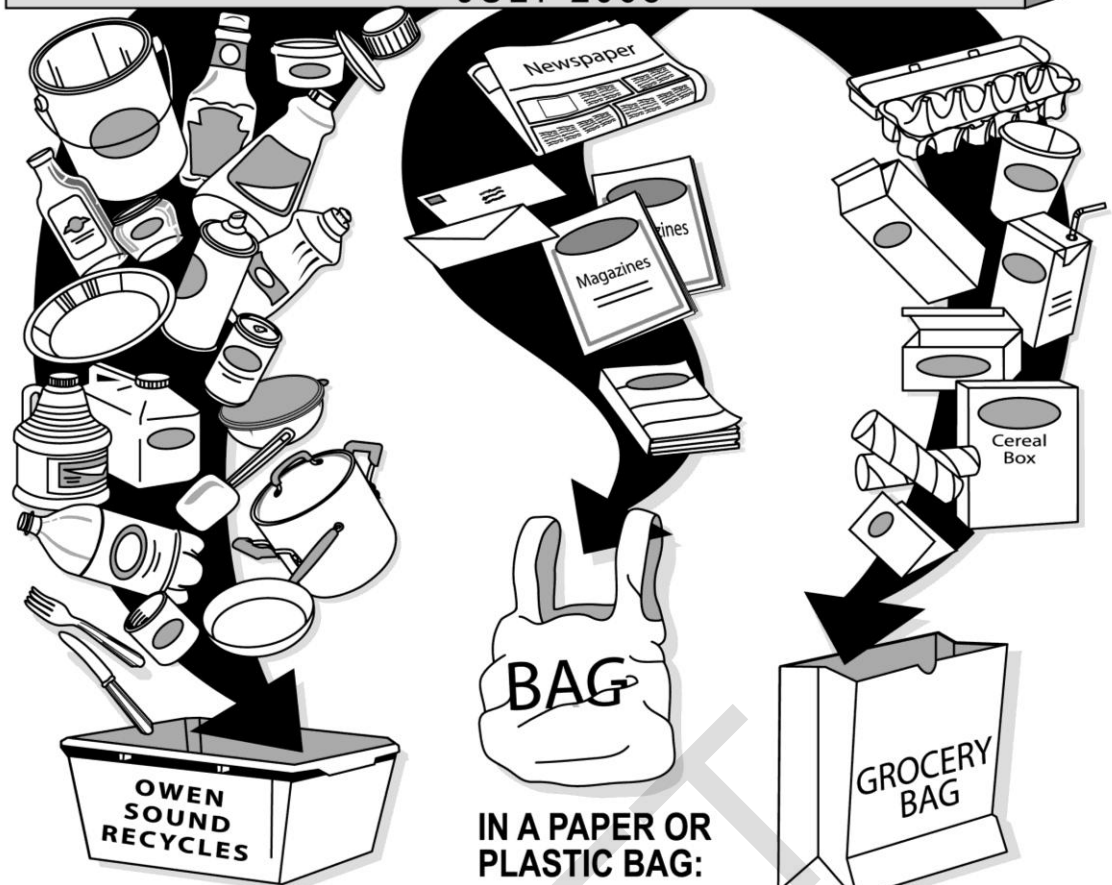
1.1. Acceptable Curbside Blue Box Materials are limited to:

- 1.1.1. Newspaper, inserts and flyers, fine paper including office paper, construction paper and envelopes without plastic windows.
- 1.1.2. Glossy magazines and catalogues, telephone directories and paperback books.
- 1.1.3. Boxboard including wax and plastic coated boxboard and polycoat containers such as drinking boxes.
- 1.1.4. Aluminium and steel food and beverage cans that have been rinsed.
- 1.1.5. Clean Aluminium pie plates and foil.
- 1.1.6. Bottles, jars and glass beverage containers excluding drinking glasses, tumblers and cups.
- 1.1.7. PETE #1 plastic scoops, beverage and food containers.
- 1.1.8. Clean plastic containers (excluding 20 litre (5 gallon) pails and motor oil containers) marked as being manufactured from HDPE #2, V or PVC #3, LDPE #4, PP #5, and Other #7.
- 1.1.9. Empty steel paint cans with the lids removed for inspection and empty aerosol cans.
- 1.1.10. Clean metal pots, pans and kitchen utensils without plastic handles and smaller than 46 cm (18 inches) in any dimension.
- 1.2. All Blue Box Materials shall be placed at the curb in the manner illustrated on the following Blue Box Sorting Guide:

THE CITY OF OWEN SOUND RECYCLING PROGRAM

BLUE BOX SORTING GUIDE

JULY 2005



LOOSE IN THE BLUE BOX:

- Food tins & pop cans
- Empty steel paint cans (with the lids removed for inspection)
- Empty aerosol cans
- Aluminum pie plates & foil
- #1 PETE plastic bottles & trays
- #2 HDPE plastic bottles (except motor oil and 5-gallon pails)
- #3 V or PVC plastic bottles
- #4 LDPE plastic bottles
- #5 PP plastic bottles, tubs, lids and bottle caps
- #7 OTHER plastic bottles
- Glass bottles and jars
- Tupperware
- Metal Pots & Pans, cutlery and kitchen utensils

IN A PAPER OR PLASTIC BAG:

- Newspapers and inserts
- Magazines
- Catalogues
- Office paper
- Construction paper
- Envelopes (with windows removed)
- Paperback books
- Telephone books

IN A PAPER BAG OR BOXBOARD CARTON:

- Drinking boxes
- Milk & juice cartons
- Frozen food cartons
- Wax & plastic coated paper cups
- Paper bags
- Cereal, detergent, tissue boxes, etc
- Paper egg cartons
- Greeting cards



For further information
please contact Public Works
at 376-4274

2. RECYCLING DROP OFF CENTRE

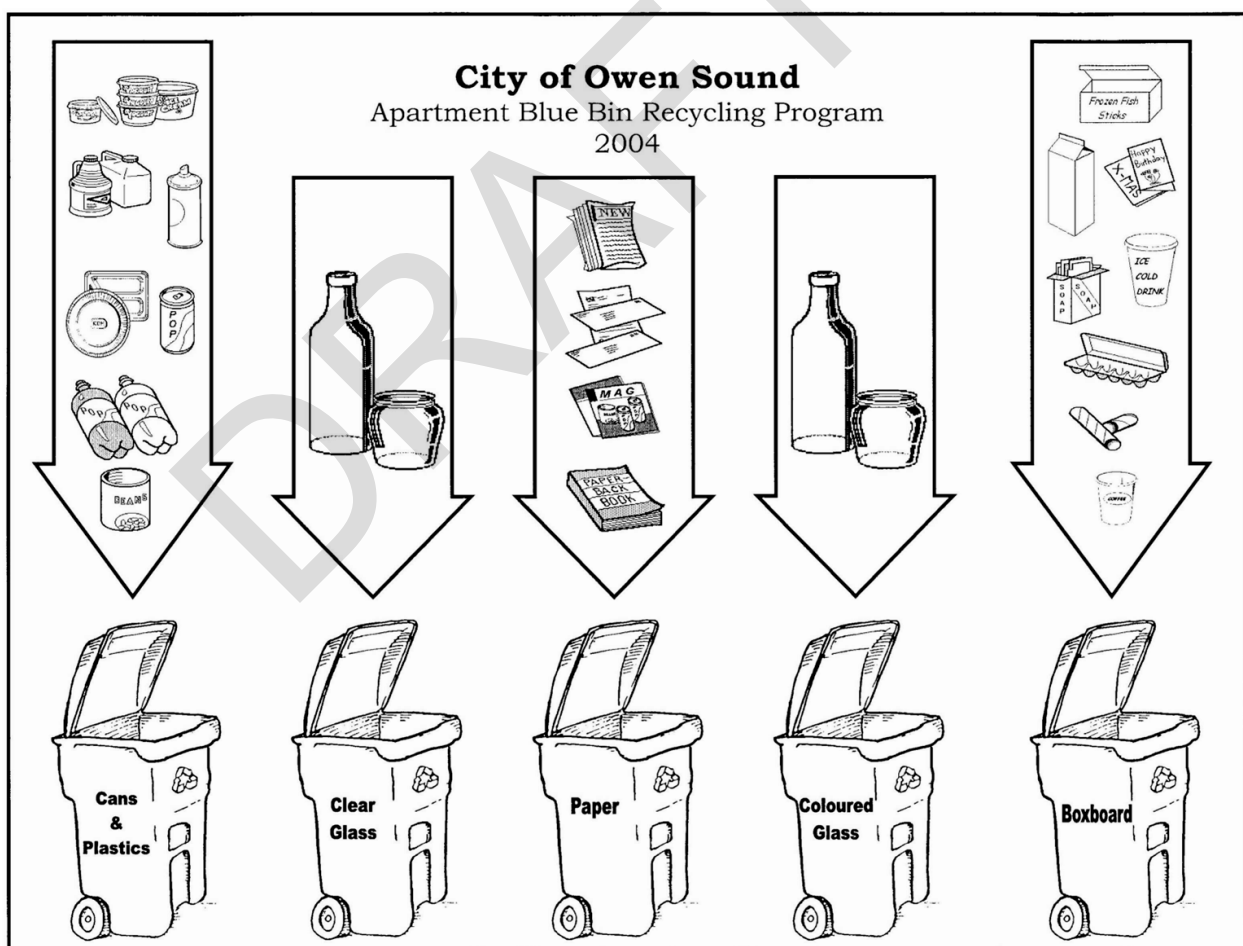
2.1. Recyclable Materials accepted at the Recycling Drop-off Centre are limited to:

- 2.1.1. Newspaper, inserts and flyers, fine paper including office paper, construction paper and envelopes without plastic windows.
- 2.1.2. Glossy magazines and catalogues, telephone directories and paperback books.
- 2.1.3. Boxboard including wax and plastic coated boxboard and polycoat containers such as drinking boxes.
- 2.1.4. Aluminium and steel food and beverage cans that have been rinsed.
- 2.1.5. Clean Aluminium pie plates and foil.
- 2.1.6. Bottles, jars and glass beverage containers excluding drinking glasses, tumblers and cups.
- 2.1.7. PETE #1 plastic scoops, beverage and food containers.
- 2.1.8. Clean plastic containers (excluding 20 litre (5 gallon) pails and motor oil containers) marked as being manufactured from HDPE #2, V or PVC #3, LDPE #4, PP #5, and Other #7.
- 2.1.9. Empty steel paint cans with the lids removed for inspection and empty aerosol cans

- 2.1.10. Clean metal pots, pans and kitchen utensils without plastic handles and smaller than 12 inches in any dimension.
- 2.1.11. Clean Styrofoam and Polystyrene #6 plastics without cardboard or any other material attached.
- 2.1.12. Corrugated Cardboard.
- 2.1.13. Recyclable Drywall shall be limited to gypsum wall board sheets and parts thereof generated by construction, demolition and renovation projects. Recyclable Drywall may be painted but must be separated from other construction and demolition materials.
- 2.1.14. Recyclable Shingles separated from other construction and demolition materials.
- 2.1.15. Scrap Metal and White Goods.
- 2.1.16. Motor vehicle tires.
- 2.1.17. Appliances containing chlorofluorocarbon (CFC) refrigerants.
- 2.2. All Recyclable Material delivered to the Recycling Drop-off Centre shall be free of contaminants and shall be deposited in the appropriate container.

3. RECYCLING ROLL-OUT CARTS

- 3.1. Recyclable Materials shall be placed in the appropriate Recycling Roll-out Cart as illustrated below with the exception of single carts placed in Public Access Areas in which metal, plastic and glass beverage containers may be mixed.



4. CORRUGATED CARDBOARD

- 4.1. All recyclable Corrugated Cardboard placed at the curb for pick-up shall be broken down and tied in bundles or tightly packed into a recyclable cardboard container not exceeding 1 metre in any dimension or 18 kilograms (40 pounds) in weight. Recyclable cardboard will not be picked up as refuse by City garbage crews.
- 4.2. Corrugated Cardboard shall not be contaminated by other materials such as Styrofoam packing materials.
- 4.3. Corrugated Cardboard delivered to the Recycling Drop-off Centre shall be flattened and placed in the appropriate container.

RECYCLING AND WASTE CONTAINER REQUIREMENTS

SCHEDULE 'C'

To Waste Management By-law No. 2005-151

1. BLUE BOXES

- 1.1. Blue Boxes sold by the City or other plastic containers of a similar size, dimensions (35cm x 50cm x 30 cm deep), weight and strength are the only acceptable containers for placing cans, plastic and glass bottles at curb side for collection, except in the case of apartment buildings, businesses and institutions using Recycling Roll-out Carts.
- 1.2. The City shall not collect cans, plastic and glass bottles from bags or garbage containers.
- 1.3. Paper and Boxboard shall be placed out in paper or plastic shopping bags as illustrated in Schedule 'B' Acceptable Recyclable Materials Part 1: Curbside Blue Box Sorting Guide.
- 1.4. Recyclable materials shall be placed at the curb in accordance with Schedule "B", Part 1, Acceptable Curbside Blue Box Materials, as amended from time to time. Any material left behind in the Blue Box by the City shall be removed by the Owner and sorted accordingly or disposed as waste if it is not a Recyclable Material.
- 1.5. Blue Boxes are sold by the City for the fee described in the By-law to establish fees relating to Waste Collection and Disposal. Blue Boxes shall only be sold for use as containers for collecting recyclable materials for set out at the curb within the City.

2. MINI BLUE BOXES

- 2.1. Mini Blue Boxes (25 x 35 x 20 cm deep) shall be distributed free of charge by the City to apartment building owners using Recycling Roll-out Carts.
- 2.2. Mini Blue Boxes for use in commercial, institutional or industrial premises shall be sold by the City for the fee described in the Waste Management Fees By-law. Mini Blue Boxes shall only be sold for use as containers for collecting recyclable materials.

3. ROLL-OUT RECYCLING CARTS

- 3.1. Recycling Roll-out Carts distributed free of charge to apartment buildings or commercial or institutional premises remain the property of the City and shall only be used for their intended purpose.
- 3.2. The distribution of Recycling Roll-out Carts to apartment buildings under 30 units and to commercial and institutional premises is at the discretion of the Environmental Superintendent or his designate.

4. GARBAGE BAG

- 4.1. For the purposes of this By-law a Garbage Bag shall mean a garbage bag manufactured for the use of garbage disposal having a minimum size of 66 cm x 92 cm (26 x 36 inches) and a maximum size of 89 cm x 127 cm (35 x 50 inches).
- 4.2. No garbage bag shall be set out for collection if it weighs over 18 kg. (40 pounds).

5. GARBAGE CONTAINER

- 5.1. For the purpose of this By-Law a Garbage Container shall mean a Garbage Bag or a rigid plastic or metal pail with a waterproof lid and a maximum capacity of 136 litres (30 Imperial gallons) and a minimum capacity of 32 litres (7 Imperial gallons).
- 5.2. A Garbage Container shall not be larger in diameter at the bottom than at the top of the container.
- 5.3. The lid of a Garbage Container shall not be permanently attached to the Garbage Container in any way.
- 5.4. No Garbage Container shall be set out for collection if it weighs over 18 kg. (40 pounds).

6. CONTAINER LIMITS

Amended by By-law No. 2009-110

- 6.1. *No more than four (4) Garbage Bags or Containers shall be set out for collection every other week from any occupied premise (three per week in the Downtown Collection Area as defined by Schedule 'E'.*
- 6.2. *Any Garbage Bags or Containers in excess of the four permitted containers (three in the Downtown Collection Area) shall be tagged and left behind by City staff. It is the responsibility of the Owner to dispose of the excess waste accordingly.*

7. REQUIREMENT FOR A BAG TAG

- 7.1. No ~~person shall set out a~~ Garbage Bag or Container, ~~shall be set out or permit a Garbage Bag or Container to be set out~~ for collection by City staff unless it has an Owen Sound Garbage Bag Tag attached in the manner described in Schedule 'G' Garbage Bag Tag Program.

DRAFT

**WASTE MANAGEMENT COLLECTION CONTAINER
SCHEDULE 'D'**

To Waste Management By-law No. 2005-151

Amended by By-law 2010-110



**NEW WEST SIDE 2009
CITY OF OWEN SOUND
WASTE MANAGEMENT COLLECTION CALENDAR**



**EVERY - OTHER - WEEK GARBAGE COLLECTION
EVERY - OTHER - WEEK BLUE BOX COLLECTION
ONCE - PER - MONTH CORRUGATED CARDBOARD COLLECTION**

JULY 2009 Su Mo Tu We Th Fr Sa 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	AUGUST 2009 Su Mo Tu We Th Fr Sa 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	SEPTEMBER 2009 Su Mo Tu We Th Fr Sa 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
OCTOBER 2009 Su Mo Tu We Th Fr Sa 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	NOVEMBER 2009 Su Mo Tu We Th Fr Sa 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	DECEMBER 2009 Su Mo Tu We Th Fr Sa 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 Dec 25 picked up Dec 28

CALENDAR NOTES:

- This calendar is for use by West Side residents only. Garbage and Blue Box collection will only occur on the shaded days for the West Side area as shown on the reverse.
- Please note the change in collection day for the Tuesday and Wednesday routes. The routes have been switched so that the former Tuesday route is now collected on Wednesday and the former Wednesday route on Tuesday.
- The dividing line between the Tuesday and Wednesday routes has been changed to 7th Street West.
- Please refer to the map on the other side to find your Garbage & Blue Box days.
- Garbage and the Blue Box are collected once every two weeks Tuesday to Friday.
- **Christmas Day**, Friday Dec. 25th will be picked up on Monday December 28th.
- Corrugated cardboard is collected once per month for each quadrant of the the City as indicated on the calendar.

 **Monthly Monday Cardboard Pick-up for Tuesday & Wednesday Routes**

 **Monthly Monday Cardboard Pick-up for Thursday & Friday Routes**

 **West Side Garbage & Blue Box**

 **Holiday**

 **Goods Exchange Day**

 **Household Hazardous Waste Drop-off Day at Public Works 9am - 3pm**

**For further information please call 519-376-4274
or see the City Website at www.e-owensound.com**



NEW EAST SIDE 2009

CITY OF OWEN SOUND

WASTE MANAGEMENT COLLECTION CALENDAR

EVERY - OTHER - WEEK GARBAGE COLLECTION

EVERY WEEK GARBAGE COLLECTION IN DOWNTOWN CORE AREA

EVERY - OTHER - WEEK BLUE BOX COLLECTION

ONCE - PER - MONTH CORRUGATED CARDBOARD COLLECTION



JULY 2009

Su	Mo	Tu	We	Th	Fr	Sa
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	

Canada Day July 1 picked up June 29

AUGUST 2009

Su	Mo	Tu	We	Th	Fr	Sa
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					

SEPTEMBER 2009

Su	Mo	Tu	We	Th	Fr	Sa
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			

OCTOBER 2009

Su	Mo	Tu	We	Th	Fr	Sa
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

NOVEMBER 2009

Su	Mo	Tu	We	Th	Fr	Sa
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					

DECEMBER 2009

Su	Mo	Tu	We	Th	Fr	Sa
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		

Fri Jan 1, 2010 picked up Mon Jan 4

CALENDAR NOTES:

- ▶ This calendar is for use by East Side residents only. Garbage and Blue Box collection will only occur on the shaded days for the East Side area as shown on the reverse, with the exception of the Downtown Core Area.
- ▶ The Downtown Collection area (cross-hatched area on map) will continue to receive Garbage Collection every week.
- ▶ Please note the addition of the area from 2nd Ave E to the Sydenham River between 6th St E and 8th St E to the Wednesday East Side route. This area will receive its first East Side collection on Wed. July 15th.
- ▶ Please refer to the map on the other side to find your Garbage & Blue Box days.
- ▶ **Canada Day**, July 1st will be picked up on Monday June 29th.
- ▶ **New Years Day**, Jan. 1, 2010 to be picked up on Monday Jan. 4, 2010
- ▶ Corrugated cardboard is collected once per month for each quadrant of the City as indicated on the calendar. Downtown cardboard is collected every Wednesday.

Monthly **Monday** Cardboard Pick-up for Tuesday & Wednesday Routes

Monthly **Monday** Cardboard Pick-up for Thursday & Friday Routes

Regular Garbage & Blue Box Collection including the Downtown Core

Alternate Week Downtown Garbage Collection (Cross-hatched area on map)

Holiday

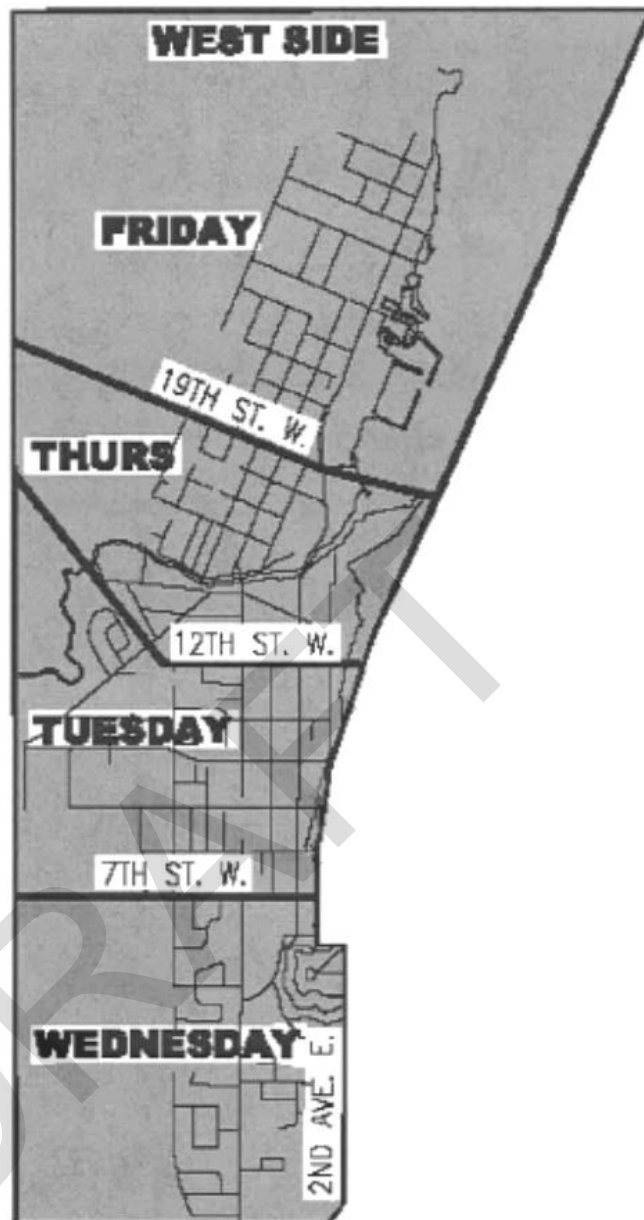
Goods Exchange Day

Household Hazardous Waste Drop-off Day at Public Works 9am - 3pm

**For further information please call 519-376-4274
or see the City Website at www.e-owensound.com**

**NEW
WEST SIDE 2009
WASTE MANAGEMENT COLLECTION MAP**

Please note that the former Tuesday and Wednesday routes have been switched so that the former Tuesday route is now collected on Wednesday. The dividing line between the Tuesday and Wednesday routes has been changed to 7th Street West.



Roads that form boundaries between collection days are divided down the center. For example, the North side of 19th Street West will be picked up on Friday and the South side on Thursday.

NEW EVERY OTHER WEEK GARBAGE COLLECTION SCHEDULE

Beginning the week of July 6, 2009 City garbage collection will occur every other week on the same day as your Blue Box collection.

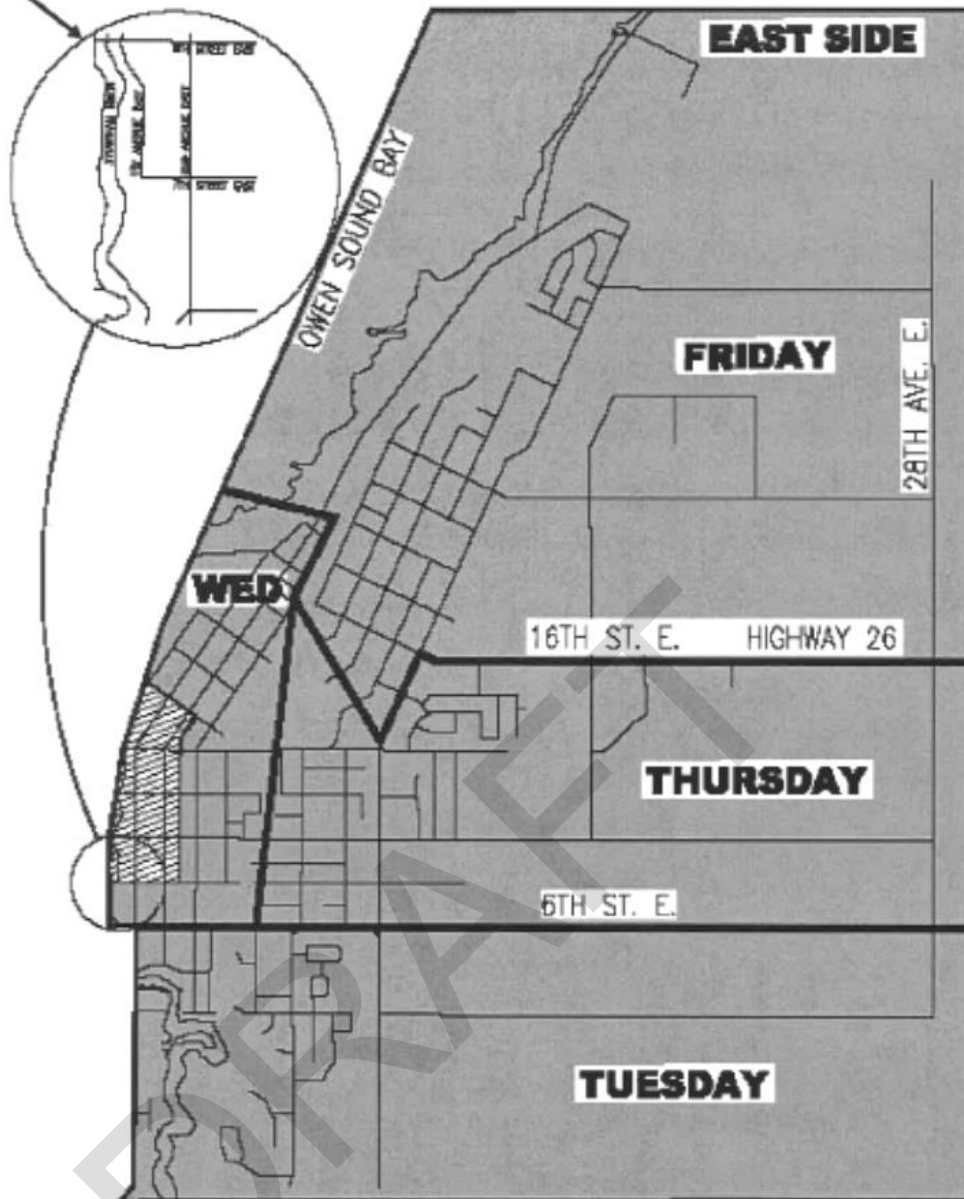
The Bag Limit has been changed to four bags (or containers) every two weeks.

Please make sure that your Garbage, Blue Box and Corrugated Cardboard are placed at the curb by 8:00 p.m. on the appropriate day. Garbage bags can be no larger than 89 x 127 cm (35 x 50 inches) and garbage cans no larger than 136 litres (30 Imperial Gallon) capacity. Garbage bags or containers are limited to 18 kg (40 lbs) including the container. Any bag or container exceeding these limits will not be picked up. Please flatten and bundle all corrugated cardboard placed at the curb for collection.

For further information on City Waste Management Programs please call the Public Works Division at 519-376-4274 or see the City website at www.e-owensound.com

NEW EAST SIDE 2009 WASTE MANAGEMENT COLLECTION MAP

Please note that this area which was previously collected on the West Side Tuesday Route is now part of the East Side Wednesday Route.



Roads that form boundaries between collection days are divided down the center. For example, the North side of 16th Street East will be picked up on Friday and the South side on Thursday.

NEW EVERY OTHER WEEK GARBAGE COLLECTION SCHEDULE

Beginning the week of July 6, 2009 City garbage collection will occur every other week on the same day as your Blue Box collection. The only exception is the Downtown Collection Area (crosshatched area on map) which will still receive garbage collection every week.

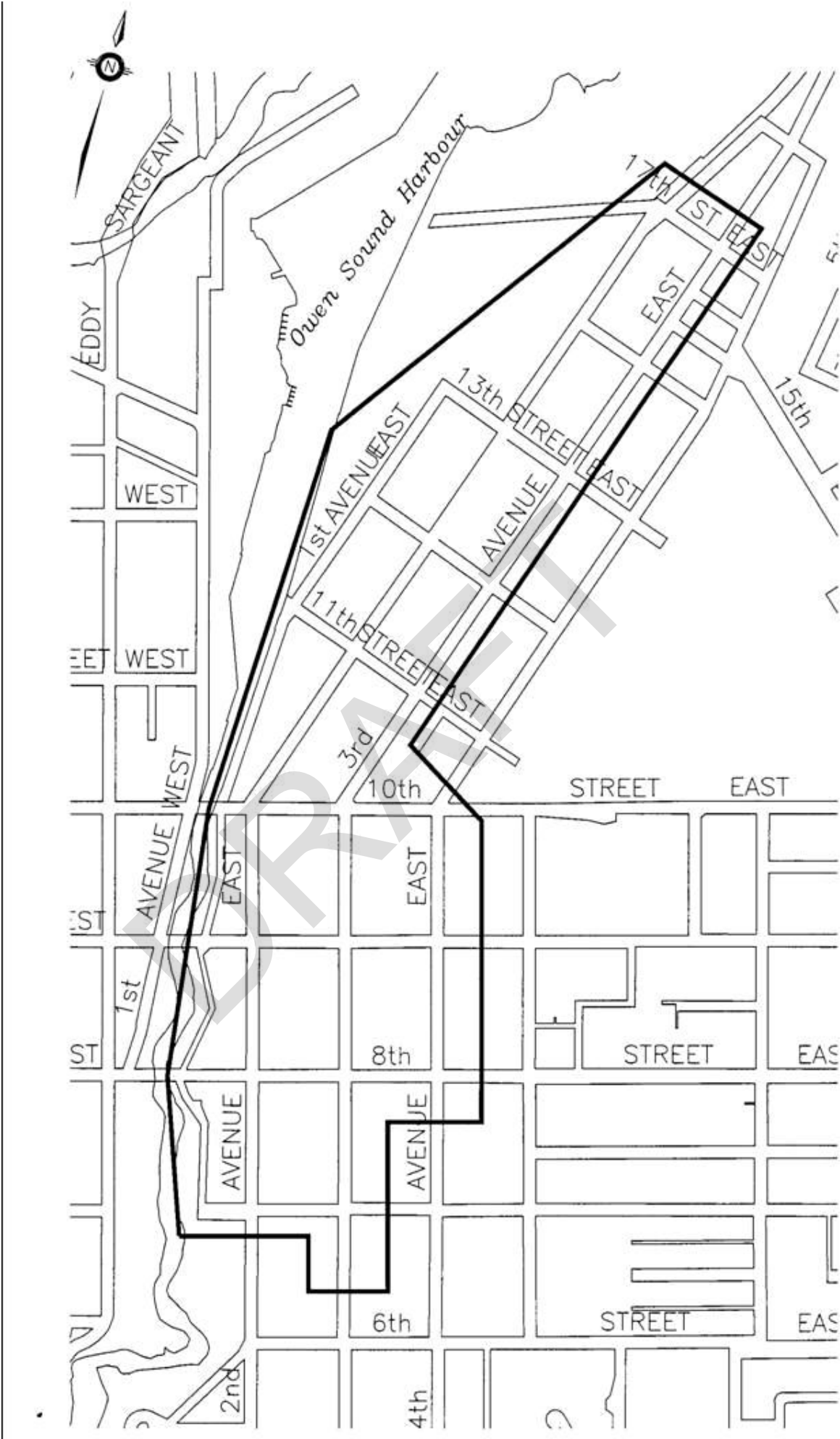
The Bag Limit has been changed to four bags (or containers) every two weeks except in the Downtown Collection Area where it remains three bags (or containers) per week.

Please make sure that your Garbage, Blue Box and Corrugated Cardboard are placed at the curb by 8:00 am (7:00 am downtown) on the appropriate day. Garbage bags can be no larger than 89 x 127 cm (35 x 50 inches) and garbage cans no larger than 136 litres (30 Imperial Gallon) capacity. Garbage bags or containers are limited to 18 kg (40 lbs) including the container. Any bag or container exceeding these limits will not be picked up. Please flatten and bundle all corrugated cardboard placed at the curb for collection.

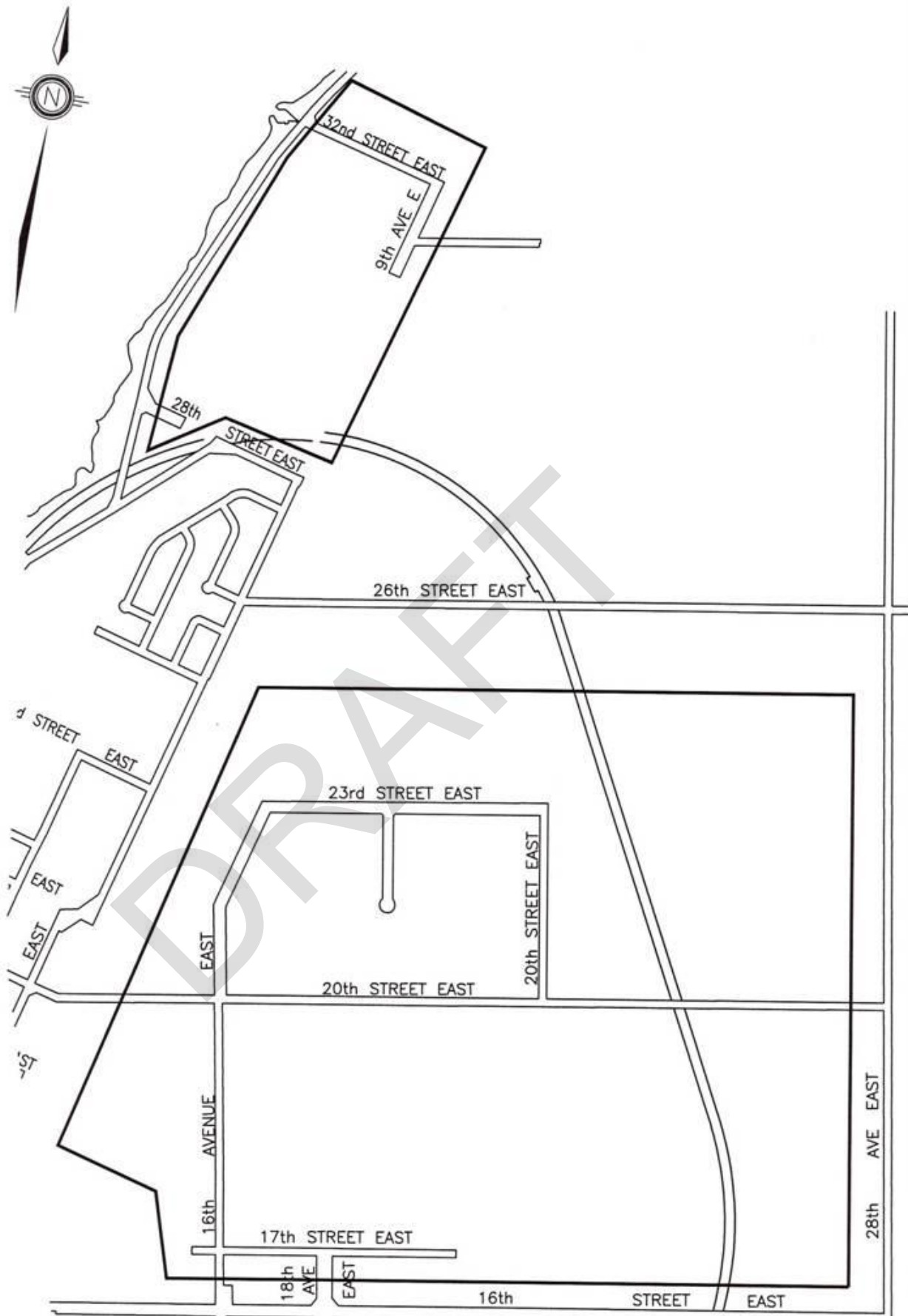
For further information on City Waste Management Programs please call the Public Works Division at 519-376-4274 or see the City website at www.e-owensound.com

DOWNTOWN COLLECTION AREA AND INDUSTRIAL PARK MAPS
SCHEDULE 'E'

To Waste Management By-law No. 2005-151



DOWNTOWN COLLECTION AREA AND INDUSTRIAL PARK MAPS
SCHEDULE 'E'
To Waste Management By-law No. 2005-151



PROHIBITED WASTE MATERIALS
SCHEDULE 'F'
To Waste Management By-law No. 2005-151

1. GENERAL PROHIBITIONS

- 1.1. Recyclable Electronics as defined by Schedule 'J' Electronics Recycling Program, shall not be placed out for disposal as Disposable Waste at the curbside or at the Transfer Station but may be disposed of at the Recyclable Electronics Depot or through appropriate private recycling programs.
- 1.2. Household Hazardous Waste as defined by Schedule 'I' Household Hazardous Waste Program, shall not be placed out for disposal as Disposable Waste at the curbside or at the Transfer Station but may be disposed of at the Household Hazardous Waste Depot or through appropriate private recycling programs.
- 1.3. Recyclable Materials as defined by Schedule 'B' Acceptable Recyclable Materials Part 1, Curbside Blue Box Sorting Guide shall not be placed out for disposal as Disposable Waste at the curbside or at the Transfer Station but may be recycled through the curbside Blue Box Program, Recycling Drop-off Centre or appropriate private recycling program.
- 1.4. Corrugated Cardboard as defined by Schedule 'B' Acceptable Recyclable Materials Part 4, Corrugated Cardboard and Drywall shall not be placed out for disposal as Disposable Waste at the curbside or at the Transfer Station but may be recycled through the curbside Corrugate Cardboard Collection, Recycling Drop-off Centre or appropriate private recycling program.
- 1.5. Drywall as defined by Schedule 'B' Acceptable Recyclable Materials Part 4, Corrugated Cardboard and Drywall shall not be placed out for disposal as Disposable Waste at the curbside or at the Transfer Station but may be recycled through the Recycling Drop-off Centre or appropriate private recycling program.
- 1.6. Leaf and Yard Waste as defined by Schedule 'H' Leaf and Yard Waste Composting Program, shall not be placed out for disposal as Disposable Waste at the curbside or at the Transfer Station but may be disposed of at the Leaf and Yard Waste Composting Site or through appropriate private composting programs.
- 1.7. Brush, Branches, Logs and Stumps as defined by Schedule 'H' Leaf and Yard Waste Composting Program, shall not be placed out for disposal as Disposable Waste at the curbside or at the Transfer Station but may be disposed of at the Leaf and Yard Waste Composting Site or through appropriate private composting programs.

2. CURBSIDE PROHIBITION PENALTIES

- 2.1. Garbage Bags or Containers outside the Downtown Collection Area found by City Waste Collection Staff to contain more than 5% (by volume) of Acceptable Recyclable Material, Recyclable Electronics, Corrugated Cardboard, or any amount of Household Hazardous Waste or other Prohibited Waste Material will be tagged as un-collectable and left behind at the curb.
- 2.2. Garbage Bags or Containers in the Downtown Collection Area found by City Waste Collection Staff to contain more than 5% (by volume) of Acceptable Recyclable Material, Recyclable Electronics, Corrugated Cardboard, or any amount of Household Hazardous Waste or other Prohibited Waste Material will be tagged as un-collectable and inspected by By-Law Enforcement staff and fees applied as under Section 2.3 below.
- ~~2.3. By Law Enforcement staff may inspect Garbage Bags and Containers placed at the curb for collection by the City. Any Garbage Bags or Containers found to contain more than 5% (by volume) of Acceptable Recyclable Material, Recyclable Electronics, Corrugated Cardboard, or any amount of Household Hazardous Waste may be collected separately and further inspected to identify the person responsible for placing the garbage at the curb. The person who directly or by means of an agent discarded the waste shall be liable for the total expense incurred for the removal of the waste at the rates set by the City as described in the Waste Management Fees By-law.~~

~~2.4.—Payment shall be made within 30 days after receipt of an invoice indicating the total expensed incurred. Requiring this payment shall not preclude any prosecution for violation of this By Law.~~

~~Amended by By law No. 2010-119~~

~~2.5.—Any invoices or expenses that remain unpaid for the removal of waste may be added to the tax roll of the owner of the property where the garbage originated, to pay and be collected in like manner as municipal taxes. Requiring this payment shall not preclude any prosecution for violation of this By Law.~~

~~2.6.—Any challenge or appeal of invoices issued under Paragraph 2.2 shall be heard by the Environment and Waste Advisory Committee or its successor at their scheduled meetings. Appeals must be made in writing and be submitted to the Director of Operations for inclusion on the Environment and Waste Advisory Committee agenda at least 2 weeks prior to the meeting at which the appeal is to be heard. The appellant or their representative shall have the opportunity to make a verbal representation to the Committee at this time. The Environment and Waste Advisory Committee has the options of upholding the fee charged, waiving the fee, or reducing the fee based on the merits of the appeal presented to them. The findings and recommendations of the Environment and Waste Advisory Committee shall be referred to City Council for approval or non approval as part of the Committee minutes.~~

3. TRANSFER STATION PROHIBITIONS

- 3.1. No person shall dispose of the following materials as Disposable Waste at the Transfer Station:
 - 3.1.1. Acute hazardous waste chemical as defined in Revised Regulations of Ontario, 1990, Regulation 347;
 - 3.1.2. Medical Waste, unless that medical waste has been decontaminated or is not required to be decontaminated but is packaged in the manner required under Michigan's Part 138, Medical Waste Regulatory Act,(MWRA) of the Public Health Code, 1978 PA 368 as amended, MCL 333.13801 to MCL 333.13831 (MWRA) and does not contravene any Revised Regulations of Ontario 1990, Regulation 347;
 - 3.1.3. Hazardous waste chemical as defined in Revised Regulations of Ontario, 1990, Regulation 347;
 - 3.1.4. Corrosive waste as defined in Revised Regulations of Ontario, 1990, Regulation 347;
 - 3.1.5. Hazardous industrial waste as defined in Revised Regulations of Ontario, 1990, Regulation 347;
 - 3.1.6. Ignitable waste as defined in Revised Regulations of Ontario, 1990, Regulation 347;
 - 3.1.7. PCB waste as defined in Revised Regulations of Ontario, 1990, Regulation 362;
 - 3.1.8. PCB waste as defined by the United States Environmental Protection Agency in 2003 40 CFR 761, in force on October 1, 2004;
 - 3.1.9. Radioactive waste as defined in Revised Regulations of Ontario, 1990, Regulation 347;
 - 3.1.10. Low-level radioactive waste as defined in Section 2 of Michigan's *Low-Level Radioactive Waste Authority Act*, 1987 PA 204, MCL 333.26202, in force on October 1, 2004;
 - 3.1.11. Reactive waste as defined in Revised Regulations of Ontario, 1990, Regulation 347;
 - 3.1.12. Severely toxic waste as defined in Revised Regulations of Ontario, 1990, Regulation 347;
 - 3.1.13. Leachate toxic waste as defined in Revised Regulations of Ontario, 1990, Regulation 347;
 - 3.1.14. Pharmaceutical waste; as defined under Michigan's Part 111, Hazardous Waste Management, Michigan Compiled Laws (MCL) 324.111101 et seq. (Part 111) of Michigan's Natural Resources and Environmental Protection Act; 1994 PA 451, as amended, and Subtitle C of the

Resource Conservation and Recovery Act of 1976, as amended (RCRA), and any administrative rule or regulations promulgated pursuant to these acts

- 3.1.15. Any household product, material or item labeled as "corrosive," "toxic," "reactive," "explosive," "oxidizing," "poisonous," "infectious," or "flammable," including but not limited to the following:
 - 3.1.15.1. Pool or photographic chemicals;
 - 3.1.15.2. Laundry bleach;
 - 3.1.15.3. Drain, oven, toilet and carpet cleaning solutions;
 - 3.1.15.4. Paint thinner and paint remover;
 - 3.1.15.5. Rat and mouse poison
 - 3.1.15.6. Flea collars and powders;
 - 3.1.15.7. Insect killer;
 - 3.1.15.8. Moth balls
 - 3.1.15.9. Weed killers;
 - 3.1.15.10. Fungicides;
 - 3.1.15.11. Wood preservatives;
 - 3.1.15.12. Oil-based and latex paints;
 - 3.1.15.13. Engine oil;
 - 3.1.15.14. Brake and transmission fluid;
 - 3.1.15.15. Antifreeze;
 - 3.1.15.16. Automotive batteries (including lead acid batteries);
 - 3.1.15.17. Ni-cad rechargeable batteries
 - 3.1.15.18. Propane tanks;
 - 3.1.15.19. Other gas tanks;
 - 3.1.15.20. Aerosol containers; and
 - 3.1.15.21. Fire extinguishers
- 3.1.16. Any waste in liquid form including but not limited to swill or other organic matter not properly drained and securely wrapped;
- 3.1.17. Sod, grass, grass clippings;
- 3.1.18. Mixed loads of waste and recyclable material or recyclable (Blue Box) materials that has been mixed with garbage;
- 3.1.19. Beverage containers, defined as an airtight metal, glass, paper or plastic container, or a container composed of a combination of these materials, which at the time of sale, contained 1 gallon or less of a beverage of any kind including all non-alcohol and alcohol beverages
- 3.1.20. Municipal wastewater sewage sludge or any other type of industrial sludge;
- 3.1.21. Incinerator ash, red ash and any other type of ash;
- 3.1.22. Tires
- 3.1.23. Leaf and yard waste as defined in Ontario Regulation 101/94;
- 3.1.24. Dead animals and slaughterhouse remains;
- 3.1.25. Discarded commercial chemical products, off-specification species, container residues, and spill residues thereof identified and listed as toxic hazardous wastes under Rule 225 and enumerated in the Michigan Department of Environmental Quality Waste Management Division's Hazardous Waste Management Program Administrative Rules promulgated pursuant to Part 111 of the *Natural Resources and Environmental Protection Act, 1994 PA 451, as amended*, Rule 299.9226 Table 205c, in force on October 1, 2004.

GARBAGE BAG TAG PROGRAM
SCHEDULE 'G'
To Waste Management By-law No. 2005-151

Amended by By-law No. 2007-177

1. REQUIREMENT FOR AN OWEN SOUND GARBAGE TAG

- 1.1. *It shall constitute an offence for a person to set out for collection any "Garbage Bag" for collection by City garbage crews unless:*
 - 1.1.1. *It has an "Owen Sound Garbage Tag" securely wrapped around the neck of the bag.*
 - 1.1.2. *The "Owen Sound Garbage Tag" is affixed in such a fashion as to be clearly visible to collection crews.*
 - 1.1.3. *The "Owen Sound Garbage Tag" has been acquired in accordance with Section 1.3 of this Schedule.*
- 1.2. *It shall constitute an offence for a person to set out for collection any "Garbage Container" for collection by City garbage crews unless:*
 - 1.2.1. *It has an "Owen Sound Garbage Tag" affixed to the top item inside the container.*
 - 1.2.2. *The "Owen Sound Garbage Tag" is affixed in such a fashion as to be clearly visible to collection crews upon removal of the container's lid.*
 - 1.2.3. *The "Owen Sound Garbage Tag" has been acquired in accordance with Section 1.3 of this Schedule.*
- 1.3. *"Owen Sound Garbage Tags" must be purchased from the City or from designated outlets.*
- 1.4. *It shall constitute an offense to remove an "Owen Sound Garbage Tag" from a garbage bag or container placed at the curb for collection.*
- 1.5. *"Owen Sound Garbage Tags" shall not be usable as a substitute for payment at the Transfer Station.*
- 1.6. *"Owen Sound Garbage Tags" shall be sold in lots of five (5) at the fee set out in By-Law 2005-151 Waste Management Fees, and singly at City Hall and the Public Works Building.*

~~2. PENALTY~~

- ~~2.1.—Garbage Bags or Containers outside the Downtown Collection Area not exhibiting an "Owen Sound Garbage Tag" shall be tagged as un-collectable by Waste Collection Staff and left behind at the curb.~~
- ~~2.2.—Garbage Bags or Containers in the Downtown Collection Area not exhibiting an "Owen Sound Garbage Tag" shall be tagged as un-collectable by Waste Collection Staff and inspected by By-Law Enforcement staff. The person who directly or by means of an agent discarded the waste shall be liable for the total expense incurred for the removal of the waste at the rate set by the City as described in By-Law 2005-151 Waste Management Fees.~~
- ~~2.3.—Payment shall be made within 30 days after receipt of an invoice indicating the total expenses incurred. Requiring this payment shall not preclude any prosecution for violation of this By-Law.~~
- ~~2.4.—Any invoices or expenses that remain unpaid for the removal of waste after 30 days shall be added to the tax roll of the owner of property where the garbage originated, to pay and be collected in like manner as municipal taxes. Requiring this payment shall not preclude any prosecution for violation of this By-Law.~~
- ~~2.5.—Any challenge or appeal of invoices issued under Paragraph 2.2, shall be heard by the appropriate Committee as designated by City Council or its successor at their scheduled meetings. Appeals must be made in writing and be submitted to the Director of Operations for inclusion on the agenda of the appropriate Committee as designated by City Council at least 2 weeks prior to the meeting at which the appeal is to be heard. The appellant or the representative shall have the opportunity to make a verbal representation to the Committee at this time. The appropriate Committee as designated by City Council has the options~~

~~of upholding the fee charged, waiving the fee, or reducing the fee based on the merits of the appeal presented to them. The findings and recommendations of the of appropriate Committee as designated by City Council shall be referred to City Council for approval or non-approval as part of the Committee minutes.~~

3. BAG TAG RETAILERS

- 3.1. *Bag Tags shall only be distributed by selected retailers that have signed Form 1 of this Schedule, Vendor Distribution Agreement. Commission shall be paid at a rate of 2% plus GST.*
- 3.2. *Retailers that fail to meet the requirements of the Agreement shall forfeit their right to be Bag Tag Distributors and must pay any outstanding debt for Bag Tags supplied to the City.*

DRAFT

VENDOR DISTRIBUTION AGREEMENT
FORM 1 - SCHEDULE 'G' GARBAGE BAG TAG PROGRAM
Waste Management By-law No. 2005-151

THE CORPORATION OF THE CITY OF OWEN SOUND
(hereinafter called the "CITY")

and

carrying on business as

(hereinafter called the "VENDOR")

VENDOR DISTRIBUTION AGREEMENT

This agreement dated at Owen Sound this day of 20 .

1. The VENDOR agrees to participate as a retailer in the User Pay Garbage Program, commonly referred to as garbage bag tags.
2. The CITY shall enter into an agreement for the distribution and administration of the User Pay Garbage Program with the VENDOR.
3. The CITY shall deliver a continuous supply of garbage bag tags to the VENDOR, upon notice of not less than 5 business days. The garbage bag tags shall be supplied to the VENDOR in lots of not less than 500 tags at a cost of \$1.9572 each and resold for \$2.00 each.
4. By signing this agreement, the VENDOR acknowledges receipt of _____ tags and promises to pay in full the cost of _____ tags upon receipt of the next lot of garbage bag tags. An invoice for the previous lot shall accompany every subsequent delivery of tags.
5. The CITY will supply VENDORS with a window sign to notify the public that garbage bag tags are sold on the premises.
6. Discounted tags will only be sold to approved VENDORS.
7. Approved VENDORS may redeem unsold tags in quantities of 25 or more, accompanied by a CITY receipt bearing the corresponding garbage bag tag numbers.
8. The CITY reserves the right to increase the price of the garbage bag tags without notice, and to restrict the number of tags issued to any VENDOR.
9. The VENDOR agrees to abide by all covenants and rules of this agreement. The CITY shall have at it's disposal all remedies in the case of breach of this agreement.
10. The CITY may invoke Rules and Regulations from time to time if necessary in the administration of this agreement at its discretion.
11. The CITY may terminate this agreement upon notice upon 48 hours notice to the registered VENDOR.
12. The VENDOR may terminate this agreement upon 48 hours written notice to the CITY. All outstanding debts for garbage bag tags supplied to the VENDOR shall be paid in full upon termination of the agreement or unsold garbage bag tags returned to the CITY.
13. In the event that a paragraph or portion of any paragraph of this agreement shall be invalid or unenforceable as determined by a Court of Competent jurisdiction, then such paragraph or portion thereof shall be severed from the rest of the agreement which shall be valid and enforceable to the fullest extent permitted by law.
14. Everything in this agreement shall extend to and be binding on the respective heirs, executors, administrators, successors and permitted assigns of each party hereto.

- 15. The provisions of this agreement shall be read with all grammatical gender changes necessary. All covenants being contained herein shall be deemed joint and severable.
- 16. The CITY shall not in any event be whatsoever liable or responsible for any damages or losses alleged by the VENDOR, due to the sale of these garbage bag tags.

IN WITNESS WHEREOF the parties hereto have executed these presents.

SIGNED THIS DAY OF 20

THE CORPORATION OF THE CITY OF OWEN SOUND
808 2nd Avenue East
Owen Sound, Ontario
N4K 2H4

Vendors Name and Signature:

Vendor Operating Name:

Vendor Address:

Vendor Telephone # Vendor Fax #

(Outstanding invoices paid and unsold tags redeemed upon termination)

DRAFT

LEAF AND YARD WASTE COMPOSTING PROGRAM

SCHEDULE 'H'

To Waste Management By-law No. 2005-151

1. DEFINITIONS:

- 1.1. **Leaf & Yard Waste** shall be defined as leaves and plant material produced on lawns and gardens excluding kitchen waste and brush, branches, logs and stumps.
- 1.2. **Brush, Branches, Logs and Stumps** shall be defined as the remains of woody plants, trees and shrubs and shall include logs and stumps to 15 cm (6 inches) in diameter and free of soil and rocks. (*Amended by By-law No. 2023-034*)
- 1.3. **Sod** shall be defined as the grass mat and attached topsoil removed from the upper 5 cm (2 inches) of domestic lawns.

2. GENERAL

- 2.1. No person shall deposit Leaf and Yard Waste at the Leaf and Yard Waste Composting Site except in the designated Leaf and Yard Waste pile.
- 2.2. No person shall deposit Brush, Branches, Logs and Stumps at the Leaf and Yard Waste Composting Site except in the designated Brush pile.
- 2.3. No person shall deposit Sod at the Leaf and Yard Waste Composting Site except in the designated Sod pile.
- 2.4. No person other than City staff shall load finished compost or wood chips by mechanical means.
- 2.5. No person shall leave behind any container other than a Paper bag intended for the collection of Leaf and Yard Waste.
- 2.6. No person shall deposit Leaf and Yard Waste or Brush, Branches, Logs and Stumps that contains foreign material or litter.
- 2.7. All persons shall obey all signs posted at the Leaf and Yard Waste Composting Site.
- 2.8. No person shall deposit or cause to be deposited disposable waste materials or any materials other than Leaf and Yard Waste and Brush, Branches, Logs and Stumps at the Leaf and Yard Waste Composting Site.

3. COMMERCIAL USE

Repealed by By-law No. 2023-034.

4. NON-CITY USE OF LEAF AND YARD WASTE SITE

- 4.1. No person from outside the City shall deposit any material at the Leaf and Yard Waste Composting Site unless their originating municipality has entered into a cost-sharing agreement with the City.
- 4.2. No person from outside the City shall take compost or mulch from the Leaf and Yard Waste Composting Site unless their originating municipality has entered into a cost-sharing agreement with the City.

HOUSEHOLD HAZARDOUS WASTE PROGRAM
SCHEDULE 'I'
To Waste Management By-law No. 2005-151

1. GENERAL

- 1.1. No hazardous waste originating from Industrial, Commercial, Agricultural or Institutional premises shall be received at the Household Hazardous Waste Depot.
- 1.2. Only waste from residents of the City and municipalities participating under contract with the City shall be received at the Household Hazardous Waste Depot.
- 1.3. No person shall deliver Household Hazardous Waste to the Household Hazardous Waste Depot unless they produce a valid Ontario Driver's License as proof of residence in the City or a participating municipality.
- 1.4. Any waste that is not acceptable at the Household Hazardous Waste Depot because it is not an acceptable waste, not a hazardous waste, does not originate from a household, or does not originate within the City or a participating municipality shall be removed by the person delivering the waste.
- 1.5. All persons shall obey all signs and directions from staff at the Household Hazardous Waste Depot.
- 1.6. No person shall deliver any material to the Household Hazardous Waste Depot except during the hours of 9:00 am and 3:00 pm on the days designated as Household Hazardous Waste Days on the Waste Management Calendar each year.
- 1.7. All sharps must be packaged in a puncture proof container and must be placed into the City container by the person delivering them to the Household Hazardous Waste Depot

2. DEFINITION

- 2.1. **Household Hazardous Waste** shall be defined as those materials listed below:

PHARMACEUTICALS:

- Prescription and non-prescription medicines in the form of pills or liquids
- Cough Syrups
- Inhalers
- Veterinary Drugs

PAINT

- Latex Paint
- Oil-based Paint
- Craft & Specialty Paints

AEROSOL CANS CONTAINING AND ANY SUBSTANCE INCLUDING:

- Paint, cleaners and polishes

PROPANE AND BUTANE CYLINDERS

PESTICIDES

- ALL Herbicides and Insecticides including:
 - 2-4D
 - DDT
 - Black-Leaf 40
 - Sevin
 - Diazinon
 - Malathion
 - Pesticide Aerosols (eg. Raid, Off etc)
 - Weed Killers
 - Round Up

- Safer's Soap

OXIDIZERS

- Fertilizers
- Plant Food
- Weed and Feed
- All Nitrates
- Bleach
- Hydrogen Peroxide
- Pool Chlorine
- Sodium hypochlorite
- Pool Chemical pH Down
- Pool chemical pH Up
- Pool Shock

ACIDS

- Formulations containing, or pure compounds of:
 - Sulphuric Acid
 - Hydrochloric Acid
 - Phosphoric Acid (Rust Remover)
 - Nitric Acid
 - Oxalic Acid (Deck Wash)
 - Muriatic Acid
 - Acetic Acid
 - Boric Acid
 - Photographic Stop Bath
 - Saniflush
 - CLR
 - Sodium Bisulphate

CAUSTICS

- Formulations containing, or pure compounds of:
 - Sodium Hydroxide
 - Potassium Hydroxide
 - Sodium Metasilicate
 - Sodium Silicate
 - TSP
 - Lime
 - Ammonia (Wax Stripper)
 - Ammonium Chloride
 - Drano
 - Mr. Muscle
 - Easy-Off
 - Lye
 - Photo-chemicals
 - Comet
 - Ajax

MISCELLANEOUS HAZARDOUS MATERIALS:

- Adhesives
- Autobody Filler
- Autobody Paint
- Car Polishes, paste & liquid
- Car Waxes, paste & liquid
- Caulking
- Cements and Glues
- Driveway Sealers
- Epoxies
- Floor Paint
- Fuel, gasoline, diesel and other fuels
- Lacquer
- Liquid Plastic
- Marine Paint
- Mercury thermometers & switches
- Motor oil
- Nail Polish Remover

- Paint Stripper
- Putty
- Resins
- Rust Paint (Tremclad)
- Shellac
- Silicone Compound
- Solvents
- Stain
- Thinners
- Transmission and Brake Fluids
- Urethane
- Varnish

BATTERIES

- Vehicle
- Motorcycle, marine or any recreational vehicle
- Dry cell flashlight
- Rechargeable
- Button

SHARPS

- Used syringes & lancets

DRAFT

ELECTRONICS RECYCLING PROGRAM
SCHEDULE 'J'
To Waste Management By-law No. 2005-151

1. GENERAL

- 1.1. No person shall deposit or cause to be deposited disposable waste materials or any materials other than Recyclable Electronics at the Recyclable Electronics Depot.
- 1.2. No person from outside the City shall deposit any material at the Recyclable Electronics Depot unless their originating municipality has entered into a cost-sharing agreement with the City.
- 1.3. No person shall remove or scavenge any item or material from the Recyclable Electronics Depot.
- 1.4. Any person delivering computer monitors from a commercial, industrial or institutional premise shall pay to the City the fee described in waste management fees By-Law. Payment is to be made at the Owen Sound Public Works Facility.

2. DEFINITION

- 2.1. **Recyclable Electronics** shall be limited to those items listed below:

Recyclable Electronics

- Personal computers (including keyboard and mouse)
- Computer monitors and cables
- Mini computers and components
- Mainframe computers and components
- Printers, scanners, drives and modems
- Telephones (mobile, cellular and hardwire)
- Electronic pagers
- Fax machines
- Photocopiers and printing/plotting equipment
- Electronic calculators
- Radio and stereo equipment excluding stand-alone speakers & cabinets
- Electronic cash registers
- Electronic games and video game consoles
- Digital cameras
- Video Cassette Recorders (VCR's)
- Digital Video Disc (DVD) players & recorders
- Automobile computer modules
- Software (floppy disk, CD etc)
- Motor control centers
- Navigation and control equipment
- Telecommunications equipment (switchgear, switches and relays)
- Instruments and controls (electronic recorders, meters, etc)
- Electronic relays and contactors
- Non-radioactive electronic medical equipment (diagnostic and monitoring)

GOODS EXCHANGE DAY PROGRAM
SCHEDULE 'K'
To Waste Management By-law No. 2005-151

1. GOODS EXCHANGE DAY REGULATIONS

- 1.1. No person shall place items at the curb for collection unless those items are marked with a white plastic bag or other manner as being Goods Exchange Day items.
- 1.2. No person shall collect items from the curb unless they are clearly marked as being Goods Exchange Day items.
- 1.3. No person shall leave Goods Exchange Day items at the curb past 6:00 pm on Goods Exchange Day.
- 1.4. No person shall place Goods Exchange items out for collection at any location except at the curb directly in front of their premises.

DRAFT

BACKYARD COMPOSTER PROGRAM
SCHEDULE 'L'
To Waste Management By-law No. 2005-151

1. BACKYARD COMPOSTERS

- 1.1. Backyard Composters shall be located and maintained on the owner's property so as to not create a nuisance to neighbours.
- 1.2. Backyard Composters shall be sold by the City to City residents at the cost described in the waste management fees By-Law.
- 1.3. Backyard Composters shall not be sold to non-residents.

2. KITCHEN COMPOST CONTAINERS

- 2.1. Kitchen Compost Containers shall be sold by the City to City residents at the cost described in the waste management fees By-Law.
- 2.2. Kitchen Compost Containers shall not be sold to non-residents.
- 2.3. Kitchen Compost Containers shall only be purchased for their intended use, as temporary storage of compostable organics.

DRAFT

CITY OF OWEN SOUND

PART I – PROVINCIAL OFFENCES ACT

By-law No. 2023-128, as amended: Business Licensing By-law

Item	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Set Fine
1	Place Recyclable Material in improper container	Section 3.1	\$105.00
2	Place unacceptable material in recycling container	Section 3.1	\$105.00
3	Place Disposable Waste in improper container	Section 4.1	\$105.00
4	Place Disposable Waste in improper location	Section 4.1	\$105.00
5	Owner of rental property – fail to provide tenant with Waste Collection Calendar/Garbage Collection Factsheet	Section 4.5	\$300.00
6	Property owner – fail to ensure waste generated on property is placed for collection according to regulations	Section 4.7	\$300.00
7	Deposit Prohibited Waste Materials at the Transfer Station	Section 5.1	\$105.00
8	Deliver unacceptable materials to the Recycling Drop-Off Centre	Section 6.1	\$105.00
9	Fail to sort Acceptable Recyclable Materials in appropriate bin	Section 6.1	\$105.00

Item	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Set Fine
10	Non-resident of Owen Sound using Recycling Drop-off Centre	Section 6.4	\$105.00
11	Fail to keep leaf and yard waste on own property	Section 7.1	\$105.00
12	Place unacceptable material at Compost Site	Section 7.2	\$105.00
13	Place material at Compost Site not originating from Owen Sound	Section 7.3	\$105.00
14	Non-resident of Owen Sound remove material from Compost Site	Section 7.4	\$105.00
15	Place Household Hazardous Waste in improper location	Section 8.1	\$105.00
16	Place Improper Materials at Household Hazardous Waste Site	Section 8.2	\$105.00
17	Deposit Household Waste into garbage or recycling receptacle on Public Property	Section 10.5.1	\$1000.00
18	Permit Household Waste to be deposited into garbage or recycling receptacle on Public Property	Section 10.5.1	\$1000.00
19	Place more than the maximum number of garbage containers for collection	Sched. A, s. 1.3	\$105.00

Item	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Set Fine
20	Place [disposable waste materials/recyclable materials] on incorrect day or at incorrect time	Sched. A, s. 1.6.2	\$105.00
21	Place [disposable waste material/garbage container/blue box/recycling roll-out cart] at the curb, boulevard or lawn adjacent to a premise without permission of owner	Sched. A, s. 1.6.4	\$105.00
22	Pick over, interfere with, disturb, remove or scatter material placed for removal without consent of owner	Sched. A, s. 1.15	\$105.00
23	Set out garbage bag or container for collection without garbage bag tag	Sched. C, s. 7.1	\$105.00
24	Permit garbage Bag or container to be set out for collection without garbage bag tag	Sched. C, s. 7.1	\$105.00

NOTE: the general penalty provision for the offences listed above is section 38 of the By-law, a certified copy of which has been filed.

Emergency Care Establishment By-law (000-2024)

Home > Emergency Care Establishment By-law (000-2024)

Show Related Tags

March 28, 2024

Mayor Lucas Cleveland
Town of Cobourg
55 King Street West
Cobourg, Ontario
KgA 2M2

Dear Mayor Cleveland and Members of Council:

Re: Emergency Care Establishment By-law (000-2024)

The Ontario Human Rights Commission (OHRC) recently learned that on February 28, 2024, Cobourg's Town Council passed a by-law to license and regulate Emergency Care Establishments, which will be implemented on March 28, 2024.

Ontario is facing a homelessness crisis that is leading to profound and devastating impacts on communities across Ontario. The OHRC

understands that Cobourg, like other communities, is on the front lines of this crisis and is seeking to address the need to ensure safe and sustainable housing options for its community members, including people in need of transitional or emergency housing. The OHRC recognizes that this obligation extends to all municipalities across Ontario. As a guide in fulfilling obligations under the *Code*, the OHRC released a statement on the need to protect and uphold the rights of people experiencing homelessness and living in temporary shelters and encampments.

The OHRC appreciates the challenge municipalities face on the ground in addressing intersecting needs related to housing and homelessness, mental health and substance use disorder, and poverty. The OHRC is concerned that Cobourg's Emergency Care Establishment By-law may impose unnecessary restrictions on emergency and transitional housing that could have a discriminatory impact on people protected under the Ontario Human Rights Code (*Code*). Certain people protected under the *Code* are more likely to require emergency and transitional housing. Those include people living with disabilities, including mental health disabilities, substance use disorder and complex trauma, people who receive public assistance, Indigenous and racialized people, 2SLGBTQ+ people, youth, and women and children fleeing domestic violence.

Over the years, the OHRC has monitored and reviewed various municipal approaches to regulating private and public housing. The goal is to ensure that practices regulating emergency shelters and transitional housing do not create barriers to housing vulnerable people. This includes "people zoning" and by-laws that indirectly make it more difficult to establish or operate such housing. As part of its monitoring, in 2013, the OHRC released Room for everyone: Human rights and rental housing licensing. The OHRC examined how licensing provisions in municipal by-laws can affect the availability of housing for certain people seeking protection under the *Code*. This publication gives an overview of human rights responsibilities in licensing housing and makes recommendations to help municipalities protect everyone's human rights.

Licensing by-laws, agreements or other mechanisms that regulate housing by requiring operators to follow specific standards may

contain provisions relating to health and safety standards. However, rules and requirements should be based on objective evidence that they are necessary to address legitimate health and safety concerns, and not stereotypes or discriminatory attitudes towards those living there. Rules and requirements should also be practical, narrowly tailored, and manageable.

Licensing by-laws or agreements which prevent or delay a facility from opening, cause a facility to close or create barriers for individuals accessing the shelter reduce the availability of housing and lead to homelessness, raising human rights concerns. As a result, municipalities have seen an increasing number of people relying on outdoor encampments for shelter. Courts have recognized a “right to shelter,” allowing people to shelter in encampments with insufficient low-barrier and accessible shelter beds to meet the diverse needs of the homeless population in a community.

The OHRC encourages all levels of government to work cooperatively with each other and with shelter operators to determine how best to fulfil the urgent local need for housing and shelter services while addressing legitimate health and safety concerns. This approach will help municipalities meet their legal obligations under the *Code*, Ontario's Provincial Policy Statement on land use planning and the human right to adequate housing under federal and international law.

Policies and programs designed to address the needs of people experiencing homelessness should be grounded in human rights-based approaches and delivered with respect and compassion. The OHRC created a tool, the Human Rights Based Approach Framework (HRBA Framework), to help those designing policies and programs meet those standards. As the HRBA Framework outlines, a human rights-based approach requires consulting with affected stakeholders, including community agencies and current clients of transitional and emergency housing or encampment residents. The HRBA Framework can be a valuable tool to help identify essential steps in ensuring all required stakeholders inform the policy or program development process and avoid or mitigate human rights impacts.

The OHRC recognizes the importance of this matter to the Town of Cobourg and hopes that this letter and the information provided here help address this crisis. It welcomes the opportunity to discuss and provide more information about the HRBA Framework and how it can be applied to policies and programs related to emergency and transitional housing.

Sincerely,

Patricia DeGuire
Chief Commissioner

cc: Brian Ostrander, Warden

Northumberland County



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Corporation of the City of Owen Sound

By-law No. 2023-128

A By-law to Provide for the Licence and Regulation of Businesses in the City of Owen Sound

WHEREAS section 11(2) of the *Municipal Act, 2001* S.O. 2001 c.25 (the "Act") provides that municipalities may pass by-laws for the purpose of ensuring economic, social well-being of the municipality, and the health, safety and well-being of people in the municipality; and

WHEREAS section 151 of the Act provides for a system of business licences for any business wholly or partially carried on within the municipality and allows a municipality to prohibit the carrying on or engaging in the business without a licence, to refuse to grant a licence, to revoke or suspend a licence or to impose special conditions for a licence; and

WHEREAS section 445 of the Act provides that if a by-law has been contravened, the municipality may make an order requiring the person who contravened the 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 and that the municipality may provide that any person who contravenes such an order is guilty of an offence; and

WHEREAS section 447 of the Act provides that if an owner is convicted of knowingly carrying on or engaging in a trade, business or occupation without a licence required by a business licensing by-law, the court may order that the premises or part of the premises be closed for no longer than two years; and

WHEREAS section 447.1 of the Act provides that upon application, a Superior Court of Justice may issue an order for all or part of a premises to close if activities on the premises constitute a public nuisance which has a detrimental impact on the use and enjoyment of nearby property and the owner or occupants knew or ought to have known of the nuisance and did not take adequate steps to eliminate it; and

WHEREAS section 441 of the Act provides that the City's treasurer may give written notice of any fines imposed for the contravention of a business licensing by-law that become due and payable, the final date on which fines are payable, and if the fine remains unpaid after the final date, the fine is determined to be unpaid taxes; and

WHEREAS on September 9, 2014, the Council of The Corporation of the City of Owen Sound (the "City") passed By-law No. 2014-150 to provide for the licensing and regulation of business; and

WHEREAS on November 20, 2023, City Council passed Resolution R-231120-009 directing staff to bring forward the subject by-law for approval and to repeal By-law No. 2014-150, in consideration of staff report CR-23-086, presented to the Corporate Services Committee on November 9, 2023;

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. This by-law may be referred to as the "Business Licensing By-law" and when so referenced includes all future amendments, unless otherwise specified.

Purpose

2. This by-law has been enacted to licence and regulate businesses to:
 - a. protect the economic well-being of the City;
 - b. prevent nuisance and maintain order in the City;
 - c. protect the health, safety and well-being of the citizens of the City; and
 - d. ensure compliance with applicable rules and regulations, including building, zoning, fire safety and public health requirements.
3. For greater clarity, this by-law has not been enacted to endorse or guarantee:
 - a. the quality of products, workmanship or services provided by the Business; or
 - b. the skills or credentials of a Business owner, operator or employee.

Scope

4. This by-law applies to every business operating in the City except:
 - a. exhibitions, concerts, festivals and other organized public amusements that do not have vendors operating on-site;
 - b. Farmer's Market vendors or other temporary sale of farm products in the form of honey, maple syrup, or unprocessed fruits, vegetables and grains; and
 - c. businesses set out in the Municipal Act or the regulations under it which the City does not have authority to regulate including;
 - i. the sale or service of liquor or any condition respecting containers of, or facilities for the return of, alcoholic beverages;
 - ii. a courier or transportation business or owners or drivers of vehicles used in courier or transportation business;
 - iii. a business of trading in real estate or persons registered under the Real Estate and Business Brokers Act who are carrying on business as real estate brokers, salespersons or brokerages;
 - iv. electricians, master electricians or electrical contractors;
 - v. any requirement for a tradesperson to complete examinations or obtain any certificate issued by the City in relation to their competence to perform the trade if they hold an Ontario College of Trades certificate of qualification in that trade;
 - vi. a manufacturing or an industrial business, except to the extent that it sells its products or raw material by retail;
 - vii. the sale of goods by wholesale; or

- viii. the generation, exploitation, extraction, harvesting, processing, renewal or transportation of natural resources;
- d. short-term rentals, which are regulated by the City's Short-Term Rental By-law;
- e. dog kennels, which are regulated by the City's Kennel Licensing By-law; and
- f. non-commercial sales such as the sale of second-hand goods on digital platforms or at yard sales.

Part II. Interpretation

Headings

- 5. The division of this by-law into parts and the insertion of headings are for convenient reference only and shall not affect the interpretation of the by-law.

References to Applicable Law

- 6. All references to applicable law are ambulatory and apply as amended from time to time.

No Relief of Duties

- 7. The provisions of this by-law or issuance of a business licence does not relieve any person operating a business from provincial business registration requirements or the requirements of any applicable by-law, act or regulation.

Definitions

- 8. For the purposes of this by-law:

"Business" means any hawker peddler operating in the City or any organization or enterprising entity engaged in commercial, industrial or professional activities, for profit or otherwise, with an office or place of business located within the City, and includes but is not limited to:

- a. trades and occupations;
- b. exhibitions, concerts, festivals and other organized public amusements, held for profit or otherwise, that have on-site vendors;
- c. the sale or hire of goods or services on an intermittent or one-time basis; ~~and~~
- d. the display of samples, patterns or specimens of goods for the purpose of sale or hire; ~~and~~
- e. **Emergency Shelter and Support Services;**

"Business Licence" means a valid licence issued by the City to a business pursuant to this by-law;

"City" means the Corporation of the City of Owen Sound and a reference to the City is a reference to its geographical area or to the municipal corporation, as the context requires;

"City Clerk" means the Clerk of the City or their designate;

"Council" means the Council of the City;

"Emergency Shelter and Support Service or E.S.S.S." means a facility, organization, or association that provides social support services, including temporary accommodation, to individuals in need and, for greater certainty, includes overnight shelters, warming centres, cooling centres, and drop-in centres. For the purposes of this By-law, an Emergency Shelter and Support Service does not include a hospital or other medical facility governed by the *Public Hospitals Act* or a health care facility or practice regulated under the *Regulated Health Professions Act, 1991*, or social support services provided by the City.

"E.S.S.S. Property" means the lot on which an E.S.S.S. sits and includes each Building on the Lot on which the E.S.S.S. is situated.

"E.S.S.S. Operator" means the entity operating the services providing the Emergency Care and includes a registered owner of the property on which the E.S.S.S. is located.

"Enforcing Officer" means a Police Officer of the Owen Sound Police Service; a By-law Enforcement Officer, Building Inspector, Fire Chief, Fire Prevention Officer or the Chief Building Official, appointed by the City; and the Medical Officer of Health of the Health Unit or their designate;

"Hawker Peddler" means a person operating a business in the City, on a temporary basis or without leasing for longer than three months, or without owning property in the City, including operating by way of:

- a. flyer or phone sales; or
- b. traveling from place to place or door to door;

"Health Protection and Promotion Act" means the *Health Protection and Promotion Act*, R.S.O. 1990, c H.7;

"Health Unit" means the Grey Bruce Health Unit;

"Home Occupation Business" means a business within a dwelling unit or an accessory building or structure, which is an accessory use to the principle residential use by a resident therein;

"Mobile Food Business" includes street food vending carts, mobile preparation premises and catering vehicles as defined in Ontario Regulation 562 under the *Health Protection and Promotion Act*;

"Municipal Act" means the *Municipal Act, 2001*, S.O. 2001, c. 25;

"Operate" or "Operating" when referring to a business, includes carrying on, conducting, maintaining, owning or keeping the business;

"Person" includes an individual, partnership, firm or corporation and any heirs, executors or legal representatives to whom the context can apply;

"Provincial Offences Act" means the *Provincial Offences Act*, R.S.O. 1990, c. P.33; and

"Short-term rental" means all or part of a legally established dwelling that operates or offers a place of temporary residence, lodging or occupancy by way of a rental agreement or similar commercial transaction for a period of twenty-eight (28) consecutive nights or less and, for greater clarity, includes bed & breakfasts;

"Social support service" means a program or amenity provided by a facility, organization, or association to promote the welfare of others;

“Street Vendor Agreement” means an agreement between the operator of a mobile food business and the City that allows the business to operate on City property, including but not limited to sidewalks and walkways;

“Technical Standards and Safety Act” means the *Technical Standards and Safety Act, 2000*, S.O. 2000, c. 16.

“Temporary accommodation” means short-term housing provided to individuals or families who lack access to permanent or stable housing at a particular point in time.

Part III. General

Operation

- 9. No person may operate a business in the City without a business licence.
- 10. No person may operate a business in the City where a business licence has expired or been refused, revoked or suspended.
- 11. No person may operate a business in the City contrary to an order issued by an enforcing officer or a superior court of justice.

Additional Requirements

- 12. Without limiting any provision of this by-law, no person may operate a business described in column 1 of the table to this section without adhering to the requirements identified in column 2 in the same row.

Business requirements table

Column 1 - Business	Column 2 - Requirements
Mobile Food	Set out in Schedule 'A'
Hawker and Peddler	Set out in Schedule 'B'
Emergency Shelter and Support Service	Set out in Schedule 'C'
Home Occupation	Set out in the City's Zoning By-law
Adult Entertainment	Set by the Owen Sound Police Services Board
Body Rub Parlour	Set by the Owen Sound Police Services Board
Escort Services	Set by the Owen Sound Police Services Board
Salvage Yards	Set by the Owen Sound Police Services Board
Secondhand Shops	Set by the Owen Sound Police Services Board
Taxis	Set by the Owen Sound Police Services Board

Part IV. Business Licence

Licence Display

13. Every person who operates a business in the City must display a business licence as follows:
 - a. in a way which is visible to the public and enforcing officers, or
 - b. by carrying a copy with them while operating a hawker peddler business and showing it to any person on request.

Business Relocation and Change of Ownership

14. Every person who operates a business in the City must reapply for a business licence if the business moves to a new location or changes ownership.

Application

15. Every person who applies for a business licence must contact the City's Planning Division before submitting a business licence application to ensure that the proposed business meets all zoning regulations.
16. Every person who applies for a business licence must provide the following to the City in the form or manner provided by the City:
 - a. a complete business licence application;
 - b. a non-refundable business licence fee as set out in the City's Fees and Charges By-law;
 - c. a sign permit application, if required; and
 - d. any other document required by the City Clerk.

Approval

17. Council hereby delegates authority to the City Clerk to issue business licences subject to the following conditions, limits, procedures and notice requirements:
 - a. upon receipt, a business licence application must be circulated to City departments, and to the Health Unit as required;
 - b. the Clerk may not issue the business licence until all parties which were circulated on the Business Licence application have confirmed that they have no objections to the proposed business;
 - c. the City Clerk may issue business licences, subject to any applicable conditions, limits or expiry dates for the following businesses:
 - i. a general business;
 - ii. a home occupation business;
 - iii. a mobile food business; and
 - iv. a hawker peddler business; and
 - d. notice of all approved business licences will be included on the Council agenda.

Part V. Penalty and Enforcement

Enforcement

18. The City Clerk and any enforcing officer may refuse, revoke or suspend a business licence, subject to any limits in the Municipal Act, under the following circumstances;
 - a. non-payment of any fees, charges or outstanding fines;
 - b. non-compliance with an order, condition on a business licence or any provision of this by-law or any applicable by-law, Act or regulation;
 - c. as directed by Council; or
 - d. the continuation of the business poses an immediate danger to the health or safety of any person or to any property.
19. Any enforcing officer may:
 - a. enforce the provisions of this by-law:
 - b. inspect, at any reasonable time, any business which is licenced or has applied for a business licence to determine if the business complies with this by-law or any applicable by-law, Act or regulation;
 - c. issue a work order, order to discontinue activity or order to do any action or thing required to bring a business into conformity with this by-law or any applicable by-law or any Act or regulation; or
 - d. apply to a Superior Court of Justice for an order for a business to close where the conditions for public nuisance or lack of a business licence set out in the Municipal Act have been satisfied.
20. Where an enforcing officer has reasonable grounds to believe that an offence has been committed by a person, the officer may require the name, address, date of birth and proof of identity of that person, and the person shall supply the required information.
21. No person shall provide false information or give a false statement to an enforcing officer, employee and/or agent of the City in the lawful exercise of a power or duty under this by-law.
22. No person shall hinder or obstruct, nor attempt to hinder or obstruct, either directly or indirectly, an enforcing officer, employee and/or agent of the City in the lawful exercise of a power or duty under this by-law.

Penalty

23. Any person who contravenes the provisions of this by-law is guilty of an offence and, upon conviction, is subject to the penalty set out in the Provincial Offences Act.
24. For the purposes of this by-law, each day that a contravention of this by-law continues constitutes a separate and distinct offence.
25. In addition to any other remedy provided for in law, where all or part of a fine under this by-law remains unpaid, such fine may be added to the tax roll for property owned in whole or in part by the person upon whom the fine is imposed and collected as municipal taxes.

Part VI. Part VI. Conflict and Transition

Conflict

26. In the event the provisions of this by-law are inconsistent with the provisions of the Municipal Act, its regulations or any other Act, the provisions of the Act or regulation shall prevail.

Terms Severable

27. The terms and provisions of this by-law are severable and should any term or provision be found by a court of competent jurisdiction to be legally unenforceable, inoperative or invalid, the remainder of the by-law will continue to be in full force and effect.

Repeal

28. By-law No. 2014-150 is repealed.

Enactment

29. This by-law comes into full force and effect upon the final passing thereof at which time all by-laws, policies and resolutions that are inconsistent with the provisions of this by-law are hereby amended or repealed insofar as it is necessary to give effect to the provisions of this by-law.

FINALLY PASSED AND ENACTED this 4th day of December 2023.

Mayor Ian C. Boddy

Briana M. Bloomfield, City Clerk

Schedule 'A' – Mobile Food Business Regulations

Licence Application

1. In addition to the requirements set out in section 16 of this by-law, every person applying for a business licence for a mobile food business shall:
 - a. provide a photograph of the mobile food vehicle; and
 - b. provide a Mobile Food Service Equipment (TSSA) form completed by a qualified inspector if fueled by propane or other cooking fuel.

Operation

2. Every person operating a mobile food business shall ensure that:
 - a. the mobile food business does not operate and is not on City property between the hours of 11:00 p.m. and 7:00 a.m. the following day;
 - b. the business operates in compliance with the *Accessibility for Ontarians with Disabilities Act, 2005* and the *Smoke-Free Ontario Act, 2017*;
 - c. the area around the mobile food business is clean and free of garbage, grease and snow;
 - d. all health and safety regulations are followed, including but not limited to the provisions of the Health Protection and Promotion Act, the Technical Standards and Safety Act, and National Fire Protection Association Code 96;
 - e. the business licence is displayed on the mobile food business; and
 - f. any signage complies with the City's Sign By-law.

Operating Locations

3. No person shall operate a mobile food business:
 - a. on a sidewalk or walkway which in any way blocks or creates a hazard to pedestrians; and
 - b. on any portion of a City highway or on-street parking space.
4. Subject to sections 5 and 6 of this schedule, mobile food businesses shall not be operated on property without the owner or occupier's permission.
5. To operate a mobile food business at a festival or event held in the City, the operator must:
 - a. have permission from the organizers of the event; and
 - b. operate in accordance with all event rules and regulations.
6. To operate a mobile food business on City property, including City parks and parking lots, the operator must have an approved lease or street vendor agreement with the City.

Street Vendor Agreements

7. Council hereby delegates authority to the City Manager or delegate to approve Street Vendor Agreements subject to the following:
 - a. the term of the agreement is for a calendar year or less; and

- b. approval of Street Vendor Agreements shall be determined on a first come, first served basis.

DRAFT

Schedule 'B' – Hawkers Peddler Regulations

Licence Application

1. Applicants shall complete a business licence application as set out in section 16 of this by-law.

Licence Expiry

2. A hawker peddler business licence may be issued to:
 - a. a single hawker peddler business for one week or the calendar year;
 - b. organizers of a special event with multiple hawker peddlers for the duration of the event, up to one year; or
 - c. a property owner for the calendar year to permit multiple hawker peddlers to operate at the property.

Operation

3. For greater clarity, a business that has a City business licence is not required to purchase a hawker peddler business licence if their advertising involves flyer or phone sales or traveling from place to place or door to door.

Operating Locations

4. Without written consent from the City, no hawker peddler shall operate on any:
 - a. City property, including sidewalks, streets or highways; or
 - b. vacant lots in the City;

Licence Display

5. Persons licensed as hawker peddlers who are travelling door to door must:
 - a. carry a copy of their business licence with them; and
 - b. wear a tag identifying their name and the name of the business.

Signs

6. Signage must be displayed in accordance with the City's Sign By-law.

Schedule 'C' – Emergency Shelter and Support Services Regulations

Licence Application Requirements

1. In addition to the requirements set out in section 16 of this by-law, every person applying for a business licence for an Emergency Shelter and Support Service shall include:
 - a. An operational plan outlining specific measures to comply with City By-laws and applicable law including but not limited to;
 - i. A Crime Prevention Through Environmental Design (CPTED) Assessment, completed by the Owen Sound Police Service at the request of the applicant, to maintain the safety and security of the property and surrounding community which shall include such elements as lighting, security, video surveillance, and landscaping features;
 - ii. A lot maintenance plan identifying locations of waste receptacles, garbage facilities and the frequency or maintenance schedule to address litter, waste accumulation and debris arising from the activity of the E.S.S.S. or its patrons on the property and in the road allowance immediately adjacent to their property;
 - b. The contact information for a Local Contact who is available to respond to matters involving the E.S.S.S. at all times within a period of no greater than one (1) hour from the time of contact by telephone or email.

License Conditions

2. In addition to other requirements of the By-law, each of the following is a condition as a requirement of continuing to hold a license as an E.S.S.S. Operator:
 - a. E.S.S.S. Operators must notify the City of any changes to the information provided at the time of licence application;
 - b. E.S.S.S. Operators must maintain the property in accordance with the CPTED Assessment required under section 1(a)(i), and the lot maintenance plan required under section 1(a)(ii);
 - c. E.S.S.S. Operators must give an Enforcing Officer access to the E.S.S.S. at any reasonable time for the purpose of conducting an inspection to confirm compliance with the regulations;
 - d. E.S.S.S. Operators and associated E.S.S.S.'s must ensure compliance with all applicable law, or any notices or orders issued under applicable law, and must take reasonable measures to mitigate non-compliance by patrons of the E.S.S.S. on the premises and within the road allowance immediately adjacent to the premises, including but not limited to:
 - i. the Health Protection and Promotion Act, 1990, R.S.O. 1990, c. H.7 (Ontario) and its regulations;
 - ii. the Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4 (Ontario) and its regulations;

- iii. the Building Code Act, 1992, S.O. 1992, c. 23 (Ontario) and its regulations;
 - iv. Zoning By-law 2010-078, as amended;
 - v. Property Standards By-law 1999-030, as amended;
 - vi. Yard Maintenance By-law 2018-048, as amended;
 - vii. Noise By-law 2024-027, as amended;
 - viii. Nuisance By-law 2024-026, as amended;
 - ix. Traffic By-law 2009-075, as amended; and
 - x. Waste Management By-law 2005-151, as amended;
- e. E.S.S.S. Operators must ensure that their Local Contact is available to respond to matters involving the E.S.S.S. within one (1) hour from the time of contact by telephone or email by any person at all times;
 - f. E.S.S.S. Operators must maintain the sidewalk immediately adjacent to their premises free from any goods, articles, or other obstructions;
 - g. E.S.S.S. Operators must maintain the sidewalk immediately adjacent to their premises free from any refuse or litter;
- 3. In the case of an overnight shelter space, E.S.S.S Operators must, upon request from an Enforcing Officer, provide an occupancy report detailing the number of daily occupants and remaining available spaces.
 - 4. Any E.S.S.S. that is lawfully operating on the date this Schedule comes into force shall apply for a license no later than January 1, 2027.

Staff Report

Report To: City Council
Report From: Tim Simmonds, City Manager
Meeting Date: September 14, 2026
Report Code: CM-26-030
Subject: Update: Information and Requirements Related to an OPP Costing Request

Recommendations:

THAT in consideration of Staff Report CM-26-030 respecting information and requirements related to an OPP costing request, City Council refers the report to the Resilient Community Advisory Committee in 2027.

Highlights:

- Council has not directed staff to pursue OPP policing or obtain an OPP costing. The current work is focused solely on understanding the process and requirements should a future Council wish to explore the option.
- Council's interest is understanding the long-term financial sustainability of policing costs, while continuing to recognize and support the quality of service provided by the Owen Sound Police Service.
- The Solicitor General encouraged Council to fully understand both the costs and revenues associated with the current policing model before considering any future options. The Ministry was receptive to the City's request, although a formal response may take several months.

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:

[Report CR-26-071 from the Manager of Corporate Services Re: Owen Sound Police Service Facility Needs Assessment](#)

At the July 27, 2026 Council meeting, Council passed Resolution No. R-260727-009 as follows:

“THAT in consideration of Staff Report CR-26-071 respecting a facility needs assessment for the Owen Sound Police Service building, City Council directs staff to bring forward a report in September 2026 outlining the steps required to obtain a costing estimate from the Ontario Provincial Police (OPP).”

Background:

Since 2022, the City of Owen Sound has undertaken a comprehensive corporate service review focused on improving efficiency, modernization, service sustainability, and transparency in the use of public resources. While many municipal service areas have been examined through this process, police services were not included.

In July 2026, Council received a report seeking approval to retain a consultant to complete a facility needs assessment for the Owen Sound Police Service (OSPS) building. During its discussion, Council broadened its focus beyond facility needs to include the long-term affordability and sustainability of policing services, recognizing that the municipality would remain responsible for police facilities regardless of the policing model. Council then adopted Resolution R-260727-009, directing staff to report back on the steps required to obtain a costing estimate from the Ontario Provincial Police (OPP).

Council's direction was not intended to evaluate the quality or effectiveness of policing services currently provided by the OSPS. Instead, it reflected Council's continuing commitment to understanding the long-term financial

sustainability of major municipal services and ensuring that future decisions are supported by complete and objective information.

Analysis and Options:

Understanding the Process, Not Making a Decision

It is important to be clear at the outset that Council has not directed staff to obtain an OPP costing, nor has Council made any decision to pursue a change in policing service delivery. Rather, Council's July 27, 2026 resolution directed staff to better understand the process, requirements, timelines, and considerations involved should a future Council wish to request an OPP costing assessment. The purpose of this work is informational in nature and is intended to support informed decision-making.

The Ministry of the Solicitor General did not indicate that an OPP costing request would be unavailable to the City in the future and staff remain hopeful that more definitive responses to the questions submitted to the Ministry will be received. The City was advised, however, that while Ministry staff would begin reviewing the request, a formal response may take several months to prepare given the need for internal consultation and review.

A Constructive Discussion with the Province

During the 2026 Association of Municipalities of Ontario (AMO) Conference in Ottawa, the Mayor, accompanied by City representatives, met face-to-face with the Solicitor General to discuss Council's resolution and the City's desire to better understand the steps associated with obtaining an OPP costing assessment. The discussion was open, positive, and constructive. The Mayor emphasized that Council's interest is not about criticizing or speaking negatively about the OSPs. Council recognizes and appreciates the professionalism, commitment, and important role that community policing provides within Owen Sound. Rather, the discussion focused on Council's responsibility to understand the long-term financial sustainability of all major municipal services and to ensure it has the information necessary to evaluate future options should it choose to do so. This aligns with the same principles that have guided the City's broader service review process.

The Conversation Is About Sustainability

The Mayor further noted that policing expenditures currently account for approximately 30 cents of every municipal tax dollar collected. When combined with fire services, public safety expenditures consume approximately 48 cents of every tax dollar, leaving approximately 52 cents to fund all other municipal services including roads, infrastructure, transit, recreation, parks, engineering, planning, public works, and corporate services.

Council's interest is therefore centered on affordability and long-term sustainability, rather than the quality of policing services currently being provided. This perspective is consistent with benchmarking information previously reviewed by Council through the BMA Annual Report, which identified policing costs in Owen Sound as being significantly higher than several comparable municipalities, including communities served by the OPP. One community, Collingwood, was used as an example in the discussion and represents a nearly \$3 million difference in costs for policing.

Understanding Both Costs and Revenues

During the discussion, the Solicitor General encouraged the City to continue engaging with the OSPS Board and noted that Council should have a comprehensive understanding of all financial aspects of the current policing model before considering any future options. In particular, the Solicitor General highlighted the importance of understanding the revenue-generating activities and cost recovery opportunities currently associated with the OSPS, including dispatch services, records management functions, and other services that may generate revenue or offset operating costs as these would not be offered by an OPP policing model.

Keeping Future Options on the Table

The Solicitor General noted that the OSPS currently provides dispatch and other services to a number of municipalities through contractual arrangements and referenced several of the municipalities that receive services through these agreements. The Solicitor General expressed the view that Council should have access to detailed information regarding these arrangements, including the overall net financial benefit associated with those services. The Solicitor General indicated that having a complete

understanding of both costs and revenues is important to any discussion about policing sustainability and future service delivery options.

As a result, the Solicitor General encouraged continued dialogue between the City and the OSPA Board so that Council can gain a more detailed understanding of how these revenue streams contribute to the financial position of the service and how those revenues may be affected under alternative policing delivery models. Such information would support a more complete analysis and help ensure that future Council discussions are informed by the full financial picture.

The Solicitor General also suggested that, in addition to understanding the OPP costing process, there may be value in revisiting broader regional policing discussions. Specifically, consideration could be given to opportunities involving neighbouring municipal police services, including West Grey and Hanover, to determine whether any form of regionalized policing model could present efficiencies, improved sustainability, or other service delivery benefits. While no specific recommendation was made, the discussion reinforced the importance of examining a range of options and gathering complete information before considering any significant changes to policing arrangements.

Next Steps and Continuing Dialogue

At the conclusion of the meeting, the City provided the Solicitor General with a briefing package outlining Council's resolution, relevant benchmarking information, and a series of questions intended to help Council better understand the requirements associated with a future OPP costing request (see attachment).

The City specifically requested guidance via these five questions:

- What are the formal steps required for a municipality currently served by a municipal police service to obtain an OPP costing assessment;
- What is the data, documentation, Council resolutions, Police Service Board engagement, and background studies typically required before such a review would be undertaken;
- What are the opportunities for consultation with the municipality, Police Service Board, police leadership, Council, and community stakeholders throughout the process;

- Expected timelines and key decision points from an initial inquiry through to completion of a costing assessment; and
- Examples or best practices from Ontario municipalities that have explored or completed a similar review.

These questions were intentionally designed to provide Council with a clear understanding of the procedural, governance, consultation, and decision-making requirements associated with any future consideration of an OPP costing assessment before determining whether any further action is warranted.

Given that the Ministry's eventual response may provide important information regarding process requirements, stakeholder engagement expectations, timelines, alternatives considered by other municipalities, and potential next steps available to Council, staff believe that any future response should be reviewed in detail before further decisions are contemplated. As such, staff recommend that this report and any future correspondence received from the Ministry be referred to the Resilient Community Advisory Committee for consideration. This approach will provide an opportunity for public discussion and input while allowing the Committee to review the information and provide recommendations to Council respecting long-term policing sustainability, service delivery considerations, and any future actions that may be appropriate. Overall, staff view the meeting as positive and constructive. The City's request was well received, Council's intentions were clearly understood, and the Ministry appeared supportive of providing additional information to help inform future discussions. While the City had hoped to receive responses to the questions submitted in the coming weeks, representatives from the Solicitor General's Office advised that a formal response may be several months away. Staff will continue to maintain contact with Ministry officials and will report back to Council as additional information becomes available. At this time, the Ministry has not indicated that an OPP costing request would be unavailable to Owen Sound in the future. Staff remain optimistic that the information ultimately provided will help Council better understand the process, requirements, timelines, and considerations associated with any future request for an OPP costing assessment.

Resource Alignment:

Financial Resources

There were no direct costs associated with this report.

Human Resources

Approximately four hours of time were required by the City Manager in preparation of this report, which includes time with the Ministry of the Solicitor General at the AMO Conference.

Time and Scheduling

This matter was not included in the City's annual workplan and arose from a specific Council resolution adopted on July 27, 2026. As a result, the work has been accommodated within existing staff resources and alongside other corporate priorities.

At this stage, there are no critical project milestones or decision deadlines associated with the initiative. Council has not directed staff to pursue an OPP costing assessment; rather, Council has requested information regarding the process, requirements, timelines, and considerations should a future Council wish to explore that option.

The timeline is largely dependent on the Ministry of the Solicitor General's response to the City's questions. While the City had hoped to receive information in the coming weeks, Ministry representatives advised that a formal response may take several months due to internal review and consultation requirements. Any delay in receiving this information is not expected to impact other municipal initiatives, as no subsequent decisions or actions are currently scheduled or contingent upon the Ministry's response.

Staff will continue to monitor progress and report back to Council as additional information becomes available.

Technology and Infrastructure

No infrastructure or technology impacts have been identified at this stage. The current work is limited to information gathering and does not require new software, hardware, facilities, or external vendor services. Any future implications would be evaluated and reported should Council decide to pursue additional review or analysis.

Climate and Environmental Impacts:

There are no anticipated climate or environmental impacts.

Communication and Engagement:

Given that the City is awaiting further guidance from the Ministry of the Solicitor General, no additional communication or engagement activities are anticipated at this time. Any future communication strategy will be developed based on information received and Council direction.

Report Developed in Consultation With:

N/A.

Attachments:

OPP Costing Information Distributed at AMO August 17, 2026 to Solicitor General and staff in attendance

Submission approved by:

Tim Simmonds, City Manager

For more information on this report, please contact Tim Simmonds, City Manager at tsimmonds@owensound.ca or 519-376-4440 ext. 1210.

Owen Sound

Council values the professionalism and commitment of the Owen Sound Police Service and recognizes the benefits of community-based policing. The question is not service quality. The question is long-term affordability and sustainability for Owen Sound taxpayers.

PURPOSE:

The City of Owen Sound respectfully seeks guidance from the Ministry of the Solicitor General to review the process, prerequisites, expected timelines, and engagement requirements should Owen Sound Council wish to formally request an OPP costing assessment.

This would allow Council to proceed with a clear understanding of the requirements before determining whether to take any further steps.

CONTEXT:

In 2022, Council initiated a corporate-wide Service Review. Since that time, Council and Administration have examined municipal service areas to identify efficiencies, sustainability measures, modernization opportunities, and transparent approaches to managing public resources. Police Services were not included in that review.

Through recent correspondence to the City, the Owen Sound Police Service Board 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 request.

At the Council meeting of July 27, Council received a Staff Report that sought to retain a consultant, at a cost of

up to \$100,000, to undertake a facilities needs assessment of the OSPS building.

Council did not approve the Staff recommendation to engage with a consultant, but rather had discussion about financial costs around the sustainability and affordability of community policing vs the Provincial OPP model, since the City would be required to provide a facility in either option.

Council passed the following resolution: R-260727-009
“THAT in consideration of Staff Report CR-26-071 respecting a facility needs assessment for the Owen Sound Police Service building, City Council directs staff to bring forward a report in September 2026 outlining the steps required to obtain a costing estimate from the Ontario Provincial Police (OPP).”

This request arises from the same principle applied across City operations: ensuring every major municipal service remains financially sustainable for taxpayers over the long term.

Owen Sound

Evaluating Policing Service Delivery Models Through Comparable Municipal Benchmarks:

BMA benchmarking identifies a significant cost gap between Owen Sound's municipal policing model. Collingwood offers a practical, evidence-based benchmark for assessing policing affordability in Owen Sound.

The BMA benchmarking study provides a useful comparison because it examines municipalities of similar size and operating scale.

In 2024, Owen Sound reported police net costs of \$383 per capita compared to a cohort average of approximately \$206 per capita, while Collingwood reported \$193 per capita. Owen Sound also reported police net costs of \$399 per \$100,000 of assessment, compared to \$103 in Collingwood.

These results place Owen Sound at the upper end of the comparator group and suggest there is value in understanding how different policing delivery models influence costs.

While several municipalities in the BMA cohort fall within a similar population range, Collingwood is one of the most relevant comparators when considering an OPP policing model.

Both communities serve as regional centres, support tourism and commercial activity, and are frequently used as municipal benchmarks to each other. Unlike Owen Sound's community policing model, Collingwood receives policing through the OPP, making it a particularly

meaningful comparison when exploring alternative service delivery options.

Geography further strengthens the comparison. Owen Sound is effectively surrounded by municipalities policed by the OPP, including Meaford, Georgian Bluffs, Chatsworth, and The Blue Mountains.

As a result, OPP policing is already the predominant policing model throughout much of the surrounding region.

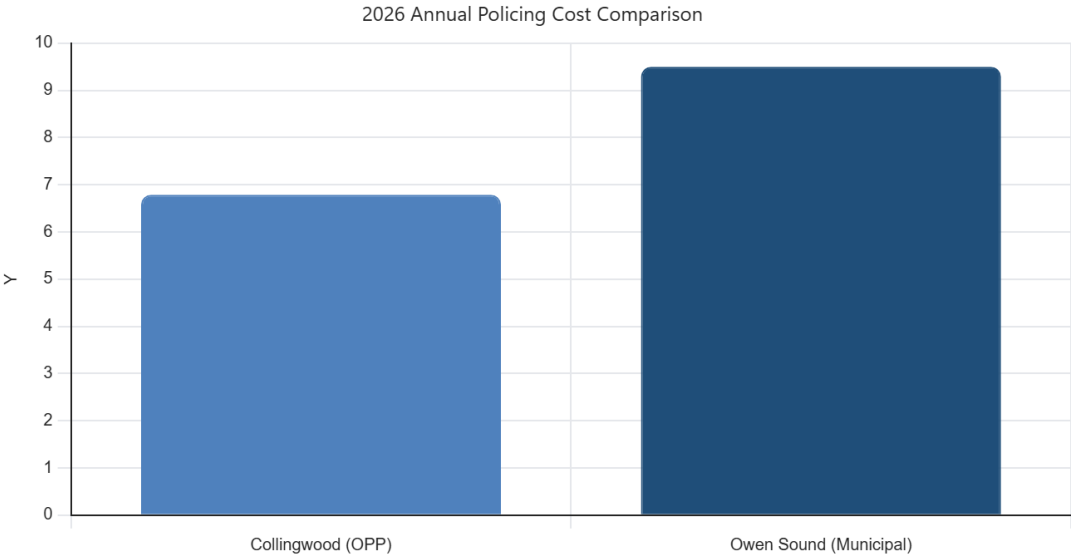
For these reasons, Collingwood has been used as the primary comparator within the BMA group when evaluating an OPP costing.

It combines similar population size, regional significance, geographic proximity, and a different policing delivery model, providing for a practical and objective reference point as the City continues its broader service review and financial sustainability work.

Owen Sound

ANNUAL COST GAP
\$2.7M

Less annual tax levy pressure if a comparable cost structure were achieved. ~\$116 per resident based on approximately 23,000 residents

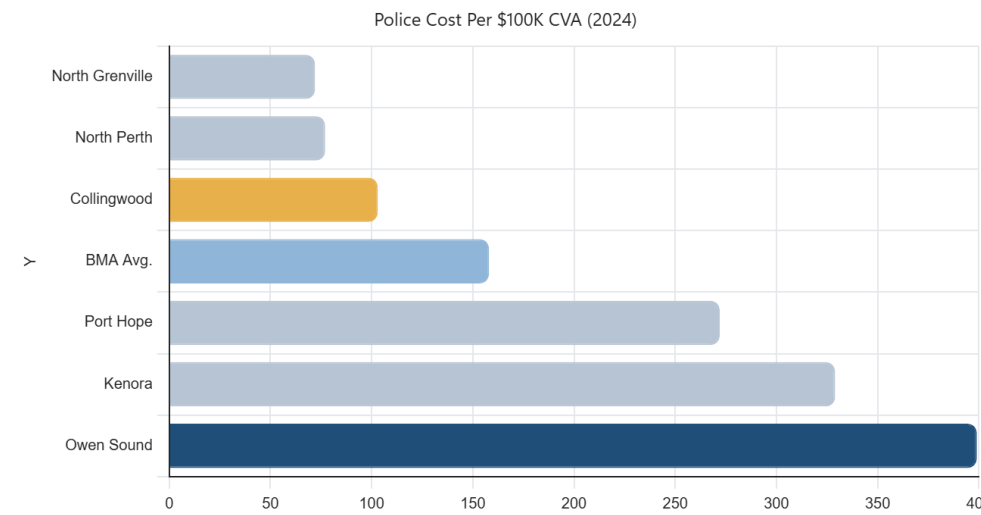
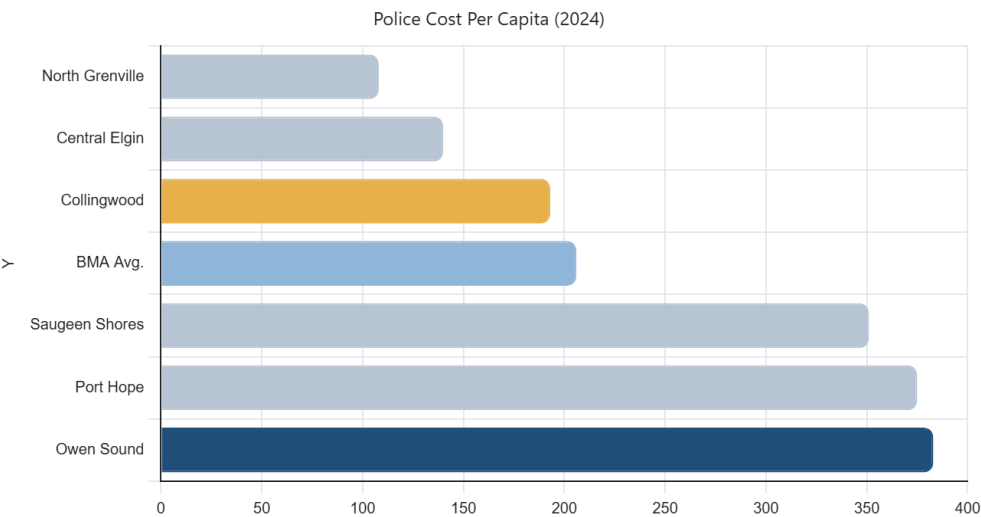


	Collingwood	Owen Sound	
Base Service	2,928,349.00		
Calls for Service	3,310,252.00		
Uniformed Officers		7,974,952.00	
Civilians and Dispatch		1,188,821.00	
	6,238,601.00	-	9,163,773.00
Overtime	264,921.00	-	** included in Uniformed O
Court Security	287,042.00	300,685.00	
Prisoner Transport	29,998.00	7,375.00	
Police Board Costs	-	31,725.00	
Year End Adj	734,614.00	0	
	7,555,176.00	9,503,558.00	
2026 Billing before SAC	6,673,400.00	9,503,558.00	
2026 SAC	230,093.00		
2024 Adjustment	- 116,518.00		
Total Billing	6,786,975.00	-	9,503,558.00
			2,716,583.00

Owen Sound

Owen Sound is nearly DOUBLE cost per capita.
\$193 v. \$383 (Collingwood v Owen Sound)

Owen Sound is about 3.9x Collingwood
per \$100 CVA.



Owen Sound

Requested guidance from the Solicitor General:

The City is seeking clarity on the process so Council can determine whether it wishes to formally proceed with an OPP costing assessment.

Specifically, the City requests guidance on:

1. What formal steps are required for a municipality currently served by a municipal police service to obtain an OPP costing assessment?
2. What data, documentation, Council resolutions, Police Service Board engagement, or background studies are typically required before the Province will undertake (approve) such a review?
3. What opportunities exist for consultation with the municipality, the Police Service Board, police leadership, Council, and community stakeholders?
4. What timelines and key decision points should Council understand from initial inquiry through completion of a costing assessment?
5. Are there recent examples or best practices from Ontario municipalities that have explored or completed a similar review?

Staff Report

Report To: City Council
Report From: Jacklyn Iezzi, Manager of Planning & Heritage
Meeting Date: September 14, 2026
Report Code: CS-26-077
Subject: Recommendation Report – Zoning By-law Amendment No. 59 (ZBA 59) – Part 1, Plan 16R-12308 and 1038 6th Ave W

Recommendations:

THAT in consideration of Staff Report CS-26-077, respecting a proposed Zoning By-law Amendment (ZBA No. 59) by Barry's Construction and Insulation Ltd., 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:

1. In consideration of the staff reports, recommendations, technical reports, and oral and written submissions, including agency comments received, finds that the application is consistent with the Provincial Planning Statement, conforms to the goals and objectives of the City's Official Plan, and represents good planning; and
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. 59 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. 59 to the City's Zoning By-law, as amended up to and including Amendment No. 57 (amending By-law No. 2026-030 known as the 2026 Update).

Highlights:

- A complete application for a Zoning By-law Amendment (ZBA 59) has been submitted by Barry's Construction and Insulation 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.
- A Public Meeting to consider the application was held on July 27, 2026, in accordance with the requirements of the *Planning Act*.
- No comments have been received from members of the public. Comments received from external agencies and internal departments have been considered, together with the policy framework in assessing the application.
- Staff recommend approval of ZBA 59.

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:

[CS-26-076](#) – Technical Report – Zoning By-law Amendment No. 59 – Part 1, Plan 16R-12308 and 1038 6th Avenue West

[Public Meeting Presentation](#) – July 27, 2026

[CS-26-081](#) – Consent B11-2026 to B13-2026 for Part 1, Plan 16R-12308 and 1038 6th Avenue West

[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 five-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 16R-12308.

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 southside 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 (see Schedule 'D')

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 a 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 Semi-Detached Dwelling)	Severed Lot (Proposed Semi-Detached Dwelling)	Retained Lot (1038 6th Avenue West) (Existing Single Detached Dwelling)
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%
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.	11

Date	Step	Days
	Request for comments circulated to City staff and external agencies.	
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
September 14, 2026	Recommendation Report to Council.	95

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

Analysis:

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 and a public meeting to consider the application was held on July 27, 2026, in accordance with the requirements of the *Planning Act*.

The technical report ([CS-26-076](#)) prepared for the subject ZBA application, outlined the key policy considerations relevant to the evaluation of the subject application. The purpose of this report is to assess the application in consideration of the applicable policies and standards, as outlined in the technical report, and comments received from staff and external agencies. No comments from members of the public have been received with respect to the application.

A: Provincial Planning Statement (PPS) & Matters of Provincial Interest

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 and has been reviewed with regard to the subject application. 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 PPS 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 PPS requires that settlement areas be the focus for growth and development and land use patterns within settlement areas should be based on densities and mix of land uses which efficiently use land and resources, optimize existing and planned infrastructure and public service facilities, and support active transportation. Planning authorities are required to support general intensification and redevelopment to support the achievement of complete communities.

Policy 2.2.1 of the PPS further requires planning authorities to provide 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:

- Permitting and facilitating:
 - **All housing options** required to meet the social, health, economic and well-being requirements of current and future residents;
 - **All types of residential intensification**, including the development and redevelopment of underutilized sites, development and introduction of new housing options within previously developed areas, and redevelopment which results in a net increase in residential units
- Promoting densities for new housing which efficiently use land, resources, infrastructure, and public service facilities, and support the use of active transportation; and,
- Requiring transit-supportive development and prioritizing intensification in proximity to transit.

The PPS defines housing options as meaning **a range of housing types and tenures including**, but not limited to, **single and semi-detached dwellings**, townhouses, multi-residential buildings, additional residential units, life lease and land lease communities, and affordable housing.

The subject lands are within a fully serviced settlement area. The proposed Zoning By-law Amendment to permit a semi-detached dwelling and future residential lot creation with access to full municipal services, public transit, parks, and amenities, supports the type of efficient, cost-effective

development that is envisioned by the PPS. The proposal represents residential intensification and infill development within a settlement area that contributes to providing a range and mix of housing options to meet the needs of current and future residents, as required by the PPS.

The proposal is consistent with 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 the majority of growth within the County. The County OP promotes a full range of residential, industrial, recreational, and institutional land uses within Primary Settlement Areas. The County has been provided notice of the subject ZBA application, in accordance with the requirements of the *Planning Act*, and have indicated no concerns.

The proposal conforms to the County of Grey Official Plan.

C: City of Owen Sound Official Plan

The subject property is designated 'West City Commercial' on Schedule 'A' – Land Use of the City's 2021 Official Plan. The Official Plan and Zoning By-law mapping is attached as Schedule 'B'. Lands on the north and south sides of 10th Street West, from 9th Avenue West to 6th Avenue West are within this designation. This area is considered a main entrance/gateway into the City from the west and north, connecting the "Sunset Strip" in the Township of Georgian Bluffs to the River District Commercial Area, and is an important aspect of the City's image.

Within the West City Commercial designation, medium density forms of housing are among the uses permitted. The lands subject to the requested ZBA (1038 6th Avenue West and lands legally described as Part 1, Plan 16R-12308), together with lands municipally known as 1010 6th Avenue West to the south, at the corner of 10th Street West and 6th Avenue West, comprise a 0.11-hectare (0.28 acre) block, within the West City Commercial designation. An existing single detached dwelling with an accessory residential unit (two units total) exist at 1010 6th Avenue West, an existing single detached dwelling exists at 1038 6th Avenue West, and the requested ZBA will allow lands legally described as Part 1, Plan 16R-12308 and a parcel proposed to be severed from 1038 6th Avenue West to be developed for a semi-detached dwelling (two units total), for a total of five (5) units. This results in a net

residential density of 45.5 units per hectare, which is considered to be medium density residential development in accordance with policy 3.1.2.1 of the OP.

In accordance with policy 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. The proposal for medium density residential development on the southern fringe of the West City Commercial designation provides an appropriate transition between existing low density residential land uses on the east side of 6th Avenue West and north of the subject lands, and existing commercial uses to the west. The proposal for minor residential intensification will support additional pedestrian activity within the area, that supports the continued viability of commercial land uses.

Roads & Parking

In accordance with policy 5.1.3.6 of the OP, road access points are required to 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 consideration. All new development or redevelopment is required to provide adequate off-street parking and loading spaces, in accordance with the standards established in the Zoning By-law (policy 5.1.4.3). Access points are required to be clearly visible and distinguishable, limited in number, and designed in a manner that will minimize hazards to pedestrian and motor traffic. (policy 5.1.4.10).

Off-street parking for the proposed semi-detached dwellings is proposed to be provided within individual attached garages and individual driveways with access off 6th Avenue West. The existing single detached dwelling at 1038 6th Avenue West has an existing driveway with access via 6th Avenue West. The lands are in proximity to the intersection of 10th Street West and 6th Avenue West. Comments received from the City's Engineering Services Division indicate that the driveway proposed for the southern lot (Part 1, Plan 16R-12308), is at the northern limit of the property, therefore, maintaining a buffer from the intersection to the south. Comments received from Engineering Services do not indicate any concerns with the proposed width/length of the driveway proposed for each lot.

Municipal Services

In accordance with Section 5.2 of the OP, development will be permitted in areas that can be adequately serviced by municipal services, municipal water and wastewater services, stormwater management, and emergency services (policy 5.2.1.1). Stormwater should be managed on-site 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 adjoining land (policy 5.2.4.1). The City shall require new development projects to have a stormwater management plan in place prior to construction (policy 5.2.4.6).

The proposed semi-detached dwelling will be serviced via existing municipal services (water and wastewater) available within the 6th Avenue West road allowance. Confirmation of separate municipal services to the proposed severed and retained parcels will be required as a condition of a future Consent application. As well, a Minor Servicing Agreement will be required, including the provision of securities equal to 100 per cent (100%) of the value of the off-site works, to facilitate the installation of new municipal services (water, wastewater, stormwater), and the restoration of affected City lands (i.e., boulevard, sidewalk).

As part of the subject ZBA application, a Grading and Drainage Plan prepared by a qualified professional engineer was submitted which demonstrates that surface drainage from lands legally described as Part 1, Plan 16R-12308 will be directed to a drainage swale within the rear yard and northern interior side yard of lands proposed to be severed from 1038 6th Avenue West, and eventually discharge to an existing City storm sewer on 6th Avenue West. A Consent application will be required to establish a formal grading and drainage easement. The registration of easement agreements on title of both the benefitting (Part 1, Plan 16R-12308) and dominant lands (1038 6th Avenue West) addressing apportionment of the ownership and responsibility for maintenance of the stormwater management, grading and drainage systems, as well as access over and to the system by future owners, will be required as a condition of Consent approval.

Consent Policies

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 purpose 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, subject 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 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.

Consent applications are considered by the City's Committee of Adjustment. A separate recommendation report ([CS-26-081](#)) was brought forward to the City's Committee of Adjustment at its meeting on September 1, 2026, respecting the proposed consent for lot creation (B11-2026), a lot addition (B12-2026), and a grading and drainage easement (B13-2026). The consent applications were approved by the Committee, subject to conditions, including that ZBA No. 59 be approved by City Council and confirmed to be in full force and effect.

Section 9.3.2 of the OP provides the policies that shall be considered when evaluating an application for consent. In accordance with policy 9.3.2.2 of the OP, plans of subdivision shall be the preferred method of land division. Consents should only be granted where less than three lots (two severed and one retained) are being created, in an area of the City that has existing access to a publicly maintained road on a year-round basis and is serviced by existing municipal services (water and wastewater). The application is proposing the creation of one (1) new lot, and one (1) retained lot in an existing built-up area of the City that has access to full municipal services. The lands front onto 6th Avenue West, which is an assumed public road maintained on a year-round basis therefore, it is appropriate to consider the proposed land division by way of Consent.

Policy 9.3.2.4 requires regard for 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.

As noted, the lands front onto 6th Avenue West, which is an existing assumed public road maintained on a year-round basis.

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

The subject lands are located within an existing, built-up area of the City with access to existing municipal services (water and wastewater). The proposed lot creation has the effect of infilling.

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

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. While the size of the retained parcel is proposed to be slightly reduced (by 21 square metres), the lot area remains sufficient for accommodating the intended use of a single detached dwelling with rear and side yard amenity space and off-street parking.

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

Through the subject ZBA application, the applicant is proposing to establish site specific site and building regulations with respect to lot area, lot coverage, and front and rear yard setbacks for the proposed semi-detached dwelling to be constructed on lands legally described as Part 1, Plan 16R-12308 and lands to be severed from 1038 6th Avenue West. The requested site-specific zoning provisions maintain the general intent and purpose of the Zoning By-law, as discussed further below in the 'City of Owen Sound Zoning By-law' section of this report. The size of the parcel proposed to be severed from 1038 6th Avenue West together with a lot addition from lands legally described as Part 1, Plan 16R-12308 is appropriate for the development of the lands for a semi-detached dwelling.

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

A Grading and Drainage Plan was submitted in support of the subject ZBA application. As noted in the Municipal Services section above, a future Consent application will be required to establish a formal grading and drainage easement, and the registration of related

easement agreements on title, to facilitate the proposed grading and drainage approach. Comments received from the City's Engineering Services Division request minor changes to the submitted Grading and Drainage Plan, which will be implemented as a condition of Consent approval.

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

The subject lands are not adjacent to any built heritage resources nor any identified archaeological resources.

Urban Design

The Urban Design policies of the OP promote a high standard of urban design in 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 major commercial areas and gateways to the City (policy 8.1.1.2).

As noted, the lands are within the western gateway of the City, as identified in policy 8.3.2.1 of the OP. Gateways 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. These locations may be marked with special structures, landscaping, or signage that reflects the unique character of the City.

Development of the subject lands will not serve to improve the commercial streetscape or sense of arrival along 10th Street West, however, will result in minor residential intensification along 6th Avenue West that is compatible with existing residential land uses on the east side of 6th Avenue West and to the north of the subject lands.

In accordance with policy 8.6.1.1 of the OP, 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. 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. Within a residential area, such heights and setbacks should be consistent with the general form of existing development (policy 8.6.1.3). For new residential development,

buildings should be sited to provide relatively consistent streetscapes within an area, with similar setbacks, defining the visual width of the streets (policy 8.6.8.2).

Through the subject ZBA application, the applicant is proposing to establish reduced front and rear yard setbacks for the proposed semi-detached dwelling. A front yard setback of 6 metres is proposed whereas 6.5 metres is required when considering the General Residential (R5) Zone provisions. Existing dwellings in proximity to the subject lands have reduced front yard setbacks from the street. The existing single detached dwelling at 1038 6th Avenue West, for example, has a front yard setback of only 0.5 metres. Therefore, the proposed front yard setback, though reduced, is not anticipated to have an impact on the character of the area. The proposal maintains consistency of the streetscape, consistent with the urban design policies of the OP.

The proposal conforms to the policies of the City's Official Plan.

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 ZBA No. 56, being the last site-specific zoning amendment. Under Zoning By-law 2010-078, as amended by ZBA No. 57, the lands remain zoned C2.

Semi-detached dwellings are not among the uses permitted in the C2 Zone.

The effect of ZBA 59 is to apply a site-specific zoning provision to the lands (14.145), 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 recommended draft Zoning By-law Amendments are attached as Schedule 'E'.

The following discusses each effect of the requested ZBA:

Permit a semi-detached dwelling

The request to permit a semi-detached dwelling as a use on the subject lands is appropriate in consideration of the West City Commercial policies of the City's Official Plan, discussed above, which permit medium density forms of housing. The subject ZBA will facilitate the construction of two (2) additional residential units. Three (3) units are existing within this 0.11-

hectare block of lands on the northwest corner of the intersection of 6th Avenue West and 10th Street West, for a total of five (5) units. This constitutes a net residential density of appropriately 45.5 units per hectare which is considered medium density residential development in accordance with policy 3.1.2.1 of the OP.

Site-specific site and building regulations for lot area, lot coverage, and front and rear yard setbacks

The requested site-specific site and building regulations to facilitate the construction of the proposed semi-detached dwelling are summarized in the table below:

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

The requested ZBA proposes to require a minimum lot area of 230 square metres per unit for the proposed semi-detached dwelling. The minimum lot area provisions of the Zoning By-law are intended to ensure a compatible built form and that the size of a parcel created is sufficient for accommodating the intended land use, together with required parking areas and amenity space.

The size of the proposed semi-detached dwelling lots, while reduced (by 70 square metres), are sufficient for accommodating the proposed land use together with front and rear yard amenity space and off-street parking within individual attached garages and surface driveways. Lots within this 0.11-hectare block of lands at the northwest corner of 10th Street West and 6th Avenue West will all be similarly sized as a result of the requested ZBA and proposed future lot creation. As well, similar sized lots exist in proximity to the subject lands including north on 6th Avenue West, at 11th Street 'A' West, and on the south side of 10th Street 'A' West.

The lot coverage, front and rear yard setback provisions of the Zoning By-law are intended to ensure:

- That adequate front and rear yard amenity area is maintained, and pervious surface is provided for grading and drainage,
- consistency of the streetscape, and
- a required off-street parking stall with a minimum length of six metres can be accommodated within the front yard.

As noted in the Official Plan section of this report, the proposed 6 metre front yard setback maintains consistency of the streetscape, as required by the Urban Design policies of the OP.

The proposed site-specific rear yard setback, while reduced, continues to provide adequate rear yard amenity space. The Grading and Drainage Plan submitted in support of the application demonstrates that stormwater will be managed through a drainage swale to the rear (west) and northern interior side yard of lands to be severed from 1038 6th Avenue West. Minor revisions to the Grading and Drainage Plan and the registration of easement agreements will be required to implement the grading and drainage approach proposed and can be effectively addressed through conditions of a future consent application. The proposed site-specific lot coverage of 47 per cent therefore maintains the general intent of the Zoning By-law.

Existing single detached dwelling

The requested ZBA also serves to recognize the existing single detached dwelling on 1038 6th Avenue West as a permitted use with a reduced lot area of 379 square metres, whereas 400 square metres is required for a single detached dwelling in the General Residential (R5) Zone, and an existing front yard setback of 0.5 metres. As outlined in the Official Plan section of this report, the lot area of the proposed retained parcel remains sufficient for

accommodating the intended land use of a single detached dwelling, together with front and rear yard amenity area and off-street parking within an individual driveway with access via 6th Avenue West.

E: City Staff & Agency Comments (Schedule 'F')

In accordance with the requirements of the *Planning Act*, notice of the subject application was provided on July 2, 2026, to the public and prescribed bodies by the Deputy Clerk. The Planning and Heritage Division also requested comments from those departments and agencies likely to have an interest in the application on June 22, 2026.

Comments received from staff and agencies as of the writing of this report as attached as Schedule 'F'.

City of Owen Sound Engineering & Public Works Department

Comment has been received from the City's Engineering & Public Works Department with no objection to the requested ZBA. The following matters will be required by the City's Engineering Services Division, as a condition of a future Consent application:

- A revised Grading and Drainage Plan showing:
 - The yard catch basin (CB) proposed at the swale outlet at the road allowance relocated to private property.
- Registration of easements and related agreements to implement the approved Grading and Drainage Plan.
- A revised Servicing Plan showing:
 - One wastewater cleanout on the property line for City access.
- Execution of a Minor Servicing Agreement with the City to facilitate the installation of new municipal services (water, wastewater, stormwater), and the restoration of affected City lands (i.e., boulevard, sidewalk). A Minor Servicing Agreement requires the provision of securities equal to 100 per cent (100%) of the value of the off-site works.

Ministry of Transportation (MTO)

Comment has been received from MTO with no objection to the requested ZBA. The subject property is located beyond MTO's permit control area.

Canada Post

Comment has been received from Canada Post with no objection to the requested ZBA.

Bell Canada.

Comment has been received from Bell Canada with no objection to the requested ZBA.

City of Owen Sound Fire Prevention Division

Comment has been received from the City's Fire Prevention Division with no objection to the requested ZBA.

Grey County

Comment has been received from Grey County with no objection to the requested ZBA.

Hydro One

Comment has been received from Hydro One with no objection to the requested ZBA.

F: Public Comments

A Public Meeting to consider the application was held on July 27, 2026, in accordance with the requirements of the *Planning Act*. No members of the public gave oral representations at the meeting and as of the writing of this report, no written public comments have been received.

G: Consent Matters

The proposed development is not considered a class of development requiring Site Plan Approval in accordance with Section 41 of the *Planning Act* and the City's Site Plan Control By-law (2019-185).

A future Consent application is required to implement the proposed lot creation and grading and drainage approach. Report [CS-26-081](#) was brought forward to the City's Committee of Adjustment at its meeting on September 1, 2026, respecting the proposed Consent for lot creation, a lot addition, and grading and drainage easement. The following matters were to be implemented as conditions of a future consent approval:

- Provision of a revised Grading and Drainage Plan and Servicing Plan, to the satisfaction of the City's Engineering Services Division, including:
 - Confirmation of separate municipal services to the severed and retained parcels.
 - The yard catch basin (CB) proposed at the swale outlet at the road allowance relocated to private property.
 - One wastewater cleanout on the property line for City access.
- Execution of a Minor Servicing Agreement with the City, including the provision of securities equal to 100 per cent (100%) of the value of the off-site works.
- Payment of cash-in-lieu of parkland dedication in accordance with the requirements of the *Planning Act* and the City's Fees and Charges By-law, to the satisfaction of the City's Manager of Planning and Heritage.
- Registration of easements and related agreements on title of the benefitting and dominant lands detailing apportionment of the ownership and responsibility for maintenance of the stormwater management, grading and drainage systems, as well as access over and to the system by future owners.

Resource Alignment:

Financial Resources

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

Human Resources

The Clerks Division will process the necessary notices in accordance with the requirements of the *Planning Act*.

Time and Scheduling

The processing of the subject ZBA application has slightly exceeded the 90-day timeline (by 5 days) provided by the *Planning Act*.

As this represents a legislated review 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. The application proposes minor residential intensification within a fully serviced, urban settlement area that makes use of existing municipal services, is walkable, and has access to transit and amenities.

Communication and Engagement:

Notice of Complete Application and Public Meeting was given as required by the *Planning Act*. A Public Meeting to consider the application was held July 27, 2026.

Staff and agency comments have been considered throughout this report.

Report Developed in Consultation With:

In addition to the public notice, the Planning and Heritage Division also sent a request for comments to the City's Development Team and external commenting agencies, further detailing the nature of the application. All comments have been considered as part of this Staff Recommendation Report.

Attachments:

- Schedule 'A': Orthophoto
- Schedule 'B': Official Plan and Zoning Map
- Schedule 'C': Property Details
- Schedule 'D': Site Plan
- Schedule 'E': Draft Zoning By-law Amendments
- Schedule 'F': Staff & Agency Comments

Reviewed by:

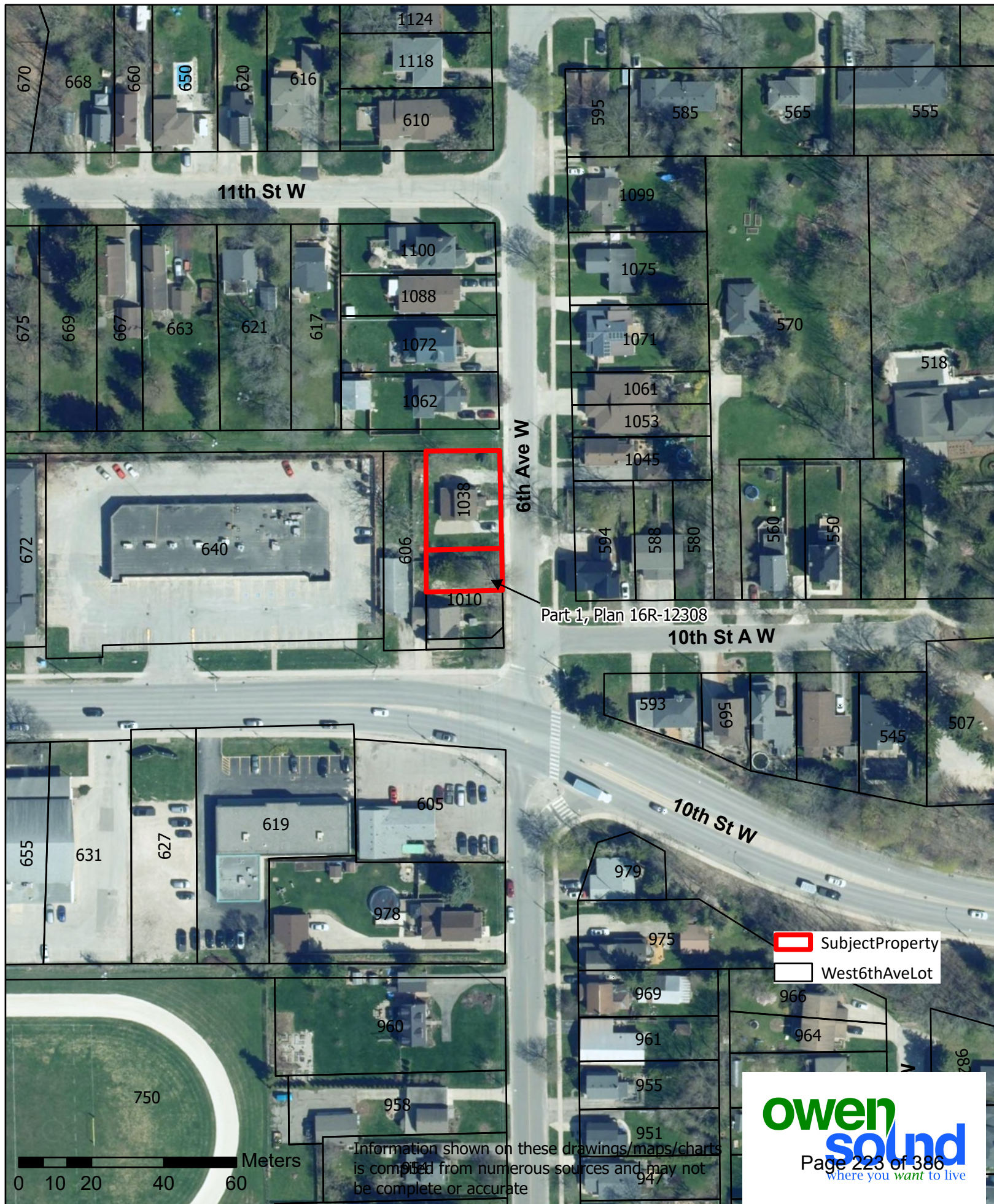
Pamela Coulter, BA, RPP, Director of Community Services

Submission approved by:

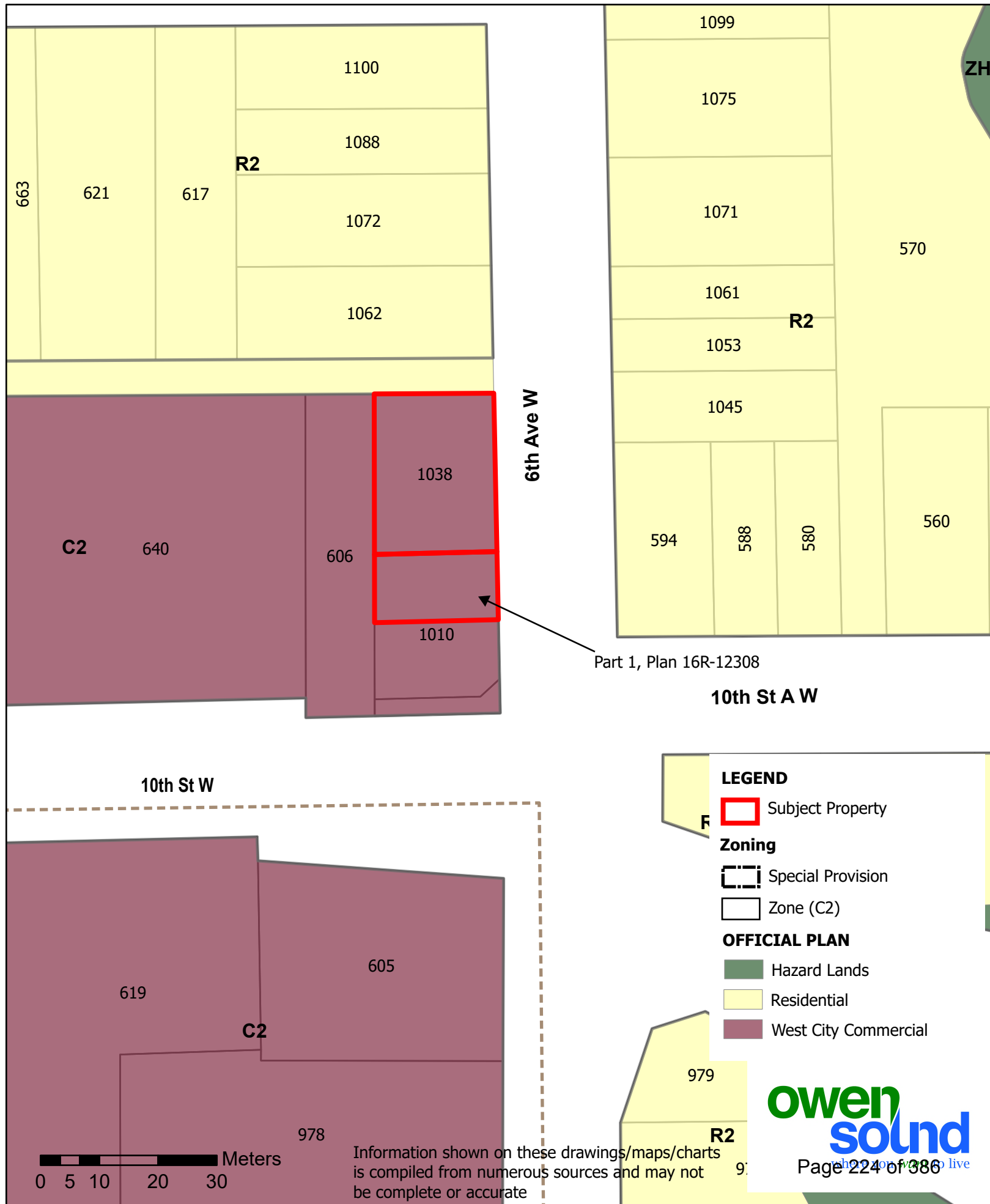
Tim Simmonds, City Manager

For more information on this report, please contact Jacklyn Iezzi, Manager of Planning & Heritage 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 6 th Avenue West (Proposed Severed)	1038 6 th Avenue West (Proposed Retained)
Civic Address	TBD	TBD	1038 6 th 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 (6 th Ave W)	11.3 m (6 th Ave W)	18.3 m (6 th 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	6 th Ave W	6 th Ave W	6 th Ave W

Available Servicing	Detail
Potable Water	150 mm ø cast iron – 6 th 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 m ²	*379.25 m ²	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

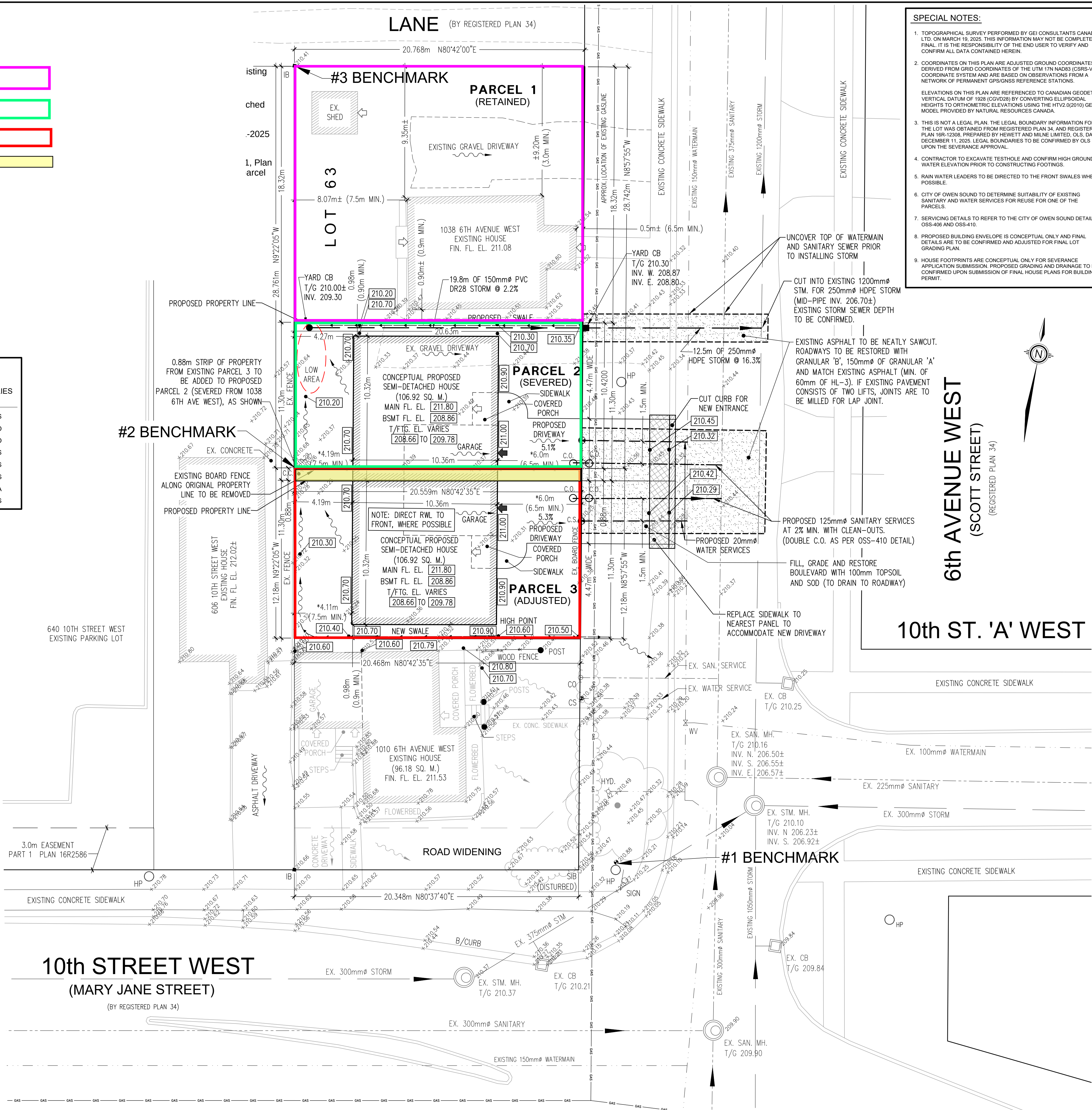
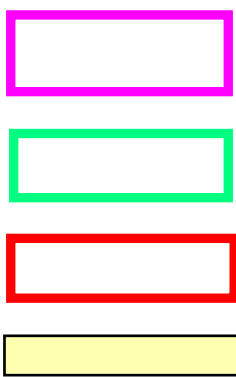
(*) POSSIBLE MINOR VARIANCE REQUIRED.

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 m ²	*232.70 m ²	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.

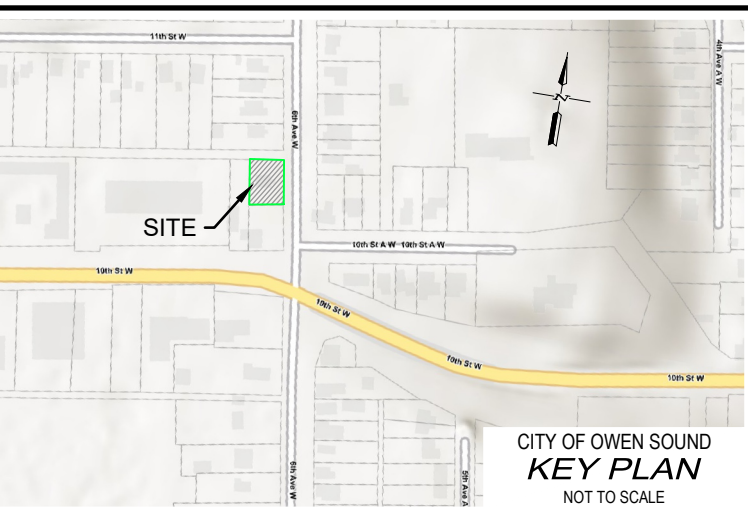
PARCEL 3 PROPOSED SEVERED LOT (South Semi-Detached Unit) (C2) R5 ZONING				
	A01-2025 VARIANCE	REQUIRED	PROPOSED	COMPLIES
MIN LOT FRONTAGE (6TH AVE. W.)	10.0 m	10.0 m	11.30 m	YES
MIN LOT AREA *	*249.80 m ²	*300 m ²	*231.76 m ²	NO
MAX LOT COVERAGE *	*45 %	*40 %	*46.13 %	NO
MIN FRONT YARD SETBACK *	*6.0 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 HYD2020(10) 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 16R12586, PREPARED BY HEWITT AND MILNE LIMITED, O.S., DATED DECEMBER 11, 2025. LEGAL BOUNDARIES TO BE CONFIRMED BY OLS UPON THE SEVERANCE APPROVAL.
4. CONTRACTOR TO EXCAVATE TEST HOLE 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. SERVACING DETAILS TO REFER TO THE CITY OF OWEN SOUND DETAILS OSS-408 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 ERRECTED ON THE LOT AND THE GRADING OF THE LOT ARE IN GENERAL CONFORMITY WITH THE GRADING AND DRAINAGE PLAN APPROVED BY THE MUNICIPALITY.

GEI CONSULTANTS CANADA LTD.	P. ENG.
-----------------------------	---------

LEGEND:

- EXISTING CONDITIONS ELEVATION (MAR. 19/25)
- AS BUILT ELEVATION
- PROPOSED ELEVATION
- PROPOSED ELEVATION BELOW DECK
- 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, WATERMANS, 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



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

SCHEDULE E



DRAFT ZONING BY-LAW AMENDMENTS

The Corporation of the City of Owen Sound

By-law No. 2026-0

A By-law to amend Zoning By-law No. 2010-078, respecting lands located at 1038 6th Avenue West and land legally described as Part 1, Plan 16R-12308 (ZBA No. 59)

WHEREAS section 34(1) of the *Planning Act*, R.S.O. 1990, c. P.13 (the "Planning Act") 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 on April 12, 2010, the Council of The Corporation of the City of Owen Sound (the "City") passed Zoning By-law No. 2010-078 (the "Zoning By-law") to implement the City's Official Plan and to regulate the use of land in the City; and

WHEREAS City Council is desirous of adopting a zoning by-law amendment, pursuant to section 34 of the Planning Act, for lands located at 1038 6th Avenue West and lands legally described as Part 1, Plan 16R-12308 (the "subject lands"); and

WHEREAS such amendment to the Zoning By-law will maintain the terms and intent of the City of Owen Sound Official Plan; and

WHEREAS City Council has carefully considered all public comments throughout the process; and

WHEREAS on July 27, 2026, a public meeting was held under section 34 of the Planning Act to consider zoning for the subject lands; and

WHEREAS on September 14, 2026, City Council passed a resolution directing staff to bring forward a by-law to amend the Zoning By-law respecting the subject lands, in consideration of staff report CS-26-077;

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 Zoning By-law No 2010-078, is hereby amended by changing the zoning category on those lands lying and being in the City of Owen Sound, being all of PIN 37050-0027 (LT) described generally as PLAN 34 N PT LOT 63 and part of PIN 37050-0026 (LT), described generally as Part 1, Plan 16R-12308, shown more specifically on Appendix 'A' attached to this by-law from 'Retail Commercial' (C2) Zone to 'Retail Commercial' (C2) with Special Provision 14.145 Zone;
2. That Special Provision 14.145 is hereby added as follows:

Special Provision 14.145

1. Notwithstanding the provisions of the 'Retail Commercial' (C2) Zone and for lands shown on Schedule A, Zoning Map 3:

- a) A Dwelling, Semi-Detached, is permitted in accordance with the 'General Residential' (R5) Zone provisions, excepting that:
 - i) The Minimum Lot Area shall be 230 m² per unit.
 - ii) The Maximum Lot Coverage shall be 47%.
 - iii) The Minimum Front Yard setback shall be 6 m.
 - iv) The Minimum Rear Yard setback shall be 4 m.
 - b) A Dwelling, Single Detached is permitted in accordance with the 'General Residential' (R5) Zone provisions, excepting that:
 - i) The Minimum Lot Area shall be 379 m².
 - c) For all other uses permitted in the C2 Zone, the C2 regulations shall apply.
2. Notwithstanding any other provisions of this By-law to the contrary, the existing buildings and structures on lands municipally known as 1038 6th Avenue West 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 passing of this by-law.
3. This by-law shall come into full force and effect on the date it is passed, at which time all by-laws, policies and resolutions that are inconsistent with the provisions of this by-law are hereby amended or repealed insofar as it is necessary to give effect to the provisions of this by-law.

FINALLY PASSED **AND ENACTED** this 14th day of September 2026.

Mayor Ian C. Boddy

Briana M. Bloomfield, City Clerk

The Corporation of the City of Owen Sound

By-law No. 2026-0

A By-law to amend Zoning By-law No. 2010-078, respecting lands located at 1038 6th Avenue West and land legally described as Part 1, Plan 16R-12308 (ZBA No. 59)

WHEREAS section 34(1) of the *Planning Act*, R.S.O. 1990, c. P.13 (the "Planning Act") 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 on April 12, 2010, the Council of The Corporation of the City of Owen Sound (the "City") passed Zoning By-law No. 2010-078 (the "Zoning By-law") to implement the City's Official Plan and to regulate the use of land in the City; and

WHEREAS, on April 13, 2026, the Council of The Corporation of the City of Owen Sound (the "City") passed By-law No. 2026-030 for the purpose of adopting Zoning By-law Amendment No. 57 to implement updates to the City's Official Plan and to regulate the use of land in the City; and

WHEREAS City Council is desirous of adopting a zoning by-law amendment, pursuant to section 34 of the Planning Act, for lands located at 1038 6th Avenue West and lands legally described as Part 1, Plan 16R-12308 (the "subject lands"); and

WHEREAS such amendment to the Zoning By-law will maintain the terms and intent of the City of Owen Sound Official Plan; and

WHEREAS City Council has carefully considered all public comments throughout the process; and

WHEREAS on July 27, 2026, a public meeting was held under section 34 of the Planning Act to consider zoning for the subject lands; and

WHEREAS on September 14, 2026, City Council passed a resolution directing staff to bring forward a by-law to amend the Zoning By-law respecting the subject lands, in consideration of staff report CS-26-077;

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 Zoning By-law No 2010-078, is hereby amended by changing the zoning category on those lands lying and being in the City of Owen Sound, being all of PIN 37050-0027 (LT) described generally as PLAN 34 N PT LOT 63 and part of PIN 37050-0026 (LT), described generally as Part 1, Plan 16R-12308, shown more specifically on Appendix 'A' attached to this by-law from 'Retail Commercial' (C2) Zone to 'Retail Commercial' (C2) with Special Provision 14.145 Zone;
2. That Special Provision 14.145 is hereby added as follows:

Special Provision 14.145

1. Notwithstanding the provisions of the 'Retail Commercial' (C2) Zone and for lands shown on Schedule A, Zoning Map 3:
 - a) a Dwelling, Semi-Detached is permitted in accordance with the 'Medium Density Residential' (R2) Zone provisions, excepting that:
 - i) The Minimum Lot Area shall be 230 m² per unit.
 - ii) The Maximum Lot Coverage shall be 47%.
 - iii) The Minimum Front Yard Setback shall be 6 m.
 - iv) The Minimum Rear Yard Setback shall be 4 m.
 - b) A Dwelling, Single Detached is permitted in accordance with the 'Medium Density Residential' (R2) Zone provisions, excepting that:
 - i) The Minimum Lot Area shall be 379 m².
 - c) For all other uses permitted in the C2 Zone, the C2 regulations shall apply.
 - d) Notwithstanding any other provisions of this By-law to the contrary, the existing buildings and structures on lands municipally known as 1038 6th Avenue West 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 passing of this by-law.
3. This by-law shall come into force and effect on the day that By-law 2026-030 comes into full force and effect at which time all by-laws, policies and resolutions that are inconsistent with the provisions of this by-law are hereby amended or repealed insofar as it is necessary to give effect to the provisions of this by-law.>

FINALLY PASSED this 14th day of September 2026.

Mayor Ian C. Boddy

Briana M. Bloomfield, City Clerk

SCHEDULE F

STAFF & AGENCY COMMENTS

Canada Post – June 22, 2026

County of Grey – June 24, 2026

Ministry of Transportation (MTO) – June 22, 2026

Bell Canada – June 30, 2026

Fire Prevention Division – July 7, 2026

Hydro One – July 29, 2026

City of Owen Sound Engineering & Public Works Department – July 31, 2026

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,

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



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=hvjlbmg62fhfsj6zv0wr5ewi&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



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

Connect with us:



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 don't feel obligated to reply to this email outside of your working hours.

Please consider the environment before printing.

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, inquiries, 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



Taking pride in strengthening Ontario, its places and its people

Please note the Ministry no longer accepts Land Development review requests through 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.

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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
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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

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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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Join the Conversation Today at ourcity.owensound.ca

My working day may not be your working day. Please don't feel obligated to reply to this email outside of your working hours.

Please consider the environment before printing.

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=hvjlbmg62fhfsj6zv0wr5ewi&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
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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:

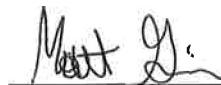
- None

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



From: [LANDUSEPLANNING](#)
To: [Staci Landry](#)
Subject: Owen Sound - 1038 6th Avenue West - ZBA-59
Date: Wednesday, July 29, 2026 12:03:03 PM

External sender <landuseplanning@hydroone.com>
Make sure you trust this sender before taking any actions.

Hello,

This email serves to confirm receipt of your application for ZBA, ZBA-59.

Please be advised that Hydro One does not provide comments for the following application types: Official Plan Amendment (OPA), Zoning By-law Amendment (ZBA), Minor Variance, Temporary Use By-law, and Holding By-law Removal (H-Removal).

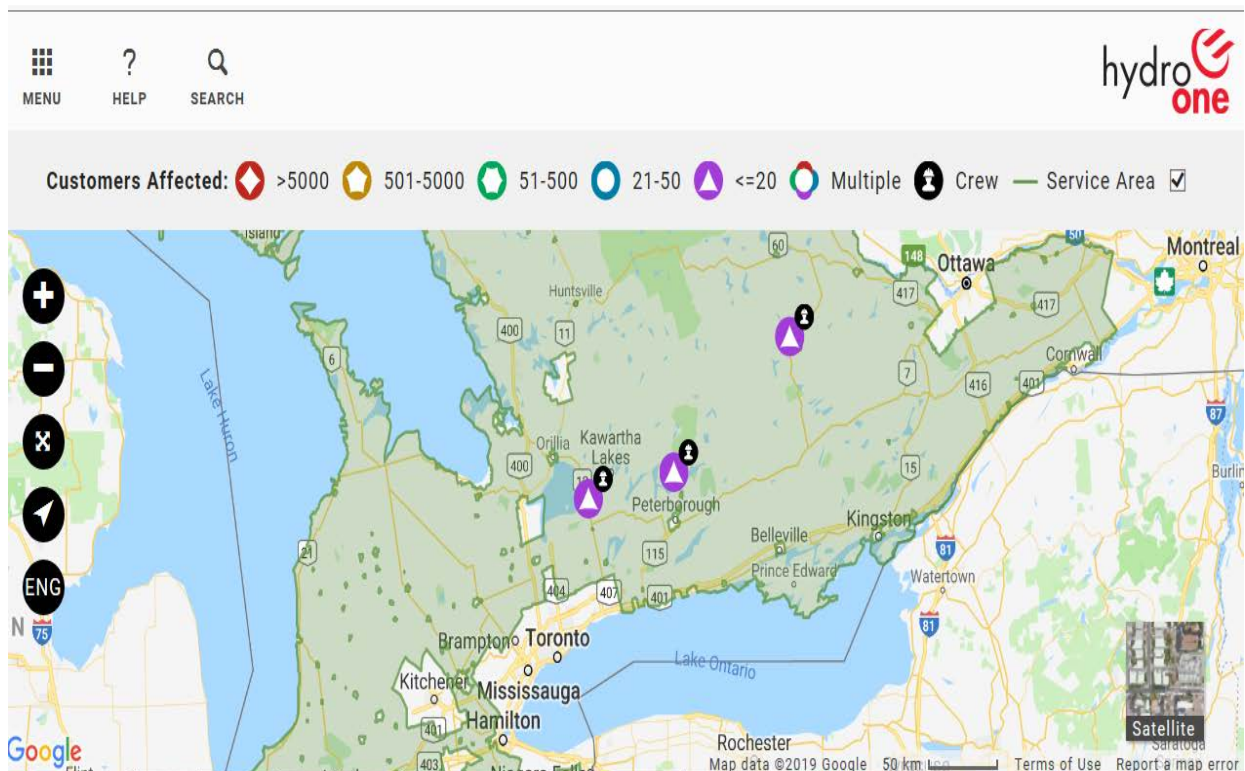
Hydro One will undertake a review at subsequent stages of the planning process, including Site Plan(control, preliminary, minor), Draft plan of condominium, Draft plan of subdivision, Consent to sever, Communication/Monopole/Microwave tower proposal, Aggregate proposal (pit and quarry), and Niagara Escarpment Commission applications.

Our preliminary review considers issues affecting Hydro One's 'High Voltage Facilities and Corridor Lands' only.

For proposals affecting 'Low Voltage Distribution Facilities' the Owner/Applicant should consult their local area Distribution Supplier. Where Hydro One is the local supplier the Owner/Applicant must contact the Hydro subdivision group at subdivision@Hydroone.com or 1-866-272-3330.

To confirm if Hydro One is your local distributor please follow the following link: [Stormcentre \(hydroone.com\)](https://stormcentre.hydroone.com)

Please select "Search" and locate the address in question by entering the address or by zooming in and out of the map.



If you have any further questions or inquiries, please contact Customer Service at 1-888-664-9376 or e-mail CustomerCommunications@HydroOne.com to be connected to your Local Operations Centre

If you have any questions please feel free to contact Land Use Planning.

Thank you,

Land Use Planning Department
Hydro One Networks Inc.
Email: LandUsePlanning@HydroOne.com

Staff Report

Engineering Services Division

Date: July 31, 2026 **Eng. File:** 1010-1038 6th Avenue Wes

Roll No. TBD

To: Jacklyn Iezzi, Senior Planner
Sabine Robart, Manager of Planning & Heritage
Pam Coulter, Director of Community Services
Lara Widdifield, Director of Public Works & Engineering

From: Matthew Pierog, Engineering Technologist

Subject: **Zoning By-law Amendment Engineering Review**

Applicant: Barry's Construction and Insulation Ltd.

Planning File: ZBA No. 59

Legal Description: PART 1, PLAN 16R12308 (Consent B01-2025) & PLAN
34 N PT LOT 63 (1038 6th Avenue West)

Municipal Address: 1010 6th Avenue West & 1038 6th Avenue West

Recommendations:

Further to our review of the above-noted application, the Public Works & Engineering Department has no objection to this Zoning By-law Amendment application, however, comments and recommendations are included below, which are to be addressed at the time of the Consent Application, unless otherwise noted.

Background:

Refer to the description provided by the City's Planning Division, circulated as a part of request for comment.

Analysis:

This document incorporates comments from all Public Works & Engineering Department divisions. The Comments provided herein were based on the City's most recent Engineering Standards and the records available at the time of preparation of this report. The comments provided to not preclude the applicant's responsibility for meeting all applicable laws, regulations and standards, or provide any assurances.

The following comments reflect the results of this review:

Detailed Review: Documents reviewed in conjunction with this application are:

- *City of Owen Sound Site Development Engineering Standards, 1st Edition* https://www.owensound.ca/media/pw0gywsg/site-plan-eng-standards_full-2021-03-24-rev.pdf
- *City of Owen Sound Official Plan, as amended* <https://www.owensound.ca/media/sqkldpco/final-approved-official-plan-feb-15-2022.pdf>
- *Stormwater Management Planning and Design Manual, March 2003; Province of Ontario Ministry of the Environment – published by: Queen’s Printer for Ontario* <https://www.ontario.ca/document/stormwater-management-planning-and-design-manual-0>
- *Accessibility for Ontarians with Disabilities Act (AODA), 2005, S.O. 2005 c.11* <https://www.ontario.ca/laws/statute/05a11>
- *Reference Drawing submitted as part of the application, and former documents associated with previous Planning Applications (i.e. B01-2025):*
 - *GEI Consultants Canada, Ltd., drawing No. 1, dated March 3, 2026.*
 - *GEI Consultants Canada, LTD., Report titled 'East Court Residence Apartments 1111 15th Avenue East, Owen Sound', dated April 8, 2026.*

Stormwater Management (SWM):

A Stormwater Management Report is not required for this ZBA application.

Grading & Drainage:

A Grading and Drainage Plan (GEI, 2026) was submitted for review as a part of the ZBA application.

The yard CB proposed at the swale outlet at the road allowance is to be relocated onto private property.

Side yard mutual swales that outlet to the City’s road allowance may be permitted on the lot line for the properties subject to the application and owned by the Owner – grading on adjacent lots is not permitted.

Based on the proposed southern lot relying on the northern lot for a SWM outlet, an easement/legal agreement must be prepared to support the

drainage plan – any use of easements is to be private (the City will not be a party). It is recommended that this be shown on the plan, appropriately sized for the intended use as recommended by the Owner (i.e. minimum widths which may affect building setbacks).

The site grading and drainage is required to conform to Section 2.2.2 of the City's Property Standards By-law 1999-030.

Site Servicing:

A preliminary Servicing Plan (GEI, 2026) has been submitted for review as a part of the ZBA application.

The City is in the process of updating OSS-410 to include one wastewater cleanout on the property line for City access, in lieu of two cleanouts – one cleanout is to be installed for each wastewater lateral proposed.

Domestic servicing for water/wastewater typically would require a Special Services Application, however, the City is agreeable to use a Minor Servicing Agreement as the mechanism to capture all off-site works (i.e. storm, water, wastewater, surface infrastructure, etc.). The MSA requires a cost estimate for the off-site works and a stamped drawing.

Servicing Feasibility Study (SFS):

A Servicing Feasibility Study is not required for this ZBA application.

Site Access:

Access to each property is proposed from a separate driveway connected to 6th Avenue West. The driveway for the southern lot is proposed at the northern portion of the property – maintaining a buffer from the intersections to the south.

PW/ESD has no concerns with the proposed width/length of the driveway proposed for each lot; there appears to be sufficient parking for the proposed residential units.

Fees and Charges:

The Engineering Review Fee will be \$407.00 for a Zoning By-law Amendment Application.

Prepared By: Matthew Pierog, P.Eng.



Reviewed By: Mason Bellamy, C. Tech.

Reviewed via email.

Staff Report

Report To: City Council
Report From: Briana Bloomfield, City Clerk
Meeting Date: September 14, 2026
Report Code: CR-26-088
Subject: Chain of Office

Recommendations:

THAT in consideration of Staff Report CR-26-088 respecting the Chain of Office, City Council selects an option from the report.

Highlights:

- The Chain of Office was made in 1967 and refurbished in 2005.
- Council is to select one of the options outlined in the report either status quo, working group, or refurbishment.

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:

Resolution No. S-260623-013

“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 respecting options for the refurbishment of the Chain of Office”

Background:

Attachment No. 1 of the report provides information on the history of the Chain of Office. It was made in 1967 and refurbished in 2005 by a local jeweller. The current state of the Chain of Office is that the cloth is weathered, many pieces have fallen off, and some pieces are sticking out.

Analysis and Options:

Outlined below are three options for Council to review and determine how best to move forward respecting the Chain of Office.

Option 1 – Status Quo

Continue to use the Chain of Office in its current state. There are no immediate costs associated with this option, but the Chain of Office will continue to deteriorate.

If this is the preferred option, staff recommend that Council bring forward a motion to direct staff to include \$1,000 in the draft 2027 operating budget to start a line item for the eventual upgrades to the Chain of Office.

Option 2 – Working Group

Establish a Working Group to design a new Chain of Office for approval by Council. Recruitment for the Working Group will take place during the fall as part of Board and Committee recruitment. Details of the Working Group are as follows:

Board and Committee By-law Requirement	Description
Working Group Title	Chain of Office Working Group
Timeframe	January to December 2027
Outcome	Report to Resilient Community Advisory Committee with a Chain of Office design and cost estimate
Membership	Minimum of 3, maximum of 7, with expertise in art/jewellery
Staff Resources	No staff resources will be assigned. The final report will be provided to the City Clerk who will provide a covering report

Board and Committee By-law Requirement	Description
	when added to a Resilient Community Advisory Committee meeting agenda.

If this is the preferred option, staff recommend that Council bring forward a motion to direct staff to establish a Chain of Office Working Group as outlined in the report.

Option 3 - Refurbishment

Staff provided the Chain of Office to Amber Harwood of Georgian Bay Art Conservation Inc. to undertake an assessment. Attachment No. 2 of the report is the assessment. It includes two options:

A. Preservation of Existing Support and Restore Original Metalwork

The details are provided in Attachment No. 2 with the cost being between \$3,500-\$5,500 and the time to complete the project being four weeks. The work could be completed in 2027, and the Mayor would not have the Chain of Office for one meeting.

If this is the preferred option, staff recommend that Council bring forward a motion to add \$5,500 to the draft 2027 operating budget for consideration by the Mayor and Council.

B. Redesign Fabric Support and Restore Original Metalwork

The details are provided in Attachment No. 2 with the cost being between \$6,500-\$8,500 and the time to complete the project being six weeks. The work could be completed in 2027, and the Mayor would not have the Chain of Office for two meetings.

If this is the preferred option, staff recommend that Council bring forward a motion to:

1. Add \$8,500 to the draft 2027 operating budget for consideration by the Mayor and Council; and
2. Provide direction on whether the binding should be antique gold silk rope or a simple black finished edge.

Resource Alignment:

Financial Resources

The cost to undertake the assessment was \$250.

If Option 1 is selected there are no immediate costs, but the Chain of Office will need to be considered again in the future.

If Option 2 is selected the costs are unknown and will be added to the 2028 budget after receipt of the report from the working group.

If Option 3A is selected it is anticipated that the cost will be between \$3,500-\$5,500.

If Option 3B is selected it is anticipated that the cost will be between \$6,500-\$8,500.

Human Resources

All options outlined in the report will require limited staff resources.

Time and Scheduling

Option 1 – the Chain of Office in its current state will be available for the new Mayor on November 16.

Option 2 – the Mayor will use the current Chain of Office until the new one is created.

Option 3 – the Mayor will be without the Chain of Office for 1 to 1.5 months.

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:

Deputy Clerk and Purchasing and Claims Coordinator

Attachments:

1. History of Chain of Office
2. Georgian Bay Conservation – Chain of Office Proposal

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 519-376-4440 ext. 1247.

MAYOR'S CHAIN OF OFFICE

The Chain of Office is worn by the Mayor during Council sessions and on other official occasions, including the opening and closing ceremonies of events such as Owen Sound's hosting of national sports and athletic competitions. When not in use, the Chain of Office can be viewed in the display case in the main lobby of City Hall.



In 1967, Canada's Centennial Year, City Council established a special committee to prepare a new Mayor's Chain of Office.

The Chain of Office, which includes the City's Coat of Arms, has symbolic relevance to the City's past, present and future.

The Committee dedicated 105 hours designing and creating a unique new Chain of Office. The committee included art teacher, William Parrott, local jeweler, Ken Reimer, and artist Doug Wood.

The design elements within the Chain include:

- sheaves of wheat representing agriculture
- a geared wheel representing industry
- an anchor representing marine history
- a fish representing the importance of fishing
- The pioneer and aboriginal figures represent the convergence of the settlers with the aboriginal community.

In 2005, the Chain of Office was completely restored to its original splendor by Ken Reimer.

Mayoral Chain of office

Metal alloys, suede

~20" x 12-1/4"



Condition

1. The black backing suede is detached in sections around the inside periphery.
2. The gold decorative rope is worn and detached center back.
3. Dispersed surface soiling and wear of suede fabric.
4. The metal components have a natural aged patina and wear.
5. Tarnish, surface soil and wax residue are present on the metal components.
6. Some areas of thread used to attach the metal components to the suede are missing or broken.
7. 8 decorative components on the metal ornaments have fallen off and are now missing. 2 other components are bent and partially detached (see diagram below).
8. The metal ornaments are tightly sewn and compact, limiting mobility and causing stress and tension.



8 Missing pieces = **RED** | 2 Detached pieces = **BLUE**



8 Missing pieces = **RED** | 2 Detached pieces = **BLUE**

Option A: Preservation of Existing Support and Restore Original Metalwork

1. Retain the original brown suede fabric support, gold rope and overall historic presentation.
2. Dry surface clean and mend existing brown suede collar. Vacuum, sew and glue detached backing fabric and gold rope.
3. Clean metalwork to remove surface soil and old wax residue. Apply a new coat of conservators wax and polish surface (maintaining natural patina of metal).
4. 8 missing metalwork design elements would be recreated and patinized to match aged metal. Loose and partially detached metalwork elements would be adhered.
5. Repair/replace broken or missing sewing.
6. Prepare and engrave a new Mayor nameplate. Sew nameplate into place.

Cost Estimate: \$3,750 - \$5,250 (final quote dependent on design, cost of materials and labour).

Time Estimate: 1 month

Option B: Redesign Fabric Support and Restore Original Metalwork

1. Redesign the fabric collar: Select new suede or cotton velvet fabric for the face of the collar. Burgandy, black and navy are traditional Mayoral Chain of Office colours. I recommend black as it will provide more contrast to the copper, brass and silver metalwork, modernizing the design by making it cleaner and more tailored, while providing historical continuity.
2. Retain basic collar silhouette: Custom size the collar to accommodate the metalwork with a slight increase in spacing. The coat of arms, figures and central imagery should remain the focal point at the bottom centre. This is achieved by giving more open velvet space around these elements. Shape front bottom of collar to better fit shape of new Mayoral nameplate.
 - a. Front fabric: Black suede or velvet.
 - b. Middle: Rigid support fabric.
 - c. Backing fabric: Black cotton.
 - d. Optional decorative rope: Antique gold silk rope OR a simple black finished edge (silk faille or velvet binding).
3. Remove all decorative metalwork and restore each individual piece: Recreate missing elements, secure loose or bent elements. Clean metalwork to remove surface soil and old wax residue. Apply a new coat of conservators wax and polish surface (maintaining natural patina of metal).
4. Sew metalwork to new fabric support. Keep sewing loose to reduce stress and allow for natural movement of the collar.
5. Redesign Mayoral nameplate shape and text. "MAYOR – Alex Sample – City of Owen Sound"

Cost Estimate: \$6,750 - \$8,250 (final quote dependent on design, cost of materials and labour).

Time Estimate: 1.5 months



*Note: Images are AI generated and are not an exact visual representation of final design or concept.

Staff Report

Report To: City Council
Report From: Staci Landry, Deputy Clerk
Meeting Date: September 14, 2026
Report Code: CR-26-079
Subject: Committee of Adjustment Member Remuneration Review

Recommendations:

THAT in consideration of Staff Report CR-26-079 respecting a review of the remuneration for Committee of Adjustment members, City Council:

1. Approves an increase to the remuneration paid to appointed members of the Committee of Adjustment from \$30 per meeting attended to \$100 per meeting attended, effective January 1, 2027;
2. Directs staff to include \$5,000 in the 2027 Operating Budget for Committee of Adjustment member remuneration; and
3. Directs staff to bring forward a by-law to amend Committee of Adjustment By-law No. 2022-074 to:
 - a. Reflect the updated remuneration, effective January 1, 2027; and
 - b. Add to Section 10 that the members serve as the Court of Revision under the *Drainage Act*.

Highlights:

- The Committee of Adjustment (CofA) performs an important quasi-judicial function under the *Planning Act* and other provincial and municipal legislation.
- In addition to hearing applications for minor variances and consents, the CofA serves in several additional statutory and appeal capacities.

- The current remuneration of \$30 per meeting has remained unchanged since 1996 and does not reflect the time commitment, responsibilities, and complexity associated with the role.
- Increasing remuneration to \$100 per meeting is intended to recognize the responsibilities of CofA members and support the recruitment and retention of qualified and diverse applicants for the next four-year term.

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:

Committee of Adjustment By-law No. 2022-074 (attached)

[Board and Committee By-law](#)

Background:

The CofA is a statutory committee established by Council under the *Planning Act*. The CofA conducts public hearings and makes decisions on applications for minor variances and consents. Members are required to consider applicable legislation, policies and by-laws, staff reports, public input, and evidence presented at hearings before making fair and impartial decisions.

In addition to its responsibilities under the *Planning Act*, the CofA also serves as the City's:

- Fence Viewers under the *Line Fences Act*;
- Court of Revision under the *Drainage Act*;
- Property Standards Hearing Committee under the *Building Code Act*;
- Appeal Board regarding the Regulation and Control of Dogs under the City's Dog By-law; and
- Short-Term Rental Appeals Committee regarding the City's Short-Term Rental By-law.

These responsibilities require members to become familiar with a range of municipal by-laws, provincial legislation, and quasi-judicial procedures.

Members are also encouraged to conduct site visits before hearings to better understand the physical characteristics of properties and their surrounding context. Members are not currently reimbursed separately for travel associated with these visits.

CofA members are appointed by Council for a four-year term, corresponding with the term of the Council that appointed them. Staff are preparing for the recruitment of members for the next four-year term following the upcoming municipal election.

By-law No. 1996-040 established the current remuneration rate of \$30 per meeting attended. Remuneration is paid annually in one installment.

Section 44(9) of the *Planning Act* provides that members of a CofA are to be compensated for their services; however, the legislation does not prescribe a specific rate of remuneration.

Analysis and Options:

Proposed Remuneration

The current remuneration of \$30 per meeting has remained unchanged for 30 years. During that time, the responsibilities of the CofA and the complexity of planning matters considered by the CofA have increased.

Although remuneration is calculated on a per-meeting basis, the role involves significant preparation and responsibilities outside of meeting attendance, including:

- reviewing agenda packages, planning reports, drawings, surveys, and supporting documentation;
- becoming familiar with applicable planning legislation, policies, and municipal by-laws; and
- conducting site visits where appropriate.

In addition to this preparation and related work, meetings include public hearings, consideration of evidence presented by applicants, staff, and members of the public, as well as orientation and training related to planning legislation and administrative law.

These additional responsibilities can require, on average, two (2) hours of preparation and related work per meeting, in addition to the approximately one (1) hour spent attending the meeting itself.

The proposed increase to \$100 per meeting recognizes this broader time commitment and the level of responsibility associated with making decisions that can directly affect property rights and development within the City. With an estimated total time commitment of approximately three (3) hours per meeting, the proposed \$100 remuneration equates to approximately \$33 per hour. This is a modest amount given the time involved and the responsibilities of the role. It also provides some recognition of the additional time and costs associated with site visits, which are not separately reimbursed.

Recruitment and Retention

The City is preparing to recruit members for the next four-year term. Attracting qualified and diverse members is important to maintaining an effective and knowledgeable CofA.

CofA members exercise significant decision-making authority and benefit from knowledge or experience in areas such as planning, engineering, law, construction, public administration, or related fields. While professional experience is not a requirement for appointment, competitive remuneration can help reduce financial barriers to participation and support the recruitment and retention of qualified applicants.

Approving the proposed rate in advance of recruitment will allow the \$100 per meeting remuneration to be communicated in recruitment materials and public advertisements.

Comparison with Neighbouring and Comparator Municipalities

The following table summarizes the current remuneration provided to CofA members in neighbouring and comparator municipalities:

Municipality	Current Remuneration
Neighbouring Municipalities	
Township of Chatsworth	Council is appointed as CofA – no additional remuneration
Township of Georgian Bluffs	\$1,550 per year
Municipality of Grey Highlands	\$160 per meeting attended plus mileage

Municipality	Current Remuneration
Town of Hanover	\$0 – members receive \$25 Hanover Chamber of Commerce dollars annually at Christmas
Municipality of Meaford	\$162.43 per meeting attended
Township of Southgate	\$80 per meeting attended, inclusive of mileage if the member wishes to drive and view the property
Town of The Blue Mountains	\$150 for scheduled meetings; \$75 half-day per diem for meeting preparation; mileage for site visits (\$225 per meeting)
Municipality of West Grey	Council is appointed as CofA – no additional remuneration
Comparator Municipalities	
City of Brockville	Members receive a semi-annual payment; however, the amount cannot be disclosed
Town of Cobourg	Members receive \$500 annually and Chair receives \$550 annually
Town of Collingwood	Members receive \$60 per meeting attended and Chair receives \$70 per meeting attended
Town of Orangeville	No remuneration provided
City of Stratford	Members receive \$41.67 per meeting attended and Chair receives \$50 per meeting attended

The proposed \$100 per meeting rate would position Owen Sound within the range of per-meeting remuneration provided by neighbouring municipalities and is higher than comparator municipalities.

Financial Impact

In 2025, \$1,050 in remuneration was paid to the five (5) CofA members against a budget of \$1,800. Nine (9) meetings were held, with the November and December meetings cancelled due to a lack of applications.

The 2026 remuneration budget is \$1,800. As of the date of this report, \$750 in remuneration has been incurred for meetings held in 2026. A portion of the remuneration costs associated with the CofA is recovered through application and appeal fees, which helps offset the overall cost to the City.

The proposed remuneration will require an annual budget of \$5,000 based on ten (10) scheduled meetings, five (5) members, and a remuneration rate of \$100 per member per meeting. Council approval of the \$5,000 funding requirement will allow the amount to be included in the 2027 Operating Budget. Approval of the revised remuneration rate will also allow the \$100 per meeting rate to be communicated as part of the upcoming recruitment process. Actual expenditures may be lower if meetings are cancelled or members do not attend. The net cost to the City may also be reduced through the recovery of a portion of remuneration costs from application and appeal fees.

Fees and Charges

Minor Variance and Consent to Sever application fees are scheduled to be reviewed as part of the City's Fees and Charges By-law review in 2027. As part of that review, staff could consider adjustments to these application fees to help offset the increased remuneration costs associated with the CofA.

The appeal fees for a Property Standards Order and a Muzzle/Leash Order or Dangerous Dog Order are currently \$200 per order and are scheduled to be reviewed in 2028. Staff could consider bringing these fees forward for review as part of the 2027 Fees and Charges By-law review and increasing them to \$500, consistent with the current Short-Term Rental Licensing appeal fee. This would better reflect the costs associated with processing appeals and provide greater consistency among appeal fees.

Court of Revision

The CofA serves as the Court of Revision under the *Drainage Act*, in accordance with the Board and Committee By-law. However, Committee of Adjustment By-law No. 2022-074 does not currently identify the Court of Revision under Section 10. This was an administrative error that occurred when Committee of Adjustment By-law No. 2022-074 was passed and enacted and Committee of Adjustment By-law No. 2001-102 was repealed. By-law No. 2001-102 had included provisions relating to the Court of Revision.

A recommendation has been included to amend the CofA By-law to formally include the Court of Revision. This will ensure that the CofA is authorized to consider any appeals that may be submitted under the *Drainage Act*.

Resource Alignment:

Financial Resources

Should Council approve the recommendation, the 2027 Operating Budget will include \$5,000 for CofA member remuneration, representing an increase of \$3,200 over the current annual budget of \$1,800.

Human Resources

No additional staffing resources are required. The revised remuneration is expected to support recruitment by making service on the CofA more attractive to qualified applicants with relevant professional or community experience.

Time and Scheduling

Should Council approve the recommendation, the revised remuneration will take effect January 1, 2027, and will be included in recruitment materials for the next four-year term.

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.

Should Council approve the recommendation, the revised remuneration will be reflected in the City's recruitment materials, website, and public advertisements for Board and Committee appointments.

Report Developed in Consultation With:

Planning and Heritage Division staff.

Attachments:

Committee of Adjustment By-law No. 2022-074

Reviewed by:

Briana Bloomfield, City Clerk

Kate Allan, Director of Corporate Services

Submission approved by:

Tim Simmonds, City Manager

For more information on this report, please contact Staci Landry, Deputy Clerk at slandry@owensound.ca or 519-376-4440 ext. 1235.

Consolidated Version

Last revised on January 16, 2024

Revision History:	Passed On:	Description of amendment
2022-074 (original)	June 27, 2022	-
2024-008	January 15, 2024	Add STR Appeals Committee

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. 2022-074

A By-law to constitute a Committee of Adjustment and to delegate consent granting authority and to repeal By-law No. 2001-102

WHEREAS subsection 5(1) of the *Municipal Act, 2001*, S.O. 2001, c. 25 requires that the powers of a municipality be exercised by its Council and subsection 5(3) requires that such powers be exercised by by-law including a capacity, right, power and privilege under section 9 unless specifically authorized to do otherwise; and

WHEREAS the *Planning Act*, R.S.O. 1990, c.P.13 (the "Planning Act") authorizes a municipality to delegate to a committee of adjustment certain responsibilities in addition to the statutory responsibilities under the Planning Act; and

WHEREAS the Planning Act provides that where a lower-tier council is delegated the responsibility for the giving of consents, the council may, in turn, by by-law delegate the authority or any part of such authority to a committee of council, to an appointed officer identified in the by-law by name or position occupied or to a committee of adjustment; and

WHEREAS the County of Grey, by County By-law No. 3826-2000, has delegated the responsibility for the giving of consents under section 53 of the Planning Act in respect of land situate in the City of Owen Sound to The Corporation of the City of Owen Sound (the "City"); and

WHEREAS City Council deems it desirable for the members of the Committee of Adjustment to serve as fence viewers under the *Line Fences Act*, a Property Standards Hearing Committee under the *Building Code Act*, and an appeal board regarding the regulation and control of dogs under the City's Dog By-law; and

WHEREAS on June 13, 2001, City Council passed By-law No. 2001-102 to constitute and appoint a Committee of Adjustment and delegate consent granting authority; and

WHEREAS on September 27, 2021, City Council passed Resolution No. R-210927-013 directing staff to bring forward a by-law to amend By-law No. 2001-102 to include a delegation of granting authority for undisputed consents to the Director of Community Services, in consideration of staff report CS-21-120; and

WHEREAS for ease of reference, it is deemed expedient to repeal By-law No. 2001-102 and replace it with the subject by-law;

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

1. The short title of this by-law shall be the "Committee of Adjustment By-law".
2. Pursuant to subsection 44(1) of the Planning Act, a Committee of Adjustment is constituted, which committee shall consist of five (5) members who shall be appointed by City Council from time to time and who shall hold office in accordance with the terms of the Planning Act;

3. Pursuant to subsection 45(3) of the Planning Act, the Committee of Adjustment is empowered to grant minor variances from the provisions of the City's by-laws respecting zoning, holding provisions, bonus provisions, temporary uses and signs;
4. Pursuant to subsection 54(2) of the Planning Act, City Council delegates its consent granting authority under section 53 of the Planning Act to the Committee of Adjustment;
5. Notwithstanding section 4 of this by-law above, pursuant to subsection 54(2) of the Planning Act, City Council delegates its consent granting authority under section 53 of the Planning Act, including powers to grant consents, place conditions on the approval, and modify such conditions of approval, to the Director of Community Services, where the approval is for an undisputed consent as defined in this by-law.
6. An 'undisputed consent' means a consent that:
 - a. is recommended for approval, with or without conditions, by City staff;
 - b. has no unresolved objections or concerns raised during the commenting period from agencies or the public; and
 - c. does not necessitate a minor variance or an amendment to the City's Zoning By-law in force at the time of the application.
7. Delegated approval of an undisputed consent shall be processed by the Secretary/Treasurer of the Committee of Adjustment in accordance with the Planning Act, notwithstanding that a public hearing does not take place.
8. Where the Director of Community Services has determined that a consent has not met the criteria for an undisputed consent in accordance with section 6 of this by-law, the matter shall be referred to the Committee of Adjustment and the delegated authority under section 5 of this by-law shall not apply with respect to such a matter.
9. Notwithstanding the delegated authority under section 5 of this by-law, where the Director of Community Services, the applicant, or the applicant's agent are of the opinion that a review by the Committee of Adjustment is warranted in the circumstances, any one of them may direct that the matter be referred to the Committee of Adjustment and the authority delegated under section 5 of this by-law does not apply with respect to such a matter.
10. The members of the Committee of Adjustment shall, in addition to their duties set out above, act as:
 - a. fence viewers for the City under the *Line Fences Act*;
 - b. a Property Standards Hearing Committee under the *Building Code Act*;
 - c. an appeal board regarding the regulation and control of dogs under the City's Dog By-law in effect from time to time; and
 - d. a Short-Term Rental Appeals Committee regarding the City's Short-Term Rental By-law in effect at the time of the appeal.
11. The members of the Committee of Adjustment shall each be paid a remuneration rate of \$30.00 per meeting attended.

- 12. By-law No. 2001-102 is repealed.
- 13. This by-law shall come into full force and effect upon the final passing thereof at which time all by-laws, policies and resolutions that are inconsistent with the provisions of this by-law are amended or repealed insofar as it is necessary to give effect to the provisions of this by-law.

FINALLY PASSED AND ENACTED this 27th day of June 2022.

signature on file
Mayor Ian C. Boddy

signature on file
Briana M. Bloomfield, City Clerk

Staff Report

Report To: City Council
Report From: Pamela Coulter, Director of Community Services
Meeting Date: September 14, 2026
Report Code: CS-26-090
Subject: Housekeeping Amendment to By-law No. 2026-098 –
Change Name on Lease for a Portion of the Municipal
Parking Area on 11th Street West

Recommendations:

THAT in consideration of Staff Report CS-26-090 respecting a housekeeping amendment to By-law No. 2026-098, City Council directs staff to bring forward a by-law to amend By-law No. 2026-098 to revise the lessee's name from Brandon Vanderschot to The BMG Corp.

Highlights:

- A housekeeping update to the by-law is required to revise the name of the lessee from Brandon Vanderschot to The BMG Corp.;
Brandon Vanderschot is the President and sole signing authority for The BMG Corp.

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:

[CS-25-045](#) – Request to Lease a Portion of Municipal Parking Area – 11th Street West

By-law No. 2025-104 – Execute a lease agreement respecting five parking stalls on 11th Street West, east of 1st Avenue West

[CS-26-066](#) – Request to Lease Two Additional Parking Spaces – Municipal Parking Area – 11th Street West

By-law No. 2026-098 - Execute a Lease Agreement Amendment with Brandon Vanderschot, respecting two additional parking stalls on 11th Street West, east of 1st Avenue West

Background:

In 2025, Council approved a 10-year lease for five (5) municipal parking spaces on 11th Street West to support the redevelopment of 1095 1st Avenue West. Council approved the lease of two (2) additional parking spaces on July 13, 2026. A by-law was approved on July 27, 2026 to authorize the Mayor and Clerk to execute the lease agreement amendment with Brandon Vanderschot.

Following approval of the by-law and the lease agreement amendment, the lessee requested that the name on the lease agreement be revised to The BMG Corp. Brandon Vanderschot is the president and sole signing authority.

The purpose of this report is to address the name change and request that Council approve a by-law to allow the lease agreement amendment to be executed with The BMG Corp.

Analysis and Options:

The proposed amendment is housekeeping in nature and does not alter the terms, conditions, or intent of the lease agreement. The only change is revising the name of the lessee from Brandon Vanderschot to The BMG Corp.

Resource Alignment:

Financial Resources

Seven (7) parking spaces currently at \$300/year = \$2,100 per year

The lease includes a 3 per cent per year lease rate adjustment.

Human Resources

Additional staff time was required to address the name change through the drafting of this report and an amending by-law.

Time and Scheduling

The amending by-law has been listed on the September 14, 2026 Council agenda for approval.

Technology and Infrastructure

N/A.

Climate and Environmental Impacts:

This supports the objectives of the City's Corporate Climate Change Adaptation Plan by considering climate adaptation in the development of the City's strategies, plans, and policies.

Of particular note:

- The proposed development will maximize the use of existing vacant, underutilized buildings and municipal services.
- Sharing parking, where possible, promotes efficient use of existing resources and limits new impervious surfaces.

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 Legislative Services

Attachments:

None.

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.

Staff Report

Report To: City Council
Report From: Pamela Coulter, Director of Community Services
Meeting Date: September 14, 2026
Report Code: CS-26-085
Subject: Delegation of Powers and Duties – Site Plan Control and Facility Use Agreements

Recommendations:

THAT in consideration of Staff Report CS-26-085 respecting the delegation of powers and duties for site plan control and facility use agreements, City Council directs staff to bring forward a by-law to amend Delegation of Powers and Duties By-law No. 2014-109 to:

1. Amend Schedule A, Section 27 to include certificates of compliance and the associated release of security;
2. Amend Schedule A, Section 31 to delegate authority to execute facility use agreements in City facilities to the Director of Community Services and the Manager of Arena Operations, acting jointly; and
3. Amend Schedule A to include Section 31.1 to delegate authority to the Director of Community Services, the Manager of Parks & Open Space, and the Manager of Arena Operations, acting jointly, to execute facility use agreements in City parks, as outlined in the report.

Highlights:

- This report recommends updates to the Delegation of Powers and Duties By-law to delegate certificates of compliance and related security releases/returns to the Director of Community Services and

Manager of Planning and Heritage, improving the efficiency and timeliness of final site plan close-out.

- The changes also propose revising the signing authority for recurring facility and park use agreements to align with the current organizational structure: the Director and Manager of Arena Operations for City facilities; and the Director, Manager of Parks & Open Space, and Manager of Arena Operations for City parks.

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:

[Delegation of Powers and Duties By-law No. 2014-109](#)

Background:

Under the Authority of the *Municipal Act*, the City has a by-law respecting the delegation of powers and duties in certain matters to staff as outlined.

This report addresses the powers and duties of staff relating to:

1. Site Plan Control under the *Planning Act*; and
2. Signing Authority for Facility and Park Use Agreements.

Analysis and Options:

Site Plan Control

Through Bill 109, *More Homes for Everyone Act, 2022*, the *Planning Act* was amended by the Province to require municipalities that had enacted site plan control to appoint an officer, employee, or agent as the authorized person to approve site plans, removing approval from Council. This change came into effect July 1, 2022.

The City updated its Site Plan Control By-law (2019-185) in 2022, via By-law No. 2022-075, to appoint the Director of Community Services as the authorized person to issue site plan approval, in accordance with the updated requirements under the *Planning Act*. The City's Delegation of Powers and

Duties By-law defines the Director of Community Services as a person who possess a Registered Professional Planner (RPP) designation and delegates approval authority for Site Plan Control, in accordance with the Site Plan Control By-law (2019-185, as amended by 2022-075).

Section 27 of the Delegation of Powers and Duties By-law further delegates signing authority for Site Plan Agreements to the Director of Community Services and the Manager of Planning and Heritage, acting jointly. This is to ensure that the fulfillment of site plan approval conditions can be completed expeditiously at the staff level, consistent with the provincial direction provided under the *Planning Act*.

The City's standard Site Plan Agreement template provides, as a last step in the site plan approval process, that a certificate of compliance be issued when a development has been completed in accordance with the approved plans and all other requirements and obligations under the agreement have been fulfilled. Normally, along with a certificate of compliance, there is a release or return of the required security. Traditionally, these certificates have been issued by the Mayor and Clerk, based on a recommendation from the Planning and Heritage Division.

Through this report, it is recommended that the Delegation of Powers and Duties By-law be updated to delegate this authority and the associated release of security to the Director of Community Services and Manager of Planning and Heritage, acting jointly. This change will improve the efficiency and timing relating to this last step in the process.

Signing Authority for Facility and Park Use Agreements

The delegation of authority for facility use agreements and the approval authority for conditions of delegated facility use agreements is delegated to the Director of Community Services and Manager of Community Development and Marketing, acting jointly. This applies where an event has previously been approved by Council, is being held in the same location with the same format and subject to the same conditions as the event that was approved by Council and has been running regularly since the approval with no more than a two-year hiatus.

The Manager of Community Development and Marketing position is not currently filled and the Facilities Booking Coordinator reports to the Manager of Arena Operations. With this change in structure, the following update is recommended to the Delegation of Powers and Duties By-law:

1. For an event that meets the criteria noted above, located in a City facility, the agreement conditions could be cleared and the agreement signed by the Director of Community Services and Manager of Arena Operations, acting jointly;
2. For an event that meets the criteria noted above, located in a City park, the agreement conditions could be cleared and the agreement signed by the Director of Community Services, Manager of Parks & Open Space, and Manager of Arena Operations, acting jointly.

Resource Alignment:

Financial Resources

N/A.

Human Resources

The delegation of authority relating in particular to facility and park use creates efficiencies that save staff and Council time.

Time and Scheduling

If approved, the amended Delegation of Powers and Duties By-law will come forward on September 28 and take effect immediately.

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. It is not anticipated that users will note any difference with the updates.

Report Developed in Consultation With:

City Clerk, Manager of Parks & Open Space, Manager of Arena Operations, and Manager of Planning & Heritage.

Attachments:

None.

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.

Staff Report

Report To: City Council
Report From: Kate Allan, Director of Corporate Services
Meeting Date: September 14, 2026
Report Code: CR-26-084
Subject: Preliminary 2027 Budget Information and Process

Recommendations:

THAT in consideration of Staff Report CR-26-084 respecting the process for the preliminary 2027 Budget, City Council receives the report for information purposes.

Highlights:

- Preliminary 2027 Budget Position: The preliminary 2027 operating budget currently reflects a 5.23 per cent tax levy increase, based largely on maintaining existing services, known contractual and staffing commitments, and the dedicated 1 per cent allocation to capital. This is an early financial baseline and has not yet been subject to detailed departmental review.
- Flexible Budget Process: The 2027 budget schedule has been designed to accommodate either a Mayor's budget or a traditional Council-approved budget, depending on the approach selected by the incoming Mayor following the municipal election.
- Operating Budget Focus: The fall budget process will focus on the 2027 operating budget, including the first year of using Euna as part of budget development. The City's Multi-Year Capital Plan will remain separate and will be revisited in spring 2027.

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:

The purpose of this report is to provide Council with an early indication of the City's preliminary 2027 operating budget position and an overview of the anticipated budget process following the 2026 municipal election.

Based on information available at this time, the preliminary 2027 budget represents an estimated 5.23 per cent increase to the municipal tax levy. This figure should be considered an initial starting point only. It largely represents a status quo budget incorporating known or reasonably anticipated commitments, together with the City's existing commitment to dedicate the equivalent of 1 per cent of the prior year's tax levy toward capital infrastructure.

The preliminary budget has not yet been reviewed or updated by individual departments and does not incorporate potential service level changes, departmental budget pressures, opportunities for savings, or adjustments required to better align individual budgets with actual costs and current service delivery.

The 2027 budget process will also occur following the municipal election and transition to the new term of Council. At this time, it is not known whether the incoming Mayor will choose to exercise the Mayor's budget powers or allow the statutory timeline to expire, in which case the City would proceed through a more traditional staff-prepared budget process.

The timelines and preliminary financial information outlined in this report relate primarily to the 2027 operating budget. The City's Multi-Year Capital Plan will continue to be maintained separately and will be revisited through the established capital planning process in spring 2027.

Staff have developed the preliminary 2027 budget schedule to accommodate either approach.

Mayor's Budget Process

Should the incoming Mayor choose to exercise the Mayor's budget powers, staff anticipate a process similar to that followed for the 2026 budget.

Under this approach, a proposed Mayor's budget would likely be tabled in December. Council would receive detailed budget information and have an opportunity in January to propose amendments to the Mayor's budget in accordance with the legislated process.

Following the Council amendment period, the process would proceed through the applicable Mayoral veto and Council override periods before the budget is deemed adopted.

Staff-Prepared Draft Budget Process

Alternatively, the incoming Mayor may choose not to exercise the Mayor's budget powers and allow the statutory period for proposing a Mayor's budget to expire.

In that circumstance, staff would prepare and present a draft municipal budget for Council's consideration through the City's traditional budget process. Council would deliberate the staff-prepared draft and ultimately approve the 2027 budget.

Under this scenario, final Council consideration and approval would occur after February 1, 2027, once the statutory period associated with the Mayor's budget authority has concluded.

The proposed meeting schedule has been structured to accommodate either approach. This allows staff to continue the technical work required to develop the budget without predetermining the process that will ultimately be selected by the incoming Mayor.

Analysis and Options:

Preliminary 2027 Budget Position

Based on information currently available, the preliminary 2027 operating budget reflects an estimated 5.23 per cent increase to the municipal tax levy.

This represents a preliminary status quo position and should not be interpreted as either a staff-recommended tax levy increase or the expected final 2027 budget.

Approximately 2.6 per cent of the preliminary increase relates to base budget pressures. These are primarily the financial impacts of maintaining existing services and commitments and include:

- committed staff complement base wages;
- negotiated and anticipated wage and benefit increases;
- anticipated outcomes associated with collective bargaining;
- contractual increases for major services, including transit and waste collection;
- insurance and other significant contractual cost increases; and
- increases already established through existing agreements or service commitments.

The preliminary budget also includes the \$25,000 grant to Georgian College previously presented to Council.

Known revenue adjustments have been incorporated where sufficient information is currently available. These include anticipated changes related to housing revenues, tax penalty and interest revenue, and transit revenues.

Capital Funding

The preliminary budget maintains the City's existing approach of dedicating the equivalent of 1 per cent of the prior year's tax levy toward capital infrastructure.

The calculation considers the combined impact of the City's capital levy, transfers to capital reserves, and debt payments associated with capital investments. As existing debt matures, the funding capacity created through those retired debt payments is retained for capital purposes. Transfers to capital reserves are similarly considered when determining the overall amount dedicated to capital.

This approach ensures that, in aggregate, the equivalent of 1 per cent of the prior year's tax levy continues to be added annually to the City's capacity to fund capital infrastructure.

Maintaining this commitment is particularly important given the City's identified infrastructure funding requirements and the need to gradually increase sustainable funding for asset replacement and rehabilitation.

Police and Library Budgets

At the time of preparing this report, staff have not received preliminary 2027 budgets from either the Owen Sound Police Service Board or the Owen Sound & North Grey Union Public Library.

For preliminary forecasting purposes only, the City's current budget model assumes:

- a 5 per cent increase for Police Services; and
- a 6 per cent increase for Library Services.

These assumptions are placeholders and will be replaced with the respective budget submissions when they become available.

Further Budget Development

Significant work remains before a complete 2027 budget can be presented.

At this stage, individual departments have not completed their detailed review of the preliminary budget. Consequently, the 5.23 per cent preliminary increase does not yet reflect:

- adjustments required to align budgets with actual expenditure and revenue experience;
- emerging operating pressures identified by departments;
- changes required to maintain existing service levels;
- proposed service level increases or decreases;
- new initiatives or business cases;
- potential efficiencies, savings, or revenue opportunities; or
- decisions or priorities of the incoming Mayor and Council.

The preliminary figure is therefore best understood as a financial baseline based primarily on known commitments and existing assumptions.

Following the election, staff will continue detailed budget development with department heads and the incoming Council. The resulting budget will provide considerably more information regarding departmental requirements, service levels, capital priorities and the financial implications of potential changes.

Resource Alignment:

Financial Resources

The preliminary 2027 budget currently reflects an estimated 5.23 per cent municipal tax levy increase.

This figure is provided to establish an early baseline and provide transparency regarding the City's starting financial position heading into the municipal election. It is not a recommended or final tax levy increase.

The final financial impact will depend on further departmental review, updated information, Police and Library budget submissions, decisions regarding service levels and priorities, and the budget process ultimately followed by the incoming Mayor and Council.

Human Resources

Budget preparation requires time and input from staff across the organization, including departmental review of operating requirements, service levels, revenues, staffing needs, and capital priorities.

The annual budget process is administered by Finance, with the Treasurer having primary responsibility for coordinating budget development, financial analysis and preparation of the consolidated budget. The Financial Services Supervisor provides support with budget preparation, analysis, and related financial information.

No additional staffing resources are proposed specifically for preparation of the 2027 budget.

Time and Scheduling

The 2027 Council meeting calendar and proposed budget dates have been structured to accommodate either a Mayor's budget process or a traditional Council-approved budget process. This provides flexibility for the incoming Mayor to determine how they wish to proceed following the municipal election without requiring significant changes to the planned budget schedule.

Budget development is expected to proceed generally as follows:

September: Departments undertake detailed budget preparation and review, including operating and capital requirements, revenues, staffing, and known budget pressures.

October: Finance coordinates departmental budget meetings with the City Manager and individual departments to review submissions, assumptions, and corporate priorities.

November: Following the municipal election, staff will meet with the incoming Mayor regarding the preliminary budget and the process they intend to follow. If the Mayor intends to propose a Mayor's budget, this period may also include meetings with individual Councillors to provide information and receive input. Staff will also continue to liaise with the Police Service Board and Library Board regarding their respective budget submissions.

December: Staff will be positioned to support the tabling of a Mayor's proposed budget, should the Mayor elect to exercise their budget authority. Alternatively, staff will have a draft budget prepared and available to support the traditional Council budget process should the Mayor not propose a budget.

January and February: The process will proceed in accordance with the approach selected. A Mayor's budget would be subject to the legislated Council amendment, Mayoral veto, and Council override periods before being deemed adopted. If a Mayor's budget is not proposed, the staff-prepared draft budget would proceed to Council for deliberation and approval following the expiry of the applicable statutory period.

This approach allows the technical and administrative work required to prepare the 2027 budget to continue regardless of the process ultimately selected and positions the incoming Mayor and Council to proceed efficiently following the election.

The timelines outlined above relate to the 2027 operating budget. The City's Multi-Year Capital Plan will be revisited separately in spring 2027

Technology and Infrastructure

The City is currently implementing Euna budget software, with 2027 representing the first year the software will be actively used as part of the budget development process.

The personnel budgeting module is currently being used to estimate wages and assess the financial impacts of wage-related changes. Staff also anticipate utilizing Euna to support some budget reporting and preparation of the 2027 budget book.

The 2027 budget will represent a transition year, with budget development occurring through a hybrid approach. A smaller group of staff will pilot budget development directly within Euna, while other departments will continue to use the City's established Excel-based budget templates. Ultimately, all departmental budget information will be incorporated into Euna to support consolidation and reporting.

Operating parallel processes will allow staff to implement and test the new system while maintaining established processes and reducing implementation risk. Lessons learned through the 2027 budget process will inform further configuration, training and process improvements.

The objective is to transition fully to the Euna budgeting platform for subsequent budget cycles, reducing reliance on Excel-based processes and establishing a more consistent and integrated corporate budgeting process.

Climate and Environmental Impacts:

There are no anticipated climate or environmental impacts.

Communication and Engagement:

Staff will continue preparing the detailed 2027 budget through the election period so that the incoming Mayor and Council are positioned to proceed efficiently regardless of which budget process is selected.

Following the election, staff will confirm the applicable budget process with the incoming Mayor and provide Council with updated budget information, timelines, and opportunities for Council participation.

The planned budget meeting schedule has been developed with sufficient flexibility to support either a Mayor-proposed budget beginning in December or a staff-prepared draft budget proceeding to Council consideration after February 1, 2027.

Report Developed in Consultation With:

City Manager

Attachments:

None

Submission approved by:

Tim Simmonds, City Manager

For more information on this report, please contact Kate Allan, Director of Corporate Services at kallan@owensound.ca or 519-376-4440 ext. 1238.

Staff Report

Report To: City Council
Report From: Phil Eagleson, Fire Chief
Meeting Date: September 14, 2026
Report Code: CR-26-087
Subject: Memorandum of Understanding – Housing for Medical Students (Rural Ontario Medical Program)

Recommendations:

THAT in consideration of Staff Report CR-26-087 respecting an amendment to the Memorandum of Understanding for housing for medical students, City Council directs staff to bring forward a by-law to authorize the Mayor and Clerk to execute the amended Memorandum of Understanding with the County of Grey and the Rural Ontario Medical Program.

Highlights:

- An extension is required to the Memorandum of Understanding with the Rural Ontario Medical Program (ROMP) and the County of Grey to support accommodations for medical students and doctors in the City.

Vision 2050 - Strategic Plan Alignment:

[Strategic Plan](#) Priority: Fostering Mutually Beneficial & Respectful Relationships - Establishing, reconciling, and continually nurturing relationships that result in mutual benefit, trust and shared understanding.

Previous Report/Authority:

[CR-24-146 - Memorandum of Understanding - House Rental for Medical Students](#)

Background:

Access to suitable residential accommodations is an important component of attracting medical learners to Owen Sound and the broader Grey-Bruce region. Many residents in Grey and Bruce Counties do not have access to a family physician. At the same time, Ontario faces significant physician recruitment and retention pressures, with rural and smaller urban communities competing with jurisdictions across the province for a limited number of new physicians.

Medical learner placements are an important part of the local physician recruitment pipeline. Evidence and local experience indicate that medical students and residents who complete positive clinical placements, establish professional relationships, and become connected to the community are more likely to establish their practices locally following graduation. Research referenced by the National Society for Rural Physicians of Canada and the Association of Family Health Teams of Ontario has found that more than 70 per cent of learners participating in rural family medicine programs remain in the local area when they develop strong community connections. ROMP has advised that the Owen Sound-area retention rate for learners who remain or return to practise locally is currently 93 per cent.

Brightshores Health System, as the regional Tier 1 hospital serving Grey-Bruce, is a key clinical training location for medical residents. However, the availability of short-term, furnished accommodation has limited the region's ability to accept all available learner placements. Every missed placement represents a lost opportunity to introduce a future physician to the community and local health-care system.

To address this barrier, a property in Owen Sound was secured to accommodate up to four medical residents completing placements through the ROMP. ROMP coordinates core and elective medical rotations across Ontario and assists communities in facilitating rural clinical training opportunities.

Over the past 24 months, 49 different doctors or future doctors have been housed in this property, and their stays have ranged from 4 weeks to 14 weeks.

Recently, Brightshores Health System has celebrated the hiring of 14 new doctors ([see news release](#)). This is wonderful news for primary healthcare in the region. Many of the new doctors stayed in the area and worked part-time

before making the decision to establish their careers here. If this partnership is extended, the hope is that more future physicians can have access to the accommodations and enjoy Owen Sound and the surrounding area.

This summer, the Province announced the opening of a new medical school focusing on family medicine ([see news release](#)). In future years, these medical learners are expected to be required to complete a rural rotation as part of their training. This presents an opportunity to welcome future doctors to the City, provided suitable accommodations are available to host them.

Analysis and Options:

Under the original arrangement, Grey County held the lease for the accommodation and administered monthly rent payments. Provincial learner-accommodation funding provided through ROMP covered the lease costs, with Grey County invoicing ROMP and using the received funds to pay the landlord. The agreement was established for a two-year term ending August 31, 2026.

As that term has now concluded, an amending agreement is required to continue the accommodation arrangement and avoid an interruption to resident placements in Owen Sound. The amending agreement establishes the framework for the participating organizations to continue supporting housing for medical residents, maintain clear administrative and financial responsibilities, and preserve a critical recruitment tool for the Grey-Bruce healthcare system.

Resource Alignment:

Financial Resources

The cost of the internet service provided by the City is approximately \$700 per year. The additional cost of staff time to remove snow and conduct inspections of the rental dwelling are minimal and are included in the operating budget.

Human Resources

N/A.

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:

County of Grey staff

Rural Ontario Medical Program staff

Attachments:

None.

Submission approved by:

Tim Simmonds, City Manager

For more information on this report, please contact Phil Eagleson, Fire Chief at peagleson@owensound.ca or 519-376-4440 ext. 2244.

Staff Report

Report To: City Council
Report From: Jacklyn Iezzi, Manager of Planning & Heritage
Meeting Date: September 14, 2026
Report Code: CS-26-080
Subject: Limiting Distance Agreement – 1043 and 1057 3rd Avenue East – St. Clare Place

Recommendations:

THAT in consideration of Staff Report CS-26-080 respecting a Limiting Distance Agreement between the owners of 1043 and 1057 3rd Avenue East, the owners of 320 10th Street East, and the City of Owen Sound, City Council directs staff to bring forward a by-law to authorize the Mayor and Clerk to execute the Limiting Distance Agreement as outlined in the report.

Highlights:

- In May of 2023, City Council set the policy context for the development of 1043 and 1057 3rd Avenue East for a six-storey mixed use development with 40 affordable rental units, together with a commercial space on the ground floor, through the approval of Zoning By-law Amendment No. 46. ZBA 46 had the effect of providing, among other matters, a 0-metre interior side yard setback of the proposed building on the southern lot line.
- The development received conditional site plan approval on November 8, 2023 (City File No. ST2023-003).
- Conditions of site plan approval require, among other matters, that fire dampers be installed on all south facing windows or, that a Limiting Distance Agreement be executed between the owner of 1043 and 1057 3rd Avenue East, the owner of 320 10th Street East,

and the City, in accordance with the requirements of the Ontario Building Code (OBC).

- The applicant's solicitor has prepared the required Limiting Distance Agreement.
- It is recommended that City Council execute the agreement and direct staff to register it on title of the properties, as required by the OBC.

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 [CS-23-064](#) – Recommendation Report – ZBA No. 46 – 1043 and 1057 3rd Avenue East (St. Clare Place)

Report DA-23-005 – Site Plan Approval for 1043 and 1057 3rd Avenue East

Background:

On May 29, 2023, City Council approved a Zoning By-law Amendment (ZBA No. 46) by Lutheran Outreach Ministries to facilitate the development of lands municipally known as 1043 and 1057 3rd Avenue East for a six-storey mixed use development with 40 affordable rental units, together with a commercial space on the ground floor. The subject lands are located on the east side of 3rd Avenue East, approximately 108 metres north of the intersection at 10th Street East, within the City's River District.

ZBA 46 had the effect of providing, among other matters, a 0-metre interior side yard setback of the proposed building on the southern lot line.

On November 8, 2023, conditional site plan approval (City File No. ST2023-003) was granted for the development. The approved site plan has been attached to the report. As shown, the proposed building is located with a 0-metre interior side yard setback on the southern side, as established through ZBA No. 46. The southern façade of the building is proposed to have window openings.

Due to the proximity of the building to the southern interior side lot line together with the proposed window openings on the south façade, the Ontario Building Code (OBC) would require that 100 per cent of the openings be protected by means of a closure such as fire dampers or fire rated glazing. Alternatively, Article 3.2.3.1 of the OBC allows the property owners and the City to enter into a Limiting Distance Agreement to allow for the limiting distance to be measured to an imaginary line on the adjacent property for the purpose of determining the allowable unprotected openings, instead of the property boundary line. The intent of a Limiting Distance Agreement is to restrict any future buildings to be constructed closer to the property boundary line than the limiting distance.

Conditions of Site Plan Approval for ST2023-001 require, among other matters that fire dampers be installed on all south facing windows or, that a Limiting Distance Agreement be executed between the owner of 1043 and 1057 3rd Avenue East, the owner of 320 10th Street East, and the City, in accordance with the requirements of the OBC.

Due to the significant cost that the use of fire dampers or fire rated glazing would add to the project, the Owner, together with their consultant and solicitor, have prepared a Limiting Distance Agreement in fulfilment of the conditions of site plan approval and in accordance with the OBC.

The purpose of this report is to provide context to the requirement for the Limiting Distance Agreement so that it may be executed by Council and registered on title of 1043 and 1057 3rd Avenue East and 320 10th Street East, in accordance with the requirements of the OBC.

Analysis and Options:

The Limiting Distance Agreement has been drafted by the applicant's solicitor.

The agreement is between Lutheran Social Services (Owen Sound), Lutheran Outreach Ministries, Owen Sound, and the City of Owen Sound. It establishes a protected limiting-distance area between St. Francis' Place (320 10th Street East) and St. Clare Place (1043 and 1057 3rd Avenue East) to support the proposed six-storey mixed use development and meet OBC requirements.

The Agreement requires that the property owners must not construct structures within the designated area and must keep it level and clear of obstructions to maintain emergency-service access. The agreement also establishes the applicable limiting-distance lines for future construction and unprotected openings. Once registered on title, its obligations run with both properties, bind successors and assigns, require City consent for amendments, and include indemnification protection for the City.

The agreement has been reviewed by Planning and Heritage Division staff, the Chief Building Official, and the City's Manager of Legislative Services and is acceptable.

The agreement provides for a limiting distance of six (6) metres, south of the proposed six-storey apartment building and onto lands municipally known as 320 10th Street East. No buildings or structure may be constructed within this limiting distance. This area is proposed to be used for a row of ten (10) parking stalls, including two (2) accessible stalls and a pedestrian sidewalk in accordance with the approved Site Plan, which is permitted by the OBC.

It is recommended that staff be directed to bring forward a by-law to have the Mayor and Clerk execute the agreement on behalf of the City.

Following execution of the agreement, staff will proceed with registration of the agreement on title of 1043 and 1057 3rd Avenue East and 320 10th Street East, consistent with the terms of the agreement.

Resource Alignment:

Financial Resources

There has been no cost to the City to draft the agreement. There may be a minor fee incurred to register the agreement on title.

Human Resources

The Planning and Heritage Division has been actively working with the applicant to fulfill conditions of site plan approval.

Time and Scheduling

City staff will register the agreement on title of 1043 and 1057 3rd Avenue East and 320 10th Street East, following execution of the agreement by the Mayor and Clerk and provide a copy of the executed agreement to each property owner.

The execution of the Limiting Distance Agreement represents one of the final matters to be addressed in accordance with the conditions of Site Plan Approval.

Foundation-only permits have been issued by the City's Building Division as of August 18, 2026, to facilitate construction of the development.

Technology and Infrastructure

N/A.

Climate and Environmental Impacts:

There are no anticipated climate or environmental impacts.

Communication and Engagement:

City Planning staff have been in contact with the applicant throughout the process of fulfilling conditions of site plan approval.

The Zoning By-law Amendment process included public notice and a public meeting, in accordance with the requirements of the *Planning Act*.

Report Developed in Consultation With:

- Kevin Linthorne, Chief Building Official
- Kayla Hyndman, Deputy Chief Building Official
- Kristen Van Alphen, Manager of Legislative Services

Attachments:

Approved Site Plan for ST2023-003

Reviewed by:

Pamela Coulter, Director of Community Services

Submission approved by:

Tim Simmonds, City Manager

For more information on this report, please contact Jacklyn Iezzi, Manager of Planning & Heritage at planning@owensound.ca or 519-376-4440 ext. 1261.

Staff Report

Report To: City Council
Report From: Kristen Van Alphen, Manager of Legislative Services
Meeting Date: September 14, 2026
Report Code: CR-26-086
Subject: Municipal Innovation Internship Program – Privacy Intern 2027

Recommendations:

THAT in consideration of Staff Report CR-26-086 respecting the Municipal Innovation Internship Program – Privacy Intern 2027, City Council receives the report for information purposes.

Highlights:

- Beginning January 1, 2027, the City has new privacy obligations under the *Municipal Freedom of Information and Privacy Act*.
- The City has applied to the Municipal Innovation Internship Program, hosted by AMCTO and Mitacs, to host a Privacy Intern from January to August 2027.
- The City has been paired with an intern and now needs to submit a final proposal for funding before September 18, 2026. The internship will be eight months and will cost the City \$15,000.
- The internship will allow the City to meet its new obligations by dedicating a resource to the development of consistent, efficient, and user-friendly operational practices across departments.

Vision 2050 - Strategic Plan Alignment:

[Strategic Plan](#) Priority: Fostering Mutually Beneficial & Respectful Relationships - Establishing, reconciling, and continually nurturing relationships that result in mutual benefit, trust and shared understanding.

The Privacy Intern supports this priority because strong privacy practices directly build trust, transparency, and shared understanding between the City and its stakeholders.

Previous Report/Authority:

[Report CR-26-059: Bill 97 Impacts on MFIPPA Legislation](#)

Background:

The Association of Municipal Managers, Clerks and Treasurers, and Mitacs, a national innovation connector in Canada, offer an application-based program that matches Ontario municipal governments with post-secondary students in Ontario to work on innovation and/or research projects over an eight (8)-month period.

The collaboration is designed to address gaps in innovation and/or research while giving students invaluable exposure to life in municipal government across Ontario. Interns work with their municipalities from January to August 2027 and receive a salary of \$30,000 for their work.

The City of Owen Sound applied to this program to support the municipality in modernizing its privacy framework in response to amendments to the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA). The project addresses a key municipal challenge: translating legislative change into consistent, efficient, and user-friendly operational practices across departments.

The program matches each successful municipality with a student applicant. The City of Owen Sound has been matched with Natalie Mole, a former By-law Enforcement Summer Student at the City, who is eager to help deliver implementation-ready tools such as process maps, RACI matrices and privacy review frameworks, as well as a corporate roadmap for continuous improvement.

After matching, the municipality and student must submit a final proposal package to confirm the project and access funding. This application is due September 18, 2026. If the application is approved, Mitacs will pay \$15,000 toward the intern's salary, and the City will provide the remaining \$15,000.

Analysis and Options:

The City will be advised later this fall if we have made it through the last stage of the application process.

The following is a breakdown of the work to be completed:

- January–February: Project initiation and research.
The intern will review MFIPPA amendments, assess existing municipal privacy practices, and develop a detailed work plan and Privacy Impact Assessment ("PIA") research framework.
- March–April: Current state assessment and engagement.
The intern will map existing workflows involving personal information, audit current privacy risk practices, and consult with key departments to identify gaps and operational needs.
- May–June: Framework and tool development.
The intern will design a draft corporate-wide PIA framework, including triggers and governance, and develop standardized procedures, workflows, and guidance aligned with privacy-by-design principles.
- July: Validation and refinement.
The intern will pilot draft tools and processes, test them against service scenarios, and refine them based on staff feedback.
- August: Finalization and knowledge transfer.
The intern will deliver a final report, finalized PIA toolkit, implementation roadmap, and presentations to support organizational adoption.

Resource Alignment:

Financial Resources

The total cost to the City will be half the intern's salary (\$15,000). The 2027 staff-prepared budget will reflect the City's program cost.

Human Resources

Adding a Privacy Intern will allow the City to meet new legislative obligations related to privacy that come into effect on January 1, 2027. It will also give the new Records, Access, and Privacy Coordinator time to address the increasing number of Freedom of Information requests while adopting new privacy processes. Hosting Natalie Mole as the Privacy Intern also provides an opportunity to continue a positive relationship with an engaged student who is familiar with the City's operations and has demonstrated a strong interest in municipal administration.

Time and Scheduling

The project timeline is included in the Analysis section of this report. Because the Privacy Intern is an additional resource, staff believe that the workplan is feasible.

The project will alleviate workload pressures on the Records, Access, and Privacy Coordinator and allow them to focus on time-sensitive requests for information while developing privacy protocols.

Technology and Infrastructure

The intern will require a workstation, computer, and City email address. They will work with the City's records and divisional staff to understand how personal, confidential, and sensitive information is collected, stored, accessed, disclosed, and disposed of. The intern will have access to Vayle, a Canadian platform that manages freedom of information requests for the City of Owen Sound and has developed a Privacy Impact Assessment module the City will begin using in 2027. Additionally, the intern will have access to AMCTO training on the upcoming legislative changes.

Climate and Environmental Impacts:

No climate or environmental impacts are anticipated.

Communication and Engagement:

Staff members on the City's Privacy Team have been made aware of the potential internship. This report provides public notice. A report to the next Council will be provided before the end of the year confirming if the project is moving ahead.

Report Developed in Consultation With:

City Clerk, Director of Corporate Services

Attachments:

None.

Reviewed by:

Briana Bloomfield, City Clerk

Kate Allan, Director of Corporate Services

Submission approved by:

Tim Simmonds, City Manager

For more information on this report, please contact Kristen Van Alphen, Manager of Legislative Services at kvanalphen@owensound.ca or 519-376-4440 ext. 1228.

Staff Report

Report To: City Council
Report From: Heidi Jennen, Supervisor of Environmental Services
Meeting Date: September 14, 2026
Report Code: OP-26-043
Subject: Grey County Transit Bus Stop Agreement

Recommendations:

THAT in consideration of Staff Report OP-26-043 respecting an agreement with the County of Grey for a transit bus stop at the Owen Sound Transit Terminal, City Council directs staff to bring forward a by-law to execute the Bus Stop Agreement with the County of Grey.

Highlights:

- The County reactivated the Owen Sound to Wiarton transit route on September 1, 2026.
- The Owen Sound to Wiarton service will connect Owen Sound with stops in Georgian Bluffs, Shallow Lake, Hepworth, and Wiarton.
- The reactivated service will provide three weekday trips between Owen Sound and Wiarton.

Vision 2050 - Strategic Plan Alignment:

[Strategic Plan](#) Priority: A City that Moves – Facilitating sustainable transportation options and creating community connectivity.

Previous Report/Authority:

[OP-23-004](#) – Grey County Bus Stop Agreement

[OP-20-034](#) – Grey County Bus Stop Agreement – Use of Transit Bus Stops (pages 111-120)

Background:

As part of its Regional Transit Study and ongoing regional transportation initiatives, Grey County reactivated transit service between Owen Sound and Wiarton on September 1, 2026. The service operates Monday to Friday as Grey Transit Route (GTR) Route 5, connecting Owen Sound, Georgian Bluffs, and Wiarton, with service departing from the Owen Sound Transit Terminal.

The Route 5 schedule includes stops at:

- Owen Sound Transit Terminal – 1020 3rd Avenue East, Owen Sound;
- No Frills Georgian Bluffs – 1020 10th Street West, Owen Sound;
- Allan's General Store – 337 Princess Street, Shallow Lake;
- Hepworth Visitor Centre – 465 Bruce Street, Hepworth;
- Foodland Wiarton – 425 Berford Street, Wiarton; and
- Louisa Street – 563 Louisa Street, Wiarton.

The service provides three northbound departures from the Owen Sound Transit Terminal each weekday at 6:00 a.m., 11:15 a.m., and 8:00 p.m. Corresponding southbound trips arrive at the Owen Sound Transit Terminal at 7:21 a.m., 12:36 p.m., and 9:21 p.m.

Analysis and Options:

On August 18, 2026, Grey County provided the City with a Bus Stop Agreement for the use of the Owen Sound Transit Terminal in support of the reactivated Owen Sound to Wiarton service.

The Agreement is effective September 1, 2026, and continues until June 30, 2027. Either party may terminate the Agreement by providing a minimum of 60 days' written notice.

As the City received the Agreement on August 18 and there was no scheduled Council meeting before the September 1 commencement of the new service, there was insufficient time to obtain formal Council approval before the service launch. To ensure the service could proceed as scheduled, the City Manager approved the County's interim use of the Transit Terminal effective September 1.

This report is being brought forward to obtain Council's formal approval of the Agreement and authorization for the Mayor and Clerk to execute the Agreement on behalf of the City.

The reactivation of the Owen Sound to Wiarton route provides an additional regional transportation connection from the Owen Sound Transit Terminal, serving communities and destinations in Georgian Bluffs, Shallow Lake, Hepworth, and Wiarton. The service also provides opportunities for passengers using the regional route to connect with the City's local transit system at the Transit Terminal.

Resource Alignment:

Financial Resources

There are no fees or charges the City or the County will incur as per the Agreement. City staff will not be responsible for handling cash or fares for GTR services.

Human Resources

N/A.

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.

Communication and Engagement:

Grey County is responsible for maintaining current information regarding the regional transit service and schedule.

Information about the Owen Sound to Wiarton service will also be available on the Intercommunity Transit section of the [GOST webpage](#), along with information on other intercommunity transit services, under [GTR Transit](#).

Report Developed in Consultation With:

N/A

Attachments:

None.

Reviewed by:

Mason Bellamy, Manager of Public Works and Engineering

Michelle Palmer, Interim Director 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 AUTHORITY
MINUTES
Full Authority Board of Directors
Wednesday, July 22, 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 1:16 p.m., welcomed all those present in person and virtually and provided a land acknowledgment.

Directors Present In-Person: Chair Scott Greig, Vice Chair Jennifer Shaw, Robert Uhrig, Tobin Day, Rick Winters, Tony Bell, Scott Mackey, Caleb Hull

Directors Present Virtually: Jon Farmer

Regrets: Alex Maxwell, Nadia Dubyk

Staff Present: CAO, Tim Lanthier; Administrative Assistant, Valerie Coleman; Manager of Information Services, Gloria Dangerfield; Manager of Finance and Human Resources Services, Alison Armstrong; Intermediate Planner, Nicole McArthur; Field Assistant, Kameron Arnold

2. Disclosure of Pecuniary Interest

The Directors were reminded to disclose any pecuniary interest that may arise during the course of the meeting.

3. Call for Additional Agenda Items

Nothing at this time.

4. Adoption of Agenda

**Motion No.:
FA-26-067**

**Moved By: Rick Winters
Seconded By: Tony Bell**

THAT the Grey Sauble Conservation Authority Board of Directors approve the agenda of July 22, 2026.

Carried

5. Approval of Minutes

Motion No.:
FA-26-068

Moved By: Scott Mackey
Seconded By: Jennifer Shaw

THAT the Grey Sauble Conservation Authority Board of Directors approve the Full Authority minutes of June 24, 2026.

Carried

6. Business Out of Minutes

None at this time.

7. Consent Agenda

Chair Greig pulled the receipts and expense item

Motion No.:
FA-26-069

Moved By: Robert Uhrig
Seconded By: Jon Farmer

THAT in consideration of the Consent Agenda Items listed on the July 22, 2026, agenda, the Grey Sauble Conservation Authority Board of Directors receives the following items: (i) a. Environmental Planning – Section 28 Permits – June 2026; b. Conservation Authority Screening Guide; (ii) Administration – Receipts & Expenses – June 2026; (iii) Recent Media Articles.

Carried

8. Business Items

i. Administration

a. 2027 Draft Budget

CAO Tim Lanthier spoke with regards to the drafted 2027 Budget. It was noted that the Cost-of-Living Adjustment (COLA) was calculated as per the Board's resolution.

Mr. Lanthier noted that due to the province's directive to have the 2027 budget approved prior to December of 2026, the budget must be circulated early enough as to not interfere with the upcoming municipal election.

Mr. Lanthier noted that he has made arrangements to speak with all Member Municipal Councils. Additionally, Mr. Lanthier reached out to senior staff from those Member Municipalities that had previously expressed interest in discussing the budget earlier. No further action was requested.

Vice Chair Shaw asked with regard to the Conservation Ontario Levy and where it is reflected in the budget. Mr. Lanthier responded that it is added to the Administration budget under "other". Vice Chair Shaw followed up with a question regarding the Volunteer Program and which department is responsible for it. Mr. Lanthier responded that the volunteer program is budgeted under the Administration and Communication's budgets.

Chair Greig asked to expand on parking revenues and what is the basis for the revenue budgeted. Mr. Lanthier responded that staff estimate a conservative revenue target based off previous years' revenues.

Motion No.:
FA-26-070

Moved By: Robert Uhrig
Seconded By: Jon Farmer

WHEREAS GSCA Staff have prepared the 2027 Draft Budget for the Board of Directors' consideration,

AND WHEREAS the Conservation Authorities Act requires that this Draft Budget be circulated to participating municipalities for a minimum 30-day commenting period,

THAT the Grey Sauble Conservation Authority Board of Directors receive the 2027 Draft Budget,

AND THAT Staff be directed to distribute the 2027 Draft Budget and Budget Companion to participating municipalities for the minimum 30-day review period.

AND THAT Staff bring a report before the Board of Directors at the September 2026 meeting of the Board for final review and approval of the 2027 Budget.

Carried

b. 2026 Workplan Report Back

CAO Lanthier spoke to the progress that staff have made on the 2026 workplan thus far, with 35% of tasks completed and an additional 47% on track.

Mr. Lanthier spoke to two items to be deferred. The Eugenia Falls cenotaph historical signage is proposed to be deferred to when the lead staff is back from leave. The Inglis Falls parking area resurfacing and expansion has been deferred to the 2027 Workplan as it was included in the 2027 budget, not the 2026 budget

Mr. Lanthier spoke to the two items that staff are recommending be deferred. Staff time and resources for the historical signage planned for the Eugenia Cenotaph is being redirected to Memorial Forest signage. It was noted that there is a more immediate need at the Memorial Forest properties. Additionally, Mr. Lanthier noted that the Inglis Parking Expansion and Resurfacing project was intended to be budgeted for and completed in 2027 not 2026.

In light of the upcoming consolidation, it was recommended to pause work on several items.

- Identification of additional resource needs to address any workload pressures.
- Completion of the GSCA Records Retention Policy
- Strategic Plan viewer for the 10-year horizon.
- Board Performance Standard update to the Administration By-Law
- Formal Asset Management Plan funding model

It was noted that the consolidation makes these items unnecessary and/or a duplication of efforts.

Member Uhrig asked if there is value in all six CAs bringing completed policy and procedure documents to the table in the hopes that they can bring the best ideas to the table. Mr. Lanthier responded that items such as the Records Retention Policy was a collaborative effort with several other CAs including Lake Simcoe CA.

Member Mackey asked in regard to the GSCA Ash Management Plan and what work has been done towards managing ash on CA properties.

Mr. Lanthier noted that GSCA has incorporated ash management in both Forestry marking practices and under Lands operations. Additionally, Staff are working on a proposal that would see areas tendered for harvest ash trees specifically, thereby reducing the overhead costs of contracting a forestry company to remove the ash trees.

Vice Chair Shaw asked with regard to volunteer tasks and which departments would be involved. Mr. Lanthier responded that much of the volunteer management falls under Education, Communications, and Operations.

Vice Chair Shaw asked with regard to Tara flood models, would this information be made public or only used in-house. Mr. Lanthier responded that these models would feed into the floodplain mapping and would not necessarily be available to the public, though the floodplain mapping would be.

Mr. Lanthier spoke to the Technical Guidelines that have been released by the province for review, noting that in-land lake and river guidelines have been released, the shoreline guidelines are expected soon.

Member Uhrig asked with regard to fire management or prevention on CA properties. Mr. Lanthier noted that GSCA does not have the Boreal Forest that northern Ontario is made up of; however, it was noted that GSCA's responsible forestry practices help to reduce chances of large-scale forest fires.

Member Day asked if there are tasks in the workplan that may be at risk of being lost after the consolidation. Mr. Lanthier responded that Category 1 programs and services are mandatory and are not at risk. And added that while Category 3, non-mandated programs and services, may be at risk, many of the other CAs also have many of these programs in place at present. Overall, Mr. Lanthier felt that these programs align well with GSCA's partners and the risk losing these programs and services is low.

Motion No.:
FA-26-071

Moved By: **Scott Mackey**
Seconded By: **Caleb Hull**

WHEREAS the Board of Directors has approved the 2026 Strategic Workplan for the operations of the Authority;

THAT the Grey Sauble Conservation Authority Board of Directors receive this second quarter update as information and approve any noted timeline amendments.

Carried

c. Provincial Offences Officer Designation

CAO Lanthier spoke to the designation of Provincial Offences Officers by the Board and gave an overview of what these staff do and are responsible for. It was noted that three staff members have recently completed their training and are being recommended to be appointed by the Board: Clinton Stredwick, Nicole McArthur, and Kameron Arnold.

Member Mackey asked if violations are mainly complaint driven or are staff actively seeking out violations. Mr. Lanthier noted that violations are mainly complaint driven; however, it was noted that staff have the latitude to look into issues should they come across them in the course of their day to day operations.

Motion No.:
FA-26-072

Moved By: Tony Bell
Seconded By: Tobin Day

WHEREAS Grey Sauble Conservation Authority must monitor compliance with the Conservation Authorities Act and, where appropriate, enforce the provisions of that Act,
AND WHEREAS staff have completed the appropriate Provincial Offences Officer training,
THAT Nicole McArthur and Clinton Stredwick be designated as Provincial Offences Officers to enforce the provisions of Section 28 of the Conservation Authorities Act and any related regulations.
AND THAT Kameron Arnold be designated as a Provincial Offences Officer to enforce the provisions of Section 29 of the Conservation Authorities Act and any related regulations.

Carried

d. CAA Update

CAO, Tim Lanthier spoke to recent updates. It was noted that there had been a Direction from the Ministers regarding CA budgets and the requirement to have them completed and approved by the end of December.

Mr. Lanthier and Vice Chair Shaw attended a pre-transition committee meeting on July 6th at Nottawasaga Valley CA's office.

The Ministry has announced the Project Executive appointments. Don Goodyear, currently at Lake Simcoe Region CA, has been appointed as the Project Executive and future CAO of the Lake Huron RCA.

The first official Transition Committee meeting will be held on August 6th at the Ausable Bayfield CA office.

Member Farmer asked if there was cause to be concerned that the Project Executive had been out of Lake Simcoe and if smaller communities through the regional watershed would lose their voice. Mr. Lanthier responded that he does not have any specific concerns, especially in light of the groundwork that the pre-transition group had done in creating a guiding charter for the transition process.

Vice Chair Shaw asked if there have been any conversations with Bruce County regarding future budgeting, noting the recent article regarding Grey County staff's budget estimate for 2028. Mr. Lanthier responded that he had not heard anything specific; however, noted that it has become apparent that the Province may not be keeping upper tier municipalities as informed as the lower tier and conservation authorities.

9. New Business

Nothing at this time.

10. CAO's Report

CAO Lanthier updated the Board on several items.

Mr. Lanthier reported that he has held several meetings with local community partners and stakeholder groups regarding the Arboretum Trail project and noted that there has been a lot of interest and support from these groups. Staff will be applying for a Community Foundation Grey Bruce grant.

Mr. Lanthier spoke to some concerns raised over the dock and pavilion structures at the Arran Lake property. It was noted that both structures have been removed due to their unsafe condition. A decision has not yet been made to replace the dock structure. Staff have set a meeting to discuss with the local community this evening.

Mr. Lanthier spoke to concern raised by members of the Shallow Lake community regarding picnic tables that had been left at GSCA's shallow lake property and removed by staff. It was noted that the individual who left the tables there did not have permission from GSCA. Staff have made arrangements to have two new GSCA tables installed at the property.

It was stressed that should the public like to donate to GSCA they are encouraged to reach out to staff.

Member Mackey asked what liabilities the CA may experience with continue to provide the dock at Arran Lake. Mr. Lanthier responded that there are liabilities but noted that the CA has assumed the liability for a long time.

Mr. Lanthier noted John Bittorf's retirement event on July 24th and the Glen Property Ribbon Cutting on August 27th.

11. Chair's Report

Chair Greig had nothing to report.

12. Other Business

Nothing at this time.

13. Resolution to Move into Closed Session

Motion No.:
FA-26-073

Moved By: Rick Winters
Seconded By: Tobin Day

THAT the Grey Sauble Conservation Authority Board of Directors proceed into closed session at 2:18 pm to discuss matters related to the following:

- i. Minutes of the Closed Session of the Regular Board of Directors Meeting held on May 27, 2026; and,**
-

-
- ii. **2026 CAO Mid-Year Performance Check-In - closed as it relates to personal matters about an identifiable individual including Authority Directors or Authority employees. (GSCA Administrative By-Law, Section 4 (xvii)(b)).**

AND FURTHER THAT CAO, Tim Lanthier and Administrative Assistant, Valerie Coleman will be present.

Carried

14. Resolution Approving the Closed Session Minutes – May 27, 2026

**Motion No.:
FA-26-074**

**Moved By: Rick Winters
Seconded By: Robert Uhrig**

THAT the Grey Sauble Conservation Authority Board of Directors approve the May 27, 2026, Closed Session minutes as presented in the closed session agenda.

Carried

15. Reporting Out of Closed

Members gave direction to staff on items that were identified and nothing else.

16. Next Full Authority Meeting

Wednesday August 26, 2026

17. Adjournment

The meeting was adjourned at 2:59 p.m.



Scott Greig, Chair



Valerie Coleman
Administrative Assistant



Minutes

River District Board of Management

July 8, 2026, 5:30 p.m.

City Hall - 808 2nd Avenue East - Council Chambers

MEMBERS PRESENT: Chair Dave Parsons
Member Maegan Cookson
Councillor Travis Dodd (via video)
Member Tim Dwyer
Member Adrienne Robinson
Member Jen Smith

MEMBERS ABSENT: Vice Chair Richard Thomas
Member Kathy Hannen
Member Olivia Legate

STAFF PRESENT: Pam Coulter, Director of Community Services
Viveca Gravel, River District Coordinator
Constable James Giles, Owen Sound Police Service
Staci Landry, Deputy Clerk

1. CALL TO ORDER

Chair Parsons called the meeting to order at 5:30 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 River District Board of Management meeting held on May 13, 2026

RD-260708-001

Moved by Member Dwyer

"THAT the minutes of the River District Board of Management meeting held on May 13, 2026 be approved as printed."

Carried.

5. DEPUTATIONS AND PRESENTATIONS

- 5.a Presentation from the River District Election Manager Re: River District Board of Management Election 2026

The River District Election Manager provided a PowerPoint presentation outlining the process for the 2026 River District Board of Management election, which will be held on November 9, 2026.

6. PUBLIC FORUM

There were no questions or comments from the public.

7. CORRESPONDENCE RECEIVED FOR WHICH DIRECTION IS REQUIRED

There were no correspondence items presented for consideration.

8. REPORTS

- 8.a Verbal Report from the Owen Sound Police Service Re: Police Update

Constable James Giles reported that the Owen Sound Police Service (OSPS) completed 138 hours of foot patrol in the River District in May and 121 hours of foot patrol and 30 hours of bike patrol in June.

RD-260708-002

Moved by Member Dwyer

"THAT in consideration of the Verbal Report provided July 8, 2026, from Constable Giles respecting a Police Update, the River District Board of Management receives the Verbal Report for information purposes."

Carried.

- 8.b Verbal Report from the River District Coordinator Re: Ambassador Program Update

The River District Coordinator advised that the Locals Love It Here Tourism Ambassador Program will be launching soon. The program will invite businesses

that are passionate about the community to participate as Tourism Ambassadors by welcoming visitors into their establishments and sharing information about the attractions, amenities, and experiences available throughout the River District and the City. The River District Coordinator noted that participating businesses will serve as knowledgeable points of contact for visitors seeking local information, while also benefiting from increased foot traffic and enhanced visibility.

RD-260708-003

Moved by Member Cookson

"THAT in consideration of the Verbal Report provided July 8, 2026, from the River District Coordinator respecting an Ambassador Program Update, the River District Board of Management receives the Verbal Report for information purposes."

Carried.

8.c Verbal Report from Member Legate Re: Events and Activations Team Update

Member Dwyer reported that the Events and Activations Team continues to make progress on several placemaking initiatives, including the approved mobile food truck at the Farmers' Market, which is now moving through agreement and insurance requirements. Planning is underway for the Dining on the Boardwalk event, tentatively scheduled for late summer, as well as the Art Cures Banner Project, fall art installation, downtown photo opportunity project, and recently installed window directional signage. The Team has also developed a business postcard campaign and a weekly social media events calendar to promote River District events.

In response to a question from the Board, Member Dwyer advised that the Dining on the Boardwalk event will feature a pre-sold, fixed-menu dining experience showcasing courses from multiple River District vendors, with tickets expected to be sold through Eventbrite.

RD-260708-004

Moved by Member Robinson

"THAT in consideration of the Verbal Report provided July 8, 2026, from Member Dwyer respecting the Events and Activations Team Update, the River District Board of Management receives the Verbal Report for information purposes."

Carried.

8.d Verbal Report from the Board Treasurer Re: Board Finances

Chair Parsons advised that the total balance of all accounts is \$172,614.89. There is \$6,804.35 in the gift certificate account, \$8,574.52 in the operating account, and \$157,236.02 in the trust savings account.

RD-260708-005

Moved by Member Smith

"THAT in consideration of the Verbal Report provided July 8, 2026, from Chair Parsons respecting Board Finances, the River District Board of Management receives the Verbal Report for information purposes."

Carried.

8.e Report CS-26-061 from the Director of Community Services and River District Coordinator Re: River District Action Plan Update - Board Update and Input

The Director of Community Services and the River District Coordinator provided an overview of the report through a PowerPoint presentation.

Councillor Dodd left the meeting.

Board members left their seats to provide input on the current actions and potential new actions to achieve the strategic objectives under each of the four pillars of the River District Action Plan.

The Director advised that a public engagement session for River District businesses and members will be held on July 29, 2026, at 5:30 p.m. at Parkwood Restaurant, with invitations to be distributed shortly.

In response to questions from the Board, the Director advised that feedback received through the engagement process can be made public, where appropriate, in collaboration with the City's Communications Team. The Director also noted that staff considered undertaking a complete redevelopment of the River District Action Plan but determined that the existing framework remains effective. The current update will build on the existing four pillars and focus on refining the strategic objectives and associated actions for Board consideration.

RD-260708-006

Moved by Member Robinson

"THAT in consideration of Staff Report CS-26-061 respecting an update to the River District Action Plan, the River District Board of Management receives the report for information purposes."

Carried.

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

11.a Report CM-26-021 from the City Manager Re: Fostering a Vibrant River District - Report III

The River District Coordinator provided an overview of the report.

11.b Correspondence from the Clerk, County of Prince Edward Re: Vacant Commercial Storefront Tax

11.c 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
- 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
- Annual Hawker and Peddler Licence issued to The Owen Sound & District Vendors Association for Owen Sound Farmers' Market fundraising events at 88 8th Street East

RD-260708-007

Moved by Member Smith

"THAT in consideration of correspondence provided for information purposes listed on the July 8, 2026 River District Board of Management (RDBM) agenda, the RDBM receives items 11.a to 11.c for information purposes."

Carried.

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 Parsons adjourned the meeting at 6:38 p.m.

Community Flag Flying and Raising Form

Name of Requesting Organization *

The Grey and Simcoe Foresters

Contact Information

Name *

Dave Alexander

Email Address *

248grey@gmail.com

Home/Cell Phone Number *

[REDACTED]

Work Phone Number

Please enter your work phone number

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): *

9/11/2026



Date of Flag Lowering *

9/14/2026



Are you having a Ceremony? *

☒ Yes

☐ No

Is your ceremony private? (no invitation will be extended to City Council or City Staff to attend if so). *

☐ Yes

☒ No

Date of the Ceremony *

9/11/2026



Ceremony Start Time (between 9 a.m. and 4 p.m.) *

11:00 AM



The ceremony will require: (please note equipment is not available if ceremony is planned for weekend or holiday)

- ☐ A Microphone and Speaker System - free to use and highly recommended for ceremonies with speeches
- ☒ Greetings from a member of Council

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.

Purpose of the Event or Occasion *

This occasion is the 160th Anniversary of the Grey and Simcoe Foresters.

Details of the Event or Occasion *

Members of the G&SF along with civic officials will bear witness to raising of the Grey and Simcoe Foresters' Camp Flag. Members of the regiment will hand the flag to city officials who in turn will raise the flag. Guests will be invited to say a few brief words.

Description of your organization or individual including a brief history and any other relevant information
*

The Grey and Simcoe Foresters have a long association with Owen Sound dating back to 1866. The regiment perpetuates the 31st, 147th and 248th Battalions. The 147th and 248th Battalions enlisted hundreds of individuals from Owen Sound and Grey County who served and sacrificed during the First World War. Again hundreds of local individuals enlisted with 1st Battalion, Grey and Simcoe Foresters (which became the 26th Army Tank Regiment) during the Second World War. Many more served with the Reserve Battalion. Since then, many more have served with the Grey and Simcoe Foresters in overseas capacities in places such as Korea, peace keeping missions, Afghanistan and Latvia. This will be an opportunity to honour 160 years of service and sacrifice by members of the Grey and Simcoe Foresters.

Picture of Flag to be Raised *

File Name

 [G&SF Camp Flag.jpg](#)
37.4 KB

By submitting this form, you affirm that the facts set forth in it are true and complete. All Community Flag 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 community flag raising process including, but not limited to, evaluating requests for community flags and contacting the requestor.

City Manager Approval - signature & date

Date on Council Consent Agenda



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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 *

Ontario Disability Employment Network (ODEN)

Contact Information

Name *

Cristin O'Sullivan

Email Address *

cosullivan@odenetwork.com

Home/Cell Phone Number *

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: *

10/15/2026

End Date of Illumination: *

10/15/2026

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
- ☒ Blue
- ☐ Red
- ☐ White
- ☒ Pink/Purple

Details/Purpose of the illumination event: *

I am writing to request your participation in the lighting event for National Disability Employment Awareness Month (NDEAM) in October. It's called Light It Up! For NDEAM, led by the Ontario Disability Employment Network (ODEN). In 2025, over 900 locations in over 200 communities and 13 provinces and territories across Canada participated.

Here's some background about this lighting event:

EVENT NAME: Light It Up! For NDEAM™ happens on the third Thursday of October — this year that is Thursday, October 15, 2026.

DESCRIPTION OF EVENT: Light It Up! For NDEAM™ is a nationwide, one-night event where buildings, businesses, landmarks, and bridges are lit in purple and blue to celebrate National Disability Employment Awareness Month. This event aims to promote ongoing dialogue about disability inclusion in employment, business, and communities.

DATE REQUESTED: October 15, 2026

LIGHTING COLOURS REQUESTED: Purple and blue (If only one colour is possible, choose purple). RGB colours:

- Purple — R: 125 G: 82 B: 138
- Blue — R: 50 G: 77 B: 92

PHOTO GALLERY: Light It Up! For NDEAM Photo Gallery - Ontario Disability Employment Network - <https://www.odenetwork.com/initiatives/annual-light-it-up-for-ndeam/light-it-up-for-ndeam-photo-gallery/>

HOW THE EVENT WILL BE PROMOTED: On social media by the Ontario Disability Employment Network (ODEN) as well as by local community organizations and participating businesses. Social media hashtags are #LightItUpForNDEAM, #LightItUpForDEAM, #EngageTalent

Description of your organization including a brief history and any other relevant information: *

The Ontario Disability Employment Network (ODEN) is a province-wide organization that brings together businesses and Employment Service Providers to increase employment opportunities for job seekers who have a disability.

ODEN works with Businesses to:

- Enhance their Inclusion and Diversity efforts with a focus on disability
- Increase hiring and retention
- Improve Disability Awareness and Confidence
- Link businesses to local job seekers

Cristin O'Sullivan, our Disability Awareness Trainer in Grey Highlands, is the local contact and is collaborating with RTO7, Hanover Hospital, and Devil's Glen Ski Club through our Ontario Corporate Training Centre project funded in part by ESDC.

The Ontario Corporate Training Centre (OCTC) is a province-wide project empowering businesses to embrace disability inclusive hiring, fostering diverse and thriving workplaces.

With our research-informed training, customized solutions, and local ongoing support, Ontario businesses will gain a competitive edge in talent, workplace culture, and innovation.

We provide sector-specific support, training, and resources to ensure inclusive hiring strategies are successful and sustainable in your community.

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.

City Manager Approval - signature & date

Date on Council Consent Agenda

Correspondence Items Presented for Information September 14, 2026

- 1) Correspondence from AMO Re: AMO Policy Update
 - a) Property Tax Reassessment, National Housing Strategy Renewal, Provincial Data Centre Playbook.
 - b) Key Takeaways from the 2026 AMO Conference.
 - c) MHIP Non-DC Stream, AMO Responds to New Tariffs, Provincial Rideshare Consultation, Support for Ontario's Forestry Sector.
- 2) Correspondence from AMCTO Re: Advocacy Update
 - a) Proposed Changes to Charitable Gaming Regulatory Framework.
 - b) Bill 9, *Municipal Accountability Act* Regulation Consultations Announced at AMO Conference.
 - c) AMCTO at the 2026 AMO Conference.
 - d) Help Inform our Submission on Bill 9, *Municipal Accountability Act* Regulation Consultations.
 - e) Continued Support with Transitioning to New MFIPPA Requirements.
- 3) Correspondence from the President and CEO, Georgian College Re: City of Owen Sound's Support for Owen Sound Campus.
- 4) Correspondence from the CEO, Ontario Provincial Conservation Agency Re: Transition Committees for Regional Conservation Authority Consolidation.
- 5) Correspondence from the Township of North Stormont Re: Permanent Doubling of the Ontario Community Infrastructure Fund.
- 6) Correspondence from the CAO/Clerk-Treasurer, Township of Tudor and Cashel Re: Request for Review of Extended Producer Responsibility for One-Pound Single-Use Propane Cylinders.
- 7) Correspondence from the Deputy Clerk, Township of Alnwick/Haldimand Re: Beacons of Light British Home Children and Child Migrants.
- 8) Correspondence from the Township of Armour Re: Sustainable Provincial Funding for Ontario Public Libraries.
- 9) Correspondence from the Clerk, Municipality of Trent Hills Re: Elimination of the Workplace Safety and Insurance Board's Second Injury and Enhancement Fund.

- 10) Correspondence from the Town of Parry Sound Re: Province-Wide Regulatory Framework for E-Scooters.
- 11) Correspondence from the Technical Manager, Regulatory Applications, Enbridge Gas Inc. Re: Notice of Hearing for 2025 Utility Earnings and Disposition of Deferral and Variance Account Balances Application and Evidence.



AMO Policy Update – Property Tax Reassessment, National Housing Strategy Renewal, Provincial Data Centre Playbook

Top Insights

- AMO calls on the province to restart property tax reassessment
- AMO set out municipal sector priorities for the province to inform its renewal and renegotiation of the Canada-Ontario National Housing Strategy agreement beyond 2028
- The province is consulting on a new framework to guide decision-making on data centres, and prioritize projects that deliver meaningful local benefits
- AMO Conference key messages and priorities

Property Tax Reassessment

AMO sent a [letter to Premier Ford](#) to reinforce our long-standing call for the province to establish a clear and timely path back to regular property assessment cycles. A well-functioning and up-to-date assessment system makes Ontario an attractive place to invest, provides municipalities with a stable and predictable source of revenue, and stability and predictability for property taxpayers.

Public support and understanding of the benefits of re-assessment will also be key to resuming a regular reassessment cycle. AMO has offered to partner with the Municipal Property Assessment Corporation and the Province to ensure effective communication and implementation of the transition back to regular assessments.

Ontario is the only province in Canada that has not resumed property reassessments post COVID-19 pandemic, with the last assessment taking place in 2016.

National Housing Strategy Renewal – Municipal Priorities

The National Housing Strategy (NHS) is set to expire in 2028. AMO is pleased that both the provincial and federal governments have committed to working together on a renewed agreement. The homelessness crisis continues to worsen in communities across Ontario. The continuation of NHS funding is crucial. To ensure that municipal perspectives are considered as part of the renegotiation, AMO [issued a letter](#) to the Ministry of Municipal Affairs and Housing identifying and providing input about Ontario's municipal core priorities for the renegotiation of the strategy and a new Canada-Ontario bilateral agreement. These include:

- Provide long-term predictable funding through a renewed bilateral agreement.
- Focus investments on households experiencing the greatest housing need.
- Renew and expand the Canada-Ontario Housing Benefit.
- Increase investment in non-market housing and preservation of existing affordable housing stock.
- Expand supportive and transitional housing.
- Make Reaching Home a permanent and expanded program.
- Advance Indigenous-led housing and homelessness solutions.

- Strengthen housing system capacity and delivery.

AMO is hopeful that this initial input will serve as a launch pad for more conversation and collaboration with both the provincial and federal governments.

Provincial Consultation on Data Centre Playbook

The provincial government [has announced](#) a framework for data centres to guide decisions on new data centres. Under the proposed [Data Centre Playbook](#), data centres would be required to pay for the full cost of electricity, and be assessed based on three priorities:

- **Economic Development:** Creating high-quality jobs, attracting investments, creating new tax revenue, and supporting domestic supply chains
- **Digital Sovereignty:** Protecting Canadian data and security, and prioritizing Canadian companies
- **Community Investment:** Delivering significant benefits to host communities and earning public trust, and minimizing impacts on host communities

This Playbook responds to AMO's data centre advocacy. AMO [has called](#) for the development of a provincial framework that ensures data centres do not limit municipal ability to meet other priorities like housing and job creation. We have also called for priority to be given to projects that provide clear benefits to host communities.

The proposed Data Centre Playbook is [open for public consultation](#) until September 12. AMO will continue providing advice to the province on how data centre development can balance local needs and infrastructure demands while supporting Ontario's economy.

AMO Conference Key Messages and Priorities

The AMO Conference, the biggest event in the municipal calendar, kicks off in Ottawa on August 17, and key messages of our policy priorities can be found on the [AMO Website](#). See you in Ottawa!

An online version of this Policy Update is also available on the [AMO Website](#).



The 2026 AMO Conference brought together more than 3,600 municipal leaders, provincial and federal representatives, sector partners and stakeholders representing 444 municipalities across Ontario.

Over four days, municipal leaders advanced local priorities through over 750 delegation meetings, policy discussions and conversations with government and sector partners. Several significant announcements and developments also emerged from the conference.



Infrastructure funding for growth and renewal

The conference opened with a joint federal-provincial [announcement](#) of \$1 billion in combined funding through a new Canada–Ontario Partnership to Build funding stream.

The program is intended to support municipalities that do not levy development charges, often rural, small and northern communities, with funding available for both growth-related housing infrastructure and asset renewal. AMO and the Ministry of Infrastructure will be co-hosting webinars to answer your questions, and additional details will be provided in next week's policy update.

Municipalities that applied for the [Development Charge Reduction Program](#) (DCRP) have started to hear back from the provincial government. Some municipalities are receiving responses to their applications and will need to assess next steps. AMO's position continues to be that if a municipality receives less funding than it requested, it should have the flexibility to reduce the size of its development charge reduction.

Questions about the interaction between the DCRP and the Non-Development Charge Municipalities Stream funding, including if a municipality can be eligible under both, should be directed to the province.

Community Sport and Recreation Infrastructure Fund

The province [announced](#) that applications are now open for the next round of the \$500-million Community Sport and Recreation Infrastructure Fund (CSRIF). The fund is intended to support the development and renewal of local sport and recreation infrastructure across Ontario. The Ministry is hosting a [webinar](#) on August 26 at 11 a.m. to learn about the fund and application process.

Municipal Accountability Act consultations

The province also launched consultations on [proposed regulations](#) to implement the new municipal code of conduct legislation passed earlier this year. The proposed regulatory framework includes:

- potential elements of a standard municipal code of conduct
- processes for municipal Integrity Commissioners
- and education and training requirements for municipal officials and Integrity Commissioners.

AMO will provide formal comments and create additional channels for you to have your say. Stay tuned for more to come.

Housing, homelessness and local democracy

Housing affordability, homelessness and supportive housing remained key issues throughout the conference. Discussions focused on the need for

stronger coordination among governments, health and housing providers, and the non-profit, co-operative and private sectors to address growing pressures in communities. All three levels of government acting now to address the waitlist for voluntary treatment, wraparound supports, and supportive housing would make real progress on this important issue.

Delegates also examined local democracy and governance, including how municipalities can navigate changes while maintaining transparent, accountable decision-making and strong local voices.

New AMO leadership

AMO members elected Riley Brockington as President for the 2026–2028 term, alongside a [new Board of Directors](#). The incoming Board will continue AMO's advocacy on the issues affecting municipalities and the sustainability of local government.

Advancing reconciliation

AMO and the Anishinabek Nation signed a Memorandum of Understanding establishing a framework to identify shared priorities, exchange perspectives and work together to advance common goals through advocacy and sector leadership. The MOU is one of the commitments identified in AMO's [Indigenous Reconciliation Action Plan](#).

The conference reinforced the scale and complexity of the pressures facing municipalities. AMO will continue working with members and government partners to advance solutions that support strong, sustainable and resilient communities.

To follow for more policy updates, visit us at amo.on.ca/policy.



AMO Policy Update – MHIP Non-DC Stream, AMO Responds to new Tariffs, Provincial Rideshare Consultation, Support for Ontario’s Forestry Sector

Top Insights

- Municipalities that do not levy development charges will be able to apply to a new \$1 billion infrastructure funding stream for projects that preserve or grow housing supply.
- AMO has written to Prime Minister Carney and Premier Ford to express support for their leadership responding to the challenging trade environment, and outlining the importance of municipalities in supporting our economy.
- MTO is consulting on proposed enhancements and the expansion of the Provincial Rideshare Framework to all municipalities.
- AMO has written to the province in support of efforts to protect and grow Ontario’s forestry industry, recognizing that the sector supports jobs and housing construction.

Infrastructure Funding for Non-Development Charges Levying Municipalities

The governments of Ontario and Canada announced \$1 billion in infrastructure funding for municipalities that do not levy development

charges at the AMO conference. The funding supports the construction, rehabilitation and expansion of infrastructure that preserves or grows housing supply, including roads, bridges, drinking water, wastewater and stormwater assets. The maximum total eligible costs for a project is \$20 million. AMO welcomes this new Municipal Housing Infrastructure Program funding stream (Non-DC Stream) as we continue to advocate for long-term, predictable and sustainable infrastructure funding for the sector.

Applications for the program will open on October 29 and close on December 2, 2026. Additional intakes under the Non-DC Stream will be available in the future. [Program guidelines](#) and [FAQs](#) are now available online. Questions about the program can be directed to mhip@ontario.ca.

To support the sector with their applications, AMO will jointly host two webinars with the Ministry of Infrastructure for municipal CAOs and treasurers. The first webinar is scheduled for September 16 before the program launches, with a second webinar taking place in November before the application window closes. Registration information will be shared shortly.

Building Canada Strong Through Economic Uncertainty

AMO [has written to](#) Prime Minister Carney and Premier Ford to express support for their leadership in responding to an increasingly uncertain and challenging trade environment and to outline the importance of municipalities in supporting Canada's economy. As a sector, municipalities invest \$68 billion annually in the infrastructure and services our communities rely on. They know the importance of building strong, resilient communities that can adapt to changing economic conditions.

AMO and its members are prepared to work with the province and federal government to build a stronger, more competitive, and more prosperous future.

Provincial Rideshare Framework Consultations

The Ministry of Transportation (MTO) is exploring future enhancements and expansion of the [Provincial Rideshare Framework](#) currently in effect along the Northlander train corridor. Under this expansion, the province would upload the regulation of rideshare services across Ontario. MTO is seeking municipal feedback on its proposal with a [survey open until September 30](#) and invites municipalities to [register for a municipal consultation session](#).

AMO [has called for](#) clarity on how the province will provide oversight and enforcement of rideshare services, and to coordinate with municipalities to ensure the framework does not undermine the viability of existing transportation options like public transit and local taxi businesses in favour of US-based rideshare companies.

AMO Supports Provincial Action to Protect Ontario's Forestry Sector

AMO [has written to](#) the province in support of efforts to protect Ontario's forestry sector from challenges caused by trade uncertainty and tariffs on key exports like softwood lumber. Municipalities recognize that the forestry sector contributes to our economy by creating jobs across the province, while supporting manufacturing and housing construction. We encourage the province to continue working closely with municipalities on the important work of protecting and growing Ontario's economic potential.

An online version of this Policy Update is also available on the [AMO Website](#).



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AMCTO](#)

[| Professional
Growth](#)

[| Advocacy &
Policy](#)

[| Network &
Community](#)



Advocacy Update

Learn more about our work as we advocate on behalf of AMCTO members

August 10, 2026

Advocacy Update:

Proposed Changes to Charitable Gaming

Regulatory Framework

The Alcohol and Gaming Commission of Ontario (AGCO) has launched a consultation on proposed charitable gaming policy changes. Specifically, the organization is requesting feedback on prize boards for municipally-issued charitable gaming licenses, licensing thresholds for raffles, bingo events, and the Bingo Revenue Model (BRM).

We are interested in hearing from members who manage charitable gaming to help inform feedback we may provide to the AGCO separately. As per our Legislation & Regulation advocacy pillar within our Issue Profile, we want to ensure the legislative and regulatory environment supports and enables the work of public servants. Municipal administrators require legislation that is responsive to current governance, administrative, and operational needs, and that is focused on outcomes. Moreover, our Service

and Administration advocacy pillar aims to modernize municipal services provided on behalf of the province, while also ensuring that administrative and operational burdens are minimal.

The proposed charitable gaming policy changes are:

1. To increase the maximum prize board for municipally-issued bingo licences from \$5,500 to \$10,000.
2. To increase the maximum prize board for municipally-issued raffle licences from \$50,000 to \$100,000.
3. To adjust the BRM from 55/45 (55% to operators and 45% to charities) to 60/40 (60% to operators and 40% to charities).

If you have any comments or feedback on these changes, please [let us know](#) by next Monday, August 17. Your feedback is important and may be included as part of a submission.

Further details are available on the [Connect AGCO website](#). The deadline to complete the consultation survey is **Friday, August 21**.

[COMPLETE THE AGCO CONSULTATION SURVEY](#)

Changes to the Break Open Ticket Licensing Framework

Separate but related, the AGCO has also announced updates to the Break Open Tickets (BOTs) licensing framework. Municipalities are authorized by the AGCO to license lottery events, including BOT lotteries, conducted by eligible charitable and not-for-profit organizations.

BOTs are made of cardboard and have perforated cover window tabs behind which are symbols revealed by tearing open the cover tab. The winning combination of symbols is specified on the back of the ticket. BOTs are also known as 'Nevada tickets' or 'pull tabs'. The new framework permits licensing of new \$0.50 tickets and \$1.00 tickets with counts of more than 5,000, effective July 29, 2026. Also effective as of the end of July, gaming-related suppliers have additional flexibility for ticket graphics approval.

As of September 30, 2026, all BOT licensing will be transitioned to the split revenue model (formerly section B of the Schedule of Approved Break Open Ticket Types and Associated Expense Maximums).

See further details and information in the [AGCO's Information Bulletin](#).

For the latest sector policy news and updates, subscribe to our [policy blog](#).



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Advocacy Update

Learn more about our work as we advocate on behalf of AMCTO members

August 19, 2026

Advocacy Update: Bill 9, *Municipal Accountability Act* Regulation Consultations Announced at AMO Conference

Yesterday, the Minister of Municipal Affairs and Housing Rob Flack announced during his address at the annual Association of Municipalities of Ontario (AMO) Conference that consultations on Bill 9, *Municipal Accountability Act* regulations are open.

The [proposed Minister's and Lieutenant Governor in Council \(LGIC\) regulations](#) would:

- Establish a single, standardized municipal code of conduct that would apply to all members of council and certain local boards.
- Create standardized inquiry processes to be followed by municipal integrity commissioners.

- Establish roles and requirements related to education and training for the Integrity Commissioner of Ontario (ICO), municipal integrity commissioners, and members of councils and certain local boards.

The consultation includes a document that outlines these proposals in more detail.

The Province is seeking public comments until October 2, 2026, and it is proposed that the regulations, once finalized, would take effect on November 15, 2026, the inauguration day of newly elected municipal councils and school boards.

As we noted in [previous updates](#), Bill 9 is a step forward towards improvements to the accountability framework. However, we remain concerned about gaps in the legislation where more can be done to address the safety and well-being of municipal professionals, especially as regional chairs will be appointed with 'strong chair' powers.

The timing of the consultations and the anticipated effective date is unfortunate as municipal staff are managing multiple concurrent priorities including running the municipal and school board elections and implementing new *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA) requirements on top of other statutory day-to-day duties. Moreover, municipal administrators will be busy during this time preparing for council orientation and onboarding, which often include elements of the local accountability framework – something that may require changes pending the finalized regulations.

Next Steps

We are reviewing the proposed regulations and will provide further updates as we look to develop our submission to the consultation. Should you have any preliminary feedback or comments that may help inform our submission, [please reach out to our policy and government relations team](#).

As an Association, we are here to support you in ensuring the new framework is in place for the new term of council, while recognizing the important work you do as municipal administrators to navigate and implement ongoing legislative changes.



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August 21, 2026

AMCTO at the 2026 AMO Conference

The Association of Municipalities of Ontario (AMO) held its annual general meeting and conference from August 16-19, 2026, in Ottawa, where we were proud to represent our members' interests in delegation meetings, attend plenary and concurrent sessions, and connect with municipal professionals and elected officials across the province, including at the conference tradeshow.

Delegations

AMCTO President Kyle Pratt advanced our advocacy interests in delegation meetings with the Ministry of Finance, the Ministry of Public and Business Service Delivery and Procurement, and Ontario's opposition parties. While our delegation requests with the Ministry of Municipal Affairs and Housing (MMAH) and the Ministry of Education (EDU) were declined, we will follow up with the ministries directly about our advocacy interests.

Ministry of Finance

We met with MPP Michelle Cooper, Parliamentary Assistant for the Ministry of Finance, to discuss opportunities to modernize the legislative framework governing municipal and school board elections. As part of our broader *Municipal Election Act* (MEA) review, we

highlighted changes needed at the intersection of the MEA, the *Education Act* and *Assessment Act*, particularly regarding school support designation and voter eligibility.

We advocated to the ministry for greater alignment between the legislation governing municipal and school board elections, including clearer rules for voters and candidates, and reforms that would allow school support information to be managed through Ontario's electoral system.

We also encouraged the ministry to work with the MMAH and EDU to review the framework ahead of the 2030 elections. The ministry noted that broader reforms are already underway, including planned changes that would have municipalities remit Education Property Tax directly to Ontario beginning in 2028. The ministry was receptive to our concerns and agreed that further discussion would be valuable as future election legislation is considered.

Ministry for Public and Business Service Delivery and Procurement

We met with Minister Stephen Crawford to discuss implementation of the new *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA) requirements under Bill 97 and broader modernization of the Act.

While recognizing the significant progress made through Bill 97, we raised concerns about municipalities' ability to meet the January 1, 2027 implementation deadline for new privacy requirements, including mandatory Privacy Impact Assessments (PIAs), privacy breach reporting, and privacy risk assessments. We requested that the compliance timeline be extended to July 1, 2028, to allow more time for municipalities to get organized, as many staff face ongoing capacity challenges, particularly those in smaller and rural communities who are managing competing priorities in a busy municipal election year.

The ministry did not commit to an extension, but acknowledged our concerns. Officials clarified that not every PIA will require the full consultation process; that level of rigour is intended for large, complex projects; smaller programs that don't involve significant personal information warrant a lighter-touch approach. The ministry is developing templates so municipalities can comply without needing outside consultants and confirmed that a guidance document is coming soon to provide clearer definitions of what's actually expected — consistent with the ministry's public commitment to respond to sustained operational pressure on municipalities managing increasing request volumes and complex electronic records.

Despite not receiving a commitment on the timeline extension, the conversation was constructive: the ministry understood our rationale, while signaling that an 18-month extension is a significant ask relative to what they had anticipated.

Opposition Parties

We met with all three opposition parties — the Ontario NDP, Liberal Party, and Green Party — to share our priorities for a review of the MEA and to preview our early thinking on *Municipal Act* modernization. All three indicated general support and found the asks straightforward.

Discussions also focused on findings from our [recent strong mayor powers scan](#). We shared observations regarding the blurred lines of authority, mayoral decisions and directions, the staffing and financial impacts associated with the use of strong mayor powers, and potential implications for municipal governance and administrative leadership.

Provincial Speeches and the Ministers' Forum

AMO Conference delegates heard from Premier Doug Ford, the Minister of Municipal Affairs and Housing Rob Flack, the Minister of Rural Affairs Lisa Thompson, NDP Leader Marit Stiles, Green Party Leader Mike Schreiner and Liberal Party Interim Leader John Fraser.

Premier Ford's Speech

Premier Ford's remarks focused on Ontario's economic and housing agenda, including the Province's response to continued U.S. tariff uncertainty, its recently announced [Data Centre Playbook](#), and the \$8.8-billion [Canada-Ontario Partnership to Build](#). The Premier also announced that applications are now open for the next round of the \$500 million [Community Sport and Recreation Infrastructure Fund](#), reiterated programs that reward municipalities for cutting their development charges, and expressed a desire for municipalities to get to a 50% reduction. The Premier thanked municipal leaders and first responders for their work supporting communities affected by wildfires in Northern Ontario.

Minister Flack's Speech

Minister Flack addressed delegates on the ongoing economic uncertainty from U.S. tariffs while reiterating existing Provincial investments meant to attract people and further investments. He also reiterated the announcement made ahead of the conference: the \$1-billion Canada-Ontario [Non-Development Charge Municipalities Stream](#), part of the Canada-Ontario Partnership to Build, to help municipalities that do

not levy development charges build and renew critical infrastructure. The minister also announced the [launch of consultations](#) on regulations for model codes of conduct and integrity commissioner processes.

Ministers' Forum

Of particular interest to our members:

- Minister Bethlenfalvy was again asked about the return to a property tax assessment cycle, and reminded the audience that this tool is revenue-neutral. They continue to review the issue on the foundational principles of stability, fairness, competitiveness, as well as the impact on taxpayers.
- Minister Flack was asked about giving 'strong chair' powers to provincially appointed regional chairs and potential conflicts. He responded that regional chairs will be properly vetted, and asked delegates to give it time, mentioning that people may end up liking it.
- Minister McCarthy was asked about doubling the growth of the Ontario Community Infrastructure Fund (OCIF) beyond 2026 and reiterated that investments, including the Non-Development Charge Stream of funding, have been made by the Government.
- Minister Flack was also asked about StrategyCorp's CAO survey results that discussed the significant pace and scale of Government legislation and whether it will slow down to allow integration and implementation to occur. He responded that the Government has moved glacially and needs to move faster. He indicated that MMAH does not have legislation on the fall agenda.
- On OMERS governance, Minister Flack was asked when bylaws and regulations under the *OMERS Act* would be finalized. The minister spoke about consultations with stakeholders and said to expect them sooner rather than later.
- Minister Sakaria was asked about regulations for e-scooters, and he replied that after the consultation in the spring, he expects regulations to be forthcoming, including amendments to the *Highway Traffic Act* if necessary.
- Minister Sakaria was also asked whether he would look at a full review of the structures for fines related to speeding, which are the lowest in the country and do not cover the cost of administration. The minister said he would take this back for review along with strengthening enforcement and tougher penalties to ensure safety.

Opposition Speeches

Ontario NDP Leader Marit Stiles told delegates that municipalities are asking for “a partnership that works,” calling on the Province to pay its fair share for services that municipalities deliver on the front lines, such as roads, water and community health. Stiles was critical of the Province for downloading costs onto municipalities without matching funding and pledged that an NDP government would deliver a new deal for Ontario municipalities, including a Social and Economic Prosperity Review to modernize the Province’s fiscal framework.

Interim Liberal Leader John Fraser was also critical of the Province for downloading more responsibility and costs onto municipalities while shrinking their influence at Queen’s Park, arguing that local councils are left absorbing blame for decisions made without their input. Fraser rejected the Government’s framing of municipalities as “creatures of the province,” calling instead for real partnership and respect for local democracy.

Green Party Leader Mike Schreiner used his remarks to push back on the Province’s Data Centre Playbook. Schreiner said new data centres are being approved across the province without community consultation or safeguards to protect people and the environment, and raised concerns about who benefits from their construction.

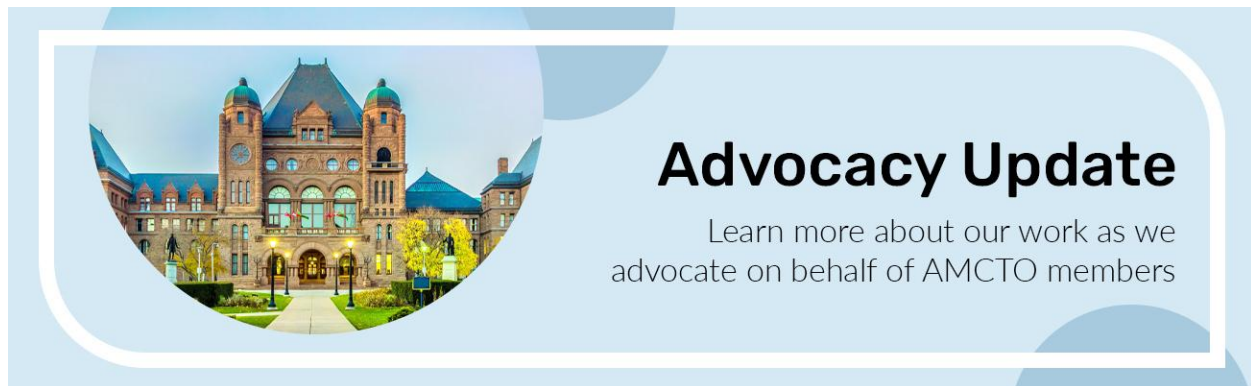
Moving Forward

The AMO Conference is an important opportunity for our Association to connect with provincial and municipal leaders and bring the perspective and experience of municipal administrators across Ontario to the forefront. It is an opportunity to find ways to improve provincial legislation, policy, and processes to ensure more efficient and effective service delivery and a stronger municipal-provincial partnership.

For more information or details about how to get involved in our advocacy efforts, please [contact us](#).



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August 26, 2026

Advocacy Update:

Help Inform our Submission on Bill 9, *Municipal Accountability Act* Regulation Consultations

Last week, we provided an [update on the launch of a regulatory registry consultation](#) on model code of conduct and integrity commissioner processes and protocols. Building on our previous submissions related to Bill 9, *Municipal Accountability Act*, we intend to submit recommendations for improvement and want to hear your feedback.

We want to understand how the proposed new code and processes will impact municipal operations, existing procedures, and how we can strengthen what is being proposed to better protect municipal staff well-being.

Our team has put together the [following initial comments and analysis](#)* on the proposed regulations along with a survey to gather further input and perspective. Please take a few minutes to review our preliminary analysis, and **please submit any additional feedback you may have via the survey** no later than **5:00pm ET on Friday, September 4.**

**Note: This document contains preliminary comments on the proposed regulations and does not reflect any final version of what AMCTO will submit through the consultation process.*

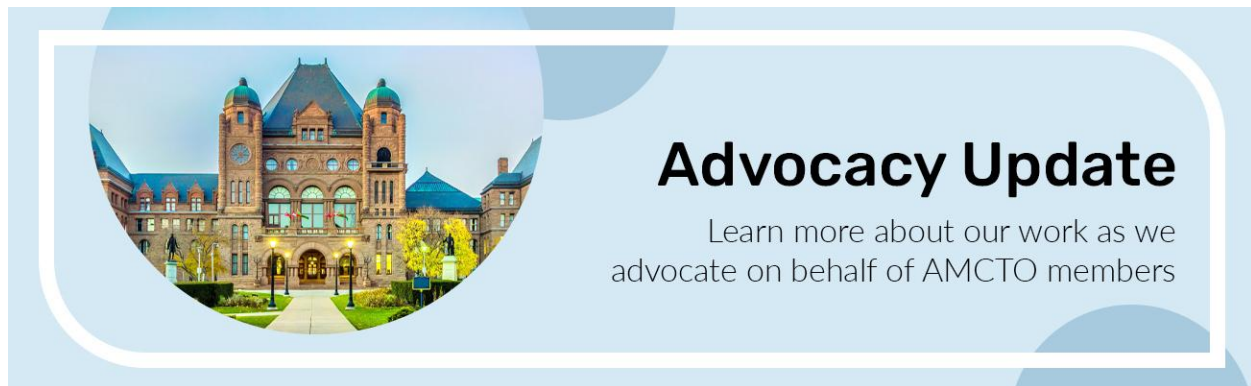
COMPLETE SURVEY

All survey responses will remain anonymous and will only be reviewed by AMCTO policy and government relations staff. The survey should take no longer than 11 minutes to complete. Please note that feedback obtained via this survey may be included in our Association's final submission on the proposed Bill 9 regulations.

For more information or questions about this survey, please [contact us](#). As a reminder, AMCTO is here to support you in ensuring the new framework has municipal staff's best interests in mind and is in place in time for the new term of council.



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September 2, 2026

Advocacy Update: Continued Support with Transitioning to New MFIPPA Requirements

We are proud to support members and municipal staff affected by changes to the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA). On July 23, we held an initial webinar to review some of the recent changes, and on **September 9**, we are holding a second, [follow-up webinar](#) to go into more detail on MFIPPA privacy requirements.

We know that municipalities with limited capacity and resources are struggling to achieve compliance with new privacy measures in time for January 1, 2027. That is why, [at the recent AMO Conference](#), we asked for a timeline extension for privacy provisions in our delegation with Minister Crawford.

In the meantime, we are offering more support to members:

- A shared online resource centre for MFIPPA documents and recorded webinars (reports, templates, etc.) to facilitate information sharing.

- Facilitating a series of related drop-in meetings to provide a safe space for members and municipal staff to connect and discuss their concerns, ask questions, and share support tools and promising practices over the coming weeks.

Note: The information shared in these resources will be focused on municipalities. While the information may be transferable, the discussions will be centred around municipal organizations.

Please continue to share your documents and resources related to FOI and privacy with us, and we will upload them to the shared resource centre.

If your municipality is impacted and you would like to be part of the discussions, please complete the intake form below. Our team will review all submissions and add municipal staff to the resource centre and drop-in sessions on a first-come, first-served basis.

SIGN UP TO RECEIVE ACCESS AND SUPPORT

For more information or questions, [please contact us](#).



Office of the President and CEO
Office of the Board of Governors
One Georgian Drive, Barrie, ON L4M 3X9
T: 705.722.1504
GeorgianCollege.ca

July 30, 2026

Mayor Ian Boddy
City of Owen Sound
808 2nd Avenue East
Owen Sound, ON N4K 2H4

Members of Council
City of Owen Sound
808 2nd Avenue East
Owen Sound, ON N4K 2H4

Dear Mayor Boddy and Members of Council:

On behalf of Georgian College, please accept my heartfelt appreciation for Council's decision to provide \$100,000 in support of our Owen Sound Campus over four years, beginning in 2027.

We are deeply grateful for this meaningful investment, and for the partnership it reflects. Thank you to Mayor Boddy for bringing the motion forward and to Council for its thoughtful consideration and support of the campus and the community it serves.

Georgian has proudly served the Owen Sound community and surrounding region for nearly six decades. Today, the campus plays a vital role in preparing learners for in-demand careers, supporting employers in securing the workforce they need, and contributing to the region's social and economic vitality. Through a range of industry certifications, apprenticeship offerings, postsecondary credentials, continuing education and community-based programs and services, we create opportunities for learners while addressing local workforce priorities.

The Owen Sound Campus also serves as a hub for collaboration and innovation, bringing together learners, employers, community organizations and regional partners to address local challenges, strengthen rural capacity and support the adoption of new technologies in a rapidly changing world.

Council's investment demonstrates a shared commitment to ensuring that high-quality postsecondary education and workforce development opportunities remain accessible in Owen Sound and across the region.

We look forward to continuing to work together to create a more prosperous, healthy and inclusive community.

Thank you again for your confidence in Georgian College and your support of the Owen Sound Campus.

Kind regards,

Kevin Weaver
President and CEO



**Ontario Provincial
Conservation Agency**

**l'Agence ontarienne de
protection de la nature**

July 30, 2026

Dear Conservation Authority CAOs, General Managers, Board Chairs, Mayors and Heads of Council:

I am writing to announce the members of the transition committees that will support the implementation of regional conservation authority consolidation.

As you may recall, transition committees will provide advice and operational expertise to support transition activities, including the development of transition plans for each new regional conservation authority.

Committee membership includes the current CAO or General Manager and one board member from each existing conservation authority participating in a regional consolidation.

Each committee will be chaired by a dedicated project executive who will oversee transition activities and provide continuity by serving as the first Chief Administrative Officer of the new regional conservation authority for up to two years. Project executives were recently appointed.

Following a brief orientation period, project executives will convene their transition committees and begin transition planning activities in the coming weeks.

Please find below the membership of the transition committees for each of the eight new regional conservation authorities.

Thank you for your continued leadership and partnership as we work together to establish strong, effective regional conservation authorities.

Sincerely,

A handwritten signature in dark ink, appearing to read "Hassaan".

Hassaan Basit
CEO
Ontario Provincial Conservation Agency

Regional Conservation Authority	Transition Committee Members
Central Lake Ontario Project Executive: Robert Baldwin	Dave Barton, Toronto and Region Conservation John MacKenzie, Toronto and Region Conservation Bob Chapman, Central Lake Ontario Conservation Authority Chris Darling, Central Lake Ontario Conservation Authority
Eastern Lake Ontario Project Executive: Alison McDonald	Brad McNevin, Quinte Conservation Kathryn Brown, Quinte Conservation Rhonda Bateman, Lower Trent Conservation Authority Sherry Hamilton, Lower Trent Conservation Authority Linda Laliberte, Ganaraska Region Conservation Authority Vicki Mink, Ganaraska Region Conservation Authority Mark Majchrowski, Kawartha Conservation Authority Pat Warren, Acting, Kawartha Conservation Authority David Ellingwood, Cataraqui Conservation Authority Paul Proderick, Cataraqui Conservation Authority Janette Loveys Smith, Otonabee Region, Crowe Valley Conservation Authority Conservation Authority, Crowe Valley Conservation Authority Michael Metcalf, Otonabee Region Conservation Authority, Crowe Valley Conservation Authority
Western Lake Ontario Project Executive: Jacqueline Johnson	Lisa Burnside, Hamilton Conservation Authority Brad Clark, Hamilton Conservation Authority Leilani Lee-Yates, Niagara Peninsula Conservation Authority Robert Foster, Niagara Peninsula Conservation Authority Chandra Sharma, Conservation Halton Gerry Smallegange, Conservation Halton Terri LeRoux, Credit Valley Conservation Authority Michael Palleschi, Credit Valley Conservation Authority
Lake Huron	Jonathan Scott, Nottawasaga Valley Conservation Authority

Project Executive: Don Goodyear	Jennifer Vincent, Nottawasaga Valley Conservation Authority Raymond Chartrand, Ausable Bayfield Conservation Authority Nathan Schoelier, Ausable Bayfield Conservation Authority Erik Downing, Saugeen Valley Conservation Authority Tom Hutchinson, Saugeen Valley Conservation Authority Phil Beard, Maitland Valley Conservation Authority Ed McGugan, Maitland Valley Conservation Authority Mark Critch, Lake Simcoe Region Conservation Authority Clare Riepma, Lake Simcoe Region Conservation Authority Tim Lanthier, Grey Sauble Conservation Authority Jennifer Shaw, Grey Sauble Conservation Authority
St. Lawrence River Project Executive: Sommer Casgrain-Robertson	Sally McIntyre, Mississippi Valley Conservation Authority Roy Huet, Mississippi Valley Conservation Authority Glen McDonald, Rideau Valley Conservation Authority Gary Waterfield, Rideau Valley Conservation Authority Lisa Van de Ligit, Raisin Region Conservation Authority Andrew Guindon, Raisin Region Conservation Authority Carl Bickerdike, South Nation River Conservation Authority Isabelle Skalski, South Nation River Conservation Authority
Eastern Lake Erie Project Executive: Samantha Lawson	Judy Maxwell, Long Point Region Conservation Authority Doug Brunton, Long Point Region Conservation Authority Elizabeth VanHooren, Kettle Creek Conservation Authority Sharron McMillan, Kettle Creek Conservation Authority John Challinor II, Grand River Conservation Authority Karen Armstrong, Grand River Conservation Authority

	Dusty Underhill, Catfish Creek Conservation Authority Morgaine Griffin, Catfish Creek Conservation Authority
Western Lake Erie Project Executive: Davin Heinbuck	Tim Byrne, Essex Region Conservation Authority Molly Allaire, Essex Region Conservation Authority Tracy Annett, Upper Thames Conservation Authority Brian Petrie, Upper Thames Conservation Authority Mark Peacock, Lower Thames Conservation Authority Sarah Bod, Lower Thames Conservation Authority Ken Philllips, St Clair Region Conservation Authority Greg Grimes, St Clair Region Conservation Authority
Northeastern Project Executive: Tim Commisso	Mark Signoretti, Nickel District Conservation Authority Carl Jorgensen, Nickel District Conservation Authority Liza Vandermer, North Bay-Mattawa Conservation Authority Lana Mitchell, North Bay-Mattawa Conservation Authority Corrina Barrett, Sault Ste. Marie Conservation Authority Sandra Hollingsworth, Sault Ste. Marie Conservation Authority David Vallier, Mattagami Region Conservation Authority Andrew Marks, Mattagami Region Conservation Authority



The Corporation of the Township of
NORTH STORMONT
RESOLUTION

Date: July 21, 2026

Resolution No. 185-2026

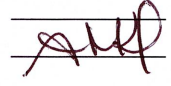
MOVED BY:

Mayor F. Landry
Deputy Mayor S. Densham
Councillor A. Bugelli
Councillor A. McDonald
Councillor C. Shane



SECONDED BY:

Mayor F. Landry
Deputy Mayor S. Densham
Councillor A. Bugelli
Councillor A. McDonald
Councillor C. Shane



WHEREAS recent municipal infrastructure funding programs by the Government of Canada and Province of Ontario have tended to prioritize growth-related or housing-enabling infrastructure projects over infrastructure renewal needs;
AND WHEREAS the Government of Ontario has regulated municipal infrastructure asset management through O. Reg 588/17 (Asset Management Planning for Municipal Infrastructure) under the Infrastructure for Jobs and Prosperity Act, 2015;
AND WHEREAS municipal asset management plans and the Financial Accountability Office of Ontario have identified that municipalities have significant state-of-good-repair backlogs and renewal needs for infrastructure;
AND WHEREAS the Government of Ontario doubled the Ontario Community Infrastructure Fund (OCIF) from \$200M/year to \$400M/year for 2021-2026 but has not publicly committed to maintaining this level of funding beyond 2026;
AND WHEREAS the OCIF has become a vital and indispensable resource for municipalities, assisting them with improving their asset management programs and meeting community-preserving infrastructure renewal needs;
AND WHEREAS increased geopolitical uncertainty is threatening the economic prosperity of Canada, Ontario, and every municipality;
AND WHEREAS municipal infrastructure is a key enabler and preserver of economic prosperity;
AND WHEREAS the Municipal Finance Officers' Association of Ontario (MFOA) has heard from its members and their municipalities concerns regarding the potential erosion of existing municipal infrastructure and thus service levels in light of the ongoing focus on housing-enabling infrastructure by grant funding programs;

NOW THEREFORE BE IT RESOLVED that THE TOWNSHIP OF NORTH STORMONT supports MFOA's letter to the Ministry of Infrastructure requesting that the doubling of the Ontario Community Infrastructure Fund be made permanent in advance of the allocations for the 2027 calendar year, helping municipalities to continue building housing-enabling infrastructure while preserving the economic value provided by existing infrastructure.
AND BE IT FURTHER RESOLVED THAT a copy of this resolution be circulated to the Honourable Doug Ford, Premier of Ontario; the Honourable Todd McCarthy, Minister of Infrastructure, the Honourable Rob Flack, Minister of Municipal Affairs and Housing, the Honourable Peter Bethlenfalvy, Minister of Finance, the Executive Director of MFOA, Donna Herridge, the Association of Municipalities of Ontario (AMO), the Rural Ontario Municipal Association (ROMA) and all municipalities in Ontario.



Via: minister.mecp@ontario.ca

Honorable Todd McCarthy

Subject: Request for Review of Extended Producer Responsibility for One-Pound Single-Use Propane Cylinders

Dear Sir,

I am writing to request that the Ministry of the Environment, Conservation and Parks and the Resource Productivity & Recovery Authority (RPRA) undertake a review of the current regulatory framework governing one-pound single-use propane cylinders sold in Ontario.

Consumers purchasing these cylinders pay environmental stewardship or producer responsibility costs at the point of sale with the expectation that an appropriate end-of-life management system exists. In practice, however, accessible return and recycling opportunities for these cylinders are extremely limited across many parts of the province. Most retail locations that sell the cylinders do not accept them back, and consumers are often left with few or no practical disposal options.

As a result, municipalities have become the default managers of these products. Municipal waste facilities bear the responsibility, cost, and safety risks associated with collecting, storing, and managing these pressurized cylinders despite not being the producers or distributors of the product. Improper disposal also creates significant operational hazards at material recovery facilities, transfer stations, and landfills, including the risk of fires and equipment damage.

This situation appears inconsistent with the principles of Extended Producer Responsibility (EPR), which are intended to shift the financial and operational responsibility for post-consumer products from municipalities and taxpayers to producers. When consumers contribute to environmental handling costs at the time of purchase, there should be a convenient, accessible, and effective collection system available to ensure the product is managed responsibly at the end of its useful life.

I respectfully request that the Ministry and RPRA review the current requirements applicable to one-pound propane cylinders and consider the following:

- Assess whether the existing producer responsibility system provides sufficient and accessible return opportunities for consumers throughout Ontario.
- Evaluate whether the fees collected from consumers are being used to establish an effective province-wide collection and recycling network.





- Require producers and retailers to provide convenient and publicly accessible take-back locations wherever these products are sold.
- Review whether municipalities are being unfairly burdened with the costs and liabilities associated with managing these products.
- Consider regulatory amendments to strengthen producer accountability and ensure the objectives of Ontario's circular economy and waste diversion policies are being achieved.

Municipalities should not be left to absorb the financial costs, operational challenges, and public safety risks associated with products for which producers have collected environmental stewardship fees. A well-functioning producer responsibility system should ensure that consumers have practical disposal options and that municipalities are not forced to subsidize the end-of-life management of these products.

I appreciate your consideration of this matter and would welcome the opportunity to discuss this issue further or provide examples of the challenges municipalities continue to face regarding the management of one-pound propane cylinders.

Thank you for your attention to this important issue.

Sincerely,

Nancy Carrol
CAO/Clerk-Treasurer
Tudor and Cashel Township

Cc: Resource Productivity & Recovery Authority (RPR): registry@rpra.ca
Premier Doug Ford: Premier@ontario.ca
All municipalities





The Corporation of the Township of Alnwick/Haldimand

PO Box 70, 10836 County Road 2, Grafton, ON K0K 2G0

905-349-2822 / 1-888-685-1464 | info@ahwtp.ca | www.ahwtp.ca

July 30, 2026

The Right Honourable Mark Carney
 Prime Minister of Canada
 Office of the Prime Minister
 80 Wellington Street
 Ottawa, ON K1A 0A2
mark.carney@parl.gc.ca

Dear Right Honourable Mark Carney,

Re: Beacons of Light British Home Children & Child Migrants

Please be advised that the Council of the Corporation of the Township of Alnwick Haldimand passed the following resolution at their July 28, 2026, Municipal Planning/Regular Council Meeting:

RES:20260728-38

That the Township of Alnwick/Haldimand participate in the “Beacons of Light for British Home Children and Child Migrants Tribute”; and

That Council request the Province of Ontario continue to support initiatives that recognize, educate and preserve the history; and

That Council of the Township of Alnwick/Haldimand respectfully urge the Government of Canada to issue a formal public apology to the British Home Children and Child Migrants and their families for Canada’s role in the British Child Migration Scheme; and





The Corporation of the Township of Alnwick/Haldimand

PO Box 70, 10836 County Road 2, Grafton, ON K0K 2G0

905-349-2822 / 1-888-685-1464 | info@ahwtp.ca | www.ahwtp.ca

That this resolution be forwarded to the Prime Minister of Canada, the Leader of the Official Opposition, the Minister responsible for Canadian Heritage, the local Member of Parliament, the Premier of Ontario, the local members of Provincial Parliament, AMO, FCM, and all Ontario municipalities for their consideration and support.

Regards,

Cassidy Sweet

Cassidy Sweet

Deputy Clerk

Township of Alnwick/Haldimand

Encl.

Cc Honourable Pierre Poilievre, Leader of the Official Opposition

Honourable Marc Miller, Minister of Canadian Identity and Culture

Philip Lawrence, Northumberland – Peterborough South

The Honourable Doug Ford, Premier of Ontario

David Piccini, MPP Northumberland – Peterborough South

AMO

FCM

All Ontario municipalities





British Home Children Advocacy & Research Association

CEO Ms. Lori Oschefski
59 Blair Crescent : Barrie, Ontario : L4M 5Y4
info@britishhomechildren.com

Press Release

Regarding: Beacons of Light British Home Children & Child Migrants Sesquicentennial International Tribute

From 1869 right up to 1948, over 100,000 children of all ages were emigrated right across Canada, from the United Kingdom, to be used as indentured farm workers and domestics. Believed by Canadians to be orphans, only two percent truly were. These children, known as the British Home Children ("BHC") and Child Migrants, were sent to Canada by over 50 organizations including the well-known and still working charities: Barnardo's, The Salvation Army, Quarrier's and Fairbridge, to name a few. BHC are an integral part of the fabric of our nation - often, rightfully, called Canada's Nation Builders. Their vast contributions to our country should never be forgotten. Descendants of BHC, number in the millions in Canada alone!

The British Home Children Advocacy and Research Association ("BHCARA") is a Canadian based not for profit organization dedicated to the story of Canada's British Home Children (BHC). Founded in 2012 by Barrie, Ontario's Lori Oschefski, the BHCARA now reaches thousands of people through their Facebook group of over 6,700 members and their mailing list of over 4,000 subscribers. Our website now has over 1 million hits and we have a high media presence. The mandate of the organization is to promote the story of the British Home Children, to advocate for those who no longer have a voice and to provide free research help to those seeking their family histories; often providing closure from painful pasts.

On November 8, 1869 the very first party of BHC arrived in Canada, making 2019 the 150th anniversary of this arrival. The date of September 28th has been chosen for a special international tribute as this date is commemorated nationally as British Home Child Day in Canada; a unanimous passage of MP Guy Lauzon's private member's motion M-133 in the House of Commons, Feb. 7, 2018. This initiative for this tribute started when BHCARA member Kim Crowder approached MS. Oschefski for support in the illumination of the High Level Bridge in her city of Edmonton, Alberta. Since then, many members have become involved reaching out in their communities for support. BHCARA member Tracy Smithers contacted Her Majesty the Queen and received a prompt letter of support back from her!

The BHCARA is asking communities to participate in the "**Beacons of Light for British Home Children and Child Migrants Tribute**" by illuminating memorials, monuments, buildings, City Halls or other areas with the colours of the BHCARA; red, white and blue. Cities and towns are also participating by proclaiming this day as "British Home Child Day" in their community. Some cities are sharing this message on their digital billboards.

The tribute is a symbolic gesture showing these children, in their sesquicentennial year, are not forgotten. Many Canadian and UK cities have agreed to participate with over sixty-five supporters to date, including the iconic Niagara Falls, Toronto's CN Tower, The Northern Lights Display in Vancouver and St. Andrews House - Head Quarters of the Scottish Government in Edinburgh, Scotland. The Town of Midland and Orillia are participating by proclaiming September 28th as BHC Day in their cities. A full listing of our supporters can be viewed at www.britishhomechildren.com.

The BHC are a critical part of our nation's fabric, this country was built on the backs of these children. We would appreciate your support in sharing the news of this important and extraordinary tribute to Canada's Nation Builders. A history of the British Home Children follows.

Very best regards
Lori Oschefski
CEO BHCARA
info@britishhomechildren.com
705-716-1332



The History of The British Home Children

By Roberta Horrox

The British Child Migration Scheme officially started in Canada, in 1869, when Maria Rye arrived with sixty-eight children from England. In Canada, the children from this scheme became known as British Home Children. Maria Rye's idea grew to over fifty organizations sending over 100,000 to Canada between 1869 and 1948. These children ranged from a few months to 18 years of age; being sent to Canada to work as indentured labourers and servants. The child migration scheme was supported by both British and Canadian governments which paid organizations for each child sent, additional bonus fees were paid for sending more children; however, no bonus was paid for children from workhouses. This scheme was viewed as a win-win situation, as Britain reduced the cost of caring for many poor destitute children; while Canada gained cheap labour for a country that was just starting to expand. While many believe the children were orphans this was not the case, as only 2% were true orphans; the majority were from single parent families, most often due to a parent dying or from families that were poor and destitute. Many factors led to Britain having so many poor, destitute people. These children through no fault of their own were caught up in this tragedy. As child migration to Canada came to a halt, it increased to Australia with approximately 7,000 children being sent there. Child migration to Australia ended in 1970s. The major difference was that children sent to Australia were most often institutionalized. New Zealand took in 549 child migrants, with fewer children being sent to Zimbabwe (Rhodesia) and Cape of Good Hope Colony in South Africa.

In Canada, while some of the children were treated well, most were seen as nothing more than cheap labour, some suffered abuse; some cases of horrific abuse resulted in death. Whether these children were treated well or abused one thing in common is the feeling of loss; loss of family, friends, country and culture. Some were sent to homes that didn't speak English. Often told by sending agencies that they were unwanted, uncared for, or that their parents had died, while their parent(s) were told they were adopted by good British families. If siblings arrived in Canada together they were more often than not separated once they got here. Although checks were suppose to take place on a regular basis, things fell short due to vast number of children, lack of enforcement, shortage of inspectors, the immense distance, and difficulty traveling to remote places in order to perform the checks on the children. When inspectors did visit, the children didn't necessary get to speak to, or even see, the inspector; and if they did it often occurred with the master present. Therefore the children would hide the truth for fear of being reprimanded or further abuse.

Many British Home Children were stigmatized by members of the communities they came to live in, often being told they were street rats, guttersnipes and a multitude of other derogatory terms. If a British Home Child lived in a community and something bad happened, usually a British Home Child was blamed. They had no one to turn too, no one to stick up for them, they suffered in silence. As a survival mechanism they shut down, blocking memories; they became silent of their trauma, silent of any abuse; silent and ashamed of their past, and their lives as British Home Children. Most carried this stigmatism throughout their lives, refusing to tell even their immediate family where they had come from. Some children had their names changed or spelling of names became corrupted, while some where too young to know their correct names, birthday dates, or the names of their parents. These children were not given the necessary documents to prove who they were; this became an issue when they became older wanted to travel, or needed proof of identity such as applying for pension. The children were promised an education, the vast majority did not receive the education promised. Silently and unwittingly aspects of their traumatic experiences were often passed down to their children. For instance, as a corruption of their BHC experience, when they became older with families of their own they were unable to show love or affection for their own children. During WWI nearly every eligible British Home Boy voluntarily signed up for the Canadian Expedition Force; 1,000 Home Boys paid the ultimate sacrifice. The most common date of death was April 9, 1917, the first day of the Battle of Vimy Ridge.

In Nov 2009, then Australian Prime Minister Kevin Rudd, issued an apology for their role in the Child Migration Scheme; then in Feb 2010, British Prime Minister Gordon Brown issued an apology for Britain's role. In Canada, Canadian Parliament declared 2010 Year of the British Home Child. On Feb 16, 2017 the Canadian House of Commons issued an apology and on Feb 7, 2018 MP Guy Lauzon's private member's motion M-133 was unanimous passed making Sept 28th, National British Home Child Day in Canada. To date our prime minister has not issued an official apology on behalf of the government.



On January 31, 2019, the Government of the United Kingdom issued a press release entitled “Ex-Gratia Payment Scheme for former British Child Migrants” to compensate former child migrants that were still alive on March 1, 2018, “in recognition of the fundamentally flawed nature of the historic child migration policy”. In a background Statement, the Independent Inquiry into Child Sexual Abuse Interim (UK) report stated, “The Government has long acknowledged and accepted, assessment at the time of the national apology in 2010 and went further, calling it a ‘shameful episode of history’ and this failure in the first duty of a nation, which is to protect its children”. For the Child Migrants sent to Canada this payment is much too late, as so few are still living.

BHC organizations in Canada, and Child Migrant organizations in Australia and the UK that have been formed to give voices to all British Child Migrants. These organizations were formed to help educate the public on The British Child Migration Scheme, as well as help descendants search and reconnect with lost family members. Of note, “The Guest Children” who were children sent to Canada by their parents for protection during the war are not part of the British Child Migration Scheme. The two are entirely different, but often misconstrued.

With this year being the 150th anniversary of British Home Children in Canada; work continues to give these children their voices.

The following website is excellent resource: British Home Child Advocacy and Research (BHCARA) - CEO Lori Oschefski website <https://www.britishhomechildren.com> BHCARA also has a facebook group



DISTRICT OF PARRY SOUND

56 ONTARIO STREET
PO BOX 533
BURK'S FALLS, ON
POA 1C0

(705) 382-3332

(705) 382-2954

Fax: (705) 382-2068

Email: admin@armourtownship.ca

Website: www.armourtownship.ca

Date: August 11, 2026

Motion # 2026-236

WHEREAS public libraries provide essential services including literacy, education, technology access, employment resources, and community programming;

AND WHEREAS the Burk's Falls, Armour & Ryerson Union Public Library serves the residents of the Township of Armour and surrounding communities;

AND WHEREAS the provincial funding received by the Burk's Falls, Armour & Ryerson Union Public Library has remained at \$13,914 annually since 1990, despite significant increases in the cost of providing library services;

AND WHEREAS the Township of Armour's contribution to library services has increased from \$14,097.99 in 2001 to \$98,722 in 2026, placing an increasing financial burden on municipal taxpayers;

AND WHEREAS the Ontario Library Association and Federation of Ontario Public Libraries have called for increased and sustainable provincial funding for public libraries;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of Armour petitions the Government of Ontario, through the Ministry of Tourism, Culture and Gaming, to substantially increase and provide sustainable, predictable operating funding for Ontario's public libraries;

AND BE IT FURTHER RESOLVED THAT copies of this resolution be forwarded to the Premier of Ontario, the Minister of Tourism, Culture and Gaming, the local Member of Provincial Parliament, the Association of Municipalities of Ontario (AMO), the Ontario Library Association (OLA), and the Federation of Ontario Public Libraries (FOPL) for their support and advocacy;

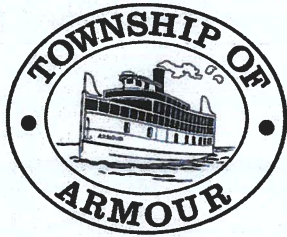
AND BE IT FURTHER RESOLVED THAT this resolution be circulated to municipalities across Ontario for their consideration and support.

Moved by: Blakelock, Rod ☐
Brandt, Jerry ☐
Haggart-Davis, Dorothy ☒
Ward, Rod ☐
Whitwell, Wendy ☐

Seconded by: Blakelock, Rod ☐
Brandt, Jerry ☒
Haggart-Davis, Dorothy ☐
Ward, Rod ☐
Whitwell, Wendy ☐

Carried / Defeated

Declaration of Pecuniary Interest by:



DISTRICT OF PARRY SOUND

56 ONTARIO STREET
PO BOX 533
BURK'S FALLS, ON
P0A 1C0

(705) 382-3332

(705) 382-2954

Fax: (705) 382-2068

Email: admin@armourtownship.ca

Website: www.armourtownship.ca

Date: **August 11, 2026**

Recorded vote requested by:

Recorded Vote:

Blakelock, Rod

Brandt, Jerry

Haggart-Davis, Dorothy

Ward, Rod

Whitwell, Wendy

For

☐☐☐☐☐

Opposed

☐☐☐☐☐

August 28, 2026

Honourable Doug Ford
Premier's Office
Room 281
Legislative Building, Queen's Park
Toronto, ON M7A 1A1
By Email: premier@ontario.ca



Come for a visit. Stay for a lifestyle.

Re: Elimination of the Workplace Safety and Insurance Board's Second Injury and Enhancement Fund (SIEF)

At its meeting of August 20, 2026, Council considered the Notice of Motion from Councillor Giddings regarding the Elimination of the Workplace Safety and Insurance Board's Second Injury and Enhancement Fund (SIEF) and passed the following motion:

Motion No. THC-260820-21

Moved by Councillor Daniel Giddings
Seconded by Councillor Gene Brahaney

Whereas the Workplace Safety and Insurance Board (WSIB) eliminated the Second Injury and Enhancement Fund (SIEF), effective June 16, 2026, ending a long-standing cost relief program that assisted employers where pre-existing conditions contributed to the cost or duration of workplace injury claims; and

Whereas municipalities are significant employers of workers performing physically demanding duties and may experience increased WSIB costs as a result of the elimination of SIEF; and

Whereas the Second Injury and Enhancement Fund was established to provide cost relief to employers when pre-existing conditions significantly contributed to workplace injury claims, thereby encouraging employers to hire and retain workers with disabilities and pre-existing medical conditions; and

Whereas the Workplace Safety and Insurance system was established to provide a fair and balanced insurance system that protects both workers and employers; and

Whereas increased workplace insurance costs have the potential to place additional financial pressures on municipal operating budgets and property taxpayers;

Now Therefore Be It Resolved That the Council of the Municipality of Trent Hills respectfully requests that the Province of Ontario and the Workplace Safety and Insurance Board review the impacts of eliminating the Second Injury and Enhancement Fund (SIEF) consult with employers, municipalities, labour representatives and other stakeholders, and consider modernizing or revising the program rather than eliminating employer cost relief altogether, including by modernizing, revising or replacing the current program with an improved cost-relief mechanism that continues to fairly recognize the impact of pre-existing conditions.

Be It Further Resolved That a copy of this resolution be forwarded to:

- The Honourable David Piccini, Minister of Labour, Immigration, Training and Skills;
- Development and MPP for Northumberland-Peterborough South;
- The Honourable Doug Ford, Premier of Ontario;
- All Members of Provincial Parliament in Ontario;
- the Workplace Safety and Insurance Board;
- the Association of Municipalities of Ontario (AMO);
- the Eastern Ontario Wardens' Caucus (EOWC);
- Ontario Chamber of Commerce;
- Canadian Federation of Independent Business (CFIB);
- Ontario Business Improvement Area Association (OBIAA);
- Rural Ontario Municipal Association (ROMA);
- Federation of Northern Ontario Municipalities (FONOM);
- Association of Municipal Clerks and Treasurers of Ontario (AMCTO);
- Local Members of Parliament (for awareness);
- Local Boards of Trade and Chambers of Commerce;
- Northumberland County; and
- all Ontario municipalities, requesting their consideration and support.

Carried.

Should you have any questions, please do not hesitate to contact the Municipality.

Sincerely,



Jessica Polley
Clerk

**THE CORPORATION OF THE TOWN OF PARRY SOUND
RESOLUTION IN COUNCIL**

NO. 2026 –

DIVISION LIST

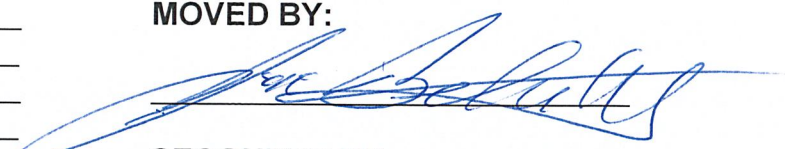
YES NO

DATE: September 1, 2026

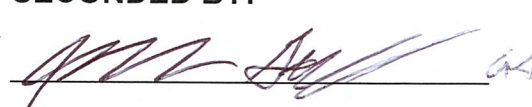
Councillor **G. ASHFORD**
 Councillor **J. BELESKEY**
 Councillor **P. BORNEMAN**
 Councillor **B. KEITH**
 Councillor **D. McCANN**
 Councillor **C. McDONALD**
 Mayor **J. McGARVEY**

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

MOVED BY:



SECONDED BY:



CARRIED: ✓ **DEFEATED:** _____ **Postponed to:** _____

WHEREAS electric kick-style scooters (e-scooters) have become an increasingly popular and affordable form of transportation in Parry Sound and across Ontario; and

WHEREAS e-scooters can provide an accessible, low-emission transportation option and help address transportation needs in communities such as Parry Sound that do not have conventional public transit; and

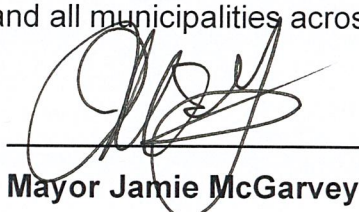
WHEREAS Ontario's current e-scooter pilot program places responsibility on individual municipalities to determine how e-scooters may operate locally, creating administrative and enforcement challenges, particularly for smaller municipalities with limited resources; and

WHEREAS the continued use of a pilot framework has resulted in uncertainty and inconsistent approaches to e-scooter regulation across the Province.

THEREFORE BE IT RESOLVED that the Council of the Town of Parry Sound requests that the Province of Ontario establish a province-wide regulatory framework for e-scooters that recognizes their unique operating characteristics, maintains appropriate safety standards, and provides municipalities with authority to address local needs; and

FURTHER BE IT RESOLVED that the Town of Parry Sound requests the support of the Association of Municipalities of Ontario (AMO) and the Rural Ontario Municipal Association (ROMA) in advocating for a framework that reduces unnecessary administrative and enforcement burdens on local municipalities; and

FINALLY BE IT RESOLVED that a copy of this resolution be circulated to the Association of Municipalities of Ontario (AMO), the Rural Ontario Municipal Association (ROMA), the Premier of Ontario, Doug Ford, the Minister of Transportation, Prabmeet Singh Sarkaria, Parry Sound–Muskoka MPP, Graydon Smith, and all municipalities across Ontario.


Mayor Jamie McGarvey



NOTICE OF A HEARING

Enbridge Gas Inc. has applied to dispose of the balances of certain deferral and variance accounts

Enbridge Gas Inc. (Enbridge Gas) has applied to dispose of the balances in certain deferral and variance accounts, including accounts related to earnings sharing, pensions and other post-employment benefits, taxes, disposition of property, the Low-income Energy Assistance Program Emergency Financial Assistance, the Ontario Energy Board (OEB) cost assessment and Integrated Resource Planning system pruning. For a complete list, refer to the application.

If the application is approved as filed, a typical residential customer and a typical general service customer of Enbridge Gas would see the following billing adjustments, effective July 1, 2027:

EGD Rate Zone (former Enbridge Gas Distribution Inc. customers)

- **Residential Rate 1 Sales Service and Direct Purchase** customers will see a one-time billing credit of \$18.94

Union Rate Zones (former Union Gas Limited customers)

- **Union South Residential Rate M1 Sales Service** customers will see a one-time billing charge of \$7.76
- **Union South Residential Rate M1 Direct Purchase** customers will see a one-time billing charge of \$0.42
- **Union North-West Residential Rate 01 Sales Service and Direct Purchase** customers will see a one-time billing credit of \$22.10
- **Union North-East Residential Rate 01 Sales Service and Direct Purchase** customers will see a one-time billing credit of \$7.28

Other customers, including businesses, may also be affected. It is important to review the application carefully to determine whether you may be affected by the proposed changes.

YOU SHOULD KNOW

THE ONTARIO ENERGY BOARD WILL HOLD A PUBLIC HEARING

There are three types of OEB Hearings: oral, electronic and written. The applicant has applied for a written hearing. If you think a different hearing type is needed, you can write to us to explain why. During this hearing, we will question the applicant about its case. We will also hear questions and arguments from participants that have registered as Intervenor. After reviewing all the evidence, we will decide whether to approve this application.

HAVE YOUR SAY

You have the right to information about this application and to participate in the process.

Visit www.oeb.ca/notice and use file number **EB-2026-0108** to:

- Review the application
- Apply to become an intervenor
- File a letter with your comments

IMPORTANT DATES

You must engage with the OEB on or before **September 8, 2026** to:

- Provide input on the hearing type (oral, electronic or written)
- Apply to be an intervenor

If you do not, the hearing will move forward without you, and you will not receive any further notice of the proceeding.

PRIVACY

If you write a letter of comment, your name and the content of your letter will be put on the public record and the OEB website. If you are a business or if you apply to become an intervenor, all the information you file will be on the OEB website.

LEARN MORE

Ontario Energy Board

 1 877-632-2727 TTY: 1-877-632-2727

 Monday - Friday 8:30 AM - 5:00 PM

 oeb.ca/notice

Enbridge Gas Inc.

 1-866-362-7434

 Monday - Friday 8:00 AM - 6:00 PM

 enbridgegas.com



Minutes

Service Review Implementation Ad Hoc Committee

September 9, 2026, 9:00 a.m.

City Hall - 808 2nd Avenue East - Council Chambers

MEMBERS PRESENT: Chair Ian Boddy
Vice Chair Suneet Kukreja
Deputy Mayor Scott Greig
Councillor Melanie Middlebro'

STAFF PRESENT: Tim Simmonds, City Manager
Kate Allan, Director of Corporate Services
Pam Coulter, Director of Community Services
Michelle Palmer, Senior Manager of Strategic Initiatives and Operational Effectiveness
Christina McLean, Committee and Executive Support Coordinator

1. CALL TO ORDER

Mayor Boddy called the meeting to order at 9:00 a.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 Service Review Implementation Ad Hoc Committee meeting held on June 10, 2026

SR-260909-001

Moved by Councillor Middlebro'

"THAT the Service Review Implementation Ad Hoc Committee approves the minutes of the meeting held on June 10, 2026."

Carried.

5. DEPUTATIONS AND PRESENTATIONS

There were no depositions or presentations.

6. PUBLIC FORUM

There were no questions or comments from the public.

7. CORRESPONDENCE RECEIVED FOR WHICH DIRECTION IS REQUIRED

There were no correspondence items presented for consideration.

8. REPORTS OF CITY STAFF

8.a Report CM-26-029 from the City Manager Re: [Service Review Implementation Ad Hoc Committee Summary and Next Steps Report](#)

The City Manager provided a PowerPoint presentation on the summary and next steps of the Service Review project.

In response to questions from Committee, the City Manager noted that:

- The \$400,000 Municipal Accommodation Tax (MAT) revenue as noted in the report is an overall approximate gross budgeted revenue and includes the City's share as well as the portion distributed to local groups and events.
- As the City works through implementation of the fleet strategy, updates will be reported back through a Committee in the new year.

SR-260909-002

Moved by Vice Chair Kukreja

"THAT in consideration of Staff Report CM-26-029 respecting Service Review Implementation Committee Summary and Next Steps Report, the Service Review Implementation Ad Hoc Committee recommends that City Council receive the report for information purposes."

Carried.

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, Mayor Boddy adjourned the meeting at 9:21 a.m.



Minutes

Tom Thomson Art Gallery Advisory Committee

September 2, 2026, 2:00 p.m.

City Hall - 808 2nd Avenue East - Council Chambers

MEMBERS PRESENT: Chair Peter Tovell
Vice Chair Lynda Montgomery
Deputy Mayor Scott Greig
Member Tiffany James
Councillor Marion Koepke
Member Katharine Lochnan

MEMBERS

ABSENT/REGRETS: Member Kelsey Starr

STAFF PRESENT: Pam Coulter, Director of Community Services
Aidan Ware, Director and Chief Curator - Art Gallery, Culture,
Tourism
Christina McLean, Committee and Executive Support
Coordinator

1. CALL TO ORDER

Chair Tovell called the meeting to order at 2:00 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 Tom Thomson Art Gallery Advisory Committee meeting held on May 6, 2026

"THAT the minutes of the Tom Thomson Art Gallery Advisory Committee meeting held on May 6, 2026 be received and the recommendations contained therein be approved."

Carried.

5. DEPUTATIONS AND PRESENTATIONS

There were no deputations or presentations.

6. PUBLIC FORUM

There were no questions or comments from the public.

7. CORRESPONDENCE RECEIVED FOR WHICH DIRECTION IS REQUIRED

There were no correspondence items presented for consideration.

8. REPORTS OF CITY STAFF

8.a Report CS-26-003 from the Director and Chief Curator Re: September Art Gallery Update Report

The Director and Chief Curator provided an overview of the report.

In response to questions from Committee, the Chief Curator noted that:

- The movies shown at the Gallery Night at the Movies program are currently selected through a staff-led process while considering formal and informal feedback from attendees and volunteers, and that there are additional factors taken into consideration when selecting the films, such as licensing rights and scheduling.
- The possibility of implementing an avenue for online donations to the Art Gallery is being investigated.
- The Queen's Park Bandstand gazebo was not used this year for Camp TOM as it was often occupied by members of the public, so the instructors were creative on where the kids were taken for breaks and outdoor activities and would often walk to nearby park spaces like Harrison Park.
- The possibility of increasing camp staff is something that would have to be included in the 2027 operating budget, as while a portion of the instructor wages are covered by grants through Canada Summer Jobs, there is still a portion paid by the City.

- Expanding the camp to allow an increased numbers of campers is something that could be looked at for future years, especially due to the high interest in recent years, however staffing numbers is the main constraint.
- The Gallery Night at the Movies program has both season passes and the option to get individual tickets, which go on sale three weeks before the showing.

In response to a question from Committee, the Director of Community Services noted that staff will investigate the possibility of banners being installed to celebrate many of the exciting anniversaries happening in 2027, such as the 150th anniversary of Tom Thomson's birth, the 60th anniversary of the Tom Thomson Art Gallery, and the 170th anniversary of Owen Sound.

AG-260902-002

Moved by Deputy Mayor Greig

"THAT in consideration of Staff Report AG-26-003 respecting the September Update Report, the Tom Thomson Art Gallery Advisory Committee recommends that City Council receive the report for information purposes."

Carried.

8.b Report AG-26-004 from the Director and Chief Curator Re: Transition of Tom Thomson Art Gallery Teams to Working Groups

The Director and Chief Curator provided an overview of the report.

In response to questions from Committee, the Committee and Executive Support Coordinator noted that:

- The range provided for the number of members on each working group allows for flexibility based on how many interested and experienced people apply to the working group roster.
- Working groups are not subject to the City's Procedural By-law and therefore do not have to meet quorum requirements.
- Applications to the working group roster will be open online beginning October 19, and will ask for individuals' interests, experience, and expertise. Applications will be kept on file for the term of Council, and the roster will be referenced throughout the term as working groups are created.

"THAT in consideration of Staff Report AG-26-004 respecting the transition of Tom Thomson Art Gallery teams to working groups, the Tom Thomson Art Gallery Advisory Committee recommends that City Council:

- 1. Direct staff to include in the 2027 Board and Committee By-law the inclusion of a Tom Thomson Art Gallery Fundraising Working Group as outlined in the report; and**
- 2. Direct staff to include in the 2027 Board and Committee By-law the inclusion of a Tom Thomson Art Gallery Art Collection Working Group as outlined in the report."**

Carried.

9. REPORTS OF WORKING GROUPS

9.a Verbal Report from the Fundraising Team

Chair Tovell provided an overview of the fundraising team update in Member Starr's absence and highlighted the launch of the 2027 fundraising calendar campaign, which focuses on celebrating 150 years since the birth of Tom Thomson.

9.b Verbal Report from the Art Collection Team

There was no update from the Art Collection Team.

10. MATTERS POSTPONED

There were no matters postponed.

11. MOTIONS FOR WHICH NOTICE WAS PREVIOUSLY GIVEN

There were no motions for which notice was previously given.

12. CORRESPONDENCE PROVIDED FOR INFORMATION

12.a Correspondence from the Committee and Executive Support Coordinator Re: Committee Vacancies and Applications

The Committee and Executive Support Coordinator provided an overview of the correspondence, highlighting that committee applications will be open from October 19 to November 20, and that the Tom Thomson Art Gallery Advisory Committee will have two openings for terms running January 2027 to December 2028.

Deputy Mayor Greig thanked the outgoing committee members for their contributions and time spent on the committee over the course of their terms.

"THAT in consideration of correspondence provided for information purposes listed on the September 2, 2026 Tom Thomson Art Gallery Advisory Committee agenda, the Tom Thomson Art Gallery Advisory Committee recommends that City Council receive Item 12.a for information purposes."

Carried.

13. DISCUSSION OF ADDITIONAL BUSINESS

There was no additional business.

14. NOTICES OF MOTION

There were no notices of motion.

15. ADJOURNMENT

The business contained on the agenda having been completed, Chair Tovell adjourned the meeting at 2:54 p.m.