



AGENDA
OWEN SOUND CITY COUNCIL
MAY 25, 2020
CITY HALL - 808 2ND AVENUE EAST
6:15 PM - CLOSED SESSION - BASEMENT BOARD ROOM
7:00 PM - OPEN SESSION - COUNCIL CHAMBERS

City Hall continues to be closed to the public at this time. Council meetings can be viewed live on Rogers Cable TV or the [Rogers TV Website](#) or viewed the following day on the [City's Youtube channel](#). Individuals who wish to ask a question during public question period can email the City Clerk at bbloomfield@owensound.ca by noon on the day of the meeting.

1. RESOLUTION TO MOVE INTO CLOSED SESSION

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

- a. Minutes from the Closed Session of the Regular Council meeting held on April 6, 2020;**
- b. Minutes from the Closed Session of the Special Council meeting held on April 8, 2020; and**
- c. One matter regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose respecting residential development charges."**

2. DECLARATION TO MOVE TO THE OPEN SESSION

3. REPORTING OUT OF CLOSED SESSION

4. CALL FOR ADDITIONAL BUSINESS

5. DISCLOSURES OF PECUNIARY INTEREST

6. CONFIRMATION OF THE COUNCIL MINUTES

- 6.a. Minutes of the Closed Session of the Regular Council meeting held on April 6, 2020
- 6.b. Minutes of the Closed Session of the Special Council meeting held on April 8, 2020
- 6.c. Minutes of the Special Council meeting held on May 11, 2020

8 - 17 6.d. Minutes of the Regular Council meeting held on May 11, 2020

7. MOTION TO MOVE COUNCIL INTO COMMITTEE OF THE WHOLE

COMMITTEE OF THE WHOLE

8. PUBLIC MEETINGS

There are no public meetings.

9. DEPUTATIONS AND PRESENTATIONS

There are no depositions or presentations.

10. PUBLIC QUESTION PERIOD

11. CORRESPONDENCE RECEIVED FOR WHICH DIRECTION OF COUNCIL IS REQUIRED

There are no correspondence items being presented for consideration.

12. REPORTS OF CITY STAFF

18 - 24 12.a. Report CM-20-008 from the City Manager Re: City Actions and Decisions Implemented on COVID-19 from May 9 to May 25, 2020

25 - 30 12.b. Report CR-20-041 from the Director of Corporate Services Re: Update COVID Financial Forecast - 2020

31 - 36 12.c. Report OP-20-026 from the Director of Public Works and Engineering Re: 10th Street Bridge Replacement Status Update May 2020

37 - 55 12.d. Report CS-20-056 from the Manager of Planning and Heritage Re: Request from Owen Sound High Society for Relief from the City's Municipal Cannabis Policy Statement (CS85)

56 - 58 12.e. Report OP-20-025 from the Director of Public Works and Engineering Re: Re-instatement of Transit Fares

59 - 61 12.f. Report CR-20-042 from the City Clerk Re: Downtown Parking Enforcement and New Single Overnight Parking Pass

62 - 65 12.g. Report OP-20-017 from the Supervisor of Environmental Services Re: Transition Date of Blue Box Program to Producer Responsibility

- 66 - 76 12.h. Report CS-20-057 from the Senior Manager of Property and Parks and Open Spaces Re: Harrison Park Community Centre Enabling Accessibility Grant Extension

- 12.i. Verbal Report from the Deputy Mayor Re: Grey County Council

13. CONSENT AGENDA

- 77 - 98 13.a. Report CS-20-026 from the Manager of Community Development and Marketing Re: New Lease Agreement with Owen Sound Agricultural Society

- 99 - 108 13.b. Minutes of Boards and Committees for Receipt Re: Grey Sauble Conservation Authority meeting held on February 26, 2020

- 109 - 114 13.c. Minutes of Boards and Committees for Receipt Re: Owen Sound Downtown Improvement Area Board of Management meeting held on March 11, 2020

- 115 - 117 13.d. Community Flag Flying Request Re: Grey Bruce Pride

- 13.e. Final approvals issued for the following Business Licences:

- Steven Crone is the new owner of Shoppers Drug Mart located at 100 10th Street West
- PhysioCare Owen Sound Inc., a physiotherapy business located at 810 10th Street West
- 17036897 Ontario Inc. is the new owner of Owen Sound Auto Spa located at 678 and 680 10th Street West

- 118 - 129 13.f. Correspondence received which is presented for the information of Council.

14. COMMITTEE MINUTES WITH RECOMMENDATIONS FOR APPROVAL

There are no committee minutes with recommendations for approval.

15. MATTERS POSTPONED

- 130 - 148 15.a. Report CS-20-051 from the Manager of Community Development and Marketing Re: Impact of COVID-19 on City Events

16. MOTIONS FOR WHICH NOTICE WAS PREVIOUSLY GIVEN

There were no motions for which notice was previously given.

17. DISCUSSION OF ADDITIONAL BUSINESS

18. MOTION THAT COMMITTEE OF THE WHOLE RISE AND REPORT

FORMAL SESSION

19. MOTION TO ADOPT PROCEEDINGS IN COMMITTEE OF THE WHOLE

20. NOTICES OF MOTION

21. BY-LAWS

- 21.a. By-law No. 2020-054, "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 25th day of May, 2020"
- 21.b. By-law No. 2020-055, "A By-law to establish The Corporation of the City of Owen Sound's response to the COVID-19 pandemic May 11, 2020 to May 22, 2020"
- 21.c. By-law No. 2020-056, "A By-law to Adopt a Policy Respecting Taxes for the City of Owen Sound"
- 21.d. By-law No. 2020-057, "A By-law to authorize the Mayor and Clerk to execute an amendment to the Grant Agreement with Her Majesty The Queen in Right of Canada as represented by the Minister of Employment and Social Development respecting the Harrison Park Community Centre Accessibility Project"

22. ADJOURNMENT



**MINUTES
OWEN SOUND CITY COUNCIL
SPECIAL MEETING
CITY HALL - 808 2ND AVENUE EAST
BASEMENT BOARDROOM
MAY 11, 2020 - 6:00 PM**

MEMBERS PRESENT: Mayor Ian Boddy
Deputy Mayor Brian O'Leary (via video)
Councillor Travis Dodd
Councillor Scott Greig
Councillor Brock Hamley (via video)
Councillor Marion Koepke (via video)
Councillor Carol Merton (via video)
Councillor John Tamming (via video)
Councillor Richard Thomas (via video)

**MEMBERS
ABSENT/REGRETS:** None

STAFF PRESENT: Wayne Ritchie, City Manager
Tim Simmonds, City Manager
Pam Coulter, Director of Community Services (via video)
Dennis Kefalas, Director of Public Works and Engineering (via video)
Kate Allan, Director of Corporate Services (via video)
Briana Bloomfield, City Clerk
Jamie Eckenswiller, Deputy Clerk
Andrew Mirabella, Hemson Consulting (via video)

1. CALL TO ORDER

Mayor Boddy called the meeting to order at 6:02 p.m. All Council and staff members listed above were present except Councillor Tamming.

2. DISCLOSURES OF PECUNIARY INTEREST

There were no disclosures of pecuniary interest.

3. MOTION TO MOVE COUNCIL INTO COMMITTEE OF THE WHOLE

Moved by Councillor Greig S-200511-001
Seconded by Councillor Dodd

"THAT City Council now move into Committee of the Whole to consider a presentation from Andrew Mirabella of Hemson Consulting regarding City of Owen Sound Water and Sewer Rate Study."

Carried.

COMMITTEE OF THE WHOLE

4. DEPUTATIONS AND PRESENTATIONS

- a. Presentation from Hemson Consulting Re: Water and Sewer Rate Study

The Director of Corporate Services introduced Andrew Mirabella of Hemson Consulting and noted that questions regarding the water and sewer rate study should be asked during this meeting while questions relating to rates should be addressed during the Regular Council meeting.

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Mr. Mirabella provided a presentation on the City of Owen Sound's water and wastewater rates. Mr. Mirabella advised that the City has maintained water rates over the past four years while increasing wastewater rates. He added that the goal has been to smooth down wastewater rate increases while continuing to contribute to water and wastewater reserves.

Councillor Tamming joined the meeting at this time.

Mr. Mirabella reviewed the City's current water and wastewater rates and the rate structure, noting that the fixed and variable are split at 52% and 48% respectively. He advised how the City's rates are calculated and outlined current versus future demands, adding that consumption rates are declining.

Mr. Mirabella outlined the proposed per annum increase of 5% on both fixed and variable water charges from 2020 to 2030 and reviewed alternative rates and the impact each would have on the City, adding that the wastewater surcharge will be maintained at 124% of water rates until 2023 before retreating to 110% by 2030.

Moved by Councillor Dodd S-200511-002

"THAT in consideration of the presentation from Andrew Mirabella of Hemson Consulting regarding City of Owen Sound Water and Sewer Rate Study, City Council receives the presentation for information purposes."

Carried.

5. MOTION THAT THE COMMITTEE OF THE WHOLE RISE AND REPORT

Moved by Councillor Greig S-200511-003

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

Carried.

FORMAL SESSION

6. MOTION TO ADOPT PROCEEDINGS IN COMMITTEE OF THE WHOLE

Moved by Councillor Greig S-200511-004
Seconded by Councillor Dodd

"THAT the action taken in Committee of the Whole in considering the presentation from Andrew Mirabella of Hemson Consulting regarding City of Owen Sound Water and Sewer Rate Study be confirmed by this Council."

Carried.

7. BY-LAWS

By-law No. 2020-046, "A By-law to confirm the proceedings of the Special Meeting of the Council of The Corporation of the City of Owen Sound held on the 11th day of May, 2020"

Moved by Councillor Greig S-200511-005
Seconded by Councillor Dodd

"THAT By-law Number 2020-046 be passed and enacted."

Carried.

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8. **ADJOURNMENT**

The business contained on the agenda having been completed, Mayor Boddy adjourned the meeting at 6:49 p.m.

Mayor Ian C. Boddy

Briana M. Bloomfield, City Clerk



**MINUTES
OWEN SOUND CITY COUNCIL
MAY 11, 2020
CITY HALL - 808 2ND AVENUE EAST
NO CLOSED SESSION
7:00 PM - OPEN SESSION - COUNCIL CHAMBERS**

MEMBERS PRESENT: Mayor Ian Boddy
Deputy Mayor Brian O'Leary (via video)
Councillor Travis Dodd
Councillor Scott Greig
Councillor Brock Hamley (via video)
Councillor Marion Koepke (via video)
Councillor Carol Merton (via video)
Councillor John Tamming (via video)
Councillor Richard Thomas (via video)

**MEMBERS
ABSENT/REGRETS:** None

STAFF PRESENT: Wayne Ritchie, City Manager
Tim Simmonds, City Manager
Pam Coulter, Director of Community Services (via video)
Dennis Kefalas, Director of Public Works and Engineering (via video)
Kate Allan, Director of Corporate Services (via video)
Briana Bloomfield, City Clerk
Jamie Eckenswiller, Deputy Clerk

1. RESOLUTION TO MOVE INTO CLOSED SESSION

There was no closed session.

2. DECLARATION TO MOVE TO THE OPEN SESSION

There being no closed session, Mayor Boddy called the Regular Council meeting to order at 7:00 p.m. All Council and staff members listed above were present.

3. REPORTING OUT OF CLOSED SESSION

There was no closed session.

4. CALL FOR ADDITIONAL BUSINESS

- a. Councillor Koepke Re: Mill Dam Update
- b. Deputy Mayor O'Leary Re: River at Harrison Park and Grey Bruce Health Unit
- c. Councillor Hamley Re: 10th Street Bridge Update
- d. Mayor Boddy Re: COVID-19 Update

5. DISCLOSURES OF PECUNIARY INTEREST

- a. Deputy Mayor O'Leary declared a pecuniary interest with Item 12.f. regarding Staff Report CM-20-006 due to the employment of a relative.

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6. CONFIRMATION OF THE COUNCIL MINUTES

- a. Minutes of the Regular Council meeting held on April 27, 2020

Moved by Councillor Greig R-200511-001
Seconded by Councillor Dodd

"THAT the minutes of the Regular Council meeting held on April 27, 2020 as printed be adopted."

Carried.

7. MOTION TO MOVE COUNCIL INTO COMMITTEE OF THE WHOLE

Moved by Councillor Greig R-200511-002
Seconded by Councillor Dodd

"THAT City Council now move into Committee of the Whole to consider public meetings, deputations and presentations, public question period, 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

Mayor Boddy introduced new City Manager Tim Simmonds and welcomed him to the City of Owen Sound.

Former City Manager Glen Henry, former Deputy Mayor Arlene Wright, and former Councillor Jim McManaman joined the meeting electronically.

Mr. Henry, Ms. Wright and Mr. McManaman all thanked City Manager Wayne Ritchie for all that he has done for Owen Sound during his tenure and wished him well in his retirement. The Director of Community Services provided comments on behalf of staff and Mayor Boddy provided well wishes on behalf of Council.

Mr. Henry, Ms. Wright and Mr. McManaman left the meeting.

8. PUBLIC MEETINGS

There were no public meetings.

9. DEPUTATIONS AND PRESENTATIONS

There were no deputations or presentations.

10. PUBLIC QUESTION PERIOD

There were no questions from the public.

11. CORRESPONDENCE RECEIVED FOR WHICH DIRECTION OF COUNCIL IS REQUIRED

- a. Letter from Owen Sound Municipal Non-Profit Housing Corporation Re: Thank You and Best Wishes to Mr. Ritchie, City Manager

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R-200511-003

Moved by Councillor Dodd

"THAT in consideration of correspondence received from Owen Sound Municipal Non-Profit Housing Corporation dated May 5, 2020 respecting Thank You and Best Wishes to Mr. Ritchie, City Manager, City Council receives the correspondence for information purposes."
Carried.

12. REPORTS OF CITY STAFF

- a. Report CM-20-007 from the City Manager Re: City Actions and Decisions Implemented on COVID-19 from April 28 to May 8, 2020

City Manager Wayne Ritchie provided an overview of the report.

Moved by Councillor Greig R-200511-004

"THAT in consideration of Staff Report CM-20-007 respecting City Actions and Decisions Implemented on COVID-19 from April 28, 2020 to May 8, 2020, City Council directs staff to bring forward a by-law to ratify decisions made by staff during the COVID-19 crisis."
Carried.

- b. Report CS-20-051 from the Manager of Community Development and Marketing Re: Impact of COVID-19 on City Events

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

Moved by Councillor Hamley R-200511-005d

"THAT in consideration of Staff Report CS-20-051 respecting the Impact of COVID-19 on City Events and the Provincial Framework for Re-Opening, City Council:

- 1. Approves the cancellation of Canada Day events and Harbourfest;
- 2. Directs staff to forgo rescheduling events for late summer or early fall; and
- 3. Directs staff to place funds that were earmarked for these events into reserves."

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

	In Favour	Opposed
Councillor Dodd	X	
Councillor Greig	X	
Councillor Hamley	X	
Councillor Koepke		X
Councillor Merton		X
Councillor Tamming		X
Councillor Thomas		X
Deputy Mayor O'Leary		X
Mayor Boddy	X	

The resolution was defeated with four (4) votes in favour and five (5) votes opposed.

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R-200511-006d

Moved by Councillor Thomas

"THAT in consideration of Staff Report CS-20-051 respecting the impact of COVID-19 on City Events, City Council:

- 1. Approves the cancellation of the Canada Day event on July 1, 2020 and Harbourfest on July 11, 2020;**
- 2. Directs staff to plan one event in late summer or early fall with input from the Medical Officer of Health and Province of Ontario; and**
- 3. Postpones the decision of whether Harbour Nights and Outdoor Movie Nights will be modified or cancelled until further details are made available on restrictions to public gatherings."**

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

	In Favour	Opposed
Councillor Dodd		X
Councillor Greig		X
Councillor Hamley		X
Councillor Koepke	X	
Councillor Merton		X
Councillor Tamming	X	
Councillor Thomas	X	
Deputy Mayor O'Leary	X	
Mayor Boddy		X

The resolution was defeated with four (4) votes in favour and five (5) votes opposed.

Moved by Councillor Greig R-200511-007

"THAT in consideration of Staff Report CS-20-051 respecting the Impact of COVID-19 on City Events, City Council postpones the report until after a financial update is presented at the Regular Council meeting on May 25, 2020."

Carried.

- c. Report CR-20-039 from the Director of Corporate Services Re: Water and Waste Water Rates 2020/21

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

Moved by Councillor Dodd R-200511-008

"THAT in consideration of Staff Report CR-20-039 respecting Water and Wastewater Rates for 2020/21, City Council approves:

- 1. Maintaining water rates and the waste water surcharge at current levels; and**
- 2. Extending the due date on water and waste water bills to 36 days from the current 21 days effectively waiving interest for an additional 15 days from the time the bill is generated."**

Carried.

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- d. Report OP-20-023 from the Director of Public Works and Engineering
Re: Relaxation of Mandatory Use of Residential Garbage Bag Tags
During Provincial State of Emergency for Coronavirus Pandemic –
Temporary Policy

The Director of Public Works and Engineering provided an overview of the report.

Moved by Councillor Tamming

R-200511-009

"THAT in consideration of Staff Report OP-20-023 respecting Relaxation of Mandatory Use of Residential Garbage Bag Tags During Provincial State of Emergency for Coronavirus Pandemic – Temporary Policy, City Council directs staff to bring forward a by-law to re-instate the regular bag tag policy as identified in option three (3) of the report."

Carried.

- e. Report CR-20-038 from the Director of Corporate Services Re: Tax
Policy By-law

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

Moved by Councillor Dodd

R-200511-010

"THAT in consideration of Staff Report CR-20-038 respecting 2020 Tax Policy By-law, City Council:

- 1. Directs staff to bring forward a by-law to authorize the collection of 2020 property taxes and that effective July 1, 2020; and**
- 2. Rescinds the waiving of penalty and interest on overdue accounts."**

Carried.

Having declared a pecuniary interest, the City Clerk electronically placed Deputy Mayor O'Leary in the lobby (removing him from the meeting). The Director of Community Services was also placed in the lobby.

- f. Report CM-20-006 from the City Manager Re: Request from the OHL
Owen Sound Attack Hockey Club Respecting Lease Payment During
COVID-19

City Manager Wayne Ritchie provided an overview of the report and noted that other City tenants are being treated fairly as well.

Moved by Councillor Greig

R-200511-011

"THAT in consideration of Staff Report CM-20-006 respecting a request by the Owen Sound Attack Hockey Club, City Council directs staff to reduce the 2020 base lease by \$6,881.60 to reflect the elimination of three regular home games from the 2019/20 season."

Carried.

The City Clerk electronically admitted Deputy Mayor O'Leary and the Director of Community Services back into the meeting at this time.

- g. Report CS-20-052 from the Junior Planner Re: Changes to the Planning
Act under Bill 189 (the Coronavirus Support and Protection Act, 2020)
and Ontario Regulation 149/20

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

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Minutes - May 11, 2020
R-200511-012

Moved by Councillor Greig

"THAT in consideration of staff report CS-20-052 respecting Changes to the *Planning Act* under Bill 189 and Ontario Regulation 149/20, City Council:

- 1. Directs staff to continue processing planning applications during the provincially declared emergency; and**
- 2. Supports the use of alternative methods of public consultation, including electronic and virtual methods, as permitted by Ontario Regulation 149/20 and as needed to satisfy the requirements of the *Planning Act*."**

Carried.

- h. Report CS-20-053 from the Intermediate Planner Re: Request to Allow Submission of a Planning Act Application Pertaining to Subdivision 42T-19501 (Telfer Creek)

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

Moved by Councillor Dodd

R-200511-013

"THAT in consideration of Staff Report CS-20-053 respecting a request to allow submission of a *Planning Act* application pertaining to Subdivision 42T-9501 (Telfer Creek Subdivision), City Council allows the submission of a *Planning Act* application, such as a rezoning or minor variance, prior to the second anniversary of the day on which Zoning By-law Amendment No. 2019-016 was passed and enacted as stipulated by the *Planning Act* 45(1.3)."

Carried.

- i. Report CR-20-040 from the Director of Corporate Services Re: Owen Sound Housing Company Construction Financing Loan

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

Moved by Councillor Greig

R-200511-014

"THAT in consideration of Staff Report CR-20-040 respecting Owen Sound Housing Company Construction Financing Loan, City Council directs staff to bring forward a by-law to authorize the Mayor and Clerk to sign a loan agreement with the Owen Sound Housing Corporation."

Carried.

- j. Report CR-20-037 from the City Clerk Re: Procedural By-law – Emergency Meeting Provisions – City Committees

The City Clerk provided an overview of the report.

Moved by Councillor Dodd

R-200511-015

"THAT in consideration of Staff Report CR-20-037 respecting Emergency Meeting provisions for City Committees, City Council directs staff to bring forward a by-law to amend Procedural By-law No. 2018-018 to include emergency meeting provisions as outlined in the report."

Carried.

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13. CONSENT AGENDA

- a. Minutes of Boards and Committees for Receipt Re: Owen Sound Police Services Board meeting held on February 26, 2020
- b. Minutes of Boards and Committees for Receipt Re: Owen Sound and North Grey Union Public Library Board meeting held on March 5, 2020
- c. Minutes of Boards and Committees for Receipt Re: Owen Sound and North Grey Union Public Library Board Special meeting held on April 8, 2020
- d. Correspondence received which is presented for the information of Council.

Moved by Councillor Greig

R-200511-016

"THAT City Council receives Items 13.a to 13.d on the Consent Agenda dated May 11, 2020."

Carried.

14. COMMITTEE MINUTES WITH RECOMMENDATIONS FOR APPROVAL

There were no committee minutes with recommendations for approval.

15. MATTERS POSTPONED

There were no postponed matters.

16. MOTIONS FOR WHICH NOTICE WAS PREVIOUSLY GIVEN

There were no motions for which notice was previously given.

17. DISCUSSION OF ADDITIONAL BUSINESS

- a. Mill Dam Update

Councillor Koepke asked that an update be provided on the status of the water levels at the Mill Dam.

The Director of Community Services advised that the dam would normally be in at this time, but there has been a slight delay. Ms. Coulter added that by approximately May 13, 2020 the dam will be raised which will raise the water level behind it. This will improve the aesthetics of the Sydenham River as well as in Harrison Park.

- b. River at Harrison Park and Grey Bruce Health Unit

Deputy Mayor O'Leary expressed concern with the appearance of the river at Harrison Park. He noted that it is too late to do anything this year, but asked if staff could clear out old stumps and branches to make it more aesthetically pleasing.

The Director of Community Services advised that the City would need to seek approvals from the Grey Sauble Conservation Authority as well as the Department of Fisheries and Oceans Canada prior to taking on the work. City Manager Wayne Ritchie added that the stumps and brush in the river could potentially be fish habitats, and that proper approvals would need to be granted prior to operations. Staff advised they would investigate what options would be available.

Deputy Mayor O'Leary referenced questions he received from the public about an editorial that appeared in the Owen Sound Sun Times titled 'A

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Tour of the Grey Bruce Health Unit'. Deputy Mayor O'Leary stated that the editorial was the opinion of one councillor and does not reflect the opinion of Owen Sound City Council as a whole. He applauded Dr. Arra and his staff at the Grey Bruce Health Unit for their hard work in protecting the community in the past ten (10) weeks.

Moved by Deputy Mayor O'Leary R-200511-017

"THAT City Council waive the notice of motion provision in the procedural by-law in order to permit the presentation of a motion respecting the Grey Bruce Health Unit."

Carried by a 2/3 vote of Council.

Moved by Deputy Mayor O'Leary R-200511-018

"THAT Mayor Boddy send a letter of thanks signed by all members of Council to the Grey Bruce Health Unit on behalf of the citizens of Owen Sound thanking the health unit for the work that has been done to ensure the health and safety of the residents of Owen Sound."

Carried.

c. 10th Street Bridge Update

Councillor Hamley requested an update from the Director of Public Works and Engineering on the status of the 10th Street Bridge.

The Director of Public Works and Engineering advised that piling has been completed on the west side of the bridge. Additional material is going to be removed from west side with form work starting shortly after. Removals of old wood piles and the retaining wall from the old bridge have been finished on the east side, and three crews will be working simultaneously on east and west sides to complete watermain and form work. Mr. Kefalas added that there are still some issues remaining, and that the City is looking for direction from the consultant. Mr. Kefalas stated that a more detailed report will be brought forward at the next Council meeting.

d. COVID-19 Update

Mayor Boddy advised that Dr. Arra of the Grey Bruce Health Unit sends daily reports on COVID-19 cases in Grey and Bruce counties and within Owen Sound, adding that there have been no new cases identified within the City of Owen Sound in 19 days. Mayor Boddy added that of the 44 cases in Owen Sound, half of them were in one long-term care facility. The low number of new cases in Grey Bruce over last few weeks is a direct result of the hard work done by all. There has been a cumulative total of 90 case in Grey and Bruce counties and 72 recoveries. Mayor Boddy noted that we are not through this yet and need to continue to be vigilant in our physical distancing efforts.

18. MOTION THAT COMMITTEE OF THE WHOLE RISE AND REPORT

Moved by Councillor Greig R-200511-019

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

Carried.

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FORMAL SESSION

19. MOTION TO ADOPT PROCEEDINGS IN COMMITTEE OF THE WHOLE

Moved by Councillor Greig R-200511-020
Seconded by Councillor Dodd

"THAT the action taken in Committee of the Whole in considering public meetings, deputations and presentations, public question period, 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.

20. NOTICES OF MOTION

There were no notices of motion

21. BY-LAWS

By-law No. 2020-047, "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 11th day of May, 2020"

By-law No. 2020-048, "A By-law to establish The Corporation of the City of Owen Sound's response to the COVID-19 pandemic April 28, 2020 to May 11, 2020"

By-law No. 2020-049, "A By-law to amend Delegation of Powers and Duties By-law No. 2014-109 for the purpose of referencing the new City Manager employment contract by-law"

By-law No. 2020-050, "A By-law to authorize the Mayor and Clerk to execute a Servicing Agreement with 2445595 Ontario Inc. for property located at 1200 16th Avenue East (API Hotel)"

By-law No. 2020-051, "A By-law to amend Zoning By-law No. 2010-078, respecting Heritage Grove Centre Inc. lands located at 2125 16th Street East (ZBA No. 29)"

By-law No. 2020-052, "A By-law to amend Procedural By-law No. 2018-018 to provide for electronic participation in meetings of committees during declared emergencies"

By-law No. 2020-053, "A By-law to adopt Policy No. CS086, Campground Refund Policy"

Moved by Councillor Greig R-200511-021
Seconded by Councillor Dodd

"THAT By-law Numbers 2020-047, 2020-048, 2020-049, 2020-050, 2020-051, 2020-052, and 2020-053 be passed and enacted."
Carried.

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22. ADJOURNMENT

The business contained on the agenda having been completed, Mayor Boddy adjourned the meeting at 8:56 p.m.

Mayor Ian C. Boddy

Briana M. Bloomfield, City Clerk



Staff Report

Report To: City Council
Report From: Tim Simmonds, City Manager
Meeting Date: May 25, 2020
Report Code: CM-20-008
Subject: City Actions and Decisions Implemented Re: COVID-19 from May 11 to May 22, 2020

Recommendations:

THAT in consideration of Staff Report CM-20-008 respecting City actions and decisions implemented on COVID-19, City Council:

1. Approves initiating an amendment to the Sign By-law to permit a State of Emergency to be considered a "Community Event" under section 5;
2. Approves that the timing of the installation and removal of the signage be at the discretion of the City Manager;
3. Directs staff to provide notice of the proposed amendment to the Sign By-law in accordance with the City's [Notice By-law](#); and
4. Directs staff to bring forward a by-law to ratify decisions made by staff during the COVID-19 crisis.

Strategic Initiative:

Strengthening our community through sound leadership.

Background:

It has been 10 weeks since the first City actions were take to prevent the spread of COVID-19 in our community. All decisions and actions made by Council and staff are fundamentally anchored to the principle of – Safety first.

Report: City Actions and Decisions Implemented Re: COVID-19
from May 11 to May 22, 2020
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City Council and staff have been listening to Federal and Provincial authorities and consulting with Public Health Agencies since the beginning of this crisis. City staff also consult with our County, and other lower tier municipal officials regularly and follow updates and information provided from our municipal and professional associations.

The Emergency Operations Control Group continues to meet every Monday, and Wednesday to discuss, review, and plan on the most appropriate course of action.

This report focuses on the actions taken from May 11 to May 22, 2020.

Analysis

As we pass the two-month mark, I'd like to publicly thank the extraordinary team in the City of Owen Sound who have shown leadership in delivering essential services since City Hall closed to the public on March 16. It is very clear that the people who work in our City are united by their belief in public service.

Province Announces Stage 1 of Reopening the Province

The province announced on May 19, 2020 that it was initiating Stage 1 of the "Framework for Reopening our Province". The Stage 1 guide can be accessed through this [link](#). Stage 1 outlines that workplaces eligible to re-open must be able to put in place practices that can limit transmission of the disease, such as on-going physical distancing, cleaning and disinfection protocols, and limited customer access amongst others. Staff understand that the specific activities the province is taking to ease the lockdown include:

- Removing restrictions on construction;
- Limited retail (no shopping malls and separate, street-front entrances);
- Vehicle dealerships;
- Some media operations;
- Veterinary services, stables and pet grooming;
- Cleaning and maintenance services;
- Certain in-person medical services, such as counselling are also able to resume, as are surgeries.

Marinas and golf courses were notified they could begin to prepare for the current season previously and were allowed to begin to operate as of Saturday, May 16, 2020. The Premier also announced private parks and campgrounds could begin preparations for the upcoming season.

Report: City Actions and Decisions Implemented Re: COVID-19
from May 11 to May 22, 2020

Page 2 of 5

Stage 1 and Municipal Governments:

For municipal governments, Stage 1 means the ability to allow a return of residents to boat launches, off-leash parks and picnic areas, multi-use sport fields for non-team sports, and allowing limited non-spectator sporting events, such as water sports on lakes and outdoor bodies of water, track and field, and tennis. Libraries offering pick-up and delivery may resume operations. Transit services will also need to accommodate (safely) an increase in riders due to a return to work for workers.

Staffing arrangements in the City were originally altered in response to the emergency. Some municipal staff have been re-deployed or laid off and seasonal and student hiring have been delayed. This could affect the quick resumption of municipal services in Stage 1.

On Tuesday May 19, the Province announced amendments to permit the opening of some outdoor recreation amenities.

This includes facilities, such as: baseball diamonds, soccer fields, skate and bike parks, off-leash dog parks, outdoor picnic sites, benches and picnic shelters in parks as well as washrooms.

The amendment to the order came into effect May 19.

The amendment to the order acknowledges that municipalities will require additional time to prepare for the openings.

City staff are developing a plan focused on the safety of staff and the public who use these facilities and are targeting a date of June 1 for opening some of the facilities that have been noted in the provincial order.

In addition to the Stage 1 announcement other initiatives have occurred. These include:

- Layoffs officially began on May 11 as the 20-day notification period came to an end;
- Downtown Improvement Area (DIA) has requested that full-street beautification continue – this required the recall of two Public Works Staff who will be reassigned to work in Parks to do maintenance and watering;
- Garbage bag tags reinstated. Initial sales brisk;
- First meeting of the Grey County Economic Recovery Working Group;
- Municipal boat launches were opened;
- Leash free dog park re-opened;
- Preparation work in the Harrison Park campground is underway.

Senior Leadership Begins to Assess Staff Return

In light of the new information and direction provided by the Province, the Senior Leadership Team continues to meet to discuss next steps for City Hall and other city facilities re-opening for day-to-day business as a workplace, and also for the public.

As staff look ahead to re-entry, everyone thinks about the 'physical' aspect. Staff continue working through preventative measures, such as the use of masks, social distancing in an office setting, the use of city equipment and vehicles, and elevator protocols to name a few. This is all enormously important, but it is equally important to help our Staff manage their stress, anxiety and fear as they return to City Hall and other city facilities. This will fundamentally affect our ability to be focused, productive and successful as individuals and teams. It is important that we go beyond physical considerations and also prioritize stress management and mental resilience.

Therefore, we will address the human element in our re-opening plan. Staff in consultation with the County adopted a Staff Survey to help provide insight and guidance to the Senior Leadership Team on this topic. The survey was sent to all Staff on Thursday, May 20. As surveys are completed, the Senior Leadership Team will be better equipped to set out a well-informed and practical approach to the re-opening of City facilities, which is anticipated to begin as a phased approach beginning in the next three to four weeks. Information will be provided as the plan is further developed.

Financial/Budget Implications:

There will be financial implications for the corporation from the COVID-19 pandemic and our responses to that. With no indication of the duration or the full extent of mitigation actions that may be required, the financial implications are continually being monitored. Staff report CR-20-041 "Update COVID Financial Forecast – 2020" highlights an approximate cost of \$850,000. However, the forecast is built on a number of assumptions. In addition, municipal cost pressures associated with reduced revenues or deferred fees and taxes during the lockdown period may mean that the City will need to reduce staffing or services until revenues stabilize and recover. These measures would be brought to a future meeting for Council's

consideration. The negative financial impact is not unique to Owen Sound and is similar to varying degrees across the Province.

The Association of Municipalities Ontario (AMO) wrote on May 8, 2020 to the Prime Minister and Premier of Ontario to reinforce the call for immediate fiscal stabilization for municipalities and highlight its support for the Federation of Canadian Municipalities' fiscal stabilization and economic recovery plan. (ATTACHMENT 1)

Communication Strategy:

The COVID-19 pandemic is a major health and economic event that affects the entire City. To help communicate the reopening of local businesses and to remind the public of physical distancing and safety guidelines, the City wishes to place four cross-street banners in the 700, 800, 900 and 1000 blocks of the downtown core in accordance with the [City's Sign By-law](#).

A "Community Event" is defined as a not-for-profit or for-profit event held in a City park, open space, property of facility. To place the cross-street banners, an amendment to the sign By-law is required. The cost to produce four banners is approximately \$2,000.00 and is supported by the Community Development and Marketing operating budget.

Update reports in response to the COVID crisis are submitted to Council every two to three weeks.

Consultation:

Senior Leadership Team

Attachments:

1. Correspondence dated May 8, 2020 Association of Municipalities Ontario

Prepared & Submitted by: Tim Simmonds

Signature on File



Office of the President

May 8, 2020

Via e-mail: pm@pm.gc.ca
premier@ontario.ca

The Right Honourable Justin Trudeau
Prime Minister of Canada
Office of the Prime Minister
80 Wellington Street
Ottawa, Ontario K1A 0A3

The Honourable Doug Ford
Premier of Ontario
Legislative Building, Room 281
Queen's Park
Toronto, Ontario M7A 1A1

Dear Prime Minister Trudeau and Premier Ford:

Re: Financial Assistance for Municipal Governments

I am writing to urge the governments of Canada and Ontario to work together to invest in the financial stabilization of municipal governments and the recovery of local economies comprising the prosperity of the Province and the Country.

Municipalities recognize the extraordinary efforts of the governments of Canada and Ontario to safeguard public health, and to support individuals, business, public services and the overall stability of the economy.

People recognize and appreciate the remarkable collaboration of all orders of government to address the COVID-19 emergency with dispatch, intelligence, and compassion, guided by science rather than politics. Politicians and extraordinary public servants from all three orders of government have made immeasurable contributions and sacrifices. Municipal governments in Ontario have played a key role on the front lines of public health, paramedicine, shelter services, childcare, transit, public safety, the provision of safe drinking water, the distribution of emergency financial assistance, and in countless other ways. Our residents have contributed profoundly by staying at home, doing their part and making sacrifices to support the wellbeing of others.

As we look forward to economic recovery, municipal governments have an indispensable role to play. Financial assistance for municipalities from other orders of government is essential if we are to succeed.

200 University Ave. Suite 801
Toronto, ON, M5H 3C6

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Toll Free in Ontario
877.426.6527

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In Ontario, the added costs of fighting COVID-19 and protecting the most vulnerable, coupled with massive and immediate losses in revenue in services such as transit, and reduced future revenue, cannot be managed at the community level. Financial support from Canada and Ontario is essential.

The only financial tools available municipal governments to address COVID-19 costs and shortfalls are property tax increases or service cuts on a massive scale, or the deferral of capital investments. Any of those options will harm, rather than support, the economic recovery of Ontario and Canada.

The Federation of Canadian Municipalities (FCM) recently submitted a proposal to Canada for municipal financial assistance and essential support for transit services. The proposal is comprehensive, equitable, and practical, and warrants immediate attention and a positive response.

AMO's members govern, protect and provide key services to almost one in three Canadians. On behalf of our members, we urge the governments of Canada and Ontario to extend your successful collaboration to the immediate provision of essential financial assistance for municipalities.

We look forward to working with Canada and Ontario to rebuild our shared economies, and to support the residents, private and public enterprises we all serve.

Yours Sincerely



Jamie McGarvey
President

cc.

The Honourable Bill Morneau, Minister of Finance, Canada

The Honourable Chrystia Freeland, Deputy Prime Minister of Canada

The Honourable Rod Phillips, Minister of Finance, Ontario

The Honourable Steve Clark, Minister of Municipal Affairs and Housing, Ontario

President Bill Karsten, Federation of Canadian Municipalities

Staff Report



Report To: City Council

Report From: Kate Allan, Director of Corporate Services

Meeting Date: May 25, 2020

Report Code: CR-20-041

Subject: Update COVID Financial Forecast - 2020

Recommendations:

That in consideration of Report CR-20-041 from the Director of Corporate Services re: Update COVID Financial Forecast – 2020, Council receives the report for information purposes.

Strategic Initiative:

Maximize revenue sources and funding opportunities

Background:

At the meeting held April 27th, 2020, Council was presented with a report estimating a total COVID related deficit of just over \$1,000,000.

Since the Financial Forecast presented to Council, the following events have taken place that impact forecasted estimates.

- Province extended state of emergency to June 2, 2020
- Staff layoffs went into effect May 12, 2020
- Effective May 16th, 2020 marinas and boat clubs including boat launches are allowed to be open to the public
- Landscaping and maintenance activities are permitted to resume
- All construction projects are permitted to resume.
- The DIA met and approved full resumption of downtown beautification and maintenance efforts as considered in the 2020 budget.

Report: **UPDATED COVID Financial Forecast – 2020**

Page **1** of **5**

- Enforced payment for Bag Tags, Parking and Transit fares will resume over the coming weeks.
- The final tax bylaw confirmed the resumption of penalty and interest as well as the deferral for final tax due dates.
- On May 19th the Province announced that it is extending all existing emergency orders until Friday May 29th however also loosened some restrictions as part of the first phase of reopening. Orders extended continue to restrict gatherings of more than five people.
- The emergency order was amended to allow some outdoor recreational amenities to reopen, including outdoor sports facilities and multi-use fields (including baseball diamonds, soccer fields, bike and skate parks, basketball courts, off leash dog parks, benches, shelters and picnic areas)

Analysis:

The Financial forecast is built on assumptions and at this time there are still many unknowns that will impact revenue and expenses through to year end. With the resumption of some revenue generating activities and signals from the Province that further activity restrictions may be lifted in the coming weeks, staff have adjusted some of the estimates driving the forecasted year end operating deficit.

Significant assumptions and adjustments since the previous report are as follows:

Taxes and Adjustments: estimate of supplemental tax revenues continues to be below budget

Deferral of final tax due dates: The final tax bylaw confirmed the deferral of final due dates by 30 days respectively. The impact of the deferral is a reduction in estimated interest and penalty revenues on current year's taxes as well as interest expenses associated with the use of short term debt to bridge the gap between revenue and expenses. Depending on the timing of receipt of funds debentured with Infrastructure Ontario for long term debt, the total estimated variance of \$360,000 may be reduced.

Staffing changes: The total savings related to staffing changes has been decreased to reflect earlier than anticipated recalls and a reduction in the total number of staff laid off. Wage gapping created by deferring seasonal call-backs and unfilled positions in Climate Change, Asset Management,

Human Resources and Service Owen Sound continue to account for the majority of savings in wage expenses.

Downtown Improvement Area: At it's meeting in May the DIA approved the continuance of downtown beautification and maintenance as originally planned in the 2020 budget. It was recommended that parking enforcement resume in June which will ultimately reduce the deficit associated with parking that was previously anticipated associated.

Transit: Enforced payment of transit fares is expected to increase anticipated transit revenues however impacts of reduced ridership will persist through year end.

Airport: Assuming normal activity resumes at the airport, the estimate for the annual deficit has decreased to approximately \$12,000 on a \$225,000 operating budget.

Winter Control: Savings in winter control costs continue to provide a surplus which may be applied against other service areas.

Fuel: To the end of April, corporately the City has saved \$50,000 in fuel expenses. This is due to both decreased usage and lower costs.

Waste Management: As a result of reinstating the requirement for bag tags, the total estimated lost revenues associated with waste management has been reduced.

Community Services: The most significant savings continues to be in parks wages as seasonal staff recalls are anticipated to be deferred until July 1st.

Facility rental revenue: Rent on City facilities has been waived where Provincial restrictions on operations has significantly impacted the tenant's ability to operate and generate revenue.

Campground Operations: It continues to be difficult to estimate what the impact on campground revenues will be until we know when and if the campground can open in 2020. For the purposes of the forecast, staff are assuming that campgrounds may open in phase 2 and with reduced capacity. Total lost revenues are estimated to be \$190,000.

Programs and Facility Booking: Program and Facility booking revenues continue to have the most significant impact. There is a great deal of uncertainty around when programming for team sports and activities will resume. The forecast is relying on the following:

- Actual revenues to the end of April at \$200,000. This is approximately \$50,000 below the same time last year as a result of lost booking revenues in March and April.
- It is assumed that almost all summer bookings for recreational facilities and sports fields will be cancelled. Only \$88,000 in summer revenues are anticipated.
- Fall revenues including hall rentals are estimated to return to normal levels at \$400,000. In the event that provincial restrictions limit team sport programming or the size of gatherings in September and onward, this is very much revenue at risk.

The short fall in facility booking revenues are estimated to be in the range of \$375,000 but could increase if fall/winter sports are restricted in 2020.

Community Development, Events and Tourism: Several City events have been cancelled and others are pending. The overall financial impact of cancelling events is nominal and the decision rests more on health and safety and restrictions around gatherings and the size of groups mandated by the Province.

Police and Fire Services: As essential services, no financial impact has been included as it relates to COVID.

Tom Thomson Art Gallery: Overall the TOM is expected to operate within the total 2020 budget. A more fulsome report on TTAG financials will come as finance has an opportunity to work with the new Chief Curator to refine the 2020 operating program. This meeting is planned for the end of the month.

Financial/Budget Implications:

With the changes in assumptions, the current anticipated operating deficit is approximately \$800,000. As of writing this report it is unknown if there will be any Provincial programs or funding opportunities available to mitigate the financial impacts of COVID, however in anticipation all incremental expenses and lost revenues are being tracked. The 2020 capital program will continue

to be monitored and may be adjusted should it be required to cover an unfunded deficit.

At the time of writing this report, with the planned efforts considered, there will not be a deficit requiring funding from future years or other sources not currently under the financial oversight of City Council.

Communication Strategy:

As timelines become clearer, this report will be updated and presented to Council on a monthly basis.

Consultation

City Manager

Senior Management

Attachments:

COVID Operating Summary

Prepared By:	Kate Allan	<i>Signature on file</i>
Submitted By:	Tim Simmonds	<i>Signature on file</i>

Division	Previous Estimate	25-May	Comments
Taxes and Adjustments	90,000	70,000	less than budgeted supplemental revenue Mostly interest expense and reduced penalty and interest revenue
Other Revenues	340,000	360,000	
Council	n/a		
City Manager	30,000	40,000	vacation payout
Climate Change	- 110,000	-110,000	vacant
DIA	-		
Non Dept	- 20,000	-40,000	insurance less contingency recognized elsewhere
Director Corp S	- 10,000	-10,000	training and lay off
Clerk Services	-	20,000	reduced revenues (marriage mostly)
ByLaw	n/a		
Parking	50,000	-10,000	enforcement expected to resume in June
Animal Control	10,000	10,000	reduced revenues
Human Resources	30,000	-10,000	unfilled PT position/offset by higher legal fees
WSIB	- 20,000	-20,000	training
IT	n/a		
Accounting	- 10,000	-10,000	layoff and training
Purchasing and AMP	- 130,000	-130,000	vacant position and training
GIS	n/a		training
Tax Revenue Mgr	20,000	10,000	reduced revenues
SOS	- 30,000	-30,000	vacancy and training
Director Ops	-	-10,000	training
Transit	160,000	100,000	reduced revenues
Airport	60,000	10,000	reduced revenues
Public works	30,000	40,000	building operating costs, reduced bulk water sales fuel. Layoffs recalled to cover downtown and maintenance.
PW Labour and Equip	- 70,000	-20,000	
Winter Control	- 70,000	-80,000	reduced materials
Waste Management	260,000	100,000	Resumed bag tag enforcement reduces est. lost revenue
Landfill	10,000	10,000	not material
Solar Rev	n/a		
Traffic and Streetlights	n/a	-20,000	expected operating surplus. Not COVID related
Engineering	100,000	50,000	layoffs and contract services, reduction in amount charged to capital, lost application revenues
Sourcewater protection	20,000	10,000	
Fac Manager	-		training
City hall	n/a		not material
Police	n/a	10,000	not material
Bayshore	- 10,000	-10,000	layoffs (no impact from hospital shown)
Other Facs	- 10,000	10,000	lost lease revenue expected and ongoing
Rec Centere	- 80,000	40,000	previous estimate did not include snow removal
Dir Comm Serv	10,000	10,000	offset to vacancy
Building	n/a	0	variance to be offset by reserve
Planning	90,000	50,000	reduced revenues. Increased wages
Parks	- 130,000	-190,000	savings from layoffs and holding off seasonal call backs
Campground	-	190,000	lost registration revenue
Cemetery	n/a		
Programs	50,000	50,000	non resident revenue and pool usage
Facility Booking	490,000	370,000	reduced revenues
Comm Development	- 20,000	-20,000	reduced retention budget
Tourism	- 40,000	-20,000	reduced wages and related expenses
Events	-	-10,000	reduced events for known cancellations; staff layoffs
Fire	n/a	n/a	
Police	n/a	n/a	
TTAG	n/a	n/a	
Library	n/a	n/a	
	1,090,000	820,000	



Staff Report

Report To: City Council
Report From: Dennis Kefalas, P. Eng.
Meeting Date: May 25, 2020
Report Code: OP-20-026
Subject: 10th Street Bridge Replacement Status Update May 2020

Recommendations:

That in consideration of Staff Report OP-20-026 respecting 10th Street Bridge Status Update May 2020, City Council receives the report for information.

Strategic Initiative:

Address the City's infrastructure deficit.

Maximize revenue sources and funding opportunities.

Retain and grow existing local businesses and business opportunities.

Background:

The 10th Street Bridge is part of the main east-west arterial route through Owen Sound carrying the highest traffic volumes through the City. It services large volumes of truck and commercial traffic as well as being the primary route for emergency vehicles.

Based on the results of the biennial bridge inspections report, the 10th Street Bridge was deteriorating at an advancing rate. The bridge was built in 1911. In addition to being an integral part of the local road network, it functions as a Connecting Link across the Sydenham River for Provincial Highways 6, 10, 21 and 26. It also connects Grey County Roads 1, 5, 15 and 17B.

The City was successfully awarded \$3,000,000 in Connecting Link funding that must be spent by March 31st, 2021. The project implementation was pushed up to meet the Province's requirement.

Report: 10th Street Bridge Replacement Status Update May 2020

Page 1 of 6

A study was initiated to look at alternative solutions to continue to provide high levels of service for all vehicles through the downtown core with minimal disruptions to the community in the coming years.

GM BluePlan Engineering Limited (GMBP) was retained by the City of Owen Sound (City) to undertake a Schedule 'C' Municipal Class Environmental Assessment (EA) planning process to resolve issues with the aging bridge.

The purpose of this Environmental Study Report (ESR) was to consolidate the information prepared to address the requirements of the Environmental Assessment Act and to document the planning, consultation and design consideration processes required for the determination of a Preferred Solution, and of a Preferred Design, for the 10th Street Bridge.

Council chose the preferred design in September 2018, allowing the detailed design process to proceed.

Tender

A tender was called in compliance with the City Purchasing By-law and closed on July 3, 2019 with seven (7) bids submitted prior to closing. One bid was determined to be non-complaint and disqualified due to not submitting a required unit price schedule.

Compliant bids submitted were as follows:

Company Name	Bid Price	Corrected Bid Price
Looby Builders (Dublin) Limited	\$8,680,689.79	
MTM-2 Contracting Inc.	\$9,296,685.15	\$9,355,445.15
National Structures 2011 Inc.	\$9,409,769.09	\$9,409,769.90
Sierra Bridge Inc.	\$9,552,792.05	
E.C. King (Miller Paving)	\$9,730,182.42	\$9,730,193.72
Facca Incorporated	\$12,737,247.00	\$12,765,497.00

A contract was awarded to Looby Builders (Dublin) Limited by Council on July 15th, 2019.

Construction official started October 2nd, 2019 with the closure of 10th Street between 2nd Ave. East and 1st Ave. West and the installation of the detour route.

Analysis

Schedule

The project schedule consists of following eleven (11) major milestones:

- Detour Signage & Traffic Control
- Watermain Modifications
- Demolishing and Removal
- **Westside River Removals & Foundation Construction**
- **Eastside River Removals & Foundation Construction**
- Bridge Girder Installation
- Bridge Superstructure Construction
- Site Works
- Asphalt Paving
- Reopen 10th Street to Traffic
- Finalize Restoration & Landscaping

Note: The milestones in '**bold**' signify the current phase of the project.

As this report is written, the project was still on schedule to have the new bridge open for traffic in December 2020. A revised project schedule was submitted to the City on May 6th, 2020 confirming the December 2020 opening.

On March 17th 2020, Ontario Premiere Doug Ford declared a Provincial State of Emergency in response to Coronavirus Pandemic (COVID-19).

Subsequently the province issued additional orders shutting down specific types of businesses and services. Specific major construction projects were deemed essential and allowed to continue. This included the 10th Street Bridge Reconstruction.

Because of COVID-19, one of the two piling crews was removed from site, which hindered the progress of the pile installation. Currently the H-pile installation is complete on the west side of the bridge. A mud slab was placed with formwork and rebar installation started towards the end of the week of May 11th on the west side of the bridge. During the week of May 18th H-pile preparation began on the east side of the bridge, with the mobbing of the crane used for pile installation to the east side.

One major issue encountered was movement/settlement of the building that is remaining in place. On April 15th, it was brought to the City's attention there was noticeable settlement of the foundation of 994 1st Ave. East, which raised concerns with the design engineers. Based on information received from the design engineers an Order to Remedy Unsafe Building was issued by the Chief Building Officer on April 17th, 2020. This necessitated the relocation of the tenants as a precautionary measure until the building is deemed safe for occupancy. The contractor has continued to monitor the building and as of May 20th, 2020 it appears there is very little if any movement of the building.

Moving forward the contractor plans to have three crews working onsite. One crew will be installing the bridge abutment on the west side, a second crew will be installing H-piles and the east side and a third crew will be completing water main work leading from 2nd Ave. West towards the bridge in anticipation of installing water mains across the bridge when the time comes.

It should be noted at this time that the contractor has reached a point where any major issues encountered going forward may affect the project schedule significantly enough to jeopardize the opening date of the bridge.

Contract

The Contract for the project is broken down in to six (6) main parts containing individual items for each part. There is also a contingency included for this project to deal with items that would be considered unknowns or an increase in quantities not included in the original scope.

To date three (3) change orders have been approved and 12 site instructions issued resulting in \$85,927.37 in extra work covered by the project contingency.

Seven (7) contemplated change notices have been issued with three (3) resulting in change orders as mentioned previously.

Schedule of Parts

<u>Description</u>	<u>Contract Totals</u>	<u>Payments to Date</u>	<u>% Complete</u>
Part 1 General	\$2,337,304.44	\$1,589,479.54	68%
Part 2 Removals	\$422,220.68	\$266,005.06	63%
Part 3 Bridge Const.	\$2,469,098.31	\$92,720.95	4%
Part 4 Retaining Walls	\$359,594.58	\$0	0%
Part 5 Horizontal Works			
Part 5.1 Watermains	\$614,089.56	\$0	0%
Part 5.2 Road	\$549,304.40	\$6,469.48	1%
Part 5.3 Storm Sewers	\$7,114.56	\$0	0%
Part 6 Landscaping	\$423,299.83	\$0	0%
Contingency	\$500,000	\$85,927.37	17%
Totals:	\$7,682,026.36	\$2,040,602.4	27%

Note: these amounts do not include HST.

Financial/Budget Implications:

To date the contract is still on budget. Of note, the project did encounter large amounts of contaminated soil that exceeded the original contract quantities. This will have a significant impact on the contingency that will be reflected in future progress claims.

Communication Strategy:

The City has develop a robust communication plan with mandate to ensure residents are aware of the project and to minimize the impacts on downtown merchants.

A communication team was created that consisted of several City staff members including the City Manager, Director of Community Services, Director of Public Works & Engineer, Manager of Community Development & Marketing, Engineering Technologist and the Engineering Service Administrator as well as a member of the DIA Board.

The plan consisted of several major initiatives including but not limited to the following:

- Project Branding
- Development of a Webpage
- Notifications to trucking & busing companies
- Development of stakeholder Newsletters (that were hand delivered)
- Development of information packages
- Development of Spadia (distributed in the Owen Sound Sun Times)
- Information Videos
- Promotional Videos
- Entryway Signage
- Signage for affected businesses
- Appearances on local media talk shows (Open Line, Grey County Life, and Politically Speaking)
- Public Deputations
- Committee Presentations
- Special Events
- Meetings with special event coordinators/groups (the Legion, Festival of Northern Lights, Kiwanis)

Staff made a special effort to meeting with event coordinators to ensure such events like the Festival of Northern Lights, the Remembrance Day Parade and the Santa Claus Parade were able to take place safely.

The latest video was filmed on May 20th, 2020, on the project site. The new video should be available and posted on the City's web site and on social media within a week of filming.

Consultation:

Manager of Purchasing, Risk, and Asset Management
City Manager

Attachments:

None.

Prepared by: Dennis Kefalas, P. Eng. ***Signature on file***

Submitted by: Tim Simmonds ***Signature on file***



Staff Report

Report To: City Council
Report From: Amy Cann, Manager of Planning & Heritage
Meeting Date: May 25, 2020
Report Code: CS-20-056
Subject: Request from Owen Sound High Society for Relief from the City's Municipal Cannabis Policy Statement (CS85)

Recommendation:

THAT in consideration of staff report CS-20-056 respecting a Request from Owen Sound High Society for Relief from the City's Municipal Cannabis Policy Statement (CS85), City Council:

1. Directs staff to continue to uphold the provisions of CS85 including the sensitive land use buffer applicable to the H₂O Lounge drinking establishment; **OR**
2. Permits the issuance of a Business License for Owen Sound High Society subject to any operating hours conditions that Council wishes; and
Grants an exemption to Policy CS85 to allow Owen Sound High Society to locate closer than 70 m from a drinking establishment.

Strategic Initiative:

Action 1.1 Work with businesses, industry, institutions and other organizations to generate new employment opportunities

Action 1.3 Continue to support beautification of the downtown

Action 1.4 Continue to promote the downtown

Background:

In April 2019, City Council adopted Policy CS85 ([By-law 2019-056](#)) being the City's Municipal Cannabis Policy Statement. The purpose of the policy was to establish Council's expectation about appropriately locating Cannabis retail shops and to guide staff commenting on petitions for store licensing. Cannabis retail store licencing is administered through the Alcohol and Gaming Commission of Ontario (AGCO).

Report: Request from Owen Sound High Society for Relief from CS85

Page **1** of **5**

CS85

CS85 stipulates that Cannabis retail stores are permitted where the City's Zoning By-law (2010-078, as amended) permits retail stores, subject to proximity to a sensitive land use. Schedule 'B' of the policy states that schools are considered sensitive land uses and have an associated 150 m buffer where a Cannabis retail store is not permitted.

Further, Schedule 'C' of the policy outlines a number of other sensitive land uses, such as places of worship, addiction treatment services, childcare facilities, and places where alcohol is served or sold. These land uses were identified as sensitive as a result of public consultation, and each have an associated 70 m buffer, within which a Cannabis retail store cannot locate.

CS85 is attached to this report as Attachment A. Staff reports [CS-18-158](#) and [CS-19-031](#) provide the relevant background to the development of the policy.

The Proposal

The proponent, Giuseppe (Joe) Colucci, has applied for a Business Licence and Building Permit from the City to renovate 908 2nd Ave E to contain Owen Sound High Society, a Cannabis retail store. The commercial space was formerly home to the Vertical Board Store.

By virtue of the sensitive land use buffers instilled in CS85, Staff have been unable to sign-off on the Building Permit or Business License issuance for Mr. Colucci's store. The proposed store location lies within the sensitive land use buffer (70 m) for the H₂O Lounge drinking establishment located at 937 2nd Ave E. The H₂O Lounge drinking establishment is specifically identified in CS85 as a sensitive land use. Thus, the provisions of CS85 are not met for the proposed Owen Sound High Society store location.

Attachment B attached shows a map of the subject lands and the associated 70 m buffer. It merits note that the proposed location of High Society is across and down the street from the H₂O Lounge. The businesses are not proposed to be adjacent or next to one another.

Analysis:

The proponent has submitted a letter (Attachment C) requesting that City Council reconsider the enforcement of the H₂O sensitive land use buffer for the purposes of allowing his Cannabis retail store to locate at 908 2nd Ave E. CS85 is administered through the Planning Division. Planning Staff have reviewed this request and offers the following comment:

AGCO Licensing Procedure

As noted, policy CS85 was established at the start of 2019. At this time, the licensing procedures through AGCO were drastically different than they are today. In 2019 the AGCO considered the merits of an application as a desktop exercise prior to the issuance of a license. Municipal commenting was a component of this process, but the AGCO Registrar was not obligated to decline a store license where a municipality was not supportive of a proposed location. In other words, the proponent could obtain their license despite unfavourable municipal feedback.

For proponents pursuing licensing at this point in time, it appears as though the AGCO has changed its licensing procedure. Proponents are now expected to obtain all necessary local approvals, such as a business license, and set up the retail space so that it's ready to display product when/if a license is issued.

This change is notable for one key reason. The spirit of the policy was to inform the AGCO's licensing considerations. When it was created in 2019, CS85 was intended to inform how the City commented on circulations from the AGCO. Given AGCO's altered approach to license issuance, the policy now has the effect of stonewalling an application to the AGCO altogether. Without local approvals, proponents cannot submit a complete application to the AGCO. Staff question if this was Council's intent when the policy was adopted.

Planning Staff have consulted with Harold Elston, City Solicitor for Planning and development matters, and he articulated:

That said, regardless of the provincial approach taken, if the Policy still represents Council's views on where cannabis stores should locate, I believe it should be respected. The City can, however, amend the Policy by changing Schedule C (remove some sensitive land uses), or amend it to provide that exemptions may be granted by Council and to lay out the circumstances where that will be allowed.

Thus, amendment to CS85 is certainly possible if it is the wish of Council.

Drinking Establishments as Sensitive Land Uses

Provincial regulation prohibits a Cannabis retail store to locate within 150 m of a public or private school. To Staff's knowledge, this is the only legislated restriction on the location of a Cannabis retail store. CS85 stipulates additional sensitive land uses, the list of which was established through public consultation. One primary reason drinking establishments are not permitted within 70 m of a Cannabis retail store is (a) to discourage polydrug use through inconvenience and (b) to mitigate normalization of access to substances among sensitive populations (e.g., young adults).

Public Health and Safety

Planning Staff have consulted with City Police Services on the request to allow High Society to locate closer than 70 m. Inspector Fluney outlined the number of reasons, based on upholding public health and safety, that the City was justified in this additional level of consideration in CS85. The Grey-Bruce Health Unit has published a document entitled [Cannabis Retail Outlet Considerations for Grey and Bruce Municipalities](#). This helpful summary is attached as Attachment D.

Inspector Fluney discussed the inevitability that the Downtown is an area where persons will congregate to access food, drink and nightlife. He noted concern around when substances become more readily available in one place, and the impact that this may have. Inspector Fluney observed that the more readily available substances become the more possible instances of impaired driving and increased trauma become.

It merits note that the stated purpose of the Cannabis Act is to prevent youth from accessing cannabis and to displace the illegal cannabis market, both for the purposes of public health and safety. These too were among the reasons the City 'opted in' to host Cannabis retail stores and in the development of CS85.

Conditional Business License Issuance

If Council wishes to direct that Staff issue the High Society Business License despite non-compliance with the minimum separation from a sensitive land use identified in CS85, Council could grant an exemption and impose one or more relevant conditions on the Business License.

O. Reg. 486/18, Sec. 17 states that a cannabis retail store is authorized to be open to the public between 9:00 a.m. and 11:00 p.m. on any day. One option for a condition would be to restrict the permitted operating hours of High Society to avoid coincidence with the H₂O operating hours. The doors of H₂O Lounge are advertised to open at 9:00 or 10:00 p.m. Police Services suggest that reasonable operating hours for High Society could be 9:00 a.m. to 5:00 p.m. Planning Staff believes there is merit in allowing operating hours to 7:00 p.m. to accommodate shopping for those that work during regular business hours.

If the City opts to impose conditions of approval on the High Society, it is unknown if the AGCO will accept these conditions and impose them on the provincial license. The City's [Business Licensing By-law 2014-150](#) allows for conditions to be imposed on a Business License and establishes enforcement provisions for the approved conditions. A Business License may be revoked or suspended if a condition is not complied with. Enforcement would proceed under the Municipal Act. Staff cannot comment on whether or not any given condition would stand if challenged at the Superior Court of Justice.

Financial/Budget Implications:

None foreseen.

Communication Strategy:

None.

Consultation:

- J. Fluney, Owen Sound Police
- B. Bloomfield, City Clerk
- C. Mahy, By-law Enforcement Officer
- H. Elston, City Solicitor (Planning & Development)

Attachments:

- | | |
|--------------|---|
| Attachment A | CS85: City Municipal Cannabis Policy Statement |
| Attachment B | Map showing subject lands and 70 m buffer |
| Attachment C | Appeal Letter to City from J. Colucci dated May 4, 2020 |
| Attachment D | Cannabis Retail Outlet Considerations by GBHU |

Prepared by:	Amy Cann, M. PL. MCIP, RPP	_____ Signature on File
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Reviewed by:	Pam Coulter, BA, RPP	_____ Signature on File
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Submitted by:	Tim Simmonds	_____ Signature on File
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Policy: CS85

Title: Municipal Cannabis Policy Statement

Department/Division:

Background:

1. Bill C-45, the *Cannabis Act* came into effect on October 17, 2018. The Act legalizes access to recreational cannabis in Canada and controls and regulates how cannabis is grown, distributed and sold.
2. In Ontario, the *Cannabis Licence Act, 2018* and Ontario Regulation 468/18 provide the Registrar of the Alcohol and Gaming Commission of Ontario (AGCO) with the authority to establish standards and requirements respecting the licensing of retail cannabis stores.
3. Under Ontario Regulation 468/18, municipalities are not authorized to pass by-laws under the *Municipal Act, 2001* with respect to business licensing or under the *Planning Act* with respect to zoning, interim control or site plan control with respect to retail cannabis stores.
4. Ontario Regulation 468/18 provided municipalities a one-time opportunity to opt out of retail cannabis sales within the municipality.
5. On December 17, 2018, the City by resolution made a decision to "opt in" to the possibility of a licenced retail cannabis outlet in Owen Sound and this decision was provided, as required by Regulation, to the Registrar.
6. Prior to April of 2019, access to recreational cannabis in Ontario is solely through the Ontario Cannabis Store online.
7. Following April 2019, the Registrar of the AGCO will issue licences for the operation of retail cannabis stores subject to the Registrar's Standards.
8. Under these standards, a licensee is required to comply with the Registrar's Standards for Cannabis Retail Stores as well as other applicable law.
9. Holders of a Retail Operator Licence are responsible for meeting all Standards.



Policy: CS85

Title: Municipal Cannabis Policy Statement

10. The AGCO licensing process has three (3) parts: operator approval, retail site location approval, and store management licencing.
11. The AGCO will have a 15-day window for municipal comments respecting the proposed location of a retail cannabis store within a local municipality. Notice will be provided through the AGCO website and posted at the site of a proposed retail store.
12. The AGCO Registrar is not obligated to decline a store licence where a municipality or a member of the public provides a submission that is not supportive of a proposed location.
13. Municipal comments and comments from the public must focus on the three provincial public interest objectives: public health and safety, protecting youth and restricting their access to cannabis, and ending illegal sales of cannabis and illicit activities in relation to cannabis.
14. The Registrar has mandated a 150 m setback from schools where no retail cannabis store would be permitted to be located.

Purpose:

15. The purpose of this policy is to: set out locally sensitive uses (in addition to schools under the *Ontario Education Act*) with respect to the location of retail cannabis stores that the municipality would want considered by the AGCO with respect to the licensing process;
16. Provide municipal staff a framework on which to base comments to the AGCO during the 15 day comment window;
17. Assist individuals and businesses who are planning to make an application to the AGCO to operate a store, understand the local context of where a store may be most appropriate, understanding however, that all licensing is the sole responsibility of the AGCO.



Policy: CS85

Title: Municipal Cannabis Policy Statement

Scope:

18. This policy applies to all Notices of Proposed Retail Cannabis Store that will be provided by the AGCO.

Policy:

19. The City acknowledges that retail cannabis stores are permitted within areas zoned for retail stores within the City's Zoning By-law, 2012-078, as amended.
20. Schedule A identifies generally the areas where "retail store" is a permitted use.
21. Schedule B identifies all Schools as defined by the *Education Act* as well as a 150 m buffer where a retail cannabis store would not be permitted by Provincial Regulation.
22. Schedule C identifies other sensitive facilities that, based on consultation with the public, City Council considers as sensitive land uses. A 70 m buffer is identified from these uses.
23. The City, after consultation with the public, has considered the matters of "public interest" which includes:
 - i. Protecting public health and safety;
 - ii. Protecting youth and restricting their access to cannabis; and
 - iii. Preventing illicit activities in relation to cannabis.
24. It is the City's position that the Registrar for the AGCO respect these locally sensitive uses and not permit a retail cannabis store within 70 m of these other sensitive uses.



Policy: CS85

Title: Municipal Cannabis Policy Statement

Related Policies & Legislation:

- 25. *Cannabis Licence Act*, 2018 and Regulations thereto
- 26. City of Owen Sound Zoning By-law 2012-078, as amended
- 27. *Education Act*

Appendices:

- 28. Schedule A: Areas where the zoning permits a retail use.
- 29. Schedule B: Schools and a 150 m buffer zone.
- 30. Schedule C: Sensitive land uses and a 70 m buffer zone.

Revision History:

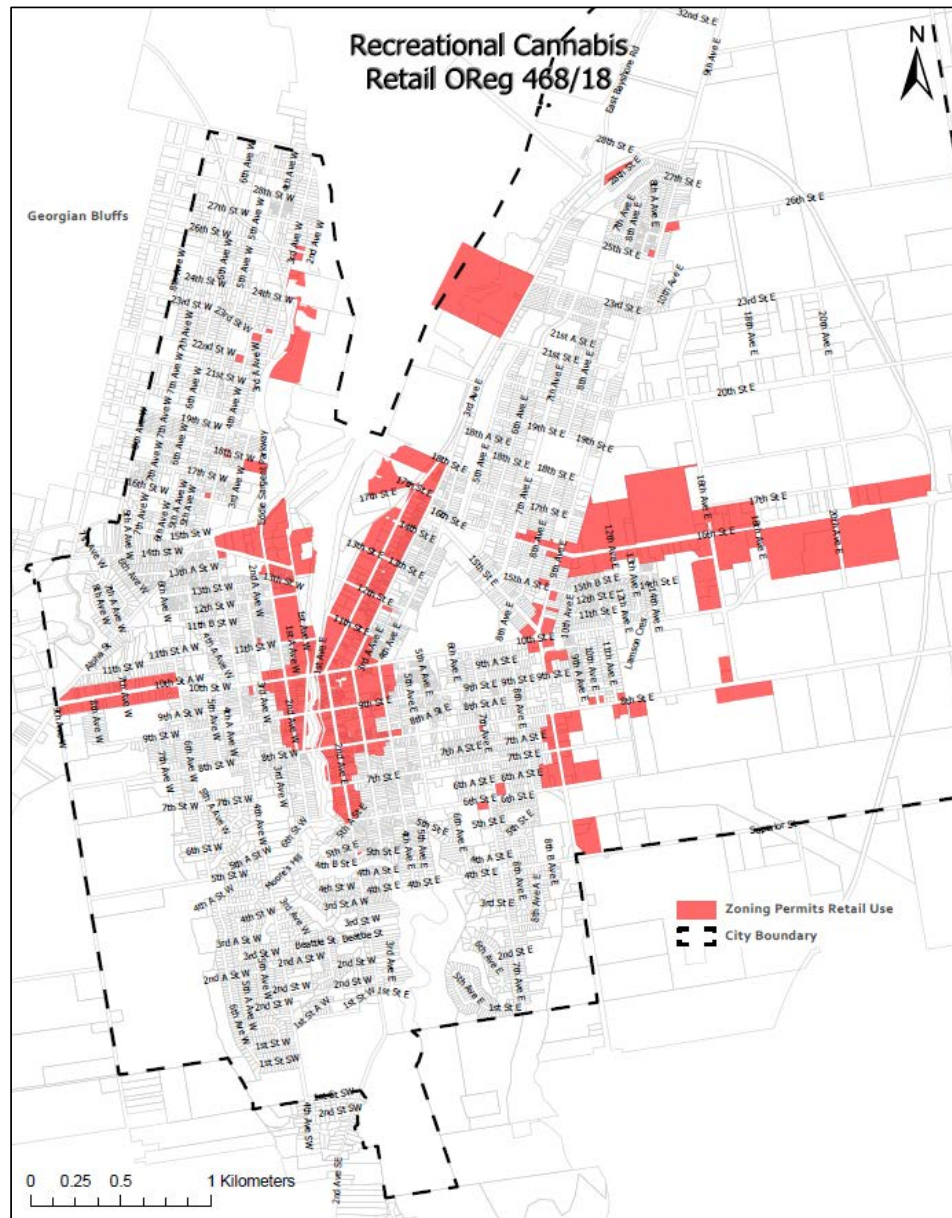
By-law Number	Date
2019-056	April 1, 2019



Policy: CS85

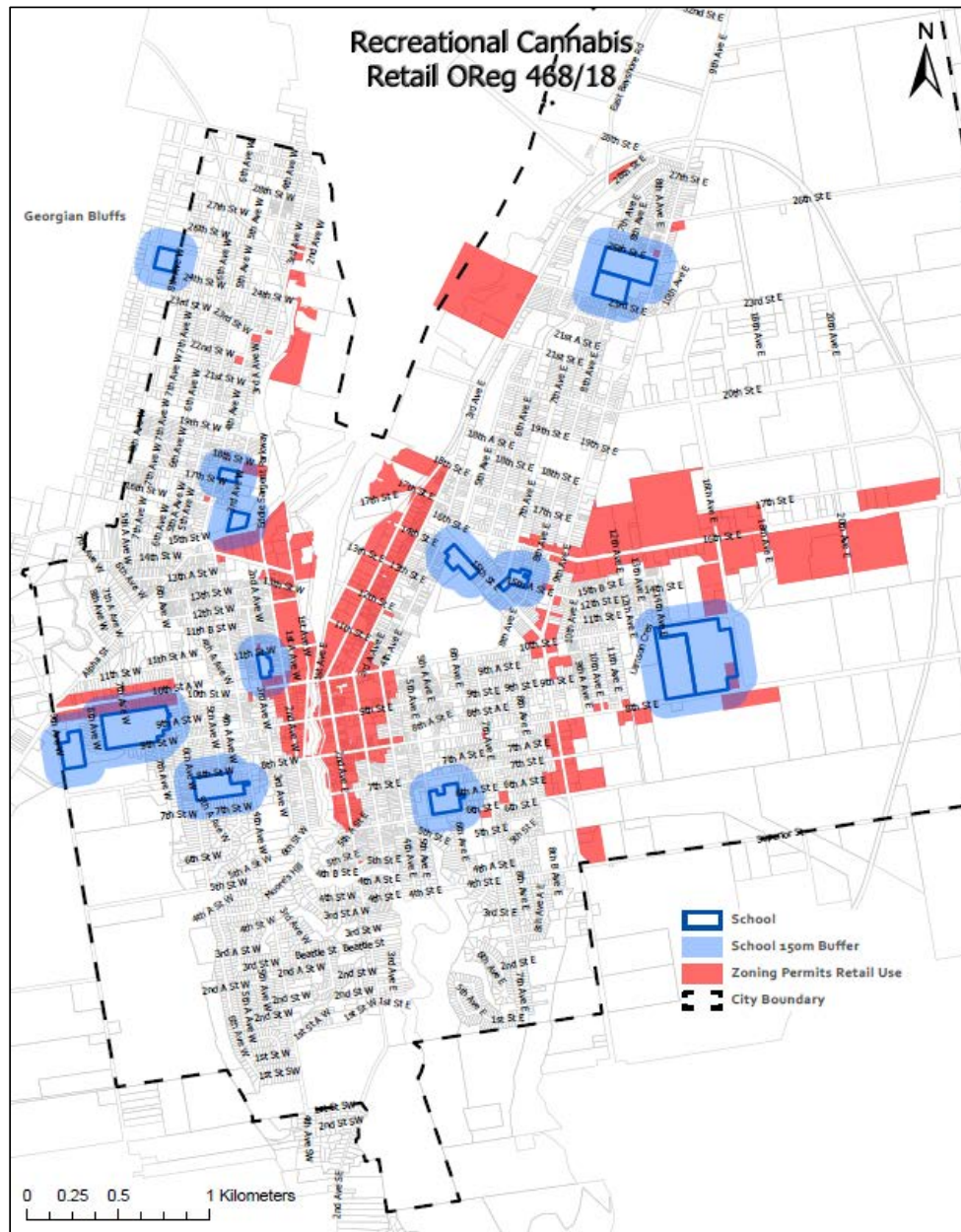
Title: Municipal Cannabis Policy Statement

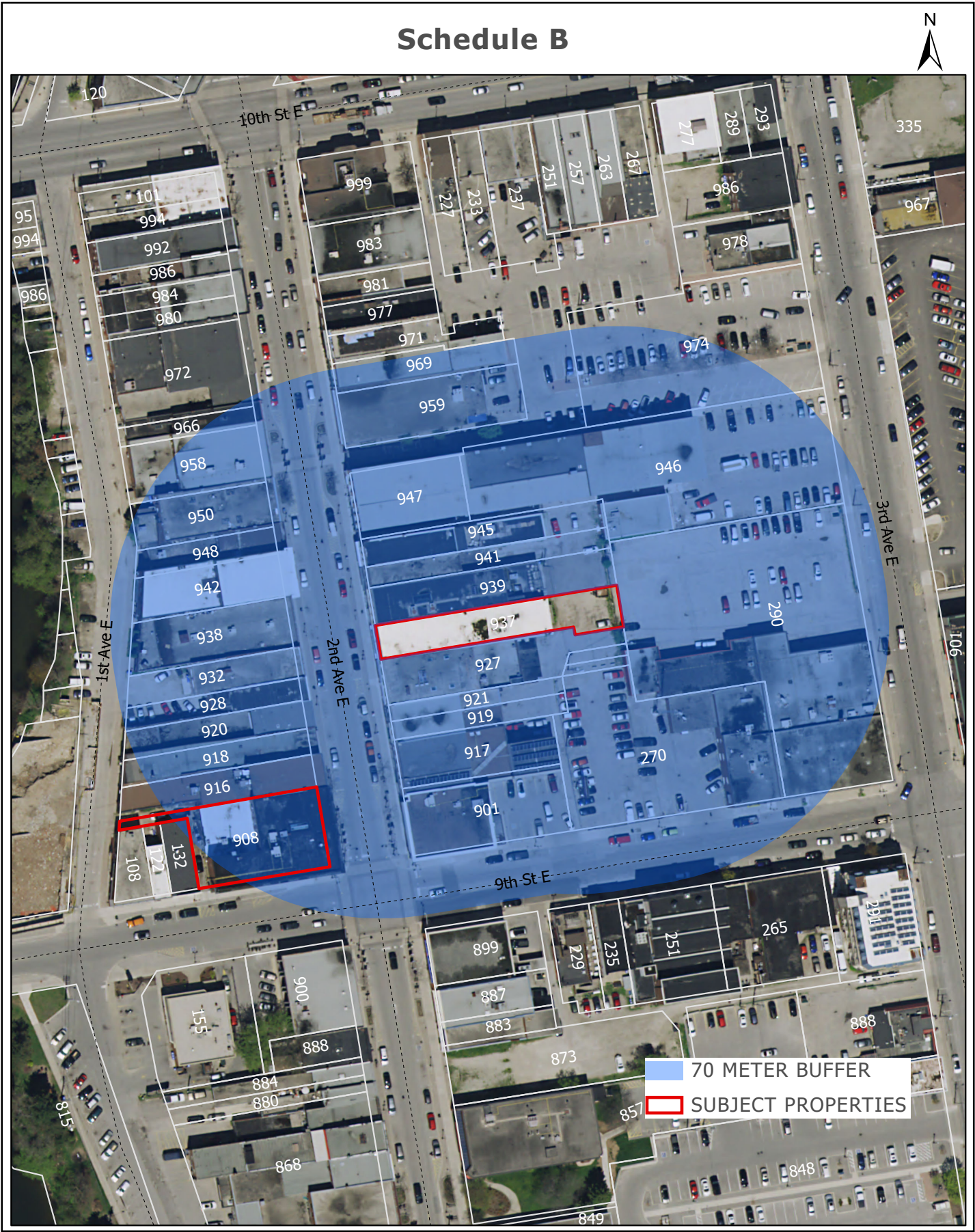
SCHEDULE A



Title: Municipal Cannabis Policy Statement

SCHEDULE B





OWEN SOUND HIGH SOCIETY

May 4th, 2020

Ms. Brianna Bloomfield
Clerk, City of Owen Sound
c/c Ms. Amy Cann – Planner

RE: Issuance of business licence (and related building permit) to the “Owen Sound High Society” for the operation of a retail cannabis dispensary at 908 2nd Av. E., in Owen Sound.

Dear Ms. Bloomfield:

I would like to apologize for missing the “sensitive areas” overlay on the website while doing my due diligence early in February. Had I been aware, I would have dealt with the issue well before investing the large amount of time and money that I did.

As you know, we have been unable to proceed with the above project. as the proposed physical location is 8 metres short of the 70 metre buffer required around a deemed sensitive location - in this case the “H20” bar - as per the city’s Cannabis Statement 85 (CS85). I would like to appeal this ruling to council as it applies to our project and would ask that they consider the following:

First and foremost, please let me begin by assuring the parties involved in the review of my request that my commitment to public health and safety is a top priority. As a proposed License holder, I am 100% committed to adhering within the laws, demonstrating honesty and integrity, and ensuring that as a business, we do our part to comply with our obligations under Provincial and Federal Law. As the operator of a legally licensed location, I will be bound to strict Acts and Regulations pertaining to the Sale and Distribution of Cannabis; I take these legal and moral obligations seriously and will uphold the spirit and intent of the law in all aspects of the operation and management of this business. Moreover, during the authorization process required by the AGCO for approval on any Cannabis retail location, if any public health or safety issues are identified they can impose restrictions to mitigate these concerns - adjusting operating hours for example.

Secondly, I understand your diligence in setting sensitive area buffer limit outlined in your policy, however I would like to propose that the proximity of our location, 62 metres instead of 70 metres away from the "H2O" bar would present no negative implications to the city and in fact be economically beneficial to the bar, as well as to the surrounding businesses. This bar is currently not in operation, and should it reopen, will undoubtedly have challenges to face. I feel that our presence will energize the area and attract higher income consumers, positively impacting the visual appeal and street presence, and in turn attracting more people and street activity, thus strengthening both the community and surrounding businesses.

Thirdly, there has been a significant amount of time committed to presenting a sophisticated and discreet enterprise. Our name does not mention the word Cannabis. Store design elements have been carefully thought out to ensure minors are not able to see any cannabis products or related items from the exterior of the building. Our more than ample floor space can be easily navigated by the elderly and handicapped and more consumers can be accommodated inside, thereby ensuring that lineups will be minimized.

Finally I would like to stress that I am deeply passionate about removing the stigma attached to cannabis use and as a local entrepreneur, I'm just as passionate about giving back to my community. The Owen Sound High Society will generously contribute to worthwhile charities, the arts and to local sport. One of our first orders of business will include sponsoring the city's first table tennis club.

Ms. Bloomfield, along with the efforts of the planning department, we would appreciate your assistance in presenting this appeal to the May 25th session of council and look forward to a long and healthy relationship with the city and people of Owen Sound.

Thank-you.

Sincerely,
Giuseppe (Joe) Colucci
1793 3rd Av E, Owen Sound, N4K 2M3
tel.519 373-2890

Cannabis Retail Outlet Considerations for Grey and Bruce Municipalities



Background on cannabis

About cannabis

Cannabis is also known as: marijuana, kush, pot, weed, Mary J/MJ, grass, ganja. It comes in the form of dried plant buds, hashish (dried resin from plant leaves) or oil (boiled resin).

There are many ways that cannabis can be consumed. These include:

- Smoking, such as a "joint", in a pipe or bong
- Ingested as an edible or drink
- Consumed through vaping

Reason for legalization

Cannabis is now legal in Canada as of October 17, 2018. According to the federal government, rationale for legalization include:

- Keeps cannabis out of the hands of youth
- Keep profits out of the hands of criminals
- Protect health and safety by allowing adults access to legal cannabis
- Reduce burden on criminal justice system

Public health concerns

After alcohol, cannabis is the most widely used substance in Canada. The risk and harms associated with use are not entirely clear, but research shows that it is not benign. Delta-9-tetrahydrocannabinol (THC) is the psychoactive component which causes the "high" experienced by those who use. Cannabidiol (CBD) is a chemical that is thought to regulate the effects of THC.

Key public health concerns include:

Youth Use

- The adolescent brain is still developing until around the age of 25
- THC in cannabis can negatively affect brain development
- Cannabis use in youth can lead to behaviour and cognitive problems and mental illness
- 19% of Ontario students ages 14-17 reported cannabis use within the past year (OSDUHS, 2017)

Impaired Driving

- Cannabis slows reaction time, impairs coordination and decreases attention span
- Cannabis doubles the chances of being involved in a collision
- Co-use of cannabis and alcohol significantly increases the risk of collision
- Impairment from cannabis can last at least 6 hours after use

Pregnancy and Breastfeeding

- THC passes from the mother to the fetus during pregnancy, and it is also passed through breast milk, so may interfere with fetal or infant development
- There is no known safe level of cannabis use in pregnancy and breastfeeding

Methods of Consumption

- When smoked, cannabis can damage the lungs and can also be harmful to people through second hand smoke
- When cannabis is consumed in the form of edibles, the psychoactive effect is delayed, which can lead to toxicity
- Children can be poisoned by cannabis edibles, if not stored properly

Cannabis Retail

On October 17, 2018, the Ontario government passed legislation that will introduce a privatized cannabis retail model. The new *Cannabis License Act, 2018* establishes the Alcohol and Gaming Commission of Ontario (AGCO) as the regulator of cannabis retail stores. The proposed retail model is scheduled to take effect April 1, 2019.

Municipal governments have the option to opt out of hosting retail cannabis outlets. A council resolution must be passed by January 22, 2019 in order to opt out. Councils that opt out of private sales would be able to opt back in at a later date with an unspecified process. The decision for a municipality to opt in is final.

The recently released Ontario Regulation 468/18 made under the *Cannabis License Act, 2018* governs private cannabis retail in Ontario and sets out requirements regarding retail store authorizations and operations. Minimum distances between a retailer and a school has been set at 150 meters and hours of operations are between 9:00 am and 11:00 pm. The Ontario government indicated that municipalities are prohibited from using licensing or land-use by-laws to control the placement or number of cannabis retail outlets. Measures to regulate retail hours and identify minimum formal training requirements for retail staff align with recommendations from public health and the Centre for Addiction and Mental Health (CAMH).

The decision to introduce retail outlets into your municipality may be difficult, particularly in the absence of complete understanding of community impacts of allowing stores within a municipality. Municipal councils may want to include considerations from a public health perspective in their deliberations on the issue. Should municipalities choose to opt in, they will have 15 days to comment to AGCO on each store authorization application. It is recommended that municipalities take advantage of the comment period and include these considerations in their comment.

If your municipal council is considering OPTING IN to cannabis retail outlets, you may want to consider the following:

The physical availability of a legal substance matters.

Research shows that increased availability and exposure of substances, such as alcohol and tobacco, increases related harms. For example:

- High retail outlet density can contribute to increased consumption and harms.²
- Retail outlet proximity to sensitive use spaces increases normalization among sensitive populations.^{3,4}
- Retail outlet proximity to other substance retail outlets shows increased number of traumas.³
- Longer retail hours significantly increase consumption and related harms.²

Municipalities are prohibited from using licensing or land-use by-laws to control the placement or number of cannabis retail outlets. At this time, it is unclear if municipalities will be able to enact more restrictive by-laws controlling other aspects of the physical availability of cannabis, such as minimum distance requirements between cannabis retail outlets and other substance retailers; the number of outlets in a neighbourhood; and proximity to other sensitive use spaces. Municipalities may implement a by-law to further restrict retail hours of operation.

The Government of Ontario has committed \$40 million to help with cannabis legalization implementation, with some conditions.

The bulk of provincial funding for municipalities is conditional on opting in. The Ontario Government has committed \$40 million over two years to help municipalities with implementation costs, with municipalities receiving at least \$10,000. A municipality that has not opted out would receive additional funds on a per household basis. Furthermore, if Ontario's portion of the federal excise taxes exceed \$100 million in the first two years, the province will provide 50% of the surplus only to municipalities that have not opted out.^{1,5}

If your municipal council is considering **OPTING OUT** of cannabis retail outlets, you may want to consider the following:

The retail system provides access to regulated and controlled cannabis products.

Opting out may not decrease cannabis use and its impact on the community, rather it may maintain the demand on the illegal market. Some vulnerable groups will not be able to access regulated products (e.g., individuals without a physical address, a credit card or access to transportation). These groups will be pushed to utilize the illegal cannabis market, creating a demand for the illegal market, as well as putting them at risk of unregulated products and the risks associated with these products such as, unknown potency, lacing with other substances, chemicals and mould.

The Government of Ontario has committed \$40 million to help with cannabis legalization implementation, with some conditions.

Municipalities will incur costs associated with cannabis legalization regardless of the presence of retail storefronts in their communities. Municipalities should consider how they will fund the costs and manage the risks associated with cannabis legalization. The Ontario Government has committed \$40 million over two years to help municipalities with implementation costs. If opting out of the retail model, communities will receive only \$10,000 to help with associated costs. Furthermore, they will not be able to access additional funding at a later date as communities that have opted out will not receive a portion of surplus excise taxes, should some be available in the first two years of legalization.¹

Opting out will allow municipalities to fully understand the regulations and funding prior to committing to retail outlets.

Opting out now and approving retail outlets at a later date may allow for time to develop business regulations, further clarify municipalities role and responsibilities as information emerges, and to prepare for the edibles market. It is unknown if municipalities will receive funding if they choose to opt out now and decide later to host retail storefronts in their communities.

Enforcement

The *Cannabis Statute Law Amendment Act, 2018* (Bill 36) makes the smoking and vaping of cannabis (medical and non-medical use) subject to the same prohibitions as the smoking and vaping of tobacco products as set out in the *Smoke-Free Ontario Act, 2017* (SFOA). Cannabis edibles are currently unregulated, but it is projected that they will be legalized at a later date.

Grey Bruce Health Unit is responsible for enforcing the *Smoke-Free Ontario Act* in our region. The revised SFOA has incorporated a new restriction making all community recreational facilities owned by the Province, municipalities, charities or non-profit organization smoke and vape-free. Local governments have the authority to further regulate the locations in which cannabis may be consumed through enactment of by-laws. A number of Ontario communities including Markham, Richmond Hill and Shelburne have passed bylaw amendments that ban smoking of cannabis in any public space. The enforcement of these by-laws is up to the municipality.

For more information, please visit www.publichealthgreybruce.on.ca/Your-Health/Alcohol-and-Other-Drugs/Cannabis or contact:

Lynda Bumstead
Public Health Manager
L.Bumstead@publichealthgreybruce.on.ca
1-800-263-3456 ext. 1463

Adapted from KFL&A Public Health

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Staff Report

Report To: City Council
Report From: Dennis Kefalas, Director of Public Works and Engineering
Meeting Date: May 25, 2020
Report Code: OP-20-025
Subject: Re-instatement of Transit Fares

Recommendations:

THAT in consideration of Staff Report OP-20-025 respecting Re-instatement of Transit Fares City Council:

1. Receives the report as information; and
2. Directs staff to eliminate the temporary policy with respect to the waiving of mandatory transit fares and re-instate transit fares, effective June 15th, 2020 and direct staff to bring forward the necessary by-law.

Strategic Initiative:

Maximize revenue sources and funding opportunities.

Background:

On March 27th 2020, Mayor Ian Boddy declared a State of Emergency for the City of Owen Sound regarding COVID-19. On March 17th, 2020, Ontario Premier Doug Ford declared a Provincial State of Emergency in response to the Coronavirus Pandemic (COVID-19 disease). The Premier extended the State of Emergency until June 2nd.

Recognising the health and safety concerns surrounding the handling of money, the need to protect bus drivers and the financial hardships brought on with COVID-19, the City Manager authorised the temporary waiving of transit fares.

Report: OP-20-025 – Re-instatement of Transit Fares

Page **1** of **3**

The intent of this authorisation was to:

- Avoid residents from having close contact with the bus drivers;
- To ensure staff wasn't handling money until proper procedures could be put in place; and
- Reduce the financial burden on residents given the impact COVID-19 could have on their income.

Transit Services are an essential service for many Owen Sound residents because it is their only affordable means of transportation. As such shutting down the service was never a consideration.

Additional procedures were put in place in an effort to make travelling on the buses and operating the buses safer including the following:

- A thorough cleaning and disinfection of the buses every evening;
- Directing the drivers to wipe down all highly touched areas on the buses with disinfectant after every run (essential every half hour);
- Create a barrier between the drivers and the passengers; and
- Limiting the maximum number of passengers on the bus at a given time.

City staff have been working closely with the provider to monitor the impacts COVID-19 is having on the service and continue to explore ideas to ensure the service can operate safely.

Analysis

The waiving of fares has had negative impact on revenues of approximately \$40,000 to the end of April. While the City will not be able to make this up especially given the procedure of limiting the number of passengers on the bus at any given time, action still has to be taken to lessen the financial impact. Thus the need to re-instate transit fares.

In addition, the Federal Government has rolled out temporary income support programs including the Canada Emergency Response Benefit (CERB), which provides individuals affected by COVID-19 with income.

Another aspect to consider in this decision is the fact that individuals are riding the bus for something to do because fares are not be charged and taking valuable seats away from those who really need it. Especially with the easing of COVID restrictions and opening of businesses, residents will need to access the transit system.

Due to these factors staff is recommending re-instating transit fares effective June 19th, 2020. This will allow administration time to put the necessary procedures and barriers in place to allow staff to complete financial transactions safely including the sale of bus passes and tickets.

Financial/Budget Implications:

Pre COVID-19 Conventional Transit fares averaged \$27,000 per month.

Communication Strategy:

Communication will be through the publishing of Council meeting agenda and minutes on the City's website as well as a media advisory of the updates to residents and posted on the City's social media accounts and website.

Consultation:

The Supervisor of Environmental Services, Manager of Engineering Services, Director of Corporate Services and Senior Location Manager – First Student.

Attachments:

None.

Prepared by: Dennis Kefalas, P. Eng. ***Signature on file***

Submitted by: Tim Simmonds ***Signature on file***



Staff Report

Report To: City Council
Report From: Briana Bloomfield, City Clerk
Meeting Date: May 25, 2020
Report Code: CR-20-042
Subject: Downtown Parking Enforcement and New Single Overnight Parking Pass

Recommendations:

THAT in consideration of staff report CR-20-042 respecting downtown parking enforcement and a new parking pass, City Council directs staff to:

1. Bring forward a by-law to re-instate parking enforcement as outlined in Option A of the report; and
2. Bring forward a by-law to amend Fees & Charges By-law No. 2019-016 to add a single overnight parking pass fee at five dollars (\$5.00).

Strategic Initiative:

Retain and grow existing local businesses and business opportunities
Support community safety and social inclusion

Background:

On March 17, 2020 the Government of Ontario declared an emergency under the *Emergency Management and Civil Protection Act* (the "EMCPA"). On March 30, 2020, April 14, 2020 and May 12, 2020 the Government of Ontario extended the declaration and associated emergency measures.

On March 20, 2020 the City of Owen Sound declared a state of emergency under the EMCPA.

Report: Downtown Parking Enforcement and New Single Overnight Parking Pass

On April 6, 2020, City Council passed By-law No. 2020-031 respecting the City's response to the COVID-19 pandemic, which included the cancellation of downtown parking enforcement.

On May 13, 2020 at the Downtown Improvement Area Board of Management meeting (the "Board"), the Board requested that downtown parking enforcement be re-instated as soon as possible at reduced levels.

On May 14, 2020, the Province announced that retail businesses that have separate street-front entrances with measures in place that can enable physical distancing, are permitted to open on May 19, 2020.

Analysis

Downtown Parking Enforcement

Prior to the cancellation of downtown parking enforcement, the City's contracted services provider (Fairmount Security Services) was providing 40 hours of parking enforcement between 9 a.m. and 5 p.m. in the downtown core which included all [lots and parking spaces](#).

Staff are looking for direction from Council on whether it would prefer to re-instate parking at a reduced or full service level and are proposing two options as follows:

Option A

- Re-instate parking enforcement at a reduced level which includes 25 hours/week of parking enforcement with a focus on main street;
- Start date of June 1, 2020; and
- Full enforcement to begin September 8, 2020.

Option B

- Re-instate parking enforcement at full enforcement level; and
- Start date of June 1, 2020.

Staff have contacted Fairmount Security Services and they are agreeable to either option outlined above.

New Single Overnight Parking Pass

Currently, there is a monthly overnight parking pass that can be purchased by the public at a cost of twenty dollars (\$20.00). This is for parking from December 1st to March 31st. The public has requested that there also be a single overnight parking pass. This would allow members of the public to not

Report: Downtown Parking Enforcement and New Single Overnight Parking Pass

have to purchase a monthly pass or risk a ticket if they need to park for a single night. Staff recommend that the fee for a single overnight parking pass be set at five dollars (\$5.00) to match the fee for daily parking passes. In order to make this change, an amendment to the [Fees and Charges By-law](#) is required.

Financial/Budget Implications:

The parking enforcement contract costs will be changed to reflect any reductions in service levels.

Communication Strategy:

Fairmount Security Services will be notified of Council's decision.

Media releases will be sent out to notify the public that parking enforcement is set to resume and that there is a new single overnight parking pass available.

Consultation:

Director of Corporate Services

Manager of Purchasing, Risk and Asset Management

Wheildon Investment Inc. o/a Fairmount Security Services

Attachments:

None

Prepared by: Briana Bloomfield signature on file

Reviewed by: Kate Allan signature on file

Submitted by: Tim Simmonds signature on file



Staff Report

Report To: City Council
Report From: Cassandra Cesco, Supervisor of Environmental Services
Meeting Date: May 25, 2020
Report Code: OP-20-017
Subject: Transition Date of Blue Box Program to Producer Responsibility

Recommendations:

That in consideration of staff report OP-20-017 respecting the Blue Box Transition Date, City Council pass a motion to adopt May 31st, 2023 as the date for transitioning the blue box program to producer responsibility.

Strategic Initiative:

Optimize the City's operations while maintaining or improving quality of life

Background:

On August 15, 2019, the Minister of the Environment, Conservation and Parks issued direction to Resource Productivity and Recovery Authority (RPRA) and Stewardship Ontario to begin to transition the management of Ontario's Blue Box Program to producers of plastic and other packaging. This transition to producer responsibility will improve Ontario's recycling and diversion rates, reduce costs to municipalities, promote innovation and standardize recycling across the province.

In his letter, the Minister directed Stewardship Ontario to develop a plan about the funding program for blue box materials collected under the *Waste Diversion Transition Act, 2016* and Stewardship Ontario itself. Stewardship Ontario must submit its plan to the Authority for approval no later than June 30, 2020.

Report: Blue Box Transition Date

Page 1 of 4

Based on Special Advisor David Lindsay's recommendations, the Blue Box Program will transition to producer responsibility in phases over a three-year period, starting in 2023. This phased approach will allow time for public consultation, and provide certainty to municipalities and adequate time for producers to engage with service providers.

During the transition, Stewardship Ontario will continue to operate the Blue Box Program without disruption and residents who currently receive municipal blue box services will continue to do so.

The Association of Municipalities Ontario (AMO) and the Continuous Improvement Fund (CIF) held a meeting to provide an update on the blue box program, which included a transition timeline. It advised municipalities to determine a preferred year to transition and seek their respective Council's approval.

Analysis

The City's current contract with Miller Waste Solutions for Recycling Collection and Marketing expires May 31, 2023 with the possibility renewing for two additional twelve-month extensions.

City Council must decide on the transition date based on the City's current situation by the middle of 2020. The City is being given the opportunity to report to RPRA the preferred timeline to transition producer responsibility framework.

Details still have to be ironed out to determine how the waste management services the City provides would operate under the producer-operated blue box system. The transitioned program will not cover the Industrial, Commercial, and Institutional (ICI) sector. The City will need to determine the how the blue box collection and marketing services will operate for the ICI sector along with City facilities.

Staff believe the City is in a good position for a flexible transition period given the circumstances the City sustains. Staff have developed two options for consideration for the transitioning to the new framework:

- Option 1 – The transition to take place May 31, 2024. This date is a year and a half after the first transition period and considers the current contract utilizing one twelve-month extension. Transitioning after the initial contract expiration date will cause the City to incur

additional contract service costs for the recycling program. However, it allows for the City to have a smoother transition and adapt with lessons learned from municipalities that transitioned in the first year and how the City can manage the changes easier. It also allows the City to arrange plans for the City's facilities, current waste management programs and ICI sector to determine what the best options going forward without committing to anything at the beginning of the first transition period.

- Option 2 – The transition to align with the original contract expiration date of May 31, 2023. This would allow the City to have reduced contract service costs but may be more problematic depending on any issues that need to be worked out under the new framework. This option would also allow the City to consider introducing additional waste streams to the collection services such as Source Separated Organics (SSO) or Green Bins sooner if the premise is to transition funds used for the blue bin service to a green bin service.

Staff is recommending Option 2 more for the ability to start a green bin service sooner should Council decide to move in that direction. In order to reduce the financial impact a green bin service would have on our residents the most effective timeframe would be to transition from the blue bin service to a green bin service. Essentially taking the funding from one service that would be terminating and putting it towards a new service.

The province requires a resolution on the transition date to by June 30th, 2020.

Financial/Budget Implications:

Municipalities across Ontario currently spend about \$130 million in a year through the cost-sharing agreement with Stewardship Ontario.

Through the full producer responsibility framework, the City of Owen Sound could save approximately \$300,000 per year on blue box recycling costs.

Communication Strategy:

None required

Report: Blue Box Transition Date

Page **3** of **4**

Consultation:

The Director of Public Works & Engineering, Director of Corporate Services

Attachments:

Prepared by:	Cassandra Cesco	<u>Signature on File</u>
Reviewed by:	Dennis Kefalas, P. Eng.	<u>Signature on File</u>
Submitted by:	Tim Simmonds	<u>Signature on File</u>

Report: Blue Box Transition Date

Page **4** of **4**



Staff Report

Report To: City Council
Report From: Kristan Shrider, Senior Manager of Property and Parks
Meeting Date: May 25, 2020
Report Code: CS-20-057
Subject: Harrison Park Community Centre Enabling Accessibility Grant Extension

Recommendations:

That in consideration of Staff Report CS-20-057 respecting the Harrison Park Community Centre Enabling Accessibility Grant, City Council approve a by-law to authorize the Mayor and Clerk to execute the amended agreement extending the completion date to December 31, 2020.

Strategic Initiative:

3. Leverage our City's assets in order to enhance tourism opportunities.
6. Promote and enhance Owen Sound's built heritage.
7. Encourage and promote participation in cultural activities and active lifestyles.
8. Support community safety and social inclusion.
9. Address the City's infrastructure deficit.
10. Maximize revenue sources and funding opportunities.
13. Improve energy conservation, efficiency, and climate change.
14. Maintain, improve and promote the use of our local parks and trails.

Background:

In July, 2018, the City made an application under the Federal Enabling Accessibility Grant – Small Sized Project for accessibility improvements to the Harrison Park Community Centre.

The proposed Community Centre Accessibility Project will provide accessible parking, remove the physical barriers of the stairway, provide accessible washrooms, and improve the accessibility to the kitchen area. It will include automatic door openers and the development of a fully accessible washroom.

On May 2, 2019, staff received an email that the project had been reconsidered and was now recommended for funding. The project budget was \$149,500 with \$97,175 from the grant and \$52,325 from the City's approved capital budget.

The original completion date stated in the Enabling Accessibility Grant agreement was May 12, 2020.

Analysis

Design work with an architect started in fall, 2019. Due to the late notification of the approved funding and with the restrictions of COVID-19, staff requested the Federal Government consider an extension of project completion to December 31, 2020.

The representatives from the Federal Government approved the City's request for the extension to December 31, 2020 (Attachment 1).

The design work is in progress and it is anticipated that staff will receive final drawings in June, 2020. The work will be done in combination of city staff and contractors. We expect to be able to achieve the timeline as outlined in the revised agreement.

Financial/Budget Implications:

As described in this report.

Funds included in the 2020 budget.

Communication Strategy:

This report to City Council

The executed amended agreement to the Federal Government

Consultation:

Senior Manager of Property and Parks

Director of Community Services

Federal Government, Enabling Accessibility Grant Representative

Attachments:

1. Amended Agreement, Project 1589291

Prepared By: Kristan Shrider Signature on File

Reviewed By: Pam Coulter Signature on File

Submitted By: Tim Simmonds Signature on File



Employment and
Social Development Canada

Emploi et
Développement social Canada

Project number:
1589291

ARTICLES OF AGREEMENT
BETWEEN
HER MAJESTY THE QUEEN IN RIGHT OF CANADA
(HEREINAFTER REFERRED TO AS "CANADA"), AS REPRESENTED BY
THE MINISTER OF EMPLOYMENT AND SOCIAL DEVELOPMENT
AND
Corporation of the City of Owen Sound
(HEREINAFTER REFERRED TO AS "THE RECIPIENT")
HEREINAFTER COLLECTIVELY REFERRED TO AS "THE PARTIES"

Whereas the Recipient has applied to Canada for funding to carry out the project;

Whereas Canada has determined that the Recipient is eligible for a grant under the Program mentioned in Schedule A - Project Description and Signatures and that the Project qualifies for support; and

Whereas Canada has agreed to provide a grant to the Recipient to help it to implement the project;

Now, therefore, the Parties agree as follows:

1.0 AGREEMENT

1.1 The following documents, and any amendments thereto, constitute the entire agreement between the Parties with respect to its subject matter and supersedes all previous understandings, agreements, negotiations and documents collateral, oral or otherwise between them relating to its subject matter:

- (a) These Articles of Agreement
- (b) Schedule A - Project Description and Signatures



Employment and
Social Development Canada

Emploi et
Développement social Canada

Project number:
1589291

2.0 INTERPRETATION

2.1 Unless the context requires otherwise, the expressions listed below have the following meanings for the purposes of this Agreement:

"Eligible Expenditures" means the expenditures listed in the Project budget in *Schedule A - Project Description and Signatures*;

"Fiscal Year" means the period commencing on April 1 in one calendar year and ending on March 31 in the next calendar year;

"Grant" means the grant funds provided by Canada under this Agreement;

"Project" means the project described in *Schedule A - Project Description and Signatures*;

"Project Period" means the period beginning on the Project Start Date and ending on the Project End Date specified in *Schedule A - Project Description and Signatures*; and

"Working Day" means Monday through Friday except statutory holidays.

3.0 EFFECTIVE DATE AND DURATION

3.1 This Agreement shall come into effect on the date it is signed by both Parties and, subject to section 3.2, shall expire at the end of the Project Period unless the Agreement is terminated on a prior date in accordance with the terms of this Agreement.

3.2 Notwithstanding section 3.1, the rights and obligations of the parties, which by their nature, extend beyond the expiration or termination of this Agreement shall survive such expiration or termination.

4.0 PURPOSE OF THE GRANT

4.1 The purpose of the funding granted by Canada according to the terms of this Agreement is to enable the Recipient to carry out the Project. The Recipient shall use the grant for paying the Eligible Expenditures of the Project.

5.0 PAYMENT OF THE GRANT

5.1 Canada will pay the Recipient a grant in the amount specified in *Schedule A - Project Description and Signatures*. The grant will be paid in instalments in accordance with the instalment schedule set out under Payment Method *Schedule A - Project Description and Signatures*.

6.0 APPROPRIATION

6.1 Any payment under this Agreement is subject to the appropriation of funds by Parliament for the Fiscal Year in which the payment is to be made.

7.0 REDUCTION OR TERMINATION OF FUNDING

7.1 Canada may, upon not less than ninety (90) days' notice, reduce its funding under this Agreement or terminate the Agreement as per article 15.0 if:

- (a) the level of funding for the Program named in this Agreement for the Fiscal Year in which the payment is to be made under the Agreement is reduced as a result of a governmental or departmental spending decision, or
- (b) Parliament reduces the appropriation of funds for grants under the Program named in this Agreement.

7.2 Where, Canada gives notice of its intention to reduce its funding pursuant to section 7.1, and the Recipient is of the opinion that it will be unable to complete the Project in the manner desired by the Recipient, the Recipient may terminate the Agreement upon not less than thirty (30) days notice to Canada.



Employment and
Social Development Canada Emploi et
Développement social Canada

Project number:
1589291

8.0 RECIPIENT DECLARATIONS

8.1 The Recipient

- (a) declares that it has provided Canada with a true and accurate list of all amounts owing to the Government of Canada under legislation or funding agreements which were past due and in arrears at the time of the Recipient's Application for Funding under the Program named in this Agreement;
- (b) agrees to declare any amounts owing to the Government of Canada under legislation or funding agreements which have become past due and in arrears following the date of its Application for Funding,
- (c) recognizes that Canada may recover any amounts referred to in paragraph (a) or (b) that are owing by deducting or setting off such amounts from any sum of money that may be due or payable to the Recipient under this Agreement; and
- (d) declares to use a fair, accountable and transparent process when procuring goods and/or for services in relation to the Project.

8.2 The Recipient declares that any person who has been lobbying on its behalf to obtain the grant that is the subject of this Agreement was in compliance with the provisions of the *Lobbying Act* (R.S.C., 1985, c. 44 (4th Supp.)), as amended from time to time, at the time the lobbying occurred and that any such person to whom the Lobbying Act applies has received, or will receive, no payment, directly or indirectly, from the Recipient that is in whole or in part contingent on obtaining this Agreement.

9.0 PROJECT RECORDS

9.1 The Recipient shall keep proper books and records of the grant received and of all expenditures made using the grant relating to the Project.

9.2 The Recipient shall retain the books and records referred to in section 9.1 for a period of three (3) years following the Project Period.

9.3 During the period of the project as well as the period referred to in section 9.2, the Recipient shall give access to its files, books and records related to the project, upon request and within a reasonable time, to representatives of Canada for the purpose of verifying the use of the grant and compliance with the terms and conditions of this Agreement. The Recipient shall permit Canada's representatives to take copies and extracts from such books and records. The Recipient shall also provide Canada with such additional information as Canada may require with reference to such books and records.

10.0 INQUIRY BY THE AUDITOR GENERAL OF CANADA

10.1 If, during the Project Period or within the period referred to in 9.2, the Auditor General of Canada, in relation to an inquiry conducted under subsection 7.1(1) of the *Auditor General Act* (R.S.C., 1985, c. A-17), requests that the Recipient provide him or her with any records, documents or other information pertaining to the utilization of the funding provided under this Agreement, the Recipient shall provide the records, documents or other information within such period of time as may be reasonably requested in writing by the Auditor General of Canada. (Not applicable to municipalities or other recipients excluded by the application of the Act)

11.0 REPORTING

11.1 The Recipient shall submit to Canada, a complete final report acceptable to Canada that outlines the results of the Project within thirty (30) days following the Project Period.

12.0 CONTINUOUS ELIGIBILITY

12.1 The Recipient must, during the Project Period, continue to meet the eligibility requirements of the Program named in this Agreement which were effective upon signature of the agreement. As such, the Recipient agrees to promptly notify Canada should a change in the Recipient's status or a change in Project activities result in the Project no longer meeting the eligibility criteria of the Program which were effective upon signature of this Agreement.

13.0 EVALUATION

13.1 The Recipient recognizes that Canada is responsible for the evaluation of the Program named in this Agreement. The Recipient agrees to cooperate with Canada for the duration of the Project and within a period of three (3) years thereafter by providing access to the information required to carry out the evaluation.



14.0 TERMINATION OF AGREEMENT

Termination for Default

14.1 (1) The following constitute Events of Default:

- (a) the Recipient becomes bankrupt, has a receiving order made against it, makes an assignment for the benefit of creditors, takes the benefit of a statute relating to bankrupt or insolvent debtors or an order is made or resolution passed for the winding up of the Recipient (section 14.1(1)(a) not applicable to municipalities or school boards);
- (b) the Recipient ceases to operate (section 14.1(1)(a) not applicable to municipalities or school boards);
- (c) the Recipient is in breach of the performance of, or compliance with, any provision of this Agreement;
- (d) the Recipient, in support of its Agreement, has made materially false or misleading representations, statements or declarations, or provided materially false or misleading information to Canada; or
- (e) in the opinion of Canada, the risk in the Recipient's ability to complete the Project has changed substantially and unfavorably.

(2) If

- (a) an Event of Default specified in paragraph (1)(a) or (b) occurs (section 14.1(1)(a) not applicable to municipalities or school boards); or
- (b) an Event of Default specified in paragraphs (1)(c), (d) or (e) occurs and has not been remedied within thirty (30) days of receipt by the Recipient of written notice of default or within such longer period as Canada may specify, or a plan satisfactory to Canada to remedy such Event of Default has not been put into place within such time period

Canada may terminate the Agreement immediately by written notice. Effective on that date, Canada has no more obligations to pay any remaining instalments of the grant as specified in the Agreement.

(3) Pursuant to paragraph 14.1 (2)(b), Canada may suspend payment of any further instalment of the grant under this Agreement.

(4) The fact that Canada refrains from exercising a remedy it is entitled to exercise under this Agreement shall not be considered to be a waiver of such right and, furthermore, partial or limited exercise of a right conferred upon Canada shall not prevent Canada in any way from later exercising any other right or remedy under this Agreement or other applicable law.

14.2 Either Parties may also terminate this Agreement at any time without cause upon not less than ninety (90) days written notice of intention to terminate.

15.0 REPAYMENT REQUIREMENTS

15.1 (1) When a written notice is provided by either one of the Parties pursuant to section 7 or section 14:

- (a) the Recipient must not make any new commitment related to the project which may generate eligible expenditures and must cancel any ongoing commitments, or where possible, reduce the amount of such expenditures arising from any commitment; and
- (b) all eligible expenditures incurred by the Recipient up to the date of termination will be paid by Canada, including direct costs and incidentals related to the cancellation of obligations of the Recipient for the termination of the agreement; a payment or a reimbursement will be made under this paragraph only if it has been demonstrated to the satisfaction of Canada that the Recipient has actually incurred the expenses and they are reasonable and related to the termination of the agreement.

(2) If this Agreement is terminated by the Recipient in accordance with section 14.2, the latter shall reimburse Canada the unused grant funds in its possession or under its control within thirty (30) days.

15.2 Notwithstanding section 15.1, if the Agreement is terminated under section 14.1 by Canada because the Recipient uses the grant for a purpose or expenditures not agreed upon under this Agreement, Canada may in addition to the rights conferred upon it under this Agreement or in law or in equity, demand from the Recipient the repayment of the grant funds that were used by the Recipient for purposes other than the Project or used for costs that were not Eligible Expenditures.

15.3 If Canada demands the repayment of any part of the grant pursuant to section 15.1 or section 15.2, the amount demanded shall be deemed to be a debt due and owing to Canada and the Recipient shall pay the amount to Canada immediately unless Canada directs otherwise.



15.4 Interest shall be charged on overdue repayments owing under this Agreement in accordance with the *Interest and Administrative Charges Regulations (SOR/96-188)* (the "Regulations") made pursuant to the *Financial Administration Act (R.S.C., 1985, c. F-11)*. Interest is calculated and compounded monthly at the "average bank rate", within the meaning of such expression as contained in the Regulations, plus three per cent (3%) during the period beginning on the due date specified in the notice to repay and ending on the day before the day on which payment is received by Canada.

16.0 INDEMNIFICATION

16.1 The Recipient shall, both during and following the Project Period, indemnify and save Canada harmless from and against all claims, losses, damages, costs, expenses and other actions made, sustained, brought, threatened to be brought or prosecuted, in any manner based upon, occasioned by or attributable to any injury or death of a person, or loss or damage to property caused or alleged to be caused by any wilful or negligent act, omission or delay on the part of the Recipient or its employees or agents in connection with anything purported to be or required to be provided by or done by the Recipient pursuant to this Agreement or done otherwise in connection with the implementation of the Project. It is understood that Canada cannot claim compensation under this section in case of accident, loss or damage caused by Canada or its employees.

17.0 RELATIONSHIP BETWEEN THE PARTIES AND NON-LIABILITY OF CANADA

17.1 The management and supervision of the Project are the sole and absolute responsibility of the Recipient. The Recipient is not in any way authorized to make a promise, agreement or contract on behalf of Canada. This Agreement is a funding agreement only, not a contract obtaining services or a contract of service or employment. Canada's responsibility is limited to providing financial assistance to the Recipient in support of the Project. The parties hereto declare that nothing in this Agreement shall be construed as creating a partnership, an employer-employee, or agency relationship between them. The Recipient shall not represent itself as an agent, employee or partner of Canada.

17.2 Nothing in this Agreement creates any undertaking, commitment or obligation by Canada respecting additional or future funding of the Project beyond the Project Period, or that exceeds the amount of Canada's funding as indicated in the Agreement. Canada shall not be liable for any loan, capital lease or other long-term obligation which the Recipient may enter into in relation to carrying out its responsibilities under this Agreement or for any obligation incurred by the Recipient toward another party in relation to the Project.

18.0 CONFLICT OF INTEREST

18.1 No current or former public servant or public office holder to whom the *Conflict of Interest Act (S.C. 2006, c. 9, s. 2)*, the *Policy on Conflict of Interest and Post-Employment* or the *Values and Ethics Code for the Public Sector* applies shall derive a direct benefit from the Agreement unless the provision or receipt of such benefit is in compliance with the said legislation or codes.

18.2 No member of the Senate or the House of Commons shall be admitted to any share or part of the Agreement or to any benefit arising from it that is not otherwise available to the general public.

19.0 INFORMING CANADIANS OF THE GOVERNMENT OF CANADA'S FUNDING

19.1 The Recipient shall allow Canada sixty (60) days from the date of signature of the Agreement to announce the Project. The parties will collaborate for the first public announcement of the project, including all communication, event or ceremony used to promote the project. The time, place and agenda for such communication activities must be appropriate for Canada.

19.2 To enable Canada's participation in any subsequent communications activities about the project the Recipient will inform Canada no later than twenty (20) calendar days preceding such communication activities.

19.3 The Recipient shall ensure that all communication activities, publications and advertising (including on social media or websites) relating to the project include the recognition of Canada's financial assistance to the satisfaction of Canada.

20.0 ACCESS TO INFORMATION

20.1 The Recipient acknowledges that Canada is subject to the *Access to Information Act (R.S.C., 1985, c. A-1)*, and information obtained by Canada pertaining to this Agreement may be disclosed by Canada to the public upon request under the aforementioned act.

21.0 PROACTIVE DISCLOSURE

21.1 The Recipient acknowledges that the name of the Recipient, the amount of Canada's funding and the general nature of the Project may be made publicly available by Canada in accordance with the Government of Canada's commitment to proactively disclose the awarding of grants and contributions.



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22.0 NOTICES

22.1 Any notices to be given and all reports, information, correspondence and other documents to be provided by either party under this Agreement shall be given or provided by personal delivery, mail, courier service, fax or email to the postal address, fax number or email address, as the case may be, of the receiving party. If there is any change to the postal address, fax number or email address or contact person of a party, the party concerned shall notify the other in writing of the change as soon as possible.

22.2 Notices, reports, information, correspondence and other documents that are delivered personally or by courier service shall be deemed to have been received upon delivery, or if sent by mail five (5) working days after the date of mailing, or in the case of notices and documents sent by fax or email, one (1) working day after they are sent.

23.0 ASSIGNMENT OF THE AGREEMENT

23.1 The Recipient shall not assign this Agreement or any part thereof without the prior written consent of Canada.

24.0 SUCCESSORS AND ASSIGNS

24.1 This Agreement is binding upon the parties and their respective successors and assigns.

25.0 COMPLIANCE WITH LAWS

25.1 This Agreement shall be governed by and interpreted in accordance with the applicable laws of the province or territory where the Project will be performed. The parties agree that the Court of the province or territory where the Project will be performed is competent to hear any dispute arising out of this agreement.

25.2 The Recipient shall carry out the Project in compliance with all applicable laws, by-laws and regulations, including any environmental legislation and any legislation regarding protection of information and privacy. The Recipient shall obtain, prior to the commencement of the Project, all permits, licenses, consents and other authorizations that are necessary to the carrying out of the Project.

26.0 AMENDMENT

26.1 This Agreement may be amended, with respect to applicable laws, by mutual consent of the parties. To be valid, any amendment to this Agreement shall be in writing and signed by the parties.

27.0 UNINCORPORATED ASSOCIATION

27.1 If the Recipient is an unincorporated association, it is understood and agreed by the persons signing this Agreement on behalf of the Recipient that in addition to signing this Agreement in their representative capacities on behalf of the members of the Recipient, they shall be personally, jointly and severally liable for the obligations of the Recipient under this Agreement, including the obligation to pay any debt that may become owing to Canada under this Agreement.

28.0 COMMUNICATION WITH THE PUBLIC

28.1 The Recipient shall clearly identify the project's clientele, and shall take the appropriate steps to communicate with the target audience

29.0 AGREEMENT WITHOUT PREJUDICE [clause applicable only in Québec]

29.1 This Agreement is without prejudice to discussions underway between the Quebec Government and Canada for the purpose of establishing new standard agreements for the application of *An Act respecting the Ministère du Conseil exécutif* (CQLR, chapter M-30) in regards to Funding Agreements related to the programs of the Department of Employment and Social Development.

SECTION C Schedule A - Project Description and Signatures (to be completed by ESDC)

Common System for Grants and Contributions (CSGC) File Number: 1589291

Project Title: Harrison Park Community Centre – Accessibility Project

Program Name: Enabling Accessibility Fund - Grants

This Application is: ☒ Approved ☐ Not Approved

Grant Amount:



Employment and
Social Development Canada

Emploi et
Développement social Canada

Project number:
1589291

Amount Requested: \$ 97175

Amount Approved: \$ 97175

Project description and Budget adjustments:

Activities:

Amendment #1:

The agreement was from May 13, 2019 to May 12, 2020 and its now extended to December 31, 2020.

Original agreement:

The proposed project consists of providing accessible parking, removing the physical barriers of the stairways, providing accessible washrooms, improving the accessibility of the kitchen area.

Budget:

Not applicable

Other Conditions:

Does not apply to this project

Specific Obligations Related to the Project:

i.e.: publication or research, or other tool printed or published in both languages.

Project Period:

From: 2019/05/13

To: 2020/12/31

Payment Method:

Number of Installment(s): 1

1st Installment Amount: \$ 97175

1st Installment Date: 2019/06/04

Date of Approval: 2020/04/16

Canada signing authority on behalf of the Minister of Employment and Social Development

Annie Levert

CANADA

2020-04-17

Date (yyyy-mm-dd)



Employment and Social Development Canada Emploi et Développement social Canada

Project number:
1589291

FOR THE RECIPIENT (to be completed by the recipient)

- I certify that I have the capacity and that I am authorized to sign the Articles of Agreement of this grant on behalf of the "Recipient" organization;
- I have read, understand and agree to these Articles of Agreement and I agree that once approved and signed by both parties, these Articles of Agreement will be effective immediately and shall constitute a legally binding agreement.

Signatory Name (please print)

Title (please print)

Signature

Date (yyyy-mm-dd)

Signatory Name (please print)

Title (please print)

Signature

Date (yyyy-mm-dd)

Signatory Name (please print)

Title (please print)

Signature

Date (yyyy-mm-dd)



Staff Report

Report To: City Council
Report From: Brent Fisher, Manager of Community Development and Marketing
Meeting Date: May 25, 2020
Report Code: CS-20-026
Subject: New Lease Agreement with Owen Sound Agricultural Society

Recommendations:

THAT in consideration of Staff Report CS-20-026 respecting a new Lease Agreement between the City and the Owen Sound Agricultural Society, City Council approve a by-law to authorize the Mayor and Clerk to execute a new 10 year lease.

Strategic Initiative:

- 3.1 - Promote Owen Sound as "Where You *Want To Live*"
- 3.3 - Enhance tourism opportunities for active and passive year round enjoyment

Background:

The Owen Sound Agricultural Society has, for more than 160 years, operated on lands within the City known as [Victoria Park](#). Annually there is a Fall Fair event. In 1993, the City executed a lease agreement with the Agricultural Society that provides certain terms for their use of lands at Victoria Park. The lease relates to the lands that contain buildings that are the property of the Agricultural Society (barn or pavilion and grandstand), provisions that relate to the annual operation of the fall fair and the general use of the leased lands. The current five-year agreement took effect on January 1, 2016 and expires December 31, 2020.

Analysis

City staff and representatives from the Owen Sound Agricultural Society had a meeting in January, 2020 in preparation for the expiry of the lease. Based on this meeting, at the request of the Owen Sound Agricultural Society, City staff drafted a new 10-year agreement. The agreement was forwarded to the Agricultural Society in January, 2020 and the Agricultural Society have now reviewed the draft.

The foundation of the Agreement is the same as the previous five-year agreement – a lease for the two areas of the park that contain the buildings owned by the Agricultural Society with other provisions relating to the responsibilities of both parties.

The City's Strategic Plan emphasizes the importance of groups like the Agricultural Society to the community. The [Victoria Park Master Plan](#) provides a vision for long-term existence and use of the park.

The following highlights the contents of the agreement (copy of draft attached):

Park and Building Use

- 10-year term (as requested by the Agricultural Society)
- Provides for an annual review of the agreement;
- Describes the leased areas (see Schedule A to the draft Agreement);
- Describes how the lands may be used (fair, storage – no outdoor storage);
- Access via north "service road".

Fall Fair

- Describes dates and time when they have right to exclusive use of the Park for the Fair;
- Allows for the use of one of the ice surfaces;
- Schedule B – outlines the conditions of use for the Fair. These are standard for all large events using City Parks and address such issues as pre and post event inspection, use of sports fields, storage of gas, etc., ETANDEM, Waste Management, etc.

Rent

- \$708.81 for 2020 with an annual increase as per the Consumer Price Index (not to exceed 3 percent).

Alterations and New Buildings

- Can improve, alter and make repairs to buildings; major improvements including structural changes require written approval of City;
- Costs to repair – borne by Agricultural society;
- City and Ag Society will work cooperatively to try to obtain grant funding to improve the park in a manner consistent with the Master Plan;
- The Ag Society may construct a new building subject to obtaining all permits and approvals, compliance with Zoning and generally with the Master Plan;
- Indemnification for the City in terms of construction liens
- At end of lease – Agricultural Society is responsible to remove buildings

Assignment

- The agreement is not assignable.

Conditions

The City agrees:

- To provide access to the leased lands and the roadway
- To undertake the grass cutting and landscaping and snow removal
- Has the right to inspect the buildings;
- Construct capital works and consult with the Ag Society where works may impact their use;
- Where the grandstands are to be used by another event including the use of the grandstands – that approval and fee is required by the Ag Society for that use.

The Ag Society agrees:

- Use the lands for the fall fair and indoor storage, new uses proposed require approval in writing from the City;
- Be responsible for building maintenance, including costs;
- Keep buildings in a clean and sanitary condition;
- Operate any food as per Health Unit requirements;
- Store gasoline, etc. as per TSSA requirements;
- Responsible for payment of any applicable property tax;
- Pay electricity, water, gas and phone and any other utility;
- Acknowledge requirement to comply with City's agreement with Coca-Cola;
- Place garbage and recycling in the containers provided;

- Provide insurance
- Not deny public access to the park
- Not encumber the legal title of the City to the lands.

Servicing

- Existing services – Water, Sanitary sewer, Electrical Supply are described and responsibilities respecting the services are outlined.
- New schedule with a map of same.

Conflict Resolution and Mediation

- Standard clause

Termination

- Six months written notice by either party;
- At the end of the agreement, the Agricultural Society is required to remove buildings and structures and restore the land. The City has the right to retain the buildings at its sole discretion.

Liability

- Standard clauses re liability indemnifying City

The experience of City staff in developing a new agreement with the Owen Sound Agricultural Society was very positive. This non-profit organization has tremendous volunteers and provide an important part of what makes Owen Sound a destination for family-friendly events in the region. The Agricultural Society is a respectful user of the Park and has worked positively with the City to be a good steward of this public space.

Financial/Budget Implications:

No significant budget impact of this agreement.

Communication Strategy:

Ongoing communication with various City departments as well as the Agricultural Society.

Consultation:

Ongoing consultation with the Agricultural Society as the new agreement has been prepared as well as consultation with the Manager of Engineering Services and the Manager of Parks and Open Space.

Attachments:

1. Draft agreement

Prepared by: Brent Fisher Signature on File

Reviewed by: Pamela Coulter Signature on File

Submitted by: Tim Simmonds Signature on File

LEASE AGREEMENT

This agreement made this day of , 2020.

BETWEEN :

THE CORPORATION OF THE CITY OF OWEN SOUND, a municipality within the meaning of the *Municipal Act, 2001 (the "Act")*. hereinafter referred to as the "City"

OF THE FIRST PART

- and -

OWEN SOUND AGRICULTURAL SOCIETY, a non-share corporation under the *Agricultural and Horticultural Organizations Act*. hereinafter referred to as "the Agricultural Society"

OF THE SECOND PART

WHEREAS the City of Owen Sound has strategic goals to continuously evaluate opportunities for partnerships in the delivery of all City services and to focus on cultural and recreation attractions and activities and celebrate our unique history and culture;

AND WHEREAS the Act empowers the City to establish, operate, maintain and improve parkland;

AND WHEREAS the City is the owner in fee simple of certain lands in the City of Owen Sound, County of Grey, Province of Ontario herein and commonly referred to as Victoria Park which are more fully described in Schedule "A";

AND WHEREAS the Agricultural Society has over the last one hundred and 160 years held an annual fall fair and is the owner of certain buildings and fixtures in Victoria Park;

AND WHEREAS the City and the Agricultural Society have recognized the potential and value of a long term relationship based on clear principles and a relationship of support and mutual benefit;

AND WHEREAS the City and the Agricultural Society have a current lease agreement with a term ending December 31, 2020;

AND WHEREAS the City and Agricultural Society wish to terminate the existing lease agreement in favour of a new lease agreement, upon the request of the Agricultural Society, in support of the Agricultural Society's funding applications;

AND WHEREAS the City and the Agricultural Society desire the lease agreement to be for a period of ten (10) years, commencing August 1, 2020, subject to the terms and conditions contained herein;

AND WHEREAS the City and the Agricultural Society wish to enter a lease agreement on the terms and conditions set out herein;

NOW THEREFORE, THIS AGREEMENT WITNESSTH that in consideration of other good and valuable consideration and the sum of Ten Dollars (\$10.00) of lawful money of Canada, now paid by each of the parties hereto to each of the other

parties hereto (the receipt whereof is hereby acknowledged), the parties hereto hereby covenant, promise, and agree with each other as follows:

PARK & BUILDING USE

1. The term of this agreement shall be a period of ten (10) years commencing August 1, 2020 ending December 31, 2030.
2. At least 90 days prior to December 31, 2030, the Agricultural Society shall advise the City in writing whether it wishes to enter into negotiations to extend the Agreement beyond December 31, 2030.
3. The City and the Agricultural Society agree to review the contents of this Agreement on an annual basis for the purpose of ensuring that the Agreement continues to reflect the needs of both parties. Amendments to this Agreement may be made by mutual agreement of the parties in writing. This review should happen prior to December 31 each year.
4. The Leased land is shown in Schedule "A" and is the land occupied by the Agricultural Society's buildings known as the grandstand and the barn and the fenced area around the barn together with any land on which the Agricultural Society constructs a new building (as contemplated in Section 19). Provided the Agricultural Society is in full compliance with this Agreement, the Agricultural Society shall be entitled to quiet enjoyment of the Leased land for the term set out in Section 1. The City also grants a non-exclusive a right of access thereto as enjoyed in the past, including use of the service road referred to in Section 6.
5. The portion of the Leased land not including buildings may be used for vehicular driveways, and short-term parking of motor vehicles displaying current licenses. No outdoor storage of vehicles is permitted. The grounds within this area shall be maintained in a neat and tidy condition and if not maintained, may be maintained by the City and any costs related to the maintenance shall be recoverable as an Additional Maintenance Fee.
6. The City shall provide access to the leased land via a service road to the edge of the Leased land as shown on Schedule A.
7. Any use of any other part of the lands (including the existing track and infield), buildings or structures at Victoria Park by the Agricultural Society will only be permitted in accordance with a separate agreement for each occasion or use, save and except:
 - a. The use for Fall Fair as set out in Section 9; and
 - b. The Agricultural Society's right to construct a new building, as set out in Section 15.

FALL FAIR

8. The City acknowledges that for over 160 years the Agricultural Society has conducted a Fall Fair at Victoria Park;
9. For the purpose of the Fall Fair, each year, commencing at 12.01 a.m. Labour Day until the following Monday at 11:59 p.m. the Agricultural Society shall have the exclusive use of the lands identified in Schedule A as the "Extra Lands Used for Fall Fair" and the use described in Section 10, for the purpose of conducting a Fall Fair during the term of this Agreement;
10. The Agricultural Society shall have the use of one of the arena floors of the Julie McArthur Regional Recreation Facility as well as use of the common hallways for access to the ice surface and public washrooms accessible from the common hallways. The City will notify the Agricultural Society a minimum of 60 days prior to the Fall Fair which arena floor (east or west) will be available for Fall Fair use.

11. The conditions of use for the Fall Fair are provided in Schedule "B", which forms part of this agreement.
12. With a minimum of 6 months' notice in writing to the City, the Agricultural Society may select an alternative date in August or September, subject to availability and approval of the City.
13. At the conclusion of the annual fall fair event each year, the City and the Agricultural Society will meet to review the event and make necessary adjustments prior to the next year's event.

RENT

14. The Agricultural Society shall annually pay the City the annual rent determined as follows: 2020 - \$708.81 plus applicable taxes; each year the rate will be indexed according to the Consumer Price Index at a rate not to exceed 3% per year.

ALTERATIONS & NEW BUILDING

15. The Agricultural Society may make improvements, alterations and repairs to its buildings. Major improvements such as structural changes and additions requires the written approval of the City. Such approval shall not be unreasonable withheld.
16. Any alterations, repairs, additions etc. shall be paid for by the Agricultural Society. All necessary permits and approvals will be obtained by the Agricultural Society prior to commencing any work.
17. The City and the Agricultural Society will work together during the term of this Agreement to pursue grant monies and third-party partnership opportunities to improve Victoria Park in a manner consistent with the Victoria Park Master Plan.
18. The Agricultural Society shall engage a qualified person as required by legislation and not less than once every 3 years to undertake an inspection of the structures and shall provide a copy of this assessment to the City for their records.
19. The Agricultural Society may construct a new building on the Leased lands at its sole expense. Prior to construction, the written approval of the City is required. Such approval shall not be unreasonably withheld. All necessary permits and approvals will be obtained by the Agricultural Society prior to commencing any work. The Agricultural Society shall also pay the fees as per the City's Fees & Charges By-law and shall conform to the City's Comprehensive Zoning By-law as well as the Victoria Park Master Plan.
20. Any new buildings or structures will consider City's obligation to consult with the Owen Sound Family Y and the Bruce Grey Catholic District School Board and acknowledge the provisions of the Joint Operating Agreement and Lease with the Family Y for the Julie McArthur Regional Recreation Centre, Facility Sharing Agreement with the Bruce Grey Catholic District School Board and must consider the approved Victoria Park Master Plan.
21. The Agricultural Society will indemnify and save harmless the City from any claims under the provisions of the Construction Act and to discharge all liabilities incurred by its in respect of such construction and to use reasonable efforts to cause any contractor or subcontractor engaged in such construction to discharge all liabilities incurred by such contractor or subcontractor. In the event any lien is served under the Construction Act, the Agricultural Society shall pay sufficient money into Court to remove the lien on the demand of the City.

22. Unless the City elects to assume the ownership of the buildings and structures on the leased lands, which the City may do in its absolute discretion, at the expiration of the lease or if the lease is not renewed in accordance with the provisions of this Agreement for such renewal, the Agricultural Society shall be responsible for the removal of all buildings and structures and the restoration of the leased lands.

ASSIGNMENT

23. The premises and privileges hereby granted shall not be assigned or sublet by the Agricultural Society without prior written consent of the City, which consent may be withheld at the City's sole discretion.

CONDITIONS

24. The City agrees to:
- a. provide access to the Leased Lands via the roadway described in service road referred to in Section 6 (the "access driveway");
 - b. undertake grass cutting and landscaping in Victoria Park in all areas save and except the lands subject to this lease;
 - c. undertake snow removal of the parking area associated with the Julie McArthur Regional Recreation Facility as well as the access driveway to the leased lands;
 - d. invoice the Agricultural Society annually the rent determined as set out in Section 14. An invoice for the year will be provided to the Agricultural Society no later than October 15 each year;
 - e. have the right to inspect the buildings or lands subject of this lease within the area described in Schedule A;
 - f. establish the facility rental rates that will be charged for the use of Victoria Park including the fields in accordance with the City's Fees and Charges By-law;
 - g. work cooperatively with the Agricultural Society to develop a 5 and 10 year capital plan for the lands in Schedule "A" and to consult on capital work or changes proposed by the City that may impact the Agricultural Society, including but not limited to, storm water management, renewable energy projects, infrastructure and the like; and
 - h. require users of Victoria Park who propose to use the grandstands for viewing or other purpose shall obtain the written approval of the Agricultural Society and the Agricultural Society shall be responsible for imposing any conditions of use or collecting any fee relating to such use.
25. The Agricultural Society agrees to:
- a. use the Leased lands for the purpose of an annual Fall Fair as set out in Section 9. In addition to the annual Fall Fair, it is acknowledged that the barn and lower level of the grandstand may be used for the storage of motor vehicles, boats, and trailers;
 - b. Where a new use is proposed for the buildings on the leased lands that is not included in Section 25.a, the Agricultural Society shall obtain the written approval of the City for such use;
 - c. pay the annual rent as determined in the manner set out in Section 14 as invoiced by the City within 30 days of receipt

- and to pay any additional maintenance fee as provided by this agreement;
- d. be responsible for the costs of any and all maintenance and repairs and refurbishing related to the buildings owned by the Agricultural Society including the barn and grandstands to ensure that they are in good repair;
 - e. keep all buildings in a clean and sanitary condition;
 - f. provide facilities for recycling in accordance with the City's Mandatory Recycling By-law;
 - g. operate any concessions or food service in accordance with the requirements of the applicable Public Health authorities;
 - h. store any gasoline or petroleum products in ULC approved containers and in accordance with requirements of the Ontario Fire Code and TSSA standards;
 - i. be responsible for payment of all property taxes assessed on the leased lands and buildings located thereon. In the event that the Municipal Property Tax Assessment Corporation (MPAC) deems a portion of the facility subject to taxation, the City will work cooperatively with the Agricultural Society toward achieving a tax exempt status;
 - j. pay, as and when they are due, all charges for electricity, gas, water, internet and telephone service which may be provided to the leased lands;
 - k. comply with any applicable agreements of the City with regard to the supply of beverages and in particular, the Agricultural Society acknowledges the existence of an agreement with Coca-Cola Bottling Company that requires that their products be sold at Victoria Park and shall abide with the same and any similar agreement and agrees to comply with that agreement;
 - l. place all garbage and recycle materials in the bins and receptacles supplied for disposal save and except the disposal of waste and recycling related to the Fall Fair which shall be in accordance with conditions of use contained at Schedule "B";
 - m. Throughout the entire term of this Agreement and any renewals thereof, at its own cost and expense, to take out and keep in full force the following insurance coverage with respect to the leased lands and buildings thereon and the use and occupancy thereof. This insurance shall be primary, non-contributing with and not excess of any other insurance available to the City:
 - i. General liability insurance on an occurrence basis for an amount of not less than Five Million Dollars (\$5,000,000) and shall include The Corporation of the City of Owen Sound as an Additional Insured with respect to the Agricultural Society's operations, acts and omissions relating to its obligations under this Agreement, such policy to include, but not be limited to, non-owned automobile liability; personal injury; broad form property damage; blanket contractual liability; owners and contractors protective liability; products and completed operations liability; contingent employers' liability; and, shall include cross liability and severability of interest clauses. This policy shall not be invalidated as respects the interests of the City

of Owen Sound by reason of any breach or violation on any warranties, representations, declarations or conditions.

- ii. Insurance upon property of every description owned by the Agricultural Society, or for which the Agricultural Society is legally liable or installed by or on behalf of the Agricultural Society which is located within the leased lands or buildings, on an All Risk basis for the full replacement cost thereof. This insurance shall contain a waiver of any subrogation rights, which the Agricultural Society's insurers may have against the City or those for whom the City is in law responsible.
- iii. The Agricultural Society shall provide Certificates of Insurance, or copies of the insurance policies if required by the City, with provision for 30 days prior notice by registered mail in the event of cancellation or material change, which reduces or restricts the insurance provided.
- iv. The Agricultural Society agrees that if they fail to take out or keep in force any such insurance referred to in this clause, or should any such insurance not be approved by the City, and should the Agricultural Society not commence and proceed to diligently rectify the situation within forty eight (48) hours after written notice by the City, the City has the right without assuming any obligation in connection therewith, to effect such insurance at the sole cost of the Agricultural Society. The City shall be reimbursed as set out under the terms of this Agreement.
- n. Not deny the public access to Victoria Park for use as a passive recreation space except during the annual Fall Fair during which access to the Park may be limited or restricted by payment of an admission fee; and
- o. Not to encumber in any way the legal title of the City to Victoria Park or the Leased Lands or register this lease or any Notice thereof against the title to Victoria Park or the Leased Lands.

WATER

26. The City shall provide a water service connection to the City's existing 200 mm diameter watermain in Victoria Park that runs northerly of the twin ice pad section of the Julie McArthur Regional Recreation Centre. The 32 mm dia. (1-1/4 in. dia.) Curb Stop Valve (CSV) for the service is located 1.52 metres west of this watermain. From this CSV, the water supply system is the responsibility of the Agricultural Society. The service size is increased to a 50 mm dia. polyethylene main 300 mm to the west of the CSV and runs westerly along an alignment approximately 8 metres north of the east section of Grandstand Building. The Grandstand building has a 25 mm polyethylene service tapped into the 50 mm dia. main at a location 16 metres east of the east wall of the Grandstand building that runs southerly into the building at which point there is a water meter for billing purposes at the Grandstand Building. The 50 mm dia. main continues generally westerly towards the Horse Barn to a location where another CSV is located 1.2 metres east of the east wall and 8 metres north of the south wall of the Horse Barn. At

this location, the service enters the Horse Barn at which point there is a water meter for billing purposes at the Horse Barn.

The Agricultural Society shall be responsible for this supply system and maintaining the infrastructure to supply water to the leased lands and Agricultural Society buildings including protection from freezing of the pipes, fittings, water meters and backflow prevention device.

The Agricultural Society shall install and maintain a water backflow prevention device for this water supply system, installed in a frost-free pit at a location immediately west of the 32 mm dia. CSV. The Agricultural Society shall consult with the City regarding timing prior to undertaking the work.

Any change or addition to or extension of this water supply system shall strictly require the prior written approval of the City.

The Agricultural Society's water supply system is shown on Drawing A, "Owen Sound Agricultural Society Servicing Plan" attached as Schedule "C" to this Agreement.

SANITARY SEWER

27. The City shall provide a sanitary sewer service connection to the City's existing 300 mm diameter sanitary sewer at a Maintenance Hole structure located on the north side of 10th Street East at 6th Avenue East. The Agricultural Society's sanitary service system comprises 300 mm dia. sewer pipe and a total of five (5) MH structures that run northerly out of the City's MH on 10th St E, under the 400 metre track and field to a MH located 4.3 metres west and 3.8 metres north of the main Grandstand building from where it proceeds easterly along an alignment 3.8 metres more-or-less north of the main Grandstand Building and terminates at a MH 19 metres west of the water CSV.

The Agricultural Society shall be responsible for this sanitary drainage system and maintaining any infrastructure to provide sanitary drainage from the leased lands and Agricultural Society buildings including inspection and regular maintenance flushing.

Any change, addition or extension of this sanitary drainage system shall strictly require the prior written approval of the City.

The sanitary drainage system is shown on Drawing A, "Owen Sound Agricultural Society Servicing Plan" attached as Schedule "C" to this Agreement.

ELECTRICAL SUPPLY

28. The City shall provide the Agricultural Society with access to the electrical supply at the designated pole in Victoria Park as shown generally on Schedule C. There is an existing connection to the pole mounted transformer in the area of the grandstand. All poles and secondary conductors on the secondary side of the transformer are the responsibility of the Agricultural Society. All points of secondary supply must be metered by Hydro One. Any repair or maintenance to the existing hydro service shall be performed by a qualified licensed electrician in accordance with the Ontario Electrical Code and subject to approval of the Electrical Safety Authority (ESA). Any new service on the leased lands or to or within the buildings on the leased lands shall be subject to the necessary approvals from the City and Hydro One and ESA and shall be at the sole expense of the Agricultural Society.

The electrical service is shown on Drawing A, "Owen Sound Agricultural Society Servicing Plan" attached as Schedule "C" to this Agreement.

CONFLICT RESOLUTION & MEDIATION

29. The City and the Agricultural Society will make every attempt to maintain open and ongoing communication regarding all aspects of the use, operation and maintenance of the leased lands in Victoria Park. Decisions and the implementation of this agreement will be done on the basis of consensus of the City and the Agricultural Society. Where consensus cannot be reached on a matter, the following process will be used:
- a. The matter is adjourned to a future time to allow research and information gathering. If a consensus cannot be reached, the matter shall be referred to the City Manager and the President of the Agricultural Society.
 - b. Where consensus cannot be reached as per Section 29.a, a meeting will be convened with the City Manager, the President of the Agricultural Society with three members of Owen Sound City Council and three members of the Agricultural Society.
 - c. Where consensus cannot be reached as per Section 29.b, the matter will be referred to mediation and arbitration as follows.
30. All differences or disputes which arise between the parties, whether in relation to the interpretation, application or alleged violation of this Agreement or to any act or omission of the parties in dispute or to any acts which are to have been done by the parties in dispute, which cannot be resolved by the parties following a period of discussion or with respect to decision making, shall be resolved by mediation and/or arbitration in accordance with the procedure outlined in this section.
31. The parties shall appoint a third party mediator who shall attempt to mediate a resolution. This will not limit or otherwise change any legal rights of the parties. The mediator shall be chosen by and be acceptable to both parties. The parties agree to equally share the cost of mediation. If the parties are unable to reach a resolution within thirty (30) days of the appointment of a mediator, the matter shall be referred to arbitration as set out below.
32. A dispute shall be submitted to arbitration by the giving of a written notice by either party to the other party. The party being served the notice shall forthwith within ten (10) days of receipt of the notice provide the other party with a list of three (3) names for a single arbitrator. The party serving notice shall then choose a single arbitrator from that list or provide the other party with a list of three (3) names of its own within ten (10) days of the receipt of the list from the other party. In the event a single arbitrator cannot be agreed upon through the process noted above, each party shall appoint its own arbitrator within ten (10) days of the failure of the parties to select a single arbitrator. The two arbitrators so chosen shall then appoint a third person who shall act as chair of the arbitration panel. If either party defaults in such appointment within the said ten (10) days, the arbitrator appointed by the other party shall act as sole arbitrator as if appointed by both parties. The arbitrator, or arbitrators, as the case may be, shall have all the powers given to arbitrators by the *Arbitration Act, Ontario* and may at any time and from time to time proceed in such manner as she, he or they may think fit on such notice as she, he, or they may deem reasonable and after notice in the absence of either party. The award and determination of the arbitrator or a majority of the arbitrators shall be final and binding and each party agrees not to appeal from such award or determination. The costs of any such arbitration shall be borne equally by the parties.

TERMINATION

33. Either party, upon providing six (6) months' notice in writing to the other party of its intention to do so, may terminate this Agreement.
34. Prior to the expiry of the said six (6) months, the Agricultural Society shall remove any and all of its possessions from the premises and shall leave the same in a clean and tidy condition. Should the Agricultural Society fail to comply, the City shall have the right not only to remove the Agricultural Society's possessions and collect the cost of doing so from the Agricultural Society. If the Agricultural Society fails to do so, the City shall be allowed to sell these items and apply the cost towards the removal and any storage costs and the Agricultural Society shall not be entitled to make any claim against the City with respect to such removal and sale.
35. At the end of the Term or any renewal thereof or in the event of termination pursuant to Section 34, unless otherwise required by the City in written notice delivered to the Agricultural Society no later than 10 days subsequent to the date of the end of the Term or the date of termination as applicable, the Agricultural Society shall remove all buildings and other improvements and restore the lands to a clear, graded and rubble-free condition appropriate for park use.
36. Any monies owed by the Agricultural Society to the City after termination of this Agreement shall be paid by the Agricultural Society to the City within 7 days after receipt by the Agricultural Society of the notice of termination.

LIABILITY

37. The City shall not be responsible for any loss or damage to any items belonging to the Agricultural Society, its employees or contractors engaged by it that are kept, used or sold in the Buildings or the lands leased by the Agricultural Society.
38. The Agricultural Society shall indemnify the City from and against any and all claims, demands, causes of action, suits, or judgments (including legal fees on a solicitor/client basis and all other costs of defense thereof) of any nature or kind including, without limitation, loss or damage to property and injury to persons including death that are made by any person including, without limitation, the Agricultural Society's own employees, arising out of activities under this contract or in connection with the use and occupancy of Victoria Park by the Agricultural Society, its agents, servants, employees, or invitees whether or not such claims, demands, causes of action, suits or judgments are caused by the Agricultural Society's negligence except to the extent they are caused by the negligence of the City. This indemnity agreement shall extend to protect the City from construction liens by contractors, mechanics, material men, and suppliers (which are expressly prohibited), which shall be deemed to include all purchases of expendables, consumables, and other merchandise.

In the event of any claims made or suits filed, the City shall give timely the Agricultural Society written notice thereof, and shall the Agricultural Society have the right to defend or settle the same to the extent of its interest hereunder. The Agricultural Society shall promptly accept all responsibility to defend or settle such matters; and in the event it is necessary for the City to incur any expenses whatsoever to enforce this provision, all such expenses shall in their entirety be recoverable from the Agricultural Society.

NOTICE

39. Any notice required to be given by the City to the Licensee shall be in writing, and shall be sufficiently delivered if given to the Licensee by personal delivery, registered mail or courier, to:

Owen Sound Agricultural Society
c/o President
P. O. Box 1136
Owen Sound, ON N4K 6K6

40. Any notice required to be given by the Licensee to the City shall be in writing and shall be sufficiently delivered if given to the City Clerk by personal delivery, registered mail or courier, c/o the City Clerk, to:

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

41. Notice delivered by registered mail shall be deemed to have been received on the fifth (5) Business Day following the date of such mailing.
42. Notice delivered by personal delivery or courier shall be deemed to have been received on the date the recipient acknowledges receipt on the notice or a copy of it with a signature and date of acceptance.

SCHEDULES

43. The schedules attached to this Agreement form an integral part of this Agreement.

ENTIRE AGREEMENT

44. This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior agreements, understandings, negotiations and discussions, whether written or oral. There are no conditions, covenants, agreements, representations, warranties or other provisions, express or implied, collateral, statutory or otherwise, relating to the subject matter hereof except those provided for in this Agreement.
45. For greater clarity, the City and the Agricultural Society acknowledge and agree that as of August 1, 2020, the first day of the term of this Agreement, this Agreement shall supersede and replace in its entirety the Lease Agreement dated the 30th day of November, 2015 between the City and the Agricultural Society.
46. Any amendments to this Agreement must be in writing.

IN WITNESS WHEREOF the parties have duly executed this Agreement.

THE CORPORATION OF THE CITY OF OWEN
SOUND

Per: _____
Mayor, Ian C. Boddy

Per: _____
City Clerk, Briana Bloomfield

We have the authority to bind the Corporation

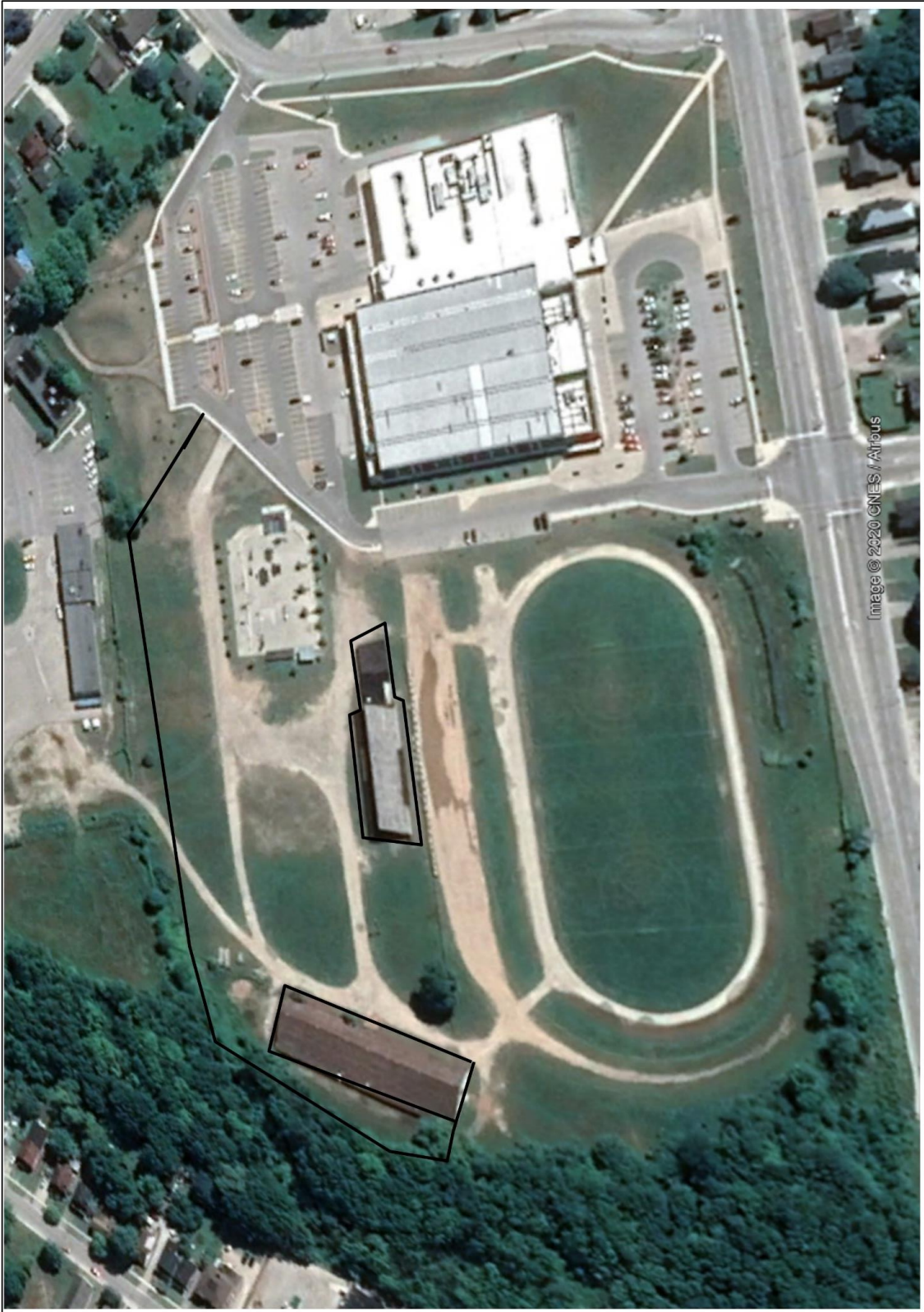
OWEN SOUND AGRICULTURAL SOCIETY

Hiliary Breadner, First Vice President

Shawn Stonehouse, Second Vice President

We have the right to bind the Corporation

**SCHEDULE A
LEASED LANDS**



**SCHEDULE B
CONDITIONS OF USE – ANNUAL FALL FAIR**

This is Schedule B which describes the detailed Conditions of Use for the annual Fall Fair held by the Agricultural Society as per Section 9 of the Agreement. These conditions should be read in conjunction with the Agreement.

FACILITY USE

Each year, no later than two (2) weeks in advance of the Fall Fair, the Agricultural Society shall provide to the City a site plan showing the location of various attractions and the use of the Park during the Event along with a Special Events Request Form requesting garbage and recycling bins. For reference, the site plan is called the 'Annual Fall Fair Site Plan'.

The City acknowledges that the Agricultural Society will be charging an admission fee for the Event at the Facility.

The Agricultural Society acknowledges that the area as shown on Schedule "C" - Existing Servicing Drawing, contains a storm water inlet structure. This structure provides surface water drainage for the major of Victoria Park. No activities shall impede the function of this area or damage the outlet. At no time should any structure or device be installed that will block this storm water inlet structure. Should this occur, the Agricultural Society would be responsible for any and all costs related to restoring the operation of the structure and any associated repairs to the blockage of the structure.

The Agricultural Society shall leave the Facility in substantially the same condition at the expiry of the Event as it was prior to the Event.

The Agricultural Society shall comply with all municipal by-laws and any other applicable laws and regulations including necessary licenses, permits and approvals as required by the City. This includes, but is not limited to, road closure permits (if required), locates for underground services, building permit for any tents (larger than 20' x 30') and for any other erected structures (including bleachers) in accordance with the Ontario Building Code, Public Health, fire and safety inspections, and all other approvals required under City by-laws and Provincial and Federal legislation. The Agricultural Society shall, no later than twenty-four (24) hours prior to the Event, where applicable, provide legible copies of all said applications, licences, permits and approvals to the City for its records.

The Agricultural Society shall comply with the Municipal Alcohol Policy including but not limited to approval from the AGCO.

The Agricultural Society agrees and acknowledges that grounds of Victoria Park in its entirety is a smoke free public space. It shall be incumbent upon the lessee to ensure that users and third party vendors must comply with the Smoke-Free Ontario Act and the County of Grey By-Law #4872-14, as applicable.

The Agricultural Society agrees that it is responsible to ensure that all equipment, items and materials provided by the Agricultural Society at the Facility for the Event are removed within three (3) days following the Event in a manner and standard acceptable to the City as per Section 9.

The Agricultural Society agrees to provide and maintain, at its own expense, adequate portable lavatory and hand cleaning stations to serve the expected crowd attending the Event and shall maintain said lavatories and hand cleaning

stations in a clean and sanitary manner. Provision will be made to include facilities that are accessible for persons with disabilities.

The Agricultural Society acknowledges that the area inside the 400 m track is a sports playing field and access to the infield for motor vehicles and livestock is restricted for the duration of the fair, with the exception of Friday until 4:00pm for the allowance of empty livestock trailers to facilitate the Regional 4-H show and the area east of the easterly goal post to be used as a staging area for the grandstand events for the duration of the fair. The Agricultural Society acknowledges that access for this purpose is dependent on ground conditions and will work cooperatively with the Manager of Parks and Open Space to make that determination and to develop a mutually agreeable site plan for the remainder of the subject lands.

The Agricultural Society shall undertake a pre-event inspection and post-event inspection with the Manager of Parks and Open Space, or their designate, at a time to be arranged with the Manager. This meeting shall include a representative from the Agricultural Society Board of Directors.

The Agricultural Society acknowledges that the Julie McArthur Regional Recreation Centre is a nut-aware facility per Policy CS83. Products containing nuts are not to be sold or consumed in the facility. The City acknowledges that for the horticultural portion of the Fall Fair, food may be displayed, but must be covered to prevent contamination.

Notwithstanding the terms and provisions hereof, the Agricultural Society shall compensate the City upon demand for all and any damages to the Facility, furnishings, and equipment arising out of the Agricultural Society's operations at and its use of the Facility.

The Agricultural Society shall leave the grounds outside the leased lands in the same or better condition at the end of the Event.

The Agricultural Society acknowledges the location of a high speed fibre running east/west in front of the grandstands within the dirt track. No activities or excavation will be undertaken that would impair function of or damage to this infrastructure. The Agricultural Society will also take steps necessary to protect the storm water drainage outlet located at the east end of the large track.

The Agricultural Society acknowledges that any damage resulting from the Event, whether caused directly by the Agricultural Society, a contracted party, exhibitor attending the event, will be responsibility of the Agricultural Society. This would not include acts of vandalism outside the event.

The Agricultural Society will be responsible to compensate the City for all and any damages to the Facility arising out of the Agricultural Society's operation. The Agricultural Society and the City will collaborate on rectifying any damages identified.

The Agricultural Society agrees that no screws, nails, staples or other fasteners will be driven into any trees at the Facility and that no branches be removed during the setup or takedown of the Event, without the permission of the City.

The Agricultural Society is responsible to provide, at its own expense, any site services that the Agricultural Society requires such as electricity and water that are not available within the Facility. The Agricultural Society acknowledges that it is responsible for all arrangements relating to such site services, including

necessary inspections with Hydro One, and any others, as well as costs associated thereto.

The Agricultural Society agrees to coordinate the use of generators for food and refreshment booths to minimize noise and the use of fuel on site.

The Agricultural Society is responsible for and acknowledges that all electrical needs must be provided by a certified electrician and paid for by the Agricultural Society. The Agricultural Society shall, no later than seven (7) days prior to the Event, provide the name of the certified electrician referred to in this section. The Agricultural Society must ensure that any electrical equipment being connected is certified for use and is CSA approved. The Agricultural Society must provide a copy of the inspection report prior to energizing. The City must have written confirmation that the temporary installation has been approved by the Electrical Safety Authority (ESA) prior to the Event opening. The Agricultural Society agrees to provide the City with a copy of the final inspection report.

The Agricultural Society agrees that all electrical lines traveling between outlets and the kiosks or booths must be rated for outdoor, strung overhead wherever possible and where they are laid on the ground that each connection is adequately protected to provide protection of the patrons and volunteers using the Facility. The Agricultural Society hereby acknowledges the City assumes no responsibility for these electrical lines whatsoever and the Agricultural Society is solely responsible for same, including any damages or injuries resulting therefrom and shall indemnify and hold the City harmless with respect to any claims arising therefrom.

ENTANDEM

The Agricultural Society shall be responsible for the remittance and payment of all ENTANDEM (formerly SOCAN) fees relating to the Event as legally required.

CONCESSIONS/VENDORS

The Agricultural Society shall ensure that any vendors provide insurance in the amount of \$2 million dollars naming the Agricultural Society and the City of Owen Sound as additional insured. Copies will be supplied to the City.

The Licensee shall apply through the City Clerk's Department for a Hawkers and Peddlers License if products are being sold during the Event at the current rate outlined in the City's Fees & Charges By-law. The cost shall be divided amongst the vendors attending the Event. Any vendor who presently holds a business license with the City will not share in this cost.

Games of chance, or gambling in any form will comply with the requirements of the AGCO for such activities.

The Agricultural Society agrees to operate, and it shall cause all third party providers to operate, all food and refreshment booths in accordance with City, Owen Sound Fire Service and Grey-Bruce Public Health Unit policies, including but not limited to the completion and submission of the Health Unit Special Event Form in accordance with the requirements of the Grey-Bruce Health Unit. All vendor booths are to be placed in the designated areas as shown on the Annual Fall Fair Site Plan, and are to be confined within the areas of the Facility covered under this Agreement.

WASTE MANAGEMENT AND DISPOSAL

The Agricultural Society agrees to provide, at its own expense, sufficient garbage dumpsters to handle all refuse from the Event. At the written request of the Licensee, the City will provide ample number of garbage barrels and recyclable bins. The Licensee agrees on a daily basis to monitor the level of garbage and odour in the dumpsters and agrees to immediately contact their supplier of the dumpsters for disposal of garbage if the garbage in the dumpster reaches $\frac{1}{2}$ to $\frac{3}{4}$ full. The Licensee agrees to lock the garbage dumpsters at the completion of their Event each day.

The Agricultural Society agrees to provide sanitation personnel to maintain the cleanliness of the site during the Event and following the Event.

HAZARDOUS MATERIALS, SPILLAGE & LIQUID WASTE

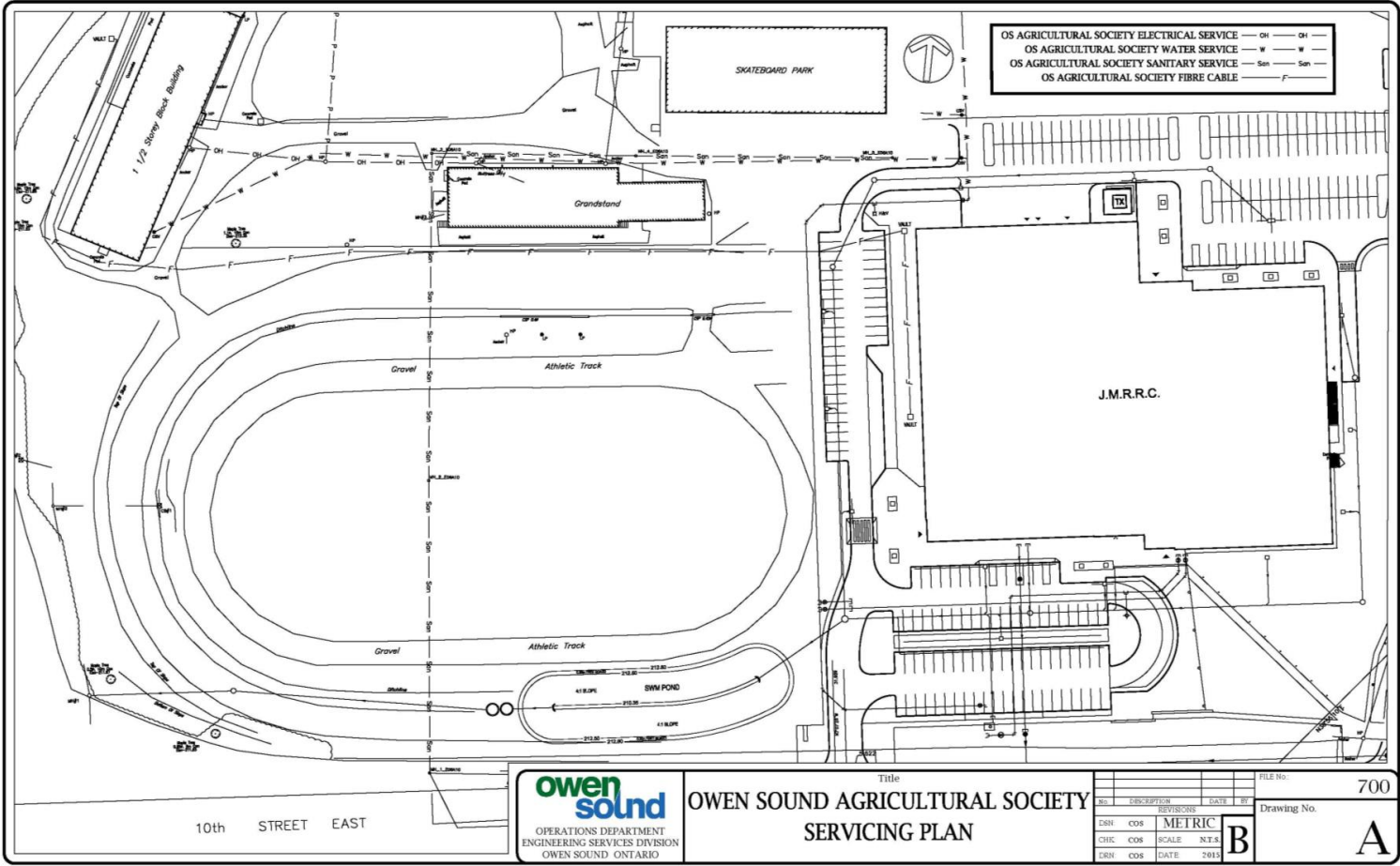
The Agricultural Society acknowledges that all dangerous/hazardous materials (including, but not limited to fuels, paints, pressurized gases, solvents, food waste including grease etc.) that are brought into the Facility must be stored and used in accordance with all applicable Federal, Provincial and Municipal laws, regulations and guidelines. Prior approval of hazardous material is required by the authority having jurisdiction. The City may restrict or prohibit use of any proposed dangerous/hazardous materials at the Facility in its sole and unfettered discretion.

The Agricultural Society is required to supply liquid waste receptacles to its vendors and staff for disposal of any liquid wastes, and to arrange for safe removal of said receptacles during the Event, as well as after the Event, the removal of said receptacles during the Event being required to ensure vendors or staff or volunteers of the Agricultural Society have adequate receptacles available at all times as needed. A minimum of fourteen (14) days prior to the Event, the Agricultural Society shall identify and arrange for the appropriate disposal of same and provide this information to the City.

FIREWORKS

Except where a permit is obtained for fireworks, the Agricultural Society acknowledges that no pyrotechnics or other fireworks are permitted as part of the Event and shall take all necessary steps to prohibit pyrotechnics or fireworks at the Facility during the Event.

SCHEDULE C
EXISTING SERVICING DRAWING





**GREY SAUBLE CONSERVATION AUTHORITY
MINUTES
Full Authority Board of Directors
Wednesday, February 26th, 2020, at 1:15 p.m.**

The Grey Sauble Conservation Authority Board of Directors meeting was held at the Conservation Authority Administration Centre located on Inglis Falls Road.

1. Call to Order

Chair Cathy Little called the meeting to order.

Directors Present - Cathy Little, Marion Koepke, Dwight Burley, Sue Carleton, Harley Greenfield, Scott Greig, Ryan Greig, Paul Vickers, Andrea Matrosovs, and Paul McKenzie

Director Absent – Scott Mackey

Staff Present – Tim Lanthier, Doreen Robinson, Alison Armstrong, Carl Seider, John Bittorf, Vicki Rowsell, Gloria Dangerfield

2. Disclosure of Pecuniary Interest

The Directors were reminded to disclose any pecuniary interest that may arise during the course of the meeting. No disclosures of pecuniary interest were expressed at this time. Scott Greig brought to the attention of the Board that his company, Runners Den, is a sponsor for the Foundation's Earth Film Festival.

3. Closed Session

**Motion No.: Moved by: Dwight Burley
FA-20-018 Seconded by: Sue Carleton**

THAT the Grey Sauble Conservation Authority Board of Directors move into Closed Session to discuss two Personnel Items and one Legal Item.

Carried

**Motion No.: Moved by: Sue Carleton
FA-20-019 Seconded by: Paul McKenzie**

THAT the Grey Sauble Conservation Authority Board of Directors return to the regular agenda of February 26th, 2020.

Carried

Personnel

**Motion No.: Moved by: Dwight Burley
FA-20-020 Seconded by: Sue Carleton**

**THAT the GSCA Board of Directors acknowledge and support the terms of employment offered to and accepted by Tim Lanthier for the position of Chief Administrative Officer for the Grey Sauble Conservation Authority.
AND FURTHER THAT the GSCA Board of Directors formally notify Tim Lanthier of this decision and direct the Finance Coordinator to implement the terms of the offer effective as of the signing date of February 6, 2020.**

Carried

4. Call for Additional Agenda Items

Paul Vickers asked that the following item be put on the agenda: Grey County Federation of Agriculture Advisory Committee.

5. Adoption of Agenda

**Motion No.: Moved by: Harley Greenfield
FA-20-021 Seconded by: Ryan Greig**

THAT the Grey Sauble Conservation Authority Board of Directors approve the Agenda of February 26th, 2020, as amended with the addition under Item 12 ii) Other Business – Grey County Federation of Agriculture Advisory Committee.

Carried

6. Approval of Minutes

**Motion No.: Moved by: Scott Greig
FA-20-022 Seconded by: Andrea Matrosovs**

THAT the Grey Sauble Conservation Authority Board of Directors approve the minutes of January 22nd, 2020.

Carried

7. Consent Agenda

A question was asked about payment to the Township of Georgian Bluffs listed on the expenses in the amount of \$4,223.02. It was explained that \$223.02 was for water charges at Indian Falls and \$4,000 was for road improvements at Skinners Marsh.

Motion No.:	Moved by:	Marion Koepke
FA-20-023	Seconded by:	Andrea Matrosovs

THAT in consideration of the Consent Agenda Items listed on the February 26th, 2020, agenda, the Grey Sauble Conservation Authority Board of Directors receives the following items: i) Environmental Planning - Section 28 Permits – January 2020; ii) Administration - Receipts & Expenses – January 2020; iii) Correspondence: a) Resolution from Municipality of Dutton Dunwich re: CA's; b) Resolution from Municipality of Strathroy-Caradoc re: CA's; c) Letter/Resolution from Municipality of Chatham-Kent re: CA's; iv) Minutes – a) Inglis Falls Arboretum – October 7/19; November 18/19; and January 20/20; b) Foundation - January 15th, 2020;

Carried

8. Business Out Of Minutes – nothing at this time

9. Business Items

i. Water Management – nothing at this time

ii. Environmental Planning

a) Regulation Mapping Updates and Board Approval – Potential Conflict of Interest

The Board of Director's does not approve individual updates to the regulation mapping. Rather, through a resolution passed at the September 13, 2017 Board of Directors meeting, the Board has approved the process by which the changes to the mapping occur. The mapping updates are brought before the Board as information only. Further, Ontario Regulation 151/06 is a text-based regulation. That is, where the text of the regulation differs from the mapping, the text shall take precedence.

iii. Lands Update

a) Paid Parking partnership with Town of Blue Mountains

In 2019, GSCA Lands Management staff brought forward a comprehensive report on the history and current state of GSCA's paid parking program. Based on the success of this program in offsetting operating costs, GSCA has been approached by staff from the

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Town of the Blue Mountains to allow the charging of parking fees at Peasemars. The Town is proposing to share the fees collected at Peasemars with GSCA.

GSCA currently leases a portion of the Peasemars property to the Town of the Blue Mountains. This lease is in affect until February 12, 2021. The Town of the Blue Mountains (TBM) is currently investigating the option of offering paid parking at four municipal parking areas. Northwinds Beach, Thornbury Harbour, Lora Bay, and Peasemars (under agreement with GSCA). Based on a report brought before TBM Council, municipal staff are proposing a pilot project that would collect parking fees from non-residents at the above noted locations at an hourly rate. A portion of the fees collected at Peasemars would be remitted to GSCA.

Based on initial discussion with TBM staff, this proposal appears very beneficial to both parties. TBM is proposing to assume all costs associated with the project, including signage, transaction/subscription fees, and enforcement. GSCA would receive a portion of the fees collected.

Based on the report to Council, TBM staff are anticipating approximately \$29,600 in gross annual revenues from this property. Net review is expected to total \$7,700 in year one, with an anticipated decline in costs after the initial buy-in phase is complete.

Financial/budget implications of this collaboration would be positive for GSCA. Potential revenues will depend on the terms of the agreement, with specific revenues depending on actual uptake. Updates will be required to GSCA's website to indicate that this is a paid parking area. Any updates to GSCA's *Explore* brochure would also indicate this.

Motion No.:	Moved by:	Scott Greig
FA-20-024	Seconded by:	Dwight Burley

WHEREAS under Section 21(1)(m) of the Conservation Authorities Act, Grey Sauble Conservation Authority (GSCA) may charge fees for the use of its properties and facilities;
AND WHEREAS under Section 21(1)(n) of the Conservation Authorities Act, GSCA may collaborate and enter into agreements with municipal councils;
AND WHEREAS GSCA charges fees for parking at eight property locations and these fees are used to support the management and maintenance of GSCA's properties;
THAT the GSCA Board of Directors direct staff to negotiate a collaborative parking fee agreement with the Town of the Blue Mountains for the Peasemars Nature Preserve.

Carried

b) Boat Lake Decommissioning Report Back

The cottages at Boat Lake were going to be removed by GSC Staff. As staff have not had the time to remove the cottages, contractors will be contacted to submit a price for the removal.

- iv. Forestry – nothing at this time
- v. Communications/Public Relations/GIS
 - a) Corporate Image Strategy Update

Vicki Rowsell updated the BOD's on the corporate image strategy. At the BOD's meeting in October 2019, it was recommended that eSolutions be chosen as the consulting firm to undertake Corporate Image Design, Strategy, and Training for GSCA. This work will assist Grey Sauble in developing key messaging that is easily understood and a consistent, recognizable look for the organization, which will help us increase public awareness and support for the important work that we do throughout the watershed. This had been a challenging endeavour for GSCA in the past because our story is a very complex one.

An official Kick-Off meeting was held between GSCA Staff and members of the eSolutions team that will be primarily working on the GSCA project. Staff and Marion Koepke, representing the BOD, was in attendance. Overall it was a productive meeting and with positive discussions surrounding timelines, priority deliverables and project goals. eSolutions was provided with specific information about GSCA's strengths and weaknesses, conducted some brand brainstorming activities, and highlighted the challenges GSCA has telling its story. The next step in this process will be a focus group meeting to be held on March 26th from 1:00 p.m. to about 2:30 p.m. The point of this meeting will be to engage staff and the BOD's directly in order to have these types of branding identify discussions. Everyone will be invited to attend, but there will also be an option for the BOD's to submit your feedback via a digital survey. A Doodle poll will be sent out shortly to determine who is available to attend this meeting and who would prefer to utilize the digital survey that will have similar questions.

vi Administration

- a) Awarding of Cleaning Contract for the Administration Centre for period Feb 1/20 to Jan 31/23

The previous cleaning contract for the Administration centre ended January 31/20. GSC advertised and two bids were received. A company called "The Cleaning Brigade" was awarded the tender which results in a savings of \$1,762.80 per year.

- b) Updating signing authorities for cheques for GSCA

Motion No.:	Moved by:	Harley Greenfield
FA-20-025	Seconded by:	Sue Carleton

THAT effective January 22nd, 2020, the signing authorities for Grey Sauble Conservation Authority for cheques be updated as follows: Cathy Little, Scott Greig, Tim Lanthier, Gloria Dangerfield, and John Bittorf, due to Scott Greig replacing Marion Koepke as Vice Chair.

Carried

c) Year End Reserves

Alison Armstrong reviewed the summary of reserves as of December 31st, 2019. The following points were made.

- Risk Management costing more than what was received in 2019
- Water and Erosion Control Infrastructure (WECI) funding received and utilized in 2019. Matching funds utilized from dam reserve. This amount was lower than budgeted.
- Forest Management – 2019 harvests carried forward into 2020 – Associated costs taken from reserve to temporarily balance the budget.

Reserve amounts in each category in the budget were also reviewed.

d) 4th Quarter 2019 Financial Report and Year End Actuals

Alison Armstrong reviewed the 2019 Approved and Capital Budget. The auditors were completed the 2019 audit.

The TD investment account statement was presented. GSC's personal rate of return was 13.61% in the last 12-months, 4.97% for the last three years, and 4.38% over the last five year period.

e) Report on Board Advisory Committee

At the January 22, 2020 meeting of the Grey Sauble Conservation Authority Full Authority, the Board was presented with a Terms of Reference for an Executive Committee. The Board unanimously voted to reject this proposal and directed staff to come back with options for an Advisory Committee.

Based on this decision, Staff have put together three possible options for the Board's consideration.

Option 1: Advisory Committee

As follow up to the direction from the Board, Staff have drafted a Terms of Reference for an Advisory Committee. The Board will note that this option is considered and permissible under both the Conservation Authorities Act and the GSCA's Administrative By-Laws. The Board will also note that Committee does not have the power to make decisions for the Board and must bring any recommended actions before the Full

Authority for a decision. The structure and administration of this committee is quite formal in nature.

Option 2: Changes to the Administrative By-Law

The second option is to amend the *Officers and Responsibilities* section of the Administrative By-Law. The proposed changes to the by-law would expand and better define the role of the Vice-Chair, in order to formally give the Vice-Chair a more involved role. Additionally, the proposed amendment defines that Chair, Vice-Chair, and CAO as the voting delegates (or alternates) for Conservation Ontario Council.

Option 3: Status Quo

Option 3 is the “do nothing” option.

Motion No.:	Moved by:	Dwight Burley
FA-20-026	Seconded by:	Marion Koepke

THAT the Grey Sauble Conservation Board of Directors are in favour of Option 2: Changes to the Administrative By-Law - The second option is to amend the *Officers and Responsibilities* section of the Administrative By-Law. The proposed changes to the by-law would expand and better define the role of the Vice-Chair, in order to formally give the Vice-Chair a more involved role. Additionally, the proposed amendment defines that Chair, Vice-Chair, and CAO as the voting delegates (or alternates) for Conservation Ontario Council.

Carried

f) Requests for Board Engagement

Gloria Dangerfield addressed the BOD's. Last year staff provided several orientation sessions at BOD's meetings, including Background on Conservation Authorities, Flood Forecasting and Monitoring, Risk Management and Water Management. GSC Staff would like the BOD's to advise what they are interested in seeing at future orientation sessions. Some options brought up included:

1. more pre-budget preparation, such as status and needs for GSCA Fleet;
2. Forestry needs;
3. Communications and Strategy;
4. Administration Policy overview;
5. AODA;
6. CA Collaborations;
7. Climate change actions that GSCA is undertaking;
8. Review of works completed by GSCA in each municipality, such as trees planted, properties managed;

Additionally, the BOD was asked what business areas or properties they would like to see included in the Annual Bus Tour

vii DWSP/RMO Report – nothing at this time

10. CAO's Report

1. Tim Lanthier thanked the BOD's for the opportunity to lead GSCA as the new Chief Administrative Officer.
2. Update to the BOD on the status of the changes to CA Act:
 1. CA's are working towards positive outcomes with MECP and municipal partners.
 2. Cathy Little, Dick Hibma, Barbara Dubryn, and Tim Lanthier met with Bill Walker, MPP, Bruce Grey Owen Sound, about CA Act changes with the hope that key messages will be relayed to Minister Yurek:
 - Change in which programs can be levied against does not impact the Provincial budget but could dramatically impact the programming provided by CA's and CA's ability to provide services to member municipalities.
 - The Province needs to change their messaging to align CA's as partners. Although much education has occurred over the last year regarding CA business, the Provincial messaging around reigning in CA's has not changed.
 - Conservation authorities partner with MECP, MNRF, and MMAH on a number of fronts. This offers tremendous value to these agencies.
 3. Cathy Little and Tim attended an MECP workshop in London. Conservation Ontario made presentations.
 4. Section 28 – centred around planning and permitting role
 5. Ministry put out a survey. Feedback on what CA Act look like in the future
3. Met with the Sydenham Optimists Club with regards to the Club funding playground equipment at Hibou. They will donate \$50,000 in total.
4. Cathy Little and Tim met with the Foundation executive and interaction. May hire staff person to find effective ways to fund raise.
5. Foundation's Earth Film festival – being held on Thursday, April 30th, 2020 – Two films – Bruce Grey Monarchs & Flight of the Butterflies
6. Phoned by Dave Shearman to appear on politically speaking on Rogers near the end of April.
7. Have been approached by a benefits provider for health benefits for staff. Investigate further – potential for savings.
8. Contact Rogers to ask if Foundation could be on their program
9. Dwight Burley asked that if there are any concerns expressed to GSC with regards to construction/closure of the Inglis Falls Road, contact Georgian Bluffs

11. Chair's Report

- Myself, Dick Hibma, B Dubryn, and Tim Lanthier met with Bill Walker, MPP, Bruce Grey Owen Sound, about changes with the hope he can bring messaging back.
- Attended Foundation meeting which is the 2nd Wednesday of the month

- Tim Lanthier and I attended an MECP workshop in London. Conservation Ontario made presentations. It is important to listen to criticisms and valid concerns
- Attended SVCA's AGM. Dan Gieruszek was re-elected Chair
- Attended Executive Foundation meeting

12. Other Business

- i. Committees – Minutes – nothing at this time for:
 - a) Indigenous & GSCA Relationships Committee
 - b) Forestry Committee
 - c) BRWI
- ii) Grey County Federation of Agriculture Advisory Committee

Paul Vickers advised that Hugh Simpson, President, Grey County Federation of Agriculture, had talked to Paul to advise that he is disappointed that there is no Agriculture Advisory Committee for GSCA. Hugh would like the Conservation Authority involved in the development and policies for agriculture. Board comments as follows.

- This issue needs to be revisited. It is an active group waiting to be acknowledged. Andrea Matrosovs is on the NVCA Board and suggested that it is effective for outreach and collaboration for stewards of the land. Support Chair of Ag Advisory Committee for TOBM.
- A reason GSC didn't establish a Committee is that it did not fit into GSC's Strat Plan
- Ask the CAO to bring back Terms of Reference what the Ag Committee would consist of. What would an Ag Committee do? What would the purpose of this Committee be?
- Contact other organizations.
- The Committee may be advisory with relevance to the farming community.
- The OFA is the lobbying arm of agriculture. They feel they can contribute. There are other farming organizations.
- They address climate change, share stewardship opportunities and reach out to farmers.
- GSC represents 8 municipalities, of which 7 are rural.
- Recap our previous decision.
- Doreen will forward the previous minutes on this item to the Directors.
- Tim Lanthier or Cathy Little will talk to Hugh Simpson.

It was asked if the flood forecasts sent out by John Bittorf could be sent to the Police. John stated that he sends the forecasts to the municipalities who in turn forward it to their emergency agencies if they feel it is warranted.

12. Next Full Authority Meeting – Wednesday, March 25th, 2020, at 1:15 p.m.

13. Adjournment

Motion No.: Moved by: Sue Carleton
FA-20-027 Seconded by: Andrea Matrosovs

THAT this meeting be now adjourned.

Carried

Cathy Little, Chair

Doreen Robinson
Administrative Assistant

This set of minutes was approved by the Grey Sauble Conservation Authority Board of Directors at their meeting held via the web on April 22nd, 2020.



MINUTES

**OWEN SOUND DOWNTOWN IMPROVEMENT AREA BOARD OF MANAGEMENT
CITY HALL - 808 2ND AVENUE EAST - COUNCIL CHAMBERS
MARCH 11, 2020 - 5:30 PM**

MEMBERS PRESENT: Chair Dave Parsons
Ron Cole
Jacquie Furtner
Councillor Marion Koepke
Deputy Mayor Brian O'Leary
Peter Reid

**MEMBERS
ABSENT/REGRETS:** Kathy Hannen
Dianne Mattice
Lois Taylor

STAFF PRESENT: Wayne Ritchie, City Manager
Pam Coulter, Director of Community Services
Brent Fisher, Manager of Community Development & Marketing
Briana Bloomfield, City Clerk
Jamie Eckenswiller, Deputy Clerk

1. CALL TO ORDER

Chair Parsons called the meeting to order at 5:30 p.m.

2. CALL FOR ADDITIONAL BUSINESS

- a. Manager of Community Development and Marketing Re: Fresh First Friday
- b. City Manager Re: Downtown Parking 1 Year Review
- c. Deputy Clerk Re: Annual General Meeting

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3. DISCLOSURES OF PECUNIARY INTEREST

There were no disclosures of pecuniary interest.

4. CONFIRMATION OF MINUTES

- a. Minutes of the Owen Sound Downtown Improvement Area Board of Management meeting held on February 12, 2020.

Moved by Deputy Mayor O'Leary

DIA-200311-001

"THAT the minutes of the Owen Sound Downtown Improvement Area Board of Management meeting held on February 12, 2020 as printed, be adopted."

Carried.

5. PUBLIC MEETINGS

2020 Budget

Chair Parsons declared the Public Meeting open at 5:33 p.m. The Deputy Clerk advised that notice of the Public Meeting was given on February 21, 2020 and no comments have been received.

The City Manager provided an overview of the proposed 2020 budget and Chair Parsons provided an update on current financials.

There were no questions or comments from the public. Chair Parsons closed the Public Meeting at 5:41 p.m.

Moved by Member Furtner

DIA-200311-002

"THAT in consideration of the proposed 2020 budget, the Owen Sound Downtown Improvement Area Board of Management directs staff to transfer \$80,000 from the Operating account to the Reserve account."

Carried.

Moved by Member Cole

DIA-200311-003

"THAT in consideration of the 2020 proposed budget, the Owen Sound Downtown Improvement Area Board of Management (OSDIA Board):

- 1. Receives the 2020 OSDIA Board budget as presented; and**

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- 2. Directs staff to send a memo to City Council requesting that the 2020 OSDIA Budget be approved."**

Carried.

6. DEPUTATIONS AND PRESENTATIONS

There were no deputations of presentations.

7. PUBLIC QUESTION PERIOD

There were no questions from the public

8. CORRESPONDENCE RECEIVED FOR WHICH DIRECTION IS REQUIRED

- a. Kate Russell, Coordinator - Hawks' Nest 2020 Re: Hawks' Nest Sponsorship Request

Moved by Councillor Koepke

DIA-200311-004

"THAT in consideration of correspondence dated February 19, 2020 respecting sponsorship for the 2020 Hawks' Nest event, the Owen Sound Downtown Improvement Area (OSDIA) Board of Management directs staff to distribute the information to the OSDIA membership."

Carried.

- b. Maryann Thomas, The Ginger Press Re: Owen Sound Downtown Academy

Moved by Member Furtner

DIA-200311-005

"THAT in consideration of correspondence respecting the Owen Sound Downtown Academy, the Owen Sound Downtown Improvement Area (OSDIA) Board of Management directs staff to distribute the information to the OSDIA membership."

Carried.

- c. Jacquie Furtner, OSDIA Vice Chair Re: Digital Main Street

Moved by Member Reid

DIA-200311-006

"THAT in consideration of correspondence dated February 25, 2020 respecting Digital Main Street, the Owen Sound Downtown Improvement Area (OSDIA) Board of Management directs staff to distribute the information to the OSDIA membership."

Carried.

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9. REPORTS OF DIRECTORS AND CITY STAFF

a. Verbal Report from Inspector Fluney Re: Police Update

Inspector Fluney advised that 116 hours of foot patrol took place in the downtown in the month of February.

Inspector Fluney announced that the upcoming Polar Plunge event will be taking place on April 2, 2020 at Georgian College. The event is being held at Georgian College to engage students at the college and to increase participation at the 20th anniversary of the Owen Sound Polar Plunge. Inspector Fluney added that the Polar Plunge supports the Special Olympics and has requested that information on the Polar Plunge event be circulated to the OSDIA membership.

Moved by Member Cole

DIA-200311-007

"THAT in consideration of the Verbal Report from Inspector Fluney respecting the Police Update, The Owen Sound Downtown Improvement Area Board of Management (OSDIA Board):

- 1. Receives the verbal report for information purposes; and**
- 2. Directs staff to distribute the Polar Plunge information to the OSDIA membership."**

Carried.

b. Verbal Report from the Board Treasurer Re: Board Finances

The Board Treasurer was not present. No update was provided.

10. MATTERS POSTPONED

There were no postponed matters.

11. MOTIONS FOR WHICH NOTICE WAS PREVIOUSLY GIVEN

There were no motions for which notice was previously given.

12. DISCUSSION OF ADDITIONAL BUSINESS

a. Fresh First Friday

The Manager of Community Development and Marketing advised that a report is being presented to the Community Services Community respecting the Riverside Reunion. Mr. Fisher explained that this event will be held on June 5, 2020, the same day as the OSDIA Board's Fresh

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First Friday event, adding that the two events are complimentary to one another.

b. Downtown Parking 1 Year Review

The City Manager advised that April 1, 2020 marks the one year anniversary of the new agreement between the City and the OSDIA Board. Mr. Ritchie stated that he will be undertaking a review and that a report will be presented to the OSDIA Board at a future meeting.

c. Annual General Meeting

The Deputy Clerk discussed the Owen Sound Downtown Improvement Area Board of Management (OSDIA Board) Annual General Meeting (AGM), noting that attendance at the AGM has historically been very low. Because of this, staff are recommending that the OSDIA Board no longer hold an AGM and that the OSDIA Policy Manual be updated to reflect that.

Mr. Eckenswiller added that if the OSDIA Board is in favour of this recommendation, all information that has in the past been presented at the AGM, such as the OSDIA's audited financial statements, will be presented at regular OSDIA Board meetings.

13. CORRESPONDENCE PROVIDED FOR INFORMATION

a. Downtown Improvement Area Incoming Service Requests Report - February 2020

There were no service requests received in February.

b. Final approvals issued for the following Business Licenses in the Downtown Improvement Area:

- Owen Sound Hub, an online media business located at 279 10th Street East
- Kim's Pretty Parlour, a hair salon located at 747 2nd Avenue East
- Bloemers, a flower shop located at 946 3rd Avenue East

Moved by Deputy Mayor O'Leary

DIA-200311-008

"THAT the Owen Sound Downtown Improvement Area Board of Management (OSDIA Board):

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Minutes - March 11, 2020

1. **Receives the Downtown Improvement Area Incoming Service Request Report - February 2020 for information purposes;**
 2. **Directs staff to no longer include monthly service request reports on the OSDIA Board agenda; and**
 3. **Receives the final approvals for business licenses in the Downtown Improvement Area for information purposes."**
- Carried.

14. NOTICES OF MOTION

- a. Vice Chair Further Re: Owen Sound Downtown Improvement Area Annual General Meeting

THAT the Owen Sound Downtown Improvement Area Board of Management (OSDIA Board):

1. No longer hold Annual General Meetings; and
2. Directs staff to update the OSDIA Policy Manual to remove the provision for holding Annual General Meetings."

15. ADJOURNMENT

The business contained on the agenda having been completed, Chair Parsons adjourned the meeting at 6:17 p.m.



Community Flag Flying/Raising Information Sheet

Name of Requesting Organization or Individual

Name: Grey Bruce Pride

Contact Information

Name: Karen Houle

Home Phone:

Work Phone:

Email Address:

Flag Raising and Lowering Date

Please note that the raising and lowering of the flags must take place on a weekday. Flags will be raised by 9:00 a.m. and lowered by 4:00 p.m.

Date of Flag Raising: June 8, 2020

Date of Flag Lowering: June 22, 2020

Ceremony: Yes or No_x If yes, Date: Time:

Purpose of the Event or Occasion

To celebrate Pride Month

Details of the Event or Occasion

To highlight what the diversity of our 2SLGBTQQIA+ community brings to the city of Owen Sound and celebrate the diversity of all the rainbow folxs who live here.

To increase awareness and promote acceptance. To show that Owen Sound is a safe space for our community to live, work and celebrate in.

Description of your Organization or Individual including a Brief History and any Other Relevant Information

Grey Bruce Pride seeks to create a safe community for 2SLGBTQQIA+ folxs and their family, friends and allies thorough activism, community education and engagement, mentorship and cultural and social events.

Picture of Flag to be Raised


Please attach a picture of the flag to be raised with this form.

Attached

Agreement and Signature

By submitting this form, I affirm that the facts set forth in it are true and complete.

Name (printed): Karen Houle

Signature: 

Date: May 19, 2020

Please submit to:
City Manager's Office
c/o Sharon Edwards
sedwards@owensound.ca

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

Approval Date and Signature

Tim Simmonds, City Manager:

Date: *5/20/2020*



The personal information on this form is collected under the authority of the Municipal Act, 2001, s. 227 and City Policy CMA34. The information is used for the community flag raising process including, but not limited to, evaluating requests for community flags and contacting the requestor.

Questions about this collection may be directed to the Executive Assistant and Public Relations Coordinator at 808 2nd Avenue East, Owen Sound, ON N4K 2H4 or by calling 519-376-4440 ext. 1211 or by email to sedwards@owensound.ca.





CORRESPONDENCE ITEMS PRESENTED FOR INFORMATION
May 25, 2020

- 1) Correspondence from the Clerk, Town of Grimsby re: Commercial rent assistance program.
- 2) Correspondence from the Grey Sauble Conservation Authority re: April 22, 2020 Board meeting highlights.
- 3) Correspondence from the Reeve, Township of North Huron re: Blyth Festival.
- 4) Correspondence from the Clerk/Planning Manager, Township of North Frontenac re: Residential construction.
- 5) Correspondence from the Manager, Council & Committee Services/Deputy City Clerk, City of Kitchener re: Universal basic income.
- 6) Correspondence from the Manager, Legislative Services/Clerk, Town of Fort Erie re: High speed internet connectivity in rural Ontario.
- 7) Correspondence from the Minister of Transportation re: COVID-19 impact and recovery survey for the transportation business sector.

Item #1



**The Corporation of the Town of Grimsby
Administration**

Office of the Town Clerk
160 Livingston Avenue, P.O. Box 159, Grimsby, ON L3M 4G3
Phone: 905-945-9634 Ext. 2015 | **Fax:** 905-945-5010
Email: skim@grimsby.ca

May 6, 2020

SENT VIA EMAIL

The Honourable Justin Trudeau
Prime Minister of Canada
80 Wellington Street
Ottawa, ON K1A 0A2

The Honourable William Francis Morneau
Minister of Finance
90 Elgin Street
Ottawa, ON K1A 0G5

The Honourable Doug Ford
Premier of Ontario
Legislative Building
Queen's Park
Toronto, ON M7A 1A1

Dear Prime Minister Trudeau, Minister of Finance Morneau and Premier Ford:

Re: Support for Commercial Rent Assistance Program

At its meeting of May 4, 2020, the Town of Grimsby Council passed the following resolution:

*Moved by Councillor Ritchie; Seconded by Councillor Vaine;
Whereas these are unprecedented times that have not been seen in generations;
and,
Whereas on April 16, 2020 the Canadian Federal Government announced a new
program called the Canada Emergency Commercial Rent Assistance; and,
Whereas this program is to be developed in unison with the Provincial and
Territorial counterparts; and,*



**The Corporation of the Town of Grimsby
Administration**

Office of the Town Clerk

160 Livingston Avenue, P.O. Box 159, Grimsby, ON L3M 4G3

Phone: 905-945-9634 Ext. 2015 | **Fax:** 905-945-5010

Email: skim@grimsby.ca

*Whereas this program is to provide relief to small business (in Grimsby and throughout Canada) with their rent for the months of April, May, and June; and,
Whereas many Provincial programs have been announced to date but have generally aimed at the residential, rather than the commercial, rent markets; and,
Whereas many small businesses in the Town of Grimsby have been affected financially due to COVID-19, thus making rent payments difficult;*

Therefore be it resolved that the Town of Grimsby endorse this program whole heartedly, and request the Federal Government of Canada to work with its Provincial and Territorial Partners to expedite this program and offer this program as soon as possible; and,

Be it further resolved that the Town of Grimsby ask the Federal Government, and Provincial and Territorial Partners look at the possibility of extending this program if the impacts of COVID-19 continue past the month of June; and,

Be it further resolved that the Town of Grimsby ask the Federal Government and its Provincial, and Territorial Partners to make this program 100 percent forgiving to the small businesses effected; and,

Be it further resolved that this motion be distributed to the Right Honourable Prime Minister of Canada, the Honourable Minister of Finance, the Honourable Premier of Ontario, and all municipalities in Ontario

Regards,

Sarah Kim
Town Clerk

SK/dk

Cc: Ontario Municipalities



**The Corporation of the Town of Grimsby
Administration**

Office of the Town Clerk

160 Livingston Avenue, P.O. Box 159, Grimsby, ON L3M 4G3

Phone: 905-945-9634 Ext. 2015 | **Fax:** 905-945-5010

Email: skim@grimsby.ca

Item #2

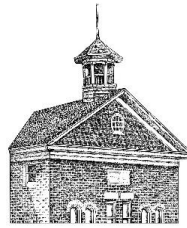
GREY SAUBLE CONSERVATION AUTHORITY (GSCA)
Board Meeting Highlights 04/22/2020



- ***Special Meeting***
A Special Meeting of the Grey Sauble Conservation Authority (GSCA) Board of Directors was held to implement a Direction from the Minister of the Ministry of the Environment, Conservation and Parks (MECP). The Direction allows for the amendment of GSCA's Administrative By-Laws to allow Board of Directors' meetings, Section 28 hearings, and other similar meetings to be held electronically during a declared state of emergency. This by-law was successfully amended and will be posted on GSCA's website.
- ***Pandemic Plan***
GSCA Board of Directors passed a motion supporting GSCA's Pandemic Plan. The Plan provides a general business continuity framework for the organization.
- ***Pandemic related changes for employees***
The GSCA Board of Directors ratified approvals supporting remote working and amendments to the utilization of sick leave during a declared pandemic situation.
- ***Essential Business Activities***
GSCA, through guidance from its solicitor, is moving forward with appropriate essential business activities during this time. Most of GSCA's business activities can continue during this time, either through remote access, or through the Essential Business requirements.
- ***Per diems and mileage allowances for GSCA Board Members***
GSCA Board of Directors approved an amendment to the GSCA Administrative By-Laws that details the Per Diems and mileage allowances paid to Board Members based on previous Board Motions.
- ***Forest Management Plan***
GSCA's new Forest Management Plan was approved by the Board of Directors.
- ***2019 Annual Progress Report for Drinking Water Source Protection Plan Implementation***
The Grey Sauble Source Protection Authority Board of Directors received a copy of the draft Source Protection Annual Progress Report and directed staff to provide copies of the draft Source Protection Annual Progress Report to the Saugeen Valley Source Protection Authority and the Northern Bruce Peninsula Source Protection Authority, and to submit a final version to the Ministry of the Environment, Conservation and Parks by May 1, 2020.
- ***Workplan approved by Minister Yurek***
GSCA received a letter from Minister Yurek, MECP, advising that the Source Protection Work Plan for the Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Region confirms that implementation of the source protection plan is going well and that the work is appreciated.

Full minutes available at www.greysauble.on.ca after Board of Directors Approval

Item #3



BLYTH
FESTIVAL
original.canadian.theatre.

2020 Municipal Night – Blyth Festival

Cancelled

Date: May 2020

For the past ten years the Township of North Huron has partnered with the Blyth Festival to bring together neighbouring municipalities for an evening of socializing and exceptional all-Canadian entertainment. The Blyth Festival puts farmers and rural Canadians centre stage by telling stories, sharing history, and celebrating the rural way of life.

Given the COVID-19 situation, the Blyth Festival has regrettably cancelled its 2020 season. This the first time in its 46 year history that the Blyth Festival has had to take such a step.

To combat this disease and protect the health and safety of guests, staff and the extended community, the Township of North Huron has cancelled this year's Municipal Night. We look forward to you being our guests in 2021!

The Blyth Festival is a not-for-profit arts organization that relies heavily on tickets sales, corporate sponsors, fundraisers and donors to cover expenses. The loss of performances this year will have a significant impact on the Festival's finances. Any support provided to the Blyth Festival (\$25, \$50, \$75, \$100 or any other denomination) during this difficult time would be greatly appreciated. Donations can be made at: <https://blythfestival.com/donate-now>.

North Huron Council and staff encourage everyone to stay safe, remain strong, and we will get through this together.

Bernie Bailey
Reeve, Township of North Huron

Item #4



6648 Road 506
Plevna, Ontario K0H 2M0
Tel: (613) 479-2231 or 1-800-234-3953, Fax: (613) 479-2352
www.northfrontenac.ca

May 13, 2020

Honourable Doug Ford
Premier of Ontario
Room 281
Legislative Building – Queen's Park
Toronto ON M7A 1A1

Via Email: doug.fordco@pc.ola.org

Dear Premier Ford,

Re: Framework for Reopening our Province - Residential Construction in Rural Areas

Please be advised the Council of the Township of North Frontenac passed the following Resolution at the May 8, 2020 Meeting:

Moved by Councillor Hermer, Seconded by Councillor Perry #191-20

Whereas on March 17, 2020 the government of Ontario announced that it was declaring a state of emergency under s 7.0.1 (1) of the *Emergency Management and Civil Protection Act* so that the Province could use every power possible to protect the health and safety of all individuals and families during the COVID-19 pandemic;

And Whereas on Friday, April 3, 2020, the government of Ontario gave notice of changes to Ontario Regulation 82/20 being the Order for the temporary closure of places of non-essential business made under subsection 7.0.2 (4) of the *Emergency Management and Civil Protection Act*, which reduced the list of essential businesses permitted to continue operation during the provincial state of emergency;

And Whereas Section 30 of the new Schedule 2 of Ontario Regulation 82/20 has been generally interpreted to prohibit residential construction where a building permit had not been issued prior to April 4, 2020;

And Whereas residential construction represents a significant number of jobs in rural Ontario and forms an integral part of the rural Ontario economy through considerable direct, indirect and induced impacts;

And Whereas on Monday, April 27, 2020 the government of Ontario released A *Framework for Reopening our Province*, which outlines the criteria Ontario's Chief Medical Officer of Health and health experts will use to advise the government on the loosening of emergency measures, as well as guiding principles for the safe, gradual reopening of businesses, services and public spaces;

And Whereas Stage 1 of the *Framework* will consider the opening of workplaces that can immediately meet or modify operations to meet public health guidance and occupational health and safety requirements;

And Whereas residential construction in rural areas is characterized by single-family dwelling types situated on large lots, which are attended by a very limited number of

tradespersons and contractors at any given time, and are being constructed for specific clientele with planned occupancy dates;

Now Therefore Be It Resolved That the Council of the Township of North Frontenac requests that the government of Ontario consider lifting the prohibition on residential construction where no building permit had been issued prior to April 4, 2020, in all instances where such construction can take place in accordance with the principles outlined in the government's *Framework for Reopening our Province* at its earliest opportunity in order to alleviate the economic hardships being experienced by rural Ontario's construction sector and the residents and families which it serves;

And That this Resolution be forwarded to the Office of the Honourable Doug Ford, Premier of Ontario and the Honourable Steve Clark, Minister of Municipal Affairs and Housing;

And Further That a copy of this Resolution be sent to the Association of Municipalities of Ontario (AMO), the Eastern Ontario Warden's Caucus (EOWC), and to all rural Ontario municipalities, requesting their support.

If you have any questions or concerns, please do not hesitate to contact me.

Yours truly,



Tara Mieske
Clerk/Planning Manager
TM/bd

c.c. Steve Clark, Minister of Municipal Affairs and Housing
Association of Municipalities of Ontario (AMO)
Eastern Ontario Wardens Caucus (EOWC)
Rural Ontario Municipalities

Item #5



JEFF BUNN
Manager, Council & Committee Services & Deputy City Clerk
Finance & Corporate Services Department
Kitchener City Hall, 2nd Floor
200 King Street West, P.O. Box 1118
Kitchener, ON N2G 4G7
Phone: 519.741.2200 x 7278 Fax: 519.741.2705
jeff.bunn@kitchener.ca
TTY: 519-741-2385

May 15, 2020

The Right Honourable Justin Trudeau, Prime Minister of Canada
Office of the Prime Minister
80 Wellington Street
Ottawa, ON K1A 0A2

Dear Prime Minister Trudeau:

This is to advise that City Council, at a special electronic meeting held on May 11, 2020, passed the following resolution regarding universal basic income:

"WHEREAS The World Health Organization (WHO) on March 11, 2020 declared COVID-19 a pandemic, pointing to the growing number of cases of the coronavirus illness around the world and the sustained risk of further global spread; and,

WHEREAS in response to the COVID-19 pandemic, the Province of Ontario and the City of Kitchener have declared a state of emergency under the Emergency Management and Civil Protection Act; and,

WHEREAS the City of Kitchener has approved the Early Economic Support Plan, which provides financial and economic support measures to help reduce the financial strain on citizens and businesses during the COVID-19 pandemic; and,

WHEREAS Statistics Canada has reported that the unemployment rate has risen to 7.8 per cent, with 1,011,000 jobs lost in March 2020, and that the COVID-19 pandemic has impacted the employment of 3.1 million Canadians; and,

WHEREAS the Federal government has announced \$82 billion in relief funding for the COVID-19 Economic Response Plan, utilizing tax deferrals, subsidies, loans, and credits to support citizens, businesses, and industries; and,

WHEREAS according to a 2018 Parliamentary Budget Office report, a Canada-wide basic income of the type previously piloted in Ontario would have an annual net cost of \$44 billion; and,

WHEREAS a universal basic income would likely have many positive effects, including reducing poverty, reducing strain on health care and social assistance systems, supporting businesses and the economy, reducing crime, as well as reducing administrative complexity and creating efficiencies for those in need of financial and economic support measures;

THEREFORE BE IT RESOLVED that the Council of the City of Kitchener urges the Ontario Provincial government to pursue a partnership with the Federal government for the establishment of a universal basic income;

BE IT FINALLY RESOLVED that this resolution be forwarded to the Right Honourable Prime Minister of Canada; the Honourable Premier of Ontario; the Minister of Children, Community and Social Services; the Minister of Municipal Affairs and Housing; the Association of Municipalities of Ontario; the Local Members of Provincial Parliament; the Region of Waterloo; all Municipalities within the Province of Ontario; and, the Federation of Canadian Municipalities."

Yours truly,



J. Bunn
Manager, Council & Committee Services/
Deputy City Clerk

- c. Honourable, Doug Ford, Premier
Honourable Amy Fee, M.P.P.
Honourable Belinda Karahalios, M.P.P.
Honourable Catherine Fife, M.P.P.
Honourable Laura Mae Lindo, M.P.P.
Honourable Mike Harris, M.P.P.
Honourable Todd Smith, Minister of Children, Community & Social Services
Honourable Steve Clark, Minister of Municipal Affairs and Housing
Monika Turner, Association of Municipalities of Ontario
Kris Fletcher, Regional Clerk, Region of Waterloo
Bill Karsten, Federation of Canadian Municipalities
Ashley Sage, Clerk, Township of North Dumfries
Danielle Manton, City Clerk, City of Cambridge
Dawn Mittelholtz, Director of Information and Legislative Services / Municipal Clerk, Township of Wilmot
Grace Kosch, Clerk, Township of Wellesley
Olga Smith, City Clerk, City of Waterloo
Val Hummel, Director of Corporate Services/Clerk, Township of Woolwich
All Ontario Municipalities

Item #6



Community Services

Legislative Services

May 20, 2020
File #120203

Sent via email: deputyclerk@armourtownship.ca

Charlene Watt, Deputy Clerk
Township of Armour
56 Ontario Street, P.O. Box 533
Burk's Falls, ON P0A 1C0

Dear Ms. Watt:

Re: Request of support for High Speed Internet Connectivity in Rural Ontario

Please be advised the Municipal Council of the Town of Fort Erie at its meeting of May 19, 2020 received your correspondence dated April 29, 2020 and supported the motion passed by the Council of the Township of Armour supporting Councillor Rod Ward's letter regarding the need to make substantial investments in high-speed internet connectivity in the rural areas of Ontario.

On behalf of Council, thank you for your correspondence.

Yours very truly,

Carol Schofield, Dipl.M.A.
Manager, Legislative Services/Clerk
cschofield@forterie.ca

c.c.

Sent via email

The Honourable Doug Ford, Premier of Ontario premier@ontario.ca

Wayne Gates, MPP-Niagara Falls, Legislative Assembly of Ontario wgates-co@ndp.on.ca

Tony Baldinelli, MP- Niagara Falls Tony.Baldinelli@parl.gc.ca

Ontario Municipalities

Mailing Address:

The Corporation of the Town of Fort Erie
1 Municipal Centre Drive, Fort Erie ON L2A 2S6
Office Hours 8:30 a.m. to 5:00 p.m. Phone: (905) 871-1600 FAX: (905) 871-4022 Web-site: www.forterie.ca

Item #7

**Ministry of
Transportation**

Office of the Minister

777 Bay Street, 5th Floor
Toronto ON M7A 1Z8
416 327-9200

www.ontario.ca/transportation

**Ministère des
Transports**

Bureau de la ministre

777, rue Bay, 5^e étage
Toronto ON M7A 1Z8
416 327-9200

www.ontario.ca/transports



107-2020-1662

May 19, 2020

Dear Transportation Business Stakeholder:

Ontario's Action Plan: Responding to COVID-19 outlined the first steps in our Government's immediate response to the current crisis. It includes health care resources and provides immediate relief with support for people and jobs.

While the number one priority remains the health and well being of all people, we also need to be prepared once the state of emergency is lifted to responsibly reopen the economy.

For the next phase of Ontario's Action Plan, we need to develop a recovery plan with the same thoughtfulness as our crisis response so that we are doing everything we can to stimulate economic growth and job creation, while continuing to protect people.

The movement of goods and people are an important economic driver to Ontario businesses. We want to hear from you to understand what you need. We want to know how the COVID-19 outbreak has impacted you, and we want your ideas on transportation to stimulate economic growth and job creation, while continuing to protect people.

Please find below a link to a survey in English and in French. The purpose of the survey is to understand the impacts of COVID-19 to your organization to date, recovery measures, planning, and transportation opportunities. Recovery planning is moving quickly, and we would like to gather this information as soon as possible. Your participation in the survey and response by Tuesday, May 26 would be greatly appreciated.

[English survey](#)

[French survey](#)

If you have any questions or would like to be removed from this email distribution list, please email the project team at ProvincialPlanningOffice@ontario.ca.

I appreciate your time in these busy days, and I look forward to receiving your input.

Sincerely,

A handwritten signature in black ink that reads 'Caroline Mulroney'.

Caroline Mulroney
Minister of Transportation



Staff Report

Report To: City Council
Report From: Brent Fisher, Manager of Community Development and Marketing
Meeting Date: May 11, 2020
Report Code: CS-20-051
Subject: Impact of COVID-19 on City Events

Recommendations:

That in consideration of Staff Report CS-20-051 respecting the impact of COVID-19 on City Events, City Council:

1. Receive the report;
2. Approve the cancellation of the Canada Day event on July 1 and Harbourfest on July 11
3. Direct staff to plan one event in late summer or early fall with input from the Medical Officer of Health and Province of Ontario; and
4. Approve the hold on postponement or cancellation of Harbour Nights and Outdoor Movie Nights until further details are made available on restrictions to public gatherings.

Strategic Initiative:

- 3.1 – Promote Owen Sound as Where You Want to Live
- 3.3 – Enhance tourism opportunities for active and passive year-round enjoyment
- 7.1 – Continue to deliver select free City events to residents

Background:

On March 17th, the Provincial Government declared a State of Emergency due to the COVID-19 pandemic.

Report: CS-20-051 – Impact of COVID-19 on City Events

Page **1** of **6**

While we are far from returning to what we consider to be normal, Ontario is beginning the planning of the recovery phase of COVID-19. On April 27th the province announced a [framework for reopening Ontario](#), which is attached to this report.

The framework outlines the method and principles to be used to reopen businesses, services and public spaces to responsibly lead Ontario's economy back to a strong position.

The Provincial framework provides for Reopening in three stages. Through all stages, public health and safety will be the number one concern, while balancing the needs of people and businesses based on the advice of the Chief Medical Officer of Health and health experts.

At this time – no time line is firmly associated except to describe the overall conditions for each to move forward.

The plan from the Province and the actual timing of implementation affects the planning, budget and execution of city events.

One of the areas most impacted by the current restrictions are public gatherings. In 2020, Council had planned 8 public events. While due to timing, a decision to cancel certain events had to be made in advance of this report. This report provides Council an opportunity to consider the planned future events in the context of the three phases of reopening contemplated by the Province.

Analysis:

City events were approved through the 2020 operating budget.

The City's Events Assistant has developed a matrix for all City-run events to the end of August. Based on deadline projections for planning, marketing and promotion, logistics and entertainment, a final decision to carry out the below events would be required 30 days prior to each event at the very latest.

On March 13th, the Province of Ontario banned public gatherings of over 250 people. On March 16th that number was reduced to 50 and on March 25th the number was again reduced to 5.

The 30-day deadline is irrelevant if restrictions to hold such outdoor events have not been lifted. If events of this scale are permissible by the dates outlined, it is unclear at the time of writing this report as to what the

restrictions may include and what impact those restrictions or implementation of heightened safety measures may have on the budget.

The Federal Government had provided a guide to [Risk-informed decision-making for mass gatherings during COVID-19](#).

Stage 2 speaks to “allowing some larger public gatherings”, meaning smaller events may be considered permissible prior to large event. It is our assumption that Canada Day and Harbourfest will be defined in Stage 3 of the reopening framework, “further relaxing the restrictions on public gatherings. Large public gatherings such as concerts and sporting events will continue to be restricted for the foreseeable future.”

The below chart provides an event snapshot to the end of August, 2020.

Event	Projected Attendance	Date	Budget	Status	Decision Timeframe
Home and Cottage Expo	2500+	April 25 & 26, 2020	\$-14,655.40	Cancelled March 16 th	N/A
Doors Open		June 6, 2020	\$2,000	Cancelled March 24 th	N/A
Riverside Reunion	3000+	June 5, 2020	\$15,250	Cancelled March 24 th	N/A
Canada Day	5000+	July 1, 2020	\$22,850	Pending	June 1
Harbourfest	4000+	July 11, 2020	\$17,000	Pending	June 11
Harbour Nights	300-400 (each night)	Sunday Nights July 5 – Aug 9	\$1,500	HOLD	HOLD
Outdoor Movie Nights	100-200 (each night)	3 August Evenings	\$10,200	HOLD	HOLD

Report: CS-20-051 – Impact of COVID-19 on City Events

Page **3** of **6**

Event	Projected Attendance	Date	Budget	Status	Decision Timeframe
Net Savings to Budget to Date:			\$2,594.60		

The two most pressing events are Canada Day and Harbourfest. The Federal Government has advised us that the \$10,000 grant for Canada Day has been approved and can be utilized for a Canada Day/Community Event prior to March 21, 2021.

The below chart provides the recommendations for each of the outstanding events listed above:

Event	Projected Attendance	Date	Budget	Recommended Direction
Canada Day	5000+	July 1, 2020	\$22,850*	Cancel both events as they were originally planned and begin to plan one larger event in late August/early September of 2020, provided restrictions are lifted and regulations are available. With the cancellation of Summerfolk, Salmon Spectacular etc. the community will appreciate the event if it is possible to do so.
Harbourfest	4000+	July 11, 2020	\$17,000	
Harbour Nights	300-400 (each night)	July 5 – Aug 9	\$1,500	Smaller crowd provides a better opportunity to hold the event while adhering to restrictions/precautions

Event	Projected Attendance	Date	Budget	Recommended Direction
				. Allow staff to monitor progress and adjust accordingly in consultation with Public Health. A July 5 start may not be feasible, but it is too early to cancel the complete concert series as it can be reduced to a fewer number of weeks.
Outdoor Movie Nights	100-200 (each night)	3 August Evenings	\$10,200	Smaller crowd provides a better opportunity to hold the event while adhering to restrictions/precautions . Allow staff to monitor progress and adjust accordingly in consultation with Public Health. An early August start may not be feasible, but it is too early to cancel all movie nights.
Net Savings with cancellation of 2020 Harbourfest			\$19,594.60	

**Council approved an additional \$10,000 for Canada Day funding in 2020 to celebrate Owen Sound's 150th Anniversary.*

The financial impact of the cancellation of the events outlined in the above chart is \$19,594.60.

Financial/Budget Implications:

- \$19,594.60 returned to the City's Operating Budget

Communication Strategy:

City staff will continue to monitor and respond accordingly to provincial regulations surrounding large gatherings, in consultation with the Grey Bruce Public Health Unit.

Consultation:

Pam Coulter, Director of Community Services

Robert Reid, Grey Bruce Public Health Unit

Heather Gillis, Events Assistant

Festivals and Events Ontario

Attachments:

Framework for Reopening Ontario

Prepared By:	Brent Fisher	Signature on File
Reviewed By:	Pamela Coulter	Signature on File
Submitted By:	Wayne Ritchie	Signature on File

A Framework for Reopening our Province

April 27, 2020

Ontario 

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A Framework for Reopening our Province

The impacts of the COVID-19 outbreak have been felt across Ontario, by families, workers, businesses and communities.

By working together and following the advice of public health experts, together we made steady progress in the fight against this deadly virus. Modelling in mid-April 2020 shows early signs that enhanced public health measures — including staying home, physical distancing and hand washing — are working to stop the spread of the virus and flatten the curve of the outbreak. By following these simple steps, everyone across the province is making a positive difference.

It has been a slow and steady fight, but every victory Ontario has made against COVID-19 belongs to our heroic health care workers on the frontlines of this pandemic, essential businesses and workers, those stepping up to produce much-needed medical gear, and the regular people making extraordinary sacrifices to keep their families, friends and communities safe.

While the situation is still evolving, Ontario continues to work with its partners to keep people healthy and provide support for the families, individuals and businesses struggling as a result of the necessary measures taken in response to COVID-19 and to plan for what comes next.

And now, led by the Chief Medical Officer of Health and the work of the Ontario Jobs and Recovery Committee, the government is planning for what comes next.

A Framework for Reopening our Province lays out the government's approach to the next chapter in the ongoing fight to defeat COVID-19. It outlines the principles the government will use to reopening businesses, services and public spaces in gradual stages. It also explains the criteria Ontario's Chief Medical Officer of Health will use to help advise the government on when it is safe to begin loosening public health restrictions. And it highlights the government's commitment to continue providing guidance and advice as workplaces prepare to reopen, including businesses deemed essential that voluntarily chose to temporarily shut down.

Thanks to the hard work of public health professionals and frontline heroes, and the ongoing commitment of the people of this province, Ontario is confident that together we will continue to make progress in our fight to contain and defeat this deadly virus. This framework provides a roadmap for people and businesses, so they know what to look for as the province moves forward. Together, Ontario will emerge from this crisis — with a clear path to economic recovery that keeps people safe and healthy.

Ontario's Response to COVID-19

Phase 1: Protect and Support



The government's primary focus is on protecting the health and well-being of individuals and families, supporting frontline health care workers, essential workers and businesses, and providing immediate support to protect people and jobs. This is demonstrated through the \$17-billion [Ontario's Action Plan: Responding to COVID-19](#) and ongoing government actions, such as increased pay for frontline workers during the pandemic.

Emergency orders put in place to protect people include: the closure of non-essential workplaces, outdoor amenities in parks, recreational areas and public places, as well as bars and restaurants; restrictions on social gatherings; and limiting staff from working in more than one retirement home, long-term care home or congregate care setting.

Phase 2: Restart



The government will take a careful, stage-by-stage approach to loosening emergency measures and reopening Ontario's economy. Public health and workplace safety will remain the top priority, while balancing the needs of people and businesses. Public health officials will carefully monitor each stage for two-to-four weeks, as they assess the evolution of the COVID-19 outbreak to determine if it is necessary to change course to maintain public health. The government will also continue to issue guidelines for workplace safety.



Phase 3: Recover



Ensuring the health and safety of the public and workers will continue to be a top priority as Ontario transitions to a "new normal." The government will partner with businesses and other sectors to lead Ontario's economic recovery. The focus will be on creating jobs and opportunity across the province, while working to restore long-term prosperity for the benefit of every individual and family in Ontario.

State of Play in Ontario's Response to COVID-19

The government acted immediately and decisively to slow the spread of COVID-19 and protect the health and safety of the people of Ontario. Thanks to these actions, the latest expert modelling projects that the wave of new community spread of COVID-19 cases has started to peak as Ontario's outbreak is now trending positively.

- **January 24** Minister's Order made the novel coronavirus a reportable disease
- **January 25 – ongoing** Rapid testing ramp-up
Aggressive case and contact management of all confirmed cases
- **March 12** Closure of public schools
- **March 13** Essential visitors only in long-term care and other congregate care settings
Stop cycling of intermittent inmates and personal visits in correctional facilities
Prohibit gatherings over 250 people
- **March 16** Practice physical distancing
Self-isolate for 14 days if travelled outside Canada
Prohibit gatherings over 50 people
Make virtual work arrangements where possible
- **March 17** Emergency Declaration
Closure of public places and establishments
- **March 21** Work deployment for health services providers
- **March 24** Closure of non-essential workplaces
Work deployment for long-term care homes
- **March 25** Prohibit gatherings greater than five people
Release of the \$17-billion *Ontario's Action Plan: Responding to COVID-19*
- **March 30** Closure of parks and outdoor recreational amenities
Limit outings to essential needs
Self-isolation for those over 70, with compromised immune systems or underlying medical conditions
- **April 2** Enhance capacity for contact-tracing
- **April 3** Revised essential workplaces list
- **April 9** Prohibit camping on Crown land
- **April 11** Work deployment for service organizations, municipalities and their service providers
- **April 14** Extension of Emergency Declaration for 28 days
- **April 15** Release of *COVID-19 Action Plan for Long-Term Care Homes*, including the Emergency Order restricting staff from working in more than one setting
- **April 22** Ontario requests military support for long-term care homes
- **April 23** Release of *COVID-19 Action Plan for Vulnerable People*
- **April 25** Ontario provides pandemic pay for frontline heroes
- **April 27** Release of *A Framework for Reopening our Province*

Principles of the Framework

Ontario's plan to begin to responsibly lift public health measures and restart the economy will be guided by the advice of the Chief Medical Officer of Health and public health officials, and will be based on the following principles:



Responsible: Public health and protecting the people of Ontario, especially those who are most vulnerable and at high-risk, will continue to be paramount and guide a gradual approach to loosening public health measures.



Evidence-informed: Emerging scientific knowledge, public health data, defined criteria and consistent measures will inform the actions of the government, regions and sectors.



Resourced: Sufficient health system capacity to respond to any resurgence in COVID-19 infections will be required to protect health care workers and the public and maintain the regular health system.



Monitored: Public health capacity for rigorous testing, timely contact tracing and case management will need to be in place.



Responsive and Effective: Measures will be implemented quickly, clearly and efficiently, based on health capacity, safety and economic needs, and the need to tighten or restrict measures if surges or further outbreaks occur.







Clear: Plans and responsibilities for individuals, employers and the health care system will be clear, well-communicated by government and ready to implement.

Flexibility and the ability to adapt to changing circumstances are essential to the province's continued success. As the situation evolves, these principles will guide the actions and direction the government takes to reopen Ontario and its economy.

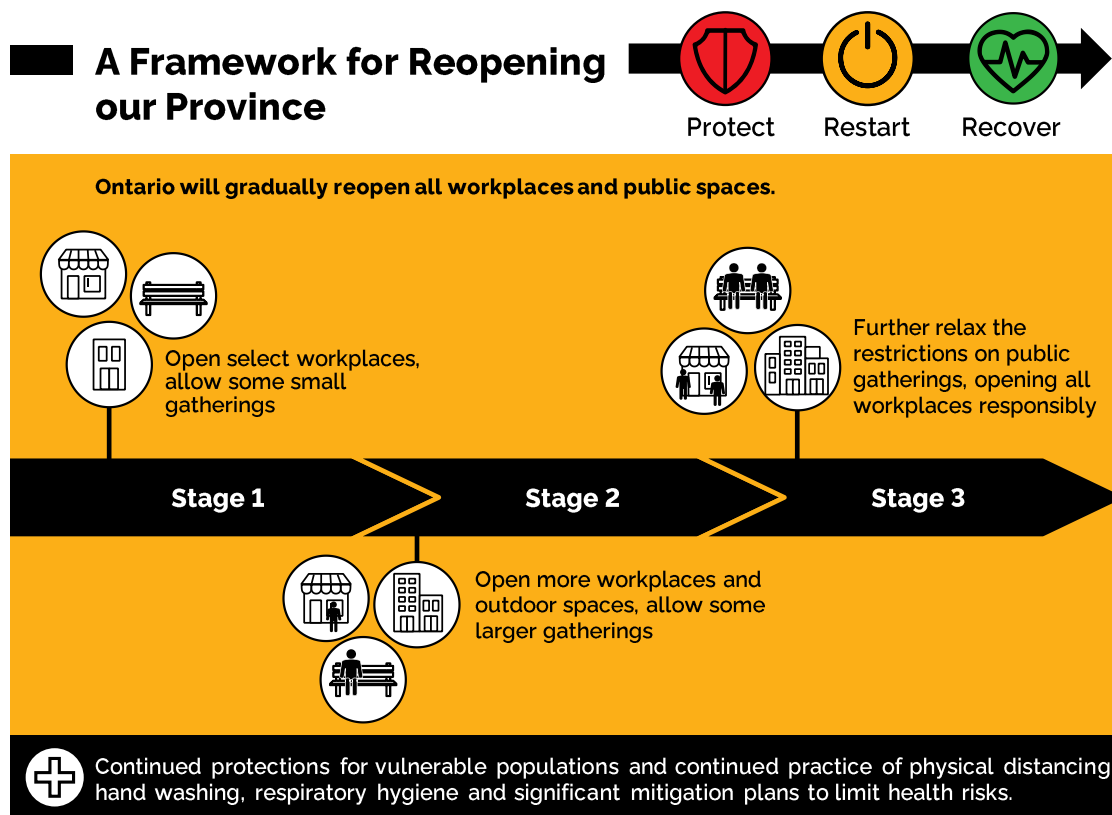
Determining When to Ease Public Health Measures

Ontario's Chief Medical Officer of Health will consider the following criteria to advise when the province can begin to ease public health measures:

 Virus spread and containment	 Health system capacity	 Public health system capacity	 Incidence tracking capacity
Ensures loosening of measures is appropriately timed with the progression of the epidemic in Ontario.	Ensures there is an effective response to any potential case resurgence.	Ensures there is an effective public health response to any potential case resurgence.	Ensures that any potential resurgence in cases can be identified promptly.
<ul style="list-style-type: none"> • A consistent two-to-four week decrease in the number of new daily COVID-19 cases. • A decrease in the rate of cases that cannot be traced to a source. • A decrease in the number of new COVID-19 cases in hospitals. 	<ul style="list-style-type: none"> • Sufficient acute and critical care capacity, including access to ventilators, to effectively respond to potential surges. • Ongoing availability of personal protective equipment (PPE) based on provincial directives and guidelines. 	<ul style="list-style-type: none"> • Approximately 90 per cent of new COVID-19 contacts are being reached by local public health officials within one day, with guidance and direction to contain community spread. 	<ul style="list-style-type: none"> • Ongoing testing of suspected COVID-19 cases, especially of vulnerable populations, to detect new outbreaks quickly. • A shift to new and other ways of testing and contact tracing to promote widespread tracking of cases.

As the province eases public health measures, these criteria will also serve as the framework for ongoing monitoring of progress and identifying when a change in direction is required. For example, the Chief Medical Officer of Health may also advise reapplying certain public health measures to manage the risk of recurring surges, outbreaks or future waves.

Phase 2: Restart — A Gradual, Staged Approach



The government will reopen Ontario businesses and public spaces gradually. This will be based on the advice of the Chief Medical Officer of Health, including the criteria and thresholds detailed above. Each stage will last for approximately two-to-four-week periods to allow for close monitoring of any impacts or potential resurgence of cases.

After each two-to-four-week period, the Chief Medical Officer of Health may advise to:

- Reapply or tighten certain public health measures in response to a surge in cases or outbreaks;
- Maintain status quo and continue close monitoring of impacts; or
- Progress to the next two-to-four-week stage.

As public health measures are lifted and as economic activity resumes, the public will need to continue to maintain physical distancing and hand washing, along with self-isolation when experiencing COVID-19 symptoms. Remote work arrangements should continue where feasible.

By taking this incremental approach, the government can ensure there are appropriate measures in place to reopen the province safely and limit any risks to people and public health. Each stage requires careful assessment and monitoring to know whether to adjust, tighten or loosen measures.

Supporting Children and Parents

The government is committed to keeping children across Ontario safe. In considering how to reopen Ontario's economy, the government recognizes the important needs of both parents and children in relation to public health decisions about when and how to open schools and child care centres. As with all other measures, the government will proceed slowly and in phases, based on the best advice from the Chief Medical Officer of Health. In reopening, the government will ensure the safety of children and educators by ensuring adherence to public health guidelines.

Reopening in Stages

Examples of the government's gradual approach to reopening Ontario include:

Stage 1

Initially, consider:



For businesses that were ordered to close or restrict operations, opening select workplaces that can immediately meet or modify operations to meet public health guidance and occupational health and safety requirements (e.g., curbside pick-up or delivery).



Opening some outdoor spaces like parks and allow for a greater number of individuals to attend some events, such as funerals.



Continued protections for vulnerable populations and the continued practice of physical distancing, hand washing and respiratory hygiene, and significant mitigation plans to limit health risks. Hospitals beginning to offer some non-urgent and scheduled surgeries and other health care services.

Stage 2

If the initial loosening of public health measures is successful, consider:



Opening more workplaces, based on risk assessments, which may include some service industries, and additional office and retail workplaces.



Opening more outdoor spaces and allowing some larger public gatherings.



Continued protections for vulnerable populations and the continued practice of physical distancing, hand washing and respiratory hygiene, and significant mitigation plans to limit health risks.

Stage 3

If the loosening of public health measures continues to be successful, consider:



Opening all workplaces responsibly



Further relaxing the restrictions on public gatherings. Large public gatherings such as concerts and sporting events will continue to be restricted for the foreseeable future.



Continued protections for vulnerable populations and the continued practice of physical distancing, hand washing and respiratory hygiene, and significant mitigation plans to limit health risks.

This ongoing, gradual assessment of public health measures will continue until the post-pandemic period when a vaccine or treatment for COVID-19 is available. This staged approach reflects Ontario's "new normal."

This framework allows the government to prioritize the needs of individuals and families across the province, while balancing economic and social benefits and keeping people safe. To help businesses and services restart, key factors the government will consider include the risk of spread of the virus and the ability to implement protective measures to keep workplaces safe.

In the coming days, the Ontario Jobs and Recovery Committee, as well as Members of Provincial Parliament (MPPs), will begin holding discussions with business associations, chambers of commerce, municipal leaders, the postsecondary sector, corporate leaders, small business owners, community and social service providers, Indigenous partners, Franco-Ontarians, entrepreneurs and others. This will enable Ontario to better understand the unique impacts of COVID-19 that each region and each sector is facing, as well as what they need to succeed as Ontario progresses through the stages of reopening toward the recovery phase.

Making Workplaces Safe

The health and safety of workers is the government's top concern. As public health measures are adjusted, ensuring workplaces are safe for employees and customers will be essential. All employers and workers will be required to follow directives and guidelines on COVID-19, including measures that may restrict certain activities.

In fact, many key sectors deemed essential have remained open during the COVID-19 outbreak, following strict guidance to help their employees stay safe. It is vital that they continue to do so. The government will rely on their expertise and, in many cases, global experience to serve as a model for how other businesses adjust their operations for a new environment. The government will help with a range of advice and support.

Safe workplaces must have a plan that promotes and adheres to strict hygiene and sanitation standards, and physical distancing to the extent possible. These are key factors to resume activities safely. The use of measures to limit risks include adjusting work practices and physical environments. This applies to workplaces that are allowed to reopen, as well as businesses deemed essential but that voluntarily chose to shut down, recognizing they may decide to resume operations before entering the first stage.

The government, in partnership with Ontario's Health and Safety Associations and based on input from public health officials, will provide guidelines to employers on how to open safely and protect their employees and customers. Documents will be made available across many sectors, as well as training to provide guidance to workplaces entering the restart phase. This may include webinars and other distance learning tools. These resources will build on the guidelines provided to essential workplaces, which have enabled those businesses to adapt and remain open.

Ontario has added more workplace inspectors and specialists to ensure workers continue to be protected on the job during the pandemic, including adding close to 60 new frontline officials to support employers and workers in the field. The capacity of Ontario's Health and Safety Call Centre has also been doubled. Workers who are worried their workplaces are unsafe can phone 1-877-202-0008. Regular updates will also be provided on the number of workplace inspections and work orders taking place across the province.

Throughout the reopening phase, Ontario will continue the "Team Canada" approach to understand the measures and steps other jurisdictions are taking, to coordinate where possible, and reduce barriers to interprovincial business activities.

Protecting Vulnerable Populations

Nothing is more important than protecting the health and well-being of the people of Ontario, especially the province's most vulnerable populations. Seeing the impact of COVID-19 on seniors and vulnerable people has been heartbreaking.

As Ontario gradually loosens public health restrictions and economic activity resumes, the government will continue to use every resource available to support the province's long-term care homes to stop the spread of COVID-19, with a special focus on those long-term care homes experiencing outbreaks and in need of urgent support.

The [COVID-19 Action Plan for Protecting Long-Term Care Homes](#) is helping to stop and contain the spread of COVID-19 in the province's long-term care and retirement homes. The government has introduced more aggressive testing, screening and surveillance, deployed specialized teams from hospitals, public health and the home care sector, recruited additional frontline staff, and increased personal protective equipment.

Ontario is also implementing its [COVID-19 Action Plan for Vulnerable People](#) to better protect people living in high-risk settings including homes serving those with developmental disabilities, shelters for survivors of gender-based violence and human trafficking, and children's residential settings. This includes Indigenous residential settings for children and youth, shelters and other high-risk settings on- and off-reserve.

New measures have been put in place to enhance screening and testing, help reduce exposure to COVID-19, prevent the spread of the virus and increase infection control measures. This plan builds upon the initiatives that were put in place at the outset of the COVID-19 outbreak.

A Path to Recovery

Through each stage of *A Framework to Reopening our Province*, the government's number one priority will continue to be the health and well-being of the people of Ontario. But recovery from COVID-19 doesn't just mean stopping the spread — it also means setting up Ontario to help create jobs, prosperity and growth well into the future.

As we prepare to reopen Ontario's economy, it is more important than ever to follow public health advice. Everyday actions to reduce exposure and protect people's health, such as physical distancing, frequent hand washing and staying home when ill, continue to be crucial in Ontario's fight against COVID-19. We cannot afford to let up our efforts now and undo all of the progress we have made. Together, we are making a difference.

Ontario is resilient. With everyone doing their part and the heroic efforts of frontline health care workers, our efforts against COVID-19 are working. Now, the government is preparing for the weeks and months ahead, to responsibly lead Ontario's economy back to a strong position. The Ontario Spirit will continue to guide us through these challenging times.

The perseverance of the people of Ontario has always been our province's strength. With a clear framework to help guide the loosening of emergency measures, and with the continued support of the people of this province, Ontario stands ready to tackle the next chapter in the fight against COVID-19.

Additional resources

- [Learn more about the first phase of Ontario's Action Plan: Responding to COVID-19.](#)
- [Learn more about the COVID-19 Action Plan for Vulnerable People.](#)
- [Learn more about the COVID-19 Action Plan for Protecting Long-Term Care Homes.](#)
- [Visit Ontario's website to learn more about how the province continues to protect the people of Ontario from COVID-19.](#)
- [See how your organization can help fight COVID-19 through Ontario Together.](#)
- [Information and advice to help your business navigate the economy during COVID-19.](#)