



**Agenda
Owen Sound City Council**

April 13, 2026

5:30 p.m.

City Hall - 808 2nd Avenue East - Council Chambers

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

Pages

- 1. CALL TO ORDER**
- 2. CALL FOR ADDITIONAL BUSINESS**
- 3. DECLARATIONS OF INTEREST**
- 4. CONFIRMATION OF THE COUNCIL MINUTES**
 - 4.a Minutes of the Closed Session of the Regular Council meeting held on March 9, 2026
 - 4.b Minutes of the Closed Session of the Community Services Committee meeting held on March 18, 2026
 - 4.c Minutes of the Regular Council meeting held on March 23, 2026 5
- 5. MOTION TO MOVE COUNCIL INTO COMMITTEE OF THE WHOLE**

COMMITTEE OF THE WHOLE
- 6. PUBLIC MEETINGS**

There are no public meetings.
- 7. DEPUTATIONS AND PRESENTATIONS**
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12.a	Minutes of the Community Services Committee meeting held on March 18, 2026	309
12.b	Minutes of the Operations Committee meeting held on March 19, 2026	316
13.	MATTERS POSTPONED	
	There are no postponed matters.	
14.	MOTIONS FOR WHICH NOTICE WAS PREVIOUSLY GIVEN	
14.a	Motion for Which Notice was Previously Given by Deputy Mayor Greig at the March 23, 2026 Regular Council Meeting Re: Rescue on Georgian Bay	
	"WHEREAS on March 8, 2026, Owen Sound Fire and Emergency Services responded to a rescue on Georgian Bay;	
	NOW THEREFORE BE IT RESOLVED THAT City Council directs staff to prepare a report on the costs borne by the City and prepare to issue proportionate invoicing."	
15.	DISCUSSION OF ADDITIONAL BUSINESS	
16.	MOTION THAT COMMITTEE OF THE WHOLE RISE AND REPORT	
	<u>FORMAL SESSION</u>	
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 March 23, 2026;	
	2. One matter regarding labour relations or employee negotiations respecting Fire Services;	
	3. One matter regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose, and a position, plan, procedure, criteria, or instruction to be applied to negotiations respecting consultation requirements; and	
	4. One matter regarding a proposed or pending acquisition of land by the municipality, and a position, plan, procedure, criteria, or instruction to be applied to negotiations respecting property on 2nd Avenue West."	
20.	REPORTING OUT OF CLOSED SESSION	
21.	BY-LAWS	

- 21.a By-law No. 2026-028
"A By-law to confirm the proceedings of the Regular Meeting of the Council of The Corporation of the City of Owen Sound held on the 13th day of April, 2026"
- 21.b By-law No. 2026-029
"A By-law to adopt Official Plan 2026 for the City of Owen Sound and repeal Official Plan 2021"
- 21.c By-law No. 2026-030
"A By-law to amend Zoning By-law No. 2010-078, for housekeeping purposes (ZBA No. 57)"
- 21.d By-law No. 2026-031
"A By-law to authorize the Mayor and Clerk to execute an agreement with IPAC Paving Limited, respecting milling and hot mix asphalt paving in accordance with RFT-TS-20-26"
- 21.e By-law No. 2026-032
"A By-law to adopt the City's External Communication Strategy"
- 21.f By-law No. 2026-033
"A By-law to amend Board and Committee By-law No. 2026-008 to appoint Maegan Cookson to the River District Board of Management"
- 21.g By-law No. 2026-034
"A By-law to adopt Council's Budget Policy GOV004 and repeal Policy CrS-HR40"
- 21.h By-law No. 2026-035
"A By-law to authorize the Mayor and Clerk to execute a Licence Agreement and all other documents necessary to complete Minutes of Settlement with Sonik Inc."
- 21.i By-law No. 2026-036
"A By-law to authorize the Mayor and Clerk to execute an Encroachment Agreement with the Ministry of Transportation respecting the 9th Avenue East reconstruction project"
- 21.j By-law No. 2026-037
"A By-law to amend Delegation of Powers and Duties By-law No. 2014-109 respecting encroachment agreements for construction purposes and servicing agreements"

22. ADJOURNMENT



Minutes

Owen Sound City Council

March 23, 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 Carol Merton
Councillor Melanie Middlebro'

MEMBERS

ABSENT/REGRETS: Councillor Suneet Kukreja

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

1. CALL TO ORDER

Mayor Boddy called the meeting to order at 5:32 p.m.

Mayor Boddy read his statement reflecting on the precautionary boil water advisory that was issued on March 20, 2026.

2. CALL FOR ADDITIONAL BUSINESS

2.a Deputy Mayor Greig Re: Politician's Day and Georgian Bay Ice Rescue

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. CONFIRMATION OF THE COUNCIL MINUTES

4.a Minutes of the Closed Session of the Regular Council meeting held on February 9, 2026

4.b Minutes of the Regular Council meeting held on March 9, 2026

R-260323-001

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 February 9, 2026; and**
- 2. Regular Council meeting held on March 9, 2026."**

Carried.

5. MOTION TO MOVE COUNCIL INTO COMMITTEE OF THE WHOLE

R-260323-002

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

There were no public meetings.

7. DEPUTATIONS AND PRESENTATIONS

- 7.a Deputation from Karen Kelly, Principles Integrity Re: Integrity Commissioner's Report Regarding Code of Conduct Complaint

Karen Kelly of Principles Integrity joined the meeting virtually and provided an overview of the Integrity Commissioner's Report regarding a Code of Conduct complaint against Councillor Koepke and recommended that Council participate in education and training on appropriate conduct, decorum, and best practices for managing difficult situations at Council.

Ms. Kelly advised that a minor error was identified in the report respecting Incident 3, which has no impact on the investigation or the findings in the report. Ms. Kelly advised that the report would be reissued to the Clerk's Division and included with the republished agenda.

In response to questions from Council, the City Manager advised that the total cost of the investigation was \$17,000 and that Council held code of conduct training sessions in 2024 and 2025 and in the fall of 2026, there is training scheduled during Council orientation.

Councillor Farmer provided comments respecting the report and noted that, on the advice of the Integrity Commissioner, the complaint represented a final attempt to address the issues.

Mayor Boddy advised that, based on the recommendations in the report, he will work to more closely adhere to the Procedural By-law. Regarding the recommendation on seating order, Mayor Boddy suggested that it be addressed at the start of the next Council term by the incoming Mayor and the City Clerk. Mayor Boddy further noted that any matters related to attire could also be considered by the next Council if necessary.

"THAT in consideration of the deputation and report from Karen Kelly of Principles Integrity provided on March 23, 2026 respecting a code of conduct complaint, City Council receives the report for information purposes."

Carried.

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

The City Manager provided a PowerPoint presentation and noted:

- Highlights of recent and upcoming events and activities throughout the City.
- Reports that will be presented at the April meetings of the Grey County Joint Accessibility 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.
- The subscription feature on the City's website to receive all City news posts directly to your email.

8. PUBLIC FORUM

The City Clerk advised that no comments were submitted electronically, and she provided an overview of the public forum guidelines.

8.a Andrii Zvorygin, Owen Sound resident

Mr. Zvorygin asked if Council will forgive, love, be kind, and accept others.

8.b Kristopher Stevens, City of Toronto resident

Mr. Stevens, Board President of the Glassworks Development Co-operative, advised that Glassworks is proposing a workforce housing community in Owen Sound being comprised of 350 to 500 homes, designed to support tradespeople, health care workers, service workers, and young families who are currently priced out of home ownership. The development is structured to provide affordable home ownership at scale, serving households with incomes of approximately \$35,000 to \$85,000. Mr. Stevens requested that Council permit Glassworks to complete an Employment Land Needs Assessment and a Planning Justification Report and subsequently return to Council with supporting evidence to seek approval in principle.

9. CORRESPONDENCE RECEIVED FOR WHICH DIRECTION OF COUNCIL IS REQUIRED

There were no correspondence items presented for consideration.

10. REPORTS OF CITY STAFF

10.a Report CS-26-023 and Presentation from Dave Aston and Aleah Clarke, MHBC Planning Re: Recommendation Report - Comprehensive Update of the City of Owen Sound Official Plan 2021 and Zoning By-law 2010-078 and Preparation of Urban Design Directions

The Director of Community Services introduced Dave Aston and Aleah Clarke of MHBC Planning who joined the meeting virtually. Ms. Clarke provided an overview of the report through a PowerPoint presentation.

Council discussed the proposed changes to the City's Official Plan 2021, Zoning By-law 2010-078, as amended, and the Urban Design Directions.

R-260323-004

Moved by Councillor Hamley

"THAT in consideration of Staff Report CS-26-023 respecting the comprehensive update to the City's Official Plan 2021 and Zoning By-law 2010-078, as amended, and the preparation of the City's Urban Design Directions, City Council directs staff to remove the requirement for a retail market analysis for uses greater than 1,400 square metres in Amendment No. 14 to the City's Official Plan (2021) and in Amendment No. 57 to the City's Zoning By-law 2010-078, as amended."

Amendment:

R-260323-005d

Moved by Councillor Farmer

"THAT Resolution No. R-260323-004 be amended to include the requirement of a retail market analysis for uses greater than 5,000 square metres in Amendment No. 14 to the City's Official Plan (2021) and in Amendment No. 57 to the City's Zoning By-law 2010-078, as amended."

Defeated.

Main Motion:

R-260323-004

Moved by Councillor Hamley

"THAT in consideration of Staff Report CS-26-023 respecting the comprehensive update to the City's Official Plan 2021 and Zoning By-law 2010-078, as amended, and the preparation of the City's Urban Design Directions, City Council directs staff to remove the requirement for a retail market analysis for uses greater than 1,400 square metres in Amendment No. 14 to the City's Official Plan (2021) and in Amendment No. 57 to the City's Zoning By-law 2010-078, as amended."

Carried.

R-260323-006

Moved by Deputy Mayor Greig

"THAT in consideration of Staff Report CS-26-023 respecting the comprehensive update to the City's Official Plan 2021 and Zoning By-law 2010-078, as amended, and the preparation of the City's Urban Design Directions, City Council directs staff to increase the maximum building height to 27 metres in the MR, C1, C2, and MC zones in Amendment No. 14 to the City's Official Plan (2021) and in Amendment No. 57 to the City's Zoning By-law 2010-078, as amended."

Carried.

R-260323-007

Moved by Councillor Koepke

"THAT in consideration of Staff Report CS-26-023 respecting the comprehensive update to the City's Official Plan 2021 and Zoning By-law 2010-078, as amended, and the preparation of the City's Urban Design Directions, City Council directs staff to increase the maximum building height to 12.5 metres for a single detached dwelling in the R1, R2, and MC zones in Amendment No. 14 to the City's Official Plan (2021) and in Amendment No. 57 to the City's Zoning By-law 2010-078, as amended."

Carried.

R-260323-008

Moved by Councillor Farmer

"THAT in consideration of Staff Report CS-26-023 respecting the comprehensive update to the City's Official Plan 2021 and Zoning By-law 2010-078, as amended, and the preparation of the City's Urban Design Directions, City Council directs staff to reduce the number of parking spaces required per Additional Residential Unit from one (1) to zero (0) in Amendment No. 14 to the City's Official Plan (2021) and in Amendment No. 57 to the City's Zoning By-law 2010-078, as amended."

Carried.

R-260323-009d

Moved by Councillor Farmer

"THAT in consideration of Staff Report CS-26-023 respecting the comprehensive update to the City's Official Plan 2021 and Zoning By-law 2010-078, as amended, and the preparation of the City's Urban Design Directions, City Council directs staff to include a section in the Urban Design Directions encouraging developers to reclaim and reuse high quality materials when a building is to be demolished as part of a property development."

Defeated.

R-260323-010

Moved by Councillor Hamley

"THAT in consideration of Staff Report CS-26-023 respecting the comprehensive update to the City's Official Plan 2021 and Zoning By-law 2010-078, as amended, and the preparation of the City's Urban Design Directions, City Council:

- 1. Confirms that it has considered the information included in the May 2025 Discussion Paper, the November 2025 Public Meeting and Special Meetings of Council, Council Working Sessions, and oral and written submissions including agency and public comments received throughout the process, and as summarized in Staff Report CS-26-023;**
- 2. Directs staff to bring forward a by-law to adopt Amendment No. 14 to the City's Official Plan (2021) as amended by Resolution Nos. R-260323-004, R-260323-006, R-260323-007, and R-260323-008, and give notice of adoption in accordance with Section 17 of the *Planning Act*, finding that the update to the Official Plan:**
 - a. Conforms with provincial plans or does not conflict with them, as the case may be;**
 - b. Has regard to the matters of provincial interest listed in section 2; and**
 - c. Is consistent with the policy statement issued under subsection 3(1);**
- 3. Directs staff to bring forward a by-law to pass Amendment No. 57 to the City's Zoning By-law No. 2010-078, as amended, by deleting and replacing all sections save and except Sections 1, 10, and 15 with the relevant sections as outlined in Schedule 'C' and Schedule 'D', and as amended by Resolution Nos. R-260323-004, R-260323-006, R-260323-007, and R-260323-008, and give notice of passing in**

accordance with Section 34 of the *Planning Act* finding that the amendment:

- a. is consistent with the Provincial Policy Statement;
- b. confirms to the goals and objectives of the City's Official Plan; and
- c. represents good planning; and

4. Approves the Final Urban Design Directions."

Carried.

The Manager of Planning and Heritage left the meeting.

Councillor Farmer and Councillor Middlebro' left the Council Chambers.

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

Deputy Mayor Greig reported that Grey County Council:

- Approved a notice of motion directing staff to prepare a report for the Joint Municipal Services Committee to evaluate opportunities for shared insurance services among municipalities.
- Received a presentation from the transit services study consultant providing an update on preliminary options and survey participation data.
- Awarded road reconstruction contracts for Grey Roads 2, 12, and 3.
- Awarded a contract for the construction of a new transportation depot in Ceylon, noting that the project was over budget.
- Received the annual paramedic response time data which highlighted strong response performance and a significant increase in total patient call volumes in 2025.

R-260323-011

Moved by Deputy Mayor Greig

"THAT in consideration of the Verbal Report provided March 23, 2026 from Deputy Mayor Greig respecting Grey County Council, City Council receives the Verbal Report for information purposes."

Carried.

Councillor Farmer and Councillor Middlebro' returned to their chairs.

11. CONSENT AGENDA

- 11.a Report CR-26-023 from the Deputy Clerk Re: 2025 Council, Board, and Committee Attendance
- 11.b Report CR-26-024 from the Deputy Clerk Re: Statement of 2025 Council Remuneration and Expenses
- 11.c Minutes of Boards and Committees for Receipt Re: Bruce Grey Poverty Task Force meeting held on February 20, 2026
- 11.d Minutes of Boards and Committees for Receipt Re: River District Board of Management meeting held on January 14, 2026
- 11.e Minutes of Boards and Committees for Receipt Re: River District Board of Management Special meeting held on February 4, 2026
- 11.f Final approvals issued for the following Business Licences:
 - Grey Bruce Art Therapy & Associates, an art-psychotherapy group practice located at 925 2nd Avenue East

- Annual Hawker and Peddler Licence issued to the River District for City of Owen Sound and River District special events in 2026
- Naturally Clean, a home-based residential cleaning business located at 735 16th Street 'A' West

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

- Lifesaving Society Ontario for United Nations World Drowning Prevention Day

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

R-260323-012

Moved by Councillor Farmer

"THAT in consideration of the items listed on the March 23, 2026 Consent Agenda, City Council:

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

Carried.

R-260323-013

Moved by Deputy Mayor Greig

"THAT in consideration of Staff Report CR-26-024 respecting the Statement of 2025 Council Remuneration and Expenses, City Council directs staff to bring forward a by-law to amend Policy CrS-HR40 Council's Budget to allocate conference expenses under the original registrant's expense account, save and except where the registration is transferred to a third party at another municipality."

Carried.

12. COMMITTEE MINUTES WITH RECOMMENDATIONS FOR APPROVAL

12.a Minutes of the Corporate Services Committee meeting held on March 12, 2026

R-260323-014

Moved by Councillor Middlebro'

"THAT the minutes of the Corporate Services Committee meeting held on March 12, 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 Politician's Day and Georgian Bay Ice Rescue

Deputy Mayor Greig noted that due to time constraints, he would address these items at the next Council meeting.

16. MOTION THAT COMMITTEE OF THE WHOLE RISE AND REPORT

R-260323-015

Moved by Councillor Farmer

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

Carried.

FORMAL SESSION

17. MOTION TO ADOPT PROCEEDINGS IN COMMITTEE OF THE WHOLE

R-260323-016

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

18.a Deputy Mayor Greig Re: Rescue on Georgian Bay

Deputy Mayor Greig presented the following Notice of Motion that was supported by Councillor Koepke:

"WHEREAS on March 8, 2026, Owen Sound Fire and Emergency Services responded to a rescue on Georgian Bay;

NOW THEREFORE BE IT RESOLVED THAT City Council directs staff to prepare a report on the costs borne by the City and prepare to issue proportionate invoicing."

19. MOTION TO MOVE INTO CLOSED SESSION

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

R-260323-017

Moved by Councillor Farmer

Seconded by Deputy Mayor Greig

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

- 1. Minutes of the Closed Session of the Regular Council meeting held on March 9, 2026;**
- 2. Minutes of the Closed Session of the Community Services Committee meeting held on March 18, 2026;**
- 3. One matter regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose, respecting the Grey County Urban Road Transfer; and**

4. One matter regarding personal matters about identifiable individuals respecting an appointment to the River District Board of Management."

Carried.

Council moved into the Closed Session at 8:09 p.m.

20. REPORTING OUT OF CLOSED SESSION

Mayor Boddy advised that Council returned to the open session at 8:24 p.m.

During the Closed Session, City Council:

- Reviewed minutes of the Closed Session of the Regular Council meeting held on March 9, 2026;
- Reviewed minutes of the Closed Session of the Community Services Committee meeting held on March 18, 2026;
- Discussed one matter regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose, respecting the Grey County Urban Road Transfer, and no direction was provided to staff; and
- Discussed one matter regarding personal matters about identifiable individuals respecting an appointment to the River District Board of Management, and direction was provided to staff.

21. BY-LAWS

21.a By-law No. 2026-024

"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 23rd day of March, 2026"

21.b By-law No. 2026-025

"A By-law to authorize the Mayor and Clerk to execute an agreement with Joshua Harris respecting non-exclusive use of space for a sports equipment sanitizing vending machine at the Julie McArthur Regional Recreation Centre"

21.c By-law No. 2026-026

"A By-law to authorize the Mayor and Clerk to execute a Second Amending Agreement with FlixBus, Inc. respecting access and use of the Owen Sound Transit Terminal"

21.d By-law No. 2026-027

"A By-law to amend Policy CrS-C42 Code of Conduct for Members of Council, Local Boards and Committees to expand the code's application to City-appointed members of local boards"

R-260323-018

Moved by Councillor Farmer

Seconded by Deputy Mayor Greig

"THAT By-law Numbers 2026-024, 2026-025, 2026-026, and 2026-027 be passed and enacted."

Carried.

22. ADJOURNMENT

The business contained on the agenda having been completed, Mayor Boddy adjourned the meeting at 8:26 p.m.

Mayor Ian C. Boddy

Briana M. Bloomfield, City Clerk



MEDIA RELEASE

Jennifer Frankum appointed Poet Laureate

Owen Sound, Ontario – Thursday, February 12, 2026 – At its February 05th meeting, the Board of the Owen Sound & North Grey Union Public Library approved the appointment of Jennifer Frankum as the 2026-2027 Owen Sound Poet Laureate.

Jennifer Frankum fashions poems out of everyday moments of wonder. She began writing daily after a breakdown at twenty-four in 1987. With counselling, family support, medication and grit she went on to teach high school English, Creative Writing, Careers, Civics, Family Studies, Parenting, ESL and Special Education for twenty-nine years in Port Elgin. Jennifer has three poetry collections in print and a picture book for toddlers, all with the *Bruce Dale Press*. She lives in Bruce County with her husband. Her two adult daughters have flown to nearby cities.

During her term as Owen Sound Poet Laureate (2026-2027) Jennifer is looking forward to leading poetry workshops for teenagers, adults and seniors, and giving and arranging poetry readings throughout Grey and Bruce Counties. She will continue to write poems to celebrate and commemorate the overlooked bits of beauty, as well as advocate for poetry which she believes is the taproot of the soul and its healing, and a force for good.

Outgoing Poet Laureate Rebecca Diem commented on her term by saying "This was a life-transforming opportunity, and I'm so grateful to the library, the donors, and everyone in the community who made poetry with me during my term as Owen Sound Poet Laureate. My mandate was to celebrate collaboration and I will continue that work in my creative and professional capacities. I am deeply honoured to take my place among the past laureates to cheer on Jennifer Frankum as she shares her gift for words and community with us. My daughter is already a fan of her work, and so am I. My heartfelt congratulations to Jen!"

Jennifer stated "I am honoured and energized to begin fulfilling the duties of Owen Sound Poet Laureate. Congratulations to Rebecca Diem for her outstanding work. Her Community Revue was a joyful celebration of the literary arts and music, and an afternoon of wonder for toddler, teen and senior, and everyone in between. Bravo Rebecca!"

Jennifer added "I am motivated to encourage and support writers, and to have more workshop participants say to me, as a teen writer said recently at the conclusion of a meeting, 'I wish I could stay here all day!' That is the heartfelt response I am looking for."

The Poet Laureate program is hosted by the Owen Sound & North Grey Union Public Library with funding from several members of the community. The Poet Laureate's honorarium and other expenses for the current term are covered by donations from Phillip Faulkner, Pat Lorenzo and David Madill, CFP of BMO Nesbitt Burns. Never supported by tax-based funding, the existence of the Poet Laureate program depends entirely on donations from community members who see the benefit of having a local advocate for the literary arts. Anyone interested in becoming a sponsor of the Owen Sound Poet Laureate program is invited to contact Tim Nicholls Harrison, CEO, Owen Sound & North Grey Union Public Library at 519-376-6623 ext. 5201.

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For more information, please contact:

Tim Nicholls Harrison at tnichollsharrison@library.osngupl.ca or 519-376-6623 ext. 5201

From: Donald Statham

Sent: Friday, March 27, 2026 9:42 AM

To: Carol Merton; Jon Farmer; Marion Koepke; Melanie Middlebro'; Scott Greig; Suneet Kukreja; Travis Dodd; Ian C Boddy; Brock Hamley; Briana Bloomfield

Cc: St. Francis Place; Diemert, Grant; Marianne Williams

Subject: Request for Waiving of building permit fees

Lutheran Social Services is in the process of building St. Clare Place, a 40 unit affordable housing apartment building. Most of our funding is through CMHC. CMHC has informed us that they can not put additional funds into the project above the amount promised. The building cost estimates have increased since the agreement with CMHC has been signed.

With interest rate adjustments, the project is about \$300,000 short of funding. This is after Lutheran Outreach Ministries has contributed an additional \$400,000 to the project. One of our other church endowment funds has contributed \$10,000. The project is very close to being viable. LSS has received COCHI funding from Grey County and this has allowed us to proceed with detailed design. We are expecting to apply for a foundation permit by April 15th.

LSS appreciates the waiving of the development fees but we are asking for a bit more help with the waiving of building permit fees. We are requesting that council consider our request to waive building permit fees.

Staff Report

Report To: City Council
Report From: Kate Allan, Director of Corporate Services
Meeting Date: April 13, 2026
Report Code: CR-26-028
Subject: 2026 Multi-Residential Tax Rate Reduction – Final Phase

Recommendations:

THAT in consideration of Staff Report CR-26-028 respecting the 2026 Multi-Residential Tax Rate Reduction, City Council directs staff to:

1. Reduce the multi-residential tax ratio to 1.0, representing the final increment in the City's four-year phased approach; and
2. Bring forward a by-law to authorize the collection of 2026 property taxes based on the approved tax ratios and rates.

Highlights:

- This represents the final phase in Council's multi-year plan to reduce the multi-residential tax ratio to 1.0, completing the transition to full alignment with the residential class and Grey County.
- Aligning the multi-residential ratio eliminates structural inequities where similar properties may be taxed differently and brings the City in line with emerging provincial practices.
- The change does not increase the overall tax levy but redistributes the tax burden across property classes, reducing taxes for multi-residential properties while shifting a portion to other classes.

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:

[CR-25-027 2025 Multi-Residential Tax Rate Reduction – Third Phase of a Four-Year Plan – March 24, 2025](#)

Background:

The City of Owen Sound is entering the final phase of a multi-year strategy to align the multi-residential tax ratio with the residential class at 1.0. This reflects a structured approach to improving equity and transparency in the distribution of the municipal tax burden.

Following municipal restructuring in 2001, Owen Sound transitioned from a single-tier to a lower-tier municipality within Grey County but retained authority to set its own tax ratios – authority typically held by upper-tier or single-tier municipalities. At that time, there was an expectation that the City would work toward alignment with the County’s tax policy framework. This report represents the completion of that commitment.

Maintaining a multi-residential tax ratio above 1.0 creates inequities within the housing system.

Tax ratios determine how the municipal tax burden is shared across property classes. A ratio above 1.0 results in a disproportionate burden on that class. In Owen Sound, newer multi-residential properties are already taxed at a ratio of 1.0, while existing buildings remain at a higher rate, creating situations where similar apartment buildings may be taxed differently based solely on the year of construction. This undermines fairness and consistency. Provincial trends also support greater parity between residential and multi-residential taxation

Several municipalities and regions, including York, Simcoe, Perth, Muskoka, Leeds and Grenville, Bruce, and Barrie, have already achieved this alignment, reflecting an emerging standard across Ontario.

Grey County will be considering a corresponding adjustment in advance of the City's decision. Alignment between the two tiers ensures consistent application and intended outcomes.

Advancing to a multi-residential tax ratio of 1.0 completes Council's previously approved strategy, fulfills a long-standing commitment to alignment with Grey County, and positions the City within a more equitable, consistent, and provincially aligned taxation framework.

Analysis and Options:

Ontario's property tax system is based on a multi-class structure where taxes are distributed according to each property class's share of weighted Current Value Assessment (CVA). Tax ratios are applied to adjust that weighting. As a result, tax ratios do not impact the total levy collected by the municipality; rather, they redistribute the tax burden between property classes.

Historically, higher tax ratios for certain classes, particularly multi-residential, commercial, and industrial, were introduced during the transition to the current property tax system in Ontario to manage reassessment-related shifts and maintain stability in municipal revenues. Over time, however, these ratios have resulted in tax burdens that do not align with the underlying distribution of assessment.

The proposed change represents the final step in equalizing residential tax treatment.

The reduction of the multi-residential ratio from 1.169475 to 1.0 represents a 14.49 per cent decrease in the weighting applied to that class, bringing it into alignment with both the residential and new multi-residential classes.

**Table 5
Tax Ratio Summary**

Property Class	Status Quo Ratios	Alternate Ratios	Change %
Residential	1.000000	1.000000	0.00%
Farm	0.250000	0.250000	0.00%
Managed Forest	0.250000	0.250000	0.00%
New Multi-Residential	1.000000	1.000000	0.00%
Multi-Residential	1.169475	1.000000	-14.49%
Commercial	1.715420	1.715420	0.00%
Industrial	1.831000	1.831000	0.00%
Pipeline	2.959825	2.959825	0.00%

Source: Frise Policy & Finance Inc., 2026 Property Tax Levy Model – City of Owen Sound (March 18, 2026)

As demonstrated above, the change does not impact other tax ratios but removes the remaining differential applied to legacy multi-residential properties.

The ratio reduction results in a redistribution of tax burden across property classes.

At the time the Mayor’s Budget was adopted, the City’s levy increase of 5.5 per cent was estimated to result in a total combined tax bill increase of approximately 4.72 per cent when accounting for growth, County, and education impacts.

Refined modeling indicates that:

- Under status quo tax ratios, the combined levy increase is approximately **4.47 per cent.**
- With the County reducing its multi-residential ratio, the combined increase decreases slightly to **4.35 per cent.**

While the overall levy impact is modestly reduced, the distribution of that impact is not uniform across property classes.

Table 11
Total Combined Levy: Net Year-Over-Year Change
 (City, County and Provincial School Tax Portions)

Property Class	Total Year-End Levy	Year-Over-Year Status Quo Policy		Year-Over-Year Multi-Res. At 1.00	
Residential	\$31,726,700	\$1,483,705	4.68%	\$1,770,353	5.58%
Farm	\$16,566	\$774	4.67%	\$924	5.58%
Managed Forest	\$350	\$16	4.57%	\$20	5.71%
New Multi-Residential	\$975,313	\$45,610	4.68%	\$54,422	5.58%
Multi-Residential	\$3,529,494	\$166,932	4.73%	-\$306,846	-8.69%
Commercial	\$13,745,662	\$543,599	3.95%	\$648,626	4.72%
Industrial	\$1,296,138	\$51,982	4.01%	\$62,025	4.79%
Pipeline	\$388,176	\$16,915	4.36%	\$20,183	5.20%
Subtotal Tax	\$51,678,399	\$2,309,533	4.47%	\$2,249,707	4.35%
Residential	\$120	\$6	5.00%	\$7	5.83%
Multi-Residential	\$45,887	\$2,171	4.73%	-\$3,990	-8.70%
Commercial	\$733,710	\$31,649	4.31%	\$37,764	5.15%
Industrial	\$29,755	\$1,098	3.69%	\$1,310	4.40%
Subtotal PIL	\$809,472	\$34,924	4.31%	\$35,091	4.34%
Total	\$52,487,871	\$2,344,457	4.47%	\$2,284,798	4.35%

Source: Frise Policy & Finance Inc., 2026 Property Tax Levy Model – City of Owen Sound (March 18, 2026)

As illustrated above:

- Multi-residential properties will experience an average decrease of approximately 8.69 per cent.
- Residential properties will experience an average increase of approximately 5.58 per cent.

This reflects the removal of the historical tax burden carried by the multi-residential class and its redistribution across other property classes.

Detailed modeling also demonstrates that, while the City levy remains revenue neutral, the reduction in the County’s multi-residential ratio reduces Owen Sound’s share of the County requisition, further moderating the overall levy impact within the municipality.

The decision before Council is not whether to increase taxes, but how to distribute the approved levy across property classes. Maintaining the current ratio structure would continue to impose a disproportionate burden on the multi-residential class, while moving to a ratio of 1.0 aligns taxation more closely with assessment and with provincial practice.

This shift results in increased impacts for residential and other property classes; however, it eliminates a structural inequity within the tax system and completes Council’s previously approved phased approach.

Resource Alignment:

Financial Resources

The proposed reduction of the multi-residential tax ratio to 1.0 does not impact the total municipal levy or the City’s ability to fund the approved Mayor’s Budget, as the full amount required to support municipal operations and service delivery will still be collected. This decision affects the distribution of taxation rather than the amount collected, reallocating how the approved levy is shared across property classes. Specifically, reducing the multi-residential ratio decreases the proportion of taxes paid by that class, with a corresponding redistribution of the tax burden to other property classes, primarily the residential class, consistent with Council’s previously approved phased approach and the objective of aligning taxation more closely with property assessment values and provincial practice.

Human Resources

Implementing changes to tax ratios is part of the core service delivery of the City’s tax function and can be accommodated within existing staff resources; no additional human resources are required as a result of this decision.

Time and Scheduling

Council must first approve the tax ratios, after which staff will bring forward the corresponding tax rate by-law for approval. This sequencing is required to ensure that final tax rates can be established and tax bills generated and issued in advance of the scheduled due dates.

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. A media release will be issued highlighting this initiative.

Any required communication to impacted rental units will be made in accordance with the *Residential Tenancies Act, 2006*.

Report Developed in Consultation With:

County of Grey and local Treasurers

Peter Frise, Frise Policy & Finance Inc.

Attachments:

Levy Sensitivity Model prepared by Peter Frise

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.

Property Tax Levy Model

Levy Change and Multi-Residential Ratio Sensitivity

2026 Taxation Year

City of Owen Sound

Wednesday March 18th, 2026



Frise Policy & Finance Inc.

Richmond Hill, Ontario

www.frise.ca

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The information, analysis, views, data, and discussion contained in this report are provided for general municipal policy and financial advisory purposes. References to statutes, regulations, and related legislative instruments are provided for convenience and may reflect summarized or interpretive commentary. Readers should consult the full and current text of applicable legislation and regulations for complete information.

This report does not constitute legal advice and is not the provision of legal services as defined under the *Law Society Act* or any other applicable statute or regulation. Where legal rights, legal liabilities, or litigation matters are at issue, independent legal counsel should be obtained.

This work is based on information available as of the date of this report and on data supplied by the municipality and other sources. While reasonable care has been taken in preparing this report, Frise Policy & Finance Inc. assumes no responsibility for errors or omissions in underlying data or for decisions made solely in reliance on this report.

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Comment on Context

This report engages with legislative and regulatory provisions as part of the underlying policy analysis. No legal opinions are expressed, and none should be inferred.

Work within Ontario's property taxation framework requires careful interpretation of statutes and regulations in order to assess fiscal impacts, administrative feasibility, and policy consequences. The interpretive analysis reflected herein supports informed decision-making grounded in sound public administration and regulatory compliance.

Such interpretive analysis is an inherent and necessary component of responsible policy development within a regulated statutory environment.

INTRODUCTION AND OVERVIEW

The analysis underlying this report has been prepared in regard to the City of Owen Sound's own purpose levy and the Grey County's 2026 Upper-Tier requisition. The results summarized here are intended to document the independent and combined impacts of:

- 1) Raising the City's 2026 own-purpose levy requirement of \$38,240,025;
- 2) The Reduction of the Multi-Residential Ratios, by both the City and County, to 1.0000; and
- 3) The County's 2026 City Requisition estimated at:
 - \$10,348,153, under Status Quo County Ratios; and
 - \$10,288,458, with the County Multi-Residential Ratio at 1.000.

As prior analysis published in December of 2025 already considered the implications of the multi-residential ratio adjustment on a revenue neutral basis, this report focused primarily on the City and County's full levy requirements.¹

Important Note Re: County of Grey Requisition and Tax Policy

It is critical for the reader to be aware that the results set out in this report are based in part on hypothetical tax policy models prepared for the County of Grey. As of the date of publication, County Council has not considered these models or made any 2026 tax policy decisions. Should the County choose a tax policy model other than that relied upon in the preparation of this document, the analysis in this report must be updated.

¹ See Tax Policy Study published under the MTE brand, dated December 8th, 2005.

TAX RATIOS AND THE BALANCE OF TAXATION

Ontario's property tax system is based on a multiple class / variable tax rate schematic, whereby the tax burden is distributed in accordance with every property, or property portion's share of total weighted Current Value Assessment (CVA).

This weighted distribution is accomplished through the application of Tax Ratios, which are applied within the Tax Rate setting exercise. The setting and adjusting tax ratios has no direct effect on the overall tax levy, their only function is to adjust distribution of taxes.

This report considers the City's tax outcomes under two separate tax policy models. The first relies on the City's status quo tax ratios; the second reduces the City's multi-residential ratio to 1.0000, which would represent the final step in a four-year migration plan to equalize all residential tax rates in the City (Residential, Multi-Residential and New Multi-Residential)

Table 1 shows how the share of tax differs from the share of assessment for each class in accordance with the municipality's starting ratios for the year. By changing tax ratios, the municipality can influence and alter this balance, which can be seen as the outcome of the alternate ratios applied here.

Table 1
Balance of Taxation

Property Class	2026 CVA	CVA Share	Status Quo Ratios	Status Quo Tax Share	Alternate Ratios	Alternate Tax Share
Residential	1,608,585,013	72.48%	1.000000	63.29%	1.000000	63.95%
Farm	3,359,600	0.15%	0.250000	0.03%	0.250000	0.03%
Managed Forest	71,100	0.00%	0.250000	0.00%	0.250000	0.00%
New Multi-Residential	49,449,400	2.23%	1.000000	1.95%	1.000000	1.97%
Multi-Residential	156,768,367	7.06%	1.169475	7.21%	1.000000	6.23%
Commercial	363,563,493	16.38%	1.715420	24.54%	1.715420	24.80%
Industrial	31,502,754	1.42%	1.831000	2.26%	1.831000	2.29%
Pipeline	6,196,000	0.28%	2.959825	0.72%	2.959825	0.73%
Total	2,219,495,727	100.00%		100.00%		100.00%

Reducing the Multi-Residential ratio decreases the weighted assessment each dollar of CVA in that class represents, thereby decreasing the proportional share of tax the class carries.

This in turn, increases the shares carried by all other classes slightly.

BASELINE FULL LEVY MODELS

In order to isolate the direct impacts of the tax ratio change options, it is first necessary to establish an accurate Status Quo base against which to measure change or variations. Table 2 provides a summary of the Notional starting tax rates for both the City and County portions of the levy along with the rates to raise each respective target levy under a Status Quo policy scheme.

Tables 3 and 4 set out the distribution of the City and County tax levies on a class-by-class basis. The tax amounts shown have been calculated using the City's 2025 tax policy parameters (class structure, ratios, etc.) for both the County and City levies. Both tables show the revenue neutral starting levy, along with the proposed levy increase for each.

The rates and taxes in these baseline tables, inclusive of levy change, represent our baseline municipal levies against which the impacts of the modelled ratio changes will be measured.

Table 2
2026 Baseline Municipal Tax Rates and Levy Change (MR at 1.169475)

Property Class	City Notional	City Full Levy	Levy Change	County Notional	County Full Levy	Levy Change
Residential	0.01430274	0.01504459	5.19%	0.00389129	0.00407122	4.62%
Farm	0.00357569	0.00376115	5.19%	0.00097282	0.00101781	4.62%
Managed Forest	0.00357569	0.00376115	5.19%	0.00097282	0.00101781	4.62%
New Multi-Residential	0.01430274	0.01504459	5.19%	0.00389129	0.00407122	4.62%
Multi-Residential	0.01672670	0.01759427	5.19%	0.00455077	0.00476119	4.62%
Commercial	0.02453521	0.02580779	5.19%	0.00667520	0.00698385	4.62%
Industrial	0.02618832	0.02754664	5.19%	0.00712495	0.00745440	4.62%
Pipeline	0.04233361	0.04452935	5.19%	0.01151754	0.01205010	4.62%

Table 3
2026 Baseline City Levy with Levy Change (MR at 1.169475)

Property Class	Revenue Neutral	Full City Levy	Levy Change \$	Levy Change %
Residential	\$23,007,079	\$24,200,403	\$1,193,324	5.19%
Farm	\$12,013	\$12,636	\$623	5.19%
Managed Forest	\$254	\$267	\$13	5.19%
New Multi-Residential	\$707,262	\$743,946	\$36,684	5.19%
Multi-Residential	\$2,588,563	\$2,722,825	\$134,262	5.19%
Commercial	\$8,429,339	\$8,866,547	\$437,208	5.19%
Industrial	\$806,073	\$847,882	\$41,809	5.19%
Pipeline	\$262,299	\$275,904	\$13,605	5.19%
Subtotal Tax	\$35,812,882	\$37,670,410	\$1,857,528	5.19%
Residential	\$94	\$99	\$5	5.19%
Multi-Residential	\$33,654	\$35,400	\$1,746	5.19%
Commercial	\$490,768	\$516,223	\$25,455	5.19%
Industrial	\$17,009	\$17,892	\$883	5.19%
Subtotal PIL	\$541,525	\$569,614	\$28,089	5.19%
Total	\$36,354,407	\$38,240,024	\$1,885,617	5.19%

Table 4
2026 Baseline County Levy with Levy Change (MR at 1.169475)

Property Class	Revenue Neutral	Full County Levy	Levy Change \$	Levy Change %
Residential	\$6,259,445	\$6,548,877	\$289,432	4.62%
Farm	\$3,268	\$3,419	\$151	4.62%
Managed Forest	\$69	\$72	\$3	4.62%
New Multi-Residential	\$192,422	\$201,319	\$8,897	4.62%
Multi-Residential	\$704,261	\$736,824	\$32,563	4.62%
Commercial	\$2,293,338	\$2,399,378	\$106,040	4.62%
Industrial	\$219,305	\$229,445	\$10,140	4.62%
Pipeline	\$71,363	\$74,662	\$3,299	4.62%
Subtotal Tax	\$9,743,471	\$10,193,996	\$450,525	4.62%
Residential	\$26	\$27	\$1	4.62%
Multi-Residential	\$9,156	\$9,580	\$424	4.62%
Commercial	\$133,521	\$139,695	\$6,174	4.62%
Industrial	\$4,628	\$4,842	\$214	4.62%
Subtotal PIL	\$147,331	\$154,144	\$6,813	4.62%
Total	\$9,890,802	\$10,348,140	\$457,338	4.62%

Table 4 is based on a preliminary estimate of the City's County requisition under the County's 2026 status quo tax ratios.

ALTERNATE TAX LEVY MODELS: CITY & COUNTY MULTI-RESIDENTIAL RATIOS AT 1.00

The following models summarize the impact of both the City and the County reducing their multi-residential tax ratios to 1.00.

For the **City levy**, the ratio adjustment is revenue-neutral. Under both models, the City raises the same total levy, with the change affecting only the distribution of taxes across property classes.

For the **County levy**, the ratio change is also revenue-neutral to the County overall. However, because the City contains a large proportion of the County's multi-residential assessment, taxes shifting off that class on a county-wide basis reduce the City's proportional share of the County levy.

In sum, while the ratio change shifts taxes off the multi-residential class within the City, it also results in a reduction in the City's share of the County requisition.

Table 5 documents the Tax Ratios applied under the status quo and alternate models, **Table 6** documents the shifts in City and County levy rates resulting from the reduction of the multi-residential tax ratio.

Table 5
Tax Ratio Summary

Property Class	Status Quo Ratios	Alternate Ratios	Change %
Residential	1.000000	1.000000	0.00%
Farm	0.250000	0.250000	0.00%
Managed Forest	0.250000	0.250000	0.00%
New Multi-Residential	1.000000	1.000000	0.00%
Multi-Residential	1.169475	1.000000	-14.49%
Commercial	1.715420	1.715420	0.00%
Industrial	1.831000	1.831000	0.00%
Pipeline	2.959825	2.959825	0.00%

Table 6
Tax Rate Sensitivity – Full Levy Rates

Property Class	Status Quo City Rate	Alternate City Rate	Difference %	Status Quo County Rate	Alternate County Rate	Difference %
Residential	0.01504459	0.01520351	1.06%	0.00407122	0.00409050	0.47%
Farm	0.00376115	0.00380088	1.06%	0.00101781	0.00102263	0.47%
Managed Forest	0.00376115	0.00380088	1.06%	0.00101781	0.00102263	0.47%
New Multi-Residential	0.01504459	0.01520351	1.06%	0.00407122	0.00409050	0.47%
Multi-Residential	0.01759427	0.01520351	-13.59%	0.00476119	0.00409050	-14.09%
Commercial	0.02580779	0.02608041	1.06%	0.00698385	0.00701693	0.47%
Industrial	0.02754664	0.02783763	1.06%	0.00745440	0.00748971	0.47%
Pipeline	0.04452935	0.04499973	1.06%	0.01205010	0.01210716	0.47%

The resulting tax shifts are summarized in **Tables 7 and 8** below.

Tables 9 and 10 compare the total year-over-year difference in the City and County portions under the status quo and alternate models. **Table 11**, provides a similar comparison for all levies combined, including the school portion.

Table 7
City Levy Sensitivity: Full Levy Requirement, Multi-Residential at 1.00

Property Class	Status Quo City Levy	Alternate City Levy	Policy Shift \$	Policy Shift %
Residential	\$24,200,403	\$24,456,038	\$255,635	1.06%
Farm	\$12,636	\$12,769	\$133	1.05%
Managed Forest	\$267	\$270	\$3	1.12%
New Multi-Residential	\$743,946	\$751,804	\$7,858	1.06%
Multi-Residential	\$2,722,825	\$2,352,840	-\$369,985	-13.59%
Commercial	\$8,866,547	\$8,960,209	\$93,662	1.06%
Industrial	\$847,882	\$856,838	\$8,956	1.06%
Pipeline	\$275,904	\$278,818	\$2,914	1.06%
Subtotal Tax	\$37,670,410	\$37,669,586	-\$824	0.00%
Residential	\$99	\$100	\$1	1.01%
Multi-Residential	\$35,400	\$30,589	-\$4,811	-13.59%
Commercial	\$516,223	\$521,676	\$5,453	1.06%
Industrial	\$17,892	\$18,081	\$189	1.06%
Subtotal PIL	\$569,614	\$570,446	\$832	0.15%
Total	\$38,240,024	\$38,240,032	\$8	0.00%

Table 8
County Levy Sensitivity: Full Levy Requirement, County & City Multi-Residential at 1.00

Property Class	Status Quo County Levy	Alternate County Levy	Policy Shift \$	Policy Shift %
Residential	\$6,548,877	\$6,579,890	\$31,013	0.47%
Farm	\$3,419	\$3,436	\$17	0.50%
Managed Forest	\$72	\$73	\$1	1.39%
New Multi-Residential	\$201,319	\$202,273	\$954	0.47%
Multi-Residential	\$736,824	\$633,031	-\$103,793	-14.09%
Commercial	\$2,399,378	\$2,410,743	\$11,365	0.47%
Industrial	\$229,445	\$230,532	\$1,087	0.47%
Pipeline	\$74,662	\$75,016	\$354	0.47%
Subtotal Tax	\$10,193,996	\$10,134,994	-\$59,002	-0.58%
Residential	\$27	\$27	\$0	0.00%
Multi-Residential	\$9,580	\$8,230	-\$1,350	-14.09%
Commercial	\$139,695	\$140,357	\$662	0.47%
Industrial	\$4,842	\$4,865	\$23	0.48%
Subtotal PIL	\$154,144	\$153,479	-\$665	-0.43%
Total	\$10,348,140	\$10,288,473	-\$59,667	-0.58%

Table 9
City Levy: Net Year-Over-Year Change (Status Quo vs. Multi-Res at 1.00)

Property Class	2025 City Levy Year-End	Year-Over-Year Status Quo Policy		Year-Over-Year Multi-Res. At 1.00	
Residential	\$23,007,079	\$1,193,324	5.19%	\$1,448,959	6.30%
Farm	\$12,013	\$623	5.19%	\$756	6.29%
Managed Forest	\$254	\$13	5.12%	\$16	6.30%
New Multi-Residential	\$707,262	\$36,684	5.19%	\$44,542	6.30%
Multi-Residential	\$2,588,563	\$134,262	5.19%	-\$235,723	-9.11%
Commercial	\$8,429,339	\$437,208	5.19%	\$530,870	6.30%
Industrial	\$806,073	\$41,809	5.19%	\$50,765	6.30%
Pipeline	\$262,299	\$13,605	5.19%	\$16,519	6.30%
Subtotal Tax	\$35,812,882	\$1,857,528	5.19%	\$1,856,704	5.18%
Residential	\$94	\$5	5.32%	\$6	6.38%
Multi-Residential	\$33,654	\$1,746	5.19%	-\$3,065	-9.11%
Commercial	\$490,768	\$25,455	5.19%	\$30,908	6.30%
Industrial	\$17,009	\$883	5.19%	\$1,072	6.30%
Subtotal PIL	\$541,525	\$28,089	5.19%	\$28,921	5.34%
Total	\$36,354,407	\$1,885,617	5.19%	\$1,885,625	5.19%

Table 10
County Levy: Net Year-Over-Year Change (Status Quo vs. Multi-Res at 1.00)

Property Class	2025 County Levy Year-End	Year-Over-Year Status Quo Policy		Year-Over-Year Multi-Res. At 1.00	
Residential	\$6,258,496	\$290,381	4.64%	\$321,394	5.14%
Farm	\$3,268	\$151	4.62%	\$168	5.14%
Managed Forest	\$69	\$3	4.35%	\$4	5.80%
New Multi-Residential	\$192,393	\$8,926	4.64%	\$9,880	5.14%
Multi-Residential	\$704,154	\$32,670	4.64%	-\$71,123	-10.10%
Commercial	\$2,292,987	\$106,391	4.64%	\$117,756	5.14%
Industrial	\$219,272	\$10,173	4.64%	\$11,260	5.14%
Pipeline	\$71,352	\$3,310	4.64%	\$3,664	5.14%
Subtotal Tax	\$9,741,991	\$452,005	4.64%	\$393,003	4.03%
Residential	\$26	\$1	3.85%	\$1	3.85%
Multi-Residential	\$9,155	\$425	4.64%	-\$925	-10.10%
Commercial	\$133,501	\$6,194	4.64%	\$6,856	5.14%
Industrial	\$4,627	\$215	4.65%	\$238	5.14%
Subtotal PIL	\$147,309	\$6,835	4.64%	\$6,170	4.19%
Total	\$9,889,300	\$458,840	4.64%	\$399,173	4.04%

Table 11
Total Combined Levy: Net Year-Over-Year Change
 (City, County and Provincial School Tax Portions)

Property Class	Total Year-End Levy	Year-Over-Year Status Quo Policy		Year-Over-Year Multi-Res. At 1.00	
Residential	\$31,726,700	\$1,483,705	4.68%	\$1,770,353	5.58%
Farm	\$16,566	\$774	4.67%	\$924	5.58%
Managed Forest	\$350	\$16	4.57%	\$20	5.71%
New Multi-Residential	\$975,313	\$45,610	4.68%	\$54,422	5.58%
Multi-Residential	\$3,529,494	\$166,932	4.73%	-\$306,846	-8.69%
Commercial	\$13,745,662	\$543,599	3.95%	\$648,626	4.72%
Industrial	\$1,296,138	\$51,982	4.01%	\$62,025	4.79%
Pipeline	\$388,176	\$16,915	4.36%	\$20,183	5.20%
Subtotal Tax	\$51,678,399	\$2,309,533	4.47%	\$2,249,707	4.35%
Residential	\$120	\$6	5.00%	\$7	5.83%
Multi-Residential	\$45,887	\$2,171	4.73%	-\$3,990	-8.70%
Commercial	\$733,710	\$31,649	4.31%	\$37,764	5.15%
Industrial	\$29,755	\$1,098	3.69%	\$1,310	4.40%
Subtotal PIL	\$809,472	\$34,924	4.31%	\$35,091	4.34%
Total	\$52,487,871	\$2,344,457	4.47%	\$2,284,798	4.35%

This table compares the City's year-end-taxes by class to the total 2026 levy under both the status quo starting ratios and our alternate model. These results include taxes for City, County and School purposes, however, the school portion is constant across all models and is not impacted by municipal tax ratio adjustments.

Staff Report

Report To: City Council
Report From: Briana Bloomfield, City Clerk
Meeting Date: April 13, 2026
Report Code: CR-26-031
Subject: 2027 Committee Structure and Calendar

Recommendations:

THAT in consideration of Staff Report CR-26-031 respecting the 2027 Committee Structure and Calendar, City Council:

1. Approves the Terms of Reference for the Resilient Community Advisory Committee;
2. Approves the Terms of Reference for the Sustainable Community Advisory Committee;
3. Approves the Terms of Reference for the Vibrant Community Advisory Committee;
4. Approves the Terms of Reference for the Tom Thomson Art Gallery Advisory Committee;
5. Directs staff to bring forward a by-law to amend the Board, Committee and Seat Selection Policy No. GOV001 to amend committee start dates and Council seating start dates;
6. Directs staff to bring forward the 2027 Board and Committee By-law for approval, including new terms of reference, working group clauses, and any changes to the Grey Sauble Conservation Authority Board;
7. Directs staff to bring forward a by-law to amend the Procedural By-law to publish committee agendas earlier, remove standing committee references, and make housekeeping changes to the absence of the chair section as outlined in the report;

8. Directs staff to provide notice of the proposed amendment to the Procedural By-law in accordance with the Notice By-law; and
9. Approves the 2027 Council and Committee meeting calendar, substantially in the form attached to the report.

Highlights:

- New committee names highlight that Owen Sound is a Resilient, Sustainable, and Vibrant Community.
- Committee changes will take effect for 2027.
- In response to Council and committee feedback, staff will make updates to the website, printed materials, and orientation program for the updated 2027 committee structure.
- Advance approval of the 2027 committee structure and meeting calendar provides prospective municipal election candidates with information necessary to make informed decisions about whether to seek office.

Vision 2050 - Strategic Plan Alignment:

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

Previous Report/Authority:

Municipal Act, 2001

[Vision 2050 Strategic Plan](#)

[Inclusion Strategy](#)

[2026 Board and Committee By-law](#)

[Board, Committee and Seat Selection Policy No. GOV001](#)

[Report CM-26-011](#) – Committee Structure Review - Feedback

[Report CM-25-038](#) – Committee Structure Review

[Resolution No. R-241216-006](#)

“THAT in consideration of Staff Report CR-24-141 respecting 2025 Council Board and Committee selections, City Council directs the City

Manager working with the City Clerk to bring forward a report to Council respecting options for committee structures.”

[Resolution No. R-260223-009](#)

“THAT in consideration of Staff Report CM-25-038 respecting a committee structure review, City Council directs staff to bring forward a report with draft terms of reference for the:

1. Tom Thomson Art Gallery Advisory Committee as status quo;
2. Community Services Committee as status quo;
3. Operations Committee as status quo; and
4. Governance and Finance Committee, as an amalgamation of the Corporate Services Committee and the Service Review Implementation Ad Hoc Committee.”

[Resolution No. R-260223-011](#)

“THAT in consideration of Staff Report CM-25-038 respecting a committee structure review, City Council directs staff to include in the 2027 Board and Committee By-law a mechanism to permit the establishment of working groups, being a less formal group of Council and public members who can be appointed quickly to study and report on a particular issue and make recommendations based on its findings.”

[Resolution No. R-260223-012](#)

“THAT in consideration of Staff Report CM-25-038 respecting a committee structure review, City Council directs staff to:

1. Consult with the Community Foundation Grey Bruce and Owen Sound Fund Committee respecting the Council member appointment on the Owen Sound Fund Committee; and
2. Report back to Council on the option of no longer appointing a Council representative to the Owen Sound Fund Committee.”

[Resolution No. R-260223-013](#)

“THAT in consideration of Staff Report CM-25-038 respecting a committee structure review, City Council directs staff to bring forward a report respecting Board and Committee appointment terms beginning in November 2026 rather than February 2027.”

[Resolution No. R-260223-014](#)

“THAT in consideration of Staff Report CM-25-038 respecting a committee structure review, City Council directs staff to include the following in the 2027 Board and Committee By-law:

1. Council member committee appointment terms of two (2) years rather than (1) year;
2. Public member committee appointment terms of two (2) years rather than three (3) years;
3. A Council member appointment term on the Grey Sauble Conservation Authority Board of two (2) years rather than four (4) years;
4. A Council member appointment term on the Owen Sound Housing Company Board of two (2) years rather than one (1) year; and
5. Mayor/alternate member and public member appointment terms on the Owen Sound Police Service Board of two (2) years rather than four (4) years.”

[Resolution No. R-260223-015](#)

“THAT in consideration of Staff Report CM-25-038 respecting a committee structure review, City Council directs staff to include in the 2027 Board and Committee By-law that Council member appointment terms on community organizations be two (2) years rather than one (1) year.”

[Resolution No. R-260223-016](#)

“THAT in consideration of Staff Report CM-25-038 respecting a committee structure review, City Council directs staff to include the following in the 2027 Board and Committee By-law:

1. Amend the length of service cap for public members on committees to a maximum of eight (8) consecutive years; and
2. Remove the option for Council to waive the length of service cap by a two-thirds (2/3) vote of Council.”

Background:

This is the third report respecting committee structure. It builds on previous reports and incorporates feedback received to date, with the aim of finalizing a comprehensive and effective framework for 2027.

The draft 2027 Board and Committee By-law is attached to the report and includes:

- previously approved items e.g. working group, term length, and service cap; and
- committee terms of reference, as attached to the report.

Any changes made by Council during the review of this report will be included in the 2027 Board and Committee By-law that will be brought forward for approval.

In preparing this report, staff developed the 2027 Council and Committee meeting calendar, and it is attached to the report. While this item is typically brought forward in the fall, it has been incorporated into this report to avoid the need for a separate report. Early approval of the meeting schedule provides municipal election candidates, Council, board and committee members, staff, the public, and the media with timely and comprehensive notice of all meeting dates.

Analysis and Options:

The information requested by Council respecting committee structure is provided below and organized by topic for ease of reference.

Terms of Reference

Attached to the report is the draft terms of reference for each of the proposed City committees. The Terms of Reference have been reviewed by and supported by the Senior Leadership Team (SLT).

Staff recommend that that the Terms of Reference be approved and incorporated into the 2027 Board and Committee By-law. The main differences between the current structure and the new structure are:

- All committees are called Advisory as they function the same way and it reduces confusion for Council, staff, and the public.
- The former standing committees are renamed to recognize that City work is increasingly cross- departmental and supports the direction set by Council through Vision 2050. The updated names move away from department- based labels and better reflect the range of reports, corporate matters, and decisions considered by each committee.

The former standing committees now have the word 'community' as part of their title to emphasize that the group exists to represent, reflect, and serve the broader community, not just internal stakeholders. It signals that the committee's work is grounded in community perspectives, needs, and impact.

The Corporate Services Committee has been combined with the Service Review Ad Hoc Committee to create the **Resilient Community Advisory Committee**. For this committee:

- The name is more aspirational, outcome based, and still speaks to the concept of good governance.
- The composition includes all of Council and no public.
- It provides all of Council with the opportunity to have an in-depth analysis of the operating and capital budget.
- The meetings are scheduled during the day as there are no public members and the committee reviews matters relating to internal operations. The change also supports work-life balance for staff that attend committee meetings.
- Communications will now report through this committee, as it previously did not have a home committee, and it relates to City operations.
- Animal Control, By-law Enforcement, and Fire Services will be addressed by the former Operations Committee as explained below.

The Operations Committee will now be called the **Sustainable Community Advisory Committee** and will include deputations, correspondence, and reports relating to animal control, by-law enforcement, and fire services in addition to its existing scope. For this committee:

- The name reflects the core objective of meeting present and future infrastructure and service needs.
- The change in scope will even out the number of reports reviewed by committees.
- Adding animal control, by-law enforcement and fire services ensures that these matters are addressed by a committee that has public members.

The Community Services Committee has no changes other than the name which will now be the **Vibrant Community Advisory Committee**. The name reflects the vitality created by connected, inclusive groups and well-planned, culturally rich, accessible spaces and programs.

The only change to the Tom Thomson Art Gallery Advisory Committee is that the chair and vice chair will be Council members. Council members are most familiar with the City's Procedural By-law as well as the City's Code of Conduct.

Working Groups

At the March 9, 2026 Council meeting, Council requested that staff include in the Board and Committee By-law a mechanism to permit the establishment of working groups, being a less formal group of Council and public members who can be appointed quickly to study and report on a particular issue and make recommendations based on its findings.

In September of 2023, the Board and Committee By-law was updated to include the option of a "Task Force" which is defined as:

"a group of experts, the majority of which are not on Council, who collaborate to achieve specific goals, tasks, or projects within a set timeframe. A task force results in an end-product such as a report to Council or the completion of a project. A task force is subject to less stringent procedures to allow for more flexibility with deliberations."

A Task Force and Working Group are very similar and in the draft 2027 Board and Committee By-law, Task Force has been removed in favour of Working Group, which is defined as:

"a subcommittee appointed to achieve specific goals, tasks, or projects within a set timeframe that concludes before or with the current term of Council. A working group produces an outcome, such as a report, a set of recommendations, or the completion of a project, and presents it to Council through one of the City's advisory committees. Working groups do not require Council members but may have a maximum of four (4) Council members as long as Council members make up less than fifty per cent (50%) of the group's membership. Public members for a working group are selected from the Working Group Roster by members of Council. A working group is meant to be self-sufficient and use limited staff resources. Working groups are not subject to the City's Procedural By-law to allow for more flexibility in achieving their outcomes".

The definition above emphasizes that:

- A quorum of Council members (5) cannot be on the committee because it would be considered a Council meeting under the *Municipal Act*.
- In order to avoid meeting the *Municipal Act* definition of committee, the number of Council members on the working group must be less than 50% of the group membership. This allows the working group to not be required to have a formal agenda, take minutes, and comply with open meeting rules.
- A working group does not need to have a clerk/recording secretary and is not subject to the City's Procedural By-law e.g. quorum, agendas, minutes, livestreaming, etc.

While Working Groups will be informal, members will still be subject to the City's volunteer training modules and the City's Code of Conduct.

During recruitment of public members for 2027 Board and Committee vacancies, staff will also introduce and promote individuals sharing information about their areas of interest and ask them to identify whether they would be interested in serving on a working group should one arise.

This "Working Group Roster" will then be used to quickly identify public members to serve on working groups. While the Working Group Roster will be actively promoted during the annual board and committee recruitment process, individuals will be able to add their name at any time through the City's website or by paper format.

A similar approach used in research is an Opinion Panel. Opinion Panels are formed by identifying and recruiting participants in advance who are willing to provide input on an ongoing or issue-specific basis. By drawing from an existing pool of engaged contributors, this approach avoids repeated recruitment cycles and allows for timely, focused qualitative research. Opinion Panels are particularly useful for testing policy ideas, exploring perspectives, and identifying common themes to support evidence-informed decision-making.

In practice, a Working Group can be initiated quickly and in three ways: by Council, by Committee, or by staff as long as the mandate and timeline have been identified. A Working Group could be established in as little as two (2) weeks or may take up to six (6) weeks depending on coordination requirements. The process would be as follows:

Step 1	Council approval (based on a motion from Council, Committee, or a staff report)
Step 2	<p>If the Working Group includes Council members – they will have a Working Group meeting to select the public members using the Working Group Roster. Staff will contact the selected members.</p> <p>If the Working Group includes public members only, Council will select the members during a closed session using the Working Group Roster. Staff will contact the selected members.</p>
Step 3	Now that composition is established, the Working Group can start to meet.
Step 4	Staff will present a consent agenda report noting the Working Group members and update the Board and Committee By-law.

The timeline for the establishment of a Working Group is an improvement over the establishment of a Task Force or Committee that would take anywhere from eight (8) to twelve (12) weeks due to staff reports, recruitment, selection, and by-law amendments.

It is important that Working Groups be created in an open and transparent way so that the public knows who is working on behalf of the City. While, Working Groups can begin before the Board and Committee By-law is updated, all Working Group members will be included in the Board and Committee By-law for transparency and tracking purposes.

Additionally, the *Municipal Act, 2001* provides that for committees consisting solely of council members, the Mayor, under strong mayor powers has the ability to establish or dissolve committees, appoint chairs and vice-chairs, and assign functions to committees.

Owen Sound Fund Committee

Following consultation with the Community Foundation Grey Bruce, staff recommend maintaining Council’s appointment to the Owen Sound Fund Committee. During a recent discussion, the Executive Director noted that the Community Foundation was originally established as a result of work undertaken by the City of Owen Sound at the time, underscoring the historical foundation of the City’s relationship with the organization.

Council representation remains important as staff anticipate the committee will meet on a quarterly basis, and City participation supports ongoing oversight, communication, and alignment. This representation is also consistent with the previously approved Donor Fund Agreement and reflects the existing financial relationship between the City and the Foundation. Staff will continue to explore opportunities to further strengthen the partnership between the City and the Community Foundation.

Conservation Authorities

On March 10, 2026, the Minister of the Environment, Conservation and Parks announced the Province's intention to consolidate Ontario's 36 conservation authorities into 9 regional conservation authorities. Governance would remain municipal but shift from lower-tier municipal representation to upper-tier and single-tier municipalities. For the Grey Sauble Conservation Authority, this would mean representation through Grey County and Bruce County. While Local Watershed Councils are proposed to help maintain local perspectives and knowledge, details regarding their role and influence have not yet been provided.

In the coming weeks, the province plans to introduce amendments to the *Conservation Authorities Act* that would implement the consolidation and set out a path to consolidation. The province is targeting early 2027 for the consolidation to take effect.

Being as Council does not have decision making authority over the conservation authority framework, staff are requesting approval from Council to incorporate any updated changes to the Grey Sauble Conservation Authority Board in the 2027 Board and Committee By-law once confirmed by the province.

Board and Committee Appointment Terms

Council Appointments to Boards and Committees

The Board and Committee By-law currently provides that in an election year, the board and committee terms for Council members end with the term of Council. Beginning in the new term of Council, Council membership on boards and committees is determined by the following:

- a. Where a Council member is re-elected, they continue to sit on the same boards and committees until successors are appointed; and

- b. Where a Council member is not re-elected, an elected Council member is assigned, alphabetically, to assume membership on boards and committees until successors are appointed.

In practice, this means that a new, incoming Council member is assigned alphabetically to a board or committee for November, December, and January with selections being made in December/January and new terms beginning February 1.

In consultation with the representatives from the Boards that Council members are appointed to, they expressed interest in having permanent appointments made as quickly as possible after the election.

Staff reviewed the Council calendar and the earliest Council appointments could be made to boards and committees is December. **This would move the start of board and committee terms from February 1, 2027, to December 15, 2026**, and would leave approximately 1 month where a Council representative would not be present should a board meeting be held (outgoing members continue their appointments until November 16, 2026). Should Council support transitioning to this model, staff will notify the applicable boards in case they want to adjust their meeting schedule. The updated process is outlined in the chart below.

Date	Description
November 30	First Regular Council Meeting and members make their selections
December 4	Last day for trades
December 14	Second Regular Council Meeting and the appointment by-law will be presented for approval
December 15	Board and committee terms for Council members begin December 15

Staff recommend that the above process be followed so that temporary training is not required for board appointments and there is minimal disruption to representation at meetings. Prior to selections, staff will provide an overview of boards and committees and the selection process as part of Council orientation, the week before selections are made. Council previously approved 2-year terms, where possible, so terms would generally end December 31, 2028.

Public Member Appointments to Boards and Committees

Staff reviewed the timelines for public appointments to boards and committees and propose utilizing the timeline below for 2027:

Date	Description
October 19 to November 20	Applications accepted. Should municipal election candidates or River District Board candidates not be elected, this gives them time to apply to serve on a City Board or Committee
November 30	Closed report to review application material
December 14	Open report and by-law to appoint public member applicants
January 1	New committee terms for public members begin

Should Council support the above process, these terms would generally end December 31, 2028.

The revised timelines have been reviewed and approved by SLT and Clerks. Should Council support this change, the start dates of the term will need to be updated in the Board, Committee, and Seat Selection Policy. Additionally, the seating arrangements would change from February 1 to January 1.

Staff propose that public member appointments on the Community Services Committee, the Operations Committee, and the Tom Thomson Art Gallery Advisory Committee that extend beyond 2027, be provided the opportunity to continue their term on the corresponding committee (Vibrant, Sustainable or Tom Thomson Art Gallery), with vacancies being filled through recruitment.

Procedural By-law Updates

In response to feedback received during the review of the committee structure and to ensure alignment between the Procedural By-law and the Board and Committee By-law, staff recommend making the following updates to the Procedural By-law:

- Remove references to Standing Committees to align with the Board and Committee By-law.

- Publish committee agendas one week in advance of the meeting so that members and the public have more time to review the material. A re-publish would be permitted in extenuating circumstances 72 hours in advance of the meeting.
- Make housekeeping changes to the absence of the chair section to clarify who calls the meeting to order and how an acting chair is selected.
- Make housekeeping changes to the Budget Amendment section to clarify the process for making amendments after the budget is approved.

Through the feedback received, it was also suggested that there be a consent agenda on committee agendas when warranted. While no change to the Procedural By-law is required for this update, staff will start implementing this in 2027.

The Notice By-law requires that changes to the Procedural By-law be published in a newspaper and on the City's website at least 10-days before the Council meeting where the by-law will be considered.

2027 Council and Committee Meeting Calendar

Attached to the report is a draft 2027 Council and Committee meeting calendar. The calendar has been reviewed by and is supported by SLT.

While reviewing the calendar, staff wish to highlight the following:

- Where possible, Regular Council Meetings are scheduled on the second and fourth Mondays of the month.
- A number of Special Council Meetings are scheduled for continued education and capital budget.
- Semi-annual meetings with the Owen Sound Police Service Board are scheduled in June and December, in keeping with the Protocol Agreement.
- A summer hiatus is included in the month of August.
- Meetings of Boards that Council members are appointed to are noted in the legend.
- Community organization committees that Council members are appointed to are not included in the legend because they do not meet on set schedules.
- The River District Board meetings are set in accordance with their Constitution and noted on the calendar because City staff act as the administrator and liaison.

- Grey County Council meeting dates/times have been avoided.
- Major municipal conferences have been noted in the legend.

A similar number of Regular Council meetings is being proposed for 2027 compared to previous years as noted in the chart below. In addition to the 19 Regular Meetings, there are also 4 Special Meetings that are scheduled. Leading into 2027, the new Council will be busy with inauguration, two (2) Council meetings, and nine (9) orientation sessions scheduled in November and December 2026.

Year	Number of Regular Meeting
2022	18
2023	20
2024	21
2024	20
2026	18
2027	19

Advisory Committee meetings are included in the calendar and scheduled generally as outlined in the chart below.

Advisory Committee	Day of Month	Time
Resilient Community	1 st Tuesday	9:00 a.m.
Sustainable Community	3 rd Thursday	5:30 p.m.
Vibrant Community	Last Wednesday	5:30 p.m.
Tom Thomson Art Gallery	1 st Wednesday, quarterly	2:00 p.m.

There are currently 67 Council, Board, and Committee meetings scheduled for 2027.

Resource Alignment:

Financial Resources

There are no financial impacts for updates to the committee structure or approval of the meeting calendar.

Human Resources

Staff from the Clerk's Team and the Communications Team will spend time updating the website, printed materials, and application form.

Time and Scheduling

The new committee structure will begin January 1, 2027, with selections being made in December and training occurring in December/January.

Technology and Infrastructure

There are no changes to technology or infrastructure requirements.

Climate and Environmental Impacts:

There are no anticipated climate or environmental impacts.

Communication and Engagement:

In response to feedback from Council and committees, staff will update the website, printed materials, and orientation resources to reflect the revised 2027 committee structure.

The 2027 Council and Committee meeting calendar will be added to the website, candidate information package, and emailed to Rogers Television.

Report Developed in Consultation With:

Senior Leadership Team, Manager of Legislative Services, Deputy Clerk, Committee and Executive Support Coordinator

Attachments:

1. Terms of Reference – Resilient Community Advisory Committee
2. Terms of Reference – Sustainable Community Advisory Committee
3. Terms of Reference – Vibrant Community Advisory Committee
4. Terms of Reference – Tom Thomson Art Gallery Advisory Committee
5. 2027 Board and Committee By-law
6. 2027 Council and Committee Meeting Calendar

Reviewed by:

Kate Allan, Director of Corporate Services

Submission approved by:

Tim Simmonds, City Manager

For more information on this report, please contact Briana Bloomfield, City Clerk at bbloomfield@owensound.ca or 519-376-4440 ext. 1247.

Purpose

1. To provide feedback, advice, and recommendations to Council on matters within the committee's scope which will support informed decision-making and effective governance.

Vision 2050 Alignment

2. The Resilient Community Advisory Committee (the "Committee") aligns with the principle of accountability and supports all themes and examples in the Vision 2050 Strategic Plan including:
 - a. **City Building:** asset management.
 - b. **Fostering Mutually Beneficial & Respectful Relationships:** communications and engagement.

Scope

3. This Committee holds public meetings and considers questions, deputations and presentations, correspondence, and reports in relation to matters such as:
 - a. **City Manager and Service Review:** corporate leadership, governance, service evaluation, and continuous improvement.
 - b. **Clerks, Election, Freedom of Information, and Licensing:** council support, election administration, access to information and privacy compliance, legislative services, and licensing.
 - c. **Communications and Engagement:** clear, transparent, and accessible communications, and effective stakeholder and workplace engagement.
 - d. **Corporate Facilities:** maintenance, repairs, capital and improvement projects.
 - e. **Finance:** budgeting, financial management, and fiscal oversight.
 - f. **Human Resources and Collective Bargaining:** workforce planning, employee relations, and collective agreement negotiation and administration.
 - g. **Information Technology and GIS:** information technology strategy, systems, digital services, and GIS management.
 - h. **Purchasing, Risk, and Asset Management:** procurement, asset management, risk management, and long-term capital planning.

- i. **Strategic Initiatives and Workplans:** broad corporate priorities not assigned to other committees and the development, monitoring, and reporting of corporate workplans.
 - j. **Tax and Revenue:** tax policy, billing, collection, and revenue administration.
4. Staff may consult the Staff Liaison, City Manager, or City Clerk to decide which items belong on this Committee, if necessary.

Composition and Term

5. The Committee is comprised of nine (9) members of Council to serve for the term of Council.
6. There are no public members on this Committee.

Selection

7. Council members are automatically appointed to this Committee at the beginning of their term.

Chair and Vice Chair

8. The chair of the Committee is a member of Council, selected using the Clerks procedure in effect at the time.
9. The vice chair of the Committee is a member of Council, selected using the Clerks procedure in effect at the time.

Meetings

10. Meetings are generally held every month on the first Tuesday at 9:00 a.m. as presented in the Council and Committee Calendar.
11. Meetings are not held in August.
12. Meetings may be held at the call of the chair.
13. Meetings will be conducted in accordance with the City's Procedural By-law in effect at the time of the meeting.

Authority

14. The Committee reviews material and provides recommendations to Council.
15. The Committee does not have any decision-making capacity or delegated authority.

Urgent Matters

16. In circumstances where an urgent matter arises between scheduled committee meetings, the City Manager may authorize that the matter be referred directly to Council for consideration.

Remuneration

17. The members of the Committee, including the chair, do not receive remuneration beyond the remuneration they receive as a member of Council.

Staff Resources

18. The staff liaison is the Director of Corporate Services.
19. The alternate staff liaison is the City Manager.
20. The recording secretary is the Committee and Executive Support Coordinator, or their designate.
21. Attendance by Directors, Managers, Supervisors, and other staff will be determined as needed, in accordance with the items listed on the agenda.
22. The staff reporting through this committee will be from the following divisions of the **Corporate Services Department** and the **Office of the City Manager**:
 - a. Clerks;
 - b. Communications;
 - c. Corporate Facilities;
 - d. Finance;
 - e. GIS;
 - f. Human Resources;
 - g. Information Technology;
 - h. Purchasing, Risk, and Asset Management;
 - i. Strategic Initiatives; and

- j. Tax and Revenue.

Associated Plans and Strategies

- 23. The plans and strategies associated with this Committee include, but are not limited to:
 - a. Asset Management Plan;
 - b. Capital Plan;
 - c. Collective Agreements;
 - d. Communications Engagement Framework;
 - e. External Communication Strategy;
 - f. Fleet Efficiency Plan;
 - g. Human Resources Strategy;
 - h. Inclusion Strategy;
 - i. Service Review Priority Opportunity Action Plan; and
 - j. Vision 2050 Strategic Plan.

Purpose

1. To provide feedback, advice, and recommendations to Council on matters within the committee's scope which will support informed decision-making and effective governance.

Vision 2050 Alignment

2. The Sustainable Community Advisory Committee (the "Committee") aligns with the following themes and examples from the Vision 2050 Strategic Plan:
 - a. **Green & Resilient City:** climate, drinking water, garbage, and recycling.
 - b. **A City That Moves:** parking, roads, sidewalks, transit, and winter maintenance.
 - c. **Safe City:** animal control, by-law enforcement, crossing guards, and fire services.

Scope

3. This Committee holds public meetings and considers questions, deputations and presentations, correspondence, and reports in relation to matters such as:
 - a. **Animal Control:** care, management, and regulation of animals.
 - b. **By-law Enforcement:** education about and enforcement of municipal by-laws.
 - c. **Climate:** climate change mitigation, adaptation, and sustainability planning.
 - d. **Crossing Guards:** location and contracting of crossing guards.
 - e. **Emergency Management:** preparedness, response, and recovery for emergencies and disasters.
 - f. **Fire Services:** fire prevention, protection, and emergency response.
 - g. **Parking, Roads, and Sidewalks:** planning, construction, maintenance, and administration of municipal transportation networks.
 - h. **Physician Recruitment:** attracting and retaining healthcare professionals.

- i. **Transit:** management of public transit services.
 - j. **Waste Management:** collection, disposal, recycling, and diversion.
 - k. **Water/Wastewater:** treatment, distribution, and management of water and wastewater systems.
 - l. **Winter Maintenance:** maintaining safe mobility on roads, sidewalks, and related pathways during winter conditions.
4. Staff may consult the Staff Liaison, City Manager, or City Clerk to decide which items belong on this Committee, if necessary.

Composition and Term

5. The Committee is comprised of:
 - a. Four (4) members of Council to serve for a two-year term; and
 - b. Five (5) members of the general public to serve staggered two-year terms.

Selection

6. Council members select committees in accordance with the Board, Committee and Seat Selection Policy.
7. Public member applications are considered by Council members in closed session and appointed by by-law in open session.

Chair and Vice Chair

8. The chair of the Committee is a member of Council, selected using the Clerks procedure in effect at the time.
9. The vice chair of the Committee is a member of Council, selected using the Clerks procedure in effect at the time.

Meetings

10. Meetings are generally held every month on the third Thursday at 5:30 p.m. as presented in the Council and Committee Calendar.
11. Meetings are not held in August.
12. Meetings may be held at the call of the chair.
13. Meetings are conducted in accordance with the City's Procedural By-law in effect at the time of the meeting.

Authority

14. The Committee reviews material and provides recommendations to Council.
15. The Committee does not have any decision-making capacity or delegated authority.

Urgent Matters

16. In circumstances where an urgent matter arises between scheduled committee meetings, the City Manager may authorize that the matter be referred directly to Council for consideration.

Remuneration

17. The members of the Committee, including the chair, do not receive remuneration beyond the remuneration they receive as a member of Council.

Staff Resources

18. The staff liaison is the Director of Public Works & Engineering.
19. The alternate staff liaison is the City Manager.
20. The recording secretary is the Committee and Executive Support Coordinator, or their designate.
21. Attendance by Directors, Managers, Supervisors, and other staff will be determined as needed, in accordance with the items listed on the agenda.
22. The staff reporting through this Committee will be from the following divisions of the **Public Works and Engineering Department**, **Corporate Services Department**, and **Fire Department**:
 - a. Animal Control;
 - b. By-law Enforcement;
 - c. Engineering;
 - d. Parking;
 - e. Public Works;
 - f. Roads & Sidewalks;
 - g. Transit;
 - h. Waste Management;

- i. Water/Wastewater; and
- j. Winter Maintenance.

Associated Plans and Strategies

23. The plans and strategies associated with this Committee include, but are not limited to:
- a. Climate Action Strategy, including:
 - i. Climate Change Adaptation Plan; and
 - ii. Climate Mitigation Plan;
 - b. Environment Master Plan;
 - c. Stormwater Master Plan;
 - d. Transportation Master Plan;
 - e. Vision 2050 Strategic Plan; and
 - f. Waste Management Strategy.

Purpose

1. To provide feedback, advice, and recommendations to Council on matters within the committee's scope which will support informed decision-making and effective governance.

Vision 2050 Alignment

2. The Vibrant Community Advisory Committee (the "Committee") aligns with the following themes and examples from the Vision 2050 Strategic Plan:
 - a. **Prosperous City:** business, community development, and tourism.
 - b. **Green & Resilient City:** parks, and trees.
 - c. **Celebrating & Embracing Culture:** arts, culture, and heritage.
 - d. **City Building:** building, planning, and River District.
 - e. **A City that Moves:** trails.
 - f. **Safe City:** inclusivity, diversity, and accessibility.
 - g. **Fostering Mutually Beneficial & Respectful Relationships:** community programs.

Scope

3. This Committee holds public meetings and considers questions, deputations and presentations, correspondence, and reports in relation to matters such as:
 - a. **Arena Operations:** management, maintenance, and delivery of recreational programs.
 - b. **Arts, Culture and Tourism:** enhance quality of life through cultural vitality, creativity, and youth participation.
 - c. **Building and Planning:** building permits, inspections, code compliance, land-use planning, and zoning.
 - d. **Community Partnerships:** building and maintaining collaborative relationships with organizations, institutions, and government.
 - e. **Equity, Diversity and Inclusion:** removing barriers, fostering fairness, and creating inclusive spaces.
 - f. **External Relations and Investment Attraction:** supporting local businesses, entrepreneurs, and community-led projects.

- g. **Heritage:** conservation of built heritage and compatible development.
 - h. **Parks and Open Space:** planning, maintaining, and managing public green spaces.
 - i. **Social Well-Being and Belonging:** enhancing community connectedness, resilience, and overall well-being.
 - j. **Trails:** developing and maintaining pathways for active transportation and recreation.
4. This Committee serves as the Municipal Heritage Committee in accordance with the *Ontario Heritage Act* and provides recommendations on Part IV Conservation of Property of Cultural Heritage Value or Interest and Part V Heritage Conservation Districts.
5. Staff may consult the Staff Liaison, City Manager, or City Clerk to decide which items belong on this Committee, if necessary.

Composition and Term

6. The Committee is comprised of:
- a. Four (4) members of Council to serve for a two-year term; and
 - b. Five (5) members of the general public to serve staggered two-year terms.

Selection

7. Council members select committees in accordance with the Board, Committee and Seat Selection Policy.
8. Public member applications are considered by Council members in closed session and appointed by by-law in open session.

Chair and Vice Chair

9. The chair of the Committee is a member of Council, selected using the Clerks procedure in effect at the time.
10. The vice chair of the Committee is a member of Council, selected using the Clerks procedure in effect at the time.

Meetings

11. Meetings are generally held every month on the last Wednesday at 5:30 p.m. as presented in the Council and Committee Calendar.

12. Meetings are not held in August.
13. Meetings may be held at the call of the chair.
14. Meetings are conducted in accordance with the City's Procedural By-law in effect at the time of the meeting.

Authority

15. The Committee reviews material and provides recommendations to Council.
16. The Committee does not have any decision-making capacity or delegated authority.

Urgent Matters

17. In circumstances where an urgent matter arises between scheduled committee meetings, the City Manager, may authorize that the matter be referred directly to Council for consideration.

Remuneration

18. The members of the Committee, including the chair, do not receive remuneration beyond the remuneration they receive as a member of Council.

Staff Resources

19. The staff liaison is the Director of Community Services.
20. The alternate staff liaison is the City Manager.
21. The recording secretary is the Committee and Executive Support Coordinator, or their designate.
22. Attendance by Directors, Managers, Supervisors, and other staff will be determined as needed, in accordance with the items listed on the agenda.

23. The staff reporting through this committee will be from the following divisions of the **Community Services Department** and the **Office of the City Manager**:
- a. Arena Operations;
 - b. Arts and Culture;
 - c. Building;
 - d. External Relations and Investment Attraction;
 - e. Facility Booking and Community Programs;
 - f. Parks and Open Space;
 - g. Planning and Heritage; and
 - h. Tourism and Events.

Associated Plans and Strategies

24. The plans and strategies associated with this Committee include, but are not limited to:
- a. Community Improvement Plan;
 - b. Cultural Master Plan;
 - c. Greenwood Cemetery Master Plan;
 - d. Harbour and Downtown Urban Design Master Plan;
 - e. Harrison Park Master Plan;
 - f. Investment Attraction Strategy;
 - g. Kelso Beach at Nawash Park Master Plan;
 - h. Official Plan;
 - i. Recreation, Parks and Facilities Master Plan;
 - j. River District Action Plan;
 - k. Trails Master Plan;
 - l. Victoria Park Master Plan; and
 - m. Zoning By-law.

Purpose

1. To provide feedback, advice, and recommendations to Council on matters within the committee's scope which will support informed decision-making and effective governance.

Vision 2050 Alignment

2. The Tom Thomson Art Gallery Advisory Committee (the "Committee") aligns with the following theme and examples from the Vision 2050 Strategic Plan:
 - a. **Celebrating & Embracing Culture:** Tom Thomson Art Gallery.

Scope

3. This Committee holds public meetings and considers questions, deputations and presentations, correspondence, and reports in relation to matters such as:
 - a. **Art Gallery:** policies, programs, and initiatives related to the Tom Thomson Art Gallery.
4. Staff may consult the Staff Liaison, City Manager, or City Clerk to decide which items belong on this Committee, if necessary.

Composition and Term

5. The Committee is comprised of:
 - a. Two (2) members of Council to serve for a two-year term; and
 - b. Five (5) members of the general public to serve staggered two-year terms, including one (1) member who self declares as an artist.

Selection

6. Council members select committees in accordance with the Board, Committee and Seat Selection Policy.
7. Public member applications are considered by Council members in closed session and appointed by by-law in open session.

Chair and Vice Chair

8. The chair of the Committee is a member of Council, selected using the Clerks procedure in effect at the time.
9. The vice chair of the Committee is a member of Council, selected using the Clerks procedure in effect at the time.

Meetings

10. Meetings are generally held quarterly on the first Wednesday at 2:00 p.m. as presented in the Council and Committee Calendar.
11. Meetings are not held in August.
12. Meetings may be held at the call of the chair.
13. Meetings are conducted in accordance with the City's Procedural By-law in effect at the time of the meeting.

Authority

14. The Committee reviews material and provides recommendations to Council.
15. The Committee does not have any decision-making capacity or delegated authority.

Urgent Matters

16. In circumstances where an urgent matter arises between scheduled committee meetings, the City Manager may authorize the matter to be referred directly to Council for consideration.

Remuneration

17. The members of the Committee, including the chair, do not receive remuneration beyond the remuneration they receive as a member of Council.

Staff Resources

18. The staff liaison is the Tom Thomson Art Gallery Director and Chief Curator.

19. The alternate staff liaison is the Director of Community Services.
20. The recording secretary is the Committee and Executive Support Coordinator, or their designate.
21. Attendance by Directors, Managers, Supervisors, and other staff will be determined as needed, in accordance with the items listed on the agenda.
22. The staff reporting through this Committee will be from the following divisions of the **Community Services Department**:
 - a. Tom Thomson Art Gallery.

Associated Plans and Strategies

23. The plans and strategies associated with this Committee include, but are not limited to:
 - a. Cultural Master Plan; and
 - b. Tom Thomson Art Gallery Strategic Plan.



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Consolidated Version

Revision History:	Passed On:	Description of amendment

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. 2026-XXX

A By-law to establish Boards and Committees, appoint or amend the terms of office for members, and repeal By-law 2026-008

WHEREAS sections 5(3) and 11 of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended (the "Act") authorize a lower-tier municipality to pass by-laws respecting the governance structure of the municipality; and

WHEREAS, on January 26, 2026, the Council of The Corporation of the City of Owen Sound (the "City") passed By-law No. 2026-008, being A By-law to appoint or amend terms of office for members and establish Boards and Committees; and

WHEREAS, on XXX, City Council passed Resolution No. XXX directing staff to bring forward the subject by-law to adopt a new committee structure, in consideration of staff report CR-26-XXX; and

WHEREAS this by-law is intended to implement Council's revised committee structure and take effect at the beginning of the next term of Council;

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

Part I. Short Title, Definitions and Interpretation

Short Title

1. The short title of this by-law shall be the "Board and Committee By-law".

Definitions

2. In this by-law:

"Ad Hoc Committee" means a committee with a specific mandate of a limited nature, Council representation, and administrative support, which meets as necessary to provide recommendations to Council and which is disbanded following the completion of the mandate;

"Advisory Committee" means a committee with a specific mandate of an ongoing nature, which meets regularly to provide recommendations to Council;

"City" means The Corporation of the City of Owen Sound;

"Community Organization" means an independent organization that has requested a member or members of Council to participate in that organization by sitting on a board or committee as a Council representative and which request has been approved by a resolution of Council;

"Council" means the Council of the City;

"Family" means family member as defined in the City's Code of Conduct;

"Meeting" means any regular, special or other meeting of a council, of a local board or of a committee of either of them;

"Quasi-Judicial Committee" means a committee that has a partly judicial character with the right to hold hearings on and conduct

investigations into disputed claims and alleged infractions of rules and regulations and to make decisions in the general manner of courts;

“Staff Liaison” means the City staff member responsible to be the conduit for information between City staff and the board or committee to which they are a liaison. For City committees and City-administered boards, i.e. River District Board of Management, responsibilities include but are not limited to: setting agendas in consultation with the chair; attending meetings; reviewing minutes as prepared by the recording secretary; and ensuring that meeting follow-up is undertaken by City staff;

“Working Group” means a subcommittee appointed to achieve specific goals, tasks, or projects within a set timeframe that concludes before or with the current term of Council. A working group produces an outcome, such as a report, a set of recommendations, or the completion of a project, and presents it to Council through one of the City’s advisory committees. Working groups do not require Council members but may have a maximum of four (4) Council members as long as Council members make up less than fifty per cent (50%) of the group’s membership. Public members for a working group are selected from the Working Group Roster by members of Council. A working group is meant to be self-sufficient and use limited staff resources. Working groups are not subject to the City’s Procedural By-law to allow for more flexibility in achieving their outcomes; and

“Working Group Roster” means the list of people who have formally volunteered to sit on City or River District working groups and have provided their background and areas of interest.

Interpretation

3. 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.
4. References to words in the plural include the singular, as applicable.
5. References to laws in this by-law refer to the statutes, as amended from time to time, which are applicable within the Province of Ontario.
6. The terms and provisions of this by-law are severable. If any term or provision is found by a court of competent jurisdiction to be legally unenforceable, inoperative or invalid, the remainder of the by-law continues to be in full force and effect.
7. In the event of a conflict between the provisions of this by-law and the *Municipal Act, 2001* or any other legislation, the provisions of the legislation shall prevail.

Part II. General

Appointments by By-law

8. Council shall make all Council member and public member appointments to boards and committees by by-law.
9. Working group appointments will be made by by-law when public members selected from the working group roster have confirmed their interest and availability.

Mayor

10. The Mayor is an *ex officio* member of all committees, without voting privileges, unless otherwise stated in this by-law.
11. On any committee on which the Mayor has voting privileges, their votes count toward establishing a quorum. On any committee on which the Mayor does not have voting privileges, they do not count toward establishing a quorum.

Council

12. Council members bi-annually select boards and committees on which they wish to sit in accordance with the Board, Committee and Seat Selection Policy in effect at the time of the selections.

Public

13. Subject to statutory limitations and the requirements of this by-law, any member of the public may apply for appointment to a board or committee or to the working group roster.
14. Subject to statutory limitations and the requirements of this by-law, public appointments and terminations of appointment are at the sole discretion of Council.
15. Where possible, all public member appointments to boards or committees are for:
 - a. the term of Council; or
 - b. staggered two (2) year terms.
16. A public member is not eligible to serve on more than one committee in a single year. Council may waive this membership cap by a two-thirds (2/3) vote of the whole of Council.
17. A public member can sit on more than one working group at a time and may sit on working groups and committees simultaneously.
18. A public member may serve on a committee for a maximum of eight (8) years, after which they must leave the committee for at least two (2) years.
19. Public appointments to all boards and the Committee of Adjustment are not subject to the length of service cap.
20. The City Clerk advertises public member vacancies on boards and committees in accordance with standard procedures adopted by the City Clerk from time to time.

Terms of Office

21. Terms of office for Council members commence immediately after selections are made in an election year. In any other year, the terms begin on January 1st.
22. Terms of office for public members on boards commence immediately after appointments are made in an election year. In any other year, terms begin on January 1st.
23. Terms of office for public members on committees commence on January 1st of each year.
24. Terms of office continue until the earlier of a specified date or the completion of the mandate for the board or committee.

25. A public member continues to sit on a board or committee, after the expiry of his or her term, until the appointment of his or her successor, provided that the board or committee mandate continues.

Chair and Vice Chair

26. Each year following the start of annual Council terms on committees, a Chair and Vice Chair will be elected from amongst Council members to all City Committees on which Council members sit.
27. Elections of Chairs and Vice Chairs will be held in accordance with the Clerk's procedure in effect at the time of the election.
28. A Council member may serve as Chair of a committee for two (2) consecutive years after which the Council member is not eligible to serve as Chair of the said committee for one (1) year. This provision does not apply to the Mayor, who may serve as Chair of a committee without a service cap, provided they are duly elected to the position.
29. A Council member is prohibited from serving as the Chair or Vice Chair of a City committee where they are a family member of the committee's staff liaison.

Code of Conduct

30. At the commencement of their term, public members of boards, committees and working groups are required to review the City's Code of Conduct for Members of Council, Local Boards and Committees provided to them by the City Clerk and acknowledge such review, in writing, to the City Clerk within thirty (30) days of receipt.
31. During their term, members of boards, committees and working groups are required to comply with the provisions of the Code of Conduct for Members of Council, Local Boards and Committees at all times. Following their term, past members of boards, committees and working groups are required to comply with any ongoing obligations, such as those related to confidentiality.

Resignation and Termination

32. A public member of a board or committee is deemed to have resigned when:
 - a. the member delivers a written notice of resignation to the City Clerk;
 - b. the member is absent from three (3) consecutive board or committee meetings, for the boards and committees that meet every month or more often, without obtaining consent from the Chair; or
 - c. the member is absent from two (2) consecutive board or committee meetings, for boards and committees that meet less than monthly, without obtaining consent from the Chair.
33. A public member of a working group is deemed to have resigned when the member delivers a written notice of resignation to the City Clerk.
34. Council has the right to terminate any appointment for just cause, including conduct in breach of the Code of Conduct.
35. Notice of termination or deemed resignation will be provided in accordance with the Clerk's Procedure in effect at the time of the termination or deemed resignation.

Establishment of Committees and Working Groups

36. Strong Mayor

- a. The Mayor may establish certain committees prescribed by O. Reg. 530/22 further to the Strong Mayor Powers provided under Part VI.1 of the *Municipal Act, 2001*.

37. Staff report

- a. Prior to establishing an advisory or ad hoc committee, Council will be provided a staff report that addresses:
 - i. the purposes and objectives of the committee;
 - ii. any required or advisable terms of reference;
 - iii. the impact, if any, on resources;
 - iv. the schedule of meetings for the committee; and
 - v. in the case of proposed ad hoc committees, timing for completion of the proposed mandate, and confirmation that at least five (5) of the criteria in section 38 of this by-law are met.
- b. The requirements of subsection 37.a. may be waived by unanimous consent of the Council members at the meeting where the matter is addressed.

38. Criteria

- a. Council may only establish an ad hoc committee or a working group where at least five (5) of the following criteria are met:
 - i. the subject matter is of significant importance to the City;
 - ii. the mandate and reporting structure can be clearly articulated;
 - iii. the mandate aligns with the City's Strategic Plan or other plans or guiding documents;
 - iv. the establishment of the committee will significantly help to streamline discussion and decision-making;
 - v. the committee will handle tasks or work that staff do not perform;
 - vi. the committee will require citizen voices or external stakeholder expertise to develop the subject matter; or
 - vii. the subject matter is multi-disciplinary or multi-departmental.
- b. The requirements of subsection 38.a. may be waived by unanimous consent of the Council members at the meeting where the matter is addressed.
- c. Council may establish a working group at its own direction, at the recommendation of a committee, or at the recommendation of staff, provided that the establishing motion(s) state:
 - i. the number of Council members in the working group;
 - ii. the number of public members in the working group;
 - iii. the objective(s) of the working group;
 - iv. the timeframe for the working group's objective(s) to be achieved;

- v. the staff resources required, if any;
- vi. the committee through which the working group will report back to Council.

Operation of Committees

39. Requirements and Prohibitions

- a. All committees must:
 - i. have a mandate;
 - ii. take action in the form of providing recommendations to Council; and
 - iii. refrain from directing staff to undertake activities that fall outside of the committee's mandate unless specific prior authority has been obtained from Council.

40. Purpose

- a. The purpose of each committee is to provide feedback, advice, and recommendations to Council on matters within the committee's scope, which will support informed decision-making and effective governance.

41. Selection

- a. Council members select committees in accordance with the Board, Committee and Seat Selection Policy, save and except the Resilient Community Advisory Committee to which all Council members are automatically appointed at the beginning of their term of office.
- b. Public member applications are considered by Council members in closed session and appointed by by-law in open session.

42. Chair and Vice-Chair

- a. The chair of each committee is a member of Council, selected using the Clerk's procedure in effect at the time.
- b. The vice chair of each committee is a member of Council, selected using the Clerk's procedure in effect at the time.
- c. For meetings held in the absence of the chair and vice chair, staff will call the meeting to order and lead nominations for an acting chair to chair the meeting until its conclusion or until the chair or vice-chair arrive.

43. Meetings

- a. Committee meetings are generally held monthly as presented in the Council and Committee Calendar, save and except the Tom Thomson Art Gallery Advisory Committee, which meets quarterly.
- b. Meetings are not held in August.
- c. Meetings may be held at the call of the chair.
- d. Meetings are conducted in accordance with the City's Procedural By-law in effect at the time of the meeting.

44. Authority

- a. Committees review material and provide recommendations to Council.

- b. Committees do not have any decision-making capacity or delegated authority.

45. Urgent Matters

- a. In circumstances where an urgent matter arises between scheduled committee meetings, the City Manager may authorize the matter to be referred directly to Council for consideration.

46. Remuneration

- a. Committee members, including the chair, receive no additional remuneration other than what certain members already receive for serving on Council.

Operation of Working Groups

47. Requirements and Prohibitions

- a. All working groups must:
 - i. have a mandate;
 - ii. produce an outcome in a specified timeframe; and
 - iii. refrain from directing staff to undertake activities that fall outside of the committee's mandate unless specific prior authority has been obtained from Council.

48. Purpose

- a. The purpose of each working group is to prepare a report, develop recommendations or complete a project based on its mandate and provide the results to Council via an Advisory Committee.

49. Selection

- a. Council will select the Council members, if any, to sit on a working group using the Clerk's procedure in effect at the time of the selections.
- b. Council members selected to sit on a working group will meet to select public members for the working group using the working group roster. Where a working group does not have Council members, the selection of public members will be made by a quorum of Council after reviewing the application materials in closed session.

50. Chair and Vice-Chair

- a. Working groups can nominate any members for the roles of chair and vice chair.
- b. For meetings held in the absence of the chair and vice chair, the working group may select any member as an acting chair to chair the meeting until its conclusion or until the chair or vice-chair arrives.

51. Meetings

- a. Working group meetings are held at the call of the chair.
- b. Meetings are not required to be conducted in accordance with the City's Procedural By-law in effect at the time of the meeting.

52. Authority

- a. Working groups do not have any decision-making capacity or delegated authority.

53. Remuneration

- a. Working group members, including the chair, receive no additional remuneration other than what certain members already receive for serving on Council.

Minutes

- 54. Minutes of meetings for advisory and ad hoc committees are provided to the City Clerk for Council to receive and consider the recommendations.
- 55. Minutes of meetings for all boards and community organizations to which Council makes appointments are provided to the City Clerk for Council to receive.
- 56. Minutes of meetings for working groups are used for the internal purposes of the working group only.
- 57. Minutes for meetings of quasi-judicial committees are posted publicly.

Part III. Boards

River District Board of Management

- 58. The River District is a business improvement area established by By-law No. 2022-061, which allows the City to appoint a board of management.
- 59. The mandate of the River District Board of Management is to oversee the improvement, beautification and maintenance of municipally-owned land, buildings and structures in the area beyond that provided at the expense of the municipality generally and to promote the area as a business or shopping area. *Municipal Act, 2001, s. 204(1)*.
- 60. The River District board is comprised of:
 - a. one (1) member of Council to serve for the term of Council; and
 - b. eight (8) members of the public, recommended by the board, to serve for the term of Council.
- 61. The staff liaison is the Director of Community Services.
- 62. The appointed members and terms are:

MEMBER	APPOINTED	TERM EXPIRY
Council		November 14, 2030
Public		November 14, 2030
Public		November 14, 2030
Public		November 14, 2030
Public		November 14, 2030
Public		November 14, 2030
Public		November 14, 2030
Public		November 14, 2030
Public		November 14, 2030

Grey Sauble Conservation Authority Board

- 63. The Grey Sauble Conservation Authority (the "GSCA") is a conservation authority established pursuant to the *Conservation Authorities Act*, R.S.O. 1990, c. C.27 (the "CAA"), which allows the City to appoint two (2) members to the GSCA Board.
- 64. The mandate of the GSCA Board, per section 20(1) of the CAA, is to provide, in the area over which it has jurisdiction:
 - a. the mandatory programs and services required under section 21.1 of the CAA;
 - b. any municipal programs and services that may be provided under section 21.1.1 of the CAA; and
 - c. any other programs or services that may be provided under section 21.1.2 of the CAA.
- 65. The GSCA Board includes City appointed members as follows:
 - a. two (2) members of Council to serve for a two-year term.
- 66. The staff liaison is the Director of Community Services.
- 67. The City appointed members and terms are:

MEMBER	APPOINTED	TERM EXPIRY
Council		December 31, 2028
Council		December 31, 2028

Owen Sound & North Grey Union Public Library Board

- 68. The Owen Sound & North Grey Union Public Library (the "OSNGUPL") is a union library established pursuant to the *Public Libraries Act*, R.S.O. 1990, c. P.44, and continued pursuant to an agreement ratified by By-law No. 2021-141, which together allow the City to appoint one (1) member of Council and four (4) public members to the OSNGUPL Board.
- 69. The mandate of the OSNGUPL Board is to provide, in co-operation with other boards, a comprehensive and efficient public library service that reflects the community's unique needs. *Public Libraries Act*, s. 20(a).
- 70. The OSNGUPL Board includes City appointed members as follows:
 - a. one (1) member of Council to serve for the term of Council; and
 - b. four (4) members of the general public to serve for the term of Council.
- 71. The staff liaison is the Chief Librarian/CEO.
- 72. The City appointed members and terms are:

MEMBER	APPOINTED	TERM EXPIRY
Council		November 14, 2030
Public		November 14, 2030
Public		November 14, 2030
Public		November 14, 2030
Public		November 14, 2030

Owen Sound Housing Company Board

- 73. The Owen Sound Housing Company (“OSHC”) is a corporation, established by Letters Patent, with a board to which members are appointed pursuant to By-law No. 1988-028.
- 74. The mandate of the OSHC is to provide and operate housing accommodation with or without any public space, recreational facilities, and commercial space of buildings appropriate thereto primarily for persons of low or modest income at rentals below the median current rental market in the area in which the accommodation is located.
- 75. The OSHC Board is comprised of:
 - a. one (1) member of Council to serve for a two-year term; and
 - b. six (6) members of the general public, recommended by the board, to serve for staggered three-year terms.
- 76. The staff liaison is the City Manager.
- 77. The appointed members and terms are:

MEMBER	APPOINTED	TERM EXPIRY
Council		December 31, 2028
Public	Glen Henry	December 31, 2027
Public	Marianne Williams	December 31, 2027
Public	Rod Wyatt	December 31, 2027
Public	Ellen Anderson	December 31, 2028
Public	Selwyn Hicks	December 31, 2028
Public	Ruth Lovell Stanners	December 31, 2029

Owen Sound Police Service Board

- 78. The Owen Sound Police Service (the “OSPS”) is a police service established pursuant to the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1* (the “CSPA”), which allows the City to appoint three (3) members, comprised of the Mayor or another member of Council appointed by resolution, a member of Council, and a public member, to the OSPS Board with terms not to exceed the term of Council.
- 79. The mandate of the OSPS Board is to be responsible for the provision of adequate and effective police services in the municipality pursuant to subsection 10(1) of the CSPA.
- 80. The OSPS Board includes City-appointed members as follows:
 - a. the Mayor, as a voting member, to serve for a two-year term or, if the Mayor chooses not to serve or is ineligible to serve, one (1) member of Council to serve for a two-year term;
 - b. one (1) member of Council to serve for a two-year term; and
 - c. one (1) member of the general public to serve for a two-year term.
- 81. The staff liaison is the City Manager.
- 82. The City appointed members and terms are:

MEMBER	APPOINTED	TERM EXPIRY
Council		December 31, 2028
Council		December 31, 2028
Public		December 31, 2028

Part IV. Advisory Committees

Resilient Community Advisory Committee

83. Vision 2050 Alignment

- a. This Committee aligns with the principle of accountability and supports all themes and examples in the Vision 2050 Strategic Plan, including:
 - i. City Building: asset management.
 - ii. Fostering Mutually Beneficial & Respectful Relationships: communications and engagement.

84. Scope

- a. This Committee holds public meetings and considers questions, deputations and presentations, correspondence, and reports in relation to matters such as:
 - i. City Manager and Service Review: corporate leadership, governance, service evaluation and continuous improvement.
 - ii. Clerks, Election, Freedom of Information, and Licensing: council support, election administration, access to information and privacy compliance, legislative services, and licensing.
 - iii. Communications and Engagement: clear, transparent, and accessible communications, and effective stakeholder and workplace engagement.
 - iv. Corporate Facilities: maintenance, repairs, capital and improvement projects.
 - v. Finance: budgeting, financial management, and fiscal oversight.
 - vi. Human Resources and Collective Bargaining: workforce planning, employee relations and collective agreement negotiation and administration.
 - vii. Information Technology and GIS: information technology strategy, systems, digital services, and GIS management.
 - viii. Purchasing, Risk and Asset Management: procurement, asset management, risk management, and long-term capital planning.
 - ix. Strategic Initiatives and Workplans: broad corporate priorities not assigned to other committees and the development, monitoring, and reporting of corporate workplans.
 - x. Tax and Revenue: tax policy, billing, collection, and revenue administration.

- b. Staff may consult the Staff Liaison, City Manager, or City Clerk to decide which items belong on this Committee, if necessary.

85. Composition and Term

- a. The Committee is comprised of nine (9) members of Council to serve for the term of Council.
- b. There are no public members on this Committee.
- c. The appointed members and terms for this committee are:

MEMBER	APPOINTED	TERM EXPIRY
Council		November 14, 2030
Council		November 14, 2030
Council		November 14, 2030
Council		November 14, 2030
Council		November 14, 2030
Council		November 14, 2030
Council		November 14, 2030
Council		November 14, 2030
Council		November 14, 2030
Council		November 14, 2030

86. Staff Resources

- a. The staff liaison is the Director of Corporate Services.
- b. The alternate staff liaison is the City Manager.
- c. The recording secretary is the Committee and Executive Support Coordinator, or their designate.
- d. Attendance by Directors, Managers, Supervisors, and other staff will be determined as needed, in accordance with the items listed on the agenda.
- e. The staff reporting through this committee will be from the following divisions of the Corporate Services Department and the Office of the City Manager:
 - i. Clerks;
 - ii. Communications;
 - iii. Corporate Services;
 - iv. Finance;
 - v. GIS;
 - vi. Human Resources;
 - vii. Information Technology;
 - viii. Purchasing, Risk, Asset Management;
 - ix. Strategic Initiatives; and
 - x. Tax and Revenue.

87. Plans and Strategies

- a. The plans and strategies associated with this Committee include, but are not limited to:
 - i. Asset Management Plan;
 - ii. Capital Plan;
 - iii. Collective Agreements;
 - iv. Communications Engagement Framework;
 - v. External Communications Strategy;
 - vi. Fleet Efficiency Plan;
 - vii. Human Resources Strategy;
 - viii. Inclusion Strategy;
 - ix. Service Review Priority Opportunity Action Plan; and
 - x. Vision 2050 Strategic Plan.

Sustainable Community Advisory Committee

88. Vision 2050 Alignment

- a. This Committee aligns with the following themes and examples from the Vision 2050 Strategic Plan:
 - i. Green & Resilient City: climate, drinking water, garbage, and recycling.
 - ii. A City that Moves: parking, roads, sidewalks, transit, and winter maintenance.
 - iii. Safe City: animal control, by-law enforcement, crossing guards, and fire services.

89. Scope

- a. This Committee holds public meetings and considers questions, deputations and presentations, correspondence, and reports in relation to matters such as:
 - i. Animal Control: care, management, and regulation of animals.
 - ii. By-law Enforcement: education about and enforcement of municipal by-laws.
 - iii. Climate: climate change mitigation, adaptation, and sustainability planning.
 - iv. Crossing Guards: location and contracting of crossing guards.
 - v. Emergency Management: preparedness, response, and recovery for emergencies and disasters.
 - vi. Fire Services: fire prevention, protection, and emergency response.
 - vii. Parking, Roads, and Sidewalks: planning, construction, maintenance, and administration of municipal transportation networks.
 - viii. Physician Recruitment: attracting and retaining healthcare professionals.

- ix. Transit: management of public transit services.
- x. Waste Management: collection, disposal, recycling, diversion.
- xi. Water/Wastewater: treatment, distribution, and management of water and wastewater systems.
- xii. Winter Maintenance: maintaining safe mobility on roads, sidewalks, and related pathways during winter conditions.
- b. Staff may consult the staff liaison, City Manager, or City Clerk to decide which items belong on this Committee, if necessary.

90. Composition and Term

- a. The Committee is comprised of:
 - i. Four (4) members of Council to serve for a two-year term; and
 - ii. Five (5) members of the general public to serve staggered two-year terms.
- b. The appointed members and terms for this committee are:

MEMBER	APPOINTED	TERM EXPIRY
Council		December 31, 2028
Council		December 31, 2028
Council		December 31, 2028
Council		December 31, 2028
Public		December 31, 2027
Public		December 31, 2027
Public		December 31, 2027
Public		December 31, 2028
Public		December 31, 2028

91. Staff Resources

- a. The staff liaison is the Director of Public Works & Engineering.
- b. The alternate staff liaison is the City Manager.
- c. The recording secretary is the Committee and Executive Support Coordinator, or their designate.
- d. Attendance by Directors, Managers, Supervisors, and other staff will be determined as needed, in accordance with the items listed on the agenda.
- e. The staff reporting through this Committee will be from the following divisions of the Public Works and Engineering Department, Corporate Services Department, and Fire Department:
 - i. Animal Control;
 - ii. By-law Enforcement;
 - iii. Engineering;
 - iv. Parking;
 - v. Public Works;

- vi. Roads & Sidewalks;
- vii. Transit;
- viii. Waste Management;
- ix. Water/Wastewater; and
- x. Winter Maintenance.

92. Plans and Strategies

- a. The plans and strategies associated with this Committee include, but are not limited to:
 - i. Climate Action Strategy, including;
 - 1. Climate Change Adaptation Plan;
 - 2. Climate Mitigation Plan;
 - ii. Environment Master Plan;
 - iii. Stormwater Master Plan;
 - iv. Transportation Master Plan;
 - v. Vision 2050 Strategic Plan; and
 - vi. Waste Management Strategy.

Tom Thomson Art Gallery Advisory Committee

93. Vision 2050 Alignment

- a. This Committee aligns with the following themes and examples from the Vision 2050 Plan:
 - i. Celebrating & Embracing Culture: Tom Thomson Art Gallery.

94. Scope

- a. This Committee holds public meetings and considers questions, deputations and presentations, correspondence, and reports in relation to matters such as:
 - i. Art Gallery: policies, programs, and initiatives related to the Tom Thomson Art Gallery.
- b. Staff may consult the staff liaison, City Manager, or City Clerk to decide which items belong on this Committee, if necessary.

95. Composition and Term

- a. The Committee is comprised of:
 - i. Two (2) members of Council to serve for a two-year term; and
 - ii. Five (5) members of the general public to serve staggered two-year terms, including one (1) member who self-declares as an artist.
- b. The appointed members and terms are:

MEMBER	APPOINTED	TERM EXPIRY
Council		December 31, 2028
Council		December 31, 2028
Public		December 31, 2027

MEMBER	APPOINTED	TERM EXPIRY
Public		December 31, 2027
Public		December 31, 2027
Public		December 31, 2028
Public		December 31, 2028

96. Staff Resources

- a. The staff liaison is the Tom Thomson Art Gallery Director and Chief Curator.
- b. The alternate staff liaison is the Director of Community Services.
- c. The recording secretary is the Committee and Executive Support Coordinator, or their designate.
- d. Attendance by Directors, Managers, Supervisors, and other staff will be determined as needed, in accordance with the items listed on the agenda.
- e. The staff reporting through this Committee will be from the following division of the Community Services Department.
 - i. Tom Thomson Art Gallery

97. Plans and Strategies

- a. The plans and strategies associated with this Committee include, but are not limited to:
 - i. Cultural Master Plan; and
 - ii. Tom Thomson Art Gallery Strategic Plan.

Vibrant Community Advisory Committee

98. Vision 2050 Alignment

- a. This Committee aligns with the following themes and examples from the Vision 2050 Plan:
 - i. Prosperous City: business, community development, and tourism.
 - ii. Green & Resilient City: parks and trees.
 - iii. Celebrating & Embracing Culture: arts, culture, and heritage.
 - iv. City Building: building, planning, and River District.
 - v. A City that Moves: trails.
 - vi. Safe City: inclusivity, diversity, and accessibility.
 - vii. Fostering Mutually Beneficial & Respectful Relationships: community programs.

99. Scope

- a. This Committee holds public meetings and considers questions, deputations and presentations, correspondence, and reports in relation to matters such as:

- i. Arena Operations: management, maintenance, and delivery of recreational programs.
 - ii. Arts, Culture and Tourism: enhancing quality of life through cultural vitality, creativity, and youth participation.
 - iii. Building and Planning: building permits, inspections, code compliance, land-use planning, and zoning.
 - iv. Community Partnerships: building and maintaining collaborative relationships with organizations, institutions, and government.
 - v. Equity, Diversity and Inclusion: removing barriers, fostering fairness, and creating inclusive spaces.
 - vi. External Relations and Investment Attraction: supporting local businesses, entrepreneurs, and community-led projects.
 - vii. Heritage: conservation of built heritage and compatible development.
 - viii. Parks and Open Space: planning, maintaining, and managing public green spaces.
 - ix. Social Well-Being and Belonging: enhancing community connectedness, resilience, and overall well-being.
 - x. Trails: developing and maintaining pathways for active transportation and recreation.
- b. The Committee serves as the Municipal Heritage Committee in accordance with the *Ontario Heritage Act* and provides recommendations on Part IV Conservation of Property of Cultural Heritage Value or Interest and Part V Heritage Conservation Districts.
 - c. Staff may consult the staff liaison, City Manager, or City Clerk to decide which items belong on this Committee, if necessary.

100. Composition and Term

- a. The Committee is comprised of:
 - i. Four (4) members of Council to serve for a two-year term; and
 - ii. Five (5) members of the general public to serve staggered two-year terms.
- b. The appointed members and terms are:

MEMBER	APPOINTED	TERM EXPIRY
Council		December 31, 2028
Council		December 31, 2028
Council		December 31, 2028
Council		December 31, 2028
Public		December 31, 2027
Public		December 31, 2027
Public		December 31, 2027
Public		December 31, 2028
Public		December 31, 2028

101. Staff Resources

- a. The staff liaison is the Director of Community Services.
- b. The alternate staff liaison is the City Manager.
- c. The recording secretary is the Committee and Executive Support Coordinator, or their designate.
- d. Attendance by Directors, Managers, Supervisors, and other staff will be determined as needed, in accordance with the items listed on the agenda.
- e. The staff reporting through this committee will be from the following divisions of the Community Services Department and the Office of the City Manager:
 - i. Arena Operations;
 - ii. Arts and Culture;
 - iii. Building;
 - iv. External Relations and Investment Attraction;
 - v. Facility Booking and Community Programs;
 - vi. Parks and Open Space;
 - vii. Planning and Heritage; and
 - viii. Tourism and Events.

102. Plans and Strategies

- a. The plans and strategies associated with this Committee include, but are not limited to:
 - i. Community Engagement Framework;
 - ii. Cultural Master Plan;
 - iii. Greenwood Cemetery Master Plan;
 - iv. Harbour and Downtown Urban Design Master Plan;
 - v. Harrison Park Master Plan;
 - vi. Investment Attraction Strategy;
 - vii. Kelso Beach at Nawash Park Master Plan;
 - viii. Official Plan;
 - ix. Recreation, Parks and Facilities Master Plan
 - x. River District Action Plan;
 - xi. Trails Master Plan;
 - xii. Victoria Park Master Plan; and
 - xiii. Zoning By-law.

Part V. Ad Hoc Committees

N/A

Part VI. Quasi-Judicial Committees

Committee of Adjustment

- 103. The Committee of Adjustment is a Quasi-Judicial Committee established by By-law No. 2001-102 pursuant to the *Planning Act*, R.S.O. 1990, c. P.13.
- 104. The Committee of Adjustment is independent and autonomous from City Council and serves, as required, as:
 - a. the Property Standards Hearing Committee;
 - b. the Court of Revision;
 - c. the Line Fences Review Committee;
 - d. the Appeal Board regarding the regulation and control of dogs; and
 - e. the Short-Term Rental Appeal Committee.
- 105. The Mayor is not an *ex-officio* member of this committee.
- 106. The Committee of Adjustment is comprised of:
 - a. five (5) members of the general public to serve for the term of Council.
- 107. The appointed members and terms are:

MEMBER	APPOINTED	TERM EXPIRY
Public		November 14, 2030
Public		November 14, 2030
Public		November 14, 2030
Public		November 14, 2030
Public		November 14, 2030

- 108. The staff liaisons are the Director of Community Services and the Manager of Planning and Heritage.

Part VII. Working Groups

N/A

Part VIII. Community Organizations

Bruce Grey Poverty Task Force

- 109. The Bruce Grey Poverty Task Force is a community committee led by the United Way along with leadership from Bruce County, Grey County, and the Grey Bruce Health Unit.
- 110. The City appointment to the Bruce Grey Poverty Task Force is as follows:
 - a. one (1) member of Council to serve for a two-year term.
- 111. The City appointed member and term is:

MEMBER	APPOINTED	TERM EXPIRY
Council		December 31, 2028

Community Safety and Well-Being Committee

112. The Community Safety and Well-Being Committee is a community committee established pursuant to section 250(2) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, through a collaborative agreement between the County of Bruce, the County of Grey, and all lower tier municipalities in the two counties, save and except the Municipality of Meaford.

113. The City appointments to the Community Safety and Well-Being Committee are as follows:

- a. one (1) member of Council to serve for a two-year term; and
- b. one (1) member of staff to serve for a four-year term.

114. The City appointed members and terms are:

MEMBER	APPOINTED	TERM EXPIRY
Council		December 31, 2028
Staff	Director of Community Services	November 14, 2030

Owen Sound Tourism Development Fund Committee

115. The Owen Sound Tourism Development Fund Committee, formerly the Municipal Accommodation Tax Stakeholder Committee, is a community committee established pursuant to a Financial Accountability Agreement between the City and the Owen Sound District Chamber of Commerce.

116. The City appointment to the Owen Sound Tourism Development Fund Committee is as follows:

- a. one (1) member of Council to serve for a two-year term.

117. The City appointed member and term is:

MEMBER	APPOINTED	TERM EXPIRY
Council		December 31, 2028

Owen Sound Fund Committee

118. The Owen Sound Fund Committee, formerly the Owen Sound Community Fund Committee and the Community Foundation Grey Bruce 150th Homecoming Legacy Committee, is a community committee established pursuant to a Donor Advised Fund Agreement between the City and Community Foundation Grey Bruce.

119. The City appointment to the Owen Sound Community Fund Committee is as follows:

- a. one (1) member of Council to serve for a two-year term.

120. The City appointed member and term is:

MEMBER	APPOINTED	TERM EXPIRY
Council		December 31, 2028

Part IX. Repeal and Effective Date

By-law Repealed

121. By-law No. 2026-008 is repealed.

Effective Date

122. This by-law shall come into full force and effect on November 16, 2026, at which time all by-laws, policies, and resolutions that are inconsistent with the provisions of this by-law are hereby repealed, revoked or rescinded, as the case may be, insofar as it is necessary to give effect to the provisions of this by-law.

FINALLY PASSED AND ENACTED this XX day of XXX 2026.

Mayor Ian C. Boddy

Briana M. Bloomfield, City Clerk

Draft 2027 Council and Committee Meeting Calendar

January						
S	M	T	W	T	F	S
					ST	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						

February						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	ST	16	17	18	19	20
21	22	23	24	25	26	27
28						

March						
S	M	T	W	T	F	S
	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	ST	27
28	HX	30	31			

April						
S	M	T	W	T	F	S
				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	

May						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	ST	25	26	27	28	29
30	31					

June						
S	M	T	W	T	F	S
		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			

July						
S	M	T	W	T	F	S
				ST	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						
S	M	T	W	T	F	S
1	ST	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						
S	M	T	W	T	F	S
			1	2	3	4
5	ST	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	HX		

October						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	ST	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	HX	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December						
S	M	T	W	T	F	S
			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	ST	ST	29	30	31	

- Regular Council - 5:30pm
- Special Council - Daytime
- Meeting with Police Board - 3:00 p.m.
- River District Board of Management 5:30pm
- Committee of Adjustment 3:00pm

- Resilient Community Advisory Committee 9:00 am
- Sustainable Community Advisory Committee 5:30 pm
- Vibrant Community Advisory Committee 5:30 pm
- Tom Thomson Art Gallery Advisory Committee 2:00 pm
- Office Holiday Closure

ST - Statutory Holiday; **HX** - Other Holiday
ROMA Jan XX-XX **OGRA** Mar XX-Apr XX **OSUM** Apr XX-May XX **FCM** Jun XX-XX **AMCTO** Jun XX-XX **AMO** Aug XX-XX
GSCA - 4th Wednesday, monthly - 1:15 p.m. **OSNGUPL** - Last Thursday, Jan-Jun and Sept-Nov - 6:00 p.m.
OSMNPHC & OSHC - 3rd Tuesday, monthly - 9:00 a.m. **OSPS** - 4th Wednesday, monthly - 10:00 a.m.

Staff Report

Report To: City Council
Report From: Briana Bloomfield, City Clerk
Meeting Date: April 13, 2026
Report Code: CR-26-034
Subject: 2026 Election Report No. 3

Recommendations:

THAT in consideration of Staff Report CR-26-034 respecting 2026 Election Report No. 3, City Council:

1. Receives the school board distribution reports from the Bluewater District School Board, Bruce-Grey Catholic District School Board, le Conseil Scolaire Catholique Providence, and le Conseil Scolaire Viamonde for information purposes;
2. Directs staff to bring forward a by-law to amend the Election Sign By-law to allow municipal election signs to be posted immediately following Certification Day;
3. Directs staff to provide notice of and bring forward a by-law to amend the Fees and Charges By-law to include a \$10.00 fee for the printing of City maps; and
4. Directs staff to bring forward a by-law to:
 - a. Establish a Compliance Audit Committee;
 - b. Adopt the terms of reference for the Grey County Compliance Audit Committee (GCCAC); and
 - c. Delegate authority to the Clerk to appoint the members of the GCCAC.

Highlights:

- Election information can be found at www.OwenSoundVotes.ca.
- Voters can confirm, add, or amend their information on the voters list by visiting www.RegistertoVoteON.ca.
- There is a candidate and third party advertiser information session on Wednesday, April 22, 2026, from 6pm to 9pm at Grey County Council Chambers. To register, visit OwenSoundVotes.ca.
- Candidates can submit their nomination package between May 1 and August 21.
- The voting period for the election is from October 16 to 26.

Vision 2050 - Strategic Plan Alignment:

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

Previous Report/Authority:

Municipal Act, 2001

Municipal Elections Act, 1996

Education Act

[Election Sign By-law](#)

[Report CR-24-106](#) – Election 2026 Voting Methods and Inaugural Meeting

[Report CR-25-109](#) – 2026 Election Report No. 1

[Report CR-25-141](#) – 2026 Election Report No. 2

Background:

This is the third general election report that is being presented to Council respecting the upcoming 2026 municipal and school board election.

While the Clerk is responsible to conduct municipal elections, Council is the approval authority where issues require authorization by by-law. Preparation is well underway for the 2026 municipal election, and the following items are being brought to Council's attention for information and consideration.

Analysis and Options:

Candidate and Third Party Advertiser Information Session

As previously reported through Staff Report CR-25-141, there is an information session for potential candidates and third party advertisers in Grey County on Wednesday, April 22, 2026 from 6:00 p.m. to 9:00 p.m. at Grey County Council Chambers.

Based on new information received since the previous election report, this session will no longer be recorded or posted on municipal websites.

Whether attending the session in person or virtually, attendees must register by using the link on municipal websites or by visiting www.grey.ca/election-info-session.

The information session is free and open to anyone considering running in the 2026 municipal or school board election or registering as a third party advertiser. The session will include a presentation from Grey County staff, the Ministry of Municipal Affairs and Housing, and Election and Legislative Procedure Experts - Clerks on Call. Additionally, Clerks from each member municipality will be in attendance to provide handouts and respond to inquiries.

Lame Duck

Section 275 of the *Municipal Act, 2001* (the "Municipal Act") limits the authority of City Council to make certain decisions prior to a municipal election. The provisions of section 275 (attached), commonly referred to as lame duck provisions, are in effect if it can be determined that the incoming council will include less than three-quarters of the members of the outgoing council. This is possible following Nomination Day (August 21, 2026) and following Voting Day (October 26, 2026).

The term of office for the 2026 Council will begin on November 16, 2026 following inauguration.

The Council for the City of Owen Sound is comprised of 9 members and lame duck provisions will take effect when it becomes mathematically impossible for 7 members of the outgoing Council to be re-elected. The following examples assist in clarifying the formula for lame duck provisions to take effect following Nomination Day:

1. If fewer than 7 current members of Council run for re-election in their current positions.
2. If current members run for the same office such that 7 members of Council cannot be re-elected. For example, if 7 current members run but 2 run for Mayor, only 6 would be capable of being re-elected.

If the lame duck provisions are not in effect following Nomination Day but 7 current members are not re-elected, then lame duck provisions will take effect following Voting Day.

There are 4 restrictions on Council within the lame duck provisions. These are:

- a. The appointment or removal from office of any officer of the municipality;
- b. The hiring or dismissal of any employee of the municipality;
- c. The disposition of any real or personal property of the municipality that has a value exceeding \$50,000 at the time of disposal; and
- d. Making any expenditures or incurring any other liability that exceeds \$50,000.

Restriction (a) above will be in effect during lame duck as subsection 23.3(1) of the *Municipal Act* does not permit the delegation of the appointment or removal of an officer. An officer includes the clerk, treasurer, chief building official, and fire chief.

Provisions are in place to ensure that business can continue for the remaining three restrictions should Council be lame duck. The City Manager has been delegated authority for restriction (b) through the [Delegation of Powers and Duties By-law](#) and the City Manager Employment Agreement. The City Manager and Director of Corporate Services have been delegated joint authority for restrictions (c) and (d) through the Delegation of Powers and Duties By-law. A report will be presented to Council with any action(s) taken by the City Manager and Director of Corporate Services.

Lame Duck and Strong Mayor Powers

While the lame duck provisions under strong mayor powers have not been tested through the courts, the Ministry of Municipal Affairs and Housing has advised that any powers or duties of Council that are assigned to the head of Council are also subject to the restricted provisions under the *Municipal Act*.

Should the Mayor consider utilizing strong mayor powers during lame duck, staff recommend obtaining a legal opinion prior to exercising those powers.

School Board Trustee Distributions

In accordance with the *Education Act* and O. Reg 412/00, a determination regarding trustee distribution has been made by the four school boards having jurisdiction over the City of Owen Sound. The school boards include the Bluewater District School Board, the Bruce-Grey Catholic District School Board, le Conseil Scolaire Catholique Providence (French language catholic), and le Conseil Scolaire Viamonde (French language public).

Attached to this report are the distribution notices from the four school boards. In summary, the distributions are as follows:

School Board	Distribution
Bluewater District	One (1) trustee for Owen Sound
Bruce-Grey Catholic District	One (1) trustee for Owen Sound, Meaford, and Town of the Blue Mountains
Conseil Scolaire Catholique Providence	One (1) trustee for the Counties of Perth, Grey, Huron, Bruce, and Lambton
Conseil Scolaire Viamonde	One (1) trustee for the Counties of Bruce, Grey, Simcoe, and Dufferin

City Council may appeal to the Ontario Land Tribunal the results of the distribution under section 6 or 7 of O. Reg 412/00. An appeal may only be made if the distribution allots to a geographic area a number of members that is different from the sum of the applicable electoral quotients for the geographic area by an amount greater than 0.05 the total number of members. The appeal must be commenced no later than April 21 and must set out the objection to the distribution and the reasons for the objection and be accompanied by the applicable fee. If no appeal is commenced, the school board will be deemed to be properly constituted despite any defect in the distribution.

Staff recommend that the school board distribution reports be received for information purposes because the distributions have had minimal changes over the last several elections. Should Council wish to pursue an appeal,

direction should be provided to staff to initiate an appeal, and Council should provide staff with the rationale for the appeal.

Election Sign By-law

The City's [Election Sign By-law No. 2022-027](#), which operates independently from the City's Sign By-law No. 2014-001, establishes regulations governing the placement, display, timing, and removal of election signs within the municipality during an election period. The purpose of the by-law is to prevent hazards to vehicles and pedestrians and to regulate the erection and removal of election campaign signs. The [Election Sign Fact Sheet](#) provides an overview of the Election Sign By-law regulations.

One limitation in the by-law is that municipal election signs may not be posted until thirty (30) days before voting day. This restriction was initially included to promote fairness, reduce visual clutter, and shorten the period during which safety for motorists and pedestrians may be compromised by increased signage. While this provision is common in municipal by-laws addressing election signs, it was recently considered by the Ontario Superior Court of Justice in *Charles Frederick Armstrong v The Township of Russell* (2025 ONSC 3790). The court found the time limitation to be an unjustified infringement on freedom of expression under the *Charter of Rights and Freedoms*.

To meet the goals of the Election Sign By-law in the least restrictive way, staff recommend amending the by-law to allow election campaign signs to be posted immediately following Certification Day. Certification Day takes place following the close of nominations, in August. **For this year's election, Certification Day is Monday, August 24, 2026, so signs may be erected beginning August 25, 2026.** Certification Day is the day that the City Clerk certifies all candidate nominations, meaning that all candidates will have the same amount of time to post election signs, continuing to ensure fairness. In addition to this change, staff will continue to monitor caselaw on this issue and review the full by-law again before the next election. If approved by Council, the amended Election Sign By-law will be updated on the City's website and the Election Sign Fact sheet will also be updated.

City Map

Staff offer a map for election candidates and there is no fee for this in the Fees and Charges By-law. Staff recommend adding a \$10 fee for maps to align with the cost of planning maps and help cover the cost of printing them.

Grey County Compliance Audit Committee (GCCAC)

The *Municipal Elections Act, 1996* (the "MEA") requires that all municipalities establish a Compliance Audit Committee (CAC) by October 1, 2026. The term of the committee is the same as the term of council. A qualified elector who believes on reasonable grounds that a candidate or a registered third party has contravened a provision of the MEA relating to election campaign finances may apply to the CAC for a compliance audit of the candidate's or the third party advertiser's election campaign finances.

Applications for a compliance audit are submitted to the Clerk, who in turn forwards the application to the CAC. The CAC reviews each application to determine whether or not there are reasonable grounds to request an audit. If the request is granted, the CAC appoints an auditor to audit the candidate's or third party advertiser's finances. Upon completion of the audit, the CAC reviews the auditor's report to determine whether there are contraventions of the MEA and whether legal proceedings against the candidate or third party advertiser should proceed.

If the auditor's report indicates that there are no apparent contraventions of the MEA and the CAC finds that there are no reasonable grounds for the application, Council is entitled to recover the auditor's costs from the applicant.

Additionally, the Clerk is responsible to report to the CAC any contributions on the financial statements submitted by a candidate or third party advertiser that appear to have exceeded any of the contribution limits. The CAC must consider the Clerk's report and decide whether to commence a legal proceeding against the contributor for the apparent contravention.

In the 2018 and 2022 election, a joint CAC was formed with all municipalities in Grey County called the Grey County Compliance Audit Committee (GCCAC). This was a successful partnership as it created efficiencies for advertisements, the creation of policies and procedures, and training. A joint CAC also offers the greatest opportunity to reach a broad spectrum of interested applicants across Grey County in a cost-effective manner.

Staff recommend that Owen Sound participate in the GCCAC again and adopt the Terms of Reference attached to this report. The Terms of Reference are the same as the ones used in 2022. The Terms of Reference were originally developed by Grey County Clerks using samples from other jurisdictions and the input of a municipal lawyer.

Recruitment for the GCCAC is nearing completion with information on each municipality's website. In addition to websites, the advertisement will be placed in the Sun Times and circulated to the Grey County Law Association, Law Society of Upper Canada, and local auditors.

The MEA specifies that CACs be composed of between 3 and 7 members. As outlined in the Terms of Reference, members of the Selection Committee will recommend a maximum of 7 members to be appointed by the Clerk. The Terms of Reference sets out the criteria that the Selection Committee will be considering when recommending appointments. It is being recommended that City Council delegate authority to the Clerk to appoint these members. Grey County Clerks have determined that this is the most efficient way to appoint members and ensure consistency of members across the County.

To avoid possible conflicts of interest, any auditor, accountant, or lawyer appointed to the GCCAC must agree in writing that they have not and will not provide professional services to any candidates, third party advertisers, or contributors in the County of Grey respecting the 2026 municipal election or any by-elections that occur.

When a participating municipality receives an application for a compliance audit or a Clerk's report, the Clerk of that municipality will contact members of the GCCAC and use three individuals to form a Sitting Committee. The Clerk will be responsible for preparing the necessary notices, agendas, minutes, etc. for the Sitting Committee.

Resource Alignment:

Financial Resources

Members of the GCCAC will be paid a retainer of \$1,000 split amongst the member municipalities. Any other costs associated with the operation of the GCCAC will be shared jointly by the member municipalities.

Should a compliance audit be initiated, members of the Sitting Committee will be paid \$200 for meetings under 4 hours and \$300 for meetings over 4 hours plus mileage. The host municipality will be responsible for these costs as well as any audit or legal costs as may be required.

Human Resources

The Grey County Clerks are collaborating on a number of election initiatives, including the GCCAC, to divide responsibilities, share expertise and resources, standardize processes where appropriate, and support a

coordinated, efficient, and compliant approach to election administration across all member municipalities.

By-law Enforcement staff may be required to respond to a larger number of election sign complaints due to the increased length of time that signs can be erected.

Time and Scheduling

The GCCAC must be in place by October 1, 2026.

Technology and Infrastructure

No additional technology or infrastructure is required for the GCCAC.

Climate and Environmental Impacts:

Utilizing an internet and telephone voting method provides positive climate impacts as there will be minimal paper requirements and voters do not need to drive to a polling station to vote.

Communication and Engagement:

The Clerks Team in consultation with the Communications Team has developed a robust communication plan for the election.

The [election webpage](#) is an excellent resource for voters, candidates, and third party advertisers.

Report Developed in Consultation With:

Manager of Legislative Services, Deputy Clerk, By-law Enforcement Supervisor

Attachments:

1. Municipal Act, s. 275 Excerpt
2. Distribution Report – Bluewater District School Board
3. Distribution Report – Bruce-Grey Catholic District School Board
4. Distribution Report – Conseil Scolaire Catholique Providence
5. Distribution Report – Conseil Scolaire Viamonde
6. GCCAC Terms of Reference

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.

Attachment No. 1 – Excerpt from the *Municipal Act, 2001*

Restricted Acts after Nomination Day

Restricted Acts

275 (1) The council of a local municipality shall not take any action described in subsection (3) after the first day during the election for a new council on which it can be determined that one of the following applies to the new council that will take office following the election:

1. If the new council will have the same number of members as the outgoing council, the new council will include less than three-quarters of the members of the outgoing council.
2. If the new council will have more members than the outgoing council, the new council will include less than three-quarters of the members of the outgoing council or, if the new council will include at least three-quarters of the members of the outgoing council, three-quarters of the members of the outgoing council will not constitute, at a minimum, a majority of the members of the new council.
3. If the new council will have fewer members than the outgoing council, less than three-quarters of the members of the new council will have been members of the outgoing council or, if at least three-quarters of the members of the new council will have been members of the outgoing council, three-quarters of the members of the new council will not constitute, at a minimum, a majority of the members of the outgoing council. 2001, c. 25, s. 275(1).

Basis for determination

(2) If a determination under subsection (1) is made,

- (a) after nomination day but before voting day, the determination shall be based on the nominations to the new council that have been certified and any acclamations made to the new council; or

- (b) after voting day, the determination shall be based on the declaration of the results of the election including declarations of election by acclamation. 2001, c. 225, s. 275(2).

Restrictions

- (3) The actions referred to in subsection (1) are,
 - (a) the appointment or removal from office of any officer of the municipality;
 - (b) the hiring or dismissal of any employee of the municipality;
 - (c) the disposition of any real or personal property of the municipality which has a value exceeding \$50,000 at the time of disposal; and
 - (d) making any expenditures or incurring any other liability which exceeds \$50,000. 2001, c. 225, s. 275(3); 2006, c. 32, Sched. A, S. 114(1).

Exception

- (4) Clauses (3) (c) and (d) do not apply if the disposition or liability was included in the most recent budget adopted by the council before nomination day in the election. 2001, c. 25, s. 275(4).

Emergencies

- (4.1) Nothing in this section prevents a municipality taking any action in the event of an emergency. 2006, c. 32, Sched. A, s. 114(2).

Upper-tier council

- (5) This section applies with necessary modifications to the council of an upper-tier municipality. 2001, c. 25, s. 275(5).

Delegated authority unaffected

- (6) Nothing in this section prevents any person or body exercising any authority of a municipality that is delegated to the person or body prior to nomination day for the election of the new council. 2006, c. 32, Sched. A, s. 114(3).



Bluewater District School Board

AJ Keene, *Director of Education*

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Fax: (519) 370-2909
www.bwdsb.on.ca

March 31, 2026

Distributed to individual election clerks by email

Election Clerks – Municipalities of Bruce and Grey

RE: Representation on and Elections to District School Boards

Pursuant to Ontario Regulation 412/00 of the Education Act, school boards are responsible for trustee determination and distribution calculations for the upcoming municipal election in October 2026.

You will find attached a copy of the final report entitled “Trustee Election 2026 – Trustee Determination and Distribution” which was recently considered by Bluewater District School Board. This report includes the trustee determination and distribution calculations for the upcoming election. The number of elected trustees (nine) and their distribution across the municipalities remain unchanged from the last term of office (2022-2026).

Please note that the following municipalities have the largest population within the electoral group and that, in accordance with the regulation, the clerks of these municipalities are responsible for receiving the nominations for the school board trustee:

Township of Georgian Bluffs
Municipality of Meaford
City of Owen Sound
Municipality of Grey Highlands
Municipality of West Grey
Town of Saugeen Shores
Municipality of Brockton
Municipality of Kincardine
Town of South Bruce Peninsula

Thank you for your continued support of public education.

If we can be of further assistance, please contact Director’s Assistant / Corporate Services Supervisor Crystal Myles by phone at 226-908-5738 or by email at Crystal.Myles@bwdsb.on.ca.

Sincerely,

AJ Keene
Director of Education

/as

att.

Trustee Election 2026 – Trustee Determination and Distribution

1.0 Background

- 1.1 Before each general election, every board of trustees must determine the number of trustee positions on their board and distribute these positions across the board's area of jurisdiction. This process is known as trustee determination and distribution.
- 1.2 As a result of historical amendments to the Education Act, the number of elected trustees in each board was set at the number determined for the 2006 regular election. This number applied to all subsequent regular elections. The number of trustees for Bluewater District School Board was set at nine (9).

2.0 Strategic Link(s)

- 2.1 The trustee determination and distribution process plays an important role in ensuring that representation on school boards is democratic and fair.

3.0 Key Considerations

3.1 Population of Electoral Group Report

- 3.1.1 Calculations are based on the Population of Electoral Group (PEG) report received from the Municipal Property Assessment Corporation (MPAC) in February 2026. The PEG report contains data on the population of the electoral group for each of the local municipalities within the jurisdiction of Bluewater District School Board.

3.2 Calculation of Trustee Distribution Factors

- 3.2.1 The attached Trustee Distribution Chart 1 (Appendix 1), demonstrates the distribution of the nine trustees based on the electoral group population in each municipality in Bruce and Grey Counties.
- 3.2.2 The attached Trustee Distribution Chart 2 (Appendix 1), combines municipalities for representation. This has been done on the basis of geographic proximity and the sum of electoral quotients for the combined area approximating a whole number. The distribution of Bluewater trustees is identical to that determined for the elections in 2006, 2010, 2014, 2018, and 2022 as the electoral quotients have changed very little over that time.

4.0 Resource Implications

4.1 Board Resolution Regarding Low Population Municipalities

4.1.1 School boards whose area of jurisdiction includes more than one municipality must pass a resolution by March 31, 2026, either designating one or more municipalities as low population municipalities, or declaring that no such designation will be made (O.Reg. 412/00, s.4). The number of low population areas does not affect the total number of trustees for the board.

4.2 Board Resolution Regarding Voluntary Reduction of Board Members

4.2.1 School boards may reduce the number of elected trustees below the number provided for in the Education Act and O. Reg. 412/00, but not below the minimum number of five members. If this option is chosen, a resolution must be passed by March 31, 2026.

5.0 Next Steps

5.1 By March 31 of an election year, school boards are required to review their Determination and Distribution Report. The report must be submitted to the Minister of Education, election clerks for all municipalities within the board's jurisdiction, and the secretary of every other board, who is wholly or partially within the board's area of jurisdiction, by April 3.

6.0 Recommendations

- 1. That Bluewater District School Board determines that no area within the board's jurisdiction is considered a low population area for election purposes.**
- 2. That Bluewater District School Board does not voluntarily reduce the number of trustees to be elected below the number provided for in the Act and Ontario Regulation 412/00, in the election of 2026.**
- 3. That Bluewater District School Board approve the Trustee Determination of nine (9) Trustees, and the Trustee Distribution (see Appendix 1, Chart 2) contained in the 'Trustee Election 2026 – Trustee Determination and Distribution' report.**

Submitted to
Bluewater District School Board
March 24, 2026

For further information, please contact
AJ Keene, Director of Education

Appendix 1

Trustee Distribution (Chart 1)

Name of Municipality / Ward	Electoral Group Population	Electoral Quotient
Arran-Elderslie	5075	.36
Blue Mountains	8074	.58
Brockton	5840	.42
Chatsworth	5095	.37
Georgian Bluffs	8556	.61
Grey Highlands	7704	.55
Hanover	5352	.38
Huron-Kinloss	5402	.39
Kincardine	8596	.62
Meaford	9037	.65
Northern Bruce Peninsula	3732	.27
Owen Sound	15017	1.08
Saugeen Shores	11028	.79
South Bruce	3091	.22
South Bruce Peninsula	7151	.51
Southgate	6709	.48
West Grey	10017	.72
Total	125476	9

Trustee Distribution (Chart 2)

Municipality		Electoral Group Population	Electoral Quotient		Trustee Allocation
Township of Georgian Bluffs	N	8,556	.61	.98	1
Township of Chatsworth		5,095	.37		
Municipality of Meaford	N	9,037	.65	1.23	1
Town of The Blue Mountains		8,074	.58		
City of Owen Sound	N	15,017	1.08	1.08	1
Township of Southgate		6,709	.48	1.03	1
Municipality of Grey Highlands	N	7,704	.55		
Municipality of West Grey	N	10,017	.72	1.1	1
Town of Hanover		5,352	.38		
Town of Saugeen Shores	N	11,028	.79	1.15	1
Municipality of Arran-Elderslie		5,075	.36		
Municipality of Brockton	N	5,840	.42	0.64	1
Municipality of South Bruce		3,091	.22		
Municipality of Kincardine	N	8,596	.62	1.01	1
Municipality of Huron-Kinloss		5,402	.39		
Town of South Bruce Peninsula	N	7,151	.51	0.78	1
Municipality of Northern Bruce Peninsula		3,732	.27		
TOTALS		125,476	9.0	9	9

N – Denotes the municipality responsible for receiving nominations for school board trustee.

Trustee Distribution for the 2026 Election by Geographic Area

Bruce-Grey Catholic District School Board

as at March 2026

School Represented	Code	Municipality / Town / Township / City	Electoral Population by Municipality	Electoral Quotient	Number of Members
Geographic Area #1					
St. Joseph Catholic School	4102	Town of South Bruce Peninsula	326	0.15	
	4103	Municipality of Arran-Elderslie	179	0.08	
	4109	Municipality of Northern Bruce Peninsula	81	0.04	
	4110	Town of Saugeen Shores - E	1,009	0.47	
	4204	Township of Chatsworth	192	0.09	
	4203	Township of Georgian Bluffs	676	0.31	
Total Geographic Area 1			2,463	1.14	1.00
Geographic Area #2					
Immaculate Conception Catholic School	4105	Municipality of South Bruce - E	1,999	0.92	
Sacred Heart Catholic School (Teeswater)					
Sacred Heart Catholic School (Mildmay)					
Total Geographic Area 2			1,999	0.92	1.00
Geographic Area #3					
St. Teresa of Calcutta Catholic School	4104	Municipality of Brockton - Ward 34	766	0.35	
Sacred Heart High School	4104	Municipality of Brockton - Ward 36 - E	1,219	0.56	
Total Geographic Area 3			1,985	0.92	1.00
Geographic Area #4					
Mary Immaculate Catholic School	4104	Municipality of Brockton - Ward 31	543	0.25	
St. Anthony Catholic School	4107	Township of Huron-Kinloss	337	0.16	
	4108	Municipality of Kincardine - E	989	0.46	
Total Geographic Area 4			1,869	0.86	1.00
Geographic Area #5					
St. Peter & St. Paul Catholic School	4205	Municipality of West Grey	878	0.41	
Holy Family Catholic School	4207	Township of Southgate	297	0.14	
	4208	Municipality of Grey Highlands	229	0.11	
	4229	Town of Hanover - E	941	0.43	
Total Geographic Area 5			2,345	1.08	1.00
Geographic Area #6					
St. Basil Catholic School	4242	Town of Blue Mountains	364	0.17	
Notre Dame Catholic School	4210	Municipality of Meaford	360	0.17	
St. Mary's High School	4259	City of Owen Sound - E	1,612	0.74	
Total Geographic Area 6			2,336	1.08	1.00
Total Trustee Distribution for 2026 Election			12,997	6.00	6.00

E indicates the "lead Municipality" for the Board's electoral group

Préparé par :	Jean Blanchette	Objet :	Détermination et répartition des membres du Conseil aux fins de l'élection générale de 2026
Soumis par :	Jean Blanchette		
Approuvé par :	Carolyn Bastien	Date :	le 23 mars 2026
Fondement administratif et/ou juridique :	Règlement de l'Ontario 412/00 : Élections aux conseils scolaires de district et représentation au sein de ces conseils		

INFORMATION DE BASE

Le nombre de membres élus au sein des conseils scolaires ainsi que leur répartition dans le territoire de compétence d'un conseil scolaire sont régis par la *Loi sur l'éducation* et le *Règl. de l'Ont. 412/00 : Élections aux conseils scolaires de district et représentation au sein de ces conseils*. Conformément aux exigences du *Règl. de l'Ont. 412/00*, le Conseil doit, avant le 31 mars d'une année d'élections, déterminer le nombre de membres qui seront élus au Conseil ainsi que leur distribution entre ses différents secteurs géographiques.

DÉTERMINATION DU NOMBRE DE MEMBRES

Le nombre de membres élus au sein d'un conseil scolaire correspond au nombre déterminé pour ce conseil aux fins de l'élection générale de 2006, qui était un total de 11 membres pour le Conseil scolaire catholique Providence. Ce nombre s'applique à l'élection générale de 2006 ainsi qu'à toutes les élections subséquentes. Bien qu'il existe des dispositions pour augmenter le nombre de membres lorsqu'un conseil connaît une croissance démographique ou une expansion de sa zone géographique de juridiction, ni l'une ni l'autre de ces conditions ne s'est produite dans le cas du Conseil. L'administration a effectué le calcul prévu au *Règl. 412/00* et confirme que le nombre de membres du Conseil demeure à 11 membres.

Les conseils ont également le pouvoir de réduire volontairement leur nombre de membres en dessous du nombre prévu par le *Règl. 412/00* (mais pas moins de 5) par résolution du conseil. L'administration recommande de ne pas réduire le nombre de membres du Conseil aux fins de l'élection générale de 2026.

RÉSOLUTION RELATIVE AUX MUNICIPALITÉS À FAIBLE POPULATION

Pour que les municipalités à faible population soient représentées adéquatement, le Conseil peut adopter une résolution désignant comme une municipalité à faible population une ou plusieurs municipalités situées dans son territoire de compétence et ordonnant qu'une répartition de remplacement des membres soit effectuée à leur égard aux fins des élections.

Les conseils scolaires dont le territoire de compétence comprend plusieurs municipalités doivent adopter une résolution :

- soit pour désigner une ou plusieurs municipalités comme étant à faible population;
- soit pour déclarer qu'il n'y aura aucune municipalité désignée à faible population.

Une telle désignation permet à un conseil scolaire d'allouer à une région ou des régions une représentation plus importante que ne le permettrait la méthode strictement fondée sur la population. Il n'y a aucune limite au nombre de municipalités à faible population que peut désigner un conseil. La désignation de municipalité à faible population a une incidence sur les calculs de répartition des membres qui seront élus, puisqu'elle permet à un conseil scolaire d'accroître d'un ou de deux la somme des quotients électoraux de ces municipalités. Le nombre de municipalités à faible population qu'un conseil désigne ne change en rien le nombre total de ses membres.

Historiquement, le Conseil a désigné toutes les municipalités dans les comtés suivants comme étant à faible population :

- Comté de Bruce
- Comté de Grey
- Comté d'Elgin
- Comté d'Huron
- Comté de Middlesex
- Comté d'Oxford
- Comté de Perth

L'administration recommande que le Conseil désigne toutes les municipalités dans les comtés ci-dessus comme étant à faible population aux fins des élections générales de 2026 et d'accroître la somme des quotients électoraux de ces municipalités par un.

RÉPARTITION DES MEMBRES

La répartition des membres est également établie en vertu des dispositions du Règl. 412/00. Cette étape nécessite le calcul du quotient électoral de chaque municipalité ou quartier municipal au moyen des données sur la population du groupe électoral fournies par la *Société d'évaluation foncière des municipalités (SEFM)*. Le calcul du quotient électoral ainsi que le quotient de remplacement pour chaque municipalité ou quartier municipal est fourni à l'*Annexe A - Calcul du quotient électoral aux fins de l'élection générale de 2026*.

L'exercice de répartition des membres consiste de regrouper en régions géographiques les municipalités, les quartiers municipaux et les territoires non érigés en municipalités. Le nombre de régions géographiques ne peut pas excéder le nombre de membres élus permis. La somme des quotients électoraux de chaque région géographique devrait se rapprocher le plus possible d'un nombre entier et le nombre de membres élus affectés à une région géographique devrait se rapprocher le plus possible de la somme des quotients électoraux de cette région.

D'après le calcul effectué par l'administration, il n'y a aucune modification proposée dans la répartition des membres aux fins de l'élection générale de 2026. La répartition des membres en régions géographiques proposée aux fins de l'élection générale de 2026 est présentée à l'*Annexe B – Répartition des membres élus aux fins de l'élection générale de 2026*. À titre indicatif, la distribution des écoles du Conseil scolaire catholique selon la répartition proposée des membres aux fins de l'élection générale de 2026 est présentée à l'*Annexe C – Répartition des écoles du Conseil scolaire catholique Providence*.

Si un conseil scolaire a établi une région géographique constituée de deux municipalités ou plus, il doit déterminer laquelle d'entre elles compte la population de son groupe électoral la plus élevée. Cette municipalité sera la « municipalité responsable ». Le secrétaire des élections scolaires de cette municipalité assume certaines responsabilités pour l'ensemble de la région.

géographique, comme accepter les déclarations de candidature et annoncer les résultats du scrutin. Les municipalités responsables pour toute région géographique constituée de plus d'une municipalité est identifié à l'*Annexe B – Répartition des membres élus aux fins de l'élection générale de 2026*.

Il est à noter que le conseil d'une municipalité située dans le territoire de compétence d'un conseil peut interjeter appel des résultats de la répartition des membres effectuée aux termes du Règl. 412/00 devant le *Tribunal ontarien de l'aménagement du territoire*. L'appel ne peut être interjeté que s'il existe entre, d'une part, le nombre de membres alloué à une région géographique selon la répartition effectuée en fonction des quotients électoraux et, d'autre part, la somme des quotients électoraux applicables pour cette région une différence supérieure à 0,05 fois le nombre total de membres. Cet appel doit être interjeté au plus tard le 21 avril dans l'année électorale.

RAPPORT SUR LA DÉTERMINATION ET LA RÉPARTITION

Faisant suite à l'adoption des résolutions en lien avec l'élection générale de 2026, l'administration fera parvenir un rapport relatif à la répartition des membres du Conseil scolaire catholique Providence aux personnes suivantes, et ce, avant le 3 avril 2026 :

- a) le ministre de l'Éducation;
- b) le secrétaire des élections scolaires de chaque municipalité située dans son territoire de compétence;
- c) le secrétaire de chaque autre conseil dont le territoire de compétence correspond en totalité ou en partie au sien.

LIGNE DE TEMPS

Les dates pertinentes pour répondre aux exigences du Règl. 412/00 sont fournies dans le présent rapport. Autres dates clés d'intérêts pour l'élection générale de 2026 sont présentées à l'*Annexe D – Dates importantes pour les élections de 2026*.

CALCUL DU QUOTIENT ÉLECTORAL DU CONSEIL SCOLAIRE CATHOLIQUE PROVIDENCE AUX FINS DE L'ÉLECTION GÉNÉRALE DE 2026

Population du groupe électoral du conseil scolaire : **14 516**Nombre total de membres élus du conseil scolaire : **11**Membre additionnel pour municipalités à faible population : **1**

TABLEAU 1 - MUNICIPALITÉS À FAIBLE POPULATION			
Nom de la municipalité à faible population	Population du groupe électoral	Quotient électoral	Quotient de remplacement
COMTÉ D'OXFORD			
Cantin de Norwich	18	0,014	0,032
Ville de Tillsonburg	10	0,008	0,018
Cantin de South-West Oxford	3	0,002	0,005
Ville d'Ingersoll	37	0,028	0,065
Cantin de Zorra	10	0,008	0,018
Canton de East Zorra-Tavistock	8	0,006	0,014
Ville de Woodstock	226	0,171	0,398
Canton de Blandford Blenheim	11	0,008	0,019
TOTAL COMTÉ D'OXFORD	323	0,245	0,569
COMTÉ D'ELGIN			
Municipalité de Bayham	6	0,005	0,011
Canton de Malahide	8	0,006	0,014
Ville d'Aylmer	7	0,005	0,012
Municipalité de Central Elgin	34	0,026	0,060
Ville de St. Thomas	47	0,036	0,083
Canton de Southwold	9	0,007	0,016
Municipalité de Dutton/Dunwich	7	0,005	0,012
Municipalité de West Elgin	5	0,004	0,009
TOTAL COMTÉ D'ELGIN	123	0,093	0,217
COMTÉ DE MIDDLESEX			
Village de Newbury	2	0,002	0,004
Municipalité de Southwest Middlesex	4	0,003	0,007
Canton de Strathroy - Caradoc	26	0,020	0,046
Municipalité de Thames Centre	26	0,020	0,046
Canton de Middlesex Centre	71	0,054	0,125
Canton d'Adelaide Metcalfe	1	0,001	0,002
Municipalité North Middlesex	2	0,002	0,004
Canton de Lucan	14	0,011	0,025
TOTAL COMTÉ DE MIDDLESEX	146	0,111	0,257
COMTÉ DE PERTH			
Canton de Perth East	3	0,002	0,005
Ville de Stratford	39	0,030	0,069
Ville de St. Mary's	7	0,005	0,012
Canton de Perth South	0	0,000	0,000
Municipalité de West Perth	7	0,005	0,012
Ville de North Perth	4	0,003	0,007
TOTAL COMTÉ DE PERTH	60	0,045	0,106
COMTÉ D'HURON			
Municipalité de South Huron	6	0,005	0,011
Municipalité de Bluewater	9	0,007	0,016
Ville de Goderich	1	0,001	0,002
Municipalité de Central Huron	7	0,005	0,012
Municipalité de Huron East	3	0,002	0,005

Canton de Howick	3	0,002	0,005
Canton de North Huron	1	0,001	0,002
Municipalité de Morris -Turnberry	1	0,001	0,002
Canton d'Ashfield - Colborne - Wawanosh	5	0,004	0,009
TOTAL COMTÉ D'HURON	36	0,027	0,063
COMTÉ DE BRUCE			
Ville de South Bruce Peninsula	8	0,006	0,014
Municipalité de Arran-Elderslie	6	0,005	0,011
Municipalité de Brockton	24	0,018	0,042
Municipalité de South Bruce	5	0,004	0,009
Canton d'Huron-Kinloss	5	0,004	0,009
Municipalité de Kincardine	40	0,030	0,071
Municipalité de Northern Bruce Peninsula	6	0,005	0,011
Ville de Saugeen Shores	40	0,030	0,071
TOTAL COMTÉ DE BRUCE	134	0,102	0,236
COMTÉ DE GREY			
Canton de Georgian Bluffs	24	0,018	0,042
Canton de Chatsworth	11	0,008	0,019
Canton de West Grey	6	0,005	0,011
Canton de Southgate	5	0,004	0,009
Municipalité de Grey Highlands	13	0,010	0,023
Ville de Meaford	29	0,022	0,051
Ville de Hanover	12	0,009	0,021
Ville de Blue Mountains	26	0,020	0,046
Ville de Owen Sound	47	0,036	0,083
TOTAL COMTÉ DE GREY	173	0,131	0,305
TOTAL - MUNICIPALITÉS À FAIBLE POPULATION	995	0,754	1,754

TABLEAU 2 - AUTRES MUNICIPALITÉS

Nom de la municipalité à faible population	Population du groupe électoral	Quotient électoral	Quotient de remplacement
COMTÉ D'ESSEX			
Municipalité de Pelee	1	0,001	0,001
Ville de Leamington	309	0,234	0,211
Ville de Kingsville	171	0,130	0,117
Ville de Amherstburg	878	0,665	0,600
Ville de LaSalle	1 034	0,784	0,707
Ville de Tecumseh - quartier 1	271	0,205	0,185
Ville de Tecumseh - quartier 2	254	0,192	0,174
Ville de Tecumseh - quartier 3	233	0,177	0,159
Ville de Tecumseh - quartier 4	143	0,108	0,098
Ville de Tecumseh - quartier 5	118	0,089	0,081
Ville de Lakeshore - quartier 1	248	0,188	0,170
Ville de Lakeshore - quartier 2	303	0,230	0,207
Ville de Lakeshore - quartier 3	417	0,316	0,285
Ville de Lakeshore - quartier 4	552	0,418	0,377
Ville de Lakeshore - quartier 5	435	0,330	0,297
Ville de Lakeshore - quartier 6	589	0,446	0,403
Ville d'Essex	298	0,226	0,204
TOTAL COMTÉ D'ESSEX	6 254	4,739	4,277
VILLE DE WINDSOR			
Ville de Windsor - Quartier 1	331	0,251	0,226
Ville de Windsor - Quartier 2	155	0,117	0,106
Ville de Windsor - Quartier 3	154	0,117	0,105

Ville de Windsor - Quartier 4	224	0,170	0,153
Ville de Windsor - Quartier 5	295	0,224	0,202
Ville de Windsor - Quartier 6	378	0,286	0,258
Ville de Windsor - Quartier 7	563	0,427	0,385
Ville de Windsor - Quartier 8	362	0,274	0,248
Ville de Windsor - Quartier 9	212	0,161	0,145
Ville de Windsor - Quartier 10	203	0,154	0,139
TOTAL VILLE DE WINDSOR	2 877	2,180	1,967
VILLE DE LONDON			
Ville de London - Quartier 1	109	0,083	0,075
Ville de London - Quartier 2	94	0,071	0,064
Ville de London - Quartier 3	127	0,096	0,087
Ville de London - Quartier 4	106	0,080	0,072
Ville de London - Quartier 5	130	0,099	0,089
Ville de London - Quartier 6	84	0,064	0,057
Ville de London - Quartier 7	106	0,080	0,072
Ville de London - Quartier 8	122	0,092	0,083
Ville de London - Quartier 9	145	0,110	0,099
Ville de London - Quartier 10	185	0,140	0,127
Ville de London - Quartier 11	165	0,125	0,113
Ville de London - Quartier 12	109	0,083	0,075
Ville de London - Quartier 13	71	0,054	0,049
Ville de London - Quartier 14	157	0,119	0,107
TOTAL VILLE DE LONDON	1 710	1,296	1,169
MUNICIPALITÉ DE CHATHAM-KENT			
Municipalité de Chatham-Kent - Quartier 1	387	0,293	0,265
Municipalité de Chatham-Kent - Quartier 2	32	0,024	0,022
Municipalité de Chatham-Kent - Quartier 3	21	0,016	0,014
Municipalité de Chatham-Kent - Quartier 4	694	0,526	0,475
Municipalité de Chatham-Kent - Quartier 5	97	0,074	0,066
Municipalité de Chatham-Kent - Quartier 6	306	0,232	0,209
Municipalité de Chatham-Kent - Quartier 7	244	0,185	0,167
Municipalité de Chatham-Kent - Quartier 8	210	0,159	0,144
TOTAL MUNICIPALITÉ DE CHATHAM-KENT	1 991	1,509	1,361
COMPTÉ DE LAMBTON			
Canton de St Clair	47	0,036	0,032
Canton de Dawn-Euphemia	5	0,004	0,003
Canton de Brooke Alvinston	0	0,000	0,000
Canton de Enniskillen	4	0,003	0,003
Village d'Oil Springs	0	0,000	0,000
Ville de Petrolia	10	0,008	0,007
Ville de Sarnia	577	0,437	0,395
Village de Point Edward	17	0,013	0,012
Canton de Plympton - Wyoming	17	0,013	0,012
Canton de Warwick	2	0,002	0,001
Municipalité de Lambton Shores	10	0,008	0,007
TOTAL COMTÉ DE LAMBTON	689	0,522	0,471
TOTAL - AUTRES MUNICIPALITÉS	13 521	10,246	9,246
GRAND TOTAL	14 516	11	11

RÉPARTITION DES MEMBRES DU CONSEIL SCOLAIRE CATHOLIQUE PROVIDENCE ÉLUS AUX FINS DE L'ÉLECTION GÉNÉRALE DE 2026

SECTEURS GÉOGRAPHIQUES	POPULATION DU GROUPE ÉLECTORAL	QUOTIENT DE REMPLACEMENT	NOMBRE DE MEMBRES
SECTEUR GÉOGRAPHIQUE #1			
TOTAL COMTÉ DE PERTH *	60	0,106	
TOTAL COMTÉ DE GREY *	173	0,305	
TOTAL COMTÉ DE HURON *	36	0,063	
TOTAL COMTÉ DE BRUCE *	134	0,236	1
TOTAL COMTÉ DE LAMBTON (<i>municipalité responsable</i>)	689	0,471	
SOUS-TOTAL - SECTEUR GÉOGRAPHIQUE #1	1 092	1,182	
SECTEUR GÉOGRAPHIQUE #2			
TOTAL COMTÉ D'OXFORD (<i>municipalité responsable</i>)	323	0,569	
TOTAL COMTÉ D'ELGIN *	123	0,217	
TOTAL COMTÉ DE MIDDLESEX *	146	0,257	1
SOUS-TOTAL - SECTEUR GÉOGRAPHIQUE #2	592	1,044	
SECTEUR GÉOGRAPHIQUE #3			
LONDON - QUARTIER 1	109	0,075	
LONDON - QUARTIER 2	94	0,064	
LONDON - QUARTIER 3	127	0,087	
LONDON - QUARTIER 4	106	0,072	
LONDON - QUARTIER 5	130	0,089	
LONDON - QUARTIER 6	84	0,057	
LONDON - QUARTIER 7	106	0,072	
LONDON - QUARTIER 8	122	0,083	1
LONDON - QUARTIER 9	145	0,099	
LONDON - QUARTIER 10	185	0,127	
LONDON - QUARTIER 11	165	0,113	
LONDON - QUARTIER 12	109	0,075	
LONDON - QUARTIER 13	71	0,049	
LONDON - QUARTIER 14	157	0,107	
SOUS-TOTAL - SECTEUR GÉOGRAPHIQUE #3	1710	1,169	
SECTEUR GÉOGRAPHIQUE #4			
CHATHAM-KENT - QUARTIER 2	32	0,022	
CHATHAM-KENT - QUARTIER 3	21	0,014	
CHATHAM-KENT - QUARTIER 4	694	0,475	
CHATHAM-KENT - QUARTIER 5	97	0,066	
CHATHAM-KENT - QUARTIER 6	306	0,209	1
CHATHAM-KENT - QUARTIER 7	244	0,167	
CHATHAM-KENT - QUARTIER 8	210	0,144	
SOUS-TOTAL - SECTEUR GÉOGRAPHIQUE #4	1604	1,097	
SECTEUR GÉOGRAPHIQUE #5			
CHATHAM-KENT - QUARTIER 1	387	0,265	
MUNICIPALITÉ DE PELEE	1	0,001	
VILLE DE LEAMINGTON	309	0,211	1
VILLE DE LAKESHORE - QUARTIER 6 (<i>municipalité responsable</i>)	589	0,403	
SOUS-TOTAL - SECTEUR GÉOGRAPHIQUE #5	1286	0,879	
SECTEUR GÉOGRAPHIQUE #6			
VILLE DE KINGSVILLE	171	0,117	
VILLE DE AMHERSTBURG (<i>municipalité responsable</i>)	878	0,600	1
VILLE D'ESSEX	298	0,204	
SOUS-TOTAL - SECTEUR GÉOGRAPHIQUE #6	1347	0,921	

SECTEUR GÉOGRAPHIQUE #7			
VILLE DE LAKESHORE - QUARTIER 3	417	0,285	
VILLE DE LAKESHORE - QUARTIER 4	552	0,377	1
VILLE DE LAKESHORE - QUARTIER 5	435	0,297	
SOUS-TOTAL - SECTEUR GÉOGRAPHIQUE #7	1404	0,960	
SECTEUR GÉOGRAPHIQUE #8			
VILLE DE LASALLE (municipalité responsable)	1 034	0,707	
VILLE DE WINDSOR - QUARTIER 1	331	0,226	
VILLE DE TECUMSEH - QUARTIER 4	143	0,098	1
VILLE DE TECUMSEH - QUARTIER 5	118	0,081	
SOUS-TOTAL - SECTEUR GÉOGRAPHIQUE #8	1626	1,112	
SECTEUR GÉOGRAPHIQUE #9			
VILLE DE LAKESHORE - QUARTIER 1	248	0,170	
VILLE DE LAKESHORE - QUARTIER 2	303	0,207	
VILLE DE TECUMSEH - QUARTIER 1 (municipalité responsable)	271	0,185	1
VILLE DE TECUMSEH - QUARTIER 2	254	0,174	
VILLE DE TECUMSEH - QUARTIER 3	233	0,159	
SOUS-TOTAL - SECTEUR GÉOGRAPHIQUE #9	1309	0,895	
SECTEUR GÉOGRAPHIQUE #10			
VILLE DE WINDSOR - QUARTIER 2	155	0,106	
VILLE DE WINDSOR - QUARTIER 3	154	0,105	
VILLE DE WINDSOR - QUARTIER 4	224	0,153	1
VILLE DE WINDSOR - QUARTIER 5	295	0,202	
VILLE DE WINDSOR - QUARTIER 10	203	0,139	
SOUS-TOTAL - SECTEUR GÉOGRAPHIQUE #10	1031	0,705	
SECTEUR GÉOGRAPHIQUE #11			
VILLE DE WINDSOR - QUARTIER 6	378	0,258	
VILLE DE WINDSOR - QUARTIER 7	563	0,385	
VILLE DE WINDSOR - QUARTIER 8	362	0,248	1
VILLE DE WINDSOR - QUARTIER 9	212	0,145	
SOUS-TOTAL - SECTEUR GÉOGRAPHIQUE #11	1515	1,036	
TOTAL	14 516	11	11

* Municipalités à faible population

RÉPARTITION DES ÉCOLES DU CONSEIL SCOLAIRE CATHOLIQUE PROVIDENCE

SECTEURS GÉOGRAPHIQUES	ÉCOLES	NOMBRE D'ÉCOLES
SECTEUR GÉOGRAPHIQUE #1		
TOTAL COMTÉ DE PERTH		
TOTAL COMTÉ DE GREY	Saint-Dominique Savio	1
TOTAL COMTÉ DE HURON		
TOTAL COMTÉ DE BRUCE		
TOTAL COMTÉ DE LAMBTON	Saint-François-Xavier; Saint-Thomas d'Aquin	2
SOUS-TOTAL - SECTEUR GÉOGRAPHIQUE #1		3
SECTEUR GÉOGRAPHIQUE #2		
TOTAL COMTÉ D'OXFORD	ES Notre-Dame; Sainte-Marguerite-Bourgeoys	2
TOTAL COMTÉ D'ELGIN		
TOTAL COMTÉ DE MIDDLESEX		
SOUS-TOTAL - SECTEUR GÉOGRAPHIQUE #2		2
SECTEUR GÉOGRAPHIQUE #3		
LONDON - QUARTIER 1		
LONDON - QUARTIER 2		
LONDON - QUARTIER 3	Sainte-Jeanne-d'Arc	1
LONDON - QUARTIER 4	ES Monseigneur-Bruyère	1
LONDON - QUARTIER 5		
LONDON - QUARTIER 6		
LONDON - QUARTIER 7		
LONDON - QUARTIER 8		
LONDON - QUARTIER 9		
LONDON - QUARTIER 10		
LONDON - QUARTIER 11	Frère-André	1
LONDON - QUARTIER 12		
LONDON - QUARTIER 13		
LONDON - QUARTIER 14	Saint-Jean-de-Brébeuf	1
SOUS-TOTAL - SECTEUR GÉOGRAPHIQUE #3		4
SECTEUR GÉOGRAPHIQUE #4		
CHATHAM-KENT - QUARTIER 2		
CHATHAM-KENT - QUARTIER 3		
CHATHAM-KENT - QUARTIER 4	ES Pain Court; Sainte-Catherine; Saint-Philippe	3
CHATHAM-KENT - QUARTIER 5		
CHATHAM-KENT - QUARTIER 6	Sainte-Marie	1
CHATHAM-KENT - QUARTIER 7		
CHATHAM-KENT - QUARTIER 8		
SOUS-TOTAL - SECTEUR GÉOGRAPHIQUE #4		4
SECTEUR GÉOGRAPHIQUE #5		
CHATHAM-KENT - QUARTIER 1	Saint-Francis	1
MUNICIPALITÉ DE PELEE		
VILLE DE LEAMINGTON	Saint-Michel	1
VILLE DE LAKESHORE - QUARTIER 6	Saint-Paul	1
SOUS-TOTAL - SECTEUR GÉOGRAPHIQUE #5		3

SECTEUR GÉOGRAPHIQUE #6		
VILLE DE KINGSVILLE		
VILLE DE AMHERSTBURG	Saint-Jean-Baptiste	1
VILLE D'ESSEX	Sainte-Ursule	1
SOUS-TOTAL - SECTEUR GÉOGRAPHIQUE #6		2

SECTEUR GÉOGRAPHIQUE #7		
VILLE DE LAKESHORE - QUARTIER 3	Pavillon des Jeunes	1
VILLE DE LAKESHORE - QUARTIER 4	Saint-Ambroise	1
VILLE DE LAKESHORE - QUARTIER 5		
SOUS-TOTAL - SECTEUR GÉOGRAPHIQUE #7		2

SECTEUR GÉOGRAPHIQUE #8		
VILLE DE LASALLE	Monseigneur-Augustin-Caron	1
VILLE DE WINDSOR - QUARTIER 1	Monseigneur-Jean-Noël	1
VILLE DE TECUMSEH - QUARTIER 4		
VILLE DE TECUMSEH - QUARTIER 5		
SOUS-TOTAL - SECTEUR GÉOGRAPHIQUE #8		2

SECTEUR GÉOGRAPHIQUE #9		
VILLE DE LAKESHORE - QUARTIER 1		
VILLE DE LAKESHORE - QUARTIER 2		
VILLE DE TECUMSEH - QUARTIER 1		
VILLE DE TECUMSEH - QUARTIER 2	ES l'Essor	1
VILLE DE TECUMSEH - QUARTIER 3	Saint-Antoine; Sainte-Marguerite-d'Youville	2
SOUS-TOTAL - SECTEUR GÉOGRAPHIQUE #9		3

SECTEUR GÉOGRAPHIQUE #10		
VILLE DE WINDSOR - QUARTIER 2		
VILLE DE WINDSOR - QUARTIER 3	Sainte-Trinité	1
VILLE DE WINDSOR - QUARTIER 4		
VILLE DE WINDSOR - QUARTIER 5		
VILLE DE WINDSOR - QUARTIER 10	Saint-Edmond, ES E.J. Lajeunesse	2
SOUS-TOTAL - SECTEUR GÉOGRAPHIQUE #10		3

SECTEUR GÉOGRAPHIQUE #11		
VILLE DE WINDSOR - QUARTIER 6	Georges-P.-Vanier	1
VILLE DE WINDSOR - QUARTIER 7		
VILLE DE WINDSOR - QUARTIER 8	Sainte-Thérèse; Saint-Esprit	2
VILLE DE WINDSOR - QUARTIER 9		
SOUS-TOTAL - SECTEUR GÉOGRAPHIQUE #11		3

GRAND TOTAL		31
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DATES IMPORTANTES POUR LES ÉLECTIONS DE 2026

ACTIVITÉ	DATE
Envoi des données de la SEFM (rapports PGE) aux conseils scolaires	Au plus tard le 15 février 2026
1. Les conseils scolaires peuvent adopter des résolutions déterminant le nombre de leurs membres élus et doivent adopter des résolutions déterminant la répartition de leurs membres élus. 2. Tous les conseils scolaires dont le territoire de compétence comprend plus d'une municipalité doivent adopter une résolution indiquant s'ils ont décidé de désigner ou non une municipalité située dans leur territoire de compétence comme étant une municipalité à faible population. 3. Dernière date possible pour adopter une résolution visant à réduire le nombre de membres élus.	Au plus tard le 31 mars 2026
Envoi du rapport sur la détermination et la répartition au ministre, aux secrétaires des élections scolaires et aux secrétaires des autres conseils scolaires situés sur le territoire de compétence du conseil scolaire	Au plus tard le 3 avril 2026
Date limite des appels par les municipalités relatifs à la répartition des membres élus du conseil scolaire	Le 21 avril 2026
Envoi des avis d'appel par le secrétaire du conseil scolaire (c.-à-d., la direction de l'Éducation) à la Commission des affaires municipales de l'Ontario (CAMO)	Au plus tard le 25 avril 2026
Début de la période de déclaration de candidature et de campagne	Le 1er mai 2026
Date limite pour la prise de décision de la CAMO concernant l'appel relatif aux calculs de répartition des conseillers et conseillères scolaires	Le 10 juin 2026
Déclaration de candidature : date limite pour l déposer sa candidature l retirer sa candidature	Le 19 août 2026 à 14 h
Établissement du comité de vérification de la conformité	Avant le 1er octobre 2026
Jour du scrutin	Le 26 octobre 2026
Début du mandat des membres élus du conseil scolaire	Le 15 novembre 2026
Fin de la période de campagne	Le 31 décembre 2026
Date limite de dépôt de l'état financier des candidates et candidats	Le 31 mars 2027 à 14 h

Détermination et répartition des conseillers scolaires

Conseil scolaire Viamonde– 2026

Mars 2026

**Conseil scolaire Viamonde
Élection scolaire - 2026**

Explication du calcul du nombre de membres élus

Donnée	Source	Chiffre
Population du groupe électoral	Société d'évaluation foncière des municipalités (SÉFM)	Population du groupe électoral du Conseil: 32 750
Nombre de membres du Conseil fondé sur la population du groupe électoral	Alinéa. 3(2) 2) et tableau 2 du Règlement de l'Ontario 412/00	Compte tenu de la population du groupe électoral pour le Conseil, le règlement prévoit l'élection de 6 membres du Conseil.
Nombre de membres du Conseil fondé sur le moindre du calcul fait pour déterminer la densité ou le territoire du Conseil	Alinéa 3(2) 3. et tableaux 2, 3 et 4 du Règlement de l'Ontario 412/00. On calcule la densité en divisant la population totale du groupe électoral du Conseil par son territoire (32 750 / 68 014 km ²).	Conformément au règlement, sous-alinéa 3(2) 3) ii), on doit se servir du facteur <u>densité</u> et <u>territoire</u> pour déterminer le nombre de membres supplémentaires. Le territoire du Conseil étant de plus de 40 000 km ² , on utilise le moindre de 7 ou de la différence entre 12 et le nombre de membres fondé sur la population du groupe électoral du Conseil (tableau 3 du règlement). Conséquemment, on ajoute donc 6 membres au Conseil.
		Sous réserve du paragraphe 58.1(10.1) de la <i>Loi sur l'éducation</i> , le nombre de membres du Conseil pour l'élection de 2026 est donc de 12 membres.

Population et quotient électoral par secteur
Répartition des membres du Conseil
2026

Secteur	Municipalité	Population électorale 2026	Quotient électoral 2026	Répartition des membres du Conseil	Quotient	Variance
					électoral 2022	Quotient électoral (2026 c. 2022)
SECTEUR 1	Comté de Haliburton	30	0,012		0,010	0,002
	Comté de Hastings	198	0,073		0,065	0,008
	Comté de Northumberland	179	0,067		0,066	0,001
	Comté de Peterborough	280	0,101		0,106	-0,005
	Région de Durham	1 421	0,520		0,523	-0,003
TOTAL DU SECTEUR 1		2 108	0,773	1	0,770	0,003
SECTEUR 2	Toronto Ouest	3 051	1,118		1,067	0,051
	Toronto Centre	4 064	1,489		1,473	0,016
	Toronto Nord-Est	2 650	0,971		1,014	-0,043
TOTAL DU SECTEUR 2		9 765	3,578	3	3,554	0,024
SECTEUR 3	Région de York	1 942	0,712		0,718	-0,006
TOTAL DU SECTEUR 3		1 942	0,712	1	0,718	-0,006
SECTEUR 4	Région de Peel	3 664	1,343		1,398	-0,055
TOTAL DU SECTEUR 4		3 664	1,343	1	1,398	-0,055
SECTEUR 5	Comté de Bruce	76	0,027		0,027	0,000
	Comté de Grey	179	0,064		0,058	0,006
	Comté de Simcoe	2 779	1,017		1,030	-0,013
	Région de Dufferin	303	0,111		0,093	0,018
TOTAL DU SECTEUR 5		3 337	1,219	1	1,208	0,011
SECTEUR 6	Brant	203	0,074		0,075	-0,001
	Halton	1 507	0,552		0,559	-0,007
	Hamilton-Wentworth	1 022	0,374		0,373	0,001
TOTAL DU SECTEUR 6		2 732	1,000	1	1,007	-0,007
SECTEUR 7	Région de Niagara	2 414	0,883		0,875	0,008
TOTAL DU SECTEUR 7		2 414	0,883	1	0,875	0,008
SECTEUR 8	Comté d'Elgin	135	0,051		0,045	0,006
	Comté d'Oxford	244	0,088		0,091	-0,003
	Comté de Lambton	629	0,231		0,206	0,025
	Haldimand-Norfolk	82	0,030		0,024	0,006
	Municipalité de Chatham-Kent	279	0,102		0,100	0,002
TOTAL DU SECTEUR 8		1 369	0,502	1	0,466	0,036
SECTEUR 9	Comté de Huron	34	0,012		0,010	0,002
	Comté de Middlesex	1 596	0,585		0,592	-0,007
	Comté de Perth	42	0,016		0,014	0,002
	Comté de Wellington	750	0,276		0,277	-0,001
	Waterloo	976	0,357		0,348	0,009
TOTAL DU SECTEUR 9		3 398	1,246	1	1,241	0,005
SECTEUR 10	Comté d'Essex	2 021	0,741		0,760	-0,019
TOTAL DU SECTEUR 10		2 021	0,741	1	0,760	-0,019
TOTAL GÉNÉRALE		32 750	12,000	12	12,000	0,000

**Population et quotient électoral pour la Ville de Toronto
2026**

Secteur	Numéro du quartier	Population électorale 2026	Quotient électoral 2026	Répartition des membres du Conseil	Quotient électoral 2022	Variance
						Quotient électoral (2026 c. 2022)
OUEST	1	163	0,060		0,063	-0,003
	2	201	0,074		0,069	0,005
	3	449	0,165		0,138	0,027
	4	909	0,333		0,333	0,000
	5	211	0,077		0,071	0,006
	7	118	0,043		0,042	0,001
	8	323	0,118		0,125	-0,007
	9	677	0,248		0,228	0,020
	TOTAL DU SECTEUR OUEST		3 051	1,118	1	1,069
CENTRAL	10	556	0,204		0,210	-0,006
	11	754	0,276		0,267	0,009
	12	516	0,189		0,186	0,003
	13	609	0,223		0,217	0,006
	14	886	0,325		0,334	-0,009
	19	743	0,272		0,260	0,012
TOTAL DU SECTEUR CENTRAL		4 064	1,489	1	1,474	0,015
NORD-EST	6	172	0,063		0,061	0,002
	15	418	0,153		0,167	-0,014
	16	394	0,144		0,150	-0,006
	17	283	0,104		0,104	0,000
	18	269	0,099		0,101	-0,002
	20	227	0,083		0,091	-0,008
	21	209	0,077		0,083	-0,006
	22	173	0,063		0,064	-0,001
	23	97	0,036		0,041	-0,005
	24	187	0,069		0,071	-0,002
	25	221	0,081		0,080	0,001
TOTAL DU SECTEUR NORD-EST		2 650	0,972	1	1,013	-0,041
TOTAL GÉNÉRALE		9 765	3,579	3	3,556	0,023



Secteur de l'immobilisation, de l'entretien et de la planification
116, Cornelius Parkway,
Toronto (Ontario) M6L 2K5
TEL : 416 614-5920
TELE : 416 397-2054

Secteur 1 : Haliburton, Northumberland, Hastings, Peterborough, Durham, Kawartha Lakes

Secteur 5 : Bruce, Dufferin, Grey, Simcoe

Secteur 9 : Waterloo, Wellington, Middlesex, Perth, Huron

Secteur 3 : York

Secteur 2 : Toronto

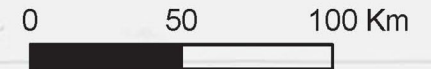
Secteur 4 : Peel

Secteur 7 : Niagara

Secteur 6 : Hamilton-Wentworth, Halton, Brant

Secteur 8 : Haldimond-Norfolk, Oxford, Elgin, Lambton, Chatham-Kent

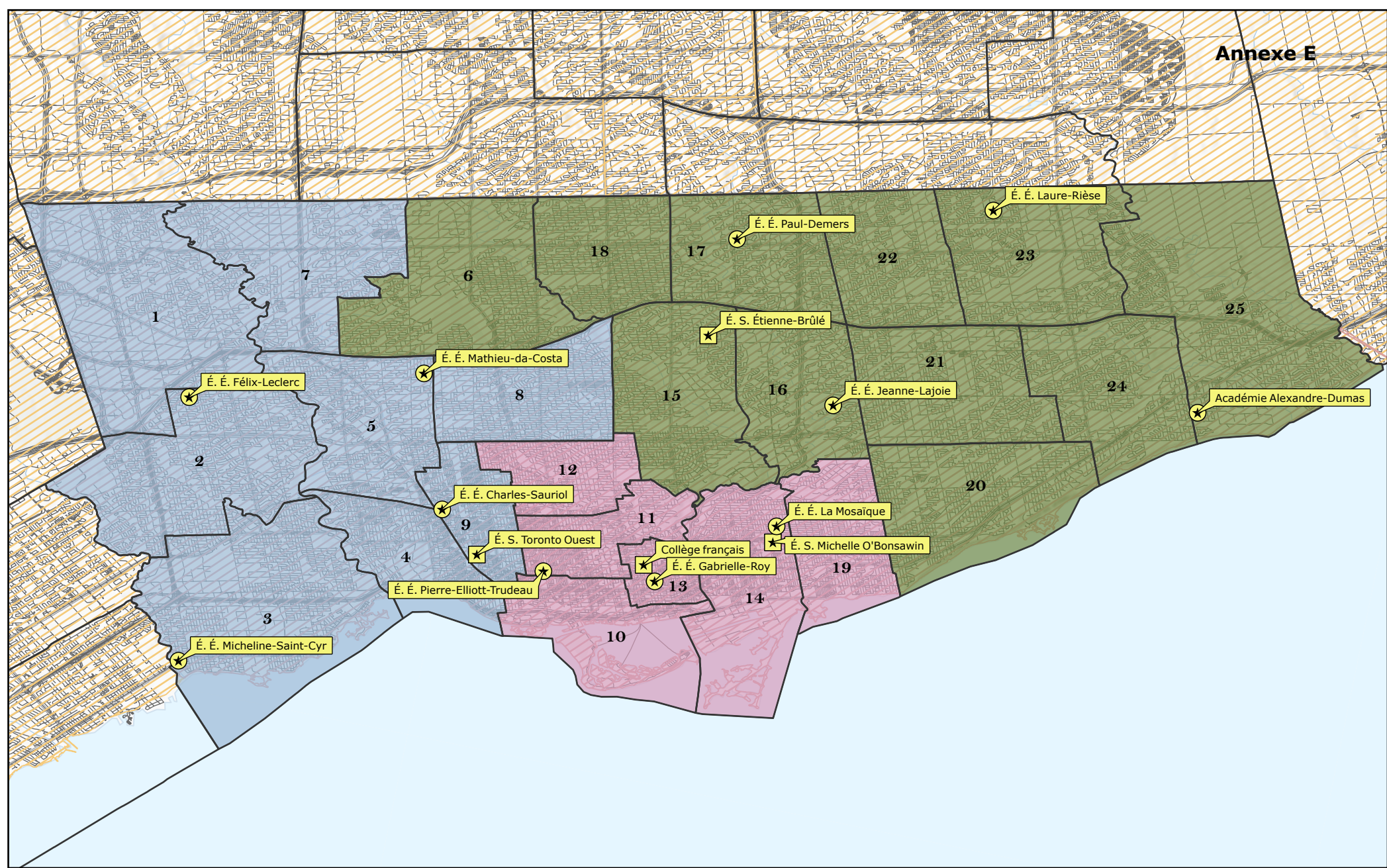
Secteur 10 : Essex



Esri, © OpenStreetMap contributors, HERE, Garmin, USGS, EPA, NPS, NRCan

SECTEURS ÉLECTORAUX DU CONSEIL SCOLAIRE VIAMONDE 2026

 Limites de secteurs



Secteur de l'immobilisation, de l'entretien et de la planification

116, Cornelius Parkway
Toronto, ON M6L 2K5
TÉL : 416-614-5920

Circonscriptions électorales de Toronto

Écoles CS Viamonde

- ★ Écoles secondaires
- ★ Écoles élémentaires
- Routes

Région de Toronto

- Région Centre
- Région Nord-Est
- Région Ouest

Municipalités

- Pallier inférieur
- Pallier unique
- circonscriptions électorales



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Km
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**Répartition des écoles par secteur électoral
(basé sur les prévisions d'effectifs pour octobre 2026)**

Secteur	École	Prévisions d'effectifs	Total d'élèves par secteur	Population électorale 2026	Quotient électoral 2026	Répartition des membres du Conseil
SECTEUR 1	Antonine Maillet	278	1040	2108	0,773	1
	École Viola-Léger	146				
	Ronald Marion	616				
SECTEUR 2 - CENTRE	Collège français	184	1753	4064	1,489	1
	Gabrielle-Roy	289				
	La Mosaïque	465				
	Michelle-O'Bonsawin	440				
	Pierre-Elliott-Trudeau	375				
SECTEUR 2 - NORD-EST	Alexandre-Dumas	152	1150	2650	0,971	1
	Étienne-Brûlé	307				
	Jeanne-Lajoie	313				
	Laure-Rièse	199				
	Paul-Demers	179				
SECTEUR 2 - OUEST	Charles-Sauriol	449	1391	3051	1,118	1
	Félix-Leclerc	171				
	Mathieu-da-Costa	152				
	Micheline St-Cyr	251				
	Toronto Ouest	368				
SECTEUR 3	Académie de la Moraine	157	525	1942	0,712	1
	Chantal-Benoit	100				
	La Fontaine	134				
	Norval-Morisseau	134				
SECTEUR 4	Carrefour des Jeunes	322	1413	3664	1,343	1
	Horizon Jeunesse	239				
	Jeunes sans frontières	512				
	Le Flambeau	340				
SECTEUR 5	Académie de la Pinède	112	1128	3337	1,219	1
	Des Quatre-Rivières	140				
	La Source	235				
	Le Caron	163				
	Roméo Dallaire	243				
	St-Joseph	235				
SECTEUR 6	Du Chêne	163	1473	2732	1	1
	Dyane-Adam	190				
	Gaétan-Gervais	353				
	Georges-P.-Vanier	118				
	Patricia-Picknell	97				
	Pavillon de la jeunesse	338				
	Renaissance	214				

**Répartition des écoles par secteur électoral
(basé sur les prévisions d'effectifs pour octobre 2026)**

Secteur	École	Prévisions d'effectifs	Total d'élèves par secteur	Population électorale 2026	Quotient électoral 2026	Répartition des membres du Conseil
SECTEUR 7	Franco-Niagara	333	870	2414	0,883	1
	LaMarsh	205				
	L'Héritage	157				
	Nouvel Horizon	175				
SECTEUR 8	Franco-Jeunesse	67	2106	1369	0,502	1
	Les Rapides	161				
SECTEUR 9	Académie de la Tamise	275	2106	3398	1,246	1
	David-Saint-Jacques	246				
	Gabriel-Dumont	533				
	La Pommeraie	418				
	L'Harmonie	270				
	L'Odyssée	128				
Marie-Curie	236					
SECTEUR 10	Lamothe-Cadillac	239	572	2021	0,741	1
	L'Envolée	178				
	Louise Charron	155				

Liste des villes et municipalités par région et secteur

SECTEUR 1**Comté de Haliburton**

- Municipalité de Highlands East
- Ville de Minden Hills
- Ville d'Algonquin Highlands
- Municipalité de Dysart Et Al

Comté de Northumberland

- Municipalité de Brighton
- Municipalité de Cramahe
- Municipalité de Hamilton
- Ville de Cobourg
- Municipalité de Port Hope
- Municipalité de Trent Hills
- Municipalité d'Alnwick/Haldimand

Comté de Hastings

- Ville de Quinte West

Comté de Peterborough

- Municipalité d'Asphodel-Norwood
- Municipalité d'Otonabee-South Monaghan
- Municipalité de Cavan-Monaghan
- Ville de Peterborough
- Municipalité de Selwyn
- Municipalité de Douro-Dummer
- Municipalité de de Havelock-Belmont-Methuen
- Municipalité de North Kawartha
- Municipalité de Trent Lakes
- Ville de Kawartha Lakes

Région de Durham

- Ville de Pickering
- Ville d'Ajax
- Ville de Whitby
- Ville d'Oshawa
- Municipalité de Clarington
- Municipalité de Scugog
- Municipalité d'Uxbridge
- Municipalité de Brock

SECTEUR 2**Toronto****SECTEUR 3****Région de York**

- Ville de Vaughan
- Ville de Markham
- Ville de Richmond Hill
- Ville de Whitchurch-Stouffville
- Ville d'Aurora
- Ville de NewMarket
- Municipalité de King
- Ville d'East Gwillimbury
- Ville de Georgina

SECTEUR 4**Région de Peel**

- Ville de Mississauga
- Ville de Brampton
- Ville de Caledon

SECTEUR 5**Comté de Bruce**

- Municipalité de Arran-Elderslie
- Municipalité de Brockton
- Municipalité de Huron-Kinloss
- Municipalité de Kincardine
- Municipalité de Northern Bruce Peninsula
- Municipalité de South Bruce
- Ville de Saugeen Shores
- Ville de South Bruce Peninsula

Région de Dufferin

- Municipalité d'East Garafraxa
- Municipalité de Grand Valley
- Municipalité d'Amaranth
- Ville de Mono
- Ville d'Orangeville
- Municipalité de Melancthon
- Municipalité de Mulmur
- Ville de Shelburne

Comté de Grey

- Municipalité de Georgian Bluffs
- Municipalité de Chatsworth
- Municipalité de West Grey
- Municipalité de Southgate
- Ville de Grey Highlands
- Ville de Meaford
- Ville de Hanover
- Ville de Blue Mountains
- Ville d'Owen Sound

Comté de Simcoe

- Municipalité d'Adjala-Tosorontio
- Ville de Bradford West Gwillimbury
- Ville d'Innisfil
- Municipalité d'Essa
- Ville de New Tecumseth
- Municipalité de Clearview
- Ville de Collingwood
- Municipalité de Springwater
- Ville de Barrie
- Municipalité d'Oro-Medonte
- Municipalité de Ramara
- Municipalité de Severn
- Ville d'Orillia
- Municipalité de Tay
- Ville de Wasaga Beach
- Municipalité de Tiny
- Ville de Penetanguishene
- Ville de Midland
- Municipalité d'Essa-CFB

SECTEUR 6

Hamilton-Wentworth

- Ville de Hamilton
- Municipalité de West Lincoln
- Ville de Grimsby
- Ville de Lincoln

Halton

- Ville d'Oakville
- Ville de Burlington
- Ville de Milton
- Ville de Halton Hills

Brant

- Ville de Brantford
- Comté de Brant

SECTEUR 7

Région de Niagara

- Ville de Fort Erie
- Ville de Port Colborne
- Ville de Thorold
- Ville de Welland
- Ville de Niagara Falls
- Ville de Pelham
- Municipalité de Wainfleet
- Ville de Niagara-on-the-Lake
- Ville de St. Catharines

SECTEUR 8

Haldimand-Norfolk

- Comté de Haldimand

Comté d'Oxford

- Municipalité de Norwich
- Ville de Tillsonburg
- Municipalité de South-West Oxford
- Ville d'Ingersoll
- Municipalité de Zorra
- Municipalité d'East Zorra-Tavistock
- Ville de Woodstock
- Municipalité de Blandford Blenheim
- Comté de Norfolk

Comté d'Elgin

- Municipalité de Bayham
- Municipalité de Malahide
- Ville d'Aylmer
- Municipalité de Central Elgin
- Ville de St. Thomas
- Municipalité de Southwold
- Municipalité de Dutton/Dunwich
- Municipalité de West Elgin

Comté de Lambton

- Municipalité de St. Clair
- Municipalité de Dawn-Euphemia
- Municipalité de Brooke-Alvinston
- Municipalité d'Enniskillen
- Ville d'Oil Springs
- Ville de Petrolia
- Ville de Sarnia

- Ville de Point Edward
- Ville de Plympton-Wyoming
- Ville de Warwick
- Municipalité de Lambton Shores

Municipalité de Chatham-Kent

- Municipalité de Chatham-Kent

SECTEUR 9

Waterloo

- Municipalité de North Dumfries
- Ville de Cambridge
- Ville de Kitchener
- Ville de Waterloo
- Municipalité de Wilmot
- Municipalité de Wellesley
- Municipalité de Woolwich

Comté de Wellington

- Municipalité de Puslinch
- Ville de Guelph
- Municipalité de Guelph Eramosa
- Ville de Erin
- Municipalité de Centre Wellington
- Municipalité de Mapleton
- Municipalité de Minto
- Municipalité de Wellington North

Comté de Middlesex

- Municipalité de Southwest Middlesex
- Municipalité de Strathroy-Caradoc
- Municipalité de Thames Centre
- Ville de London
- Municipalité de Middlesex Centre
- Municipalité d'Adelaide Metcalfe
- Municipalité de North Middlesex
- Municipalité de Lucan Biddulph
- Village de Newbury

Comté de Perth

- Municipalité de Perth East
- Ville de Stratford
- Ville de St. Marys
- Municipalité de Perth South
- Municipalité de West Perth
- Municipalité de North Perth

Comté de Huron

- Municipalité de South Huron
- Municipalité de Bluewater
- Ville de Goderich
- Municipalité de Central Huron
- Municipalité d'Huron East
- Municipalité de Howick
- Municipalité de North Huron
- Municipalité de Morris-Turnberry
- Municipalité d'Ashfield-Colborne-Wawanosh

SECTEUR 10

Comté d'Essex

- Municipalité de Pelee
- Municipalité de Leamington
- Ville de Kingsville
- Ville d'Amherstburg
- Ville de LaSalle
- Ville de Windsor
- Ville de Tecumseh
- Ville de Lakeshore
- Ville d'Essex

Grey County Compliance Audit Committee

Terms of Reference

1. Definitions

- 1.1 “Act” means the *Municipal Elections Act, 1996*, S.O. 1996, c.32, as amended from time to time;
- 1.2 “Applicant” means an eligible elector who makes an application under Section 88.33(1) of the Act;
- 1.3 “Application” means an application for a compliance audit of a candidate or registered third party, accepted by the Clerk pursuant to Subsection 88.33(2) of the Act and using a form prescribed by the Clerk pursuant to the authority granted by Subsections 88.37(6), 12(1) and 12(2) of the Act;
- 1.4 “Auditor” means a Grey County Compliance Audit Committee-appointed auditor pursuant to Subsection 88.33(10) of the Act;
- 1.5 “Auditor’s Report” means a report prepared by an auditor regarding the findings of an audit into the election campaign finances of a candidate or registered third party advertiser;
- 1.6 “Candidate” means the Candidate whose election campaign finances are the subject of an Application;
- 1.7 “Clerk” means the Municipal Clerk or designate;
- 1.8 “Clerk’s Report” is the report of the Clerk to a Sitting Committee that identifies each contributor to a candidate or registered third party who appears to have contravened any of the MEA contribution limits.
- 1.9 “Council” means the Council of each of the member municipalities;
- 1.10 “GCCAC” means the Grey County Compliance Audit Committee being a roster of no more than seven individuals recommended by the Selection Committee and appointed by each Member Municipality;
- 1.11 “Host Municipality” means the Member Municipality who convenes a Sitting Committee to consider a Clerk’s Report or Application;
- 1.12 “Member Municipalities” means all or some of the lower tier municipalities in Grey County participating in the GCCAC;
- 1.13 “Registered Third Party” means the individual, corporation or trade union whose notice of registration has been certified by the Clerk;
- 1.14 “Selection Committee” means the Grey County Clerk, and the Clerks of three Member Municipalities;

1.15 “Sitting Committee” means the three members of the GCCAC convened to consider a particular Clerk’s Report or Application.

2. Mandate

2.1 The Sitting Committee when appointed has full authority pursuant to sections 88.33, 88.34, 88.35, 88.36 and 88.37 of the Act to receive and make decisions on Applications and Clerk’s Reports respecting the 2026 municipal election and any municipal by-elections held during the 2026 to 2030 Council term.

3. Scope of Responsibilities

3.1 The Sitting Committee shall:

	Timeline/Section of the Act
Consider Applications for Candidates and/or Registered Third Parties and decide whether they should be granted or rejected.	Within 30 days after receipt of the Application - s. 88.33(7), s. 88.35(4)
Provide written reasons for the decision to grant or reject the Applications.	s. 88.33(8) s. 88.35(4)
If an Application is granted, appoint an Auditor to conduct a compliance audit of the Candidate’s and/or Registered Third Parties election campaign finances.	s. 88.33(10) and (11) s. 88.35(4)
Receive the Auditor’s Report.	Within 10 days after receiving the report, the clerk of the Host Municipality shall forward to the Sitting Committee - s. 88.33(14), s. 88.35(4)
Once the Auditor’s Report is received, consider if it contains a conclusion of apparent contravention of the Act, and decide whether to commence a legal proceeding against the candidate and/or Registered Third Party for the apparent contravention.	Within 30 days of receipt of the Auditor’s Report - s. 88.33(17), s. 88.35(4)

	Timeline/Section of the Act
Receive a Clerk's Report identifying any contributor to a Candidate or Registered Third Party who appears to have contravened established contribution limits.	s. 88.34(4) s. 88.36(4)
Once the Clerk's Report is received, consider the Report and decide whether to commence a legal proceeding against the Contributor for the apparent contravention.	Within 30 days of receipt of the Clerk's Report - s. 88.34(8), s. 88.36(5)

4. Composition

- 4.1 The GCCAC shall be comprised of a roster of up to seven (7) members.
- 4.2 When a Member Municipality receives either a Clerk's Report or an Application, the Clerk (of the Host Municipality) shall, within 10 days, arrange for three GCCAC members to convene a Sitting Committee to consider the Clerk's Report or Application. The selected GCCAC members shall be required to participate in all Sitting Committee meetings and any other proceedings pertaining to the Clerk's Report or Application.

5. GCCAC Selection Criteria

- 5.1 To the greatest extent possible, the GCCAC membership will be drawn from the following groups:
- accounting and audit – accountants or auditors, preferably with experience in preparing or auditing the financial statements of municipal candidates;
 - academic – college or university professors with expertise in political science or local government administration;
 - legal; and
 - other individuals with knowledge of the campaign financing provisions of the Act or experience with a formal hearing process.

6. Appointment Process

- 6.1 All applicants will be required to submit an application outlining their qualifications and experience with a cover letter and resume or curriculum vitae.

- 6.2 The Selection Committee shall meet to review all applications received based upon the membership selection criteria and may request interviews with applicants.
- 6.3 The Selection Committee, following the review of applications and any necessary interviews, shall make recommendations for appointment to the Clerk of each Member Municipality. The GCCAC roster shall be appointed by each Member Municipality based on those recommendations.

7. Remuneration

- 7.1 Those persons appointed to the GCCAC will be paid a retainer of \$1,000, prorated (\$250 to be paid annually to each GCCAC member), over the term of their appointment (costs will be shared equally by the Member Municipalities). The retainer shall cover attendance at a mandatory training session and review of periodic updates or information supplied by the Clerk of a Member Municipality. Payment of the retainer does not denote membership on any Sitting Committee.
- 7.2 A rate of \$200 for meetings under 4 hours, \$300 for meetings over 4 hours, plus mileage at the applicable County rate per kilometer will be paid to GCCAC members convening as a Sitting Committee. The per meeting rate shall cover review of background or agenda materials as required in preparation for a meeting (costs will be borne by the Host Municipality).

8. Meetings

- 8.1 All individuals appointed to the GCCAC will be required to participate in a training session as a condition of their appointment.
- 8.2 Meetings shall only be held as needed, according to the following:
 - When a Member Municipality is in receipt of either an Application or Clerk's Report, the Clerk of the applicable Member Municipality shall contact GCCAC members for availability. Three members of the GCCAC will be selected to convene a Sitting Committee.
 - The meetings will be held in a location to be determined by the Clerk of the Host Municipality.
 - Subsequent meetings of the same matter will be held at the call of the Clerk.
 - The Clerk from the Host Municipality shall contact the Sitting Committee members to ensure all are available to attend the said meeting.
 - All time frames established in the Act and regulations shall be adhered to.

9. Rules of Procedure

9.1 Meetings of a Sitting Committee shall be conducted in accordance with the Administrative Practices and Procedures that are established jointly by the Clerks of the Member Municipalities.

10. Costs

10.1 All Member Municipalities shall jointly share all costs in relation to the GCCAC operation.

10.2 The Host Municipality shall pay all costs in relation to a Sitting Committee, including, but not limited to general costs associated with convening the Sitting Committee, remuneration for the Committee Members, costs of any audit, legal costs as may be required, and any legal proceeding as may be applicable.

11. Conflict of Interest

11.1 To avoid a conflict of interest, any auditor or accountant appointed to the GCCAC must not have assisted any candidate or registered third party as a volunteer or for compensation, in the 2026 municipal election or any by-elections during Council's term for any of the Member Municipalities.

12. Records

12.1 The records of Sitting Committee meetings shall be retained and preserved by the Host Municipality in accordance with the Act and that municipality's records retention rules.

Staff Report

Report To: City Council
Report From: Kate Allan, Director of Corporate Services
Meeting Date: April 13, 2026
Report Code: CR-26-035
Subject: 2026 Provincial Gas Tax Letter of Agreement

Recommendations:

THAT in consideration of Staff Report CR-26-035 respecting the 2026 Provincial Gas Tax Letter of Agreement, City Council directs staff to bring forward a by-law to authorize the Mayor and Clerk to execute a funding agreement with the Minister of Transportation.

Highlights:

- Gas tax funding plays a vital role in the financial sustainability of the City's public transit service.

Vision 2050 - Strategic Plan Alignment:

[Strategic Plan](#) Priority: A City that Moves – Facilitating sustainable transportation options and creating community connectivity.

Previous Report/Authority:

N/A.

Background:

Since 2004, the Province of Ontario has allocated a portion of gas tax funds collected on the sale of fuel to municipalities across the province. The Province collects 14.7 cents for every litre of gasoline sold in Ontario; of that

amount 2.0 cents has been allocated to municipalities and has remained unchanged since 2006.

Analysis and Options:

Since the program's inception in 2004, these funds have been used by the City of Owen Sound to offset the annual cost of providing public transit as well as fund improvements to the terminal and bus stops on the transit routes. Historically, a portion of the annual funding was set aside for future capital expenses; however, currently 100 per cent of the annual funding is applied to the operating budget.

The allocation of gas tax funds is based on a formula applied to the provincial participation and weighted 70 per cent ridership and 30 per cent population. For the 2025/2026 funding year, the City of Owen Sound is eligible for \$245,919. For the second year in a row, the funding amount has not changed despite increasing ridership in the City of Owen Sound. The following is an excerpt from communication from the MTO Gas Tax Team:

"For the 2025-26 Program, the Ministry of Transportation is maintaining allocations at 2024-25 funding levels to ensure that all 107 municipal transit systems across Ontario continue to get the support they need for their transit services."

Resource Alignment:

Financial Resources

The total gas tax funding is applied against the City's transit operating budget.

Human Resources

N/A.

Time and Scheduling

The executed agreement will be returned to the Ministry.

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:

N/A.

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: Kate Allan, Director of Corporate Services
Meeting Date: April 13, 2026
Report Code: CR-26-036
Subject: 2026 Court Security and Prisoner Transportation Program

Recommendations:

THAT in consideration of Staff Report CR-26-036 respecting the 2026 Court Security and Prisoner Transportation Program, City Council directs staff to bring forward a by-law to authorize the Mayor and Clerk to execute a funding agreement with the Province.

Highlights:

- The Court Security and Prisoner Transportation Program has been confirmed for 2026.
- The City will receive \$491,287 under this program.
- The total cost to the City of Owen Sound for court security and prisoner transportation is budgeted to be \$1,286,329.
- Grey County is contributing toward the unfunded portion of court security.
- The balance of costs related to Court Security and Prisoner Transportation is funded by the City's tax levy.

Vision 2050 - Strategic Plan Alignment:

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

Previous Report/Authority:

N/A.

Background:

In 2006, the Province, Association of Municipalities of Ontario (AMO), and the City of Toronto undertook a joint effort – Provincial-Municipal Fiscal and Service Delivery Review. The final report, *Facing the Future Together*, included two recommendations including:

1. Phase in an upload of funding from the province to the municipalities of municipal court security and prisoner transportation costs, to a maximum of \$125 million annually, beginning in 2012; and
2. Undertake the development of court security standards in consultation with policing partners, the judiciary, and other stakeholders.

The City was represented by City staff at the Court Security Task Force through an appointment by AMO.

Late in 2011, City Council authorized an agreement with the Minister of Community Safety and Correctional Services respecting the Court Security and Prisoner Transportation Program. The program was to begin in 2012 and be phased in over seven years ending in 2018. The maximum provincial total contribution in 2018 was set at \$125 million. The original agreement was for a three-year term and expired in 2014. A second two-year agreement expired in 2016, and a third recently expired in 2018. Since 2018, the funding agreement has been annual.

Over the past six years, the funding has been as follows:

- 2020 – \$422,212
- 2021 – \$403,985
- 2022 – \$373,648
- 2023 – \$325,610
- 2024 – \$393,099
- 2025 – \$420,586

Funds will be transferred in four instalments in 2026. The 2026 funding amount is \$491,287.

The amount in the 2026 budget for this grant is \$420,000. The difference of \$71,287 will reduce the amount of funding required from Grey County to cover the difference between total costs of the program and provincial funding.

Analysis and Options:

Annual reports for court security costs are submitted as required by the agreement. Total funding for the court security grant remains static, while overall costs across the Province continue to rise, creating an increasing funding shortfall.

Resource Alignment:

Financial Resources

The 2026 budget, set by the Owen Sound Police Service Board, reflects a total grant of \$420,000.

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.

The executed funding agreement will be returned to the Ministry.

Report Developed in Consultation With:

Police Chief

Attachments:

Correspondence from the Ministry of the Solicitor General

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.

March 25, 2026

Ms. Kate Allan
Director, External Relations Branch of Corporate Services
City of Owen Sound
808 2nd Avenue East
Owen Sound ON N4K 2H4

Dear Ms. Allan:

We are pleased to inform you that the Ministry of the Solicitor General is proceeding with the Court Security and Prisoner Transportation (CSPT) Program and will provide a maximum total of \$125M to assist municipalities in offsetting their CSPT costs in 2026.

2026 Transfer Payment Agreement

Similar to previous years, an expenditure-based model has been used to determine the 2026 allocations. Funding is allocated based on each municipality's relative share of the total provincial CSPT cost in 2024. For example, if a municipality's CSPT cost represents one percent of the total provincial CSPT cost, it will be allocated one percent of the available funding.

Subject to the enclosed agreement being finalized, your municipality's allocation for 2026 is **\$491,287.00**. The payment schedule is outlined under Schedule D – Payment Plan and Reporting Schedule of the enclosed agreement.

Please note that Schedule E – CSPT Services and Activities Eligible for Funding has been updated to clarify which activities are considered ineligible. This update is intended to provide greater transparency and assist municipalities in preparing their reporting and expenditure submissions.

If possible, please acknowledge receipt of the agreement and indicate your intent to proceed by March 31, 2026. We understand this is a short timeframe and appreciate your attention to this matter.

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Ms. Kate Allan
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Please have the authorized signatory for the recipient sign the agreement where indicated and return it by email to Fionne.Yip@ontario.ca by **April 30, 2026**, along with proof of \$5M general liability insurance, indemnifying “His Majesty the King in Right of Ontario, his Ministers, Agents, Appointees and Employees”, as per section A10.2 of the agreement. A fully executed copy of the agreement will be returned to you for your records.

2026 Financial and Performance Measurement Report

Recipients are required to complete the 2026 Financial and Performance Measurement Report (enclosed as “Schedule F – 2026 Financial and Performance Measurement Report”), which is due to the ministry by March 31, 2027.

As part of the reporting requirements, recipients must provide a breakdown of eligible CSPT costs, as outlined in the 2026 agreement. To demonstrate proof of expenditure for 2026, recipients must submit either:

- an Audited Financial Statement; or
- a Statement of Account approved and signed by an individual with delegated authority who is accountable for the information reported information, covering expenditures incurred from January 1, 2026 to December 31, 2026.

The Audited Financial Statement or Statement of Account must identify the approved grant funding provided to the recipient and include a detailed listing of the expenses incurred. Please ensure that all invoices and receipts supporting reported expense are retained and readily available to demonstrate proof of expenditure upon ministry request for verification or follow up.

2025 Annual Financial & Performance Measurement Report

This letter also serves as a reminder that the 2025 Annual Financial and Performance Measurement Report is due March 31, 2026. Please submit the completed and signed report (previously emailed with your 2025 TPA), along with proof of expenditure to Fionne.Yip@ontario.ca.

We have received inquiries regarding proof of expenditure for personnel costs. For reference, supporting documentation should include a breakdown of costs by staff member, total number of staff, hours worked and salary or cost per staff member related to CSPT duties. For ease of reporting, recipients may consolidate this information in a spreadsheet format.

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Ms. Kate Allan
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If you have any questions regarding the CSPT Program, please contact Fionne Yip at Fionne.Yip@ontario.ca.

Sincerely,



Tiana Biordi
A/Manager, Program Development Section
External Relations Branch

Enclosures

Staff Report

Report To: City Council
Report From: Lara Widdifield, Director of Public Works and Engineering
Meeting Date: April 13, 2026
Report Code: OP-26-020
Subject: Extension of Grey County Street Sweeping Agreement

Recommendations:

THAT in consideration of Staff Report OP-26-020 respecting an Extension of the Grey County Street Sweeping Agreement, City Council directs staff to bring forward a by-law to authorize the Mayor and Clerk to execute the agreement.

Highlights:

- The Street Sweeping Agreement between the Corporation of the County of Grey and the Corporation of the City of Owen Sound is up for renewal.
- As the Urban Highway Transfer program has been deferred pending additional consultation, an agreement must be in place to maintain operations until a decision on that matter is reached.
- The agreement covers 15.2km of Grey County Roads 1, 5, and 15.
- The City of Owen Sound is to provide street sweeping services at the County's cost.
- The term is to terminate on July 31, 2030, and applies retroactively from July 31, 2025.

Vision 2050 - Strategic Plan Alignment:

[Strategic Plan](#) Priority: A City that Moves – Facilitating sustainable transportation options and creating community connectivity.

Previous Report/Authority:

None.

Background:

In addition to winter maintenance, the City has been responsible for street sweeping on behalf of the County of Grey for many years. Under contract with the County, the City provides an estimated cost for the provision of street sweeping on County roads, and upon completion, invoices the County for these expenses.

The current agreement expired on July 31, 2025. As street sweeping is undertaken prior to June 1 of each year, in light of the proposed Urban Highway Road Transfer date previously contemplated, it had not been considered a high priority to renew the agreement at that time.

Analysis and Options:

The draft agreement is consistent with current practices. Under the agreement, the City is responsible for:

- Provide street sweeping for all County Roads within the City's boundary by June 1 of the given year.
- Work in conformance with the *Workplace Safety and Insurance Act* (Ontario), *the Human Rights Act* (Ontario), and applicable regulations under such legislation and all other legal obligations with respect to worker health, safety, and treatment.
- Provide an estimate of cost to undertake the work to Grey County prior to initiating the work, and invoicing the County once the work is complete. Any substantial variance from the initial estimate is to have been agreed-to by both parties.

The agreement also lays out the following:

- Mutual liability and indemnification clauses.
- Liability Insurance is required by both parties, naming the other as an additional insured.
- Compliance with Workplace Safety and Insurance Board obligations and other safety legislation.

This longstanding agreement reflects a symbiotic partnership committed to maintaining safe and passable road conditions post-winter control, while

ensuring clear operational and financial protocols between Grey County and the City of Owen Sound.

Resource Alignment:

Financial Resources

This report is consistent with previous years, extending the same terms as the most recent agreement. Rather than setting a specific unit price, the Agreement allows the City to calculate the cost at its current billable rates.

Human Resources

As this is an existing arrangement that is proposed to be continued, no additional human resources are required to execute and administer the program.

Time and Scheduling

The agreement is effective retroactively to July 31, 2025, and concludes on July 31, 2030, after a term of five (5) years. The agreement includes a voluntary termination clause which can be given by either party with 30 days of written notice.

Technology and Infrastructure

No additional resources are required as the City is already providing this service.

Climate and Environmental Impacts:

The recommendation supports the City's Corporate Climate Change Adaptation Plan.

Sediments from winter sand can pollute the local water bodies and impact predatory fish and the viability of fish spawning areas.

Communication and Engagement:

As this is primarily an administrative agreement, public communications will consist of the Council Agenda publication and typical media releases advising the public of spring cleanup activities throughout the City.

Report Developed in Consultation With:

Kristen M. Van Alphen, Manager of Legislative Services

Lauren Stewart, Purchasing and Claims Coordinator

Attachments:

None.

Submission approved by:

Tim Simmonds, City Manager

For more information on this report, please contact Lara Widdifield, Director of Public Works and Engineering at lwiddifield@owensound.ca or 519-376-4440 ext. 1201.

Staff Report

Report To: City Council
Report From: Mason Bellamy, Manager of Public Works and Engineering
Meeting Date: April 13, 2026
Report Code: OP-26-017
Subject: Delegation Authority for Servicing Agreements

Recommendations:

THAT in consideration of Staff Report OP-26-017 respecting Delegation of Authority for Servicing Agreements, City Council directs staff to bring forward a by-law to amend the Delegation of Powers and Duties By-law, section 26 of Schedule A, to delegate signing authority for Servicing Agreements to the Director of Public Works and Engineering and the Manager of Public Works and Engineering, acting jointly, where:

1. A Servicing Agreement is required to support a Planning Act application or building permit application; and
2. The City has no financial contribution pursuant to the Servicing Agreement.

Highlights:

- Servicing Agreements are required to support development applications [i.e. Site Plan Approvals (SPA)] where off-site infrastructure improvements, such as servicing, access and roadway improvements, are required to support various Planning Applications.
- 'Special Services Applications' (SSAs) have been used to permit minor off-site improvements; to streamline and clarify operations, the SSA system is under review to limit SSAs to the equivalent of individual residential private services (Project No. OPR-26-056).
- For off-site work exceeding the scope of the SSA process, City staff propose using a simplified Servicing Agreement.

- A housekeeping amendment to the Delegation of Powers and Duties By-law is proposed to remove reference to Council notification requirements for Servicing Agreements without a financial impact for the City, as Planning Application Approval has been delegated to staff since 2022.
- Seeking Council approval for each agreement has become resource-intensive and time-consuming; delegating authority to staff to execute Servicing Agreements without a financial contribution from the City would streamline the process and enhance efficiency.
- Agreements requiring any City financial contribution would continue to need Council approval.

Vision 2050 - Strategic Plan Alignment:

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

Previous Report/Authority:

Previous Servicing Agreements and reports have been linked below for reference – it is noted that any future agreements with cost recovery will continue to be brought to Council for approval.

- [CS-22-084](#) – Staff Delegation for Site Plan Control
- [OP-22-009](#) – Servicing Agreement for off-site works associated with 530 28th Street West SPA
- [OP-22-043](#) – Servicing Agreement for off-site works associated with 1960 16th Street East
- [OP-24-003](#) – Master Servicing Agreement for off-site works associated with 3195 East Bayshore Road SPA
- [OP-24-045](#) – Master Servicing Agreement for off-site works associated with 1555 18th Avenue East SPA

[Delegation of Authority By-law](#)

Background:

A Servicing Agreement is a legally binding contract between a municipality and an owner/developer that establishes the terms and conditions under which municipal infrastructure and services are to be designed, constructed, financed (including securities), and ultimately transferred to support a development. Servicing Agreements are typically required as part

of development applications (i.e. Site Plan Approval) and a necessary process to facilitate off-site improvements completed by an owner/ developer.

In recent years, for uncomplicated off-site improvements, the City has used 'Special Services Applications' to permit minor infrastructure works in the road allowance. '**Off-site works**' is defined as the necessary municipal infrastructure improvements required in the City's road allowance, required to support a development (i.e. service connections, entrances, roadway improvements).

Recently, it has become evident that there is a need to define the intended scope of the SSA process, as well as identify the positions/groups responsible and involved with the process. Staff endeavour to right-size the City's service delivery to the need in the community, and to ensure full cost recovery of those services as much as possible. Operational Review project 'OPR-26-056', involves limiting the size of services installed under the SSA process to the equivalent of individual residential services, i.e. 150mm diameter for sewer lines and 50mm for water lines. This will eliminate the use of SSAs for small development projects; the thought being that these projects are already supported by consulting engineers and contractors, and therefore there is no need for City staff to install the services for them.

With the increased emphasis on infill and small multi-unit sites, there has been increasing demand for individual residential and small-to-medium development servicing; historically these have been undertaken by Public Works staff, but with the small multi-unit developments in particular, there will often be associated minor roadworks or storm sewer extensions required as well. Undertaking this work with the City's own forces is becoming unsustainable. For context, the City's Public Works and Engineering Department issued five (5) SSAs in 2023, eight (8) in 2024, and 13 in 2025.

For development-related off-site improvements beyond the scope of an SSA, Servicing Agreements provide the framework of terms and conditions between the developer/owner and the City. Currently, each Servicing Agreement is prepared and brought forward individually for Council consideration and approval, resulting in a resource-intensive and time-consuming process for staff.

Prior to 2022, planning applications were subject to Council Approval. As a part of Bill 109, "Municipal Councils are no longer empowered to approve site plan applications for any class of development requiring site plan approval".

Correspondingly, report [CS-22-084](#) was brought forward to recommend select planning applications to be staff delegated.

Analysis and Options:

The City has experienced an increase in development applications in recent years; a trend that is anticipated to continue. Currently, Council approval is required to execute each Servicing Agreement. This approach, while appropriate for complex or high-impact projects with associated costs, has created inefficiencies when applied to less complex developments, such as small sites requiring fewer off-site works and no cost contribution by the City.

There are approximately eight pending Servicing Agreement-eligible developments slated for the near future. At present, staff have two options for approving off-site works involving construction of infrastructure: SSAs and Servicing Agreements. The Special Services Application process does not provide the same level of protection or consistency as a formal Servicing Agreement, but a comprehensive Servicing Agreement is much too laborious to develop for simple projects. The divide between the two needs will be ever wider by streamlining the SSA scope to small services only.

As a result, there is a need to find a “happy medium” vetting and approval process for smaller multi-family and non-residential developments to balance workload and effort expended with ensuring the City’s interests being adequately protected. Staff propose these developments be subject to a simplified Servicing Agreement process. The simplified Servicing Agreement would still identify the works, expectations, timelines, applicable standards, and financial securities to cover the faithful execution of works intended to be conveyed to the City, including authority to draw on securities if there are issues with the works constructed; however, the authority to execute these simplified agreements would be delegated to the Director of Public Works and Engineering and the Manager of Public Works and Engineering, acting jointly, on behalf of the City, via the Delegation of Powers and Duties By-law (Delegation By-law). **This delegation would apply only to agreements without any financial contribution from the City.** Servicing Agreements with financial implications would continue to require Council approval through a formal report.

In addition to simply streamlining the approval process, the housekeeping update to the Delegation By-law would remove the need to seek Council

approval to execute the agreement, to be consistent with the previously adopted delegation of select planning applications (i.e. Site Plan Approval) to the Director of Community Services or designate. Typically, Servicing Agreements are a creature of the planning application approval process, so unless there is a financial impact that Council should be aware of, these Servicing Agreements are essentially authorizations of work and security contracts. Should there be a cost component on the City, Council will have been made aware of the project through the planning approval process, Capital Budget approval, and by a separate report requesting authorization to execute the agreement.

This approach is intended to improve administrative efficiency, reduce processing timelines, and maintain appropriate oversight for agreements with financial or higher-risk considerations.

The broader use of Servicing Agreements of varying degrees of complexity should better protect City interests (clear objectives and requirements) and streamline the process with owners/developers to permit off-site improvements required to support development applications.

Resource Alignment:

Financial Resources

There are no financial resources required as a direct result of this report. The City is updating the Fees and Charges by-law to more closely reflect the cost of preparing Servicing Agreements; any legal fees are borne by the developer. Any future developments requiring a cost contribution from the City will be subject to multiple layers of Council approval.

Human Resources

The delegation of authority will reduce staff time spent writing and presenting reports and will save Council time, improving overall efficiency and capacity to process development applications involving off-site works.

Time and Scheduling

To be enacted at the time of by-law approval.

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.

The Delegation of Powers and Duties By-law is posted on the City's website.

Report Developed in Consultation With:

The Director of Public Works and Engineering, the Engineering Technologists, and the Manager of Legislative Services were consulted.

Attachments:

None.

Reviewed by:

Lara Widdifield, Director of Public Works and Engineering

Submission approved by:

Tim Simmonds, City Manager

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

Staff Report

Report To: City Council
Report From: Spencer Hammill, Engineering Technologist III
Meeting Date: April 13, 2026
Report Code: OP-26-018
Subject: 9th Avenue East Reconstruction – 6th Street East to Superior Street Phase 2 Encroachment and Delegation of Authority for Encroachment Approvals

Recommendations:

THAT in consideration of Staff Report OP-26-021 respecting the 9th Avenue Reconstruction – 6th Street East to Superior Street Phase 2 Encroachment and Delegation of Authority for Encroachment Approvals, City Council directs staff to bring forward by-laws to:

1. Authorize the Mayor and Clerk to execute an encroachment agreement with the Ministry of Transportation (MTO) to permit the City and its approved contractor to encroach and complete approved works within the MTO's regulated roadway; and
2. Amend the Delegation of Powers and Duties By-law to delegate authority to the Director of Public Works and Engineering and the City Manager, acting jointly, to execute encroachment agreements required for construction purposes on behalf of the City.

Highlights:

- The City requires an encroachment agreement with the Ministry of Transportation (MTO) to complete the approved works for the 9th Avenue East reconstruction from 6th Street East to Superior Street Phase 2. This includes realigning the watermain currently located within an easement located on private property through 143006

Superior Street to the public road allowance on Highway 6 & 10, (9th Avenue East).

- This encroachment is required as part of the 9th Avenue East reconstruction project to permit installation of signage and construction of the remaining works for the 9th Avenue East reconstruction project, which is anticipated to start following the execution of this agreement.
- To streamline approvals for future similar needs, staff propose a Delegation of Authority be granted to the City Manager and the Director of Public Works and Engineering to enter into encroachment agreements on behalf of City Council. This would reduce encroachment approval time and improve administrative efficiencies.

Vision 2050 - Strategic Plan Alignment:

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 Authority By-law](#)

Background:

9th Avenue East (6th Street East – Superior Street) Reconstruction Encroachment

In its second and final year, the reconstruction of 9th Avenue East involves replacing the existing poor-condition infrastructure including stormwater, wastewater, and watermain infrastructure from 6th Street East to Superior Street. An encroachment agreement with the MTO is necessary to satisfy the MTO's requirement to permit the City's contractor to construct the approved watermain within the MTO-regulated highway (outside of the Connecting Link limits, within which the City has jurisdiction). This new watermain will replace an existing shallow watermain in poor condition located on private property. Due to the additional length of the existing alignment, it has been determined that it would be more costly to replace in its existing location than a new alignment within the road allowance.

The encroachment agreement is also required to permit the necessary advisory and warning signage to inform commuters of upcoming construction activities as they enter the City from the south on Highway 6 & 10 (9th Avenue East).

City Manager and Director Delegated Authority for Encroachment Agreements

The City has experienced the need to execute encroachment agreements in favour of the City for the purpose of capital works on numerous occasions. This is expected to continue in future projects when capital projects are in the proximity of the municipal boundary or within the jurisdiction of other governing bodies.

The approval process currently requires significant staff time to research and draft reports for Council's approval and the execution of associated by-laws for projects that have already been reviewed/approved and awarded by Council. The current process adds to project timelines and potential delays. Staff suggest it would be more efficiently managed through a Council-approved delegated authority process.

Analysis and Options:

9th Avenue East 6th Street East – Superior Street Reconstruction Encroachment

As outlined earlier in this report, entering into an encroachment agreement with the MTO is required for the completion of the final phase of construction for the 9th Avenue East, 6th Street East – Superior Street reconstruction.

City Manager and Director Delegated Authority

Granting staff delegated authority to enter into encroachment agreements for the purposes of construction increases corporate efficiency by eliminating the Council approval process for each individual encroachment. The delegation of authority will be limited to encroachments that are required for construction purposes such as, but not limited to, erecting required construction signage and or installing/repairing City infrastructure currently outside of the City's boundary limits or where the MTO or County of Grey is the Road authority. All other encroachment requests will require Council approval.

Resource Alignment:

Financial Resources

There are no financial resources required to execute this agreement.

Human Resources

This delegation of authority will streamline staff time and improve staff efficiencies by reducing the number of reports being sent to Council.

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.

Advisory and warning signage will be installed prior to the start of construction to inform commuters of upcoming construction activities as they enter the City from the south on Highway 6 & 10 (9th Avenue East).

The Delegation of Powers and Duties By-law is posted on the City's website.

Report Developed in Consultation With:

The Manager of Public Works and Engineering, Director of Public Works and Engineering, and the Manager of Legislative Services were consulted.

Attachments:

None.

Reviewed by:

Mason Bellamy, Manager of Public Works and Engineering
Lara Widdifield, Director of Public Works and Engineering

Submission approved by:

Tim Simmonds, City Manager

For more information on this report, please contact Spencer Hammill,
Engineering Technologist III, at shammill@owensound.ca or 519-376-4440
ext. 3301.

Staff Report

Report To: City Council
Report From: Lauren Stewart, Purchasing and Claims Coordinator
Meeting Date: April 13, 2026
Report Code: CR-26-032
Subject: Award of City of Owen Sound Component of Grey County Joint Tender RFT-TS-20-26 Milling and Hot Mix Asphalt Paving

Recommendations:

THAT in consideration of Staff Report CR-26-032 respecting the Award of the City of Owen Sound Component of Grey County Joint Tender RFT-TS-20-26 Milling and Hot Mix Asphalt Paving, City Council:

1. Awards the City's portion of the above-noted tender to IPAC Paving Limited, the lowest compliant bid received for \$540,002.95, including the non-refundable allocation of HST; and
2. Directs staff to bring forward a by-law to authorize the Mayor and Clerk to execute the agreement.

Highlights:

- The City has approximately 282 lane kilometres of roads.
- The asphalt resurfacing program is a multi-year program that has received stable annual spending over the past several years.
- The City joined with Grey County for a joint Tender in anticipation of improved pricing for both parties.
- The overall condition vs. performance rating for the road network is scored a "B+". Annual road resurfacing funding is required to maintain this rating.

Vision 2050 - Strategic Plan Alignment:

[Strategic Plan](#) Priority: A City that Moves – Facilitating sustainable transportation options and creating community connectivity.

Previous Report/Authority:

A 2026-2027 Road Rehabilitation Locations information report will be provided to the Operations Committee on April 23, 2026. This report will include a list of locations and a map. Due to the early tender date, this could not be provided prior to the tender award report. Early tendering can result in more favourable pricing and improved project planning and scheduling.

Background:

In accordance with the City's Procurement of Goods, Services, Construction, and Consulting Policy (By-law 2020-002), the award of all purchases above \$250,000 must be approved by Council.

The County of Grey issued a joint tender to establish a contract for the Milling and Hot Mix Asphalt Paving at various locations, including the County of Grey and the City of Owen Sound.

The joint purchasing initiative provides competitive pricing based on the principle that increased committed quantities equate to lower unit rates. The initiative also reduces the internal burden of the City to develop a tender for similar services.

This report has been drafted to provide Council with the necessary information to approve the City of Owen Sound Component of the Grey County Joint Tender.

Analysis and Options:

The scope of work for this project includes milling the existing road surfaces, road base spot repairs, line painting, and application of a new road surface, for approximately 3.24 kilometres of City roads.

The tender was posted on the County of Grey Bonfire purchasing webpage on February 10, 2026, and closed with four compliant bids received.

The bids received for the City’s portion of the work, including the non-refundable allocation of HST, are as follows:

Company Name	Bid Price
IPAC Paving Limited	\$540,002.95
Walker Construction Limited	\$592,436.59
E.C. King Contracting	\$644,852.20
MacDonnell Excavating Ltd.	\$811,395.57

The tender submission from IPAC Paving Limited is the lowest compliant Bidder and is recommended for Tender Award by the City.

It should be noted that this report requests approval for the purpose of executing a contract and the funding envelope only; a subsequent report will be submitted to the Operations Committee outlining the precise road segments proposed for resurfacing. The quantity of work will not exceed thresholds allowed within the purchasing policy without further approval.

Resource Alignment:

Financial Resources

The 2026 Road Rehabilitation Program was approved in the 2026-2030 Multi-Year Capital Plan for \$700,000 and is funded entirely by the Canada Community Building Fund.

The updated cost estimates, based on the recommended bid submission, including the non-refundable allocation of HST, are as follows:

Item	Budget	Funding Required	Variance
Construction	\$605,000	\$540,002.95	\$64,997.05
Contingency	\$80,000	\$80,000	\$0
Engineering Consulting Services	\$0	\$10,000	(\$10,000)
In-House Engineering	\$15,000	\$5,000	\$10,000
Total	\$700,000	\$635,002.95	\$64,997.05

Human Resources

Contract administration for the Annual Road Rehabilitation Program is typically managed internally by the City's Engineering Technologist. However, due to the technical nature of this project and current divisional workloads, the City has elected to engage an engineering consultant to oversee contract administration. Dedicated administrative resources help mitigate risks associated with deficiencies and cost-related issues, ultimately protecting the City's interests. It also enhances accountability by ensuring all work performed meets municipal standards and provides long-term value to the City's infrastructure network.

Time and Scheduling

The tender includes a substantial completion date of July 17, 2026.

Technology and Infrastructure

N/A.

Climate and Environmental Impacts:

The recommendation supports the City's Corporate Climate Change Adaptation Plan.

Communication and Engagement:

The above-noted tender was posted on the County's Bonfire website on February 10, 2026, in compliance with the City's Purchasing By-law to be accessible to all potential bidders.

Report Developed in Consultation With:

Director of Public Works and Engineering
Manager of Public Works and Engineering

Attachments:

None.

Reviewed by:

Kate Allan, Director of Corporate Services

Submission approved by:

Tim Simmonds, City Manager

For more information on this report, please contact Lauren Stewart,
Purchasing and Claims Coordinator at lstewart@owensound.ca or 519-376-
4440 ext. 1242.

Staff Report

Report To: City Council
Report From: Staci Landry, Deputy Clerk
Meeting Date: April 13, 2026
Report Code: CR-26-029
Subject: Appointment of a Director to the River District Board of Management

Recommendations:

THAT in consideration of Staff Report CR-26-029 respecting the Appointment of a Director to the River District Board of Management, City Council directs staff to bring forward a by-law to appoint Maegan Cookson to the River District Board of Management with a term ending November 14, 2026.

Highlights:

- There is one vacancy on the River District Board of Management resultant from a resignation.
- The River District Board of Management reviewed applications and requested that City Council appoint a Director based on the Board's recommendation.
- As per Section 3.12 of the River District Constitution, City Council must approve the candidates selected by the Board.

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:

[Board and Committee By-law](#)

[River District Constitution](#)

Closed Report CR-26-025 Re: Appointment of a Director to the River District Board of Management

Background:

A vacancy on the River District Board of Management arose on January 10, 2026, as a result of a resignation.

Section 3.12 of the Constitution outlines the process to be followed when a vacancy on the Board occurs:

- a. the Board shall provide public notice of the vacancy. The public notice shall be posted, at a minimum, on the River District website for a period of twenty (20) days;
- b. applicants shall submit required application materials to the Administrator; and
- c. from the applications, the Board shall select a replacement by majority vote of the Board and advise Council in writing via the City Clerk.

The recruitment process to fill the vacancy on the River District Board of Management began on January 26, 2026, with applications being accepted until February 20, 2026. The vacancy was advertised on the River District's website and social media platforms, the City of Owen Sound's website and social media platforms, as well as through a media release. The application form was available online and at City Hall.

In the Closed Session of the March 11, 2026 meeting of the River District Board of Management, the Board reviewed all applications received during the application period and directed staff to send a report to City Council requesting the appointment of the candidate selected by the Board.

Analysis and Options:

As per Section 3.12 of the River District Constitution, candidates selected by the Board are subject to approval by City Council.

At a Closed Session of the Council meeting held on March 23, 2026, Council reviewed the application of the candidate recommended for appointment by the River District Board of Management and directed staff to bring forward a report in open session to proceed with their appointment.

To ensure the new Director is appointed in advance of the May 13, 2026 meeting of the River District Board of Management, the by-law to appoint Maegan Cookson will be brought forward to the meeting at which this report will be presented.

Resource Alignment:

Financial Resources

N/A.

Human Resources

Approximately three (3) hours of staff time will be required to follow up with Ms. Cookson on her appointment, including required training and sending meeting invitations. Staff provided an orientation session for new public committee members at the end of January 2026, and Ms. Cookson will be provided with the same training. One (1) hour of staff time was spent writing and reviewing the closed and open reports, and 30 minutes of staff time will be required to amend the Board and Committee By-law and update the version posted to the City's website.

Time and Scheduling

The by-law to amend the 2026 Board and Committee By-law will be passed and enacted by Council at the meeting on April 13, 2026, to allow sufficient time for staff and Ms. Cookson to undertake the necessary orientation prior to the next regularly scheduled River District Board of Management meeting.

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.

Ms. Cookson will be contacted regarding her appointment to the River District Board of Management.

The Board Recording Secretary will send out the meeting invitations to Ms. Cookson.

The amended Board and Committee By-law will be available on the City's website.

Report Developed in Consultation With:

N/A.

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 Staci Landry, Deputy Clerk at slandry@owensound.ca or 519-376-4440 ext. 1235.

10am-11:00 am via Zoom

- **Welcome and Land Acknowledgement** – Caroline Araujo-Abbots

We acknowledge that the land we are meeting on is the traditional territory on the traditional territory of the Anishnaabek Nation. We acknowledge that we are Treaty People under Treaties 45 ½ and 72. These treaty agreements are still in place with obligations.

We give thanks to the Chippewas of Saugeen First Nation and the Chippewas of Neyaashinigmiing Unceded First Nation, collectively known as Saugeen Ojibway Nation and their ancestors as the traditional keepers of this land and water. We also recognize the traditional homeland of the Metis Nation.

Ziigwan translates to “it is spring” in Anishinaabemowin and marks the arrival of spring, a time of renewal, growth, and reflection. For many Indigenous Nations and communities, this season carries teachings about balance, responsibility to the land, and the cycles that sustain life. As the earth awakens, ziigwan invites us to reflect on our relationships with the land and one another and recommit to actions that support renewal, respect, and reconciliation.

- Download Waking Up Ojibwe’s free [Ziigwan Toolkit](#) to support language learners in building their vocabulary around the spring season
- [Ziigwan – Waking Up Ojibwe](#), [Waking Up Ojibwe – www.wakingupojibwe.ca](#)
- Check out these [Indigenous stories and poems](#) about spring

2026 Collective Impact Framework – Income Security

We reviewed the 2026 Collective Impact Framework with a focus on the work of income security.

Lead the Grey Bruce Community Volunteer Income Tax Program (CVITP) Network to promote free tax filing to increase income and access to support benefits of Grey Bruce residents. Manage GB CVITP Network volunteer recruitment in partnership with 211 and host one annual meeting. Host a series of Seniors Financial Literacy webinars with seniors’ community hubs and social workers.

Contribute to Grey Bruce Living Wage calculation in partnership with Ontario Living Wage Network and promote. Address precarious employment, promote universal, affordable daycare, deeply affordable housing and public transportation.

- **Discussion on actions of Income & Employment Security Action Group**

Community Volunteer Income Tax Program 2025 Impact and 2026 Updates – Francesca Dobbyn, United Way

Francesca presented comprehensive information about the CVITP program, its impact, and eligibility requirements.

- 17 registered organizations completed 3,368 tax returns in 2025, averaging \$3,100 per return for a total of \$10,440,800 returned to residents
- Program saved residents an estimated \$421,000 in tax preparation fees
- Approximately 41,400 people in Grey Bruce qualify for CVITP services, indicating significant room for growth
- Eligibility increased to \$40,000 for individuals and \$50,000 for couples, plus \$2,500 per dependent for 2026
- Program serves people with modest incomes and simple tax situations, not complex returns like final estate taxes or extensive self-employment income.

Benefits and Programs Requiring Tax Filing

- Federal benefits including the Canadian Groceries and Essentials Benefit (formerly GST/HST credit), Canada Child Benefit, Climate Action Incentive, Guaranteed Income Supplement, and Canada Disability Benefit. Provincial benefits including Ontario Trillium Benefit, Ontario Guaranteed Annual Income System, Ontario Senior Homeowner's Property Tax Grant, and Seniors Co-Payment Program.
- The Seniors Co-Payment Program waives the \$100 deductible for Ontario Drug Benefit and reduces per-prescription costs from \$4.11 to \$2.
- Tax filing is required for Canadian Dental Care Plan enrollment, Ontario Works/ODSP, RGI housing, RESPs, RDSPs, LEAP, and OESP.
- Shared example of using tax clinic system to simultaneously enroll people in the Ontario Electricity Support Program when it first launched.

CVITP Volunteer Recruitment and Clinic Operations

Discussion covered the volunteer recruitment process and various clinic models operating in the region.

- Volunteer registration occurs in the fall, requiring training, police checks, and CRA registration.
- CRA was late with volunteer registration in 2024/2025, causing some scrambling around available volunteers for clinics.
- Described three clinic models: drop-off (volunteers take packages home), scheduled appointments, and drop-in at locations like libraries
- Promoting both clinic access and volunteer recruitment through municipal channels happens at different times of the year. It's too late for volunteers for the current 2025 tax season but people are encouraged to express interest for future years.

Action: Recommendation to prepare information package about tax clinics and volunteer recruitment for distribution to municipal clerks.

Action: Send email to Sassan about volunteer task coordination and fan-out list.

Action: Attach tax clinic information to meeting minutes for broader distribution.

Automatic Tax Filing Discussion

Concerns about the upcoming automatic tax filing system from CRA.

- Automatic tax filing won't be available until 2027 for the 2026 tax year.

- Concerns about scams, noting everything seems like a scam these days with "click this link" messages.
- Barriers for people without internet, cell phones, or smartphones
- There is value in in-person interaction where people can ask questions and learn about other available programs
- The Poverty Task Force submitted a letter to our MPs and the Department of Finance Canada. <https://povertytaskforce.com/publications/>

Hanover CVITP Drop-In Services: Hanover has moved to drop-in service for CVITP. In-person appointments are full but volunteers will accept drop-offs. <https://hanoverlibrary.ca/>

Seniors Financial Literacy Program – Caroline Araujo-Abbotts, United Way

Caroline presented details about the upcoming series of financial literacy webinars for seniors featuring John Stapleton, Open Policy Ontario.

- John Stapleton worked 28 years in Ontario government income policy and now provides retirement planning presentations. Two presentations for social service workers were held two weeks prior with 26 participants learning how to support clients transitioning to senior incomes. Three public sessions across 11 locations in Grey and Bruce on May 8th, May 22nd, and June 5th.
- Topics: May 8th covers what seniors get (CPP, OAS, GIS, GAINS); May 22nd covers using the tax system advantageously; June 5th covers the "parallel universe" concept including why RRSPs can be detrimental for low-income seniors.
- Sessions will include food, transportation assistance, and facilitators to ask questions.
- Mainstream advice like taking CPP at 70 instead of 60 doesn't benefit seniors who will remain at the guaranteed income threshold regardless. Thank You to the Community Foundation for grant funding supporting the program. <https://unitedwayofbrucegrey.com/seniors/>

Fraud Prevention and Scam Awareness: Concerns about fraud targeting seniors, leading to broader discussion of prevention efforts.

- Recommend that financial literacy training should include sessions on avoiding phone and computer scams, noting they create urgency that causes panic and poor decisions. March is Fraud Prevention Awareness Month, and police services provide fraud prevention presentations.
- Hanover Library described quarterly tech talks covering online shopping safety, credit card protection, email security, and artificial intelligence, with fraud awareness integrated into all technology programs. Examples of romance scams and friendship scams where people build relationships then request money have happened locally. Francesca recounted intervening when a woman at a grocery store was buying gift cards to send overseas, and appreciating when Metro staff called a manager to verify her own bulk card purchases
- Banks should share more responsibility for losses when people are caught in sophisticated scams rather than placing all blame on victims.
- It is important to be willing to ask questions and intervene, while acknowledging some situations (like giving PIN numbers to neighbors) are user responsibility.

Advocacy/Policy Opportunities and Election Education

Rising Poverty and Food Insecurity – Francesca Dobbyn, United Way

Francesca presented data from Campaign 2000 and discussed increasing poverty in the region. [Take Action - Campaign 2000](#)

- Data indicates child poverty decreased during pandemic funding but has since increased.
- The Canada Child Benefit prevented 580,000 children from falling into poverty in 2023, but inflation is eroding its value.
- Food programs are overwhelmed with increasing demand.
- People are coming off EI and going onto Ontario Works who have never needed it before.
- The expected seasonal dip in Ontario Works recipients during summer tourism and agricultural work is no longer occurring.
- The Family Assist Market (FAM) program was built to reduce OSHARE demand but instead revealed more hungry people, with requests to expand to Hanover, Walkerton, and Kincardine that cannot be met due to capacity.

Campaign 2000's evidence-based pathways to end chronic poverty.

- Five key pathways: progressive taxation and wealth regulation; wages and income supports working together; meaningful Treaty and human rights implementation; localized and disaggregated data collection; and investment in publicly funded programs using universal design.
- The importance of accountability mechanisms for Indigenous treaties and truth and reconciliation. Need for self-determination rather than rescue approaches with First Nations.
- The \$1,000 earnings exemption for ODSP recipients as important provincial policy, while noting it doesn't extend to spouses.

Sewer and water policy changes: the United Way had a successful policy intervention with Saugeen Shores regarding sewer and water changes that could have affected provincial utility support program eligibility.

OSAP Funding Changes: discussion focused on provincial changes to OSAP funding and their implications for students and communities.

- OSAP funding will shift from 85% grants/15% loans to only 25% grants/75% loans starting fall 2026.
- 25% of Ontario Works recipients are between 18-39 years old, and 25% of cases are single parents (90% women).
- Education is the greatest way to poverty-proof youth, but barriers will make education accessible only to the wealthy. What research exists linking education funding to poverty outcomes and whether local data collection could support future advocacy? National and global research exists showing direct links between education and socioeconomic outcomes <https://opencanada.org/inequality-explained-hidden-gaps-canadas-education-system/>
- <https://www.canada.ca/en/employment-social-development/programs/poverty-reduction/background.html>
- Fewer students attending university leads to program reductions at local institutions, forcing students to travel to larger centers, increasing costs beyond tuition to include living expenses and transportation.

Action: Are there advocacy opportunities including the Poverty Task Force sending a letter of concern to MPPs and support protesting students.

Action: Follow up with Carol Merton regarding research on financial support for post-secondary education and outcomes for those on low and modest incomes. Provide local data information if available.

Poverty Task Force Updates

- The Poverty Task Force has confirmed funding for 2026 from both Bruce and Grey counties and continued support from United Way Bruce Grey. The 2025 annual report was sent to all municipalities and is available on the Poverty Task Force website.

Partner Updates

Police Campaign: Hate crimes, hate speech and hate motivated incidents have long-lasting impacts on a community. Education is important to understanding differences. Ask questions & be willing to listen. In any emergency situation, call 9-1-1. In nonemergency Hate Crime Reporting situations, call 2-1-1 for support. (See attached poster).

Information from Owen Sound Police about reporting hate crimes, noting they are judged more harshly under federal law with larger penalties. Obvious hate crimes should be reported to 911, while uncertain situations can be reported through 211. Hate incidents and crimes are occurring frequently in the community against vulnerable and identifiable groups based on faith, race, and sexual orientation. Local police services accept hate crime reports: Owen Sound Police, local OPP, Hanover, West Grey, and Saugeen Shores

Human Trafficking Awareness: Two spring events were held in Kincardine on March 4th and Walkerton on March 11th featuring speakers with lived experience and OPP human trafficking lead by Mel Barfoot. Upcoming online education series for short-term rental owners, maintenance workers, cleaners, and neighbors about deterring and identifying human trafficking. Resources are available on the Community Safety Well-being webpage with versions for each police service area. <https://greybrucecswbp.ca/resources/> The resources will help people recognize signs and know what to do if they suspect trafficking in short-term rentals

Banking Fee Changes: As of March 15th, banks can only charge a maximum of \$10 for NSF fees. Banks can only charge one NSF fee within a 48-hour period. If a transaction that sends an account into overdraft is less than \$10, no NSF fee can be charged. These changes are particularly significant for people living close to or on the overdraft line. <https://unitedwayofbrucegrey.com/financialfriday-big-news-about-non-sufficient-funds-nsf-fees/>

Affordable Housing in Grey Highlands (AHIGH): has made a successful bid on the former Markdale Hospital building. The group plans to convert the property into mixed-use affordable housing. The three leaders have personal experience with housing co-ops in Toronto and understand non-profit housing operations. Challenges including purchasing the property, asbestos remediation, demolition, and construction costs. The building is owned by the Ministry of Health (administered by Bright Shores) with a \$600,000 purchase price. The building is staying in public ownership rather than private development. The Institute of Georgian Bay is providing expertise on social financing for housing. <https://www.owensoundsuntimes.com/news/local-news/affordable-housing-non-profit-makes-offer-on-former-markdale-hospital>

Action: it was suggested that organizations advocate to MPP Vickers to have the Ministry gift the property.

Community Collaboration Example: Recent example of effective community partnership during the Owen Sound boil water advisory. Received water donations from Bruce Power and Ice River Springs during the boil water advisory. Francesca needed a truck with a forklift and contacted Owen Sound Home Hardware. Home Hardware picked up 7 skids of water, delivering 5 to OSHARE and 2 to the Salvation Army. Bringing together unlikely partners and resources creates amazing results.

Next PTF Meeting Date: April 17th, 2026, 10am-11am.

Collective Impact Framework

Our collective impact efforts seek to inform policies and support upstream interventions to address poverty-related community issues. Together we have a common agenda, mutually reinforcing activities, continuous communication and backbone infrastructure.



1

Collective Action

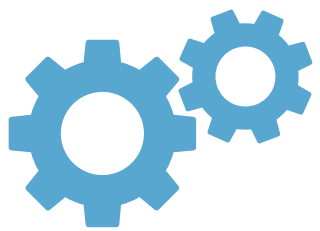
The Poverty Task Force is made up of 90+ organizations that work across priority sectors to reinforce activities that contribute to reducing poverty.



2

Principles

Create safe spaces for meaningful exchange to build resiliency, hold space and build collaboration for poverty reduction solutions.



3

Build Better Relations

Be guided by the Truth & Reconciliation Call to Action and OFIFC principles to build better relations and systems.



4

Data Driven

Collect and report on local data on social determinants of health, including housing/homelessness, food insecurity, employment and income.



5

Advocacy and Policy

Mobilize networks and government representatives to put poverty reduction – income, housing and food security; health equity, and justice at the top of their policy agendas.

2026 COLLECTIVE ACTION

Key Principles for all collective action shall have:

- A Diversity, Equity and Inclusion (DEI) lens embedded into all aspects
- Include all priority populations, whenever possible
- Support Indigenous-led initiatives
- A trauma- and violence-informed approach
- A cultural safety/anti-racism lens
- A harm reduction/substance use approach

Housing Security

Strengthen partnership with City of Owen Sound on data sharing/mapping/analysis on rental housing standards. Lead on promoting the adoption of stronger mould bylaws, Vital Services and renovations bylaws as recommended by Rentsafe OS Tenant-Landlord Survey and RentSafe Ontario/Ontario Public Health Association.

Contribute to RentSafe Ontario climate feasibility study on rental housing in rural communities as part of larger RentSafe Ontario study on building resiliency. Contribute to hosting one Climate Resilience Intersectoral Roundtable in 2026.

Raise awareness on income solutions to affordable and accessible housing.

Income Security

Lead the Grey Bruce Community Volunteer Income Tax Program (CVITP) Network to promote free tax filing to increase income and access to support benefits of Grey Bruce residents. Manage GB CVITP Network volunteer recruitment in partnership with 211 and host one annual meeting. Host a series of Seniors Financial Literacy webinars with seniors' community hubs and social workers.

Contribute to Grey Bruce Living Wage calculation in partnership with Ontario Living Wage Network and promote. Address precarious employment, promote universal, affordable daycare, deeply affordable housing and public transportation.

Food Security

Increase access to nutritious food by 1) contributing to the governance, sustainability and promotion of the Grey Bruce Good Food Box, 2) supporting community food hubs and 3) Grey Bruce Food Share/Food Rescue program expansion and 4) development of disaster management plans.

Strengthen food diversity in community food banks/meal programs.

Advocate for income solutions to food insecurity in municipal election education and public awareness campaign.

Health Equity

Lead new Health Equity Action Group with health sector stakeholders and identify evidence-based interventions to increase access and equitable health outcomes for equity-deserving populations (i.e. 2SLGBTQ+, newcomers, Black and Indigenous communities).

Manage BGDISC and ensure poverty-related/Social Determinants of Health data is available on this Grey Bruce open-data portal. Collection, analysis and use of data for decision-making and understanding health equity.

Contribute to data collection for Vital Signs Report to be released in 2026.

Community Voices

Ensure Community Voices group are active in 2026 and contributing lived experience to all PTF actions and advocacy.

Develop municipal election 2026 education campaign and advocacy.

Increase municipal-level engagement as Action Table of the Community Safety & Well-Being Plan Grey Bruce and provincial and national-level engagement as a member of Tamarack Institute, Campaign 2000 and Right to Food.

Community Volunteer Income Tax Program

FREE TAX CLINICS



If you have a modest income and a simple tax situation, a trained volunteer may be able to help you complete your Income Tax and Benefit Return - for free!

Call 211 to find the nearest free clinic or see the Grey Bruce 211 list at: freetaxclinics.ca



Community Volunteer Income Tax Program

-
- The Grey Bruce Community Volunteer Income Tax Program (CVITP) continues to be a critical tool in reducing poverty and strengthening income security across the region.
 - Free Income Tax clinics where volunteers complete and e-file returns for people with a modest income and a simple tax situation.
 - In 2025, eligibility was a modest income of \$35,000 for individuals, \$45,000 for couples, plus \$2,500 for each dependent. This has gone up \$5,000/person in 2026.
 - 17 CVITP registered organizations in Grey Bruce completed 3,368 tax returns (\$3,100 average x 3,368 = \$10, 440,800) in 2025.
 - **\$10,440,800** was returned to residents in Grey Bruce for the year ending 31 December 2025. (Using an average of \$3,100/tax return).
 - In addition to refunds and benefits, the program saved local residents an estimated **\$421,000** by providing free tax filing services — money that would otherwise have been spent on paid tax preparers.
 - Despite this impact, only a fraction of those eligible are currently accessing the program. In Grey Bruce, an estimated **41,400 people qualify** for CVITP services, highlighting both the scale of need and the opportunity for growth.

Community Volunteer Income Tax Program

Why we do it:

Refunds and benefits;

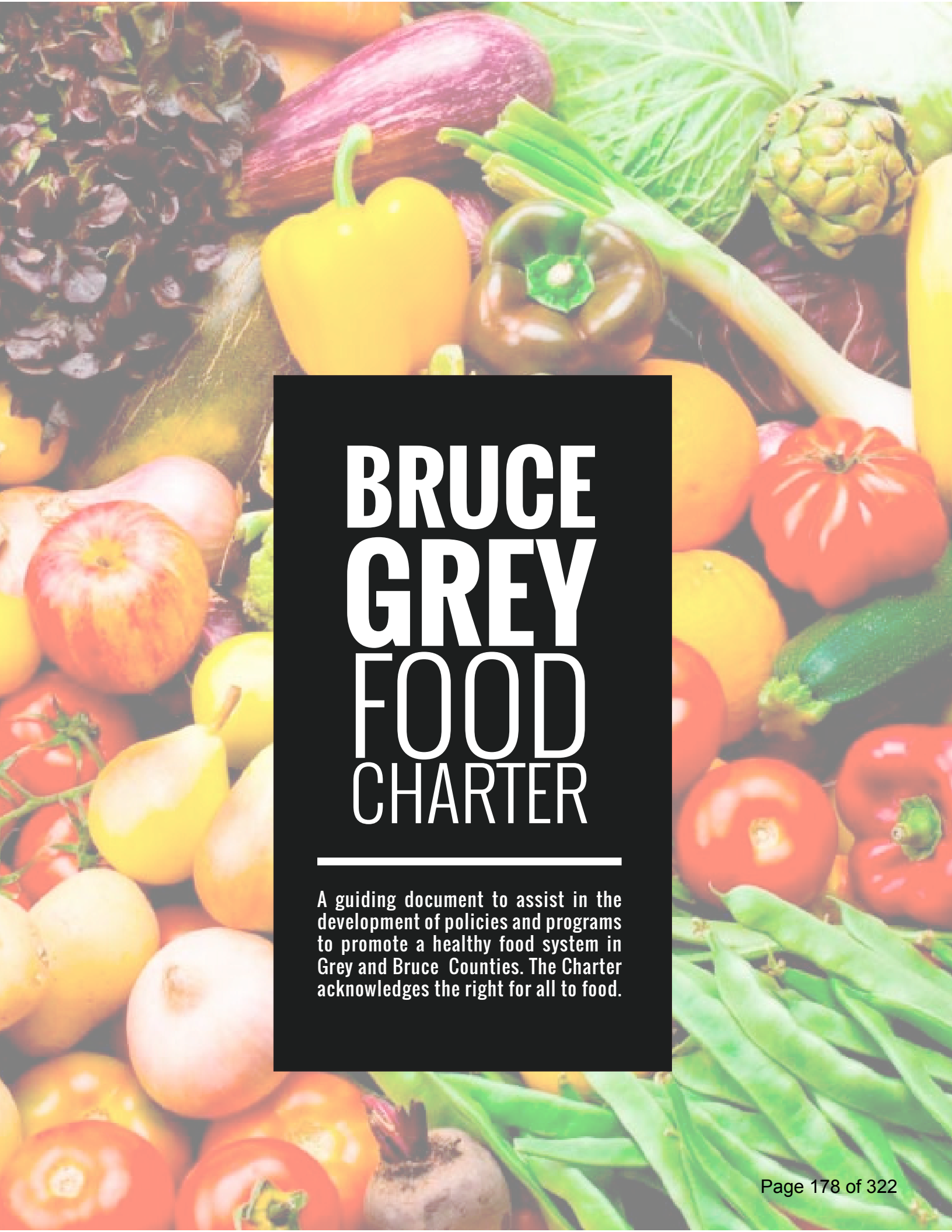
- GST/ HST credit (now CGEB in 2026)
- Ontario Trillium Benefit
- Canada Child Benefit
- Ontario Senior Homeowner's Property Tax Grant
- Climate Action Incentive (Carbon Tax rebate)*
- Guaranteed Income Supplement (GIS)
- Ontario Guaranteed Annual Income System (GAINS)
- Canada Disability Benefit**

Community Volunteer Income Tax Program

Why we do it:

Program eligibility:

- Canadian Dental Care Plan
- Ontario Works /Ontario Disability Support Program
- Registered Education Savings Plan – Canada Learning Bond
- Registered Disability Savings Plan – Canada Disability Savings Bond and Canada Disability Savings Grant
- Seniors Co-Payment Program
- Trillium Drug Program
- Low Income Energy Assistance Program (LEAP)
- Ontario Electricity Support Program (OESP)
- County Housing/RGI



BRUCE GREY FOOD CHARTER

A guiding document to assist in the development of policies and programs to promote a healthy food system in Grey and Bruce Counties. The Charter acknowledges the right for all to food.



THE CHARTER

In acknowledgement of the basic right to food, the Charter is a commitment to work together to build a vibrant, sustainable, food secure community. Based on community participation, a sustainable local food system will prioritize health, social justice, education, economic development, the environment, and culture.



BECAUSE WE VALUE
HEALTH
WE SUPPORT

- Public policy that recognizes food's contribution to physical, mental, spiritual, and emotional well-being
- Making food readily accessible for our rural and urban residents, including adequate transportation links, neighbourhoods that encourage walkable and bikeable access to healthy food
- Strategies to prevent and manage chronic diseases through access to affordable, healthy, safe, adequate, and culturally appropriate food
- Baby friendly policies that protect, promote, and support breastfeeding through informed decision making

BECAUSE WE VALUE
SOCIAL JUSTICE
WE SUPPORT

- Making sure everyone has access to healthy food
- A fair wage for the production of food, and a safe and respectful environment for all farmers and food workers
- Making land accessible for anyone interested in food production
- Income, education, employment, housing, and transportation policies and practices that support access to healthy, sustainable food



BECAUSE WE VALUE
CULTURE
WE SUPPORT

- Celebrating and promoting respect for and inclusion of traditional, cultural, and spiritual food diversity
- Enhancing the dignity and joy of growing, preparing, and eating food
- Strengthening links between rural and urban communities
- Opportunities for all community members to be included and to make connections through the experience and sharing food.

BECAUSE WE VALUE
EDUCATION
WE SUPPORT

- Food literacy initiatives that engage youth and students integrated in school curricula
- Programs that train current and future farmers, home gardeners, food producers, and others involved in the food value chain
- Integrating food literacy and community gardening into communities
- Developing community gardens at schools and other public settings
- Public education about the connections between our health, the environment, and our food choices
- Public awareness of the role of agriculture in our lives



BECAUSE WE VALUE
**SUSTAINABLE ECONOMIC
DEVELOPMENT**
WE SUPPORT

- The production, processing, distribution, and consumption of local foods
- Promoting our region as a food, agricultural, and culinary destination
- Food and agricultural research that is innovative, sustainable, and includes alternative food systems
- Services that support local farms and the development of local food related programs and businesses
- Practices that recognize the detrimental impact of food transportation and strive to minimize environmental burden

BECAUSE WE VALUE
ENVIRONMENT
WE SUPPORT

- Farming practices that protect the watersheds and wildlife habitat
- Food production methods that sustain the natural environment in rural and urban settings
- Sustainable development of agriculture, water, land use policies and practices that support the production of healthy food



Bruce Grey
**POVERTY
TASK FORCE**

OUR VISION

REDUCE AND ELIMINATE POVERTY IN OUR
COMMUNITY

OUR PURPOSE

FACILITATE COMMUNITY PARTNERSHIPS TO ADVOCATE
FOR POVERTY REDUCTON AND ELIMINATION

JOIN THE GREY BRUCE POVERTY TASK FORCE

The Bruce Grey Poverty Task Force focuses on building partnerships with key community stakeholders and networks: working together to eliminate poverty, enhancing our common understanding of poverty issues through solution-based research, knowledge development, and information sharing.

CONNECT

Jill Umbach
Planning Network Coordinator
Bruce Grey Poverty Task Force
519-377-9406
jill.umbach@gmail.com

United Way of Bruce Grey
380 9th Street East, Owen Sound
N4K 1P1

HATE ^THE HATE

Hate crimes, hate incidents and hate-motivated crimes have long-lasting and serious side effects for society.



WHAT IS A HATE CRIME?

Hate Incident

Action or behavior motivated by hate against an identifiable group.



Hate Crime

Hate crimes are judged more harshly and results in larger penalties



Criminal Offence

An action violating federal law.



Will result in fines or imprisonment

REPORTING HATE CRIMES

9-1-1 in an emergency!

Report non-emergent hate crimes and incidents to OSPS 519.376.1234

Tips: Always call police from a safe location and try to stay calm. Presenting evidence (recordings, quotes, times, dates, etc.) helps police file offences.



**Owen Sound & North Grey Union Public Library Board
Minutes**

**February 5, 2026 6:00 p.m.
Library Auditorium**

MEMBERS PRESENT:

Richard Thomas, Chair (City of Owen Sound)
Rosemary Buchanan, Vice-Chair (Township of Georgian Bluffs)
David Adair (City of Owen Sound)
Tobin Day, (Township of Georgian Bluffs, Councillor)
Deborah Eaton (City of Owen Sound)
Marion Koepke (City of Owen Sound, Councillor)
Janet Walker (City of Owen Sound)

MEMBERS ABSENT/REGRETS:

Frank Emptage (Meaford Public Library)
Elizabeth Thompson (Township of Chatsworth, Councillor)

STAFF PRESENT:

Tim Nicholls Harrison, CEO
Nadia Danyluk, Deputy Chief Librarian
Lindsey Harris, Administrative & Facilities Manager

GUESTS PRESENT:

None

COMMENCEMENT: 6:09 P.M.

1. CALL TO ORDER

The meeting was called to order by Richard Thomas, Chair, at 6:09 p.m.

2. ADDITIONAL ITEMS

None

**3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE
THEREOF**

None

4. CONFIRMATION OF MINUTES

**01-26 Moved by Rosemary Buchanan THAT the minutes of the November
27, 2025 meeting of the Library Board be approved as presented.**

Carried.

5. DEPUTATIONS/QUESTIONS FROM THE PUBLIC

None

6. CORRESPONDENCE

Harris reported that there were three items of correspondence circulated in the package.

6.1. Letter from City of Owen Sound: A letter dated December 2, 2025 was received from Mayor Ian Boddy regarding the Library’s 2026 Operating Budget.

6.2. Letter from Meaford Public Library: A letter dated on December 12, 2025 from Kimberly Grafton, Meaford Public Library Board Chair regarding the Library’s 2026 Operating Budget.

6.3. Letter from Township of Chatsworth: A letter dated December 3, 2025 was received from Tyler Zamostny, Deputy Clerk regarding the Library’s 2026 Operating Budget.

7. REPORTS AND MATTERS TABLED

7.1 Board Chair’s Report

No report.

7.2. CEO’s Report

“The benefits of reading books include a longer life in which to read.”

– Avni Bavishi, Martin D. Slade & Becca R. Levy

7.2.1. Library Service Index and December at a Glance: Please see the attached performance report and infographic. The 2025 Annual Infographic is also attached.

7.2.2. Key Statistics: Library membership increased to 11,931, approximately 2.4 % more than at the same time last year. In December, we had 12,051 library visits and circulated 28,895 materials. Patrons used an additional 1,308 materials within the library during the month. There were 4,656 uses of technology. Our online outreach totaled 55,747. The library provided information assistance 1,832 times.

7.2.3. Savings to Patrons: The value of the physical materials that our library members borrow on a visit is shared, now, on their receipt which is printed at the main circulation desk. During the month of December, our library members as a community saved a total of \$349,500 by borrowing from the library. The total for 2025 is \$4,879,448.

7.2.4. Staff Anniversaries: We extend congratulations to the following staff members on their work anniversaries. We thank them for their time, effort, skills and talents!

Nadia Danyluk	Admin	19 years
Katherine McLeish	Public Services	6 years

7.2.5. 2025 Audit Process: MNP, the company responsible for our annual audit, has recently informed us that their 2025 audit will begin March 9th. The audit may not be completed for our planned April 23rd AGM. Requirements for the separate ALC audit timing may come into play as well. It seems best to reschedule our Annual Meeting. We will work with MNP for an earlier process for the 2026 audit.

02-26 Moved by Rosemary Buchanan THAT the Library Board approve holding the Annual General Meeting on September 24, 2026 this year.

Carried.

7.2.6. Budget Process: The Library continues to face significant challenges delivering necessary and expected services to our community. We receive a significantly lower amount of municipal funding than most libraries in Ontario that are our size.

On November 19th, Board Chair Richard Thomas and I presented the budget request to our municipal partners including the Mayor of Owen Sound, Georgian Bluffs Council and the Meaford Library Board. We understand that Georgian Bluffs Council supports an increase above the 4% amount outlined in the *Union Library Agreement*.

On December 2nd, we were given the following direction by the Mayor of Owen Sound: "In accordance with the Strong Mayor legislative framework, I am directing that the Library Board return a revised 2026 budget that results in a levy impact not exceeding 5.5 per cent."

Board Chair Richard Thomas and I shared the budget request with Chatsworth Council on December 3rd. A resolution from Chatsworth Council later that day, gave notice "of the Township's withdrawal of the agreement in one calendar year (2027) should the board present a budget greater than 5.5% in 2026."

Meaford Public Library has confirmed that they will provide the 4% increase outlined in our current *Service Agreement*. Correspondence on December 12th noted, "We hope that the OSNGUPL understands our commitment to Meaford Public Library patrons and Municipality of Meaford Council. We deeply honour the relationship with the Owen Sound and North Grey Union Public Library."

On January 16th, Richard and I attended the Owen Sound City Council budget meetings to present our request to the whole council. Video of this presentation is available 4 hours into the video, available at <https://pub-owensound.escribemeetings.com/Players/ISISStandAlonePlayer.aspx?Id=e2d9181a-4497-4606-9826-ef696a2e83d3>.

We are grateful that our Union Library members (Chatsworth, Georgian Bluffs and Owen Sound) agreed this year to provide funding to the library at a level greater than the minimum provided in the *Union Library Agreement*.

7.2.7. Advocacy – Provincial Funding for Digital Library Public Initiative: At the September Library Board meeting, the library passed a motion to support the OLA / FOPL advocacy work concerning increased Provincial Library funding including the Digital Public Library Initiative and we asked our funding municipalities to also encourage the Province of Ontario to increase their funding of libraries. Thank you to our three municipal partners for taking up this request and championing libraries, and arranging for a delegation to meet with Provincial representatives at the recent Rural Ontario Municipal Association meetings on January 19th.

Special thanks to Ryan Thompson, *Chief Administrative Officer - Township of Georgian Bluffs*, Rachel Anstett, *Chief Administrative Officer / Clerk - Township of Chatsworth* and Rebecca Ellerdiem, *Senior Advisor, External Relations & Investment Attraction - City Manager's Office - Owen Sound* for making this initiative possible. I also want to recognize Hailey Thomson, *Communications Manager - Township of Georgian Bluffs* and her superb work creating the media release which is online at

<https://www.georgianbluffs.ca/news/posts/library-partners-advocate-for-equitable-digital-access-at-roma-2026/>

7.2.8. Grey County Library System: At the Grey County Council meeting on November 27th, Owen Sound Deputy Mayor Scott Greig announced that he would be bringing a resolution for the joint municipal services committee to examine local library services. On December 11th, Library Board Chair Richard Thomas was asked by local media about the resolution that came to the Grey County Council that day. <https://www.collingwoodtoday.ca/the-blue-mountains-and-grey-highlands/grey-county-to-consider-joint-library-system-idea-11549619>
<https://www.owensoundsuntimes.com/news/local-news/grey-county-wants-to-explore-merits-of-a-county-library-system>

A previous study looking at a County Library system was completed by then Grey County CAO Lance Thurston in 2014. At that time, there was not a willingness by Grey County Council to move further on such an initiative.

7.2.9. CFOS Open Line Show: The discussion about the library that I had with David Carr on the CFOS 89.3 Open Line show on November 17th, can be heard at <https://www.893cfos.ca/2025/11/17/53849/>. It was a great chance to celebrate our programs and services.

7.2.10. Adult Learning Centres – Business Plans: The 2026-27 business plans are due to the Ministry of Labour, Immigration, Training and Skills Development. The Literacy and Basic Skills (LBS) program has been rebranded to Get SET (Skills, Education and Training).

Sincere appreciation is extended to all ALC staff for their hard work during 2025. Special thanks to Roger Hannon for expertly co-ordinating the Business Plan process, consolidating the necessary statistics and information and drafting the documents.

The Adult Learning Centres continue to be challenged to meet Ministry targets with no additional funding to compensate for the significant increase in program delivery costs that has occurred over the past number of years.

Without an increase in core funding, we will need to seriously examine our ability to continue program delivery. We understand that other sites across Ontario are facing similar challenges.

03-26 Moved by THAT the Library Board approve the 2026-27 business plans for the Library’s Adult Learning Centres as presented and further, THAT the Library Board respectfully requests an increase from the Ministry in core funding for their Get SET program to ensure continue service viability. Carried.

7.2.11. Poet Laureate Legacy Project: The Poet Laureate’s Community Revue on Sunday November 23rd was a wonderful event that showcased the power of community and collaboration. Congratulations to Poet Laureate Rebecca Diem and everyone involved. I extend thanks to Shauna Doyle and the Poet Laureate Advisory Committee for their support of the initiative. Special thanks to the Community Foundation Grey Bruce and John Tamming Law for funding the event at Harmony Centre. A videotape of the Community will be available later this year.

Please see local media coverage at

<https://www.owensoundsuntimes.com/news/rebecca-diem-ends-term-as-poet-laureate-with-collaborative-celebration>

7.2.12. Community Support for Safe 'N Sound: The Library served as a drop-off partner for Safe 'N Sound. The items were collected and shared with participants on December 24th. Safe 'N Sound says "Today we shared 78 beautiful gifts from the community. - Thank you to everyone who donated, shared, and cheered this along. Community care looks like this."

7.2.13. Salary Grid Review / Pay Equity / Library Comparators: The Library last reviewed its salary grid in 2017 in a process initiated by the City of Owen Sound. The Pay Equity and Job Evaluation work was completed with the support of Ward & Uptigrove. Last year, the City of Owen Sound undertook a review and used a different firm, Gallagher. Since the Library was not involved in this study, we need to undertake our own review.

Nadia Danyluk and Lindsey Harris are taking the lead on this project for us. We hope to have everything completed in a timely manner, so that the information can support our 2027 budget process.

04-26 Moved by Marion Koepke THAT the Library Board allocate up to \$25,000 from the ALC Admin Reserve to cover the costs for the Pay Equity and Job Evaluation services of Gallagher to assist us in the completion of a 2026 review. Carried.

7.2.14. Valuing Ontario Libraries Toolkit (VOLT 2): Management staff attended an information session on December 11th focussed on updates to VOLT - <https://resources.olservice.ca/volt>. This is a project that we have spent time reviewing the process and understanding the statistical inputs that are needed so that we can realize the value of VOLT.

We have used our 2024 data to establish a starting snapshot for us and to gain some comfort with the process. We are working on utilizing our 2025 data in an upcoming VOLT presentation to the Board. We have made some changes in our ongoing data collection so that it will be easier to participate in VOLT activities in the future. Special thanks to Dale Albrecht for diving into VOLT to make it accessible for all of us. Her skills and knowledge have been vital to the success of this project.

7.2.15. Family Literacy Day: Families with children ages 0-6 participated in our annual Family Literacy Day Celebration on Saturday, January 24th in the Auditorium. Family Literacy Day is an annual celebration in January that highlights the importance of reading together to support children's developing literacy skills. Everyone enjoyed crafts, circle time, and other fun activities all about construction and building. Special thanks to Cassie Wood and Tammy Cruickshank for planning and organizing the day. Thanks to Katie McLeish and Nadia Danyluk for their help on Family Literacy Day.

7.2.16. Ontario Library Association's Super Conference: The conference from January 28th to January 31st brings together library professionals across the country to share and celebrate innovative initiatives. Youth Services Specialist Cassie Wood will be attending to present, as part of the Poster series, on our Reading Buddies for English Language Learners program. Nadia Danyluk and Audrey Kilgour will also be

attending. More information about the conference can be found at <https://olasuperconference.ca/>.

7.2.17. Library Newsletter and Upcoming Programs: Check out the many programs, services and resources featured in our current newsletter, <https://www.osngupl.ca/news- programs/library-news/>. For a comprehensive schedule and information about upcoming programs, please visit <https://owensound.libcal.com/calendar>.

7.2.18. Final Comments:

“The excellence of both the library and building really cannot be overstated. Without my public library I'd probably be broke, as I am a voracious reader. Bless the public library system!”

– M.S. (Facebook Comment)

Every day, the wonderful staff of the library work diligently to offer exemplary customer services to our many library patrons. They are focussed on meeting the information, education, employment and entertainment needs of our diverse community. I extend sincere thanks to these hardworking and dedicated staff for their skills and expertise. We are fortunate to hear from the satisfied community members that appreciate our many library services.

Additional items:

None

05-26 Moved by Rosemary Buchanan THAT the Library Board approve the CEO's Report as presented. Carried.

7.3 Financial Committee Report

7.3.1 Statements and Accounts:

06-26 Moved by Marion Koepke THAT the Library's and Adult Learning Centre's Financial Statements to December 31, 2025 be received as information. Carried.

7.3.2 Operating Capital: Nicholls Harrison suggested the Board consider transferring remaining funds from the 2025 Operating Capital to the Library Renovations Reserve Fund to assist with the flooring replacement on the Carnegie level in 2026.

07-26 Moved by Marion Koepke THAT the Library Board approve the transfer of remaining funds from the Operating Capital line of the Library's 2025 Operating Budget to the Library Renovations Reserve Fund. Carried.

7.3.3 2026 Operating Budget:

08-26 Moved by Marion Koepke THAT the Library Board approve the 2026 Operating Budget. Carried.

7.4 Personnel Committee Report

No report.

7.5 Property/Building Committee Report

No report.

7.6 Library Foundation Committee Report

No report.

7.7 Policies and Bylaws Committee Report

No report.

7.8 Ontario Library Service Board Assembly Report

No report.

7.9 Poet Laureate/Words Aloud Committee Report

David Adair reported the appointment of Jennifer Frankum, Poet Laureate for the 2026-2027 term.

09-26 Moved by David Adair THAT the Library Board approve the Poet Laureate Advisory Committee's selection of Jennifer Frankum as Poet Laureate serving a two-year term, from January 1, 2026 to December 31, 2027. Carried.

8 OTHER BUSINESS

None

9 STRATEGIC PRIORITIES

None

10 RESOLUTION TO MOVE TO CLOSED SESSION – STRUCK

11 DECLARATION TO MOVE TO THE REGULAR BOARD MEETING - STRUCK

12 NEXT MEETING: The next Regular Board meeting to be held Thursday March 26, 2026 at 6:00 p.m. in the Library Auditorium.

13 ADJOURNMENT: The meeting was declared adjourned at 7:23 p.m.



Chair



Secretary



Owen Sound Police Service Board

2nd Floor Board Room

Wednesday February 18, 2026

PUBLIC SESSION MINUTES

Members Present:	J. Thomson (Chair), B. O'Leary C. Merton, M. Koepke (Vice Chair), M. Dickson
Management Present:	Chief C. Ambrose, Deputy Chief D. Bishop, Inspector C. Matheson, and Inspector T. Doherty
Guests:	T. Simmonds- City Manager, M. Gloade- Strategic Analyst, H. Zehr Police Service Advisor - Inspectorate of Policing
Minutes:	K. Wardell

1. Call to Order

Chair Thomson called the meeting to order at 9:00 a.m.

2. Land Acknowledgment

Chair Thomson gave the land acknowledgment.

3. Approval of the Agenda

Chair Thomson requested that Special Constable Appointment be added to the agenda under other items and new business item 16. h). There are no other amendments to the agenda.

Moved by M. Dickson, seconded by M. Koepke,

"That the agenda with the addition under new business 16. h) Special Constable Appointment, dated February 18, 2026, be approved." **CARRIED.**

4. Declaration of Conflict of Interest arising out of the Minutes and Matters Listed on the Agenda. HEARING NONE

5. Presentations, Deputations, and Public question period.

There were no presentations or deputations or public questions

6. Confirmation of the Minutes of the Public Session held January 28, 2026.

Moved by M. Dickson, seconded by M. Koepke.

“That the minutes dated January 28, 2026 be approved.” CARRIED

7. Business arising out of the Public Session Minutes of January 28, 2026. HEARING NONE

8. Correspondence received

- a) Inspector General Memo #9: Province-Wide Inspection on Police Integrity and Anti-Corruption Practices

Chair Thomson reported that in the board package there was Inspector General’s Memo #9 regarding the initiation of a province-wide inspection on police integrity and anti-corruption.

This inspection was triggered as result of York Regional Police announcing the outcome of Project South which was an investigation into possible organized crime and corruption in TPS.

The investigation identified serious allegations and resulted in the arrest of several current and former members of the Toronto Police Service and has prompted broader concerns about the integrity and public confidence in policing. Chair Thomson also sent the memo to the board’s policy writer D. Preston in the event changes are required to our policies.

9. Chairman’s Report

Chair Thomson reported that he would be attending an OAPSB meeting via zoom on February 19, 2026 and on March 10, 2025 he would be attending a Zone 5 meeting via zoom.

10. Governance

There were no new governance items tabled for this open session.

11. Inspector Matheson – Operational Reports

- a) Criminal Investigations Branch and Drug Enforcement/Criminal Intelligence Unit (CIB), Community Oriented Response & Enforcement Unit (CORE) and Bail Compliance and Warrant Apprehension Unit (BCWA)
- b) Auxiliary Unit Report
- c) Front Line Patrol and Collision Statistics
- d) Community Services Office
- e) Training

12. Inspector T. Doherty- Administrative Reports

- a) Records, Courts and Bylaw
- b) OSECC and IT
- c) Human Resources
- d) Lost Hours

13. Building and Facility Update from Inspector Doherty

Inspector Doherty advised that a comprehensive report will be presented at the March meeting.

Parking:

- Due to the limited number of parking spots at the station thirty-eight staff license plates will be uploaded to the City's data base to address parking access.

Water Filling Station:

- The refrigerator in the staff room is being replaced with a unit that includes an ice and water dispenser.

Interior Painting:

- Paint colours are in the process of being finalized.

Mold Remediation:

- Remediation is scheduled to take place on February 28, 2026. The scope of work is pending confirmation. Stained ceiling tiles will also be replaced at that time.

HVAC:

- No update at this time.

Door Installation – Inspector Matheson’s Office:

- Installation has been completed.

Main Floor Bathroom Renovations:

- Work is anticipated to be completed in the spring.

Service Level Agreement:

- It was agreed that the board needed to ensure that their service level agreement with the City reflected a policing facility that operates on a 24/7 basis.

The Board requested that the Chair invite the City Manager and the Director of Corporate Services to attend the March 18, 2026 open session to provide information on how operating costs and capital items were allocated to the Police Service. The Board also requested a discussion regarding the next snow removal contract, noting the need for sidewalks to be cleared in a timely manner to the parking lot, as the facility operates 24/7.

14. Financial Update from the Chief of Police

Chief Ambrose reported that the final year-end financial position came in under budget by \$255,776.33. The 3200 Civilians line was over budget due to part-time overtime and retroactive payments, while the 3100 Officers line was under budget. Court costs were over budget as a result of additional armed officer requirements at court facilities. After all year-end adjustments, the final budget increase remains at 5.5%

15. Operating Reports from the Chief of Police

- a) Chief’s Activity Reports

16. Other Items and New Business

- a) Annual Reports
 - i. 2025 Use of Force Annual Report
 - ii. 2025 Property Vault Audit
 - iii. 2025 Asset Disposal Report
 - iv. 2025 Secondary Employment Activities

b) 2026-01 Admin Fee Bylaw 1st and 2nd Reading

Chair Thomson reported that an update to the Admin Fee Bylaw was required in order to include a new fee for BROAD Police Record Checks at \$100.00.

Moved by M. Dickson seconded by B. O’Leary.

“That leave be granted to introduce Bylaw number 2026-01 Admin Fee Bylaw and the same be hereby be deemed to have been read a first and second time”
CARRIED

c) Review OSPSB GP-009 Financial Management

At our January meeting member O’Leary requested that GP-009 Financial Management be placed on the agenda for review.

Member O’Leary sought clarification regarding a meeting per diem for board members attending conferences, conventions, seminars, training sessions, workshops and meetings related to their duties with the Board. The current policy does not cover a daily meeting per diem and a review of previous policies would indicate a daily meeting per diem was never provide. OSPSB GP-009 Financial Management policy identifies eligible expenses that are covered and expenses that are not eligible for reimbursement

A previous version of this policy known as OSPSB – Admin 018 Reimbursement of Expenses was issued in October 2013. This policy did provide for a meal per diem that was aligned with the civilian collective bargaining agreement. Admin 018 was rescinded. A recent update to GP-009 Financial Management contains text that references a meal per diem that was not removed and needs to be updated.

It was also acknowledged that expenses related to a spouse/companion accompanying a board member referred to in Schedule “B” were covered and was at odds with the contents of Section 7c) iii. which indicated they were not. Corrections will be made to Schedule “B” and presented to the board meeting on March 18, 2026. No other changes were to be made.

d) Review OSPSB GP-003 Board Governance

Review will be added to our March agenda.

e) Review of OSPSB GPS-023 Records Retention, Storage and Destruction

Chair Thomson reported that the header and footer need to be changed, and the name of the policy should be changed to OSPSB GP-025.

Moved by M. Dickson seconded by B. O’Leary.

“That policy OSPSB GP-025 with the amended changes, be approved.” CARRIED

f) Bitcoin ATM Machines- Information Report

Inspector Matheson reported Bitcoin ATMs are physical kiosks that allow users to buy or sell cryptocurrency using cash or debit cards. While legal in Ontario and regulated as money services businesses under FINTRAC, they have been increasingly used in fraud schemes, including scams impersonating government officials, investment frauds, and tech support scams. In Owen Sound, reported financial losses involving Bitcoin ATMs have varied annually since 2020, with the most significant loss being \$100,000 in 2021. Current machines are located at five convenience stores across the city. Law enforcement continues to monitor these machines due to their speed, anonymity, and irreversible transactions, which make them attractive to scammers.

g) 2023-2026 Operations Plan – Progress Update #6 - Year Three

M. Gloade reported that the OSPS 2023–2026 Operations Plan, approved in March 2023, includes 14 goals and 50 actions with assigned accountability and semi-annual progress reporting. As of the end of year three, 35 actions (70%) are completed, 14 are in progress, and one has not yet started. Many completed actions are now embedded into regular operations, including increased community visibility, enhanced collaboration with mental health and social service partners, improved victim services, member wellness initiatives, recruitment and retention efforts, and organizational efficiencies. Actions still in progress include repeat-offender enforcement initiatives, internal communication improvements, and a comprehensive service delivery model review planned to begin in 2026. Despite workload and budget challenges, steady progress continues with Board support.

h) Special Constable Appointment

Deputy Chief Bishop reported that Special Constable Cranny is due for reappointment. It was noted that, moving forward, reappointments will be included in a quarterly report as they become due.

17. Motion to move into Closed and Confidential Closed Session

Moved by M. Koepke and seconded by B. O’Leary

“That the board move into closed session and upon termination of the closed session the board move into confidential closed session. These meetings are to review and discuss matters that fall under Section 44 item (2) of the Community Safety and Police Act and Section 25 item b) of the OSPSB General Policy 003- Board Governance to consider:

- a. Educational or training sessions.*
- b. Litigation or potential litigation affecting the board, including matters before administrative tribunals;*
- c. A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the board;*
- d. personal matters about an identifiable individual, including members of the police service or any other employees of the board;*
- e. labour relations or employee negotiations;” **CARRIED***

Chair Thomson advised that for those watching the meeting live on YouTube, the livestream would reconnect upon the Board’s return to open session to report out of the Closed and Confidential Closed Sessions. Members of the public wishing to view the remainder of the open session may watch the livestream later on the Owen Sound Police Services Board’s YouTube channel. The video recording of the meeting will also be posted on the Board’s webpage following the meeting.

18. Reporting out of Closed Session

In accordance with Section 44 of the Community Safety and Policing Act, 2019, the Owen Sound Police Service Board met in a closed session following the public meeting to discuss items pertaining to:

- a. Approval of minutes of the Closed Session of the Owen Sound Police Service Board meeting held on January 28th, 2026; and
- b. Matters regarding Board Training

No decisions were made during the meeting and no direction was provided.

19. Reporting out of Confidential Closed Session

In accordance with Section 44 of the Community Safety and Policing Act, 2019, the Owen Sound Police Service Board met in a confidential closed session following the closed session meeting to discuss items pertaining to:

a. Minutes of the Confidential Closed Session of the Owen Sound Police Service Board Regular Council meeting held on January 28, 2026 and

b. Matters related to Staffing and labour relations

c. Matters related to SIU investigations

No decisions were made during the meeting and no direction was provided.

20. Termination of the Public Meeting

Having completed all of the business items listed on the agenda Chair Thomson terminated the open meeting at 12:33 p.m.

Next Meeting: March 18th, 2026



**Inspectorate
of Policing**

**Service d'inspection
des services policiers**

Office of the Inspector
General of Policing

777 Bay St.
7th Floor, Suite 701
Toronto ON M5G 2C8

Bureau de l'inspecteur général
des services policiers

777, rue Bay
7^e étage, bureau 701
Toronto ON M5G

Inspector General of Policing Memorandum

TO: All Chiefs of Police and
Commissioner Thomas Carrique, C.O.M.
Chairs, Police Service Boards

FROM: Ryan Teschner, Inspector General of Policing of Ontario

DATE: **February 9, 2026**

SUBJECT: Inspector General Memo #9: Province-Wide Inspection on Police Integrity
and Anti-Corruption Practices

On February 5, York Regional Police announced the results of Project South, a complex criminal investigation into organized crime and corruption. The investigation identified serious allegations and resulted in the arrest of several current and former members of the Toronto Police Service and has prompted broader concerns about the integrity and public confidence in policing.

It is essential that these concerns are addressed directly, examined independently and handled in a manner that strengthens public trust. This is a responsibility the Inspectorate of Policing takes seriously.

After considering a request from the Toronto Police Service and the Toronto Police Service Board, I will be initiating a province-wide inspection on police integrity and anti-corruption practices. While the scope of the inspection is still to be finalized, it will focus on five defined areas, with the ability to examine additional areas should they arise:

- Supervision and span of control, including how officers are supervised and how effective that supervision is;
- Screening and vetting of police officers both at recruitment and on an ongoing basis;
- Access to police databases and information systems, including permissions, controls and clearances;
- Evidence and property management practices; and
- Substance abuse and fitness for duty.

Given the scope of this inspection and the importance of it being conducted in a timely manner, I will appoint an individual external to government to serve as lead inspector. Upon completion, the inspector will submit a report outlining their independent findings. I will review the report to determine whether there has been any non-compliance with the *Community Safety and Policing Act, 2019*, including a failure to provide adequate and effective policing. If there has been non-

compliance, I will determine whether to issue any legally binding Directions to ensure compliance and improve performance across Ontario's policing system.

As the Inspectorate of Policing's work moves forward, I encourage you to evaluate your policies, procedures and practices as they relate to the five issues identified. To the extent you may identify vulnerabilities and approaches to address them in your own organization, please continue to engage the Inspectorate of Policing through your Police Services Advisor for support and guidance as needed. As always, our Police Services Advisors are there to help you navigate emerging issues, provide guidance, and support your compliance with the *Community Safety and Policing Act, 2019*. Finally, and importantly, as this work unfolds, my team will be careful and thoughtful in both our planning and execution to avoid compromising any ongoing criminal or other proceedings. I will keep the policing sector apprised as planning for this inspection evolves.

I take seriously our shared responsibility to maintain public confidence in the strength and integrity of Ontario's policing system.

Sincerely,



Ryan Teschner
Inspector General of Policing of Ontario

c: Mario Di Tommaso, O.O.M.
Deputy Solicitor General, Community Safety

REPORT TO THE OWEN SOUND POLICE SERVICE BOARD



SUBJECT: CRIMINAL INVESTIGATIONS BRANCH
BAIL COMPLIANCE AND WARRANT APPREHENSION UNIT (BCWA)
COMMUNITY ORIENTED RESPONSE AND ENFORCEMENT UNIT (CORE)

TO: Chair and Members of the Owen Sound Police Service Board

DATE: February 18, 2026

STRATEGIC PRIORITIES:

The contributions of the Criminal Investigations Branch contribute to the positive outcomes within the following Strategic Priorities, set by the Board in the 2023-2026 OSPS Operations Plan:

- Community Safety
- Community Wellbeing
- Our Members
- Sustainability

RECOMMENDATION(S):

For Information

REPORT:

Intimate Partner Violence- Survivors Forum

In January, the OSPS domestic violence coordinator, a Detective Constable, and the Grey Bruce OPP organized a Survivor's Forum in partnership with the Women's Center. The forum allowed police to meet with local survivors and community support agencies to have a discussion on police interaction with victims during IPV calls for service. The feedback received was positive and the forum provided an opportunity for the victims to share their experiences and provide valuable insight to investigators regarding how their needs as victims were managed. Identified areas of emphasis for police to consider include; ensuring referrals to victim services are completed, when possible take extra time to gather contextual information regarding the situation and maintain contact with the victim by keeping them apprised of charges laid, release conditions and ongoing concern for their well-being.

One victim provided very specific and highly positive feedback regarding Cst Obillos of the Owen Sound Police Service. An excerpt from the victim's comments is as follows; *"His approach and demeanour made a meaningful difference, and I am so thankful that I was able to finally acknowledge that. I truly meant what I said, especially in regard to my life not looking anything like it does today, if he hadn't responded how he did..... please let him know how grateful I am".*

Sexual Assault – CIB is continuing an investigation initiated by OPP Parry Sound, with allegations that a 22-year-old male had intimate relations with a 15-year-old female, while also bound by a Probation Order prohibiting him from communicating with or being in the presence of females under 16. The investigation is continuing and criminal charges are expected to be forthcoming in the case.

Judicial Authorizations

During the month of January, detectives drafted multiple search warrants and production orders in support of various ongoing criminal investigations including sexual assault and fraud-related files.

Victim Management for Criminal Trial

During January, 2026 two Detectives were assigned to assist the Crown Attorney both inside and outside of the courtroom during a multi-week trial for a sexual assault and drug trafficking case. In addition to in-person court assistance, the Detectives spent numerous additional hours engaged in victim management related tasks.

MENTAL HEALTH CRISIS RESPONSE TEAM

Officer Referrals/ Consultations = 4
Community Support Consultations/Referrals = 0
Incident Response/Support = 17

DRUG OVERDOSE INFORMATION

In January 2026 the city had no suspected drug related deaths.

Missing Persons

No outstanding missing people.

BAIL COMPLIANCE AND WARRANT APPREHENSION UNIT (B.C.W.A.)

FOOT PATROL (Hours)	3
CRIMINAL CHARGES	17
WARRANT ARRESTS	18
ARREST - FAIL TO ATTEND FOR PRINTS	5
Compliance Checks	5
S.O.R. COMPLIANCE CHECKS	1

B.C.W.A. executed a total of 18 outstanding arrest warrants and conducted five compliance checks on registered sex offenders residing in the community.

BC.C.W.A. resources were utilized frequently during the month of January to cover front-line patrol during winter block training sessions.

COMMUNITY ORIENTED RESPONSE AND ENFORCEMENT UNIT (C.O.R.E)

The C.O.R.E. unit continued to conduct mobile and foot patrols throughout the month of January 2026, focusing on proactive community engagement and enforcement initiatives. With winter conditions ongoing, members maintained regular monitoring, support, and well-being checks for vulnerable populations accessing services at Safe and Sound, as well as individuals sheltering in encampments and other locations across the city.

The unit assisted uniform patrol, including covering several front-line road duties to accommodate block training requirements. Members also supported patrol operations through scene security and evidence gathering and continued working in partnership with the Mental Health Crisis Response Team.

C.O.R.E. investigated a robbery at Safe and Sound, which resulted in multiple charges being laid. The investigation revealed that an occupant had brandished a knife while uttering a death threat and demanding that he be given drugs and money. Police attended, made an immediate arrest and seized a folding knife from the possession of the accused.

FINANCIAL/RISK IMPLICATION(S):

Nil

SUBMITTED BY:

Craig Matheson, Inspector

REPORT TO THE OWEN SOUND POLICE SERVICE BOARD



SUBJECT: Auxiliary Unit
TO: Chair and Members of the Owen Sound Police Service Board
DATE: February 18, 2026

STRATEGIC PRIORITIES:

The Auxiliary Unit contributes to the positive outcomes within the following Strategic Priorities, set by the Board in the 2023-2026 OSPS Operations Plan:

- Community Safety
- Community Wellbeing
- Our Members
- Sustainability

RECOMMENDATION(S):

For Information

REPORT:

In January 2026, the Auxiliary Unit actively supported the Uniform Branch through ride-alongs, contributing a total of **213 volunteer hours**.

Auxiliary Jessica Brown recently completed her certification in car seat installation and inspections. Auxiliary Brown participated in a car seat clinic in partnership with M'wikwedong on January 7th, 2026, which included installations and education on how to properly tighten up car seat straps and proper positioning of the car seats. In total, Auxiliary Brown assisted with 6 car seat installations over 6 hours of volunteer work this month.

The Auxiliary Unit did not have any community events to partake in for the month of January. The unit looks forward to their next event which will see them participating in the Polar Plunge on February 14th, 2026. This years Polar Plunge event is occurring in town of Durham in partnership with the West Grey Police Auxiliary Unit.

FINANCIAL/RISK IMPLICATION(S):

[Nil] or [Financial/risk considerations for the Board...]

SUBMITTED BY:

Craig Matheson, Inspector



REPORT TO THE OWEN SOUND POLICE SERVICE BOARD

SUBJECT: FRONT LINE PATROL REPORT AND COLLISIONS- JAN 2026
TO: Chair and Members of the Owen Sound Police Service Board
DATE: February 18, 2026

STRATEGIC PRIORITIES:

The activities of Front Line officers contribute to the positive outcomes within the following Strategic Priorities, set by the Board in the 2023-2026 OSPS Operations Plan:

- Community Safety
- Community Wellbeing
- Our Members
- Sustainability

RECOMMENDATION(S):

For Information

REPORT:

The following report highlights key metrics from OSPS Front Line Patrol, Collision Statistics and the Criminal Investigations Branch, including the Bail Compliance and Warrant Apprehension Unit (B.C.W.A.) and Community Oriented Response and Enforcement Unit (C.O.R.E.) for January 2026.

	Platoon #1-4		Traffic/Part Time Officers	
	January 2026	January 2025	January 2026	January 2025
Highway Traffic Act:	73	70	10	11
Warrants Executed:	15	32	1	
Recorded Cautions:	43	37	5	43
Liquor Licence and Control Act:	5	3		
Criminal Code/ CDSA:	91	130		15
Other POA/By-Law:	52	65		
Foot Patrol:	57.5	69	14	20
Court Security Hours:	0	0	224.75 Hrs	0 HRS

Reduce Impaired Driving Everywhere (RIDE):

A total of 21 R.I.D.E. checks were conducted by OSPS officers during January with 1,245 drivers checked.

December Statistics

- 58 officers totalling 20.5 hours
- 1,245 drivers checked
- 33 roadside breath tests (mandatory screening)
- 1 Highway Traffic Act charge

Impaired/ Over 80 mgs Charges

- There were seven impaired drivers charged during the month of January 2026.

Collision Statistics:

Jan 2026 Dec 2025 Jan 2025

	Jan 2026	Dec 2025	Jan 2025
Total Collisions:	64	50	76
Collisions - East side	29	24	39
Collisions - West side	10	10	18
Collisions - parking lots	25	16	19
Fail to Remain Collisions	9	7	7
Collisions referred to CRC:	30	27	22
Collisions investigated by OSPS:	34	23	20

FINANCIAL/RISK IMPLICATION(S):

Nil

SUBMITTED BY:

Craig Matheson, Inspector

REPORT TO THE OWEN SOUND POLICE SERVICE BOARD



SUBJECT: Community Services Officer- Jan 2026
TO: Chair and Members of the Owen Sound Police Service Board
DATE: February 18, 2026

STRATEGIC PRIORITIES:

The Community Services Officer contributes to the positive outcomes within the following Strategic Priorities, set by the Board in the 2023-2026 OSPS Operations Plan:

- Community Safety
- Community Wellbeing
- Our Members
- Sustainability

RECOMMENDATION(S):

For Information

REPORT:

Traditional Corporate and Social Media for OSPS (Community Outreach Education/Celebrations/Awareness/Media Releases)

- Happy New Year, Grandparent Scam, Mini Recruiter- Women in Policing, #MeetOurTeam, Winter Driving Safety, #BellLetsTalk, New Recruits, Ontario511, #30Forward, Parking on City Streets, #DonutDays for Special Olympics, CAMSafe, Citizens on Patrol, Snow Mobile Trail R.I.D.E., Car Seat Clinic

Community Engagement & Local/Provincial Committee Work

- Wheel & Ride start up meeting 2026- Partners- Kiwanis, Optimist, River District
- COYO Provincial Committee mtg- Provincial conference executive member
- Safe Schools Committee Mtg- Hillcrest
- Grey Bruce Local Immigration Partnership
- LEAPPS (Law Enforcement Agencies & Partners to Protect Seniors)
- Youth in Policing Initiative-Provincial meeting
- Citizens Police Academy- commencing + 2 weeks.
- CPYN National Meeting (Police Services across Canada- focus on youth)
- CSWBP- Crime Prevention Table- Hate Crime Subcommittee

Community & School Presentations/Training

- St. Mary's School-VTRA follow-up
- VTRA post training meeting- protocol development- Bluewater School Board
- Settlement Services- Common Frauds- newcomers
- Lockdown OSDSS
- PFLAG partnership presentation on hate related incidents
- VTRA meeting- Mental Health Leads- Catholic School Board
- Meetings with Alexandra, Hillcrest, East Ridge & Notre Dame- social media related incidents/distribution of images

Workshops/Conferences attended

- Youth Officers Course- Ottawa RCMP facilitated course



(Pic L-R CSO & REACH member, John, CSO attends police youth conference in Ottawa, PC Ochando & PC Lantz for Donut Day)

FINANCIAL/RISK IMPLICATION(S):

Nil

SUBMITTED BY:

Craig Matheson, Inspector

Jason Cranny, Community Services Officer

REPORT TO THE OWEN SOUND POLICE SERVICE BOARD



SUBJECT: Training Report – January 2026
TO: Chair and Members of the Owen Sound Police Service Board
DATE: February 18, 2026

STRATEGIC PRIORITIES:

A continued emphasis on training for all members contributes to the positive outcomes within the following Strategic Priorities, set by the Board in the 2023-2026 OSPS Operations Plan:

- Community Safety
- Community Wellbeing
- Our Members
- Sustainability

RECOMMENDATION(S):

For Information

REPORT:

The following report highlights Training for Owen Sound Police Service members for January 2026.

All sworn officers participated in winter block training sessions that were conducted throughout the month. Subject matter included defensive tactics, Conducted Energy Weapon qualification, Sharepoint integration, updated Axon evidence program interface and training on case referrals to the Criminal Investigations Branch.

Our Community Services Officer attended a Youth Officer three- day training course hosted by the R.C.M.P. in Ottawa. Noteworthy topics of instruction included Radicalization online, V.T.R.A. protocols and officer engagement in school settings.

FINANCIAL/RISK IMPLICATION(S):

Nil

SUBMITTED BY:

Craig Matheson, Inspector

REPORT TO THE OWEN SOUND POLICE SERVICE BOARD



SUBJECT: Records, Courts, and Bylaw Report – January 2026
TO: Chair and Members of the Owen Sound Police Service Board
DATE: February 18, 2026

STRATEGIC PRIORITIES:

Records, Court Services, and Bylaw contribute to the positive outcomes within the following Strategic Priorities, set by the Board in the 2023-2026 OSPS Operations Plan:

- R Community Safety
 - Community Wellbeing
 - Our Members
 - Sustainability

RECOMMENDATION(S):

For Information

REPORT:

Records

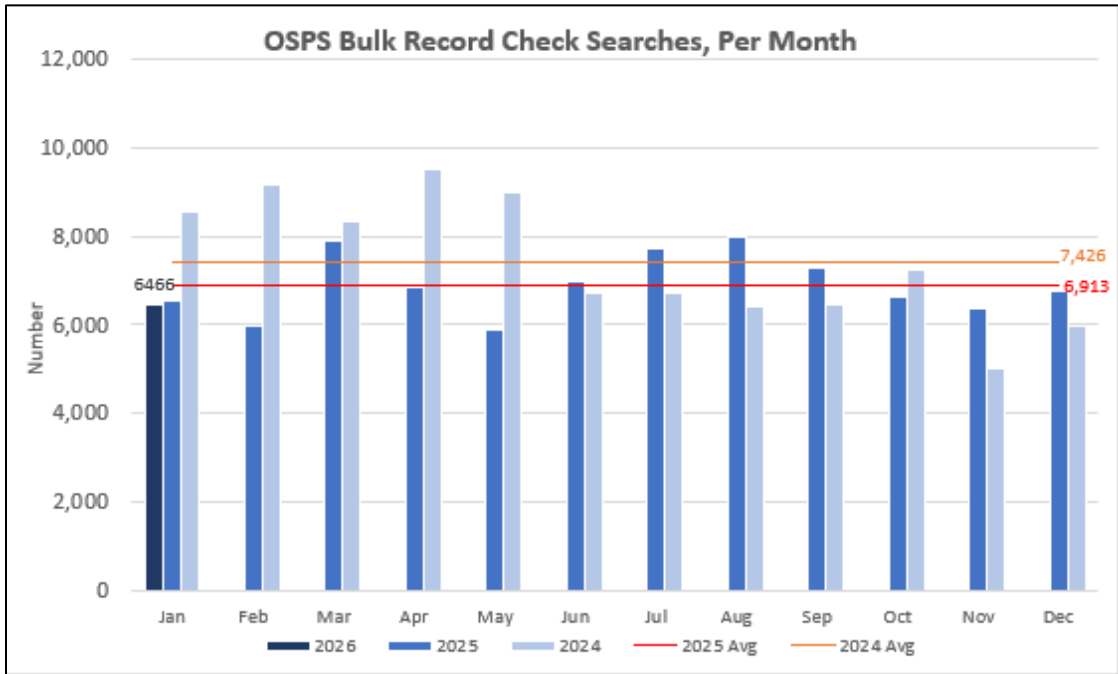
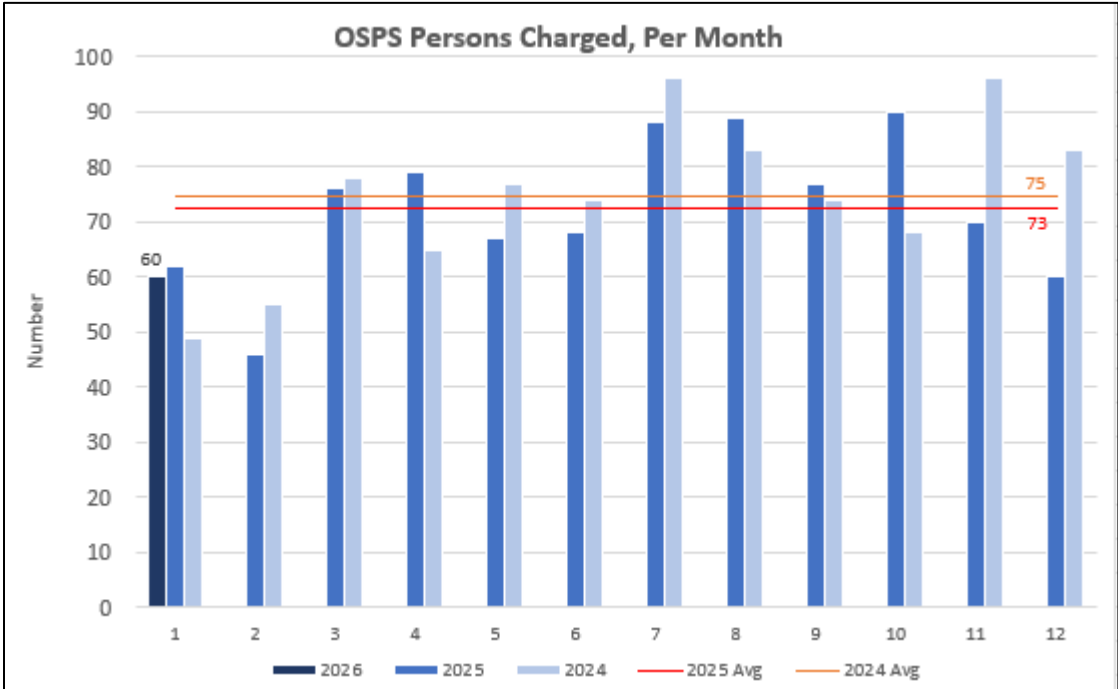
	This Month JANUARY 2026	Previous Month		Same Month Previous Year January 2025	2026 Year-to-Date Jan.1-Jan.31, 2026	2025 Year-to-Date Jan.1-Jan.31, 2025	YTD % Change
		December 2025	% Change				
Records Services							
Bulk Record Check Searches	6,466	6,774	-4.5%	6,528	6,466	6,528	-0.9%
Executed Warrants	40	71	-43.7%	56	40	56	-28.6%
Persons Charged	60	60	0.0%	62	60	62	-3.2%

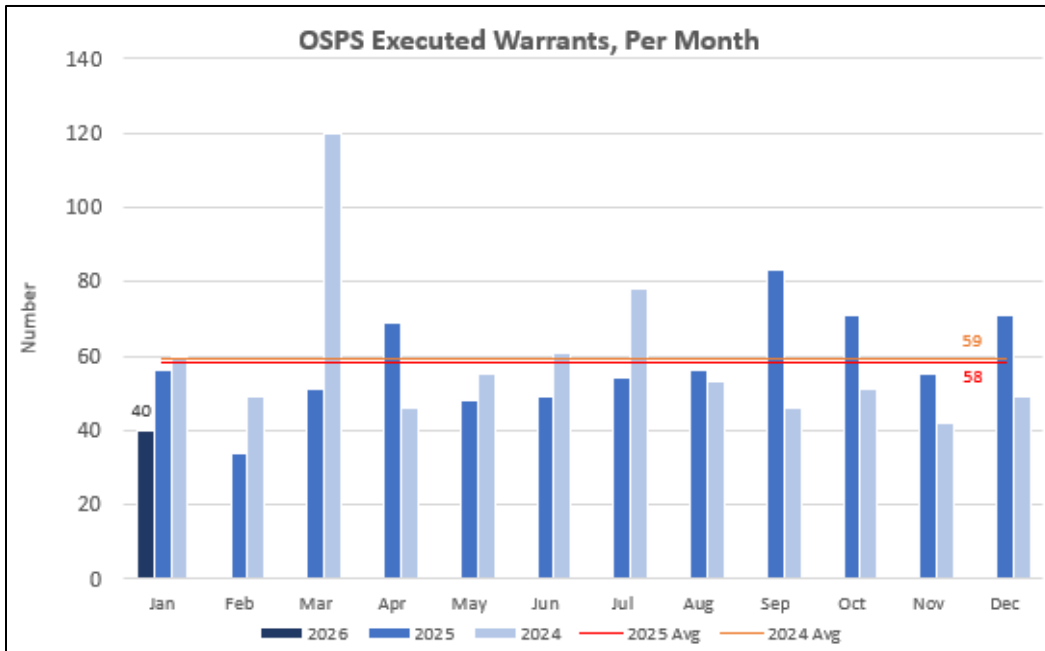
In January 2026 compared to December 2025:

- There was a 4.5 % reduction in bulk record check searches.
- There was a 43.7 % reduction in warrants executed.
- There was no change in persons charged.

Year-to-date changes January 2026 compared to January 2025:

- There was a 0.9 % reduction in bulk record check searches.
- There was a 28.6 % reduction in warrants executed.
- There was a 3.2 % reduction in persons charged.





Courts

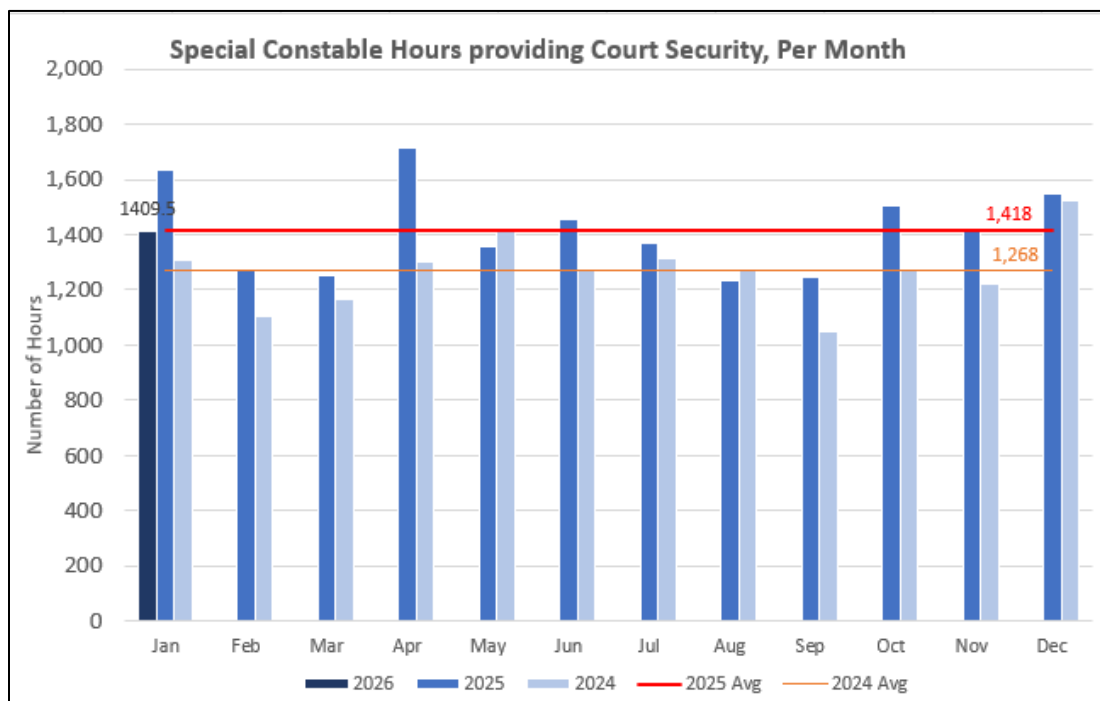
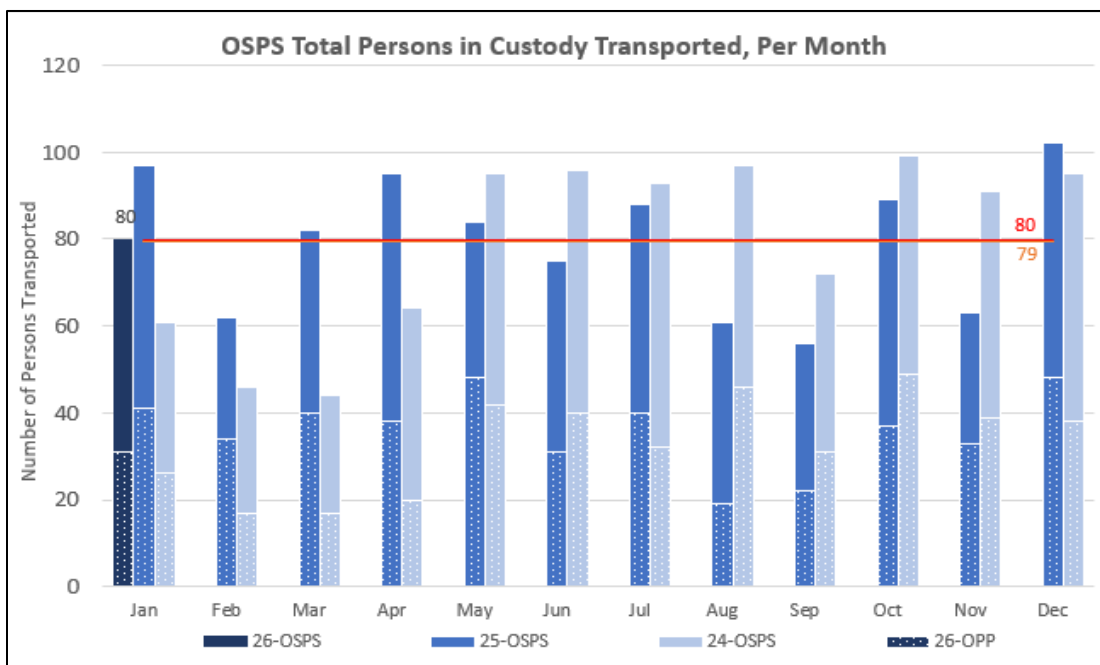
	This Month	Previous Month		Same Month	2026	2025	YTD
	JANUARY 2026	December 2025	% Change	Previous Year	Year-to-Date	Year-to-Date	
				January 2025	Jan.1-Jan.31, 2026	Jan.1-Jan.31, 2025	% Change
Court Services							
Total Custodies Transported	80	102	-21.6%	97	80	97	-17.5%
OPP	31	48	-35.4%	41	31	41	-24.4%
OSPS	49	54	-9.3%	56	49	56	-12.5%
Video/Appearances	38	40	-5.0%	42	38	42	-9.5%
Special Constable Hours	1410	1,551	-9.1%	1,635	1,410	1,635	-13.8%

In January 2026 compared to December 2025:

- There was a 21.6 % reduction in custody transports.
- There was a 5.0 % reduction in video / appearances.
- There was a 9.1 % reduction in Special Constable hours worked

Year-to-date changes January 2026 compared to January 2025:

- There was a 17.5 % reduction in custody transports.
- There was a 9.5 % reduction in video appearances.
- There was an 13.8 % decrease in Special Constable hours.



Owen Sound Police Service provides an armed officer at both the Ontario/Superior Court of Justice Courthouse and the Provincial Offences Court whenever courts are in session.

This requirement resulted in seven-armed officers being scheduled each week throughout January, totaling approximately **224.75 hours** of armed court-security coverage. These hours are in addition to the **1,410 hours** worked by Special Constables during the same month.

Bylaw – January 2026

The City of Owen Sound is updating its annual status report for the Multi-Year Accessibility Plan. It has been confirmed that the Owen Sound Private Transportation By-law was updated in 2019 to incorporate the requirements of the Transportation Standards under the Accessibility for Ontarians with Disabilities Act (AODA). It is also confirmed, at this time, there are no accessible taxi cabs registered to operate within the City of Owen Sound.

FINANCIAL/RISK IMPLICATION(S):

Providing court security and transporting persons in custody comes with inherent risk, while the efficient and accurate processing of judicial documentation is foundational to community safety.

ATTACHMENT(S):

Nil

SUBMITTED BY:

Krista Fluney, Director, Civilian Services

REPORT TO THE OWEN SOUND POLICE SERVICE BOARD



SUBJECT: Owen Sound Emergency Communications Centre (OSECC) – January 2026

TO: Chair and Members of the Owen Sound Police Service Board

DATE: February 18, 2026

STRATEGIC PRIORITIES:

The OSECC and the supporting IT infrastructure contributes to the positive outcomes within the following Strategic Priorities, set by the Board in the 2023-2026 OSPS Operations Plan:

- Community Safety
- Community Wellbeing
- Our Members
- Sustainability

RECOMMENDATION(S):

For Information

REPORT:

9-1-1 Calls – January 2026:

As noted in the previous reports, with the transition to NG911 on November 25, 2025, the former source of monthly 911 data, Bell Flex reports, are no longer populated or applicable. The OSECC team is currently working with the NG911 vendor to create enhanced reporting with the expanded data now available. Analysis of key performance metrics from these enhanced reports is in progress.

Computer Aided Dispatch (CAD) Events – January 2026:

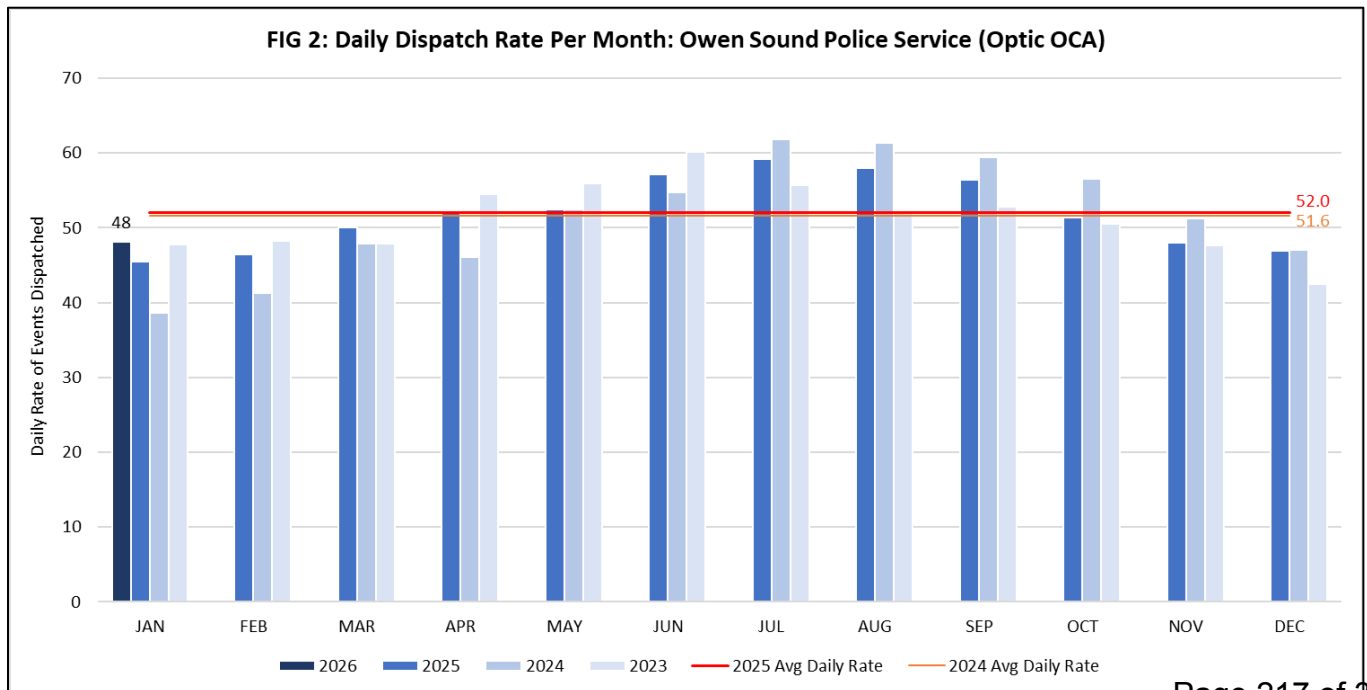
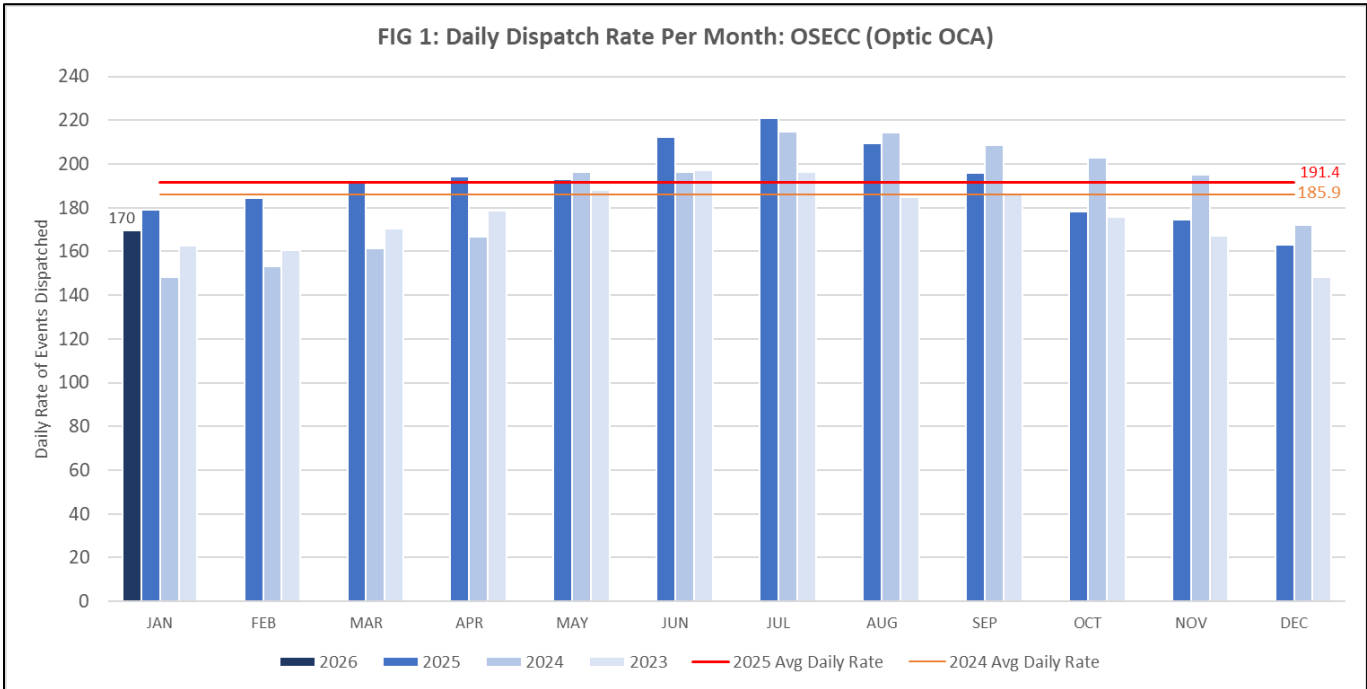
Source: OPTIC's OnCallAnalytics	This Month JANUARY 2026	Previous Month		Same Month Previous Year January 2025	2026 Year-to-Date Jan.1-Jan.31, 2026	2025 Year-to-Date Jan.1-Jan.31, 2025	YTD % Change
		December 2025	% Change				
All CAD Events in OSECC (Number)	5,255	5,053	4.0%	5,552	5,255	5,552	-5.3%
All Police (inc. OSPS)*	4,537	4,269	6.3%	4,744	4,537	4,744	-4.4%
All Fire	424	473	-10.4%	474	424	474	-10.5%
Grey County Transport	294	311	-5.5%	334	294	334	-12.0%
OSPS	1,492	1,454	2.6%	1,411	1,492	1,411	5.7%
All CAD Events in OSECC (Avg Daily Rate)	169.5	163.0	4.0%	179.1	169.5	179.1	-5.4%
All Police (inc. OSPS)*	146.4	137.7	6.3%	153.0	146.4	153.0	-4.3%
All Fire	13.7	15.3	-10.5%	15.3	13.7	15.3	-10.5%
Grey County Transport	9.5	10.0	-5.0%	10.8	9.5	10.8	-12.0%
OSPS	48.1	46.9	2.6%	45.5	48.1	45.5	5.7%

Calls dispatched through CAD originate from multiple sources including the non-emergency phone line, walk-ins, officer-generated events, and 911 calls.

In January, the OSECC dispatched 5,255 calls, averaging 170 calls per day, representing a 4% increase from December (Fig.1). This month-over-month increase in volume is primarily attributed to a 6% increase in calls from the six police agencies served by OSECC, while dispatched call volumes for fire services and county roads declined.

Compared to January 2025 however, the overall OSECC-dispatched call volume is down 5%.

In January, 1,492 calls were dispatched for Owen Sound Police Service in January (Fig.2). This represents a 3% increase from December, and a 6% increase compared to January of the previous year.



Information Technology (IT) Infrastructure –January 2026:

NG911 work and the associated remedial tasks for policing partners in Eastern Ontario required significant effort this month, including hands-on visits to Brockville and Gananoque. These visits enabled the IT team to complete the majority of NG911 installations for the first wave of clients. Certifications for these agencies are scheduled for processing in March, after which the second phase will begin. The final phase—covering certification of backup sites—is planned for the summer.

In January, discussions began with several policing partners regarding new IT service contracts aimed at improving long-term sustainability and reliability in service delivery. Project documentation will be prepared in February for these agencies to evaluate for potential implementation in late 2026 or early 2027.

The IT team also continued participating in discussions with a potential new Computer Aided Dispatch (CAD) vendor, working alongside other policing agencies at the Director and Chief levels to explore opportunities for greater efficiency and cost savings.

Lastly, the IT department contributed to the setup and planning discussions for a new biometric scanning system for the cell block.

FINANCIAL/RISK IMPLICATION(S):

Risk management and contingency planning are integral to the day-to-day operations of a Public Safety Answering Point (PSAP). While the OSECC continues to grow and evolve, OSPS strives to maintain a balance of staffing that best aligns with workload demands, member wellness, emergency response standards, and contracted client expectations.

ATTACHMENT(S):

Nil

SUBMITTED BY:

Suzanne Bell-Matheson, Director, Corporate Services
Chris Hill, Director, Information Technology
Marg Gloade, Strategic Analyst

REPORT TO THE OWEN SOUND POLICE SERVICE BOARD

SUBJECT: HUMAN RESOURCES – JANUARY 2026

TO: Chair and Members of the Owen Sound Police Service Board

DATE: February 18, 2026



STRATEGIC PRIORITIES:

The Human Resources Unit contributes to the positive outcomes within the following Strategic Priorities, set by the Board in the 2023-2026 OSPS Operations Plan:

- Community Safety
- Community Wellbeing
- Our Members
- Sustainability

RECOMMENDATION(S):

For Information

REPORT:

OSL Project

The Service has contracted with Mobile Innovations to implement OSL Cloud, a Human Resources, Time and Attendance, Training and Quarter Master Stores system. The cloud-based centralized system will consolidate all HR-related data and replace Staff Schedule Care and Meta Compliance. OSL Cloud is already in use within several small-mid police services in Ontario.

Key Objectives

Currently HR information is stored across multiple systems and formats, including:

- Paper files within the HR office
- Staff Schedule Care (time and attendance)
- Various Excel spreadsheets (tombstone data, training records)
- Great Plains (City ERP)

The introduction of OSL Cloud will consolidate this information into a single system, enabling:

- Centralized storage of all HR data
- Accurate tracking of time and attendance
- Management of training records

- Policy acknowledgement workflows
- Equipment inventory tracking for the Quartermaster
- Automated payroll data export to the City's ERP, replacing manual entry

Why This Initiative Matters

Transitioning to a unified HR platform will:

- Provide a single source location for all HR data
- Reduce data entry errors by eliminating multiple independent spreadsheets
- Enable reliable, real-time reporting and analytics
- Improve efficiency for both HR and supervisory staff
- Allow tiered security so employees and supervisors can access the information they need without relying on HR for routine inquiries

Expected Timeline

The project is estimated to take 12 weeks, though integration with the City's systems may affect timelines, as implementation must align with their availability.

The rollout will occur in stages:

1. Time and Attendance (initial implementation)
2. Policy sign-off, training records, and Quartermaster functions
3. Comprehensive audit of HR records as data is uploaded into the system

Recruitment Update

The Service hosted another Mini Recruiting Information Session in January, which saw a strong turnout.

Recent recruitment activity includes:

- **Recruit Constable:** 5 candidates completed first-round interviews; 3 advanced to second round; 2 remain active in the process
- **Experienced Constable:** 1 candidate from the East Coast was interviewed
- **PT Data Clerk:** 2 candidates interviewed
- **PT Dispatcher:** 4 candidates interviewed

Staffing Update

New Hires

- None this month

Transfers/Promotions

- None this month

Resignations

- **Logan Porter**, Auxiliary

Financial/Risk Implications:

Personnel salaries and benefits represent more than 90% of the Service's operating budget. As people are the foundation of the organization, effective human resource management is essential. Ongoing attention to training, health and safety, staff wellness, and adequate staffing levels mitigates organizational risk and supports operational readiness.

ATTACHMENT(S):

None

SUBMITTED BY:

Wendy Pratt, Human Resources Manager

REPORT TO THE OWEN SOUND POLICE SERVICE BOARD



SUBJECT: LOST HOURS – FEBRUARY 2025
TO: Chair and Members of the Owen Sound Police Service Board
DATE: February 18, 2026

STRATEGIC PRIORITIES:

The management of lost hours due to sick time and WSIB claims contributes to the positive outcomes within the following Strategic Priorities, set by the Board in the 2023-2026 OSPS Operations Plan:

- Community Safety
- Community Wellbeing
- Our Members
- Sustainability

RECOMMENDATION(S):

For Information

REPORT:

The following report highlights key metrics from OSPS full time members for December 2025, including lost hours due to leave from sick time, short term disability (STD), and Workplace Safety and Insurance Board (WSIB).

Lost Hours:

Month/Year	SICK/STD			WSIB		
	Number of Fulltime Members	Total Number of Shifts (complete and partial)	Total Number of Hours	Number of Fulltime Members	Total Number of Shifts (complete and partial)	Total Number of Hours
January 2026	11	22	251 (-59.6%)	2	25	208 (16.7 %)
December 2025	21	43	464.25	1	22	176
YTD 2025	17	32	317	2	46	368
YTD 2026	11	22	251 (-23.2%)	2	25	208 (-55.6%)

- There was a 59.6% decrease in lost hours due to member sick leave in January 2026 compared to December 2025.
- There was a 23.2% decrease in YTD lost hours due to member sick leave in 2026 compared to 2025.

- There was a 16.7 % increase in lost hours due to WSIB leave in January 2026 compared to December 2025.
- There was a 55.6 % decrease in YTD lost hours due WSIB leave in 2026 compared to 2025.
- The new WSIB claim in January 2026 was due to a training injury and is anticipated to require a short recovery period.

WSIB Update:

There is one WSIB case involving a full-time member pending final resolution however the member is not receiving top-up amount or benefits.

Other Personal Injuries:

We have two part-time staff off on medical leave relating to personal injuries, we are working with their medical practitioners to determine return to work dates.

FINANCIAL/RISK IMPLICATION(S):

The loss of scheduled work hours is a potential financial risk and is monitored to ensure a balance with members' physical and mental wellbeing. Financial resources are required to provide ongoing member training, which is an essential to updating qualifications, knowledge, and ultimately organizational risk mitigation.

ATTACHMENT(S):

None

SUBMITTED BY:

Wendy Pratt, Human Resources Manager



REPORT TO THE OWEN SOUND POLICE SERVICES BOARD

SUBJECT: Chiefs Activity Report – January 2026
TO: Chair and Members of the Owen Sound Police Services Board
DATE: February 12, 2026

- Days Off/Annual Leave – 3 days
- Budget Preparation – 8 hours
- Meeting with Commander of CFB Meaford Re: Opportunities for Collaboration – 2 hours
- OACP Zone Executive Duties- 1 hour
- In Service Training Sessions, Discussions with the Chief – 8 hours
- OSECC Police Partners Meeting – 1 hour
- Dispatch Meeting – 16 hours
- Citizen’s Police Academy First Week Welcome/Presentation – 3 hours
- Legion First Responders Coffee – 1 hour
- HR Interviews – 6 hours
- Crown Pre-Charge Consultation Discussions – 1 hour
- Canadian Niche Executive Advisory Board Meeting – 2 hours
- Rogers Health Link TV Show – 1 hour

SUBMITTED BY:

Craig Ambrose, Chief of Police



REPORT TO THE OWEN SOUND POLICE SERVICE BOARD

SUBJECT: 2025 Use of Force Annual Report
TO: Chair and Members of the Owen Sound Police Services Board
DATE: 18 February 2026

STRATEGIC PRIORITIES:

The use of force data and analysis contributes to the positive outcomes within the following Strategic Priorities, set by the Board in the 2023-2026 OSPS Operations Plan:

- Community Safety
- Community Wellbeing
- Our Members
- Sustainability

RECOMMENDATION(S):

For Information

REPORT:

Reporting Use of Force

As a requirement under Ontario Regulation 391/23 of the Community Safety and Policing Act (CSPA), a Use of Force report must be submitted when a member of a police service:

- draws a handgun in the presence of a member of the public;
- points a firearm at a person;
- discharges a firearm;
- uses a weapon on another person;
- draws and displays a conducted energy weapon (CEW) to a person with the intention of achieving compliance;
- points a CEW at a person;
- discharges a CEW; or
- uses force on another person that results in an injury requiring medical attention.

A modernized Use of Force report was implemented on January 1, 2023, based on amendments to use of force reporting requirement in Regulation 926 of the Police Services Act (PSA) made in November 2022. Amendments include submission requirements related to CEWs; annual review of use of force procedures and training; and publication of annual reports to the police services board analyzing the data from the reports and identifying any trends. The report went through minor amendments again in 2025 mostly to change the headers to show it as being a document of the Community Safety and Policing Act (CSPA) instead of the PSA.

Information about a use of force event that is captured in the standardized provincial report includes data on citizen race, gender, and age as perceived by the officer at the time of use of force, the type of force used, any weapons involved, injuries sustained, etc. Reporting and analysis can be used to assess individual and group training needs, policy and procedure requirements, and racial disproportionalities and disparities.

Race and Identity-Based Data Collection

Ontario's Anti-Racism Act (ARA), 2017, establishes transparent and sustainable mechanisms to identify and eliminate systemic racism and advance racial equity in Ontario. As a requirement of the ARA, police services collect race-based data on the Use of Force report in a manner compliant with the Anti-Racism Data Standards (ARDS), which outline how organizations must collect, manage, analyze and report on information collected under the authority of the ARA. This oversight and accountability is in place to monitor for impacts and trends to: advance racial equity; improve policy and service delivery; and increase transparency and trust.

In recent years, there have been increasing demands from community groups for police to collect data stemming from citizen-police interactions, and directions on the collection of race/ethnicity data to police agencies from civilian oversight organizations as well as provincial governments, as summarized in the OSPSPB January 18, 2026, report titled "Race and Identity-Based Data".

2025 Use of Force Annual Report

It is important to note that numbers in this annual report are not always a 1:1 ratio, for example, multiple officers may each submit a report on one or more types of force used during the same incident on the same individual, or one officer may submit a report on one or more types of force used on multiple individuals in the same incident. Each officer using reportable force must submit a report and include their perception of race, age, and gender of each subject and the type(s) of force.

- There were **36 Use of Force reports** submitted in 2025, involving **28 unique incidents** with **22 unique persons and 6 animals** (all sick raccoons). The number of subjects involved in any one incident varied from zero to two.
- Comparing to the previous year, there were 31 Use of Force reports submitted in 2024, involving 25 unique incidents, 21 unique persons, and 3 animals. In 2024 the number of subjects involved in any one incident varied from zero to four. This is relatively consistent with 2023, with 24 unique persons that required officers to use reportable force.
- **With 18,974 occurrences dispatched for OSPS in 2025, the use of force reported in 28 incidents represents 0.15% of all events.** This low number can be attributed to the fact that the OSPS officers are trained in various types of de-escalation and use of force.
- In 2025, there were seven unique incidents where two or more officers each submitted a report on the same individual.
- **Officers' perception of the person's race involved in the use of force events was recorded as White 16 times, 3 Indigenous, 2 Latino, and 1 black in 2025.**

- **Of the 22 individuals described in use-of-force reports in 2025, these subjects were perceived as being male 20 times and female 2 times.**
- Physical control (e.g. escort technique, grounding, pinning) was used and reported 2 times in 2025, half of the previous year's total of 4. Incidents involving physical control are not required to be reported, unless the subject requires medical care or a report is triggered by a greater level of force used in the same incident.
- **In 2025, a Conducted Energy Weapon (CEW) was drawn, displayed, pointed, and/or discharged 23 times, as compared to 19 times in 2024.**
- **A firearm was reported drawn, pointed, and/or discharged 12 times in 2025, similar to the 12 in 2024.** In 2025, a firearm was drawn, pointed or discharged in:
 - 6 animal incidents in which the firearm was discharged on an animal only;
 - 3 incidents where multiple officers responded to deal with one subject (1 warrant execution with threat of a firearm, 1 theft with the threat of swinging golf club, 1 disturbance call);
 - 1 incident in which multiple subjects were present.

FINANCIAL/RISK IMPLICATION(S):

Although few calls for service result in a provincially reportable use of force event, high risk events happen often enough that the OSPS officers need to be ready at a moment's notice. The OSPS officers have so far been able to gain control of these situations effectively with only a small number of injuries to the subjects or the public.

Some of these incidents included a violent disturbance at a known drug house that eventually led to a multi-jurisdictional operation that included an OPP helicopter and K9 unit (guns drawn and pointed); an out-of-control hospital patient barricaded in a locked room with another patient, threatening to kill anyone who tried to get near (CEW deployed); a break and enter suspect who fled on foot and threatened officers with a golf club (CEW deployed); a person in crisis with a hand in a backpack in the middle of a busy road claiming he had a gun inside; and more (CEW deployed).

Annual Use of Force Report - 2025		2025	2024	2023
Number of Reports Submitted		36	31	22
Individual		36	31	21
Team		0	0	1
Number of unique incidents		28	25	19
Number of unique Subjects				
Persons		22	21	24
No Interaction with Subject			1	1
None (Animal Only)		6	3	1
Subject's Perceived Race				
Black		1	0	4
East/Southeast Asian		0	0	-
Indigenous		3	2	3
Latino		2	0	-
Middle Eastern		0	1	1
South Asian		0	0	-
White		16	17	19
Subject's Perceived Age				
<12			0	-
12-17		3	1	-
18-24		5	3	1
25-34		9	7	9
35-44		3	3	6
45-54		1	4	5
55-64		1	2	5
>65		0	0	1
Subject's Perceived Gender				
Male		20	19	23
Female		2	2	4
Trans/Non-binary/Other		0	0	-
Type of Force Used				
Physical Control		2	4	5
Intermediate Weapon:				
Baton		0	0	-
OC Spray		1	0	-
CEW:		23	19	14
Drawn and Displayed		1	5	9
Pointed		15	8	9
Discharged		7	6	4
Less Lethal Firearm				-
Other				-
Firearm:		12	13	14
Handgun	Handgun-Drawn		5	12
	Handgun-Pointed	5	8	11
	Handgun-Discharged	0	0	-
	Handgun- animal	6	3	1
Rifle	Rifle-Pointed	1	0	1
	Rifle-Discharged	0	0	-
Shotgun	Shotgun-Pointed	0	0	-
	Shotgun-Discharged	0	0	-

ATTACHMENT(S):

Nil

SUBMITTED BY:

Inspector Craig Matheson, Operations
Constable Curtis Gloade, Training Officer

REPORT TO THE OWEN SOUND POLICE SERVICE BOARD



SUBJECT: 2025 ANNUAL REPORT – PROPERTY VAULT AUDIT
TO: Chair and Members of the Owen Sound Police Service Board
DATE: February 18, 2026

STRATEGIC PRIORITIES:

The contents of this report contribute to the positive outcomes within the following Strategic Priorities, set by the Board in the 2023-2026 OSPS Operations Plan:

- Community Safety
- Community Wellbeing
- Our Members
- Sustainability

RECOMMENDATION(S):

For Information

REPORT:

An annual seized property vault audit is necessary for the following reasons:

Accountability & Chain of Custody

- Ensure all property and evidence items are properly logged.
- Confirms chain-of-custody entries are complete and accurate.
- Verifies seals, packaging, and labeling are intact.

Security & Integrity

- Ensures only authorized personnel have access to the property vault.
- Validates that high-risk items (drugs, firearms, money) are secure.
- Verifies evidence is properly logged onto the RMS.

Compliance & Legal Requirements

- Confirms adherence to the Services' policies and procedures.
- Verifies compliance with court property dispositions and the Service' retention schedules.

Operational Efficiency

- Identifies inefficiencies in storage, tracking, or documentation.
- Ensure proper disposal practices for eligible items.
- Helps manage storage capacity and organization.

Transparency & Public Trust

- Demonstrates accountability to the community.
- Reinforces professionalism in evidence management.
- Help protect the integrity of investigations and court cases.

On February 10th, 2026, an inspection and audit of the property vault was conducted, and the following observations were made:

Accountability & Chain of Custody

- A random sampling of property items was conducted at every storage location within the property vault.
- A total of forty-eight (48) property items were selected for review.
- All property items selected were properly logged onto the RMS according to occurrence number, property tag number, item description, seizing officer name / badge #, and were stored in the proper location within the property vault.

Security & Integrity

- A card access audit was conducted with IT Services to verify the names of authorized personnel permitted access to the property vault. Access to the vault is restricted to the Property Officer and their designate and the executive uniform management team. There were no instances of unauthorized access to the property vault.
- High-risk items (drugs, firearms, money) were secured in separate storage compartments within the secure property vault.

Compliance & Legal Requirements

- Property items inspected complied with the Services' policy and procedure on the collection, preservation & control of evidence and property – LE-0200SPS.
- **Recommendation:** a quarterly review of property items to ensure compliance with court property dispositions and the Service' retention schedules once established.

Operational Efficiency

- The property vault was well organized.
- Property items identified for disposal were set aside for processing.

- Empty containers and non-property related items were removed.
- **Recommendations:**
 - a supervised cleaning of the movable shelving unit top shelves and floor area.
 - a quarterly review of property items to ensure compliance with court property dispositions and the Service' retention schedules once established to help maintain storage capacity.
 - The purchase of a powered cellular phone storage cabinet to securely store and protect cellular phones and tablets seized as evidence.

FINANCIAL/RISK IMPLICATION(S):

Establish an evidentiary property retention schedule to ensure timely review and appropriate disposal of property items in a consistent manner to effectively manage volume of stored property items and maintain storage capacity.

ATTACHMENT(S):

None

SUBMITTED BY:

Tony Doherty #226 – Administrative Inspector

ANNUAL REPORT TO THE OWEN SOUND POLICE SERVICE BOARD



SUBJECT: 2025 ASSET DISPOSAL REPORT

TO: Chair and Members of the Owen Sound Police Service Board

DATE: January 20th, 2026

STRATEGIC PRIORITIES:

The content of this report contributes to the positive outcomes within the following Strategic Priorities, set by the Board in the 2023-2026 OSPS Operations Plan:

- Community Safety
- Community Wellbeing
- Our Members
- Sustainability

REPORT:

The purpose of this annual report is to list the assets from 2025 that were disposed, the disposal method and disposal date.

FINANCIAL/RISK IMPLICATION(S):

None

ATTACHMENT(S):

Please see the attached Asset Tracking System, Disposed Item Detail on page 2.

SUBMITTED BY:

Tony Doherty #226, Administrative Inspector

Asset Tracking System
ITEM DISPOSE - DETAIL
 Disposed Between 01/01/2025 and 12/31/2025

1/20/2026
 11:00:34

Page 1 of 1

Bar Code OSP11239	Purchased	GL Account	
Inventory No.	Requisition	GL Sub Account	
Serial No. 3110AK2SM88D101001	Purchase Order	Business Unit	
	Price		
Status Disposed	Vendor	Disposal Type	RECYCLED AT DEPOT
Type of Asset UPS		Disposal Date	Oct/24/25
Model SMART500RT1U		alvage Value	
Manufacturer TRIPP-LITE		Last Physical Inventory	
Description UPS - Port Hope			
Comments			

REPORT TO THE OWEN SOUND POLICE SERVICE BOARD



SUBJECT: 2025 ANNUAL REPORT – SECONDARY EMPLOYMENT ACTIVITIES

TO: Chair and Members of the Owen Sound Police Service Board

DATE: February 18, 2026

STRATEGIC PRIORITIES:

The [contents of this report] contributes to the positive outcomes within the following Strategic Priorities, set by the Board in the 2023-2026 OSPS Operations Plan:

- Community Safety
- Community Wellbeing
- Our Members
- Sustainability

RECOMMENDATION(S):

For Information

REPORT:

Procedure **LE-025OSPS / SP-002 – Secondary Activities** requires members who wish to engage in secondary employment or serve on an external board or committee to obtain prior approval from the Chief of Police. In accordance with **Section 89(6) of the Community Safety and Policing Act (CSPA)**, the Chief of Police must also provide a written report to the Police Services Board outlining the requests received and the decisions made.

This procedure ensures that all secondary activity requests comply with applicable legislation and, more importantly, safeguard the integrity of the Police Service. It helps prevent conflicts of interest, avoids negative public perception, and ensures alignment with Service goals, objectives, and priorities.

During **2025**, the Chief approved the following secondary employment requests:

- A **Special Constable** requested permission to work as a facilitator/presenter on specialized topics. Approval was granted.
- A **civilian member** requested authorization to perform on-call work as a child and youth worker for a local social services agency. Approval was granted.

Some members serve on boards and committees as part of their employment duties with the Police Service; therefore, they are not required to apply under this procedure. Additionally, other members continue secondary employment activities previously approved in earlier years.

FINANCIAL/RISK IMPLICATION(S):

None

ATTACHMENT(S):

None

SUBMITTED BY:

Wendy Pratt, Manager, Human Resources



OWEN SOUND POLICE SERVICES BOARD

Expires: Indefinite

Repeals: 1999-05, 2004-04,
2005-09, 2006-12, 2017-02, 2024-
03

Revisions: January 29, 2026

BY-LAW NO. 2026-01

A BY-LAW TO ESTABLISH ADMINISTRATIVE FEES FOR SERVICES PROVIDED BY THE OWEN SOUND POLICE SERVICE

WHEREAS the Board passed By-law 2017-02 on the 01st day of August, 2017; and

WHEREAS the Board deems it necessary to review By-law 2017-02 in accordance to the provisions of the Municipal Act S.O. 2001; and

WHEREAS Section 31 (6) of the (Former) Police Services Act (PSA) authorized the Owen Sound Police Service Board (“the Board”) to create By-laws so as to make rules for the effective management of the Police Service, and Section 46 (1) of Community Safety and Policing Act (CSPA) authorizes the Board to establish its own rules and procedures in performing its duties under CSPA and the regulations; and

WHEREAS Section 38(1) of the Community Safety and Policing Act 2019 states that a Board is responsible for the provision of adequate and effective police services in the municipality; and

WHEREAS Section 38(2) CSPA authorizes in addition to the policies required by the CSPA, the Board may establish policies or bylaws respecting any other matters related to the Police Service or the provision of policing; and

WHEREAS the Board may, by by-law, make rules of the effective management of the police service; and

WHEREAS it is the responsibility of the Chief of Police to administer the Owen Sound Police service in accordance with the policies, priorities and objectives established by the Board; and

WHEREAS the Board recognizes that certain demands are placed on resources by corporations, agencies and individuals requesting information, reports and security clearances and other services not ordinarily provided by police services; and

WHEREAS the Municipal Act, 2001 c. 25 Section 391, Section 150 (9) empowers the Owen Sound Police Services Board to have fees administrative services;

THEREFORE the Board deems it expedient to develop a schedule of fees for such administrative services;

THE OWEN SOUND POLICE SERVICES BOARD ENACTS AS FOLLOWS:

1. **DEFINITIONS:**

1.1 "Board" shall mean the Owen Sound Police Services Board

1.2 "Chief" shall mean the Chief of the Owen Sound Police Service.

1.3 "Record" shall mean an item as noted in the Schedule of Services – Appendix "A"

2. The purpose of this by-law is to provide consistent structure for fees to be charged to person/agencies requesting records. The fees and charges attached hereto are subject to H.S.T. where applicable.

3. The Chief shall ensure that a procedure is in place to make certain that members of the Owen Sound Police Service adhere to this by-law. The process shall include provision for the effective security, documentation, receipting and depositing all money received pursuant to this by-law and the Schedule of Services - Appendix "A" as amended from time to time by the Board.

4. **BY-LAWS REPEALED**

By-law 1999-05, 2004-04; 2005-09, 2006-12 and 2017-02, 2024-03 are hereby repealed.

This By-law 2026-01 shall come into full force and effect upon the final passing hereof.

Read a first and second time this 17 day of February 2025.

Read a third and finally passed this day of 2026.

John Thomson, Chair

Kayla Wardell, Executive Assistant

Appendix "A"

Schedule of Services	Cost	New Feb 2024
Collision Reconstruction Report		
• CAD Scale Diagram (including measurements)		\$550.00
• Field Sketch		\$250.00
• Officer Technical Notes		\$75.00
• Photographs (on DVD)		\$75.00
• Technical Data Report		\$550.00
• Technical Interview with Collision Reconstruction Officer		\$150.00
• Vehicle Mechanical Inspection Report (if necessary)		\$200.00
• Video of Collision Scene		\$100.00
• Complete Motor Vehicle Accident Reconstruction	Hard copy \$1,625.00 CD \$1,500.00	Hard copy \$1,800.00 CD \$1,800.00
Records		
• General Occurrence Report	\$50.00	\$50.00
• Motor Vehicle Collision Report	\$50.00	\$50.00
• Officer Notes/per officer	\$50.00	\$50.00
• Digital Images (on DVD)	\$10.00	\$35.00
• Witness Statement/per witness	\$50.00	\$50.00
• File Closure	\$25.00	\$50.00
• Audio Tape (plus search time if applicable)	\$40.00 + hr. rate for search	\$40.00 + hr. rate for search
• Transcript	\$8.00/page	\$10.00/page
• Video (on DVD)		\$55.00
• Towing Release	\$10.00	\$10.00
• Compliance Administration Fee	\$20.00	Free

Fingerprints		
• Civilian - processing visa, adoption, pardons, immigration, Government Agency, Employer (Meaford Base, Purolator etc.)	\$25.00	\$35.00
• Volunteer (VS hit)	\$25.00	\$15.00
• Employment (VS hit)	\$25.00	\$25.00
• Non-resident Fee		\$25.00
Criminal Record Check - Employment		
• Police Criminal Record Check	\$50.00	\$50.00
• Police Information Check	\$50.00	\$50.00
• Police Vulnerable Sector	\$50.00	\$50.00
Criminal Record Check - Volunteer		
• Criminal Record Check – Volunteer * In person background checks only. Fee applied for online service	\$25.00	Free
• Police Information Check	\$25.00	Free
• Police Vulnerable Sector	\$25.00	\$25.00
Exempted Police Record Check		
• BROAD (Exempted) Police Record Check		\$100.00
Freedom of Information (FOI)		
• FOI Application		\$5.00
• Photocopies and Computer printouts (over 100 pages)		\$0.20 per page
• Records provided on DVD		\$10.00 per DVD
• Manual Search for a record		\$7.50 per 15 minutes
• Preparing a record for Disclosure		\$7.50 per 15 minutes
Paid Duty		
• Late notice request fee	\$100.00/hr	\$120.00/hr
• Cruiser Fee	\$46.80	\$52.88
• Officer Fee	\$80.00/hr	\$103.81 per hour per officer
• Short notice cancelation fee if less than <24hours notice provided	Min. fee 3 hours per officer	Min. fee 3 hours per officer



OWEN SOUND POLICE SERVICE

BOARD POLICY

Issued:

Reviewed:

Revised:

May 15, 2023

December 18, 2024

Expires: Indefinite

Rescinds: OSPSB GP-009 Financial Management

OSPSB GP-009 Financial Management

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1. Preamble:

- a) It is the policy of the Owen Sound Police Service Board (the Board) to regulate financial issues including budget processes and controls, capital financing policy, cash control policy and policy regarding the use of the reserve fund for the Owen Sound Police Service;
- b) The *Community Policing and Safety Act (CSPA)*, provides that the Board is responsible for the submission of budget estimates to Council annually;

- c) The *CSPA* makes provision under section 258, for the Board to use proceeds of property sold at auction and the use of unclaimed money for any purpose that it considers to be in public interest;
- d) The Board is accountable to the citizens of Owen Sound for the use of these resources; and
- e) The Board deems it expedient to adopt a policy to govern financial matters including budget processes and controls, purchasing practices, capital financing, cash control and use of the reserve fund.

2. **Goals:**

The Goal of this policy are as follows:

- a) To maximize the dollars being spent by using a competitive process;
- b) To promote fairness to all parties involved in the procurement process;
- c) To eliminate duplication, waste and promote ethical practices by the Police Service Board; and
- d) To achieve the goals in the organization in the most cost-effective manner.

3. **Definitions:**

- a) Board - means the Owen Sound Police Service Board;
- b) Budget - means the approved budget of the Owen Sound Police Service Board approved by the Council of the City of Owen Sound;
- c) Budget Process - means the approved process for the development and preparation of annual estimates for submission to Council;
- d) Capital Expenditures - means any significant expenditure incurred to acquire or improve land, buildings, engineering structures, machinery and equipment used in the provision of policing services;
- e) Chief - means the Chief of Police of the Owen Sound Police Service;
- f) City - means the Corporation of the City of Owen Sound (the City);
- g) Council - means the Council of the Corporation of the City of Owen Sound; and

h) Director of Finance - means the Director of Finance for the City of Owen Sound.

4. **Budget Process:**

a) Pursuant to the *CSPA*, the Board will submit operating and capital estimates to the Municipal Council showing, separately, the amounts that will be required:

- I. To maintain the Police Service and provide it with equipment and facilities; and
- II. To pay the operating expenditures required by the Board, other than the remuneration of Board Members.

b) The Council of the City of Owen Sound and the Board shall determine the format of the estimates, the period they cover and the timetable for their submission:

- I. The Finance/Budget Committee for the Owen Sound Police Service Board will oversee the deliberation of the budget and will be a Committee of the Whole Board and will further submit the final budget to the Board for presentation to the City Council.

c) Pursuant to the format established by the City and in accordance with the direction of the Board, the Chief of Police shall:

- I. In consultation with the Board and Members of the Police Service, establish the estimates and plans of financing required to maintain the Police Service for operating expenditures and capital expenditures, including salaries, equipment, facilities, programs, training, and projects, as the Chief of Police deems appropriate; in accordance with this policy and the Board's Protocol agreement with the City;
- II. The Chief of Police will prepare acquisition forms to obtain the required information from each department, for presentation to the Finance/Budget Committee, amounts required for the next fiscal year's budget. These acquisitions should contain explanations for increases and descriptions of new programs being offered;
- III. The Chief of Police shall develop a budget timetable and budget guidelines for submission to the Board, as directed by the Board, taking into account, among other things, the needs of the Police Service, the financial implications of Provincial or Federal initiatives, the financial implications of other external influences, and any budget guidelines received from the City;

- IV. The proposed programs and requirements will be evaluated and discussed by the Board and prioritized or rejected;
- V. After the changes and recommendations have been incorporated into the proposed budget, a further review by the Board is conducted and any further recommendations for change is included;
- VI. A final review by the Board is completed and the budget is set with supporting documents, for presentation to the Board;
- VII. The Board approved estimates are then submitted to the City for review, conforming to the established City budget format, in accordance with the protocol agreement between the City and the Board;
- VIII. After the Board's review of the budget, a package is prepared, including the services goals, objectives, and accomplishments from the current year, which may be released to the community groups and stakeholders for their input; and
- IX. A special public meeting of the Board may be setup to deal with the input of the community groups and stakeholders and other public input and the budget is approved by the Board; if further public input is required an additional session may be scheduled prior to approval.

5. **Reporting and Financial Controls:**

In accordance with the direction of the Board, the Chief of Police shall:

- a) Report to the Board on a monthly basis, or as otherwise directed by the Board, the status of the budget expenses including any variances;
- b) Ensure that a system of accounting is in place which provides for adequate control of all money received and disbursed by the Police Service;
- c) Ensure that all revenue received and money disbursed, including petty cash systems, are appropriately recorded, receipted, and reported to the Board monthly, or as otherwise requested by the Board;
- d) Ensure that all revenue received is forwarded to the Treasury of the City of Owen Sound for deposit and allocated to the credit of the Board's budget;
- e) Ensure that adequate security is provided for all money received as revenue, found property or other assets in the possession of the Police Service;

- f) Shall establish and maintain current records on all capital assets of the Board, to ensure retention and accountability of the Police Service's assets;
- g) Ensure that adequate procedures are in place to ensure that property and/or money seized, found or otherwise in possession of the Police Service is not converted to Police Service use, or Member use, without prior approval of the Board;
- h) Ensure that the Owen Sound Police Service credit card(s) and other means of charge, are properly controlled and used for Police Service business exclusively; and that the Chair of the Board be responsible for approving the Chief of Police's expenses;
- i) Ensure an approval process is established and procedures to ensure the validity of claims for travel and meal expenses, by Members of the Police Service are controlled in accordance with Appendix "B" attached hereto, as amended from time to time and to the criteria outlined in the personnel contracts;
- j) No contracts or agreements shall be entered into for the provision of police services, dispatch services, other specialist services or other contractual encumbrance on behalf of the Board, without the prior approval of the Board; and
- k) The Board will submit projections to City Council on or before September 30th of each year, for the City's review.

These projections will include current expenses to the end of August of the year and will estimate any surplus or deficit projected to be incurred in the current budget, to the end of the year.

6. **Purchasing:**

In accordance with the direction of the Board, the Chief of Police shall:

- a) Ensure that approval is obtained from the Chief of Police or designate, prior to any Member of the Police Service obtaining any item, article or other encumbrance impacting on the Board's annual budget, in accordance with Appendix "A" attached hereto, and as amended from time to time;
- b) Ensure that expense limits established through the annual budget authorized by the Board are not exceeded:
 - I. Without obtaining the prior approval of the Board and further authorization of the City; and

II. Notwithstanding Section 6 (a) of this Policy, an emergency expenses required to maintain the security of the Police Service may be expended without prior authority with a full report to the Board.

c) In situations where access to reserve accounts is necessary for an emergency, the Chief of Police shall ensure that a full report is submitted to the Board.

7. **Reimbursement of Expenses:**

It is the policy of the Owen Sound Police Service Board that this Policy applies to Board Members and Chief of the Owen Sound Police Service with respect to expenses incurred as a result of attendance at conferences, conventions, seminars, training sessions, workshops and meetings related to their duties with the Board.

The Chief of Police will ensure that a separate procedure(s) will be in place to govern such expenses for all Members of the Owen Sound Police Service.

As always, exceptions can apply in some cases and Board Members who find themselves in a situation not described in this policy must inquire as to what direction to take. Furthermore, it is the responsibility of the Board Member to check beforehand if an anticipated expense not listed would be covered.

The following guidelines should apply:

a) Eligible Expenses:

Board Members and the Chief of Police will be reimbursed for:

- I. Mileage travel costs to and from an event upon submission of an Expense Claim Form will be based on mileage and is to be paid based on the rate paid by the City; and
- II. Should a Board Member or the Chief of Police feel it is necessary to rent a car in order to attend an event, approval must be received from the Chair of the Board, and the cost may be claimed as an expense; original receipts required.

b) Conference Approval Process:

- I. Throughout each year, Board Members and Staff will receive information outlining the dates, locations, and estimated cost of commonly attended annual conferences, training, and seminars for that year. Details of all conferences/training shall be brought to the Chief of Police's attention as they become available;

- II. Board Members may elect to attend up to two (2) conferences per year of two or more days. Attendance at a conference that would be in addition to the two elected by the Board Member must be approved by the Board in advance;
- III. The Board Secretary will make arrangements for registration and hotel accommodations on behalf of the Board Member, through use of the Corporate Purchasing Card. Where possible, registration costs should be those of the "early registration cut-off date" in order to take advantage of discount. The Board Member is responsible for travel arrangements, unless otherwise arranged, and will be reimbursed upon submission of a duly completed Expense Claim Form;
- IV. The Board Secretary will make arrangements for the Chief of Police's registration and hotel accommodations on behalf of the Chief of Police, through use of the Corporate Purchasing Card. Where possible, registration costs should be those of the "early registration cut-off date" in order to take advantage of discounts on registration. Hotel accommodation will be at a single occupancy rate. The Chief of Police is responsible for travel arrangements, unless otherwise arranged, and will be reimbursed upon submission of a duly completed Expense Claim Form;
- V. Every attempt will be made to reserve accommodation at the hotel where the conference, seminar, or workshop is being held;
- VI. If a special accommodation rate is not offered, the government or corporate rate is to be requested;
- VII. Members will receive copies of all confirmation documentation for registration, travel arrangements, and accommodation once confirmed and at least one week prior to departure unless an emergency situation exists; and
- VIII. Reference – Appendix "B."

c) Ineligible Expenses:

- I. Any pre and post conference social/recreational tours and/or events;
- II. Excessive long-distance telephone calls;

- III. Travel, meals and/or accommodation expenses for accompanying family members/companions;
- IV. Alcoholic beverage charges;
- V. Snacks;
- VI. Dry cleaning/laundry;
- VII. In-room movies/pay per view television;
- VIII. Loss of personal effects that may occur while travelling on behalf of the Police Service Board;
- IX. Travel booked using Aero plan miles or reward points accumulated on personal credit cards;
- X. Taxi charges when shuttle service is available;
- XI. The cost of purchasing out-of-country medical insurance coverage; and
- XII. Any other items of a personal or discretionary nature.

d) Expense Claims/Reimbursement:

Approval and reimbursement of travel expense claims will be in accordance with the following:

- I. All claims for expenses except per diems must be accompanied by the original receipt. Photocopies will not be accepted;
- II. Claims for Board Members shall be submitted to the Board Office and Staff Members shall submit claims to the Executive Assistant following the completion of travel;
- III. Claims for expenses must be presented within 14 (fourteen) days of a Member's return from a function;
- IV. All expense claim forms must be approved and signed by the Chief of Police or designate;
- V. Duly authorized Expense Claim Forms will be submitted to the City of Owen Sound Finance Department for payment in a timely manner;

- VI. The cost incurred in converting reasonable sums to foreign currencies and/or reconvertng any unused balance to Canadian currency shall be reimbursed, based upon receipts, from all transactions and sources. Canada currency exchange rate shall apply.

In cases where the Bank of Canada does not provide an exchange rate, an alternate bank rate from an established institution shall be applied. The rate shall be the average of the rates applicable on the initial date into the country and final date out of the country;

- VII. Mileage:

- mileage travel costs to and from an event upon submission of an Expense Claim Form will be based on mileage and is to be paid based on the rate paid by the City (Ref: Appendix B); and
- when more than one Member is travelling in the same private vehicle, only the vehicle operator is entitled to claim mileage.

- VIII. Only the Member's meals are reimbursed; and

- IX. Reasonable parking fees at hotels/parking lots will be fully reimbursed.

8. **Policy Compliance:**

In addition, the Chief of Police shall develop procedures or directives to ensure that Members of the Police Service are familiar with and comply with the requirements of this policy.

9. **Procurement of Goods and Services:**

Reference: "Bylaw No. 2020-002 A Bylaw to adopt a policy "Procurement of Goods, Services, Construction, or Consulting Policy for the City of Owen Sound"

Chair

Date

Appendix "A"

Owen Sound Police Service Board

Financial Management Policy

It is the policy of the Owen Sound Police Service Board with respect to purchasing procedures for the Owen Sound Police Service, that the Chief of Police will ensure:

- a) That authorizations within the annual budget constitutes the Board's authorization and no purchase will exceed the amount authorized to be expended through the annual budget, until approved by the Board;
- b) That requirements for goods or services not exceeding \$5,000.00 will be authorized under the discretion of the Chief of Police for further approval by the Board;
- c) That requirements for goods or services in excess of \$5,000.00 but less than \$25,000.00, will have three written quotations and shall be reported to the Board in the Information Package of the following meeting;
- d) That all requirements for goods or services in excess of \$25,000.00 will be tendered by the City Purchasing and Materials Manager in accordance with the City of Owen Sound Financial Policy;
- e) That tenders shall be opened within a reasonable time after the closing of tenders, and that this opening date be included in the tender;
- f) Each tender will be dated when received and a full report including names of all tenders, and quoted price, shall be reported to the Board, accompanied by a recommendation to the Board on the preferred tender. To protect the integrity of each procurement process, each bidder will be contacted with notification of the winning bidder and price details. The process shall be articulated and strictly adhered to, and no prices will be divulged until such time that the process is complete;
- g) That the Board's approval will be obtained prior to any non-budgeted merchandise being purchased and subsequently, the City's authorization;
- h) The Owen Sound Police Service cannot see under any circumstances where in-house bids would apply, but the Police Service will be vigilant should any opportunity arise;

- i) Where, in the opinion of the Chief of Police, an emergency occurs and the Chief of Police deems it necessary due to an imminent or actual danger to the life, health, or safety of an official, employee or citizen they may initiate a purchase order in excess of the pre-authorized expenditure limit. Any purchase order issued under such conditions together with a source of funding provided by the City Manager shall be justified and reported at the next meeting of the Police Service Board following the date of the requisition; and

- j) The Chief of Police may, under the conditions as hereinafter set out, purchase by negotiating with one or more sources or bidders and in such case the requirements for inviting tenders and quotations may be waived when due to market conditions and in the judgement of the "Purchasing and Materials Manager" goods are in short supply, where there is only one source of supply for the goods or services, where two or more identical bids have been received, where the lowest bid meeting specifications is excessive in total cost and/or substantially exceeds the estimated costs, when all bids received fail to meet the specifications and/or tender terms and conditions and it is impractical to recall tenders or quotations. This section is subject to the Board's prior approval.

Appendix "B"

Owen Sound Police Service Board

Financial Management Policy

Expenses for mileage and travel related costs, in or out of the City will be reimbursed as follows:

Effective on the passing of this policy, the Police Services mileage rate will be paid at a rate equal to the rate paid by the City of Owen Sound for the use of private vehicles used for work purposes, with regard to the Board and Police Services business.

Travel and meal expenses will be paid in accordance with personnel contract, the collective agreement, or pertinent Standing Orders for authorized expenses relating to expenses incurred while on authorized Police Services business. In the absence of a stipulated rate through an agreement or contract, the member will be paid on actual costs and will not exceed the following daily maximum.

Attendance by Board members at conferences, conventions, seminars, and training courses require approval by the Owen Sound Police Service Board. Members of the Board who are also members of City Council will be reimbursed under this policy, while on approved Board business or may submit to the City under their expense policy. The Board will be reimbursed for actual expenses incurred while on approved Board business by presenting original receipts. The Board will not be responsible for any expense incurred by a Citizen Member of a committee while in attendance at any function, without prior approval of the Board. Registration fees and accommodation for the spouse/companion of a Board Member will be paid by the Board in addition to attendance at special dinner meetings and banquets related to Board business.



OWEN SOUND POLICE SERVICE

BOARD POLICY

Issued: 2026

Reviewed:

Revised:

Expires: Indefinite

Rescinds:

GPS-023 Records Retention, Storage and Destruction

1. **Preamble:**

- a) Section 254 (1) of the *Municipal Act*, provides that a Municipality shall retain and preserve the records of the Municipality and its local boards in a secure and accessible manner;
- b) Sections 255 (1) and (2) of the *Municipal Act* state that a record of a Municipality or a local board may be destroyed if a retention period has expired or the record is a copy of an original record;
- c) Section 255(6) of the *Municipal Act* states that “record” in this section does not include a record of a Police Services Board that is directly related to any law enforcement activity with respect to a person or a body;
- d) Section 31 (6) of the (Former) *Police Services Act* (PSA) authorized the Owen Sound Police Service Board (“the Board”) to create By-laws so as to make rules for the effective management of the Police Service, and Section 46 (1) of *Community Safety and Policing Act* (CSPA) authorizes the Board to establish its own rules and procedures in performing its duties under CSPA and the regulations;
- e) Section 38(2) CSPA authorizes in addition to the policies required by the CSPA, the Board may establish policies respecting any other matters related to the Police Service or the provision of policing;

- f) It the Policy of the Board in accordance with the above stated law and with Section 30 (1) of the *Municipal Freedom of Information and Protection of Privacy* (“*MFIPPA*”), Section 5 of Regulation 823 to *MFIPPA* , and any other applicable federal, provincial or municipal law governing the collection, security, retention, use, disclosure and destruction of records, the Board enacts the following.

2. **Board Policy:**

- a) All correspondence, documents and any information recorded in printed form, tapes, film, by electronic means or otherwise on behalf of the Board are deemed to be Board records under this Policy. Records include but are not limited to:
- I. Correspondence, memoranda, books, plans, maps, drawings, diagrams, pictorial or graphic works, photographs, films, microfilm, sound recordings, videotapes, machine readable records, any other documentary material, regardless of physical form or characteristics, and any copy thereof; and
 - II. Any record that is capable of being produced from a machine-readable record by means of computer hardware and software, or any other information storage equipment and technical expertise normally used by the Board or the Owen Sound Police Service (“this Police Service”).
- b) The Board Secretary shall ensure the efficient management of all records by maintaining an accurate and up-to-date document register and electronic index of Board Minutes to facilitate quick document retrieval;
- c) All Board specific records shall be maintained in compliance with Schedule “A” or otherwise determined by the Board;
- d) Retention of a record, for historical reasons, beyond the time period specified in the Schedule of Retention may be authorized by the Board;
- e) All records that come into the possession of the Police Service that are directly related to a law enforcement activity with respect to a person or a body shall be retained in a secure and accessible manner at all times while those records are in the possession of this Police Service;
- f) All records that do not fall into the description set out in section 5 shall be retained in accordance with this Police Service’s Records Retention Schedule, as revised from time to time;
- g) The Chief of Police is authorized to make appropriate updates and revisions to the Retention Schedule as required, and is directed to report such changes to the Board;

- h) The Chief of Police is directed to ensure that the requirements set out in the Retention Schedule are audited on an annual basis and shall report to the Board on the outcome of that audit;
- i) All records set out in the Retention Schedule shall be retained for a period of no less than the periods set out in the Retention Schedule and stored as directed by Chief of Police and shall remain under the control and custody of the Chief of Police;
- j) All records of the Board shall remain under control and custody of the Board Secretary or Board designate;
- k) Destruction of any Board or this Police Service's records shall be by shredding or any other manner of permanent destruction. Board records shall be destroyed under the supervision of the Board Secretary and/or the Chair and Police Service records shall be destroyed under the supervision of the Chief of Police or designate;
- l) Every person in possession of In-Camera Board meeting records shall be responsible for their proper use, storage and destruction;
- m) Minutes of public meetings are posted on the Board's web page. Requests for other Board records shall be made to the Board Secretary or to the Freedom of Information Coordinator, for the Police Service. All In-Camera records are deemed to be confidential and shall not be disclosed except as may be required by law or by a Board Resolution waiving confidentiality; and
- n) Retention of a record, for historical reasons, beyond the time period specified in the Retention Schedule may be authorized by the Board or its designate.

Chair:

Date:

RECORDS RETENTION AND STORAGE SCHEDULE "A"

Note: anything can be added and retention periods adjusted

Secretary's Notes/Tapes	3 months
By-Laws/Policies/Procedures	Permanent
Minutes of Meetings	Permanent
Historical Documents	Permanent
Annual Reports	20 years
Strategic Plans	CY + 7 years
Board Budget Material	CY + 5 years
Board Office Financial Materials	CY + 7 years
Working Agreements	Expiry of agreement + 25 years
Board Staff Human Resource	25 years after leaving Board
Contracts (including but not limited to Chief, Deputy Chief(s), Board staff)	Expiry of contract + 25 years
External Contracts	Vendors - expiry of contract + 2 years Government - expiry of contract + 5 years
Civil Actions	Close of file + 15 years
Financial Reports	CY + 5 years
Correspondence/Complaints	Resolution of complaint + 5 years
Tender Documents	Term of tender + 7 years Unsuccessful applicants -1 year after award

REPORT TO THE OWEN SOUND POLICE SERVICE BOARD



SUBJECT: Bitcoin ATM Machines- Information Report
TO: Chair and Members of the Owen Sound Police Service Board
DATE: February 18, 2026

STRATEGIC PRIORITIES:

The contributes to the positive outcomes within the following Strategic Priorities, set by the Board in the 2023-2026 OSPS Operations Plan:

- Community Safety
- Community Wellbeing
- Our Members
- Sustainability

RECOMMENDATION(S):

For Information

REPORT:

Below is an informational report summarizing current concerns, trends, and policing considerations surrounding Bitcoin A.T.M. machines and their role in financial fraud targeting residents of Owen Sound.

What is a Bitcoin ATM?

A Bitcoin A.T.M. is a physical kiosk that allows users to buy — and in some cases, sell — Bitcoin or other cryptocurrencies using cash or a debit card, without needing a traditional bank account. Instead of connecting to a bank, these machines connect to a cryptocurrency exchange or **directly to a user's digital wallet, sending purchased crypto to the wallet** or dispensing cash when crypto is sold. Bitcoin ATMs function similarly to vending machines for digital currency, offering a quick, accessible method for converting cash into Bitcoin or vice versa.

How Bitcoin ATM's are Used as a Tool for Fraud

Bitcoin ATMs - while legal and useful for legitimate cryptocurrency purchases - have increasingly become a favoured method for scammers to extract money from victims due to their speed, anonymity, and irreversible transactions.

Common Fraud Types Involving Bitcoin ATM's

- Fraudsters posing as government employee and Police Officers and demanding payments to avoid arrest, taxes and fines using a Bitcoin ATM
- Investment scams in which a fraudster posing as a legitimate financial advisor convinces a victim that they will receive 'guaranteed returns' in exchange for a large initial investment
- Tech support/ computer access scams in which fraudsters convince victims that their bank account has been compromised, and they must urgently pay for technology services

Owen Sound Specific Information Regarding Fraudulent Activity Related to Bitcoin ATM's

Police records reveal that reported incidents of fraudulent activity directly related to Bitcoin ATM machines date back to the year 2020 in Owen Sound. It should be noted that the majority of reported frauds involving Bitcoin and other cryptocurrencies are carried out using computers rather than Bitcoin ATMs. The following is the reported financial loss by year attributed to frauds in which Bitcoin ATMs were used to complete the transaction(s).

- **2020-** \$3,780
- **2021-** \$100,000
- **2022-** \$20,400
- **2023-** \$7,800
- **2024-** \$45,200
- **2025-** \$5,100
- **2026-** \$4,900 (* as of Feb 6, 2026)

Current Locations of Bitcoin ATM's in the City of Owen Sound

- Central Variety Convenience Store- 314 8th Street East
- Hasty Market Convenience Store- 925 16th Street East
- Owen Sound Convenience- 810 10th Street West
- Vince's Kwik Mart – 601 2nd Avenue East
- Circle K- 280 10th Street East

Current Legal and Regulatory Framework for Bitcoin ATMs in Canada

Bitcoin ATMs are **not banned** in Ontario **or anywhere** in Canada. They are legal, fully operational, and classified as "money services businesses" that must register with FINTRAC, the federal financial intelligence agency. They are subject to increasing scrutiny due to their association with fraud and money laundering, leading some law enforcement officials to call for tighter restrictions or bans, but none have been enacted. The city of Vancouver famously considered a ban in 2019 after police called the machines "ideal money laundering vehicles," but ultimately decided against it to avoid appearing hostile to financial technology.

State of Massachusetts, U.S.A.

A case that was briefly discussed during the January, 2026 board meeting referencing the 'City of Burlington' was in fact describing events from Burlington, Massachusetts.

- Burlington, Massachusetts, is moving to join several neighbouring municipalities in banning cryptocurrency ATMs to combat a surge in fraud and financial scams, with a proposal submitted by the police department for a January 2026 town meeting. The ban aims to protect residents from high-stakes fraud, as the town seeks to remove machines commonly used for depositing funds to scammers.
- The proposal seeks to ban Bitcoin ATMs and other cryptocurrency kiosks, particularly in local, convenience-style businesses.
- If approved, the bylaw would require businesses to remove the machines within 60 days, with noncompliance resulting in daily fines.

FINANCIAL/RISK IMPLICATION(S):

The issue of financial fraud being facilitated in part using Bitcoin ATM's is a documented risk to the citizens of Owen Sound.

SUBMITTED BY:

Craig Matheson, Inspector

REPORT TO THE OWEN SOUND POLICE SERVICE BOARD



SUBJECT: 2023-2026 Operations Plan – Progress Update #6 - Year Three

TO: Chair and Members of the Owen Sound Police Services Board

DATE: February 18, 2026

STRATEGIC PRIORITIES:

Monitoring progress on the goals and actions of the OSPS 2023-2026 Operations Plan will help maintain focus on the following Strategic Priorities set by the Board and raise awareness of any issues or challenges that may arise and prevent success:

- Community Safety
- Community Wellbeing
- Our Members
- Sustainability

RECOMMENDATION(S):

For Information

REPORT:

In March 2023 the Owen Sound Police Services Board approved the 2023-2026 OSPS Operations Plan. The Plan includes 14 goals and 50 specific actions within the Board’s Strategic Priorities listed above.

As part of our commitment to achieving these goals, each action has a designated Position and Person Accountable who has been selected to lead, coordinate, and take ownership of moving the action forward. Each Person Accountable is responsible for identifying and updating timelines and measurements of success in the working copy of the Operations Plan, as well as providing brief progress updates every six months. These progress reports are important to ensure goals and actions stay on track, and to discuss/assist with any challenges or roadblocks.

Attached is the sixth, six-month progress update for the goals and actions of the OSPS 2023-2026 Operations Plan, representing the end of year three of this four-year plan. At this point in time, one (1) action has not yet started; fourteen (14) actions are in progress; and thirty-five (35) or 70% of actions are considered completed.

In this year three progress report, many actions are now designated “**Completed**” as they are ongoing, continuous initiatives that are built into regular OSPS business practice. Following transfers, promotions, and filled vacancies mid-2025, some new “accountable persons” have taken on renewed focus of some actions. Tremendous efforts continue across the Service. In some cases, steps continue towards the end goal; and in other cases, efforts over the past three years have solidified the actions into long term, standard business practice.

A few “**Completed**” actions are highlighted below:

- Improving police visibility in the River District and at other priority areas continues as part of regular foot and bicycle patrols (**CS2a**), and by attending and/or hosting community events (**CS2c**). The vacancy in CORE is now filled and the CORE officer sustains visibility with scheduled foot patrol, ongoing engagement with local businesses, and promoting CamSafe. The CORE officer, the CSO and Auxiliary officers, actively participate in events, such as Halloween walk, Santa Claus parade, Festival of Northern Lights, and are involved in planning 2026 events such as Wheel & Ride. However, availability of part-time officers for visibility in the River District has been impacted by new requirement for armed officers in court facilities.
- Improving collaboration with social service providers by educating on roles, responsibilities, and authorities of police and social service providers involved with mental health, addictions, and homelessness (**CW1a**) is part of day-to-day operations with two CMHA Crisis Workers assigned to OSPS and attending live calls with officers. This approach has greatly leveraged the specialized knowledge, skills and abilities of the Crisis Workers and offers more immediate response to mental health/crisis calls. Also, OSPS is a regular participant at Multi Agency Risk Assessment Model (MARAM) for high-risk domestic violence, as part of Violence Prevention Grey Bruce, for improved coordination social service response and victim support.
- Leveraging available social services/resources by reviewing follow-up with victims of crime (**CW2a**) has improved with a full-time Victim Services staff member now located at OSPS. Collaborative work on referrals and supports is now part of everyday practice, along with ongoing communication and training. New OSPS business cards include Victim Service contact information, and Niche UA will offer improved efficiency and tracking of victim notifications.
- To improve members’ mental and physical wellbeing, OSPS hosts and supports social events for OSPS members and their families each year (**OM1c**). For example, an annual staff appreciation event is organized each year. The second annual 30x30 fitness challenge was held in November 2025. As part of the Wellness Committee mandate, a survey was sent to OSPS members to gain insight on what events/activities they would like to see. Social event plans for 2026 include: another step challenge, a book club, a bus trip to a Jay’s game, and a potential gala event.
- A long-term staffing recruitment and retention plan is now fully operational to promote and plan for long term succession (**S1a**). The Service now attends a full slate of annual recruitment events (community, college and university based), offers regular information sessions for the position of Recruit Constable with some sessions being offered for women only, revised promotional material, and social media posts have been rebranded with a consistent tag line and fresh content. The Service has signed the 30 Forward Pledge to increase female representation in sworn positions.
- Finding efficiencies in ways of doing business throughout the organization is now part of ongoing business practices (**S3c**). An Efficiency Committee now meets regularly. Some examples of efficiency successes in 2025 include: fingerprint appointment scheduler; electronic daily roster and equipment log; automated Outlook calendars for each platoon, CIB, on-call. There are ongoing initiatives improving communication across Service and removing paper processes and redundancies.

Examples of some actions “**In Progress**” are highlighted below:

- To help address controlled substances, firearms, and violent crime, the Bail Compliance and Warrant Apprehension (BCWA) team integrates repeat-offender targeting into routine enforcement operations (**CS3b**). Ongoing collaboration with Probation & Parole supports compliance checks, warrant execution, address verification, and proactive enforcement of release conditions. Still in progress, is the implementation of the new provincial BCWA dashboard.
- Improving internal communication by maintaining and providing access to common information resources (**OM3a**), and by identifying best practices for different types of internal communications (**OM3b**) will be completed in year four of this Plan. Microsoft365 began rolling out in 2025. The development of a new, internal SharePoint site is in progress throughout 2026 and will provide a modern functional platform for improved information management, searchability, and communication.
- Undertaking a comprehensive service delivery model review by reviewing call type response methods to police calls for service (**S3a**) and by reviewing alternative response methods to non-police calls for service (**S3b**) is planned to be initiated this Fall. Some preliminary work has been done, but workload demands and staffing availability have not provided the opportunity for focused efforts on this substantial review.

Depending on the findings of the service delivery model review planned to commence later in 2026, community education on changes or new police delivery models is the only action in the Plan that has not “**Not Started**” (**S3d**) but will be initiated if needed.

OSPS recognizes some challenges associated with moving the Plan’s goals and actions forward due to workload demands and budgetary limitations. However, progress continues with existing resources and work will continue throughout 2026 with the ongoing cooperation and support from the Board.

FINANCIAL/RISK IMPLICATION(S):

Financial and human resources may be required to significantly move some actions forward over the four-year cycle of this Operations Plan.

ATTACHMENT(S):

- OSPS 2023-2026 Operations Plan – Progress Report #6 – Year Three - January 2026

SUBMITTED BY:

Margaret Gloade, Strategic Analyst

Goals	Actions	Accountable		Progress Report #6 – January 2026
		OSPS Position	OSPS Member	Brief update on work done to-date to move actions forward. 1. Include status: Not Started ; In Progress ; or Completed 2. Include key steps/tasks undertaken over last 6 months to move action forward and any challenges/issues 3. Include measurements/performance indicators, where possible

Community Safety (CS)

CS 1 - To address safety concerns identified by the community	a. by improving external OSPS messaging regarding current crime trends and crime prevention tips	CIB Sergeant	J.Gurney	<ul style="list-style-type: none"> Completed – Built into ongoing practice. OSPS has established a consistent and sustainable approach to external public safety messaging through coordinated use of media releases, social media platforms, and the OSPS website. Crime prevention and safety messaging has been aligned with seasonal trends and emerging risks, including traffic safety, fraud and scam prevention, theft prevention, and community safety alerts. Community forums and presentations delivered through the CSWB Crime Prevention Action Table have reinforced public-facing messaging and increased opportunities for direct engagement and education.
	b. by gathering feedback and safety concerns from the community	Strategic Analyst	M.Gloade	<ul style="list-style-type: none"> In Progress – Reporting a Road Safety or Community Concern on the external website remains under construction. Awaiting full rollout of Microsoft365. Will be revisiting potential means of soliciting community safety and traffic concerns with newly assigned Sergeant.
	c. by deploying flexible proactive community-oriented response based on feedback from the community and OSPS priorities	CIB Sergeant	J.Gurney	<ul style="list-style-type: none"> Completed – Built into ongoing practice. Targeted patrols, extra checks, and follow-up engagement have been consistently implemented based on community requests, River District survey data, and OSPS priorities. Information gathered from surveys and outreach has been integrated into patrol planning to ensure coverage during peak periods. Partnerships with youth services, Indigenous organizations, housing providers, and community agencies have strengthened trust and improved responsiveness. Despite periodic staffing and operational pressures, CORE maintained consistent visibility and engagement through strategic scheduling and prioritization.
	d. by monitoring and publishing emergency response times to priority calls	Director of Corporate Services	S.Bell-Matheson	<ul style="list-style-type: none"> In progress – awaiting training on new Komutel CORE/COMSTAT software to determine how to extract and publish response times with new NG911. In process of reviewing several different analytical tools to assist monitoring performance, once access to RMS and CAD data is established.
CS 2 - To improve police visibility in the River District and at other priority areas	a. by increasing visibility, foot, and bicycle patrol in the River District and other priority areas	CIB Sergeant	J.Gurney	<ul style="list-style-type: none"> Completed – Built into ongoing practice. CORE has achieved sustained police visibility in the River District through regularly scheduled foot and bicycle patrols supported by CORE grant funding. Patrol Officers continue to commit regular foot patrols in the River District and have enhanced approachability, although this has been impacted with the new requirement for armed officers in court facilities. CORE maintains attendance at community events and ongoing engagement with businesses to assess perceived visibility and effectiveness.
	b. by scheduling alternative OSPS members to increase visibility at peak periods	P2 Sergeant	M.Holovaci	<ul style="list-style-type: none"> In progress – Recent changes to court security requirements have impacted traffic enforcement and proactive patrols as armed officers now required in court facility. Most part-time officer shifts are now assigned to court security rather than foot patrol. Staffing increases requested in 2026 OSPS budget to restore availability for part-time officers to support front line and increase visibility at peak periods.
	c. by attending and/or hosting community events	CSO	J.Cranny	<ul style="list-style-type: none"> Completed – Built into ongoing practice. When opportunities present themselves the Community Safety Officer (CSO) is fully engaged with River District events and activities such as the Halloween walk, Santa Claus Parade & Festival of Northern Lights. Ongoing planning for upcoming event such as Wheel & Ride event 2026 which will be held in the River District. Ongoing meetings with community partners, for example at Library with PFLAG members, promoting CAMSafe. Community engagement in the River District with foot patrol in the Farmers Market community (Aug/Sept), and regular rides on police bikes in the River District. Opportunity to interact with citizens.
CS 3 - To address controlled substances, firearms, and violent crime	a. by targeting drug and weapon traffickers, and working with other law enforcement partners to investigate and prosecute offenders	Drug Investigator	G.Bridgeman	<ul style="list-style-type: none"> In progress – Demands for criminal investigations, including three homicides, resulted in reassignment of drug investigator. Anticipated full staffing in 2026 should allow for more focus on proactive drug and weapon investigations.
	b. by focusing investigative efforts on repeat offenders of violent and property crime	CIB Sergeant	J.Gurney	<ul style="list-style-type: none"> In progress – Bail Compliance and Warrant Apprehension (BCWA) and CORE teams have integrated repeat-offender targeting into routine enforcement operations. Provincial BCWA Dashboard in development with implementation anticipated this year. Designated BCWA officer in training. Ongoing collaboration with Probation & Parole supports compliance checks, warrant execution, address verification, and proactive enforcement of release conditions. RMS flagging and offender tracking processes are now established and routinely utilized. Grant-funded staffing models have enabled sustained enforcement activity focused on high-risk and prolific offenders, although staffing pressures remain at times, enforcement efforts are now embedded within standard operational practice.

Goals	Actions	Accountable		Progress Report #6 – January 2026
		OSPS Position	OSPS Member	Brief update on work done to-date to move actions forward. 1. Include status: Not Started ; In Progress ; or Completed 2. Include key steps/tasks undertaken over last 6 months to move action forward and any challenges/issues 3. Include measurements/performance indicators, where possible
	c. by educating the community regarding Canadian governmental changes in controlled substances policies and authorities of police	Deputy Chief	D.Bishop	<ul style="list-style-type: none"> Completed – Ongoing practices put in place. Advocacy and education with the community will continue.
CS 4 - To promote road safety	a. by addressing areas of road safety concerns based on feedback from the community	P3 Sergeant	N.Houston	<ul style="list-style-type: none"> Completed – Built into ongoing practice. OSPS continues to work collaboratively with the community to address areas of concern based on their feedback. This is done by communicating these areas of concern to all uniform members for directed patrol and enforcement. Once the roll out and training of Microsoft 365 is complete, the forms on the OSPS external website can then be readily utilized by the Sergeant overseeing Road Safety concerns and initiatives.
	b. by promoting road-user safety information, targeted traffic enforcement activities, and sharing results with the community	P3 Sergeant	N.Houston	<ul style="list-style-type: none"> In progress – Develop a portal within OSPS external website – to focus as a forum for the community’s reference and education for road safety and to communicate OSPS enforcement initiatives.
	c. by collaborating with the City of Owen Sound on road safety initiatives	Operational Inspector	C.Matheson	<ul style="list-style-type: none"> In progress – Newly assigned Inspector will be reaching out to City to identify City’s new representative, following a retirement. This collaboration is expected to be renewed.

Community Wellbeing (CW)

CW 1 - To improve collaboration with social service providers	a. by defining and educating on roles, responsibilities, and authorities of police and social service providers involved with mental health, addictions, and homelessness	MHCRT	S.Beaney	<ul style="list-style-type: none"> Completed – Built into ongoing practice. Two CMHA Crisis Workers attending live calls with police as part of their routine shifts. This new approach has greatly leveraged the knowledge, skills and ability of the Crisis Workers, and their relationship with patrol officers, and offers more immediate response to mental health/crisis calls. OSPS regular participant at Multi Agency Risk Assessment Model (MARAM) for high-risk domestic violence, as part of Violence Prevention Grey Bruce, for improved coordination social service response and victim support.
	b. by supporting the Community Safety and Well-being Planning efforts of the municipalities of Bruce and Grey, including referrals to the Situation Table	CIB Sergeant	J.Gurney	<ul style="list-style-type: none"> Completed – Built into ongoing practice. OSPS continues active participation in the Grey Bruce Community Safety and Well-Being framework, including the Crime Prevention Table and STAR. Referrals to the Grey Bruce STAR remain consistent, with improved understanding among frontline members regarding identification of acute risk cases. Information sharing and collaborative responses have strengthened across partner agencies, particularly in cases involving human trafficking, substance use, and vulnerable individuals. While operational demands delayed some planned in-person education initiatives, STAR referrals and inter-agency collaboration are now well-established and embedded in practice.
	c. by examining opportunities to include crisis workers into the Owen Sound Emergency Communications Centre (OSECC)	Administrative Inspector	T.Doherty	<ul style="list-style-type: none"> Completed – Specific funding for Crisis Workers embedded in communications centre or applicable long-term grant(s) to expand the service into communication centre not yet available. With the expansion of a second Crisis Worker to the MHCRT team in 2024, the overall deployment model was modified leveraging the skills of the CMHA Crisis Workers now riding along with patrol officers.
CW 2 - To leverage available social services/resources	a. by reviewing OSPS follow-up with victims of crime	P1 Sergeant	E.Cranny	<ul style="list-style-type: none"> Completed – Victim Services (VS) is now occupying office space at OSPS with a full time staff member available to Officers. Meetings with VS staff conducted to discuss referrals and efficiencies. Meetings will be ongoing. Follow up and support with support with victims of crime now built into ongoing practice. Presentations made by VS to OSPS uniformed members at Briefings; Jan/Feb 2025 and November 2025. Will be ongoing refresher training and presentations. Moving forward, all OSPS business cards include Victim Services contact information and location for occurrence number for ease of follow up. Victim Log Entries improvements in progress. Entries can be made by officers through RMS to document victim notification of offender release and/or outcome of Court, as well as any unsuccessful attempts made to contact a victim. Entry could further be made by Court Case Manager or Sergeant if released from Bail/WASH Court. Consultations re: ability to implement with new Niche UA, and taken to the Efficiencies Committee for discussion.
	b. by providing ongoing education to OSPS members on social services and resources available to the community	Training Officer	C.Gloade	<ul style="list-style-type: none"> Completed – Built into ongoing practice. Newest OSPS police recruits are going through enhanced post-OPC training, which includes connecting in person with our key agencies and social services to learn what they do and what the police role may include. Will investigate with CORE other potential methods of sharing resources with members and how best to maintain a updated list of relevant service providers in the community.

Goals	Actions	Accountable		Progress Report #6 – January 2026
		OSPS Position	OSPS Member	Brief update on work done to-date to move actions forward. 1. Include status: Not Started ; In Progress ; or Completed 2. Include key steps/tasks undertaken over last 6 months to move action forward and any challenges/issues 3. Include measurements/performance indicators, where possible
	c. by advocating with social service providers to address identified service gaps in the community	Operational Inspector	C.Matheson	<ul style="list-style-type: none"> Completed – Built into ongoing practice. Police Service Board and City have collaborated to bring social service providers and stakeholders together to identify solutions to community safety issues in the downtown. Neighbourhood Response Team initiated by County. OSPS collaborating with suggestions to best serve community's needs. Carleton Academic research team, in partnership with OSPS, shared their findings in Fall 2025 with service providers: "Improving the Quality of Care for People Experiencing Crises in Owen Sound, Ontario – Facilitators and Barriers to Referral Uptake and Service Utilization by Community Members" by Liana Lanzo and Dr. Craig Bennell. Poverty Task Force released report "Mapping Discharge Pathways from Correctional Institutions to Bruce Grey – A Comprehensive Service and Needs Analysis Report" by Stuart D'Costa, in partnership with United Way Bruce Grey.
CW 3 - To build and foster relationships with community groups	a. by educating OSPS members and the community on OSPS partnerships	CSO	J.Cranny	<ul style="list-style-type: none"> Completed – Built into ongoing practice. For example, continued work with M'Wikwedong/urban Indigenous citizens and police members on the historical reasons for building bridges to support a safer, more inclusive community. Bringing Officers to presentations that include priority populations, showcasing the value of police engagement and positive outreach. Officers have attended or took part in events/presentations with; PFLAG, Muslim Association, REACH, French Catholic School, citizens and youth at Bayfield Landing, members of the Jewish Synagogue and citizens new to Canada and supported by Y Settlement Services. Planning and hosting Violent Threat Risk Assessment (VTRA) training. VTRA training included OSPS Officers and many community partners. The next steps in VTRA will be the creation and approval of a Grey-Bruce protocol for police. Education was required to secure active police participation.
	b. by focusing on preventative youth programming in cooperation with school boards and community groups	CSO	J.Cranny	<ul style="list-style-type: none"> Completed – Built into ongoing practice. For example, outreach work with Bayfield Landing continues using the Inside Out Program created by Barrie Police. In-school work on social media awareness and internet safety. VTRA level 2 was completed in November. Commencing the development of community wide protocol and accreditation to run train the trainer course in the coming years. To date the following schools have received in-class sessions from OSPS CSO; Hillcrest, Saint Dominique Savio and some classes at OSDSS.
	c. by fostering and building relationships with diverse groups within the community	CSO	J.Cranny	<ul style="list-style-type: none"> Completed – Built into ongoing practice. For example, planning has commenced with Y Settlement Services to run in-house training on how to protect kids online. The participants will all be newcomers to Canada (and English a second language). Planning has commenced for End of Summer Bash with M'Wikwedong. Partnership with PFLAG- the role of police and safety online, with focus on online hate. CSO continues to attend prayer quarterly to engage with congregation at the Muslim Association. Working with Y Settlement Services, School Outreach Worker, to ensure safety in schools for newcomer youth.
	d. by promoting crime prevention with business owners, victims, and the community	CIB Sergeant	J.Gurney	<ul style="list-style-type: none"> Completed – Built into ongoing practice. CORE and CSO have fully integrated CPTED principles into engagement with business owners, community partners, and housing providers. CamSafe program was fully implemented in 2025, with ongoing promotion to leverage this crime prevention opportunity. Regular attendance at River District meetings and proactive business outreach have strengthened relationships and trust. Joint initiatives with the City of Owen Sound, Grey County, CMHA, and Victim Services have improved environmental safety and reduced calls for service. Fraud and theft prevention education for seniors has been delivered, with positive community feedback and plans for continued sessions. Victim Services' co-location within OSPS has enhanced referral efficiency and victim support outcomes.

Our Members (OM)

OM 1 - To promote OSPS members' mental and physical wellbeing	a. by raising awareness among OSPS members of available physical and mental health programs/resources	Human Resources Manager	W.Pratt	<ul style="list-style-type: none"> Completed – Built into ongoing practice. Drawing upon a survey of members we have realigned the in-house counselling program to more closely meet their needs. Members also have access to many online mental health resources including videos, articles and self assessments that focus on sleep, addiction and substance use, anxiety and depression, quality of life, family and relationships, health and nutrition etc.
	b. by evaluating the shift schedule rotation pattern to maximize OSPS member wellness	Strategic Analyst	M.Gloade	<ul style="list-style-type: none"> Completed – In partnership with the Owen Sound Police Association (OSPA), an evaluation was conducted in June/July 2023 of the new "5-4" shift schedule rotation pattern being piloted. OSPA and OSPA have agreed to continue the 12-hour shift schedule rotation.
	c. by hosting and supporting social events for OSPS members and their families, and area-specific team building events	Executive Assistant	A.Gaviller	<ul style="list-style-type: none"> Completed – As part of ongoing practice, will host annual staff appreciation each year. In Fall 2025, this was held at Heartwood. In November, the second annual 30x30 fitness challenge was held, with 50% of members participating. As part of the Wellness Committee mandate, a survey was sent to OSPS members to get insight on what events/activities they would like to see. Social event plans for 2026 include: a step challenge in April, initiation of a book club, a bus trip to a Jay's game, and a combined gala event with OSPS and OSPA.

Goals	Actions	Accountable		Progress Report #6 – January 2026
		OSPS Position	OSPS Member	Brief update on work done to-date to move actions forward. 1. Include status: Not Started ; In Progress ; or Completed 2. Include key steps/tasks undertaken over last 6 months to move action forward and any challenges/issues 3. Include measurements/performance indicators, where possible
OM 2- To promote professional development and training opportunities for all OSPS members	a. by identifying internal and external education and career planning resources available to all OSPS members	Human Resources Manager	W.Pratt	<ul style="list-style-type: none"> In progress – This has been delayed. Work will take place this spring to map out internal and external courses for specific positions.
	b. by implementing annual block training for OSPS civilian members	Operational Inspector	C.Matheson	<ul style="list-style-type: none"> Completed – In January of 2026, OSPS civilian members have been scheduled into block training sessions consisting of various job-related material.
	c. by documenting recommended training courses and maintaining updated training records for all OSPS members	Operational Inspector	C.Matheson	<ul style="list-style-type: none"> Completed – Built into ongoing practice. The service is committed to ensuring all officers receive comprehensive, high-quality training to perform their duties effectively and safely. In late 2025 the service expanded our initial training program for new officers to better equip them with the skills needed for modern law enforcement. Highlights of the program include expanded curriculum hours, more defensive tactics training and a focus on de-escalation, communication and community-oriented policing. In 2026 the service will transition to the use of a OSL cloud- based system that will streamline process and allow for more accessible and accurate training records for all members.
	d. by conducting annual performance appraisals and discussions of professional development planning	Human Resources Manager	W.Pratt	<ul style="list-style-type: none"> Completed – Built into ongoing practice. A new performance appraisal program has been developed which is based on core and job specific competencies. Core competencies will be consistent across the Service and each position such as Dispatch, Records, Constable etc. will have three competencies that are specific to the role. Members are asked to complete a self-evaluation, a component which will increase a member’s ownership in the process.
	e. by providing ongoing training for all OSPS members on persons requiring mental health/crisis intervention	Operational Inspector	C.Matheson	<ul style="list-style-type: none"> Completed – Built into ongoing practice. In November 2025, Owen Sound Police hosted Level 2 Violent Threat Risk Assessment (VTRA) training locally. 60 people were trained including officers from Owen Sound Police, Hanover and West Grey Police, staff of Brightshores Hospital, school boards, Victim Services and the Canadian Mental Health Association. In November and December 2025, all OSPS officers completed the new, CSPA mandated, Mental Health Crisis Response training. The MHCR program is structured around a competency-based, scenario-driven framework that incorporates de-escalation of persons in crisis. There is an evaluated, virtual- reality scenario component to the training program and mandatory annual requalification’s for all officers are required.
OM 3 - To improve the flow of internal communication	a. by maintaining and providing access to common information resources e.g. network drive, bulletin boards, email	Training Officer	C.Gloade	<ul style="list-style-type: none"> In progress – new communication platform to be developed with implementation of Microsoft 365 and new Training specific site. See OM3b below.
	b. by identifying best practices and methods for distributing different types of internal communications	Strategic Analyst	M.Gloade	<ul style="list-style-type: none"> In progress - New OSPS organizational chart approved in December 2025, with detailed internal version, to clarify roles, responsibilities, and reporting structures Documentation of consistent business practices now using Directives, with 13 Directives prepared and posted in 2025. Rollout of Microsoft365 started in 2025 and continues in 2026. Eight area representatives trained in Fall 2025 to design and set up internal Sharepoint for improved information architecture. First half of 2026 will transition data from shared network drives to new Sharepoint site, with training for all members, creating a platform for wide range of internal communication and information management. Will include information resources in OM3a. Internal quarterly newsletter, The Brief, continues to be produced and shared. Latest edition distributed in December 2025. Communication Committee is meeting regularly. Ongoing ideas to improve internal communication implemented, such as: photos of all new staff; new electronic Daily Roster available to all members to see who is on-duty and where they are assigned.

Sustainability (S)

S 1 - To promote and plan for long term succession	a. by developing a long-term staffing recruitment and retention plan within a competitive labour market	Human Resources Manager	W.Pratt	<ul style="list-style-type: none"> Completed – The Service now attends a full slate of annual recruitment events (community, college and university based). The Service has implemented regular information sessions for the position of Recruit Constable with some sessions being offered for women only. Recruitment focused promotional material has been developed. Social media posts have been rebranded with a consistent tag line and fresh content. The Service has signed the 30 Forward Pledge to increase female representation in sworn positions and there will be review of policies and procedures to ensure the organization supports the retention of staff. Work is underway to update the material on the website career opportunities page.
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Goals	Actions	Accountable		Progress Report #6 – January 2026
		OSPS Position	OSPS Member	Brief update on work done to-date to move actions forward. 1. Include status: Not Started ; In Progress ; or Completed 2. Include key steps/tasks undertaken over last 6 months to move action forward and any challenges/issues 3. Include measurements/performance indicators, where possible
	b. by providing increased opportunities for OSPS members to gain leadership experience in different areas and roles	Administrative Inspector	T.Doherty	<ul style="list-style-type: none"> In progress – Current Team Lead positions in OSECC continue to be promoted for internal leadership development. Several new leadership opportunities in Fall 2025, including new Deputy Chief position, filling two new Inspector positions, one internally, and several Sergeant promotions and transfers into specialized positions. Ongoing leadership training including: Sergeant and Acting Sergeant attended Front Line Supervisor course; two Sergeants attended Incident Management System (IMS) 200 and two Sergeant sent to Incident Command 200. New Acting Sergeant positions and realignment across platoons for shared leadership opportunities.
	c. by developing a long-term facility plan that anticipates future growth and upgrades	Administrative Inspector	T.Doherty	<ul style="list-style-type: none"> Completed – City Facilities Assessment completed in June 2023 which identified short- and long-term facility needs up to next 10 years; presented to PSB in July 2023. Awaiting service level agreement from City. Ongoing facility assessments and deterioration leading to preliminary discussion for need of new facility.
	d. by developing a long-term information technology (IT) plan that anticipates future IT priorities and demands	Director of Information Technology	C.Hill	<ul style="list-style-type: none"> Completed – A long-term IT plan has been drafted and submitted for review. Requires annual review mid-year before budget season to address on-going organizational requirements.
2 - To foster a sustainable emergency communication centre	a. by reviewing, documenting and tracking standard training for Communicators	Communications Trainer	A.Byers	<ul style="list-style-type: none"> Completed – Documenting, tracking, and evaluating training for Communicators is now built into ongoing practice. For example, recently completed training includes: in-house training with all current staff on our new phone system, training for transition to NG9-1-1, training for RapiDSOS, NICHE UA completed. Training in development includes: Intellicom SOP's once final testing is complete; new part-time dispatchers to be hired for March/April; fire training for all current communications staff through APCO.
	b. by developing a robust Communication Centre recruitment and retention strategy	Human Resources Manager	W.Pratt	<ul style="list-style-type: none"> Completed – New advertising is reaching more qualified candidates, and our restructured recruitment process is yielding candidates who will most likely succeed in the role. The training process has been realigned to make the material easier learn, practice and retain. Formal feedback during and after training supports members with positive feedback and timely information when an error has been made. The team has identified the core behaviours which create a supportive team environment which is critical to retention.
	c. by reviewing and maintaining standard operational procedures for all agencies dispatched to manage expectations	Director of Corporate Services	S.Bell-Matheson	<ul style="list-style-type: none"> Completed – Ongoing review and maintenance of standard operating procedures has been built into ongoing practice. For example, in the OSECC, the 2nd round of testing Intellicom software is complete, with Spring 2026 integration planned for CAD along with training. The testing environment will be used for training in March 2026 with the class of new hires. Testing and implementation of Hyper AI to process low acuity calls with no suspects or general administrative inquiries – to be implemented mid-March 2026. Researching and identifying potential Quality Assurance programs and will implement by Fall 2026. Expected to assist with expectations and standardization across both call taking and dispatching practices while providing consistent feedback to members. In process of updating the Emergency Communications Call Handling and Dispatch Policy and creating Fire Dispatching Police guided by NFPA 1225 standards and expectations for Fire Dispatching.
	d. by routinely testing and operating from the OSECC's back-up communication centre	Communications Trainer	A.Byers	<ul style="list-style-type: none"> Completed – OSECC back-up communication centre fully migrated to NG911. Testing and operating from the back-up site is now part of ongoing business practice, for example, will be doing a mock evacuation of the main site to the back up in Spring and Fall 2026 and will maintain schedule thereafter.
	e. by regularly reviewing the contract structure fees and costs for services for agencies dispatched by the OSECC	Chief	C.Ambrose	<ul style="list-style-type: none"> Completed – Built into ongoing practice. New billing model and regular contract renewals in place.
	f. by relocating the OSECC to a modern, functional workspace that better supports emergency dispatch needs	Deputy Chief	D.Bishop	<ul style="list-style-type: none"> Completed – The OSECC achieved a significant milestone in 2024, with the grand opening of the newly renovated Owen Sound Emergency Communications Centre celebrated on October 25th. Following a detailed plan, the centre transitioned to full operations in the new location on October 29, 2024.
3 - To undertake a comprehensive service delivery model review	a. by reviewing call type response methods to police calls for service	Administrative Inspector	T.Doherty	<ul style="list-style-type: none"> In progress – Preliminary work initiated. Comprehensive service delivery review project to be initiated Fall 2026.
	b. by reviewing alternative response methods to non-police calls for service	Deputy Chief	D.Bishop	<ul style="list-style-type: none"> In progress – Comprehensive service delivery review project to be initiated Fall 2026.
	c. by finding efficiencies in ways of doing business throughout the organization	Deputy Chief	D.Bishop	<ul style="list-style-type: none"> Completed – Built into ongoing practice. Efficiency Committee meets regularly. Some examples of efficiency successes include: fingerprint appointment scheduler; electronic daily roster and equipment log; automated Outlook calendars for each platoon, CIB, on-call. Initiatives improving communication across Service and removing paper processes and redundancies.
	d. by educating the community on changes or new police delivery models	Operational Inspector	C.Matheson	<ul style="list-style-type: none"> Not Started – Will be initiated if needed, as changes are implemented pending results of comprehensive service delivery review.

Goals	Actions	Accountable		Progress Report #6 – January 2026
		OSPS Position	OSPS Member	Brief update on work done to-date to move actions forward. 1. Include status: Not Started ; In Progress ; or Completed 2. Include key steps/tasks undertaken over last 6 months to move action forward and any challenges/issues 3. Include measurements/performance indicators, where possible
S 4 - To advocate for a sustainable police funding model	a. by examining equitable policing costs amongst local municipalities	Chief	C.Ambrose	<ul style="list-style-type: none"> Completed – Built into ongoing practice of advocacy, lobbying for equitable supports, and leveraging grant opportunities. Regularly meeting with local police agencies to find efficiencies with shared service agreements (Sec.14) and formalizing processes for: shared call demands, canine support, investigative technical support, training.
	b. by forecasting long term OSPS budgeting requirements	Financial Coordinator	J.Hawke	<ul style="list-style-type: none"> In progress – Looking at the current CAD/RMS provider to determine a long term viable solution that is both cost effective and meets the needs of the service. Working with other police services to use buying power / economies of scale to manage future costs. The Board successfully negotiated contracts through the end of 2026 for budget planning. Identifying challenges with vendors moving from purchased services to subscription-based models.
	c. by reviewing and assessing OSPS court security costs	Director of Civilian Services	K.Fluney	<ul style="list-style-type: none"> Completed – Due to variability in demands, review of court security needs and costs form part of ongoing business practices. Decision in August 2025 recommending armed security in court facilities impacting costs. Resources reassigned to court security in response, reducing front line call support, traffic enforcement, and proactive patrols. Inadequate court facility in Walkerton leading to increased venue change to Owen Sound and increasing OSPS security costs. Recent decision to add additional Judge and courtroom also increasing OSPS court security costs. Owen Sound and Grey County formalized an agreement to provide equitable funding to assist with court security costs annually.



Correspondence Items Presented for Information April 13, 2026

- 1) Correspondence from AMO Re: AMO Policy Update.
 - a) Provincial Budget Spending Priorities and Build Canada Homes Operational Funding.
 - b) Funding Development Charge Reductions under the Canada-Ontario Partnership to Build & Bill 98 *Building Homes and Improving Transportation Infrastructure Act*.
 - c) Regional Governance Changes, Finalized Buy Ontario Directive, AMO Briefing on Canada-Ontario Partnership to Build, OEB Consultations on Natural Gas Franchise Agreements, Northlander Rideshare Pilot, Wildland Fire Management.
- 2) Correspondence from AMCTO Re: Advocacy Update.
 - a) Budget Package Includes a Win for AMCTO Advocacy as Province Announces Changes to MFIPPA.
 - b) Province Announces Changes to Upper-Tier Composition & Gives Regional Chairs 'Strong Chair' Powers.
- 3) Correspondence from the Minister of Municipal Affairs and Housing Re: *Building Homes and Improving Infrastructure Act, 2026 (Bill 98)*.
- 4) Correspondence from the Town Clerk, Town of Lincoln Re: Request to the Province of Ontario to Extend the Deadline for Notices of Intention to Designate Listed Heritage Properties.
- 5) Correspondence from the Deputy Clerk, Town of Saugeen Shores Re: Architectural Conservancy of Ontario Proposal to include \$10M per year in the 2026 Provincial Budget for Heritage Helping Housing Grant Funding.
- 6) Correspondence from the Town of Northeastern Manitoulin and the Islands Re: Chip-and-Tar Surface Treatment.
- 7) Correspondence from the Deputy Clerk, Township of Brudenell, Lyndoch and Raglan Re: Provincial Bail Notification Program.
- 8) Correspondence from the Principal, Practice Leader Advocacy and Tax Policy Canada, Ryan ULC Re: Unfreeze Ontario – The Cost of Inaction.



AMO Policy Update – Provincial Budget Spending Priorities and Build Canada Homes Operational Funding

Top Insights

- Provincial budget provides new funding for supportive housing, core and recreational infrastructure, and extends HST exemption for all new homes.
- AMO is calling on the provincial government to work with the federal government to commit operating funding to fully leverage federal Build Capital Homes capital investments in supportive and transitional housing.

Provincial Budget Stays The Course and Includes Millions in Municipal Infrastructure Funding

Ontario's Fiscal and Economic Outlook

Ontario's Minister of Finance introduced the 2026 Ontario Budget, [*A Plan to Protect Ontario*](#). The economic backdrop of this year's budget is largely unchanged from last year. Heightened trade and geopolitical tension, along with slower economic and population growth will contribute to a softer labour market in 2026. Economic growth is projected to be on par with last year, with real GDP forecasted to reach 1.1%. Inflation continues to trend down from its COVID peak and is now within the Bank of Canada's target of 2%. The deficit is projected to increase by \$1.5 billion to \$13.8 billion as part of the province's plan to create a fiscal buffer to absorb potential

softening of the economy. As a result of these spending decisions, a balanced budget isn't anticipated until 2028.

\$244 Billion in Program Spending and Tax Holiday for New Housing

Against this economic backdrop, the province is staying the course in its spending priorities, which totals \$244 billion (an increase of \$10 billion from last year). Many spending priorities are a continuation of commitments made in the [Fall Economic Statement](#). The focus now is on getting funding out the door and into the hands of families, businesses, and municipalities. To address cost-of-living and housing affordability concerns, which continues to be top of mind for Ontarians, the province is holding the line on taxes and program spending cuts. The province's proposal to exempt all new housing from the HST, for a one-year period, is action on its commitment to make housing more affordable.

The proposal comes into effect on April 1st and will remain in place for one year. The 8% tax vacation builds upon the [government's October 2025 proposal](#) to exempt or reduce the provincial portion of the HST for first time homebuyers that are purchasing homes valued at \$1.5 million or less. Wednesday's proposal extends to all new homes valued up to \$1.85 million and now includes existing homeowners.

The federal government is also proposing to cost-share in this tax holiday by covering the federal 5% portion of the HST. The province estimates this \$2.2 billion in tax relief could create an additional 8,000 housing units, support up to 21,000 jobs and grow Ontario's GDP by \$2.7 billion.

Budget Supports Some of AMO's Priorities

In our pre-budget submission, [Partnering to Protect Ontario's Communities](#), AMO called on the province to continue prioritizing housing-enabling infrastructure spending, paying its share of health and social services that are provincial responsibilities, and taking concrete actions to end chronic homelessness.

Today's budget includes some important funding for our sector. This is a step in the right direction for improving municipal fiscal health. Supportive housing is getting a \$53 million injection over 3 years. Funding for existing programs for core, recreation, and transit infrastructure is increasing by \$360 million. While \$2.3 billion in net new spending is going towards hospitals, home and community care, and long-term care, there are no corresponding changes to local share requirements for hospital development.

New Spending Breakdowns By Areas

Infrastructure:

- \$15 million in annual funding for the Northern Ontario Resource Development Support Fund, to enable investments in core assets such as roads and bridges.
- A \$15 million top-up over three years for the Ontario Transit Investment Fund.
- A \$300 million top-up over six years for the Community Sport and Recreation Infrastructure Fund to repair, upgrade or build new sports and recreation facilities.

Health and Social Services:

- Spending growth on hospitals (\$1.1 billion), home and community care (\$1.1 billion over three years), and long-term care (\$139.4 million) but no changes to local share requirements for hospital development.
- \$53 million over 3 years for supportive housing. While this is a good start, AMO has advocated for the province to provide matching operational investments to fully leverage federal capital funding for supportive and transitional housing through Build Canada Homes.

Emergency and Protection Services:

While the budget did not include any significant announcements that would help municipalities manage the rapidly growing costs of emergency services, it did include some targeted investments:

- Fire Protection Grant – Maintaining the \$20 million in enhanced funding for the 2026-27 grant cycle. The funding is aimed at supporting municipal fire departments to access the infrastructure and protective equipment they need to respond to local needs.
- Basic Constable Training – Extending the removal of tuition fees for the program at the Ontario Police College for an additional three years to support police services in their efforts to recruit and train more police officers.

Unlocking Build Canada Homes Funding for Transitional and Supportive Housing

AMO and municipal partners have [called](#) on the province to provide the operational funding needed to unlock federal capital from Build Canada Homes.

The federal government has earmarked \$1 billion nation-wide to create new supportive and transitional housing for people experiencing or at risk of homelessness. If Ontario received its per capita share, this could result in more than 1,200 new units in Ontario. Realizing this opportunity requires a provincial commitment of \$62 million in annual operating investment. Because Build Canada Homes requires operating funding guarantees at the application stage, a firm provincial commitment is the essential 'key' to unlocking this federal capital.

An online version of this Policy Update is also available on the [AMO Website](#).



AMO Policy Update – Funding Development Charge Reductions under the Canada-Ontario Partnership to Build & [Bill 98 Building Homes and Improving Transportation Infrastructure Act](#)

Top Insights

- Federal and Ontario governments announce [Canada-Ontario Partnership to Build](#) initiative to lower development charges with an \$8.8 billion investment.
- Provincial [omnibus](#) bill focuses on increasing housing supply and moving goods and people across the province faster. Key areas of change **directly** impacting the municipal sector are land-use planning, development charges, municipal services corporations, communal systems, Building Code, and transit system integration and innovation.

Canada-Ontario Partnership to Build

Yesterday, Premier Ford and Prime Minister Carney signed the “Canada-Ontario Partnership to Build” in support of shared goals to strengthen national and provincial economies by:

- Building more homes faster to make housing more affordable. Initiatives included joint funding to reduce Ontario municipal development charges (DCs) and the HST tax vacation for new homes [announced last week](#).

- Getting shovels in the ground on select transit projects including ALTO and various projects across the Greater Toronto and Hamilton Area (GTHA).

The [provincial](#) and [federal](#) governments made coordinated announcements. AMO members share the provincial and federal governments' commitment to accelerating housing and infrastructure development to support housing affordability and economic growth, and we are pleased to see new initiatives come with funding.

Reducing Development Charges

The Building Communities Strong Fund (BCSF) provincial-territorial stream will provide \$8.8 billion in cost-matched federal and provincial investment over ten years. This funding is focused on temporarily reducing or maintaining low DCs.

Although announced yesterday, we understand the program design is in the early stages and the full program parameters will be developed next. While AMO has yet to see the details of the agreement, it's positive that there appears to be recognition that reduced municipal DCs need an offset from other levels of government. Further, the province has indicated infrastructure funding may be available for municipalities without DCs, which supports equitable access.

The province has committed to working with AMO to design the program. As part of this process, AMO will identify key questions requiring clarity such as:

- What is the extent of the DC reductions? What are the mechanisms for determining and applying them?
- What is the timing for both the DC reductions and the delivery of offsetting funding?
- How will municipalities without DCs access this funding?

We look forward to working with the province to develop an equitable, efficient, and flexible program design that accounts for the diverse ways municipalities fund growth and use DCs.

Building Homes and Improving Transportation Infrastructure Act

The province introduced its intention to move forward with [14 pieces of legislative and regulatory amendments](#) first introduced last year under [Bill 17 Protect Ontario by Building Faster and Smarter Act](#), and [Bill 60 Fighting Delays, Building Faster Act](#). It's also proposing to consult on an additional 16 policy ideas. AMO continues to support the province's goals of achieving more consistent and timely approvals that deliver the housing and economic projects Ontarians need while improving how people move across the province.

A summary of province-wide and regional changes are provided below, organized by housing and transit themes. Many of the adopted changes address recommendations AMO raised in our [Bill 17](#) and [Bill 60](#) ERO submissions. Examples include:

- Ensuring municipal service corporation water systems remain under public ownership.
- Applying the same rigorous drinking water standards to private communal systems as those required for municipal systems; this ensures uniform standards and avoids costly upgrades should a municipality ever assume responsibility for a private system.
- Relieving pressure on municipalities by having the province backstop failed systems.

AMO will participate in the Bill's public consultation process. AMO will also work with the province to ensure municipalities have other opportunities to provide expert insights for pending regulations.

Land-Use Planning Changes

- i. **Standardized official plans.** A new simplified official plan format that includes: a mandatory and standardized set of land-use designations, and a common structure for table of contents and

schedules. The Bill requires the new Official Plan format to be used following the 2028 and 2029 implementation dates, ensuring no impact on plans currently under development or approval.

- ii. **Site plan reforms.** Prohibiting enhanced development standards. Municipal standards beyond mandatory health and safety requirements, such as soil composition and landscaping are prohibited. The province will consult on the feedback process governing site plan controls.
- iii. **Minimum lot sizes.** Introduce new legislative authority to set provincial rules for minimum lot sizes for urban residential land through regulation. Concurrently, the province is consulting on a regulation that would set an approximately 175 square metre (1,884 square foot) minimum lot size standard.
- iv. **Encumbered parkland.** Introduce a new framework that would allow high-quality encumbered land to count towards parkland dedication requirement. The framework would include publicly available spaces such as courtyards.
- v. **Minister zoning orders (MZOs).** Remove the legislative requirement to post MZO amendments and revocations for public comment. Substantive amendments that impact the functioning of MZOs will continue to be posted for comment.

Development Charges (DC)

- New DC exemption for not-for-profit retirement homes, which provide supportive housing for low-income seniors.
- New requirement to disclose DCs, taxes, and fees on home purchases and sales agreements.

Municipal Services Corporations (MSC)

- Changes to the *Water and Wastewater Public Corporations Act, 2025* that would enshrine, into law, public ownership of municipal water and wastewater assets.

- Create a framework for wider MSC adoption.

Communal Water and Wastewater Systems

- Introduce a new regulatory framework for communal water and wastewater systems. The framework encompasses standards for municipal approval while addressing system operations, maintenance, financial sustainability and water safety considerations including instances where the province would act as a backstop when systems fail, both operationally and financially.

Building Code Review

- A section-by-section review of the Building Code.
- Establishing an expert third-party advisory body — consisting of engineering, construction and Code specialists — to identify where rules can be modernized or streamlined.

Transit System Integration and Innovation

- Extend the One Fare program into Hamilton and Halton Region. Introduce legislation to enable regulations that would allow for a unified fare structure with common fares, discounts and free transfers across transit systems in the Greater Toronto and Hamilton Area.
- Northlander Rideshare program. Develop a framework to permit rideshare services in communities along the Northlander corridor.

An online version of this Policy Update is also available on the [AMO Website](#).



AMO Policy Update – Regional Governance Changes, Finalized Buy Ontario Directive, AMO Briefing on Canada-Ontario Partnership to Build, OEB Consultations on Natural Gas Franchise Agreements, Northlander Rideshare Pilot, Wildland Fire Management

Top Insights

- The province introduces legislation to appoint chairs for 5 regional governments and the Warden of Simcoe County along with strong chair powers, reduce the size of Simcoe and Niagara councils, and require other regions to review their council composition following the 2026 election
- The province releases final Buy Ontario procurement rules for municipalities that reflect AMO's recommendations to provide clear guidance and flexibility to meet local priorities. Supply Ontario is providing guidance and training to support local rollout
- AMO is hosting a CAO townhall on April 9th to provide insights on the Canada-Ontario Partnership to Build's development charge deferral initiative
- The Ontario Energy Board has launched a review of the Model Natural Gas Franchise Agreement and is inviting municipalities to participate with a deadline to register as an intervenor by April 20th

- The province is consulting on a pilot that would upload rideshare regulation and oversight to the province along the Northlander Passenger Train corridor
- The province announces enhancements to wildland fire management and safety introduces a new regulatory framework for administrative monetary penalties

Province Introduces *Better Regional Governance Act*

Today, the Ministry of Municipal Affairs and Housing [introduced the *Better Regional Governance Act, 2026*](#) which proposes to changes to the governance structure of Durham, Halton, Muskoka, Niagara, Peel, Simcoe, Waterloo, and York including:

- Allowing the Minister to appoint upper-tier council and heads of council with strong chair powers that mirror strong mayor powers
- Reduce Simcoe County Council from 32 to 17 members, and Niagara Regional Council from 32 to 13 members with both councils composed of the mayors of each lower-tier municipality plus the appointed head of council
- Require all regional governments except Niagara to review their council composition following the 2026 municipal election
- Develop a weighted voting framework for Niagara Regional Council

AMO will review the legislation and continues to encourage the province to ensure that clarity on governance structures is in place before the opening of nominations for the 2026 municipal elections.

Province Issues Municipal *Buy Ontario Act* Directives and Guidance

The Ministry of Public and Business Service Delivery and Procurement has released its finalized Buy Ontario directive for the municipal sector [on a new](#)

[Buy Ontario website](#). The directive applies to light duty fleet vehicles, and capital infrastructure procurement. It addresses many of the issues raised by [AMO during consultations](#) including:

- Clear definitions of what is included under the directive and how municipalities can apply preferential scoring when evaluating bids
- Flexibility to meet *Buy Ontario Act* requirements including:
 - Exemptions for time sensitive, emergency purchasing
 - A value-for-money exclusion when buying domestic goods or services increases costs by 25% or more
 - Flexibility to meet procurement rules tied to federal or provincial funding programs
- Flexible options for smaller vendors to show how they meet the directive's goals

To support local rollout, Supply Ontario has posted Guidance Materials and is accepting registration for training through the [Buy Ontario website](#).

CAO Briefing on Canada-Ontario Partnership to Build Initiative

The province's announcement earlier this week of the [Canada-Ontario Partnership to Build](#) initiative has generated many questions and concerns from the sector, especially on development charge (DC) reductions. AMO is hosting a [virtual briefing](#) on this initiative on April 9th, 2026 from 2 pm to 3 pm for CAOs. At the meeting AMO will provide an update on what we know to date about the DC reductions initiative and hear from sector officials your top questions and concerns, with a focus on what's important for technical program design.

Ontario Energy Board Launching Review of Model Natural Gas Franchise Agreement

The Ontario Energy Board (OEB) has launched a [review of the Model Franchise Agreement](#) which sets standard terms between municipalities and natural gas utilities for gas service. This review responds to recent municipal concerns and will look at whether updates are needed including:

- Rules for easements including notice, access, and cost-sharing when a road is being sold or closed
- How costs are shared when pipelines are relocated
- Requirements for removing decommissioned pipelines
- How any changes should be applied to existing agreements

To support municipal involvement in the review, the OEB has adopted AMO's recommendation and made a one-time exception to allow municipalities to apply for cost awards to help cover participation costs. The OEB will hold a virtual [information session](#) on April 15th, and municipalities wanting to participate in the review must [apply for intervenor status](#) by April 20th.

Provincial Rideshare Pilot Consultation

The Ministry of Transportation [is consulting](#) on a rideshare pilot along the Northlander Passenger Train corridor that would upload regulation of rideshare services to the province. The pilot would set rules for rideshare companies, drivers and vehicles for all municipalities within 30 kilometers of Northlander train stations between Gravenhurst and Cochrane for one year. Comments on the proposal are [due to the province by April 10, 2026](#).

Lessons learned from this pilot may be used to expand rideshare regulation to all communities. AMO is working with the province to understand how any potential regulations may impact municipalities.

Ministry of Natural Resources Increases Staffing Levels for Wildland Fire and Establishes Administrative Monetary Penalties (AMP) Framework

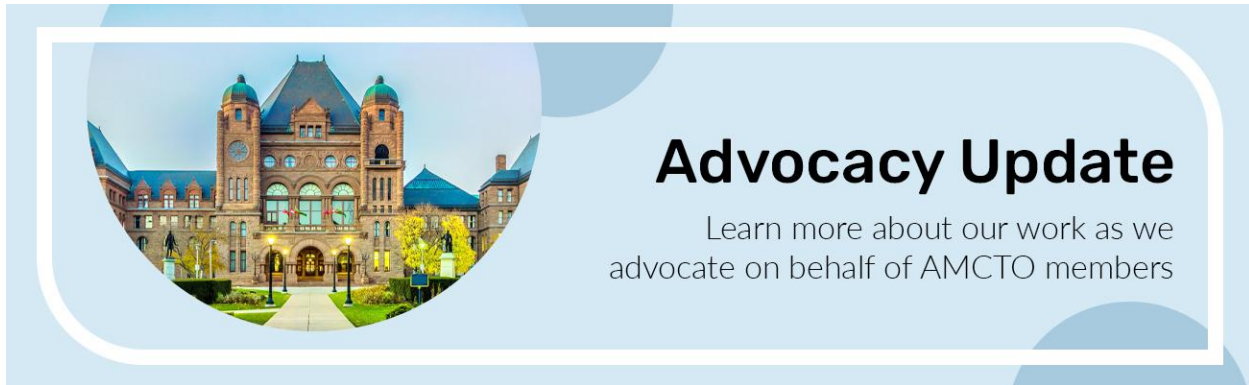
The Ministry of Natural Resources (MNR) [announced](#) it will add an additional 68 permanent staff and increase compensation for critical staff, including wildland firefighters, pilots and aircraft maintenance engineers. AMO welcomes this announcement as it responds directly to [recommendations](#) we made to the province that encouraged MNR to provide additional resources to address challenges with recruitment and retention of its firefighters.

In addition to the new staffing measures, the province also [introduced](#) new and amended regulations under the *Wildland Fire Management Act* to establish a framework for issuing administrative monetary penalties (AMPs) to encourage compliance with wildland fire safety requirements, effective April 1, 2026. AMO previously expressed support for this measure in a [letter](#) to the Ministers of Natural Resources and Attorney General, as the greater use of AMPs can help alleviate the already overburdened provincial offences court system.

An online version of this Policy Update is also available on the [AMO Website](#).



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March 27, 2026

Advocacy Update: Budget Package Includes a Win for AMCTO Advocacy as Province Announces Changes to MFIPPA

On Thursday, March 26, Minister Bethlenfalvy introduced the 2026 Ontario Budget: [A Plan to Protect Ontario](#). As part of the budget package, through Bill 97: [Plan to Protect Ontario \(Budget Measures\) Act, 2026](#), the Province has introduced changes to the *Municipal Freedom of Information and Protection of Privacy Act, 1990* (MFIPPA).

MFIPPA Updates

The budget package outlines several proposed updates that will impact how MFIPPA is administered. These changes include:

- Using business days instead of calendar days to calculate various timelines;
- Extending the timeline to provide records or notice that a record will not be given from 30 days to 45 days;
- Updating the definition of a record to include electronic records and records stored in digital formats;

- Allowing the head of an institution to respond to requests for access to records by proposing a plan for providing access in stages under certain circumstances;
- Providing for a second extension under certain circumstances; and
- Introducing new privacy provisions including requirements for privacy impact assessments, privacy breach safeguards, and reporting requirements.

As an Association, we commend the Province for responding to calls from our members to modernize MFIPPA legislation. We look forward to working with the government to ensure any updates to the legislation meet the needs of municipal administrators. This includes ensuring that municipalities receive adequate timelines and the resources needed to implement these changes regardless of the current maturity of their privacy and information program.

Our [2024 submission](#) built on successive years of advocating for a modernized MFIPPA and called for the Act to be brought into the 21st century. Among other recommendations, we called on the Province to comprehensively review this 36-year-old legislation. In our submission, we shared 20 recommendations with the Province with the goal of modernizing MFIPPA and freedom of information (FOI) processes and enhancing privacy protections.

While we are pleased to see the Province implement some of our recommendations, we will continue to push for a comprehensive review of the legislation to provide much-needed clarity on top issues our members have identified, such as third-party notification, councillor records and the application of the frivolous and vexatious exemption, and guidance on applicability of the Act to new and emerging trends such as artificial intelligence.

Modern legislation, combined with more support and guidance, will help municipalities continue to be the most open level of government with accountability and transparency at the core of operations. We look forward to continuing to advocate on your behalf to ensure municipal administrators have the tools needed to run efficient and effective information management programs.

We will be deep diving into the bill and will have more to share next week. In the meantime, if you have comments about the proposed changes, please reach out to our [advocacy team](#).

Budget Overview

With respect to other items introduced through the budget, we have provided our analysis below.

In our [pre-budget submission](#), we recommended that the Province:

- Commit to the Association of Municipalities of Ontario (AMO)'s call for a social and economic prosperity review, with the goal of ensuring that municipalities have revenue streams appropriate for the services they are expected to deliver;
- Complete the Property Tax and Assessment System Review and ensure that the next assessment cycle starts as soon as possible; and
- Modernize the legislative and regulatory environment to improve local service delivery.

The 2026 budget speech included similar themes from both the 2025 budget and Fall Economic Statement, with most of the “big ticket” measures aimed at ensuring Ontario’s economic competitiveness with initiatives that support the business community. It also continues to signal the Province's desire for municipalities to reduce development charges.

It also referenced announcements made during the Fall Economic Statement, as well as those made in the last few weeks. As we know, the budget for the current fiscal year already funds these initiatives.

There was also some good news for municipalities as it relates to our [Issue Profile](#) priorities, with the budget document itself touting investments in infrastructure:

- An additional \$300 million over six years through the Community Sport and Recreation Infrastructure Fund for repairs or upgrades to existing sports and recreation facilities or to build new facilities.
- An additional \$15 million for an extended Northern Ontario Resource Development Support Fund for core assets such as roads and bridges.

The budget document also announces plans for future legislation to streamline Municipal Education Property Tax Remittances by changing how the Education Property Tax (EPT) is collected as a measure to reduce administrative burden. The proposal would see the funding remitted through provincial payments beginning in 2028 if the legislation were to pass.

While there is good news, we remain concerned about proposals which contain tight implementation timelines for municipalities and their staff, particularly in an election year. Municipal staff need adequate timelines for implementation, and there must be extensive and comprehensive consultation with the sector on how proposals are executed when they impact municipal operations.

Overall financial outlook

Ontario's deficit grew from \$7.8 billion to \$13.8 billion, which was higher than projected. In the current fiscal year, Ontario is projecting a deficit of \$12.3 billion, with deficit projections at \$13.8 billion for 2026–27 and \$6.1 billion for 2027–28. There is a planned surplus of \$0.6 billion in 2028–29.

Given the tough economic conditions facing the province as a result of ongoing U.S. tariffs, global turmoil, and the uncertainty surrounding the upcoming review of the Canada-U.S.-Mexico Agreement (CUSMA), the Province is projecting the unemployment rate will increase to 7.4% in 2026, forecasting a drop to 6.4% by 2028.

Budget Bill

The budget bill, Bill 97: [*Plan to Protect Ontario \(Budget Measures\) Act, 2026*](#), actions some of the previously announced Provincial measures. This includes the amalgamation of conservation authorities and setting out transition rules for this process, including new authority for the Minister of the Environment to issue direction to transition to a regional watershed-based framework for authorities.

It also includes changes to the *Retail Business Holiday Act*. The Province had previously announced proposed changes to allow retail businesses the option of remaining open, with particular reference to Family Day and Victoria Day. The bill would repeal Victoria Day from the definition of holiday, with further amendments proposed for the *City of Toronto Act* and *Municipal Act* including new limits on municipal ability to require closures on Family Day and Victoria Day. Should the bill pass, municipalities may need to revisit any bylaws with respect to retail business to ensure consistency.

We will continue to monitor the budget bill as it progresses through the Legislative Assembly for potential impacts to our members.

For more information or questions, please [contact our policy and advocacy team](#) and subscribe to our [policy blog](#) for regular policy updates.



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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

April 2, 2026

Advocacy Update: Province Announces Changes to Upper-Tier Composition & Gives Regional Chairs 'Strong Chair' Powers

Today, Minister Flack introduced [Bill 100, Better Regional Government Act, 2026](#), which makes amendments to the *Municipal Act, 2001*, and the *Municipal Elections Act, 1996*. The legislation is purported to ensure municipal governments respond quickly to economic and housing challenges and strengthen decision-making.

We are concerned about the impacts the proposed changes will have on the municipal and school board elections in affected municipalities, including adding additional strain for election administrators who are in the middle of planning and implementing the 2026 elections.

Among the announced proposals, the bill will:

- Authorize the Government to change municipal council composition, including minister regulation-making authority:

- Simcoe County council would be reduced from 32 members to 17. The new council would be made up of mayors of the 16 lower-tier municipalities, plus the warden.
- Niagara Regional council would be reduced from 32 members to 13 members. The new council would include the mayors of each of Niagara's 12 lower-tier municipalities plus the regional chair.
- Provide the Minister of Municipal Affairs and Housing with regulation-making authority to set out weighted voting rules for upper-tier municipal councils starting with the term following the 2026 regular election.
- Provide authority going forward to appoint the head of council of the regions of Durham, Halton, Niagara, Peel, Waterloo, York, Muskoka District, and the warden of Simcoe County, and authority for those individuals to be deemed a member of council.

The bill also proposes amendments to the *Municipal Elections Act*, which include transitional provisions as well as a clause in the event the bill does not pass by May 1, that any person who filed a nomination for the elected office of upper-tier chair in subsection 218.1 (2) of the *Municipal Act* or any office for council of Region of Niagara would be deemed withdrawn.

Changes like these are ones [we have advised the Government to avoid](#) in an election year. We are disappointed that the Ford Government has decided to ignore our cautions. If passed, the proposals announced today could significantly impact the ability of municipalities to deliver effective, accountable, and cost-efficient municipal and school board elections. We also recognize that there remains uncertainty with school board elections. Minister Calandra has indicated that a decision about school board governance will come in mid-April.

Further, as an Association, we [have been consistent in our opposition to strong mayor powers](#) as it relates to organizational structures and employment matters, including the hiring and removal of municipal staff. We have [continued to press for clarity](#) on strong mayor powers and how they are implemented, given the current legislative and regulatory gaps.

As part of the Minister's announcement, he said he would provide 'strong chair' powers to these provincially-appointed heads of council. The strong mayor provisions of the Act do not appear to be amended by this bill; however, there are [proposals open for comment in a regulatory posting](#). Our team will be taking a closer look at the regulatory posting, but it appears there is a proposal related to restricted acts, which we have long called for clarity on.

We will seek clarity on whether the ministry intends to make future amendments to the *Municipal Act*. Nevertheless, the extension of a version of these powers to chairs who are provincially appointed will likely further muddy the waters of implementation. The Minister has indicated that these powers will mirror strong mayor powers.

As always, our team will continue to evaluate opportunities to support our members in navigating these changes, and we will provide updates as appropriate. In the meantime, we encourage you to [reach out to us](#) with any questions or concerns.

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto (Ontario) M7A 2J3
Tél. : 416 585-7000



234-2026-1123

April 1, 2026

On March 30, 2026, our government introduced the *Building Homes and Improving Transportation Infrastructure Act, 2026*, (Bill 98). Through this legislation and accompanying measures, we are creating the conditions for Ontario to build the housing and infrastructure it needs to grow and remain competitive. These changes will help get shovels in the ground faster for much-needed housing, and housing enabling-infrastructure projects, while improving the way people and goods move across Ontario.

A brief description of the proposals in this bill are included in this letter below. You are also invited to review the [Environmental Registry of Ontario](#) and [Regulatory Registry of Ontario](#) posting links provided with this letter and share any feedback you may have.

If you have any questions, please reach out to my Director of Stakeholder and Caucus Relations, Tanner Zelenko, at Tanner.Zelenko@ontario.ca

I look forward to our continued collaboration with our municipal partners as we build a more prosperous, resilient and competitive economy that will enhance affordability and the quality of life for Ontario residents and families.

Sincerely,

A handwritten signature in blue ink that reads 'Robert J. Flack'.

Hon. Robert J. Flack
Minister of Municipal Affairs and Housing

- c. Prabmeet Sarkaria, Minister of Transportation
Todd McCarthy, Minister of the Environment, Conservation and Parks
Graydon Smith, Associate Minister of Municipal Affairs and Housing
Robert Dodd, Chief of Staff, Minister's Office
Matthew Rae, Parliamentary Assistant, Municipal Affairs and Housing
Laura Smith, Parliamentary Assistant, Municipal Affairs and Housing
Brian Saunderson, Parliamentary Assistant, Municipal Affairs and Housing
Martha Greenberg, Deputy Minister, Municipal Affairs and Housing
David McLean, Assistant Deputy Minister, Municipal Affairs and Housing
Laurie Miller, Assistant Deputy Minister, Municipal Affairs and Housing
Sean Fraser, Assistant Deputy Minister, Municipal Affairs and Housing

Development Charges Act, 1997 – Ministry of Municipal Affairs and Housing

Schedule 3 of the Bill would make amendments to the *Development Charges Act, 1997*.

New section 4.5 would provide that non-profit retirement home developments are exempt from development charges.

The Schedule would also make technical amendments to address out-of-date cross-references in provisions related to front-ending agreements.

You may provide your comments on the proposed changes to the *Development Charges Act, 1997* through the Ontario Regulatory Registry

<https://www.regulatoryregistry.gov.on.ca/proposal/52054>

Municipal Act, 2001 – Ministry of Municipal Affairs and Housing

The Schedule repeals and remakes section 93 of the *Municipal Act, 2001*, to address barriers to the development of communal water and wastewater systems and increase housing supply across Ontario.

New subsection 93 (1) of the Act provides that no person shall construct, maintain or operate a non-municipal water or sewage public utility without first applying for and obtaining the consent of the municipality. Under new subsection 93 (2) of the Act, a municipality that receives an application for one of these utilities must review that application and either provide consent subject to conditions and limits that are agreed upon, or, in the case of a regulation having been made setting out criteria or conditions that must be met, and the municipality is of the opinion that regulated requirements have been met, the municipality must provide consent to the application. Regulation-making authority would be made to establish the criteria or conditions related to applications for consent and for the proposed public utility.

You may provide your comments on the proposed changes to the *Municipal Act, 2001* through the Environmental Registry of Ontario (ERO) notice and the Ontario Regulatory Registry ([ERO 026-0302](#)) from March 30, 2026 to April 29, 2026.

Planning Act – Ministry of Municipal Affairs and Housing

Schedule 7 of the Bill proposes the following amendments to the *Planning Act* that would help create the conditions necessary to support housing and community development. If passed, the proposed changes would:

- Specify a standardized structure and a standardized set of land use designations for local official plans (i.e., lower- and single-tier municipalities and planning boards).
- Provide a two-phased implementation approach for the new official plan framework which focuses on the 29 large and fast-growing municipalities in the first phase,
- Remove redundant requirement for municipalities to include climate change policies in their official plans,
- Provide the Minister with authority to exempt lower-tier municipalities from requirement to conform with upper-tier official plan to facilitate voluntary early implementation of the proposed official plan framework,

- Provide that for an already approved Protected Major Transit Station Area (PMTSA), only official plan amendments changing the boundaries of the PMTSA or the planned population and jobs for the area would require the Minister's approval,
- Remove the legislative requirement for the Minister to provide notice on proposed amendments to or revocations of Minister's Zoning Orders (MZOs),
- Provide flexibility for removing Simcoe County's planning responsibilities in up to three separate phases, based on municipal readiness, and
- Facilitate the implementation of provisions from Bill 23, the *More Homes Built Faster Act, 2022*, that provide for a new framework for developer-identified land, including encumbered land and privately owned public spaces (POPS) arrangements, to count toward municipal parkland dedication requirements.
- Remove references to "sustainable design" from site plan control and restrict municipalities from requiring an owner of land to provide electric vehicle supply equipment in connection with off-street vehicular parking facilities, so that municipalities may not impose 'enhanced' development standards at the lot level that are not required for health, safety, or environmental performance (e.g., stormwater).
- Provide the Minister with authority to establish a minimum lot size through regulation.

We are interested in receiving your comments on these proposed measures. Comments can be made through the Environmental Registry of Ontario and the Ontario Regulatory Registry from March 30, 2026, to April 29, 2026:

- [ERO 026-0300](#): Proposed Planning Act, City of Toronto Act, 2006, Building Code Act, 1992 and Municipal Act, 2001 Changes (Schedules 7, 2 and 1 of Bill 98, the Building Homes and Improving Transportation Infrastructure Act, 2026).

We are also interested in receiving any comments you may have on other associated proposals:

- [ERO 026-0315](#): Consultation on upper-tier official plans, secondary plans, and site and area-specific policies
- [ERO 026-0310](#): Consultation on site plan control reform under the *Planning Act* and the *City of Toronto Act, 2006*
- [ERO 026-0305](#): Proposed Changes to Various Regulations Under the *Planning Act* to Facilitate the Electronic Submission of Information and Materials to Approval Authorities and Allow Notices to be Given Electronically to the Province
- [ERO 026-0314](#): Proposed Changes to Various Regulations Under the *Planning Act* and the *City of Toronto Act, 2006* to Specify Additional "Prescribed Professions" for the Purposes of a Complete Application
- [ERO 026-0313](#): Streamlining the Information and Material that Planning Authorities can Require as Part of a Complete Application
- [ERO 026-0309](#): Proposed Regulation to Prohibit Mandatory Enhanced Development Standards as a Condition of Land Division Approvals
- [ERO 026-0311](#): Proposed Regulatory Approach to Establish a Minimum Residential Lot Size in Urban Areas
- [ERO 026-0304](#): Draft Projection Methodology Guideline to support the implementation of the Provincial Planning Statement, 2024
- [ERO 026-0312](#): Proposed Changes to Support Standardizing of Parkland Requirements Under the *Planning Act*

The Environmental Registry postings provide additional details regarding the proposed changes.

Building Code Act, 1992 – Ministry of Municipal Affairs and Housing

Schedule 1 amends the *Building Code Act, 1992* to clarify that standards for the protection or conservation of the environment are included in the meaning of municipal by-laws respecting the construction or demolition of buildings for the purposes of section 35 of the Act.

[ERO 026-0300](#): Proposed Planning Act, City of Toronto Act, 2006, Building Code Act, 1992 and Municipal Act, 2001 Changes (Schedules 7, 2 and 1 of Bill 98, the Building Homes and Improving Transportation Infrastructure Act, 2026.

City of Toronto Act, 2006 – Ministry of Municipal Affairs and Housing

The proposed change would, through various amendments to section 114 of the *City of Toronto Act, 2006*, remove references to “sustainable design” in site plan control. Changes would also be made to allow the Minister to establish a minimum lot size through regulation under the *Planning Act*.

[ERO 026-0300](#): Proposed Planning Act, City of Toronto Act, 2006, Building Code Act, 1992 and Municipal Act, 2001 Changes (Schedules 7, 2 and 1 of Bill 98, the Building Homes and Improving Transportation Infrastructure Act, 2026

Water and Wastewater Public Corporations Act, 2025 – Ministry of Municipal Affairs and Housing

The ministry is proposing legislative amendments to the *Water and Wastewater Public Corporations Act, 2025*. These include:

- Explicitly prohibiting private ownership in any new Water and Wastewater Public Corporation (WWPC) to align with the government’s intent to maintain 100% public sector ownership and respond to the strong feedback we have heard on the issue from the public, unions, associations and municipalities regarding privatization.
- Supporting the continuation of services and existing contracts – so that transferred contracts and agreements are not affected by a transfer to a new WWPC. This includes contracts such as employment or insurance, permits, licenses or a collective agreement, helping to support an efficient transfer and continuity of service during the transfer process.
- Supporting labour and employment continuity by clarifying that certain rights (such as successor, employment, and pay equity rights) are carried forward to a new WWPC.
- This would include regulation-making authority to help ensure continuity of services related to contracts and employees that are transferred to a new WWPC.
- Prohibiting the transfer of long-term municipal water and wastewater debt to a WWPC to provide clarity and reduce lender uncertainty, while creating new regulation-making authority to enable future regulations to address other matters related to municipal debt.

You may provide your comments on the proposed changes to the *Water and Wastewater Public Corporations Act, 2025* through the Environmental Registry of Ontario (ERO) notice and the Ontario Regulatory Registry ([026-0301](https://ero.ontario.ca/notice/026-0301)) from March 30, 2026 to April 29, 2026.
<https://ero.ontario.ca/notice/026-0301>

Safe Drinking Water Act, 2002 – Ministry of the Environment, Conservation and Parks

Schedule 8 of the Bill proposes a change to the *Safe Drinking Water Act, 2002 (SDWA)* to clarify that a drinking water system owned by a WWPC would be considered a municipal drinking water system under the SDWA. This change would ensure that WWPCs are subject to the same public health and safety requirements under the SDWA that apply to all municipal drinking water systems.

The Bill also proposes changes to the *Safe Drinking Water Act* that would deem municipal consent to have been provided under the *Safe Drinking Water Act* for a proposed non-municipal drinking water system if consent has been provided by a municipality under the *Municipal Act* and regulated requirements under that Act were met. This avoids duplication of the municipal consent and helps to remove a barrier to development on communal systems.

You may provide your comments on the proposed changes to the *Safe Drinking Water Act, 2002* through the Environmental Registry of Ontario (ERO) notices related to the *Municipal Act, 2001*, [026-0302](https://ero.ontario.ca/notice/026-0302), and the *Water and Wastewater Public Corporations Act, 2025*, [026-0301](https://ero.ontario.ca/notice/026-0301) from March 30, 2026 to April 29, 2026.
<https://ero.ontario.ca/notice/026-0301>
<https://ero.ontario.ca/notice/026-0302>

Fare Alignment and Seamless Transit Act, 2026 – Ministry of Transportation

Schedule 4 of the bill enacts the *Fare Alignment and Seamless Transit Act, 2026*. The proposed legislation would authorize the Minister of Transportation to make regulations:

1. **Prescribing local transit systems** in the GTHA that are subject to the Act.
2. **Establishing One Fare 2.0**, including: setting fare prices and categories; defining eligibility and fare discount policies; establishing fare and transfer policies between prescribed transit systems (e.g., free transfers); requiring participation in a unified fare payment system approved by the Minister (e.g., PRESTO); and determining how fares shall be apportioned among prescribed transit systems in a geographic zone, which could result in the reallocation of fare revenue collected in one prescribed transit system to another prescribed transit system in a different municipality.
3. **Improving service to key regional destinations** by designating new and existing routes as “priority routes”, including routes that may cross municipal boundaries; setting service standards for priority routes; and prescribing requirements for service integration between prescribed transit systems, including requiring a prescribed transit system to provide services outside of its primary service area (i.e., in other municipalities).

4. **Improving specialized transit service**, including requiring prescribed specialized transit systems to: participate in a unified trip booking system approved by the Minister; and provide transportation a prescribed distance outside of its primary service area (i.e., in another municipality) without requiring a person with a disability to transfer to a different passenger transportation system.
5. **Creating exemptions** from the Act or regulations.

Metrolinx Act, 2006 – Ministry of Transportation

Schedule 5 amends *the Metrolinx Act, 2006* to create a voluntary, streamlined compliance reporting process for Metrolinx which will be more scoped than the traditional building permit process. The proposed compliance reporting process does not override the existing building permit process. Instead, it allows for more flexibility for Metrolinx by creating a streamlined process to get building science expertise from municipalities.

The proposed legislative amendments require municipalities, upon receiving a proposed construction or demolition notice from Metrolinx, to provide Metrolinx with a report that includes:

- An assessment of whether the proposal would contravene the Building Code.
 - Municipalities would not include a review of certain *Planning Act* requirements such as municipal zoning bylaw and site plan approvals.
- An assessment of the applicability of the Architects Act or the Professional Engineers Act.
- An assessment of whether every person who prepared the relevant building documents had the correct qualifications under the Building Code.
- Any other prescribed information.

The proposed legislation also enables the Minister of Transportation, through regulation, to prescribe additional exemptions to applicable law and specific timelines for municipal inspections and conveyance of occupancy reports, among other items.



4800 SOUTH SERVICE RD.,
BEAMSVILLE, ON L3J 1L3

905-563-2799

March 25, 2026

SENT VIA EMAIL: graham.mcgregor@pc.ola.org

Hon. Graham McGregor
Minister of Citizenship and Multiculturalism
10215 Kennedy Rd. N
Brampton, ON L6Z 0C5

RE: Town of Lincoln Resolution – Request to the Province of Ontario to Extend the Deadline for Notices of Intention to Designate Listed Heritage Properties

Please be advised that Council of the Corporation of the Town of Lincoln at its Committee of the Whole Meeting held on March 23, 2026, passed the following resolution:

Resolution Number: PED-2026-22
Moved by: Councillor Lynn Timmers

WHEREAS amendments to the Ontario Heritage Act under the More Homes Built Faster Act, 2022 introduced timelines requiring municipalities to issue Notices of Intention to Designate for properties listed on municipal heritage registers as of December 31, 2022, originally requiring action by January 1, 2025; and

WHEREAS the Province subsequently amended the legislation through the Homeowner Protection Act, 2024 to extend the deadline to January 1, 2027 in response to concerns raised by municipalities and heritage stakeholders; and

WHEREAS municipalities require sufficient time and resources to undertake research, documentation, consultation, and evaluation to determine whether listed properties warrant designation under the Ontario Heritage Act; and

WHEREAS the removal of listed properties from municipal heritage registers if the prescribed timelines are not met may place cultural heritage resources at increased risk of demolition or irreversible alteration before municipalities have the opportunity to properly evaluate their cultural heritage value or interest; and

WHEREAS many municipalities, including the Town of Lincoln, do not have dedicated heritage planning staff and must rely on volunteer Heritage Advisory Committee members or external heritage consultants to undertake property evaluations, which can result in additional financial and administrative pressures; and

WHEREAS municipalities across Ontario are facing significant workloads associated with evaluating listed properties; and

WHEREAS the Town of Lincoln Heritage Advisory Committee, at its meeting of March 12, 2026, recommended that Council advocate to the Province of Ontario for a further extension to the current deadline;

NOW THEREFORE BE IT RESOLVED THAT:

1. The Council of the Town of Lincoln endorse the recommendation of its Heritage Advisory Committee and respectfully request that the Province of Ontario further amend the Ontario Heritage Act to extend the January 1, 2027 deadline for issuing Notices of Intention to Designate for properties listed on municipal heritage registers as of December 31, 2022; and
2. The Province consider extending the deadline to January 1, 2030, or another reasonable timeframe that would provide municipalities with adequate time to complete heritage evaluations and make informed designation decisions; and
3. This resolution be circulated to the Minister of Citizenship and Multiculturalism, the Minister of Municipal Affairs and Housing, the local Member of Provincial Parliament, the Association of Municipalities of Ontario, the Ontario Municipal Heritage Committee Association, and all Ontario municipalities for their information and consideration.

CARRIED

If you require any additional information, please do not hesitate to contact the undersigned.

Regards,



Julie Kirkelos
Town Clerk

jkirkelos@lincoln.ca

JK/dp

- c.c. Minister of Municipal Affairs and Housing
- Niagara West Member of Provincial Parliament
- Association of Municipalities of Ontario (AMO)
- Community Heritage Ontario
- All Ontario Municipalities
- Manager of Planning and Development
- Chair of the Heritage Advisory Committee



Town of Saugeen Shores
600 Tomlinson Drive, P.O. Box 820
Port Elgin, ON N0H 2C0

March 23, 2026

SENT VIA EMAIL

The Honourable Doug Ford
Premier of Ontario
premier@ontario.ca

The Honourable Peter Bethlenfalvy
Minister of Finance
minister.fin@ontario.ca

The Honourable Graham McGregor, MPP
Minister of Citizenship and Multiculturalism
graham.mcgregor@pc.ola.org

RE: Architectural Conservancy of Ontario (ACO) Proposal to include \$10M per year in the 2026 provincial budget for Heritage Helping Housing (HHH) grant funding

At the March 23, 2026, Regular Council meeting for the Town of Saugeen Shores, the attached motion was passed endorsing the Architectural Conservancy of Ontario (ACO) Proposal to include \$10M per year in the 2026 provincial budget for Heritage Helping Housing (HHH) grant funding.

Sincerely,

Hailey Leigh-Mossley
Deputy Clerk
Encl.

cc. MPP Lisa Thompson
All Ontario Municipalities

THE CORPORATION OF THE TOWN OF SAUGEEN SHORES

MOVED BY: C. Grace

RESOLUTION NO: 096-2026

SECONDED BY: M. Myatt

DATE: March 23, 2026

Whereas older buildings have inherent sustainability and provide economic, environmental and social benefits for Ontario communities; and,

Whereas re-use of existing buildings reduces the need for increased infrastructure that accompanies new builds such as sewer and water services, new roads and sidewalks; and,

Whereas re-use of existing building can reduce construction waste and extend the life expectancy of landfills; and,

Whereas keeping older buildings helps a community remain visually richer and enhances identity while building its tourism brand and appeal; and,

Whereas creating a new, application-based, matching grant program of \$10M/year, modelled on an existing Alberta program would incentivize owners and smaller developers to keep, fix and reuse heritage buildings to create new housing; and,

Whereas such a grant program would provide an alternative to the Ontario heritage property tax relief program, which has limited impact on developers and reduces municipal revenues; and,

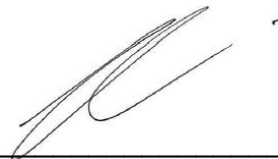
Whereas such a grant program would provide a simpler and more direct way for heritage building owners to fund renovations or conservation; and,

Whereas Ontario developers surveyed by the National Trust for Canada in 2014 ranked a heritage-revolving fund as their top incentive to encourage heritage development if:

- the grants are simple to apply for and to administer; and,
- the fund is large enough to meet at least 33% of the demand so that applicants have a reasonable chance of recovering the cost and effort of applying.

Therefore, be it Resolved That the Council of the Town of Saugeen Shores endorse the Architectural Conservancy of Ontario (ACO) Proposal to include \$10M per year in the 2026 provincial budget for Heritage Helping Housing (HHH) grant funding, and that this resolution be sent to the Premier, Minister of Finance, Minister of Citizenship and Multiculturalism, and MPP Lisa Thompson, and be circulated to all municipalities in Ontario.

- Carried
- Carried, as amended
- Defeated
- Deferred
- Referred
- Tabled
- Withdrawn



Mayor



Box 608, Little Current, POP 1K0
705-368-3500

Please see below a Resolution passed by the Council of Northeastern Manitoulin and the Islands.

If your Council supports this motion please share with the appropriate Ministries and Organizations.

Thank You

Resolution No. 75-03-2026

Moved by: B. Wood

Seconded by: P. Aelick

Whereas the Town of Northeastern Manitoulin and the Islands, like many municipalities, utilizes chip-and-tar surface treatment on a significant portion of its road network; and

Whereas the Town has observed a substantial decrease in the length of time these treated roads remain in acceptable condition; and

Whereas the quality and durability of the oil used in the surface treatment appears to be a contributing factor; and

Whereas the Ministry of the Environment amended its regulations several years ago, permitting only lighter-grade oils for environmental considerations; and

Whereas the reduced durability of the lighter-grade product has resulted in more frequent resurfacing cycles and has consequently led to increasing maintenance costs;

Now therefore be it resolved that the Town of Northeastern Manitoulin and the Islands respectfully requests that the Ministry of the Environment reconsider its decision regarding the lighter grade of oil, taking into account the increased number of applications required, as well as the associated additional time, energy, and financial burden placed on municipalities or develops a better alternative oil.

And Further that this motion be forwarded to the Ministry of Environment, AMO, Good Roads, FONOM, MPP Bill Rosenberg, and all other municipalities.

Carried



**TOWNSHIP OF
BRUDENELL, LYNDOCH AND RAGLAN**

42 Burnt Bridge Road, PO Box 40
Palmer Rapids, Ontario K0J 2E0
TEL: (613) 758-2061 · FAX: (613) 758-2235

April 1, 2026

The Honourable Michael Kerzner
Solicitor General
Ministry of the Solicitor General
25 Grosvenor Street, 18th Floor
Toronto, ON M7A 1Y6

The Honourable Zee Hamid
Associate Solicitor General for Auto Theft and Bail Reform
Ministry of the Solicitor General
25 Grosvenor Street, 18th Floor
Toronto, ON M7A 1Y6

MPP Billy Denault
84 Isabella St. #6,
Pembroke, ON K8A 5S5

RE: Provincial Ball Notification Program

Dear Leaders,

Please be advised that at the Regular Council Meeting on April 1st, 2026, Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan passed the following resolution, supporting the correspondence from the OPP Detachment Board – James Bay East.

Resolution No: 2026-04-01-04
Moved by: Councillor Quade
Seconded by: Councillor Banks

“Be It resolved that the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan support the OPP Detachment Board – James Bay East regarding a Provincial Bail Notification Program as attached.

And further that this resolution be forwarded to the all OPP Detachment Boards, and all municipalities in Ontario.”

Carried.

Sincerely,



Tammy Thompson
Deputy Clerk
Township of Brudenell, Lyndoch and Raglan

OPP DETACHMENT BOARD-JAMES BAY EAST

Cassandra Child, AOMC, Dip.L.M.A. – Secretary-Treasurer

171 Fourth Avenue

Cochrane, Ontario, Canada, P0L 1C0

T: 705-272-4361 | F: 705-272-6068

E: cassandra.child@cochraneontario.com



OFFICE OF THE SECRETARY/TREASURER OPP DETACHMENT BOARD-JAMES BAY EAST

February 20, 2026

VIA EMAIL

The Honourable Michael Kerzner
Solicitor General
Ministry of the Solicitor General
25 Grosvenor Street, 18th Floor
Toronto, ON M7A 1Y6

The Honourable Zee Hamid
Associate Solicitor General for Auto Theft and Bail Reform
Ministry of the Solicitor General
25 Grosvenor Street, 18th Floor
Toronto, ON M7A 1Y6

MPP John Vanthof
Pinewood Centre, Unit 5
247 Whitewood Avenue
New Liskeard, ON P0J 1P0

Dear Leaders,

On behalf of the OPP Detachment Board – James Bay East I am pleased to offer this letter in strong support of Victim Crisis Assistance Ontario (VCAO) agencies across the province and the development of a coordinated Provincial Bail Notification Program.

VCAO organizations are essential partners in community safety and well-being. They provide immediate, trauma-informed support to individuals and families affected by crime and tragic circumstances, often at the most vulnerable moments in their lives. Their staff and volunteers work closely with police services to ensure survivors receive timely safety planning, crisis intervention, and connections to critical supports. This partnership enhances our ability to respond effectively, reduces risk, and strengthens trust with those we serve.

Timely and reliable bail notification is a vital component of victim safety. The current system is inconsistent across jurisdictions and leaves survivors at risk when they are not informed of release conditions or bail decisions that may impact their safety planning. A province-wide bail notification program, led in partnership with VCAO agencies, will ensure victims receive clear, coordinated, and rapid notification, regardless of where the offence occurred or where the accused is released. This is not only a matter of safety but also an essential part of ensuring victims' rights, dignity, and confidence in the justice system.

The OPP Detachment Board- James Bay East fully supports:

1. Strengthened investment in VCAO agencies, recognizing them as critical frontline partners in community safety and in supporting survivors of crime.

2. A standardized, province-wide bail notification system, designed in partnership with police services, VCAOs, and Justice partners to promote timely communication, reduce risk, and improve outcomes for victims.
3. Ongoing collaboration between police and VCAO, including shared training, coordinated response models, and information pathways that improve both public safety and victim care.

VCAO agencies deliver high-quality services that directly complement police response. A provincial bail notification program will further enhance our collective ability to keep communities safe and uphold the rights of survivors. We urge the Government of Ontario to move forward with the development, implementation, and sustainable funding of this program.

Thank you for your consideration. The OPP Detachment Board-James Bay East is committed to working collaboratively and constructively with our VCAO partners and with provincial ministries to support this important and urgently needed initiative.

Yours truly,

OPP DETACHMENT BOARD-JAMES BAY EAST



Cassandra Child, AOMC, Dipl.M.A.
Secretary/Treasurer

/crc

c.c.

All Ontario municipalities
All Ontario OPP Detachment Boards

From: Pamela Scanlon <Pamela.Scanlon@Ryan.com> **On Behalf Of** Paul Sullivan
Sent: Wednesday, March 25, 2026 12:51 PM
Cc: Pamela Scanlon <Pamela.Scanlon@ryan.com>
Subject: Unfreeze Ontario - The Cost of Inaction

Good afternoon,

My name is Paul Sullivan and I am partner with Ryan. My role in the firm is to advocate on behalf of taxpayers to ensure fairness and equity through good tax policy. The frozen assessment roll in Ontario is hurting all types of businesses throughout our communities.

Please see attached background article as well as a proposed motion for Mayor and Council.

We hope you will pass a motion to this effect and contribute to making Ontario fair and competitive for all businesses. This is an urgent matter as Government must direct MPAC to create a 2027 Assessment Role in the near future. It would be anticipated that taxpayers would receive their new assessment in November.

Yours truly,

Paul Sullivan
Principal, Practice Leader Advocacy and Tax Policy Canada
Ryan ULC
2500 – 320 Granville Street
Vancouver, BC V6C 1S9
604.331.7300 Direct / 604.341.3270 Mobile
[//Ryan.com/Canada](http://Ryan.com/Canada)

Local experts with access to global resources.

Ryan's property tax team delivers tax certainty.

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Ontario's Tax Freeze: Costing Jobs, Raising Prices

Unfair property tax policies are placing a hidden tariff on consumers, driving up the cost of goods and putting immense pressure on small businesses. Local retailers, the backbone of our communities, are overtaxed, threatening jobs and economic stability across Ontario.



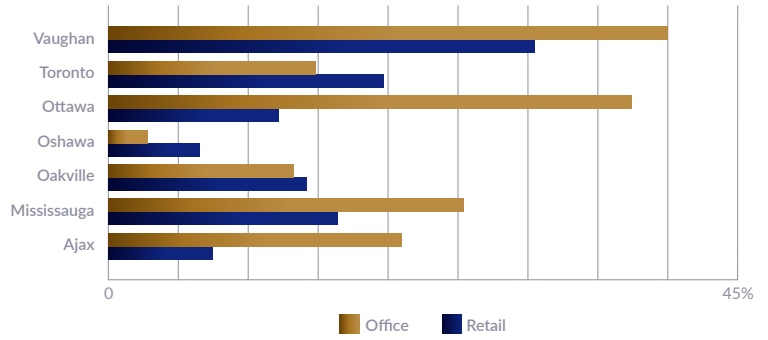
Who's Bearing the Hidden Consumer Tariff in Ontario?

Local Businesses, Unfairly Taxed

Unfair taxation is placing a hidden burden on local communities across Ontario. Independent businesses are overtaxed, driving up prices for consumers and putting jobs and livelihoods at risk. Residents are paying the price while trying to support their local retailers.

Residents want to support local businesses but are facing higher prices due to an outdated tax system that favors large properties. This province-wide issue is putting undue pressure on communities and demands immediate action.

Median Overtaxation



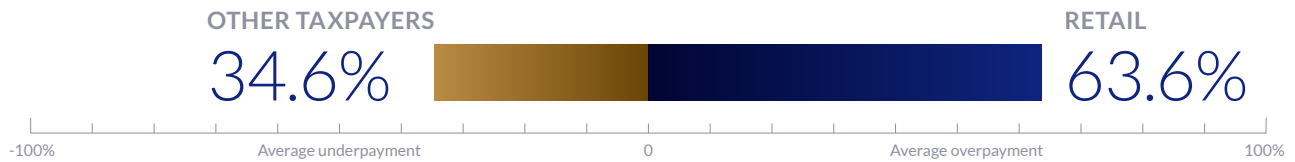
Retail and Office Tenants Overpay While Others Get a Pass

Ontario's outdated assessed values are putting jobs and local businesses at risk. Retail and office tenants are taxed based on inflated values, while other businesses get a pass—leaving everyday residents to make up the difference through higher prices.

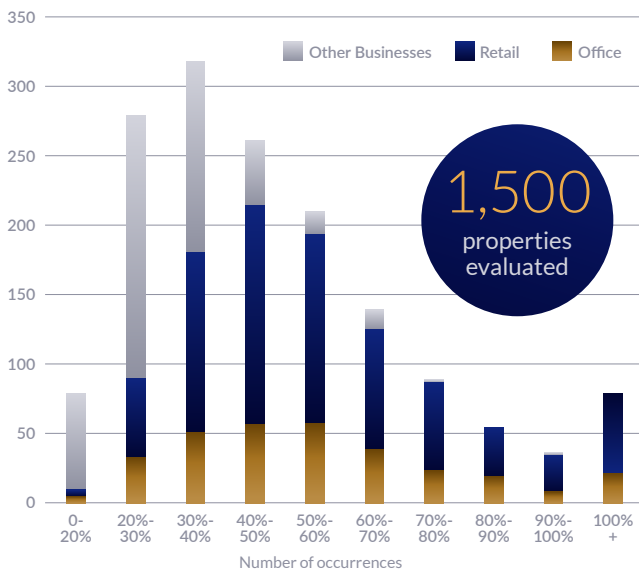
It's time to reassess and restore fairness.



% Under/Over Taxation

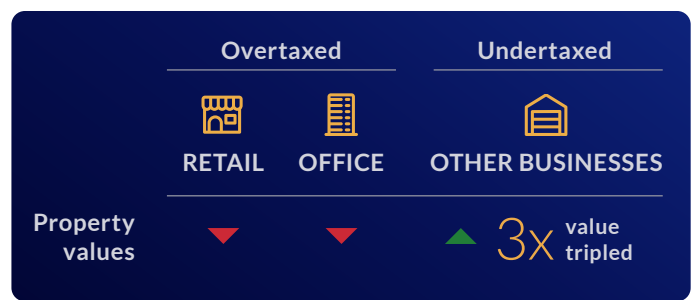


Assessed Value as % of Sale Price



Property Taxes Out of Sync with Reality

Ontario's property tax system is out of sync with market reality. Retail and office properties have declined in value, yet remain overtaxed, while other businesses—whose values have tripled—are undertaxed.



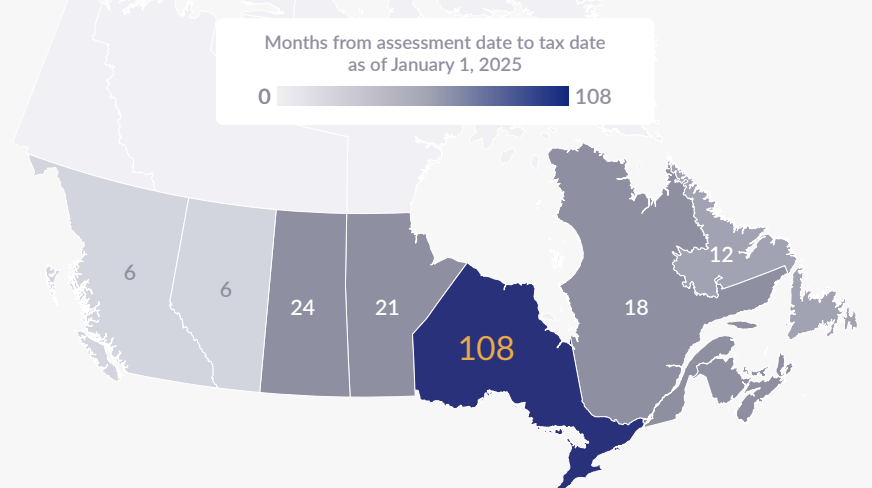
Without reassessment, struggling retail and office sectors face rising costs, lower occupancy, and mounting pressure.

The Only Province Without Reassessment Since the Pandemic

Ontario is the only province that hasn't reassessed property values since the pandemic. As of January 1st 2025, Ontario taxes were based on values that are 108 months in the past, while in the rest of Canada assessed values are 6-24 months in the past.

Regular reassessments give businesses the stability to plan and invest. Without it, struggling sectors like retail and office face uncertainty and discouraging costs.

How out of date are Ontario assessments?



It's Time to Reassess and Restore Fairness

Reassess Ontario's Properties:
Support Local Jobs and Economic Balance

Learn more at ryan.com



We kindly request that that Council call on the Government of Ontario to promptly move to update property assessments in the Province.

The following resolution has been drafted for Council's consideration at its next meeting:

- **WHEREAS** a well-functioning and up-to-date assessment system supports strong communities and makes the province an attractive place to invest; and
- **WHEREAS** property assessments in Ontario have not been updated in over a decade, making them the most outdated in Canada, while provinces such as Alberta and British Columbia update assessments annually to reflect current market conditions; and
- **WHEREAS** the prolonged pause in the reassessment cycle has created significant distortions in assessed values, resulting in inequities among property classes; and
- **WHEREAS** outdated assessments negatively impact investment decisions, economic competitiveness, municipal planning, and disproportionately affect independent small businesses; and
- **WHEREAS** reassessments are designed to be revenue neutral for the municipality, ensure fairness in taxation, maintain public confidence in the property tax system, and support long-term municipal financial planning; and
- **WHEREAS** a coalition of municipalities, chambers of commerce, tourism organizations, small businesses, and major property owners have called upon the Government of Ontario to update property assessments;
- **NOW THEREFORE BE IT RESOLVED THAT** the Council of **[Name of Municipality]** hereby calls upon the Premier of Ontario and the Minister of Finance to direct the Municipal Property Assessment Corporation to promptly resume the regular property assessment cycle; and
- **BE IT FURTHER RESOLVED THAT** a copy of this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario; the Honourable Peter Bethlenfalvy, Minister of Finance; the Honourable Rob Flack, Minister of Municipal Affairs and Housing; the Association of Municipalities of Ontario; and the Municipal Property Assessment Corporation for their consideration and timely action.



Minutes

Community Services Committee

March 18, 2026, 5:30 p.m.

City Hall - 808 2nd Avenue East - Council Chambers

MEMBERS PRESENT: Chair Melanie Middlebro'
Vice Chair Marion Koepke
Councillor Travis Dodd (via video)
Member Connie Ede
Member Morgan Kemick (via video)
Councillor Suneet Kukreja (via video)
Member Lance Thurston

MEMBERS

ABSENT/REGRETS: Member Aly Bousfield-Bastedo
Member Royden Thomson

STAFF PRESENT: Tim Simmonds, City Manager
Pam Coulter, Director of Community Services
Sabine Robart, Manager of Planning and Heritage
Jacklyn Iezzi, Senior Planner
Andrew O’Leary, Facilities Booking Coordinator
Christina McLean, Committee and Executive Support
Coordinator

1. CALL TO ORDER

Chair Middlebro' 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 Community Services Committee meeting held on February 18, 2026

CS-250318-001

Moved by Member Ede

"THAT the Community Services Committee approves the minutes of the meeting held on February 18, 2026."

Carried.

5. DEPUTATIONS AND PRESENTATIONS

- 5.a Deputation from Owen Sound Minor Baseball Re: "Swing for the Fences" Campaign - Baseball Diamond Refurbishment Partnership

Jesse Edmunds of Owen Sound Minor Baseball provided a PowerPoint presentation on the Swing for the Fences Campaign, highlighting the operations of the organization and facility usage.

In response to a question from Committee, Mr. Edmunds noted that approximately 70-80% of players are from within Owen Sound and added that participants from outside of the City pay the non-resident minor sport fee.

- 5.b Deputation from Jaret Koop of the Georgian Bay Folk Society Re: In-Kind Support for Summerfolk Music & Crafts Festival

Jaret Koop of the Georgian Bay Folk Society provided a PowerPoint presentation respecting in-kind support for the Summerfolk Music & Crafts Festival, highlighting the Society's history and the economic impact the organization has on the area.

In response to a question from Committee, Mr. Koop noted that there are many returning sponsors which provide a mix of both financial and in-kind support.

In response to a question from Committee, the Director of Community Services noted that the City has had agreements to provide in-kind support for other organizations or festivals previously.

CS-260318-002

Moved by Member Thurston

"THAT in consideration of the deputation from the Georgian Bay Folk Society on March 18, 2026 respecting in-kind support for the Summerfolk Music & Crafts Festival, the Community Services Committee recommends that City Council approve providing in-kind support in the form of waiving park rental fees for the 2026 Festival."

Carried.

- 5.c Presentation from the Senior Planner Re: Community Improvement Plan (CIP) Programs - 2025 Wrap Up

The Senior Planner provided a PowerPoint presentation respecting a 2025 wrap up of Community Improvement Plan Programs.

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 Parks and Open Space

8.a.1 Report CS-26-018 from the Director of Community Services Re: Donation by the Tyson Downs Association of an Outdoor Automatic External Defibrillator

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

CS-260318-003

Moved by Vice Chair Koepke

"THAT in consideration of Staff Report CS-26-018 respecting the donation of an outdoor Automatic External Defibrillator (AED) by the Tyson Downs Association, the Community Services Committee recommends that City Council:

- 1. Accept the donation of an outdoor cabinet and AED along with 8 years of monitoring;**
- 2. Approve the proposed location at the Harrison Park Inn exterior wall for installation of the unit;**
- 3. Approve other locations, including City Hall and Kelso Beach at Nawash Park (subject to technical confirmation) for installation of future units; and**
- 4. Direct staff to support the efforts of the Tyson Downs Association through communication, education, and awareness."**

Carried.

8.b Planning and Heritage

8.b.1 Report CS-26-013 from the Senior Planner Re: Draft Sidewalk Patio Guidelines

The Senior Planner provided a PowerPoint presentation respecting the draft Sidewalk Patio Guidelines.

In response to a question from Committee, the Director of Community Services noted that if there is not significant feedback from Committee, the

recommendation report and proposed by-law could go directly to the April 27, 2026 Regular Council meeting.

In response to a question from Committee, Ms. Iezzi noted that the delegation of authority as outlined in the report was implemented in 2021.

In response to a question from Committee, Ms. Iezzi noted that while the Ontario Traffic Council (OTC) guidelines are not statutory requirements, they were developed by experts in the field and are considered as best practice. She added that the City's insurer indicated that these guidelines should be followed.

In response to a question from Committee, Ms. Iezzi noted that the main changes from the 2011 guidelines include changes to requirements for patios located within on-street parking areas, the addition of an application window, and changes to the design guidelines to provide parameters on the appearances of patio platforms and fencing.

In response to a question from Committee, Ms. Iezzi noted that a business is permitted to occupy a maximum of two (2) on street parking spaces, but that there is not an overall maximum in regards to occupied parking spaces for the entire River District.

CS-260318-004

Moved by Vice Chair Koepke

"THAT in consideration of Staff Report CS-26-013 respecting the draft Street Furniture and Sidewalk Patio Guidelines, the Community Services Committee recommends that City Council direct staff to:

- 1. Consult with the Grey County Joint Accessibility Advisory Committee and River District business owners with previous patio approvals on the draft guidelines; and**
- 2. Bring forward a report including input received from stakeholders and a draft sidewalk patio by-law for consideration to the April 27, 2026 Regular Council Meeting."**

Carried.

8.b.2 Report CS-26-021 from the Senior Planner Re: Application for Brownfield Financial Incentive - 1043 and 1057 3rd Ave E (St Clare Place)

The Senior Planner provided an overview of the report.

In response to a question from Committee, the Director of Community Services noted that this CIP program focuses on offering incentive to remediate brownfield sites in the River District and harbour area. She added that the program anticipates that future tax revenue collected from the completed project will offset any incentive provided.

In response to a question from Committee, Ms. Iezzi noted that there have been approximately 8 or 9 brownfield tax incentives approved through this program. She added that while total eligible properties is unknown, it is likely that any redevelopment of lands surrounding the harbour will benefit from this program in future years.

In response to a question from Committee, Ms. Iezzi noted that the agreement between the applicant and the City will outline the specific payment schedule.

CS-260318-005

Moved by Councillor Dodd

"THAT in consideration of Staff Report CS-26-021 respecting an application to the City's Brownfield Financial Tax Incentive Program by Lutheran Social Services for environmental remediation work completed at 1043 and 1057 3rd Avenue East, the Community Services Committee recommends that City Council:

- 1. Approve the application, subject to the conditions outlined in Schedule 'B';**
- 2. Direct staff to bring forward by-laws upon first re-assessment of the property by the Municipal Property Assessment Corporation to:**
 - a. Cancel municipal taxes, to a maximum upset limit of \$398,252.87, pursuant to Section 365 (1) of the *Municipal Act, 2001*; and**
 - b. Authorize a Financial Incentive Program Agreement between the City and the property owner;**
- 3. Direct staff to issue notice to the County of Grey of the cancellation of municipal taxes and request that the County pass a by-law to provide similar cancellation of taxes levied for upper-tier purposes pursuant to Section 365(2) of the *Municipal Act, 2001*; and**
- 4. Direct staff to submit an application for matching education property tax assistance to the Ministry of Municipal Affairs and Housing (Municipal Services Division)."**

Carried.

8.c Arena Operations

None.

- 8.d Building
None.
- 8.e Community and Business Development
None.
- 8.f Facility Bookings and Community Programs
None.
- 8.g Tourism, Culture and Events
None.

9. MATTERS POSTPONED

There were no matters postponed.

10. MOTIONS FOR WHICH NOTICE WAS PREVIOUSLY GIVEN

There were no motions for which notice was previously given.

11. CORRESPONDENCE PROVIDED FOR INFORMATION

- 11.a Memorandum from the Chief Building Official and Manager of Planning and Heritage Re: Development Update

The Manager of Planning and Heritage provided an overview of the February 2026 Development Update, highlighting planning applications and recent construction projects underway.

- 11.b Webpage from Ontario Provincial Conservation Agency (Ontario.ca)

CS-250318-006

Moved by Member Thurston

"THAT in consideration of correspondence provided for information purposes listed on the March 18, 2026 Community Services Committee agenda, the Community Services Committee recommends that City Council receive Items 11.a and 11.b 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. RESOLUTION TO MOVE INTO CLOSED SESSION

CS-260318-007

Moved by Vice Chair Koepke

"THAT the Community Services Committee now move into Closed Session to consider one matter regarding personal matters about identifiable individuals respecting Volunteer of the Year, Senior of the Year, and Youth Volunteer of the Year nominations."

Carried.

The Community Services Committee moved into the Closed Session at 6:58 p.m.

15. REPORTING OUT OF CLOSED SESSION

Chair Middlebro' advised that the Community Services Committee returned to the open session at 7:22 p.m.

All Committee and staff members listed above were present except for the Manager of Planning and Heritage and Senior Planner.

Chair Middlebro' advised that during the Closed Session, the Community Services Committee discussed one matter regarding personal matters about identifiable individuals respecting Volunteer of the Year, Youth Volunteer of the Year, and Senior Volunteer of the Year nominations, and direction was provided to staff.

16. ADJOURNMENT

The business contained on the agenda having been completed, Chair Middlebro' adjourned the meeting at 7:23 p.m.



Minutes

Operations Committee

March 19, 2026, 5:30 p.m.

City Hall - 808 2nd Avenue East - Council Chambers

MEMBERS PRESENT: Chair Scott Greig
Vice Chair Jon Farmer (via video)
Member Donald Anderson
Councillor Brock Hamley (via video)
Member Michele Hawkins
Member Graham Jordan
Councillor Carol Merton
Member Aletta Schurter

MEMBERS

ABSENT/REGRETS: Member Arlene Blue Indoe

STAFF PRESENT: Tim Simmonds, City Manager
Mason Bellamy, Manager of Public Works and Engineering
Bryce McDonald, Manager of Water and Wastewater
Heidi Jennen, Supervisor of Environmental Services
Christina McLean, Committee and Executive Support
Coordinator

1. CALL TO ORDER

Chair Greig called the meeting to order at 5:30 p.m. All Committee members and staff listed above were present except for Member Schurter.

2. CALL FOR ADDITIONAL BUSINESS

2.a Councillor Merton Re: Precautionary Boil Water Advisory

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. CONFIRMATION OF MINUTES

- 4.a Minutes of the Operations Committee meeting held on February 19, 2026

OP-260319-001

Moved by Member Anderson

"THAT the Operations Committee approves the minutes of the meeting held on February 19, 2026."

Carried.

5. DEPUTATIONS AND PRESENTATIONS

- 5.a Presentation from WSP Canada Inc. Re: 4th Avenue West Reconstruction (15th St to 20th St)

The Manager of Public Works and Engineering introduced Chris Wilson of WSP Canada Inc.

Mr. Wilson provided a PowerPoint presentation respecting the 4th Avenue West Reconstruction Project.

In response to a question from Committee, Mr. Wilson noted that while the multi-use path has been maneuvered to best avoid trees and hydro poles, there are still a number of trees that will need either removed or relocated.

In response to a question from Committee, Mr. Bellamy noted that this road is classified as a minor collector road in the City's Official Plan, and that alternative solutions such as limitations to the direction of traffic are not generally considered for this classification of roads. He added that there are opportunities for these considerations on other projects and on local roads if directed by Council.

In response to a question from Committee, Mr. Wilson noted that replacing or relocating a hydro pole can cost between approximately \$20,000 and \$30,000 per pole and added that these plans are subject to change based on feedback from Hydro One once work is underway.

In response to a question from Committee, Mr. Wilson noted that a WSP arborist team has been assigned to this work.

In response to a question from Committee, Mr. Bellamy noted that staff are working toward the 60% design completion with option 3 as presented, and that the proposed timeline is for the tender to be issued in April so that construction can begin this year.

In response to a question from Committee, Mr. Bellamy noted that parking issues for festivals and events has not been mentioned as a concern through the consultation process.

In response to a question from Committee, Mr. Wilson noted that provisional items could be included in the design, and then final decisions can be made based on exact prices received throughout the process.

Member Schurter joined the meeting.

6. PUBLIC FORUM

6.a Carron Standoloft, Owen Sound resident

Ms. Standoloft of Queen of Hearts Nursery School provided comments respecting the benefits of additional sidewalks and multi-use paths, as well as potential closures during construction.

In response to a question from Committee, Mr. Bellamy noted that the proponent awarded the construction contract will be responsible for traffic control and will be required to provide safe detours on a block-by-block basis.

6.b Heather Younghusband, Owen Sound resident

Ms. Younghusband of Queen of Hearts Nursery School provided comments respecting the location of the proposed crosswalks adjacent to Timothy Christian School.

In response to a question from Committee, Mr. Bellamy noted that it has been determined that crosswalks are needed near the School and added that final design and locations for the crosswalks are not yet determined.

In response to a question from Committee, Mr. Bellamy noted that WSP and staff can investigate traffic patterns and incorporate input from local bus companies when finalizing locations for crosswalks.

7. CORRESPONDENCE RECEIVED FOR WHICH DIRECTION IS REQUIRED

There were no correspondence items presented for consideration.

8. REPORTS OF CITY STAFF

8.a Engineering

8.a.1 Report OP-26-005 from the Engineering Technologist Re: Proposed Upgrades to Traffic Signal Infrastructure at 10th St W and 8th Ave W

The Manager of Public Works and Engineering provided an overview of the report.

In response to a question from Committee, Mr. Bellamy clarified that many of the issues with the infrastructure are regarding the pedestrian signals as they are often non-functional.

In response to a question from Committee, Mr. Bellamy noted that the majority of this replacement consists of new wiring and hardware, and that programming of the signals can then take place once this is installed.

In response to a question from Committee, Mr. Bellamy noted that the collisions were not due to the layout of the intersection and added that large vehicles and winter weather conditions impacted these collisions.

OP-260319-002

Moved by Councillor Hamley

"THAT in consideration of Staff Report OP-26-005 respecting Traffic Signal upgrades to 10th Street West and 8th Avenue West, the Operations Committee recommends that City Council approve the funding reallocation for the Traffic and Pedestrian signal upgrades at the intersection of 10th Street West and 8th Avenue West in 2026 as outlined in the report."

Carried.

8.b Environment

8.b.1 Report OP-26-015 from the Supervisor of Environmental Services Re: Leaf and Yard Waste Site Contractor Disposal Fee Implementation

The Supervisor of Environmental Services provided an overview of the report.

In response to a question from Committee, Ms. Jennen noted that staff are often on location performing work at the leaf and yard waste site and that the security contractor also periodically monitors the site.

In response to a question from Committee, Ms. Jennen noted that originally two different payment levels were considered, but it was determined that a flat fee of \$200 for the year would simplify the process for both staff and contractors.

In response to a question from Committee, Ms. Jennen noted that other community members often report individuals dumping materials who may be unallowed.

In response to a question from Committee, Ms. Jennen noted that many of the registered contractors are smaller businesses, as larger commercial businesses often have private sites where they dispose of their leaf and yard waste.

OP-260319-003

Moved by Vice Chair Farmer

"THAT in consideration of Staff Report OP-26-015 respecting the Leaf and Yard Waste Site contractor fee implementation, the Operations Committee recommends that City Council:

- 1. Direct staff to provide notice of an amendment to the Fees and Charges By-law as required by the Notice By-law; and**

2. Direct staff to bring forward a by-law to amend the Fees and Charges By-law to establish a Leaf and Yard Waste site Contractor Disposal Fee, effective May 1, 2026."

Carried.

8.c Transit

8.c.1 Report OP-26-016 from the Supervisor of Environmental Services Re: 2025 Annual Transit Report

The Supervisor of Environmental Services provided an overview of the report.

In response to a question from Committee, the City Manager noted that increasing bus service options outside of the current operating hours creates logistical issues and is cost prohibitive.

In response to a question from Committee, Ms. Jennen noted that Grey County is working on a regional transit study, and staff are unsure what the recommendations could comprise of at this time.

Councillor Hamley left the meeting.

In response to a question from Committee, Ms. Jennen noted that there is one spare bus to fill in if there is an accident or other down time for maintenance.

OP-260319-004

Moved by Councillor Merton

"THAT in consideration of Staff Report OP-26-016 respecting the Transit Annual Report for 2025, the Operations Committee recommends that City Council receive the report for information purposes."

Carried.

8.d Water and Wastewater

8.d.1 Report OP-26-008 from the Manager of Water and Wastewater Re: 2025 Wastewater Annual Report

The Manager of Water and Wastewater provided an overview of the report.

In response to a question from Committee, Mr. McDonald noted that the high instantaneous flow rates outlined in the report were mainly attributed to heavy infiltration and inflows from cross connections of stormwater or aging infrastructure.

In response to a question from Committee, Mr. McDonald noted that the exceedances in the report for 2025 are consistent with other years, and that the outliers are not flagged for concern as they did not continue as trends.

In response to a question from Committee, Mr. McDonald noted that the general plant flows are typically at approximately 40% plant capacity, other than for the instances noted of high instantaneous flow, and he added that plant capacity is not of concern with growth predictions at this time.

OP-260319-005

Moved by Member Hawkins

"THAT in consideration of Staff Report OP-26-008 respecting the 2025 Wastewater Annual Report, the Operations Committee recommends that City Council receive the report for information purposes."

Carried.

8.e Public Works

None.

9. MATTERS POSTPONED

There were no matters postponed.

10. MOTIONS FOR WHICH NOTICE WAS PREVIOUSLY GIVEN

There were no motions for which notice was previously given.

11. CORRESPONDENCE PROVIDED FOR INFORMATION

11.a Memorandum from the Manager of Public Works and Engineering Re: Winter Maintenance Update

The Manager of Public Works and Engineering provided a brief overview of the Winter Maintenance Update, highlighting lost production occurrences to date and that the City has now received 444 centimeters of snow so far this winter.

OP-260319-006

Moved by Member Jordan

"THAT in consideration of correspondence provided for information purposes listed on the March 19, 2026 Operations Committee agenda, the Operations Committee recommends that City Council receive Item 11.a for information purposes."

Carried.

12. DISCUSSION OF ADDITIONAL BUSINESS

12.a Precautionary Boil Water Advisory

Councillor Merton acknowledged the work of City staff and Grey Bruce Public Health and thanked them for their efforts in monitoring and communicating the events respecting the precautionary boil water advisory that was issued on March 14, 2026.

In response to a question from Committee, Mr. McDonald noted that the Drinking Water Quality Management Standards (DWQMS) requires continuous improvement and education respecting how emergency events are addressed, and that a root cause analysis will be conducted with water treatment plant staff and the emergency response plan will be updated if applicable. He noted that a corporate formal debrief to improve internal process flows and communication processes will also take place.

In response to a question from Committee, Mr. McDonald noted that water treatment staff did a tremendous job at identifying and flagging the unique situation.

In response to a question from Committee, Mr. McDonald noted that 1 of 4 filters was taken offline to replace on March 4, and that additional repairs were identified once the unit was removed, but that delays were minimal. He added that staff then met with the contractor and project consultant to discuss the performance of the previous filter and discussed the expectations of the contractor to perform acceptable filter run tests. He further added that following the advisory, staff had a debrief with the consultant to communicate the urgency in getting the filter back online as soon as possible.

In response to a question from Committee, Mr. McDonald noted that while the turbidity levels seen on March 14 have been seen previously, it was the duration of the turbidity in the source water that caused the need for the precautionary boil water advisory.

13. NOTICES OF MOTION

There were no notices of motion.

14. ADJOURNMENT

The business contained on the agenda having been completed, Chair Greig adjourned the meeting at 7:29 p.m.