

Wednesday, January 17, 2024

6:30 p.m.

Municipal Council Chambers
Pages

1. CALL TO ORDER

2. OPENING CEREMONIES – O CANADA AND MOMENT OF REFLECTION

3. OPEN FORUM (MAXIMUM FIFTEEN MINUTES)

Interested persons are invited to speak to Council about any matter that appears on this Agenda. Please sign the registration form available from the Deputy Clerk or Clerk. Individuals may only speak for a total of three (3) minutes.

4. APPROVE OR AMEND AGENDA

Resolution

THAT Township of Chatsworth Council adopt the Agenda as circulated.

5. DECLARATION OF PECUNIARY INTEREST

6. CONFIRMATION OF MINUTES

8

Resolution

THAT the minutes of the following Council Meetings be confirmed as recorded.

- December 13, 2023 - Budget Meeting
- January 3, 2024 - Council Meeting
- January 8, 2024 - Budget Meeting
- January 10, 2024 - Special Council Meeting - Zoning By-law Review #1

7. MATTERS ARISING FROM MINUTES

8. PUBLIC MEETINGS (Statutory and Non-Statutory)

8.1 Draft Fees & Charges By-law

23

This is a public meeting to present the Draft Fees & Charges By-law.

This is a public meeting to present the 2024 Draft Operating and Capital Budgets.

9. MATTERS ARISING FROM PUBLIC MEETINGS

9.1 Draft Fees & Charges By-law

Resolution

THAT Township of Chatsworth Council approve the Draft Fees & Charges By-law as presented; and
FURTHER THAT staff be directed to bring forward the Draft By-law for final approval.

9.2 2024 Operating and Capital Budget Public Meeting

Resolution

THAT Council direct staff to bring forward a By-law to adopt the 2024 Operating and Capital Budget as presented.

10. INTRODUCTION OF BY-LAWS – FIRST AND SECOND READING

Resolution

THAT the following by-laws be introduced and taken as read a first and second time, and that they be given consideration in Committee of the Whole:

- By-law 2024-03 Being a By-Law to provide for interim tax levy for the 2024 year in the Township of Chatsworth and to provide for penalty and interest of 1.25 per cent
- By-law 2024-04 Being a By-law to establish remuneration and expense rates to be paid for Council of the Township of Chatsworth
- By-law 2024-05 Being a By-law to adopt the 2024 Remuneration for Township of Chatsworth Employees

11. COMMITTEE OF THE WHOLE

Resolution

THAT Council now go into Committee of the Whole.

11.1 Consent Agenda and Determination of Items to be Separated

Resolution

THAT the Consent Agenda items be hereby received for information.

11.1.a Reports for Information

11.1.b	Committee Minutes	
11.1.c	Correspondence for Council information	
11.1.c.a	AMO Watchfiles (January 4, 2024)	
	<u>January 4, 2024</u>	
11.1.c.b	Grey County Council Meeting Highlights - January 11, 2024	102
11.1.d	Motions from Other Municipalities	
11.1.d.a	Town of Aurora Resolution December 12, 2023 Re: Community Safety and Inciteful Speech	103
11.2	Presentations/Delegations (Pre-Registered) - None	
11.3	Matters Arising from Presentations/Delegation - None	
11.4	Staff Reports and Verbal Updates from Staff	
11.4.a	Fire Chief Report 2024-01 - 2023 Fire Department Activity Report	107
	Resolution	
	THAT Fire Chief Report 2024-01 be hereby received for information; and	
	FURTHER THAT the 2023 Fire Department Activity Report be hereby received for information.	

Resolution

WHEREAS, the Province of Ontario passed the *Comprehensive Ontario Police Services Act, 2019* (Bill 68), which established the *Community Safety and Policing Act, 2019* (CSPA, 2019), on March 26, 2019; and
WHEREAS, the *Community Safety and Policing Act, 2019* (CSPA, 2019), will be proclaimed on April 1, 2024; and
WHEREAS the Ministry of the Solicitor General has approved the creation of a joint, Grey Bruce Police Services Detachment Board, governing all municipalities and First Nations communities within the detachment area; and
WHEREAS the Grey Bruce Detachment Joint Board must be established and formalized prior to the date of proclamation; and
WHEREAS the Grey Bruce Detachment Joint Board will be composed of an elected official of all participating municipalities and First Nation communities, 4 Community Appointees and 3 Provincial Appointees;
NOW THEREFORE, Council hereby appoints one Member to represent the Township of Chatsworth on the Grey Bruce Detachment Joint Board; and
FURTHER THAT an ad-hoc selection committee be formed to select and appoint the required allotment of community representatives to the Joint Board, herein known as the Grey Bruce Detachment Joint Police Services Board Community Appointee Selection Committee; and
THAT CAO Clerk's Report 2024-02 – Community Safety and Policing Act – Grey Bruce Detachment Joint Board be hereby received; and
FURTHER THAT be appointed to the Grey Bruce Detachment Joint Board; and
FURTHER THAT the same member appointed to the Grey Bruce Detachment Joint Board be appointed to the Grey Bruce Detachment Board Community Appointee Selection Committee.

Resolution

THAT the following by-law(s) be referred to Council for consideration:

- By-law 2024-03 Being a By-Law to provide for interim tax levy for the 2024 year in the Township of Chatsworth and to provide for penalty and interest of 1.25 per cent
- By-law 2024-04 Being a By-law to establish remuneration and expense rates to be paid for Council of the Township of Chatsworth
- By-law 2024-05 Being a By-law to adopt the 2024 Remuneration for Township of Chatsworth Employees

11.6 Items Requiring Direction

11.7 Items Requiring Discussion including Items Removed from Consent Agenda

11.8 Rise and Report from Committee of the Whole

Resolution

THAT Committee of the Whole rise as Council to report and confirm the actions taken in Committee of the Whole.

12. ADOPT ACTION OF COUNCIL IN COMMITTEE OF THE WHOLE

(Items requiring discussion and direction will require a separate motion)

Resolution

THAT the actions taken in Committee of the Whole today be confirmed by this Council; and

FURTHER THAT staff be authorized to take the actions necessary to give effect to the approved recommendations contained within the staff reports; and

FURTHER THAT by-laws under consideration be presented to Council for third reading.

13.	THIRD READING OF BY-LAWS	164
	Resolution	
	THAT the following by-laws be taken as read a third time, signed by the Mayor and Clerk and sealed with the Corporate Seal:	
	<ul style="list-style-type: none">• By-law 2024-03 Being a By-Law to provide for interim tax levy for the 2024 year in the Township of Chatsworth and to provide for penalty and interest of 1.25 per cent• By-law 2024-04 Being a By-law to establish remuneration and expense rates to be paid for Council of the Township of Chatsworth• By-law 2024-05 Being a By-law to adopt the 2024 Remuneration for Township of Chatsworth Employees	
14.	NOTICES OF MOTION	
15.	NOTICE PROVISION	
15.1	2024 Municipal Budget Meeting Schedule (Revised - December 13, 2023)	169
15.2	Special Council Meetings - Review of Draft Comprehensive Zoning By-law	170
16.	OTHER BUSINESS	
17.	CLOSED MEETING - None	
18.	CONFIRMATORY BY-LAW	171
	Resolution	
	THAT By-law 2024-06 being a by-law to confirm all actions and proceedings of the January 17, 2024 Council meeting be hereby read a first, second, and third time, signed by the Mayor and Clerk and sealed with the Corporate Seal.	
19.	ADJOURNMENT	

Important Dates

Council Calendar

2024

January						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
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28	29	30	31			

February						
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March						
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24	25	26	27	28	29	30
31						

April						
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May						
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June						
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30						

July						
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August						
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September						
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29	30					

October						
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27	28	29	30	31		

November						
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24	25	26	27	28	29	30

December						
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

■ Council Meeting 1st Wednesday of the month 9:30am and 3rd Wednesday of the month 6:30pm

■ Committee of Adjustment 9:00am

● Office closed due to Statutory Holidays

■ Council conferences (ROMA Jan 21-23, OGRA April 21-24, AMO Aug 18-21)



Township of Chatsworth

Council Budget Meeting Minutes

Wednesday, December 13, 2023, 5:00 p.m.

Members Present: Mayor Scott Mackey
Deputy Mayor Terry McKay
Councillor Shawn Greig
Councillor Peter Whitten

Regrets: Councillor Elizabeth Thompson

Staff Present: CAO Clerk, Patty Sinnamon
Fire Chief, Mike Givens
Operations Manager, Jamie Edwards
Parks and Recreation Lead Hand, Matt Tanner
Treasurer, Paul Dowber

1. CALL TO ORDER

Mayor Mackey called the meeting to order at 5:00 p.m.

2. OPEN FORUM (MAXIMUM FIFTEEN MINUTES)

There were no speaker requests for Open Forum.

3. APPROVE OR AMEND AGENDA

Resolution 2023-37-01

Moved by: Terry McKay

Seconded by: Peter Whitten

THAT Township of Chatsworth Council adopt the Agenda as circulated.

Carried

4. DECLARATION OF PECUNIARY INTEREST

None stated.

5. COMMITTEE OF THE WHOLE

Resolution 2023-37-02

Moved by: Terry McKay

Seconded by: Shawn Greig

THAT Council now go into Committee of the Whole.

Carried

5.1 Budget Meeting #6 (Operating Budget Meeting #3)

Treasurer Dowber reviewed the changes to the operating and capital budget since the November 29th meeting. The levy increase for 2024 is currently sitting at 8%. The following amendments were included:

- Increase to Chesley Fire Reserve - \$25K
- Increase to Curbside Pickup - \$25K
- Increase to Building - \$8,291
- Increase in Planning Fees - \$59K

- Increase to Interest Revenue - \$40K
- Decrease in Special Transit - \$30K
- Decrease in Bridge Debenture - \$21K
- Decrease in Biodigester Transfer - \$18,350
- Decrease in Reserve Contributions - \$18,000
- Decrease CPI from 3.4% to 3% - \$11,320
- Decrease Tax Write Offs - \$10K
- Decrease to Markdale Waste - \$6,000

Council reviewed the following functional areas of the operating budget – recreation, solid waste, recycling and biodigester. There was much discussion about curbside pick up. Staff recommended moving the bag tag fees from the levy to the user with the result that all curbside bags will need to be tagged for both residential and commercial/industrial. The price will also increase from \$2.50 to \$3.00 per tag.

The amended fees and charges will be presented at the next Council meeting (December 20th).

5.2 Rise and Report from Committee of the Whole

Resolution 2023-37-03
Moved by: Peter Whitten
Seconded by: Shawn Greig

THAT Committee of the Whole rise as Council to report and confirm the actions taken in Committee of the Whole.

Carried

6. ADJOURNMENT

The Mayor adjourned the meeting at 8:33 p.m.

Scott Mackey, Mayor

Patty Sinnamon, CAO Clerk



Township of Chatsworth

Council Minutes

Wednesday, January 3, 2024, 9:30 a.m.

Members Present: Mayor Scott Mackey
Deputy Mayor Terry McKay
Councillor Shawn Greig
Councillor Peter Whitten

Regrets: Councillor Elizabeth Thompson

Staff Present: CAO Clerk, Patty Sinnamon
Chief Building Official, Karl Schipprack
Deputy Clerk, Tyler Zamostny
Fire Chief, Mike Givens
Operations Manager, Jamie Edwards
Parks and Recreation Lead Hand, Matt Tanner
Planner, Ron Davidson
Treasurer, Paul Dowber

1. CALL TO ORDER

Mayor Mackey called the meeting to order at 9:30 a.m.

2. OPENING CEREMONIES – O CANADA AND MOMENT OF REFLECTION

Mayor Mackey invited members of Council to join him in O Canada followed by a moment of reflection before proceeding with the Council Meeting.

3. OPEN FORUM (MAXIMUM FIFTEEN MINUTES)

There were no speaker requests for Open Forum.

4. APPROVE OR AMEND AGENDA

Resolution 2024-01-01

Moved by: Shawn Greig

Seconded by: Terry McKay

THAT Township of Chatsworth Council adopt the Agenda as circulated.

Carried

5. DECLARATION OF PECUNIARY INTEREST

None stated.

6. CONFIRMATION OF MINUTES

Resolution 2024-01-02

Moved by: Peter Whitten

Seconded by: Terry McKay

THAT the minutes of the Council Meeting held on December 20, 2023 be confirmed as recorded.

Carried

7. MATTERS ARISING FROM MINUTES - None

8. PUBLIC MEETINGS (Statutory and Non-Statutory)

8.1 B12/2023 - Part Lot 23, Concession 7, Geographic Township of Sullivan, Township of Chatsworth (Elizabeth and Moses Stutzman)

The Chair announced that this is a Public Meeting under the Planning Act to hear comments from the public and agencies and to give consideration for a proposed Consent Application. He stated that the purpose of this Consent application is to expand an Amish cemetery by severing 340.2 square metres of land and adding the severed parcel to the abutting cemetery. A 42.07 hectare farm lot would be retained. No new lot will be created as a result of this lot-line adjustment.

Township staff advised that the application was circulated to agencies and neighbouring landowners in accordance with the requirements of the Planning Act.

The Planner provided an overview of the proposal and recommended approval of the application.

The owner was in attendance but did not speak regarding the application.

No other members of the public spoke in regard to this application.

After a brief discussion, the Chair closed the Public Meeting.

8.2 B13/2023 - Part Lot 25, Concession 5, Geographic Township of Sullivan, Township of Chatsworth (Lori and Bruce Godsmark)

The Chair announced that this is a Public Meeting under the Planning Act to hear comments from the public and agencies and to give consideration to an application for Consent. He stated that the purpose of this Consent application is to sever a 1.2 hectare vacant lot and retain an 11.8 hectare lot containing the existing house and accessory buildings.

Township staff advised that the application was circulated to agencies and neighbouring landowners in accordance with the requirements of the Planning Act.

The Planner provided an overview of the proposal and recommended approval of the application.

The applicant's agent was in attendance and provided Council with information regarding the application and was available to answer any questions. Owner Lori Godsmark was also in attendance. Council had a question pertaining to endangered species on the property and the possibility of an Environmental Impact Study (EIS) being required. Planner Ron Davidson spoke regarding this matter and noted through conversation with the Grey County Ecologist that this would not be a requirement.

No other members of the public spoke in regard to this application.

After a brief discussion, the Chair closed the Public Meeting.

9. MATTERS ARISING FROM PUBLIC MEETINGS

9.1 B12/2023 - Part Lot 23, Concession 7, Geographic Township of Sullivan, Township of Chatsworth (Elizabeth and Moses Stutzman)

Resolution 2024-01-03

Moved by: Terry McKay

Seconded by: Shawn Greig

THAT Public Meeting B12/2023 - Part Lot 23, Concession 7, Geographic Township of Sullivan, Township of Chatsworth (Elizabeth and Moses Stutzman) be referred to Committee of the Whole for consideration.

Carried

9.2 B13/2023 - Part Lot 25, Concession 5, Geographic Township of Sullivan, Township of Chatsworth (Lori and Bruce Godsmark)

Resolution 2024-01-04

Moved by: Shawn Greig

Seconded by: Terry McKay

THAT Public Meeting B13/2023 - Part Lot 25, Concession 5, Geographic Township of Sullivan, Township of Chatsworth (Lori and Bruce Godsmark) be referred to Committee of the Whole for consideration.

Carried

10. INTRODUCTION OF BY-LAWS – FIRST AND SECOND READING - None

11. COMMITTEE OF THE WHOLE

Resolution 2024-01-05

Moved by: Terry McKay

Seconded by: Peter Whitten

THAT Council now go into Committee of the Whole.

Carried

11.1 Consent Agenda and Determination of Items to be Separated

Resolution 2024-01-06

Moved by: Shawn Greig

Seconded by: Terry McKay

THAT the Consent Agenda items be hereby received for information except for the following:

- Item 11.1.a.b. - EFT Register Redacted (November 28 - December 20, 2023)
- Item 11.1.e.a. - Township of Asphodel-Norwood Resolution December 12, 2023 Re: Rising Municipal Insurance Costs

Carried

11.1.a Accounts Payable Listing

11.1.a.a Cheque Register Redacted (November 28, 2023 - December 20, 2023)

11.1.a.b EFT Register Redacted (November 28 - December 20, 2023)

11.1.b Reports for Information - None

11.1.c Committee Minutes

11.1.c.a Saugeen Mobility and Regional Transit General Board Meeting Minutes - October 20, 2023

11.1.d Correspondence for Council information

11.1.d.a AMO Watchfiles (December 21, 2023)

**11.1.d.b Saugeen Valley Conservation Authority
Correspondence December 15, 2023 Re: Update
on 2024 Conservation Authority Fees and
Collaborative Efforts**

11.1.e Motions from Other Municipalities

**11.1.e.a Township of Asphodel-Norwood Resolution
December 12, 2023 Re: Rising Municipal
Insurance Costs**

11.2 Presentations/Delegations (Pre-Registered) - None

11.3 Matters Arising from Presentations/Delegation - None

11.4 Staff Reports and Verbal Updates from Staff

**11.4.a Planning Report 2024-01 - Application for Consent B12 2023
(Elizabeth and Moses Stutzman)**

Resolution 2024-01-07

Moved by: Terry McKay

Seconded by: Shawn Greig

THAT Planning Report 2024-01 regarding Consent Application B12/2023 be hereby received; and
FURTHER THAT Committee of the Whole recommend that Council approve the Consent Application B12/2023 with the conditions noted on the Decision Sheet as follows:

1. THAT the Zoning By-law Amendment intended to rezone the subject lands from 'A1' to 'I' is in force and effect.
2. Submission of an undertaking by the Owner's solicitor to merge the severed parcel with the adjacent property having the address of 135435 Concession 8.
3. THAT the Owner, as provided for under Section 60 of the Planning Act, R.S.O. 1990, shall pay to the Township of Chatsworth the administrative fee of \$850.00 or whatever fee is applicable at the time of review and issuance of the Certificate of Consent for the severed parcel.
4. THAT any outstanding taxes to the Township be paid.
5. THAT the transfer for registration with respect to description complies with the Ontario Regulation 43-96; and if that description contains a reference to a Reference Plan(s), the Owner's solicitor shall provide a full print of that deposited reference plan(s) as well as a digital PDF copy to the Deputy Clerk of the Township of Chatsworth.
6. THAT the Owner's solicitor, in preparation for the issuance of the Certificate of Consent, provide to the Deputy Clerk of the Township of Chatsworth a printed copy of the "completed electronic transfer document in preparation, along with the Certificate of Official for stamping".

7. THAT the Owner's solicitor give an undertaking in writing to provide to the Deputy Clerk of the Township of Chatsworth within 30 days of the date of registration in the applicable Land Registry/Land Titles Office, a copy of the receipted and registered electronic transfer document including the Certificate of Official for Consent B12/2023.

Carried

**11.4.b Planning Report 2024-02 - Application for Consent B13 2023
(Lori and Bruce Godsmark)**

Resolution 2024-01-08

Moved by: Peter Whitten

Seconded by: Shawn Greig

THAT Planning Report 2024-02 regarding Consent Application B13/2023 be hereby received; and
FURTHER THAT Committee of the Whole recommend that Council approve the Consent Application B13/2023 with the conditions noted on the Decision Sheet as follows:

1. THAT a Zoning By-law Amendment, intended to reduce the minimum lot area and frontage requirements applicable to the severed parcel and the minimum lot area requirement applicable to the retained parcel, is in force and effect;
2. THAT entrance permits have been granted to the severed parcel by the Township of Chatsworth; and further provide the Deputy Clerk of the Township of Chatsworth with a copy of the entrance permits.
3. THAT the Owner, as provided for under Section 60 of the Planning Act, R.S.O. 1990, shall pay to the Township of Chatsworth the administrative fee of \$850.00 or whatever fee is applicable at the time of review and issuance of the Certificate of Consent for the severed parcel;
4. THAT any outstanding taxes to the Township be paid;
5. THAT the parkland dedication fee be paid to the Township of Chatsworth as required by the Parkland Dedication By-law 2017-58;
6. THAT the transfer for registration with respect to description complies with the Ontario Regulation 43-96; and if that description contains a reference to a Reference Plan(s), the Owner's solicitor shall provide a full print of that deposited reference plan(s) as well as a digital PDF copy to the Deputy Clerk of the Township of Chatsworth.
7. THAT the Owner's solicitor, in preparation for the issuance of the Certificate of Consent, provide to the Deputy Clerk of the Township of Chatsworth a printed copy of the "completed electronic transfer document in preparation, along with the Certificate of Official for stamping";

8. THAT the Owner's solicitor give an undertaking in writing to provide to the Deputy Clerk of the Township of Chatsworth within 30 days of the date of registration in the applicable Land Registry/Land Titles Office, a copy of the receipted and registered electronic transfer document including the Certificate of Official for Consent B13/2023;

Carried

Planner Ron Davidson left the meeting at this time.

Council paused for a break at 9:54 a.m. and returned at 9:57 a.m.

11.4.c Treasurer's Report 2023-24 - Tile Drain Loan

Resolution 2024-01-09

Moved by: Shawn Greig

Seconded by: Terry McKay

THAT Treasurer's Report 2023-24 regarding a Tile Drain Loan be hereby received; and

FURTHER THAT Committee of the Whole recommends to Council that the Tile Drain Loan to Paul Long of 237146 Concession #2A or Chatsworth Ontario be approved pending approval from OMAFRA.

Carried

11.4.d CAO Clerks Report 2023-61 - 2023 BioGRID Budget

Resolution 2024-01-10

Moved by: Shawn Greig

Seconded by: Peter Whitten

THAT CAO Clerk's Report 2023-61 regarding the 2023 BioGrid Budget be received; and

FURTHER THAT the 2023 Budget be approved as presented.

Carried

Council paused for a break at 10:06 a.m. and returned at 10:16 a.m.

11.4.e CAO Clerk's Report 2023-56 - Draft Fees and Charges By-law

Resolution 2024-01-11

Moved by: Terry McKay

Seconded by: Peter Whitten

THAT CAO Clerk's Report 2023-56 regarding draft fees and charges by-law be hereby received; and

FURTHER THAT Committee of the Whole recommends that Council hold a public meeting on the proposed fees and charges by-law.

Carried

Council continued their review of the draft fees & charges from the December 20, 2023 meeting. CAO Clerk Sinnamon provided a print out to Council of changes made at the December 20th meeting which included revisions to Schedule "B" (Licensing) and Schedule "C" (Dogs & Kennels). Council continued the review by beginning at Schedule "D" (Building) and proceeded through the remaining fee schedules. Department managers were in attendance and provided information to Council relating to the proposed fee changes.

Throughout the review, Council asked questions and revisions were noted.

Council paused for lunch at 12:00 p.m. Chief Building Official, Karl Schipprack and Fire Chief, Mike Givens left the meeting at this time. Council returned at 12:55 p.m.

Council paused for a break at 3:03 p.m. and returned at 3:07 p.m.

Once the review was completed, Council determined that a public meeting would be held during the Council meeting on Wednesday January 17, 2023 at 6:30 p.m. to discuss the proposed Fees & Charges By-law.

11.4.f Verbal Updates from Staff

CAO Clerk Patty Sinnamon provided updates:

- The Township received a donation of \$10,000.00 from the Holiday Givings Campaign for the Community Hub
- A thank-you card was received from the Chatsworth Foodbank for a donation made by Council

Deputy Clerk Tyler Zamostny provided updates:

- Both Wrecking Yard and Kennel License renewal inspections have been scheduled
- Continuing to work on file management
- Currently reviewing both the noise by-law and wrecking yard by-law for updates

Operations Manager Jamie Edwards provided the following updates:

- Both lead-hands and I were down to Viking on December 20, 2023 to look at some new designs in plow equipment to help with preparing future plow truck tenders
- Staff have been continuing with winter operations and when weather is permitting, they have been out with the brushing machine as well as cold patching and spot grading
- Have been working with Treasurer Dowber to get information to Public Sector Digest for identifying our assets and addressing the conditions of each

Recreation Lead Hand Matt Tanner provided the following updates:

- Recreation staff have been working well keeping up with maintenance at the Keady Arena.
- Maintenance has been completed on the ice resurfer at the Keady Arena
- Public skating and ice rentals at the Keady Arena have increased in the past month

Treasurer Paul Dowber provided the following updates:

- Now that the 2022 financial statements have been presented, work can begin to complete the 2022 Financial Information Return (FIR)
- Staff previously mentioned that there will be a delay in the release of the OMPF funding for the first payment in January 2024. Once the 2022 FIR has been uploaded, the funds will be released
- Now that the 2021 FIR has been uploaded and has been approved by the Ministry, the 2023 OCIF fund has been

received in full to apply to the Holland/Euphrasia resurfacing project in partnership with Grey Highlands

- Staff will be preparing for a second workshop for non-core Asset Management strategies to be held end of January – beginning of February
- Consultant fees for 12 months of AM work was included in the 2024 budget proposal. The 2024 charter of work needs to be signed and sent to Public Sector Digest by end of December, before our final budget meeting to keep the consultants to begin work straight away in 2024. If nothing has changed, would Council agree to let me sign the charter?

11.5 Consideration of By-laws - None

11.6 Items Requiring Direction - None

11.7 Items Requiring Discussion including Items Removed from Consent Agenda

The following were discussed:

- Item 11.1.a.b. - EFT Register Redacted (November 28 - December 20, 2023) - Council asked questions regarding the accounts payable listing.
- Item 11.1.e.a. - Township of Asphodel-Norwood Resolution December 12, 2023 Re: Rising Municipal Insurance Costs

After discussion, the following resolutions were introduced.

Resolution 2024-01-12

Moved by: Terry McKay

Seconded by: Peter Whitten

THAT Township of Chatsworth Council hereby support the resolution from the Township of Asphodel-Norwood regarding Rising Municipal Insurance Costs; and

FURTHER THAT the Township of Asphodel-Norwood be notified of our support.

Carried

Resolution 2024-01-13

Moved by: Shawn Greig

Seconded by: Peter Whitten

THAT item 11.1.a.b. previously removed from the consent agenda, (EFT Register Redacted (November 28 - December 20, 2023)) be received for information.

Carried

11.8 Rise and Report from Committee of the Whole

Resolution 2024-01-14

Moved by: Terry McKay

Seconded by: Peter Whitten

THAT Committee of the Whole rise as Council to report and confirm the actions taken in Committee of the Whole.

Carried

12. ADOPT ACTION OF COUNCIL IN COMMITTEE OF THE WHOLE

Resolution 2024-01-15
Moved by: Shawn Greig
Seconded by: Terry McKay

THAT the actions taken in Committee of the Whole today be confirmed by this Council; and
FURTHER THAT staff be authorized to take the actions necessary to give effect to the approved recommendations contained within the staff reports.

Carried

13. THIRD READING OF BY-LAWS - None

14. NOTICES OF MOTION - None

15. NOTICE PROVISION

15.1 2024 Municipal Budget Meeting Schedule (Revised - December 13, 2023)

15.2 Special Council Meeting - Review of Draft Comprehensive Zoning By-law (Wednesday January 10, 2024 at 4:00 p.m.)

16. TRACKING SHEET

Tracking sheet was provided.

17. OTHER BUSINESS

The following was discussed:

- The Township's delegation at the Rural Ontario Municipal Association (ROMA) conference regarding the Chatsworth Subdivision entrance and the Highway 6 & 10 intersection.

18. CLOSED MEETING - None

19. CONFIRMATORY BY-LAW

Resolution 2024-01-16
Moved by: Shawn Greig
Seconded by: Peter Whitten

THAT By-law 2024-01 being a by-law to confirm all actions and proceedings of the January 3, 2024 Council meeting be hereby read a first, second, and third time, signed by the Mayor and Clerk and sealed with the Corporate Seal.

Carried

20. ADJOURNMENT

The Mayor adjourned the meeting at 3:45 p.m.

Scott Mackey, Mayor

Patty Sinnamon, CAO Clerk



Township of Chatsworth

Council Budget Meeting Minutes

Monday, January 8, 2024, 5:00 p.m.

Members Present: Mayor Scott Mackey
Deputy Mayor Terry McKay
Councillor Shawn Greig
Councillor Elizabeth Thompson
Councillor Peter Whitten

Staff Present: CAO Clerk, Patty Sinnamon
Fire Chief, Mike Givens
Operations Manager, Jamie Edwards
Parks and Recreation Lead Hand, Matt Tanner
Treasurer, Paul Dowber

1. CALL TO ORDER

Mayor Mackey called the meeting to order at 5:00 p.m.

2. OPEN FORUM (MAXIMUM FIFTEEN MINUTES)

There were no speaker requests for Open Forum.

3. APPROVE OR AMEND AGENDA

Resolution 2024-02-01

Moved by: Peter Whitten

Seconded by: Terry McKay

THAT Township of Chatsworth Council adopt the Agenda as circulated.

Carried

4. DECLARATION OF PECUNIARY INTEREST

None stated.

5. COMMITTEE OF THE WHOLE

Resolution 2024-02-02

Moved by: Shawn Greig

Seconded by: Elizabeth Thompson

THAT Council now go into Committee of the Whole.

Carried

5.1 Budget Meeting #7

Treasurer Dowber reviewed the final operating and capital budget documents and changes since the December 13, 2023 budget meeting. With regard to the capital budget it was decided that Sideroad 7 would not be hard surfaced, but rather quarry stone and additional dust suppressant added. It is estimated that this cost would be approximately \$30K. The remaining \$358,500 would remain in reserves for other road capital projects. The final levy increase is 7.65% for the Township's portion.

The public meeting is scheduled for January 17th with the intent to adopt the budget at the February 7th meeting.

5.2 Rise and Report from Committee of the Whole

Resolution 2024-02-03

Moved by: Terry McKay
Seconded by: Peter Whitten

THAT Committee of the Whole rise as Council to report and confirm the actions taken in Committee of the Whole.

Carried

6. ADJOURNMENT

The Mayor adjourned the meeting at 7:05 p.m.

Scott Mackey, Mayor

Patty Sinnamon, CAO Clerk



Township of Chatsworth

Special Council Meeting Minutes

Wednesday, January 10, 2024, 4:00 p.m.

Members Present: Mayor Scott Mackey
Deputy Mayor Terry McKay
Councillor Shawn Greig
Councillor Elizabeth Thompson
Councillor Peter Whitten

Staff Present: CAO Clerk, Patty Sinnamon
Chief Building Official, Karl Schipprack
Deputy Clerk, Tyler Zamostny
Administrative Assistant, Emma Fidler

1. CALL TO ORDER

Mayor Mackey called the meeting to order at 4:00 p.m.

2. OPEN FORUM (MAXIMUM FIFTEEN MINUTES)

There were no speaker requests for Open Forum.

3. APPROVE OR AMEND AGENDA

Resolution 2024-03-01

Moved by: Terry McKay

Seconded by: Shawn Greig

THAT Township of Chatsworth Council adopt the Agenda as circulated.

Carried

4. DECLARATION OF PECUNIARY INTEREST

None stated.

5. COMMITTEE OF THE WHOLE

Resolution 2024-03-02

Moved by: Peter Whitten

Seconded by: Terry McKay

THAT Council now go into Committee of the Whole.

Carried

5.1 CAO Clerks Report 2024-01 - Comprehensive Zoning By-law Review and Update

Resolution 2024-03-03

Moved by: Peter Whitten

Seconded by: Shawn Greig

THAT CAO Clerk's Report 2024-01 regarding the Comprehensive Zoning By-law Review and Update be hereby received for information.

Carried

This is the kickoff meeting for the 2024 Comprehensive Zoning By-law Review and Update.

CAO Clerk Patty Sinnamon provided Council with an information presentation. Included in the presentation was information on what is contained in a Zoning By-law, the projected timelines including future public meetings and new provincial legislation that has an impact on the By-law, including Bill 23. CAO Clerk Sinnamon also provided detail on the current Township Zoning By-law and issues that have been raised including lack of clarity in certain definitions and errors in mapping. The presentation completed with information pertaining to tiny homes, shipping containers and trailers. Council was able to ask questions throughout the presentation. Once the presentation was complete, Council reviewed a portion of the draft Zoning By-law in detail and made revisions. Staff noted these changes and updated the draft By-law.

The following amendments are proposed:

Section 3.4:

- Add in "as amended" after the By-law

Definitions:

- Agricultural Use - do we need a definition of "agricultural product" - staff are to discuss with the planner
- Modular Dwelling - add in "constructed in accordance with CSA 277"
- Mobile Home - add in "constructed in accordance with CSA Z240 or CSA Z241"

Section 7.2:

- Discussion to permit two additional residential units on larger parcels
- If the parcel is over 3 acres we could permit a combination of 1 single detached dwelling, an additional unit within the single detached dwelling or a dwelling within an accessory building

Council paused for a break at 5:15 p.m. and returned at 5:42 p.m.

Once discussion was complete, Council scheduled the following meetings to continue their review of the Comprehensive Zoning By-law.

- Wednesday, February 28, 2024 at 4:00 p.m.
- Wednesday, March 27, 2024 at 4:00 p.m.
- Wednesday, April 24, 2024 at 4:00 p.m.

5.2 Rise and Report from Committee of the Whole

Resolution 2024-03-04

Moved by: Terry McKay

Seconded by: Elizabeth Thompson

THAT Committee of the Whole rise as Council to report and confirm the actions taken in Committee of the Whole.

Carried

6. ADJOURNMENT

The Mayor adjourned the meeting at 8:04 p.m.

Scott Mackey, Mayor

Patty Sinnamon, CAO Clerk



Fees and Charges

Public Meeting January 17, 2024

Background

- ▶ Last Fee Update in 2019 (with exception of cemeteries)
- ▶ Most fees have been increased by 3% -aiming to cover more costs by the user of the service
- ▶ Fee increases as of April 1st, 2024
- ▶ (ice rental fees as of September 1st, 2024)
- ▶ Building, Planning and Waste Management (bag tags) have increased to ensure cost recovery and to move to user pay

Building Dept - Permit Fees

- ▶ Building permit fees should cover the cost of providing the service (Chief Building Official, Inspector and Admin. Staff).
- ▶ Any surplus must go into a reserve fund account to offset future costs in case of a slow down in permits being issued. The municipality still has to inspect open permits. The reserve fund can also be used for legal costs when having to enforce a non-compliance matter under the Building Code Act

Planning Fees

- ▶ All planning fees have increased to cover operational costs of Planning Services
- ▶ Developer should be paying for development
- ▶ (developer can be the property owner or third party)

Waste Management - Bag Tags

- ▶ Cost of Curbside Pick up has increased by 66% - mostly due to cost of fuel over the past few years)
- ▶ New fees and charges proposes no untagged bags for all properties - (residential, commercial, industrial, institutional)
- ▶ Tag fee is also increased from \$2.50 to \$3.00

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH

BY-LAW NUMBER 2024-XX

BEING a By-law for the imposition and collection of fees and charges for certain Municipal Services and Activities.

WHEREAS Section 391 of the Municipal Act, 2001 authorizes a municipality to impose fees or charges on persons for services or activities, for costs payable for services or activities and for the use of property including property under its control; and

WHEREAS Section 398 of the Municipal Act provides that fees and charges imposed by a municipality on a person constitute a debt of the person to the municipality; and further that the Treasurer of a municipality may add fees or charges to the tax roll and collect them in the same manner as municipal taxes; and

WHEREAS Section 7 of the Building Code Act, 1992 provides that a municipality may require the payment of fees on applications for and issuance of building permits and prescribing the amounts thereof; and

WHEREAS Section 69(1) of the Planning Act, R.S.O. 1990, Chapter P13, provides that the Council of a municipality by By-law may prescribe a tariff of fees for the processing of applications made in respect of planning matters; and

WHEREAS the Council of the Corporation of the Township of Chatsworth deems it expedient to pass such a By-Law to implement the various fees and service charges;

NOW THEREFORE the Council of the Corporation of the Township of Chatsworth enacts as follows:

GENERAL

1. The fees and charges for Township services, set out in the following Schedules of this By-law are hereby approved and deemed to form part of this By-law:

Schedule "A"	Administrative Services
Schedule "B"	Licensing
Schedule "C"	Animal Control
Schedule "D"	Building Permit Fees
Schedule "E"	Fire and Emergency Services
Schedule "F"	Roads
Schedule "G"	Planning and Development
Schedule "H"	Sewage/Waste Water Services
Schedule "I"	Recreation
Schedule "J"	Waste and Diversion Services
Schedule "K"	Cemeteries
Schedule "L"	By-law Enforcement

2. No request by any person for any information, activity or use of Township property described in the schedules to this By-law will be processed or provided by the Township, unless and until the person requesting the service has paid the applicable fees in the prescribed amount as set out in the Schedules attached hereto.
3. Any Fees and Charges or a portion thereof that remain unpaid, interest at the rate of 1.25% shall be charged on the first of each month thereafter until the account is paid in full. If the fees remain unpaid at April 1st of the year following, the fees, any interest and a transfer administration fee of \$50.00 will be added to the tax roll in the next year, on the real property of the owner.

4. That any cost associated with the collection of unpaid fees shall be charged at a rate of \$40.00 per hour.
5. The fees listed in the Schedules to this By-law will be subject to Harmonized Sales Tax (HST), where applicable.
6. A person may pay any fees and charges imposed under this By-law by cash, cheque, certified cheque, or by interact banking card.
7. That the Council of the Township of Chatsworth may from time to time amend the Fees and Charges in this By-law pursuant to the Township's Notice Provision By-law.
8. All charges payable under this By-law including taxes, interest and collection costs constitute a debt of the person or persons charged and if unpaid, where permissible, shall be added to the tax roll for any property in the Township of Chatsworth owned by such person or persons and may be collected in the same manner as taxes.
9. Payment for any fee or charge listed herein or otherwise charged by the Township that is returned by a financial institution for any reason will be subject to the "NSF" – Returned Cheque Fee" set out in Schedule "A" of this By-law which shall form part of the fees and charges owing.

Repeal

10. That By-Laws 2020-91, 2023-46, and all other preceding Fees & Charges By-laws be hereby repealed.

Enactment

11. This By-law shall come into full force and effect as of April 1, 2024 unless specifically indicated on the Schedules attached hereto.

Read a first and second time this _____ day of February, 2024

Read a third time and finally passed this _____ day of February, 2024

Scott Mackey, Mayor

Patty Sinnamon, CAO Clerk

SCHEDULE "A" ADMINISTRATIVE SERVICES		
DESCRIPTION	FEE OR CHARGE	PROPOSED
Freedom of Information Requests	As per fees set out in MFIPPA Regulation	As per MFIPPA
GENERAL		
Closed Meeting Investigation (If investigation proves unfounded, frivolous or Vexatious)	On a cost Recovery Basis	
Commissioning Signatures - includes but not limited to vehicle ownership transfers, out of country pension	\$20.00 each	\$30.00
Commissioning Signature - Municipal Applications	N/C	N/C
Certification of Photocopied Documents	\$20.00 each	\$20.00
Fax	\$2.50 per page	\$2.50 per page
Photocopies	\$1.00 per page	\$1.00 per page
Labour Costs Per Hour (includes historical searches) *Excludes FOI requests	\$40.00	\$45.00
Grey County Map Book	\$8.00	no longer being printed
Township Flag	\$43.00	
History Books	\$5.00	\$5.00
Township Pins	\$2.00	N/A
Death Registration Admin Fee (out of town death)	\$50.00	\$25.00
Rental of Council Meeting Room, per day	\$30.00	\$30.00
SOLEMNIZATION OF MARRIAGES		
Marriage Solemnization (Officiant's Fee)	\$200.00	\$250.00
TAXATION		
Tax Certificates	\$85.00	\$100.00
Requests less than 48 hours - additional \$20.00 per hour		Additional \$20.00
Change of Ownership	\$30.00	\$45.00
Tax Arrears Notice Fees, mailed quaterly	\$5.00 per notice	\$6.00 per notice
Interest on all accounts and charges other than taxes	1.25% per month	same
Duplicate Tax Bill issued to same owner	\$10.00	\$10.00
Mortgage Company Fee, per property, per Tax Billing cycle	\$10.00	\$15.00
Statement of Taxes		
Current to 3rd Year emailed	N/C	
Current to 3rd Year printed	\$5.00	\$15.00
More than 3 Years History where available	\$10.00	\$25.00
Tax Registration Fees		
Upon Original Registration	\$200.00	\$500.00
Upon Final Registration	\$200.00	\$1,000.00
Additional fees include all disbursements - postage, registration costs and any third party fees		
Admin Fee - to transfer unpaid accounts to taxes		\$50.00

[illegible]

DESCRIPTION

PROPOSED

LOTTERIES

License to conduct Lottery

Local Community are a flat rate and include (Legion, Minor Sports, Community Clubs, Firefighters)

3% of the Prize Value

**\$30.00 Flate Rate
for Local Community
Groups**

SAME

MARRIAGES

\$150.00

\$175.00

AUTO SALVAGE YARDS

\$260.00

\$300.00

Wrecking Yard License - New Wrecking Yard

\$1,500.00

\$1,500.00

TRANSIENT TRADERS

New Application (with Twp. hydro requirements)

\$400.00

Fees below apply
plus hydro and
water usage to be
billed separately

New Application (no Twp. hydro requirements)

\$350.00

\$400.00

Renewal Fee (with Twp. hydro requirements)

\$200.00

\$350.00

Renewal Fee (no Twp. hydro requirements)

\$150.00

\$250.00

Transient Trader (Annual)

\$400.00

\$450.00

Transient Trader (One Day)

\$200.00

\$250.00

Retail Exhibition Show

\$200.00

\$250.00

SCHEDULE "C" DOGS & KENNELS		
DESCRIPTION	FEE OR CHARGE	PROPOSED
DOG CONTROL	REGISTRATION AND LICENSE INCLUDING TAGS	
Dog Tags are now permanent. Annual license runs from Jan. 1 to Dec. 31st. Licenses are not pro-rated to time of purchase. Invoices are mailed out in January of each year.		Before March 1st After March 1
First Dog - spayed or neutered	\$20.00 per year	\$20.00 \$30.00
First Dog - not spayed or neutered	\$30.00 per year	
Second Dog - spayed or neutered	\$40.00 per year	\$45.00 \$50.00
Second Dog - not spayed or neutered	\$50.00 per year	
Third Dog	\$100.00 per year	\$100.00
Replacement Tags	\$5.00 per occurrence	\$10.00 \$10.00
THIRD PARTY FEES		
Additional Charges may apply that are recoverable from the dog owner as a result of enforcement of the Township's Animal Control By-law. These charges may include but are not limited to impounding fees - boarding, enforcement call-out, disposal and quarantine fees. These fees are in addition to any fines levied against the owner.	Full Cost Recovery	Full Cost Recovery
KENNELS (BREEDING OR BOARDING COMMERCIAL KENNELS AND PERSONAL SHOW DOG KENNELS)		
Facility for a maximum of twelve dogs	New Application: \$1100.00 (includes inspection by canine control) plus up to twelve tags @\$10.00 per tag. Fee does not include Zoning Application - See Schedule "G" Annual Renewal: \$200.00 (includes inspection by Canine Control Officer) plus up to twelve tags @\$10.00 per tag	New Application: \$1100.00 (includes inspection by canine control) plus up to twelve tags @\$10.00 per tag. Fee does not include Zoning Application - See Schedule "G" Annual Renewal: \$300.00 (includes inspection by Canine Control Officer) plus up to twelve tags @\$10.00 per tag
KENNEL - HUNTING AND PREDATOR CONTROL		
Facility for a maximum of ten dogs to be used for hunting and predator control only. Personal Use Kennels who have received licenses prior to 2023 may continue to apply for a Kennel License. As of December 31, 2023 there is only one registered personal use Kennel.	An exemption is granted for dogs used for predator control provided that the exemption is requested in writing yearly. Must purchase tags for the number of dogs permitted in the kennel.	New Application - \$400.00 (Includes Inspection Fees) Renewal - No Charge (Must still apply annually for license)

SCHEDULE "D" BUILDING		
CLASS OF PERMITS	PERMIT FEES	PROPOSED
SERVICE		
Compliance Letters	\$100.00	\$175.00
Minimum Permit Fee	\$150.00	\$250.00
Change of Use Permit	\$150.00	\$300.00
Transfer of Permit to new Owner	\$150.00	\$200.00
Administrative Fee (Building Without a Permit)	2x Permit Value or \$500.00 whichever is greater	2 X Permit Value or \$600.00 whichever is greater
Non-Refundable Application Fee	\$150.00	\$200.00
Re-Inspection Fee	\$100.00 / Inspection	\$125.00
Revision to an Existing Permit	\$150.00	\$200.00
Demolition Permits a) Residential or Agricultural		
b) All other	\$150.00	\$200.00
Third Party Costs	Full Cost Recovery	Full Cost Recovery
Admin file search fee		\$40.00 per hour
BUILDING PERMITS		
Residential - New , additions, all floors, incuding basements	\$0.50/Sq. Ft.	\$0.60/Sq. Ft.
Residential - New (all floors including basement)	\$0.50/Sq. Ft.	
Residential - Additions (all floors including basement)	\$0.50/Sq. Ft.	
Residential - Renovations	\$10.00 / \$1000.00 Value	\$15.00/\$1,000. value
Residential Accessory - detached garage, carport, accessory buildings, alteratons	\$500.00	\$0.60/Sq. Ft
Mobile Homes - Temporary Use (Must enter into agreement with municipality plus deposit)		\$250.00
Decks	\$0.50/Sq. Ft.	.50 sq. ft.
Swimming Pool/Enclosure Area	\$150.00	\$250.00
Solid Fuel Fireplace/Heating Plant	\$150.00	\$175.00
Accessory Building	\$0.40/Sq. Ft.	see residential
Agricultural (includes new buildings, additions, manure tanks)	\$0.25/Sq. Ft.	\$0.40/Sq. Ft.
Silos, grain bins		\$300.00
Industrial /Commercial/Institutional	\$10.00/\$1,000.00 Construction Value	\$12.00/\$1,000.00 Construction Value
Tent (over 645 Sq. Ft. 60m2)	\$75.00	\$100.00
Industrial Wind Turbine Permit for works on Municial right of way	\$6600.00 plus a security deposit of \$20000.00	same
Industrial Wind Turbine Municipal Consultation for Renewable Energy Project *Fees are not attributed to those proponents who are generating energy less than or equal to 3kw	\$5100.00 plus \$10000.00 deposit or actual expense for outside consultants	same
SEWAGE		
Private Sewage Disposal System - Class 2	\$250.00	\$300.00
Private Sewage Disposal System - Tank Replacement	\$250.00	\$300.00
Private Sewage Disposal System - Renovate	\$250.00	\$525.00
Private Sewage Disposal System - Class 4 & 5	\$500.00	\$700.00
Septic Review	\$150.00	200.00
Septic Review (multiples)	\$125.00/unit	\$130.00/unit
Septic Comliance Letter	\$100.00	125.00
Decommissioning of Septic Systems	\$150.00	\$175.00
BY-LAW ENFORCEMENT		
Illicit Drug Facility/Crop Inspection	\$500.00 plus costs	same

SCHEDULE "E" FIRE AND EMERGENCY SERVICES		
DESCRIPTION	FEE OR CHARGE	PROPOSED
Fire Compliance Letters - Residential	\$55.00	\$75.00
Fire Compliance Letters - Commercial/Industrial/Multi-Residential	\$155.00	\$185.00
Residential Inspection Fees	\$75.00	\$80.00
Commercial /Industrial Inspection Fees	\$75.00 per hour to a maximum of \$500.00	\$90.00
Control Burn Fees	Cost Recovery Basis (MTO Rates for vehicles)	same
Open Air Burn Permit (requires for any open air burn 1 metre or large, including applicable fire pits) (annually)	N/C	
False Alarms Fees	Current MTO rate for 1 Fire apparatus for	same
Call-out to set fires not in compliance with By-law(s)	Cost Recovery Basis for Firefighters Tanker & Pumper at \$150.00 up to 1 hour minimum and Rescue Vehicle & Truck at \$100.00 per hour for up to 1 hour minimum	Current MTO rate for first hour - cost recovery thereafter including firefighter hourly rate and \$150.00 per hour for each emergency response vehicle
Emergency Services on Roadways, Waterways, Railways and Trails in the Municipality. Owners of motor vehicles which are involved in a motor vehicle accident within the boundary of the Township that requires the Fire Dept. to respond to the scene, will be invoiced firstly to the owner's insurance provider. In the case where there is no insurance, the owner shall be billed directly.	Current MTO rate per unit per hour or portion thereof for each unit Cost Recovery on third party billings	same
Copies of Fire Department Incident Reports	\$80.00	\$85.00
Fire Station Meeting/Classroom Rental	\$100.00 per day / \$25.00 per hour	\$125.00 pr day/\$30.00 per hour
Third Party Services (Contractors) at Incidents: ie: Backhoe, excavator, towing, waste removal	Cost Recovery billed direct or billed back at contractors cost	Cost Recovery billed direct or billed back at contractors cost
Indemnification Technology (3rd party cost recovery)	In accordance with idemnification Technology By-law	same
Administration Fee	\$40.00 per hour	\$55.00
Water Usage Cost Recovery	@Bulk Water Rate	see water rates

SCHEDULE "F" PUBLIC WORKS		
DESCRIPTION	FEE OR CHARGE	PROPOSED
Entrance Permit	Damage Deposit \$1000.00 Application Fee \$220.00 (includes inspections)	App. Fee - 500.00 Damage Deposit \$2,000.00
Entrance Permit Confirmation		\$85.00
Road Crossing Permits	Damage Deposit \$1000.00 Application Fee \$220.00 (includes inspections)	Fee - \$500.00 Damage Deposit \$5,000.00
Wide Load Permits For Transporting wide loads along the Township Road Allowances	Damage Deposit \$1000.00 Application Fee \$125.00	Damage Deposit - \$1,000.00 App. Fee \$150.00
Industrial Wind Tower Entrance Permit	\$5500.00 plus damage deposit of \$55,000.00 for road, \$135,000.00 for road with box culvert and \$220,000.00 for road with bridge. Issuance of an Entrance Permit shall be permitted only with Council approval.	\$5500.00 plus damage deposit of \$55,000.00 for road, \$135,000.00 for road with box culvert and \$220,000.00 for road with bridge. Issuance of an Entrance Permit shall be permitted only with Council approval.
Application for Exemption to Reduced Load By-law 2019-22	\$100.00	\$125.00
Civic Addressing	New or Replacement Sign - \$175.00 (Township Installs) Replacement Blade - \$35.00 Replacement Stake \$30.00	New or Replacement Sign - \$250.00 (Township Installs) Replacement Blade - \$100.00 Replacement Stake \$30.00
Tile Drainage Inspection fee		\$125.00
Drainage Reapportionment Agreement		\$250.00
Haul Route Agreements		\$5,000. plus disbursements

SCHEDULE "G" PLANNING AND DEVELOPMENT		
DESCRIPTION	FEE OR CHARGE	PROPOSED
Deposits - Planning Act Applications requiring a deposit		
All deposits must be paid at the time of submitting an application. Administration fees to be deducted immediately. The balance of deposits are required for legal costs, planning consultant fees, postage, registration of documents and any other disbursement as may be required.		
Pre-Consultation Review Fee		\$500.00
Property Inquiry		\$200.00
COMMITTEE OF ADJUSTMENT		
Severance Fee (\$1000.00 to be paid at time of application and \$850.00 at the time of deed stamping) (Flat fee paid at time of application)	\$1850.00	\$3,000.00
Cancellation Certificate		\$600.00
Minor Variances	\$1,500.00	\$2,000.00
ZONING AMENDMENTS		
Zoning Application	\$2000.00 deposit (\$1200.00 administration fee to be deducted from deposit)	3,500.00 Additional Public Meetings \$250.00 per meeting Temporary Use By-law - \$1800 Removal of Hold Provision - \$1,200.00
Additional Public Meetings Required	\$200.00 per meeting	
Temporary Use Permit Application	\$1200.00	
Remove Holding Symbol	\$400.00	
Re-Circulation Fee (all applications)	\$200.00 plus disbursements	\$250.00
MDS Calculation Report	\$125.00	\$175.00
Request for Deferral of Application	\$200.00	\$250.00
		\$150.00 Requests less than 48 hours - Additional \$20.00
Zoning Compliance Certificate	\$85.00	
PLAN OF SUBDIVISION		
Plan of Subdivision - Agreement	\$5000.00 deposit (\$2000.00 administration fee to be deducted from deposit)	\$4,000. plus disbursements billed at cost -
Subdivision Amending Agreement	\$1200.00 (\$800.00 administration fee to be deducted from deposit)	\$2,500.00
Certificate of Compliance - Plan of Subdivision	\$100.00	\$150.00
Extension to Draft Approval		\$600.00
Acceptance of Municipal Infrastructure		Disbursements, including engineering review
Release of Subdivision Agreement		\$500.00 plus disbursements
Deeming By-law	\$500.00	\$1,000.00
SITE PLAN CONTROL		
Site Plan Application - Minor	\$5000.00 deposit - \$2000.00 administration fee to be deducted from deposit. Plus Security Deposit as per Site Plan Agreement \$2500.00 deposit - \$1200.00 administration fee deducted from deposit. Plus Security Deposit as per Site Plan Agreement	Small Scale - \$1700.00 Large Scale - \$3500.00 Plus Applicable Security Deposit Small and Large Scale Applications subject to recovery of disbursements
Amend Site Plan Agreement	\$2500.00 deposit - \$800.00 administration fee to be deducted from deposit	\$1,200.00 plus disbursements
Site Plan Agreement Certificate of Compliance	\$200.00	\$200.00
Release of Site Plan Agreement		\$300.00 plus disbursements
PART LOT CONTROL		
Application	\$1500.00 \$800.00 administration fee to be deducted from deposit	\$1,200.00
OTHER FEES		
Lot Grading		\$2000.00 Deposit Less \$500.00 Review Fee
Copy of (Comprehensive) Zoning By-law	\$85.00	\$100.00
Change of Use Permit	\$200.00	\$300.00
Disposal of Surplus Lands -	\$5000.00 deposit (Covers \$500.00 administration fee plus disbursements for legal, survey and document registration, newspaper notice)	Sale price as determined by Council. \$2,000.00
Encroachment Agreement	\$2000.00 deposit required to cover administration fee of \$600.00 plus disbursements	\$600.00
Request to Change conditions of Provisional Consent		\$2,000.00 Fee - Plus \$3,000.00 Security deposit
Other development Applications and Agreements Accessory Building Prior to Main Use	\$2,000 (refundable)	
SITE ALTERATION (FILL PLACEMENT)		
Fill less than 500 m3	\$70.00 (permit requirement may be waived as per Site Alteration By-law Delegated Authority)	\$70.00 (permit requirement may be waived as per Site Alteration By-law Delegated Authority)
Fill Greater than 500 m3 but less than 2,000 m3	\$500.00 Plus Security Deposit of \$2000.00 (permit requirement may be waived as per Site Alteration By-law Delegated Authority)	\$500.00 Plus Security Deposit of \$2000.00 (permit requirement may be waived as per Site Alteration By-law Delegated Authority)
Extension of permit for fill 500 m3 or less	\$150.00 Deposit remains with the Township until extended period has lapsed	\$150.00 Deposit remains with the Township until extended period has lapsed
Fill greater than 2,000 m3	\$2000.00 Plus Security Deposit of \$5000.00 per hectare of Site Alteration Area plus \$5000.00 damage deposit including mud tracking and dust control measures	\$2000.00 Plus Security Deposit of \$5000.00 per hectare of Site Alteration Area plus \$5000.00 damage deposit including mud tracking and dust control measures
Preparation of Site Alteration Agreement	Medium Scale (250-2,000 cubic metres) - \$1000.00 Large Scale - (over 2,000 cubic metres) - \$2500.00 Medium Scale - \$500.00	Medium Scale (250-2,000 cubic metres) - \$1000.00 Large Scale - (over 2,000 cubic metres) - \$2500.00 Medium Scale - \$500.00
Amendment to Site Alteration Agreement	Large Scale - \$1000.00	Large Scale - \$1000.00
Any other costs incurred in excess of the fees listed above will be charged at a full cost recovery basis.		

SCHEDULE "H" SEWAGE/WASTE WATER SERVICES

DESCRIPTION	FEE OR CHARGE
Sewage/Wastewater Disposal Fee for "Sunset Strip" Commercial customers producing less than 13,500 gallons of sewage/wastewater per month with a Contract signed prior to January 1, 2011.	\$90.00 per load on the first 2,000 gallons of sewage/wastewater collected, plus 3.2 cents/gallon for subsequent gallons per load Note: \$20.00 per load shall be transferred into capital reserve. 3.2 cents/gallon plus a \$90.00 per month administration fee
Sewage/Wastewater Disposal Fee for "Sunset Strip" Commercial customers producing more than 13,500 gallons of sewage/waste water per month with a Contract signed prior to January 1, 2011	Note: \$20.00 per month per customer shall be transferred into a capital reserve.
Sewage/Wastewater penalty charges for exceeding Allotment under Sewage/Wastewater disposal agreement	6.3 cents/gallon (13.86/m3)
Sewage Disposal Fee charged to approved Haulage Contractors for disposal of domestic sewage at the Bio-Digester	\$25.00/m3
Other materials accepted at the Bio-Digester will be charged a tipping fee according to the rate set by the Joint Management Committee and approved by Council.	

SCHEDULE "J" WASTE AND DIVERSION SERVICES		
DESCRIPTION	FEE OR CHARGE	PROPOSED
Bag Tags	Residential Users are entitled to one free bag bi-weekly - Subsequent tags are \$2.50 each Commercial/Industrial Users are entitled to three free bags bi-weekly - subsequent tags are \$2.50 each	\$3.00 for all tags (no untagged bags permitted as of March 1st, 2024)
SULLIVAN TRANSFER STATION		
Clean Fill	N/C	N/C
Bagged Household Garbage	\$2.50 per bag	\$3.00 per bag, \$5. minimum
Fridges, Freezers, Air Conditioners, Water coolers etc. (Freon-free with MOE tag)	\$0.00	\$0.00
Fridges, Freezers, Air Conditioners, Water coolers etc. (Freon Not removed)	\$30.00	\$30.00
Recyclable items, as per contractor	N/C	N/C
Sorted Domestic, Commercial & Industrial materials including construction materials, dirty wood products, asphalt shingles	\$160.00 per Tonne \$5.00 Minimum fee per load	\$150.00 per Tonne \$5.00 Minimum fee per load
Unsorted Domestic, Commercial & Industrial materials	\$260.00 per Tonne \$10.00 Minimum fee per load	\$250.00 per Tonne \$10.00 Minimum fee per load
Contaminated Soil (per MECP guidelines and municipal engineer approval)	\$320.00 per Tonne	\$320.00 per Tonne
Contaminated Soil (from other municipalities) per MECP and municipal engineer approval	\$640.00 per Tonne	\$640.00 per Tonne
Garage Sale Items Placed in Recycling Buildign Over 3 loads	\$5.00 Minimum Fee	\$5.00 Minimum Fee
Brush over 100 Pounds (50Kgs)	\$5.00 Flat Fee	\$10.00 flat fee
Tires	\$0.00	\$0.00
Mattresses	\$25.00 each	\$25.00 each
Sofas/Large Furnishings	\$25.00 each	\$25.00 each
Solid wood furniture (no upholstery)		\$15.00 per item
Non-steel household furniture and bulky items		\$15.00 per item
Custom Weighing during normal hours of operation (gross and tare)	\$10.00 per Vehicle	\$10.00 per Vehicle
Special Opening (24 Hour Notice)	\$140.00 flat fee to open plus \$40.00/hour for each additional hour	\$140.00 flat fee to open plus \$40.00/hour for each additional hour

SCHEDULE "K" CEMETERIES

DESCRIPTION	FEE OR CHARGE
LOTS:	
Single Lot - 1 interment or 4 cremains or 1 interment and two cremains	\$1,000.00 plus Care and Maintenance as Approved by BAO at time of purchase
Single Cremation Lot - 2 cremains	\$400.00 plus Care and Maintenance as Approved by BAO at time of purchase
OPENING AND CLOSING FEES	
Full Grave Opening	\$800.00 + \$85.00 locate fee
Cremation Lot Opening	\$375.00 + \$85.00 locate fee
Service Charge for Statutory Holiday and Sunday Burials	Fees as above plus \$325.00 per grave
LOCATE FEE (Lot & Monument Marking)	\$85.00
CORNERPOSTS	
Mandatory at Time of Lot Purchase	\$125.00
TRANSFER OF INTERMENT RIGHTS	\$40.00 with documentation \$250.00 without documentation
DISINTERMENT	
Full Casket	\$1,500.00
Cremains	\$450.00
FOUNDATIONS AND MARKERS	
Foundation installation	Cost Recovery
Marker and Care and Maintenance Fees	As approved by BAO at time of purchasing service

SCHEDULE "L" BY-LAW ENFORCEMENT

DESCRIPTION	FEE OR CHARGE	PROPOSED
Application for Exemption to Noise By-law		No Fee
PROPERTY STANDARDS AND TIDY YARDS ADMINISTRATION FEES		
Initial First Inspection	No Charge	No charge
Second Offence Inspection	\$125.00	\$150.00
Third Offence Inspection	\$175.00	\$300.00
Appeal property Standards order to the Property Standards Committee	\$250.00	\$250.00
Appeal a Property Standards Committee decision to the Superior Court.	\$300.00	\$300.00
Attend hearing of the Property Standards Committee or Superior Court of Justice - Where the order is not quashed on appeal, for each Property Standards Officer who attends a hearing before the property Standards Committee or Superior Court of Justice	\$50.00 per hour plus mileage at the Township's mileage rate in effect at the time.	\$50.00 per hour plus mileage at the Township's mileage rate in effect at the time.
Inspections where owner fails to comply with an Order - Owner who failed to comply with a confirmed Order shall pay a fee for each inspection to determine if contraventions of the by-law observed on an initial inspection have been corrected where the contraventions have not been remedied by the time provided for in the said order.	\$100.00 per inspection plus mileage	\$100.00 per inspection plus mileage
Register conviction for breach of any order		\$600.00 plus disbursements
Order has been registered and requires discharge		\$600.00 plus disbursements
CERTIFICATE OF COMPLIANCE	\$200.00	\$200.00



TOWNSHIP OF CHATSWORTH

Public Meeting

January 17, 2024

2024 Draft Operating Budget

2024 Draft Operating Budget

The 2024 Chatsworth Budget focuses on:

1. Long Term Financial Health
2. Care and Maintenance of Township Assets
3. Dealing with large operating expense increases

2024 Draft Operating Budget

Long Term Financial Health

1. Decrease use of reserves for operating activities by 50%
2. Decrease use of reserve for long term debt

Decrease	Tax Levy Change \$	Tax Levy Change %
Reserves for Operating	\$207,700	3.0%
Reserves for Debt	\$10,261	1.9%

2024 Draft Operating Budget

Care and Maintenance of Township Assets

1. Debenture to fund Gordon Lang Bridge
2. Increase Gravel and Dust Control
3. Increase Hard Top Maintenance
4. Asset Management Work

Decrease	Tax Levy Change \$	Tax Levy Change %
Gordon Lang Bridge Debenture	\$70,000	1.0%
Gravel and Dust Control	\$55,000	0.6%
Hard Top Maintenance	\$40,000	0.8%
Asset Management Work	\$60,000	0.9%

2024 Draft Operating Budget

Increase in Operational Costs

Large changes include:

- Curbside Waste Pickup
- Insurance
- Fuel
- Fleet Repairs

These changes will be touched on in upcoming slides

2024 Draft Operating Budget

The 2024 budget sees an increase of 7.53% over 2023

This amounts to a net Tax Bill increase of 5.9%

2024 Draft Operating Budget

The average current value assessment provided by MPAC for Chatsworth (based on 2016 assessed values is \$250,00

		2023 Tax	2024 Tax	Less growth	
	Increase	Bill	Bill	at 0.65%	Increase
Municipal 7.52%	7.52%	1,894.96	2,037.46	(\$12.32)	130.18
County 6.3%	6.30%	950.46	1,010.34		59.88
School	0.00%	382.50	382.50		-
Total		3,227.92	3,430.29		190.06
			Blended Levy Increase		5.9%

2024 Draft Operating Budget

THE TOWNSHIP OF CHATSWORTH 2024 DRAFT BUDGET

	2023	2024	\$ Increase	% Increase
Grants	(946,114)	(930,842)	15,272	-2%
Own Source Revenues	(1,689,653)	(2,120,218)	(430,565)	25%
Transfer From Reserves	(580,521)	(244,261)	336,261	-58%
Total Revenues	(3,216,288)	(3,295,321)	(79,032)	2%
Staff Costs	2,741,911	2,945,294	203,383	7%
Materials and Supplies	2,200,949	2,376,595	175,646	8%
Contracted Services	2,994,732	3,096,116	101,384	3%
Donations	35,000	73,300	38,300	109%
Rents and Financial Expenses	215,873	332,374	116,501	54%
Transfers to Reserves	1,751,620	1,736,449	(15,171)	-1%
Transfer to Other Municipalities	134,639	110,000	(24,639)	-18%
Total Expenses	10,074,724	10,670,127	595,404	6%
Total	6,858,436	7,374,807	516,371	7.53%

2024 Draft Operating Budget

2024 Draft Operating Budget

THE TOWNSHIP OF CHATSWORTH 2024 DRAFT BUDGET				
GENERAL GOVERNMENT	2023 Budget	2024 Budget	\$ Increase	% Increase
Council	161,958	170,528	8,570	5%
Administration	574,626	695,801	121,175	21%
Economic Development	42,300	32,769	(9,531)	-23%
Other Admin Revenue	(972,000)	(1,015,700)	(43,700)	4%
Total General Government	(193,116)	(116,602)	76,514	-40%
PROTECTIVE SERVICES				
Fire	464,243	457,417	(6,826)	-1%
Police	1,088,995	1,054,893	(34,102)	-3%
Conservation Authority	112,954	121,385	8,431	7%
Building	3,345	(0)	(3,345)	-100%
By-Law	62,500	61,750	(750)	-1%
Animal Control	(13,000)	(14,990)	(1,990)	15%
Total Protective Services	1,719,037	1,680,455	(38,582)	-2%
TRANSPORTATION SERVICES				
Roads	3,355,102	3,614,002	258,900	8%
Bridges and Culverts	66,060	88,881	22,821	35%
Traffic Operations and Roadside	101,500	113,643	12,143	12%
Gravel Pits	800	824	24	3%
Winter Control	475,375	576,259	100,884	21%
Streetlights	33,278	36,813	3,536	11%
Total Transportation Services	4,032,114	4,430,422	398,308	10%

2024 Draft Operating Budget

2024 Draft Operating Budget Chatsworth

THE TOWNSHIP OF CHATSWORTH 2024 DRAFT BUDGET				
ENVIROMENTAL SERVICES	2023 Budget	2024 Budget	\$ Increase	% Increase
Water	0	0	0	-100%
Solid Waste Collection	90,000	73,107	(16,893)	-19%
Solid Waste Disposal	266,401	278,996	12,595	5%
Waste Diversion	33,000	(15,180)	(48,180)	-146%
Biodigester	80,000	172,000	92,000	115%
Total Enviromental Services	469,401	508,923	39,522	8%
Total Cemeteries	31,507	50,068	18,561	59%
RECREATION AND CULTURAL SERVICES				
Parks	322,021	350,367	28,346	9%
Recreation Facilities	249,555	285,298	35,743	14%
Libraries	179,482	188,623	9,141	5%
Total Recreation and Cultural Services	751,058	824,288	73,230	10%
PLANNING AND DEVELOPMENT				
Planning	48,435	(2,747)	(51,182)	-106%
Total Planning and Development	48,435	(2,747)	(51,182)	-106%
Total	6,858,436	7,374,807	516,371	7.53%

2024 Draft Operating Budget

2024 Draft Operating Budget

Council

Council sees and increase of \$8,570 or 5% over the 2023 Budget

Change	Budget Change \$	Budget Change %	<u>F</u> avourable <u>U</u> nfavourable
Council Wage and Benefits	\$4,378	1.0%	U
Conventions and Training	\$1,500	18%	U
Election Expenses	\$2,100	100%	U
Insurance	\$712	12%	U

2024 Draft Operating Budget

Administration

Administration sees an increase of \$121,175, which is a 21% increase

2024 sees a full compliment of staff, increase Asset Management work to ensure that the Township is Legislatively compliant with O. Reg 588/17 and provides long term financing information for the Townships Assets, ensures that we are prepared for increases in areas such as Audits and an increase in assessment challenges by residents.

Change	Budget Change \$	Budget Change %	<u>Favourable</u> <u>Unfavourable</u>
Asset Management Work	\$60,000	300.0%	U
Wages and Benefits	\$49,404	7%	U
Audit Fees	\$18,000	51%	U
Change is Assessments	\$15,000	16%	U
Insurance	\$5,642	12%	U

2024 Draft Operating Budget

Economic Development

Economic development sees a decrease on the tax levy of \$9,531, or (23%).

2024 sees the end of CIP funding from the County and a reduction in the distribution of those funds. There is also a \$10,000 decrease in Christmas Lights expenses.

Change	Budget Change \$	Budget Change %	<u>Favourable</u> <u>Unfavourable</u>
County Grant	\$20,000	-100%	U
CIP Grants to Others	(\$20,000)	-33%	F
Transfer from Reserves	\$20,000	-33%	U
Transfers to Reserves	(\$20,000)	-100%	F
Christmas Lights	(\$10,000)	-33%	F

2024 Draft Operating Budget

Other Admin Revenues

Other Admin Revenues has increased by \$43,700, which is a positive change of 4% due to a small increase in OMPF Funding and a PIL billing that had not previously been budgeted.

Change	Budget Change \$	Budget Change %	<u>Favourable</u> <u>Unfavourable</u>
OMPF	(8,700)	1%	F
PIL Billing	(\$35,000)	100%	F

2024 Draft Operating Budget

Fire

Fire sees a decrease of \$6,826 or -1%. Various departmental increases were offset by a decrease in the Transfer to Chesley Fire Department

Change	Budget Change \$	Budget Change %	<u>Favourable</u> <u>Unfavourable</u>
Wages and Benefits	\$9,252	6%	U
Insurance	\$2,676	12%	U
Hydro	\$2,500	29%	U
Chesley Fire reserve	(\$24,639)	-45%	F

2024 Draft Operating Budget

Police

Police sees a decrease of \$34,102 or 3% from 2023 due to a decrease in the budget amounts based on the 2024 OPP Billing Statement

Change	Budget Change \$	Budget Change %	<u>F</u> avourable <u>U</u> nfavourable
Contracted Services	(\$36,902)	-3%	F
Provincial Grants Revenue	\$2,800	-32%	U

2024 Draft Operating Budget

Conservation Authority

The Conservation Authorities sees an increase of \$8,432, or 7%.

Change	Budget Change \$	Budget Change %	<u>F</u> avourable <u>U</u> nfavourable
SVCA	\$5,950	10%	U
GSCA	\$2,482	5%	U

2024 Draft Operating Budget

Building Department

The Building Department is revenue neutral in 2024, meaning that the revenues and expenses equal, therefore there are no costs from the Building Department on the Tax Levy.

This is a decrease on the tax levy of \$3,345.

Change	Budget Change \$	Budget Change %	<u>F</u> avourable <u>U</u> nfavourable
Total Building Department	(\$3,345)	-100%	F

2024 Draft Operating Budget

By Law

By Law sees a decrease of \$750- or -1% due to the adjustment of a couple of items.

Change	Budget Change \$	Budget Change %	<u>Favourable</u> <u>Unfavourable</u>
Conventions and Training	(\$500)	-100%	F
Legal Fees	(\$500)	-10%	F
Telephone	\$250	100%	U

2024 Draft Operating Budget

Animal Control

Animal Control sees a decrease of \$1,990 or -2% due to a combination of revenue increases and decrease in expenses based on historical ending values.

Change	Budget Change \$	Budget Change %	<u>Favourable</u> <u>Unfavourable</u>
Revenues	\$1,005	3%	F
Contracted Services	(\$500)	-10%	F
Impound Fees	(\$500)	100%	F

2024 Draft Operating Budget

Roads

Roads sees an increase of \$258,900 or 8%. As mentioned in previous slides there were increase in roads maintenance items with the goal of keeping our assets in good condition

Change	Budget Change \$	Budget Change %	<u>Favourable</u> <u>Unfavourable</u>
Gravel	\$50,000	15%	U
Hard Top Surface Materials	\$40,000	100%	U
Insurance	\$14,514	12%	U
Concession 4 Debenture	\$73,000	100%	U
Fuel	\$23,000	8%	U
Vehicle Repairs	\$21,000	9%	U
Roads Reserve contributions for future roads capital	\$17,461	2%	U
Decrease in Debt payments from reserves	\$20,964	50%	U

2024 Draft Operating Budget

Bridges

Bridges sees and increase of \$22,821 or 35%.

Increases to secure financing for the Gordon Lang Bridge replacement debenture and the decrease in transfers from reserves to operating are offset by decrease in engineering and reports and studies.

Change	Budget Change \$	Budget Change %	<u>F</u> avourable <u>U</u> nfavourable
Decrease in transfers from reserves to operation	\$12,500	50%	U
Decrease in Engineering	(\$5,000)	-100%	F
Decrease in Studies and Reports	(\$15,000)	-60%	F
Gordon Lang Debenture Payments	\$27,000	100%	U

2024 Draft Operating Budget

Traffic Operation and Roadside

Traffic Operations and Roadside sees an increase of \$12,143 or 12%. There were various small increases and decreases, however the increase is mainly due to increases in signs

Change	Budget Change \$	Budget Change %	<u>Favourable</u> <u>Unfavourable</u>
Signs Materials	\$5,000	25%	U
Signs Contracts	\$10,000	100%	U

2024 Draft Operating Budget

Winter Control

Winter Control sees an increase of \$100,884, or 21% mainly due to a decrease in transfers from reserves to operating and increases in salaries.

\$30,000 of reserve funds were used in 2023, leaving the reserve balance for winter maintenance at \$0-.

Change	Budget Change \$	Budget Change %	<u>F</u> avourable <u>U</u> nfavourable
Increase in Wages and Benefits	\$64,934	21%	U
Decrease in transfers from reserves to operating	\$30,000	-100%	U

2024 Draft Operating Budget

Streetlights

Streetlights sees and increase of \$3,536 or 11% as per below

Change	Budget Change \$	Budget Change %	<u>F</u> avourable <u>U</u> nfavourable
Hydro	\$3,000	25%	U
Contracted Services	\$330	3%	U
Transfer to Reserves	\$206	2%	U

2024 Draft Operating Budget

2024 Draft Operating Budget

Water

Water is a revenue neutral department. Revenues are collected from the Water bills, so there is no effect on the Tax Levy.

The net water budget in 2023 is \$0-, as is 2024, meaning revenues equal expenses

2024 Draft Operating Budget

Solid Waste Collection

Solid Waste Collection sees a decrease of \$16,983, or -19%.

Increase in Waste Management contracted services are offset by a move of the first bag of garbage from the Tax levy to the Bag Tag user pay model.

Change	Budget Change \$	Budget Change %	<u>Favourable</u> <u>Unfavourable</u>
Bag Tag Sales	(\$126,400)	361%	F
Contracted Services	\$109,507	88%	U

2024 Draft Operating Budget

Solid Waste Disposal

Solid Waste Disposal, consisting of Sullivan and Markdale disposal sites, increased by \$12,595, or 5%.

Change	Budget Change \$	Budget Change %	<u>F</u> avourable <u>U</u> nfavourable
Sullivan Disposal	(\$1,456)	-1%	F
Markdale decrease in debt payments from reserves	\$17,296	-50%	U
Decrease in Misc. Exp	(\$5,000)	-17%	F

2024 Draft Operating Budget

Recycling

2024 sees a large change in Recycling due to the legislative change in funding for recycling costs.

The overall effect in a decrease of \$48,180, which is a 67% decrease on the tax levy.

Change	Budget Change \$	Budget Change %	<u>Favourable</u> <u>Unfavourable</u>
Provincial Grants	\$2,000	-6%	U
Contracted Services	(\$50,000)	-50%	F

2024 Draft Operating Budget

Biodigester

The Biodigester sees an increase in 2024 of \$92,000 due to the removal of funding for the long-term debt. This debenture comes due at the end of 2025.

Change	Budget Change \$	Budget Change %	<u>F</u> avourable <u>U</u> nfavourable
Transfer from Reserves to pay for long term debt	\$92,000	100%	U

2024 Draft Operating Budget

Cemeteries

2024 sees an increase in the number of cemeteries turned over to the Municipality to manage. As a result, the costs for cemeteries has increased, a good portion of which has been offset by increased revenues

2024 sees an increase in cemeteries of \$18,561 or 59%.

Change	Budget Change \$	Budget Change %	<u>Favourable</u> <u>Unfavourable</u>
Admin – wages and benefits	\$18,408	80%	U
Chatsworth Cemetery	(\$2,050)	-100%	F
Desboro Cemetery	\$397	3%	U
St. Mathias Cemetery	\$49	3%	U
Hemstock Cemetery	\$34	3%	U
Cedardale Cemetery	\$44	3%	U
Mount Zion Cemetery	(\$775)	-100%	F
Shiloh Cemetery	\$2,942	3%	U
Berkley Cemetery	(\$200)	-100%	F
St. Paul's Anglican Cemetery	(\$275)	-100%	F

2024 Draft Operating Budget

Outdoor Recreation (Parks)

Parks sees an increase of \$28,346 or 9%. The largest drivers were increases to staff costs, a 2024 capital request that moved to operating related to ball diamonds and the redistribution of clothing within the department.

Change	Budget Change \$	Budget Change %	Favourable Unfavourable
Wages and benefits	\$10,041	9%	U
Equipment and Maintenance	\$5,500	100%	U
Clothing	\$3,000	100%	U
Fuel	\$2,000	100%	U
Building and Maintenance	\$1,120	56%	U
Equipment Rentals	\$1,400	47%	U
Reserve Transfers for future Capital	\$2,087	2%	U

2024 Draft Operating Budget

Recreation and Facilities

Overall, Recreation and Facilities see an increase of \$35,743 or 15%

- Williamsford CC increase of \$761 is due to very small increase in insurance and Plant Ice Maintenance
- Desboro CC had increases such as equipment and maintenance and insurance which was offset by decrease such as IT support and wages and benefits, leaving an overall increase of \$2,606 or 3%
- Keady CC had an increase of \$37,133 or 40%. The largest items are listed below
- Chatsworth Hub sees a decrease of \$3,850 due to a decrease in grounds maintenance (moved to outdoor recreation) and Hydro

Change	Budget Change \$	Budget Change %	<u>Favourable</u> <u>Unfavourable</u>
Williamsford CC	\$761	19%	U
Desboro CC	\$2,606	3%	U
Keady CC wages and benefits	\$21,592	12%	U
Keady Hydro	\$15,000	38%	U
Keady Equipment and Supplies	\$5,500	69%	U
Chatsworth Community Hub	(\$3,850)	-7%	F

2024 Draft Operating Budget

Libraries

Libraries sees an increase of \$9,141 or 5% due to increases in contracted services

Change	Budget Change \$	Budget Change %	<u>F</u> avourable <u>U</u> nfavourable
Owen Sound Contracted Services	\$8,891	5%	U
Markdale Contracted Services	\$599	3%	U

2024 Draft Operating Budget

Planning

Planning sees a decrease of \$51,182 or -106%. Increases in contracted services were offset by increase in fees and charges and decreases in salaries and legal fees

Change	Budget Change \$	Budget Change %	<u>F</u> avourable <u>U</u> nfavourable
Fees and Charges	(\$44,000)	83%	F
Salaries	(\$4,632)	-9%	F
Legal Fees	(\$1,000)	-50%	F
Contracted Services	\$8,000	19%	U
Minimum Distance Separation Fees	\$2,450	100%	U

Department	Description	Location	2024	2025	2026	Sources of External Financing					
			Capital Budget	Capital Budget	Capital Budget	Grants	Gas Tax	Other	Reserves	Reserve Funds	L/T Debt
Fire											
5411	Bunker Gear Annual Replacement(3 Sets)		9,000						9,000		
5411	Air Bag Lift Kit		9,200					9,200			
	Subtotal		18,200					9,200	9,000		
PW - Bridges											
5652	Gordon Lang Structure 4		600,000			386,345					213,655
	Subtotal		600,000			386,345	-		-		213,655
PW - Equip/Vehicle											
5702	2008 Cat Grader Replacement			625,000							625,000
5702	2013 Western Star Tandem Plow Truck Replacement (X2)				780,000						780,000
5702	Sidewalk Machine		85,000						85,000		-
	Subtotal		85,000	625,000	780,000	-	-	-	85,000	-	1,405,000
PW - Roads											
	2024 Asphalt Program		1,280,000				222,596		1,057,404		-
	2024 Surface Treatment Program		810,000						810,000		-
	Subtotal		2,090,000			-	222,596	-	1,867,404	-	-
PW Facilities											
5630	Handrail Installation	Holland Shop	10,000						10,000		-
5630	Workyard Drainage	Holland Shop	10,000						10,000		-
5630	Main Shop Bollard Replacement	Holland Shop	5,000						5,000		-
5630	Steel Siding Replacement	Sullivan Shop	10,000						10,000		-
5630	Office Flooring Replacement	Sullivan Shop	10,000						10,000		-
	Subtotal		45,000			-	-	-	45,000	-	-
Recreation											
5924	Keady BCA Projects		227,000						227,000		-
5920	Ice Resurfacer		100,000						100,000		-
5923	Desboro BCA Projects		10,000						10,000		-
	McCullough Lake		15,000						15,000		-
5927	Williamsford CC		5,000						5,000		-
	Subtotal		357,000			-	-		357,000		-
Cemetery											
5926	Cemetery Tree Service		6,500						6,500		
	Subtotal		6,500			-	-		6,500		-
Total			3,201,700	625,000	780,000	386,345	222,596	9,200	2,369,904	-	1,618,655

2024 Roads Work

Asphalt		
Sideroad 10 Paving	Hwy 10 and Eastback Line	330,000
Walker Sideroad Reconstruction	HWY 6 to Con 2	550,000
Concession 8 Resurface	GR 16 to Kuhl Pit	125,000
Sideroad 30 Repair	Eastback Line and Mill Road	275,000
Total Asphalt		1,280,000

Surface Treatment		
Concession 5B and Sideroad 6 Resurface	MuCullough Lake Rd and SR 6	220,000
Sideroad 3 Resurface	GR 40 to Conc 6	150,000
Concession 2 Resurface	Chatsworth 24 S. to SR 60	440,000
Total Surface Treatment		810,000

Total 2024 Roads		2,090,000
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2024 Draft Capital Budget

Next Steps





**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
GENERAL GOVERNMENT				
COUNCIL				
Donation Revenue		(40,000)	(40,000)	
Transfer From Reserves	(35,000)	(33,300)	1,700	-5%
Council Revenues	(35,000)	(73,300)	(38,300)	109%
Total Wage Costs	130,168	134,546	4,378	6%
Conventions & Training	8,500	10,000	1,500	18%
Election Expenses		2,100	2,100	
Advertising & Promotion		150	150	
Memberships		1,200	1,200	
Insurance	5,790	6,502	712	12%
Meeting Expenses	1,000	2,000	1,000	100%
IT & IT Support	1,000	1,030	30	3%
Mileage	3,000	3,500	500	17%
Miscellaneous Expense	5,500	2,500	(3,000)	-55%
Donations Made	35,000	73,300	38,300	109%
Transfer to Reserves	7,000	7,000		
Council Expenses	196,958	243,828	46,870	24%
Total Council	161,958	170,528	8,570	5%
ADMIN				
Death Registration Fees	(1,000)	(1,030)	(30)	3%
Marriage License Fees	(1,000)	(1,030)	(30)	3%
Freedom of Information Requests	(10)	(10)	(0)	3%
Licensing Fee Revenues	(2,600)	(3,000)	(400)	15%
Ownership Changes	(8,000)	(8,500)	(500)	6%
Tax Arrears Notices	(11,000)	(11,330)	(330)	3%
Mortgage Company Fees	(8,000)	(8,240)	(240)	3%
Penalty & Interest Revenue	(150,000)	(150,000)		
Interest Earned	(135,000)	(240,000)	(105,000)	78%
Miscellaneous Revenue	(5,000)	(5,000)		
Interdepartmental Revenues	(15,000)	(15,000)		
Tax Sale Admin Fee Revenues	(1,000)	(1,030)	(30)	3%
Tax Certificates	(13,500)	(13,905)	(405)	3%
Transfer from Reserves	(100,000)	(50,000)	50,000	-50%
Rate Stabilization Reserve	(45,000)		45,000	-100%
Admin Revenue	(496,110)	(508,075)	(11,965)	2%
Total Staffing Costs	684,281	733,685	49,404	7%
Office Supplies	15,000	15,000		
Cleaning Services	6,000	6,000		
Hydro	6,000	5,000	(1,000)	-17%

THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
Clothing Allowance	2,000	4,000	2,000	100%
Heat	2,000	3,000	1,000	50%
Building Maintenance & Supplies	8,000	8,000		
Conventions & Training	10,000	10,000		
Advertising & Promotion	4,000	4,000		
Equipment Maintenance & Supplies	4,000		(4,000)	-100%
Equipment Rentals	5,000	6,000	1,000	20%
Memberships	6,600	7,800	1,200	18%
Professional Fees - Audit	35,000	53,000	18,000	51%
Professional Fees - Other	40,000	25,000	(15,000)	-38%
Professional Fees - Legal	15,000	15,000		
Insurance	45,866	51,508	5,642	12%
Meeting Expenses	500	515	15	3%
Postage/Courier	21,000	20,000	(1,000)	-5%
Marriage Licenses & Services	960	989	29	3%
IT & IT Support	53,000	54,590	1,590	3%
Mileage	1,500	1,545	45	3%
Telephone/Internet	10,000	9,000	(1,000)	-10%
Miscellaneous Expense	2,500	1,500	(1,000)	-40%
Studies and Reports	20,000	80,000	60,000	300%
Interest Expense/Bank Charges	1,500	2,300	800	53%
Changes in Assessment	45,000	60,000	15,000	33%
A/R Write-Offs	500	515	15	3%
Transfer to Reserves	5,500	5,500		
Transfer to Reserves-Lifecycle	20,029	20,430	401	2%
Admin Expenses	1,070,736	1,203,876	133,140	12%
Total Admin	574,626	695,801	121,175	21%
ECONOMIC DEVELOPMENT				
Grants-Other	(20,000)		20,000	-100%
Transfer from Reserves	(60,000)	(40,000)	20,000	-33%
Economic Development Revenue	(80,000)	(40,000)	40,000	-133%
Economic Dev - Christmas Lights	30,000	20,000	(10,000)	-33%
Advertising & Promotion	500	515	15	3%
Equipment Maintenance & Supplies	1,800	1,854	54	3%
Economic Dev - CIP Grants to Others	60,000	40,000	(20,000)	-33%
Memberships	10,000	10,400	400	4%
Transfer to Reserves	20,000		(20,000)	-100%
Economic Development Expenses	122,300	72,769	(49,531)	-40%
Total Economic Development	42,300	32,769	(9,531)	-23%

THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
OTHER ADMIN REVENUES				
Supp Taxation - Res/Farm	(70,000)	(70,000)		
School Board for Municipality	(34,000)	(34,000)		
Mun. Railway/Hydro Corridor	(5,500)	(5,500)		
Payment In Lieu		(35,000)	(35,000)	
Ontario Municipal Partnership Fund	(862,500)	(871,200)	(8,700)	1%
Total Other Revenue	(972,000)	(1,015,700)	(43,700)	1%
Total General Government	(193,116)	(116,602)	76,514	-40%
PROTECTIVE SERVICES				
FIRE				
Leasing Revenues	(15,000)	(15,450)	(450)	3%
Hall Rental Revenue	(1,500)	(1,545)	(45)	3%
MTO Recovery Revenue	(20,000)	(20,600)	(600)	3%
Insurance Recovery Revenue	(20,000)	(20,600)	(600)	3%
Other Recovery Revenue	(3,000)	(3,090)	(90)	3%
Donation Revenue	(10,000)	(10,000)		
Fire Revenue	(69,500)	(71,285)	(1,785)	3%
Total Staffing Costs	144,662	153,914	9,252	6%
Office Supplies	750	750		
Hydro	8,500	11,000	2,500	29%
Clothing Allowance	175	180	5	3%
Heat	2,100	2,250	150	7%
Building Maintenance & Supplies	9,000	9,000		
Conventions & Training	13,500	13,500		
Advertising & Promotion	350	350		
Pumper 401	4,500	4,635	135	3%
Tanker 402	3,500	3,605	105	3%
Rescue 403	6,500	4,500	(2,000)	-31%
RTV/Trailer 404	900	927	27	3%
Support Vehicle 405	2,500	2,500		
Equipment Maintenance & Supplies	25,000	25,750	750	3%
Fire Prevention & Education	1,700	1,900	200	12%
Interdepartmental Expenses	5,500	5,500		
Equipment Rentals		500	500	
Memberships	1,500	1,200	(300)	-20%
Association Purchases	10,000	10,000		
Insurance	21,755	24,431	2,676	12%
Meeting Expenses	1,300	1,000	(300)	-23%
Postage/Courier	100	100		
Licenses	1,250	1,350	100	8%
IT & IT Support	9,000	9,270	270	3%

THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
Mileage	1,500	2,500	1,000	67%
Telephone/Internet	3,500	4,500	1,000	29%
Contracted Services	45,000	46,800	1,800	4%
Miscellaneous Expense	1,500	1,545	45	3%
Fire Service Agreements	70,000	70,000		
A/R Write-Offs	1,200	1,236	36	3%
Transfer to Reserves-Lifecycle	82,362	84,009	1,647	2%
Transfer to Chesley Fire Reserve	54,639	30,000	(24,639)	-45%
Fire Expenses	533,743	528,702	(5,041)	-1%
Total Fire	464,243	457,417	(6,826)	-1%
POLICE				
Grants - Provincial	(8,800)	(6,000)	2,800	-32%
Police Revenue	(8,800)	(6,000)	2,800	-32%
Police Wages	3,000	3,000		
Conventions & Training	1,000	1,000		
Memberships	365	365		
Mileage	500	500		
Contracted Services	1,092,930	1,056,028	(36,902)	-3%
Police Expense	1,097,795	1,060,893	(36,902)	-3%
Total Police	1,088,995	1,054,893	(34,102)	-3%
CONSERVATION AUTHORITY				
Conservation Authorities - Levy	112,954	121,385	8,431	7%
BUILDING				
Compliance Letters	(5,000)	(6,167)	(1,167)	23%
Building Permit Fees	(155,000)	(193,759)	(38,759)	25%
Transfer from Reserves				
Building Revenue	(160,000)	(199,926)	(39,926)	25%
Building Staff Costs	50,052	66,333	16,281	33%
Office Supplies	500	511	11	2%
Clothing Allowance	500		(500)	-100%
Interdepartmental Expenses	12,200	12,566	366	3%
Memberships		50	50	
Repairs/Maintenance	800	824	24	3%
Insurance	3,393	3,810	417	12%
IT & IT Support	18,000	18,540	540	3%
Bulding Dept - Fuel	400	412	12	3%
Contracted Services	77,500	96,880	19,380	25%
Building Expenses	163,345	199,926	36,581	22%

THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
Total Building	3,345	(0)	(3,345)	-100%
BY-LAW				
By-Law Enforcement - Revenue	(1,000)	(1,000)		
By Law Revenue	(1,000)	(1,000)		
By Law Staffing Costs				
Office Supplies	500		(500)	-100%
Professional Fees - Legal	5,000	4,500	(500)	-10%
Telephone/Internet		250	250	
Contracted Services	58,000	58,000		
By Law Expenses	63,500	62,750	(750)	-1%
Total By Law	62,500	61,750	(750)	-1%
ANIMAL CONTROL				
Licensing Fee Revenues	(30,000)	(30,900)	(900)	3%
Animal Control Fee Revenues	(3,000)	(3,090)	(90)	3%
Livestock Claim Refunds	(500)	(515)	(15)	3%
Animal Control Revenue	(33,500)	(34,505)	(1,005)	3%
Professional Fees - Legal	500	515	15	3%
Contracted Services	15,000	14,500	(500)	-3%
Impound Fees	4,500	4,000	(500)	-11%
Livestock Claim Payments	500	500		
Animal Control Expenses	20,500	19,515	(985)	-5%
Total Animal Control	(13,000)	(14,990)	(1,990)	15%
Total Protective Services	1,719,037	1,680,455	(38,582)	-2%
TRANSPORTATION SERVICES				
COLD PATCH CRACK SEALING				
Materials	20,000	20,000		
Contracted Services	51,000	55,000	4,000	8%
Total Patch/Crack Sealing	71,000	75,000	4,000	6%
RESURFACE SS				
Materials		40,000	40,000	
Total Resurface SS		40,000	40,000	
CALCIUM				
Contracted Services	215,000	220,000	5,000	2%
Total Calcium	215,000	220,000	5,000	2%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
MAINTENANCE GRAVEL				
Transfer from Reserves	(77,000)	(68,500)	8,500	-11%
Maintenance Gravel Revenue	(77,000)	(68,500)	8,500	-11%
Materials				
Contracted Services	325,000	375,000	50,000	15%
Maintenance Gravel Expenses	325,000	375,000	50,000	15%
Total Maintenance Gravel	248,000	306,500	58,500	24%
CONNECTING LINK				
Total Connecting Link Contracted Services	3,200	3,200		
ROADS ADMIN				
Roads - Permits	(4,500)	(5,000)	(500)	11%
Interdepartmental Transfers - fuel	(12,200)	(12,566)	(366)	3%
Roads Miscellaneous Revenue	(55,000)	(62,000)	(7,000)	13%
Transfer from Reserves				
Roads Admin Revenue	(71,700)	(79,566)	(7,866)	11%
Roads Admin Staff Costs	851,091	859,855	8,764	1%
Office Supplies	2,800	5,000	2,200	79%
Hydro	11,000	11,330	330	3%
Clothing Allowance	5,000	7,500	2,500	50%
Heat	30,000	22,000	(8,000)	-27%
Building Maintenance & Supplies	10,000	10,300	300	3%
Conventions & Training	18,000	18,000		
Advertising & Promotion	1,200	1,236	36	3%
Equipment Maintenance & Supplies	10,000	10,300	300	3%
Memberships	2,000	2,060	60	3%
Insurance	118,001	132,515	14,514	12%
Meeting Expenses	400		(400)	-100%
Licenses	16,000	16,000		
IT & IT Support	7,500	7,725	225	3%
Mileage	500	500		
Telephone/Internet	4,000	5,500	1,500	38%
Contracted Services	2,000	2,068	68	3%
Miscellaneous Expense		2,000	2,000	
GovDeals Fees	2,000		(2,000)	-100%
Interest Expense		27,500	27,500	
Debt Repayment Principal		45,500	45,500	
Transfer to Reserves-Lifecycle	873,036	890,497	17,461	2%
Roads Admin Expenses	1,964,528	2,077,386	112,858	6%
Total Roads Admin	1,892,828	1,997,820	104,992	6%

THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
TRANSIT SPECIAL NEEDS				
Total Transit Special Needs Contracted Services	44,552	15,000	(29,552)	-66%
EQUIPMENT OVERHEAD				
Roads -Equipment Sales	(5,000)		5,000	-100%
Interdepartmental Revenues	(3,500)	(3,605)	(105)	3%
Machines O/H - Trans from Reserves	(41,928)	(20,964)	20,964	-50%
Equipment Overhead Revenue	(50,428)	(24,569)	25,859	-51%
Clear Diesel Fuel	100,000	110,000	10,000	10%
Gasoline	40,000	48,000	8,000	20%
Grease/Oil etc	12,000	12,000		
Coloured Diesel Fuel	190,000	195,000	5,000	3%
Repairs/Maintenance	20,000	20,500	500	3%
Interest Expense	6,372	6,319	(53)	-1%
Debt Repayment Principal	35,908	35,609	(299)	-1%
Roads Equipment Overhead Expenses	404,280	427,428	23,148	6%
Total Equipment Overhead	353,852	402,859	49,007	14%
EQUIPMENT PURCHASES				
Transfer to Reserves-Lifecycle	297,669	303,623	5,953	2%
VEHICLES				
Vehicle Repairs	229,000	250,000	21,000	9%
Total Vehicles	229,000	250,000	21,000	9%
Total Roads	3,355,102	3,614,002	258,900	8%
BRIDGES/CULVERTS				
Transfer from Reserves	(25,000)	(12,500)	12,500	-50%
Bridges/Culverts Revenue	(25,000)	(12,500)	12,500	-50%
Materials	10,000	10,300	300	3%
Contracted Services		2,000	2,000	
Professional Fees - Engineering	5,000		(5,000)	-100%
Studies and Reports	25,000	10,000	(15,000)	-60%
Interest Expense		10,000	10,000	
Debt Repayment Principal		17,000	17,000	
Transfer to Reserves-Lifecycle	51,060	52,081	1,021	2%
Bridge/Culverts Expenses	91,060	101,381	10,321	11%
Total Bridge/Culverts	66,060	88,881	22,821	35%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
ROADSIDE MOWING				
Equipment Rentals	2,500		(2,500)	-100%
Contracted Services	20,500	21,115	615	3%
Total Roadside Mowing	23,000	21,115	(1,885)	-8%
TREE TRIMMING				
Total Tree Trimming Contracted Services	35,000	36,190	1,190	3%
SWEEPING				
Total Sweeping Contracted Services	12,000	12,408	408	3%
SIGNS				
Roads - Signs Revenue	(4,500)	(4,750)	(250)	6%
Materials	20,000	25,000	5,000	25%
Contracted Services		10,000	10,000	
Total Signs	15,500	30,250	14,750	95%
SIDEWALKS				
Transfer from Reserves	(75,000)	(35,000)	40,000	-53%
Sidewalk Revenues	(75,000)	(35,000)	40,000	-53%
Contracted Services	75,000	35,000	(40,000)	-53%
Sidewalk Expenses	75,000	35,000	(40,000)	-53%
Total Sidewalks				
MUNICIPAL DRAINS				
Grants - Provincial	(10,000)	(7,500)	2,500	-25%
Municipal Drain Revenues	(10,000)	(7,500)	2,500	-25%
Professional Fees-Engineering	6,000	6,180	180	3%
Miscellaneous Expense	20,000	15,000	(5,000)	-25%
Municipal Drain Expenses	26,000	21,180	(4,820)	-19%
Total Municipal Drains	16,000	13,680	(2,320)	-15%
Total Traffic/Roadside Operations	101,500	113,643	12,143	12%
GRAVEL PITS				
Licenses	800	824	24	3%
Gravel Pit Expenses	800	824	24	3%
Total Gravel Pits	800	824	24	3%

THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
WINTER CONTROL				
Snow Removal Revenue -Cntrysde/Lakeview	(11,000)	(11,750)	(750)	7%
Transfer from Reserves	(30,000)		30,000	-100%
Winter Control Revenue	(41,000)	(11,750)	29,250	-71%
Winter Control Staff Costs	303,575	368,509	64,934	21%
Materials	190,000	195,700	5,700	3%
Clothing Allowance	500		(500)	-100%
Telephone	300	300		
Contracted Services	22,000	23,500	1,500	7%
Winter Control Expenses	516,375	588,009	71,634	14%
Total Winter Control	475,375	576,259	100,884	21%
STREETLIGHTS				
Hydro	12,000	15,000	3,000	25%
Contracted Services	11,000	11,330	330	3%
Transfer to Reserves-Lifecycle	10,278	10,483	206	2%
Total Streetlights	33,278	36,813	3,536	11%
Total Transportation Services	4,032,114	4,430,422	398,308	10%
ENVIROMENTAL SERVICES				
WATER				
Leasing Revenues	(2,000)		2,000	-100%
Interest Earned	(2,000)	(1,600)	400	-20%
Other Revenue/Fees	(3,000)	(4,500)	(1,500)	50%
Interest Earned	(2,200)		2,200	-100%
Fixed Charges Revenues	(232,000)	(238,960)	(6,960)	3%
Capital Charges Revenues	(70,000)	(72,100)	(2,100)	3%
Bulk Water Sales	(1,000)	(2,000)	(1,000)	100%
Fixed Charges Revenues	(45,000)	(46,350)	(1,350)	3%
Capital Charges Revenues	(15,300)	(15,759)	(459)	3%
Water Accounts- NSF Fees	(125)	(125)		
New Connection Revenues	(1,000)	(1,030)	(30)	3%
Water Meter Kits	(1,500)	(1,545)	(45)	3%
Water Revenues	(375,125)	(383,969)	(8,844)	-52%
Water Staff Costs	41,023	45,603	4,580	11%
Hydro	14,800	19,000	4,200	28%
Building Maintenance & Supplies	5,000	5,150	150	3%
Grounds Maintenance	1,800	1,854	54	3%
Conventions & Training	1,000	1,030	30	3%
Equipment Maintenance & Supplies	15,000	15,450	450	3%

THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
Overhead Expense	5,000	5,150	150	3%
Water - Service Calls	5,000	5,150	150	3%
Memberships	750	773	23	3%
Insurance	4,711	5,290	579	12%
Licenses	1,700	1,751	51	3%
Mileage		200	200	
Telephone/Internet	3,000	2,800	(200)	-7%
Contracted Services	150,000	175,000	25,000	17%
Source Water Protection	1,700	1,751	51	3%
Taxes (Payments in Lieu)	2,200	2,266	66	3%
Transfer to Reserve Fund	122,441	95,751	(26,690)	-22%
Water Expenses	375,125	383,969	8,844	86%
Total Water		0	0	
SOLID WASTE COLLECTION				
Bag Tag Sales	(35,000)	(161,400)	(126,400)	361%
Solid Waste Collection Revenues	(35,000)	(161,400)	(126,400)	361%
Contracted Services	125,000	234,507	109,507	88%
Solid Waste Collection Expenses	125,000	234,507	109,507	88%
Total Solid Waste Collection	90,000	73,107	(16,893)	-19%
SULLIVAN WASTE SITE				
Scrap Metal Revenue	(6,000)	(6,180)	(180)	3%
Site Disposal/Tipping Revenues	(90,000)	(92,000)	(2,000)	2%
Sullivan Waste Site Revenues	(96,000)	(98,180)	(2,180)	5%
Sullivan Waste Staff Costs	85,748	89,446	3,698	4%
Office Supplies	200	200		
Hydro	600	1,200	600	100%
Clothing Allowance	500	500		
Building Maintenance & Supplies	700	700		
Convention & Training	1,000	1,000		
Memberships	450	450		
Equipment Maintenance & Supplies	2,000	1,200	(800)	-40%
Mileage	300	500	200	67%
Contracted Services	85,000	85,000		
Professional Fees-Engineering	20,000	15,000	(5,000)	-25%
Taxes (Payments in Lieu)	33,000	33,000		
Transfer to Reserves	15,000	15,450	450	3%
Transfer to Reserves-Lifecycle	63,041	64,617	1,576	2%
Sullivan Waste Site Expenses	307,539	308,263	724	111%
Total Sullivan Waste Site	211,539	210,083	(1,456)	-1%

THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
MARKDALE WASTE SITE				
Transfer from Reserves	(34,593)	(17,296)	17,296	-50%
Markdale Waste Site Revenues	(34,593)	(17,296)	17,296	-50%
Miscellaneous Expense	30,000	25,000	(5,000)	-17%
Interest Expense	5,213	5,370	156	3%
Debt Repayment Principal	29,379	30,261	881	3%
Transfer to Reserves	22,000	22,660	660	3%
Transfer to Reserves-Lifecycle	2,862	2,919	57	2%
Markdale Waste Site Expenses	89,455	86,210	(3,245)	-6%
Total Markdale Waste Site	54,862	68,913	14,051	-56%
Total Waste Disposal	266,401	278,996	12,595	5%
RECYCLING				
Grants - Provincial	(36,000)	(34,000)	2,000	-6%
Material Rebate	(6,000)	(6,180)	(180)	3%
Recycling Revenues	(42,000)	(40,180)	1,820	-3%
Contracted Services	75,000	25,000	(50,000)	-67%
Recycling Expenses	75,000	25,000	(50,000)	-67%
Total Recycling	33,000	(15,180)	(48,180)	-69%
BIODIGESTER				
Transfer from Reserves	(92,000)		92,000	-100%
Biodigester Revenues	(92,000)		92,000	-100%
Interest Expense/Bank Charges	12,000	12,000		
Debt Repayment Principal	80,000	80,000		
Inter-Municipal Transfers	80,000	80,000		
Biodigester Expenses	172,000	172,000		
Total Biodigester	80,000	172,000	92,000	115%
Total Waste Diversion	113,000	156,820	43,820	39%
Total Environmental Services	469,401	508,923	39,522	8%

THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
HEALTH SERVICES				
CEMETRIES ADMIN				
Transfer from Trust		(2,000)	(2,000)	
Cemeteries Admin Revenues		(2,000)	(2,000)	
Cemetery Admin Staff Costs	30,630	50,233	19,603	64%
Insurance	347	390	43	12%
Legal Add this line and put in fees for terantet		500	500	
Annual Licensure Costs		250	250	
Cemetery Admin Expenses	30,977	51,373	20,396	76%
Total Cemetery Admin	30,977	49,373	18,396	76%
CHATSWORTH CEMETERY				
Interest Earned	(65)	(67)	(2)	3%
Plot Sales		(2,000)	(2,000)	
Grave Opening Revenues	(600)	(750)	(150)	25%
Grave Marking/Staking Fees	(150)	(170)	(20)	13%
Transfer from Reserves	(20,000)	(20,000)		
Chatsworth Cemetery Revenues	(20,815)	(22,987)	(2,172)	42%
Grounds Maintenance	20,000	20,000		
Grave Opening Expense	650	672	22	3%
Grave Marking Expense	100	75	(25)	-25%
Cornerstones Expense	100	125	25	25%
Miscellaneous Expense (Foundations,etc)		100	100	
Chatsworth Cemetery Expenses	20,850	20,972	122	3%
Total Chatsworth Cemetery	35	(2,015)	(2,050)	45%
DESBORO CEMETERY				
Interest Earned	(250)		250	-100%
Plot Sales	(1,000)	(1,000)		
Grave Opening Revenues	(1,500)	(1,500)		
Grave Marking/Staking Fees	(300)	(300)		
Desboro Cemetery Revenues	(3,050)	(2,800)	250	-100%
Grounds Maintenance	1,000	1,000		
Grave Opening Expense	650	672	22	3%
Grave Marking Expense	75	75		
Cornerstones Expense		125	125	
Desboro Cemetery Expenses	1,725	1,872	147	3%
Total Desboro Cemetery	(1,325)	(928)	397	-97%

THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
ST. MATHIAS CEMETERY				
Interest Earned	(15)		15	-100%
St. Mathias Cemetery Revenues	(15)		15	-100%
StMC- Maintenance grounds	1,000	1,034	34	3%
St. Mathias Cemetery Expenses	1,000	1,034	34	3%
Total St. Mathias Cemetery	985	1,034	49	-97%
HEMSTOCK CEMETERY				
Maintenance grounds	1,000	1,034	34	3%
Hemstock Cemetery Expenses	1,000	1,034	34	3%
Total Hemstock Cemetery	1,000	1,034	34	3%
CEDERDALE CEMETERY				
Interest Earned	(10)		10	-100%
Cederdale Cemetery Revenues	(10)		10	-100%
Maintenance grounds	1,000	1,034	34	3%
Cederdale Cemetery Expenses	1,000	1,034	34	3%
Total Cederdale Cemetery	990	1,034	44	-97%
MOUNT ZION CEMETERY				
Interest Earned	(55)		55	-100%
Other Revenue (Foundations, etc)		(650)	(650)	
Grave Openings Revenue		(750)	(750)	
Grave Marking/Staking Fees		(250)	(250)	
Mount Zion Cemetery Revenues	(55)	(1,650)	(1,595)	-100%
Grounds Maintenance	1,000	1,000		
Grave Openings Expense		500	500	
Grave Marking Expense		100	100	
Miscellaneous Exp (Foundations, etc)		220	220	
Mount Zion Cemetery Expenses	1,000	1,820	820	
Total Mount Zion Cemetery	945	170	(775)	-100%

THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
SHILOH CEMETERY				
Interest Earned	(2,000)	(2,068)	(68)	3%
Other Revenue (Foundations, etc)	(2,000)	(2,068)	(68)	3%
Plot Sales	(1,000)	(1,034)	(34)	3%
Grave Openings Revenue	(4,000)	(4,136)	(136)	3%
Grave Marking/Staking Fees	(800)	(827)	(27)	3%
Shiloh Cemetery Revenues	(9,800)	(10,133)	(333)	17%
Grounds Maintenance	1,000	4,000	w33	
Grave Openings Expense	2,500	2,585	85	3%
Grave Marking Expense	700	724	24	3%
Cornerstones Expense		115	115	
Micellaneous Exp (Foundations, etc)	1,500	1,551	51	3%
Shiloh Cemetery Expenses	5,700	8,975	275	10%
Total Shiloh Cemetery	(4,100)	(1,158)	(58)	27%
BERKLEY CEMETERY				
Other Revenue (Foundations, etc)		(200)	(200)	
Grave Openings Revenue	(300)	(300)		
Grave Marking/Staking Fees	(75)	(75)		
Berkley Cemetery Revenues	(375)	(575)	(200)	
Grounds Maintenance	2,000	2,000		
Grave Openings Expense	300	300		
Grave Marking Expense	75	75		
Berkley Cemetery Expenses	2,375	2,375		
Total Berkley Cemetery	2,000	1,800	(200)	
ST. PAUL'S ANGLICAN CEMETERY				
Grave Openings Revenue		(300)	(300)	
Grave Marking/Staking Fees		(75)	(75)	
St. Paul's Cemetery Revenues		(375)	(375)	
Miscellaneous Exp (Foundations, etc)		100	100	
St. Paul's Cemetery Expenses		100	100	
Total St. Paul's Cemetery		(275)	(275)	
Total Cemeteries	31,507	50,068	18,561	59%

THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
RECREATION AND CULTURAL SERVICES				
OUTDOOR RECREATION				
Ball Diamond Revenues	(1,000)		1,000	-100%
Lake Key Revenue	(3,000)	(600)	2,400	-80%
Ball Diamonds Revenue	(4,000)	(600)	3,400	-85%
Recreation - Grants to Others	15,000	15,000		
Ball Diamond Staff Costs	117,298	127,339	10,041	9%
Outdoor Rec. Facilities - Bldg. Maintenance	600		(600)	-100%
Hydro	4,500	4,635	135	3%
Clothing		3,000	3,000	
Building Maintenance & Supplies	2,000	3,120	1,120	56%
Conventions and Training	3,000	3,090	90	3%
Equipment Maintenance & Supplies	5,500	11,000	5,500	100%
Interdepartmental Expenses	5,500	3,665	(1,835)	-33%
Equipment Rentals	3,000	4,400	1,400	47%
Memberships	300	450	150	50%
Insurance	6,364	7,147	783	12%
Fuel		2,000	2,000	
Telephone	300	309	9	3%
Contracted Services	55,000	55,000		
Recreation Facilities - Tax Write Offs		900	900	
Transfer to Reserves-Lifecycle	104,342	106,429	2,087	2%
Ball Diamonds Expenses	322,704	347,484	24,780	8%
Total Ball Diamonds	318,704	346,884	28,180	9%
WALTERS FALLS BALL DIAMOND				
Building Maintenance & Supplies	2,600	2,678	78	3%
Insurance	717	805	88	12%
Total Walters Falls	3,317	3,483	166	5%
Total Parks	322,021	350,367	28,346	9%
WILLIAMSFORD CC				
Plant (Ice) Maintenance		250	250	
Building Maintenance & Supplies	750	750		
Insurance	3,224	3,621	397	12%
Total Williamsford Community Centre	3,974	4,621	647	16%

THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
DESBORO COMMUNITY CENTRE				
Floor Rental Revenue	(5,000)	(7,500)	(2,500)	50%
Ball Diamond Revenues	(1,500)	(2,000)	(500)	33%
Arena Rentals	(4,500)	(4,635)	(135)	3%
Desboro CC Revenues	(11,000)	(14,135)	(3,135)	29%
Desboro CC Staff Costs	63,061	58,550	(4,511)	-7%
Office Supplies		200	200	
Hydro	10,000	10,000		
Heat	10,000	11,000	1,000	10%
Building Maintenance & Supplies	5,000	5,150	150	3%
Advertising & Promotion	500	(500)	(500)	-100%
Equipment Maintenance & Supplies	2,500	9,000	6,500	260%
Equipment Rentals		1,000	1,000	
Memberships				
Insurance	11,372	12,771	1,399	12%
IT & IT Support	2,400	(2,400)	(2,400)	-100%
Telephone/Internet	1,500	4,000	2,500	167%
Desboro CC Expenses	106,333	111,671	5,338	5%
Total Desboro CC	95,333	97,536	2,203	2%
KEADY COMMUNITY CENTRE				
Hall Rental Revenue	(7,000)	(7,210)	(210)	3%
Ball Diamond Revenues	(500)	(515)	(15)	3%
Arena Rentals	(120,000)	(125,000)	(5,000)	4%
Miscellaneous Revenue	(1,000)	1,000	1,000	-100%
KCC - Recovery from Georgian Bluffs	(87,598)	(90,226)	(2,628)	3%
Keady CC Revenues	(216,098)	(222,951)	(6,853)	3%
Keady CC Staff Costs	187,087	208,679	21,592	12%
Office Supplies	300	400	100	33%
Plant (Ice) Maintenance	20,000	20,600	600	3%
Hydro	40,000	55,000	15,000	38%
Clothing Allowance	500	(500)	(500)	-100%
Heat	13,000	13,390	390	3%
Building Maintenance & Supplies	19,000	19,000		
Conventions & Training	3,000	3,000		
Advertising & Promotion	1,200	1,236	36	3%
Equipment Maintenance & Supplies	8,000	13,500	5,500	69%
Memberships	425	438	13	3%
Insurance	10,984	12,335	1,351	12%
IT & IT Support	2,500	(2,500)	(2,500)	-100%
Mileage	500	515	15	3%
Telephone/Internet	2,200	4,200	2,000	91%
Keady CC Expenses	308,696	352,292	43,596	14%

THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
Total Keady CC	92,598	129,342	36,744	40%
CHATSWORTH HUB				
Ball Diamond Revenues	(1,200)	(1,200)		
Chatsworth CC Revenues	(1,200)	(1,200)		
Hydro	850		(850)	-100%
Grounds Maintenance	3,000		(3,000)	-100%
Transfer to Reserve Funds	55,000	55,000		
Chatsworth CC Expenses	58,850	55,000	(3,850)	-7%
Total Chatsworth Community Centre	57,650	53,800	(3,850)	-7%
Total Recreation Facilities	249,555	285,298	35,743	14%
LIBRARY				
Grants - Other	(11,614)	(11,962)	(348)	3%
Library Revenues	(11,614)	(11,962)	(348)	3%
Contracted Services - Owen Sound	171,139	180,030	8,891	5%
Libraries - Contract - Markdale	19,957	20,556	599	3%
Library Expenses	191,096	200,585	9,490	5%
Total Library	179,482	188,623	9,141	5%
Total Recreation	751,058	824,288	73,230	10%
PLANNING AND DEVELOPMENT				
Planning - Admin Fees	(15,000)	(22,000)	(7,000)	47%
Planning - Severance Fee Revenues	(20,000)	(35,000)	(15,000)	75%
Planning - Zoning Fee Revenue	(10,000)	(35,000)	(25,000)	250%
Planning - Zoning Info Fees	(8,000)	(5,000)	3,000	-38%
Minor Variances	-	(6,000)	-	
Development Agreement	-	(6,000)	-	
Planning Revenues	(53,000)	(109,000)	(44,000)	83%
Salaries/Wages	37,478	33,850	(3,628)	-10%
Employer Payroll Costs	12,757	11,753	(1,004)	-8%
Planning Staff Costs	50,235	45,603	(4,632)	-9%
Professional Fees - Legal	2,000	1,000	(1,000)	-50%
IT & IT Support	7,200	7,200	-	
MDS Fees	-	2,450	2,450	
Contracted Services	42,000	50,000	8,000	19%
Planning Expenses	101,435	106,253	4,818	5%
Total Planning	48,435	(2,747)	(51,182)	-106%

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH

BY-LAW NUMBER 2024-03

BEING a By-Law to provide for interim tax levy for the 2024 year in the Township of Chatsworth and to provide for penalty and interest of 1.25 per cent

WHEREAS Section 317 of the Municipal Act S.O. 2001, c. M 25 as amended, provides that the Council of a local Municipality, before the adoption of the estimates for the year under Section 312, may pass a By-law levying amounts on the assessment of property in the local municipality ratable for local municipality purposes; and

WHEREAS the Council of the Township of Chatsworth deems it appropriate to provide for such interim levy on the assessment of property in the Municipality;

NOW THEREFORE the Council of the Corporation of the Township of Chatsworth enacts as follows:

In this by-law the following words shall be defined as:

“Tax Collector” shall mean the Treasurer as Tax Collector of the Municipality of the Township of Chatsworth;

“Minister” shall mean the Minister of Finance;

“MPAC” shall mean the Municipal Property Assessment Corporation;

1. The amounts levied shall be as follows:

1.1 For the Residential, Pipeline, Farmland and Managed Forest property classes there shall be imposed and collected an interim levy of:

- (a) The percentage prescribed by the Minister under section 317(3) of the *Municipal Act*, or,
- (b) 50%, if no percentage is prescribed, of the total taxes for municipal and school purposes levied on the year 2023.
- (c) If the council of a municipality is of the opinion that the taxes levied under subsection (1) on a property are too high or too low in relation to its estimate of the total taxes that will be levied on the property, the council may adjust the taxes on the property under subsection (1) to the extent it considers appropriate. 2001, c. 25, s. 317 (9).

1.2 For the Multi-Residential, Commercial and Industrial property classes there shall be imposed and collected an interim levy of:

- (a) The percentage prescribed by the Minister under section 317(3) of the *Municipal Act*, or,
- (b) 50%, if no percentage is prescribed, of the total taxes for municipal and school purposes levied on the year 2023.
- (c) If the council of a municipality is of the opinion that the taxes levied under subsection (1) on a property are too high or too low in relation to its estimate of the total taxes that will be levied on the property, the council may adjust the taxes on the property under subsection (1) to the extent it considers appropriate. 2001, c. 25, s. 317 (9).

2. For the purposes of calculating the total amount of taxes for the year 2024 under paragraph 2, if any taxes for municipal and school purposes were levied on a property for only part of 2023 because assessment was added to the collector’s roll during 2024, an amount shall be added equal to the additional taxes that would have been levied on the property if taxes for municipal, county and school purposes had been levied for the entire year.

3. The provisions of this by-law apply in the event that assessment is added for the year 2022 to the collector’s roll after the date this by-law is passed and an interim levy shall be imposed and collected.

4. All taxes levied under this by-law shall be payable into the hands of the Tax Collector in accordance with the provisions of this by-law.
5. There shall be imposed on all taxes a penalty for non-payment or late payment of taxes in default of the installment dates set out below. On all taxes of the interim levy, which are in default after the 27th day of February and the 25th day of April, a penalty of 1.25 percent per month will be added on the first day of each and every month the default continues until December 31st, 2024.
 - 5.1 On all taxes of the interim tax levy in default on January 1st, 2024 interest will be added at the rate of 1.25 percent per month for each month or fraction thereof of default.
 - 5.2 On all other taxes in default on January 1st, 2024, interest shall be added at the rate of 1.25 percent per month or fraction thereof, and all by-laws and parts of by-laws inconsistent with this policy are hereby rescinded.
6. The interim tax levy imposed by this by-law shall be paid in two installments due on the following dates:
 - 6.1 Fifty Three Percent (53.8%) thereof rounded to equal dollars on the 27th day of February, 2024.
 - 6.2 Fifty Three Percent (53.8%) thereof rounded to equal dollars on the 25th day of April, 2024.
7. The Tax Collector may mail or cause to be mailed to the address of the residence or place of business of each person taxes under this by-law, a notice specifying the amount of taxes payable.
8. Taxes are payable at the Township of Chatsworth's Municipal Office, 316837 Hwy 6, RR#1, Chatsworth, Ontario, N0H 1G0, and through other methods approved by the Treasurer.
9. The notice to be mailed under this by-law shall contain the particulars provided for in this by-law and the information required to be entered in the Collector's roll under section 343 of the *Municipal Act*.
10. The final levy for the year 2024 to be made under the *Municipal Act* shall be reduced by the amount to be raised by the levy imposed by this by-law.
11. The provisions of s.317 of the *Municipal Act*, as amended apply to this by-law with necessary modifications.
12. The Tax Collector shall be authorized to accept part payment from time to time on account of any taxes due, and to give a receipt of such part payment, provided that acceptance of any such part payment shall not affect the collection of any percentage charge imposed and collectable under section 5 of this by-law in respect to non-payment or late payment of any taxes or any installment of taxes.
13. Nothing in this by-law shall prevent the Tax Collector from proceeding at any time with the collection of any tax, or any part thereof, in accordance with the provisions of the statutes and by-laws governing the collection of taxes.
14. In the event of any conflict between the provisions of this by-law and any other by-law, the provisions of this by-law shall prevail.
15. This by-law shall come into force and take effect on the day of the final passing thereof.

READ a first and second time this 17th day of January, 2024.

READ a third time and finally passed this 17th day of January, 2024.

Scott Mackey, Mayor

Patty Sinnamon, CAO Clerk

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH

BY-LAW NUMBER 2024-04

BEING a By-law to establish remuneration and expense rates to be paid for Council of the Township of Chatsworth

WHEREAS the Municipal Act, 2001, Section 283 provides for paying remuneration and expenses to the members of Council when acting in their capacity as members of Council or Officers of the Corporation;

NOW THEREFORE the Council of the Corporation of the Township of Chatsworth enacts as follows:

- 1. Annual honorarium for 2024 shall be set as follows;
 - i. Mayor \$ 16,634.39
 - ii. Deputy Mayor \$ 11,656.46
 - iii. Councillor \$ 9,470.54

- 2. Committee and Board meeting per diems shall be set as follows;
 - i. Council Meeting rate \$ 203.55
 - ii. Full day rate (greater than 6 hours) \$ 203.55
 - iii. Half day rate (less than 6 hours) \$ 122.15

- 3. Mileage shall be paid to all Councillors using their vehicles for Township business in accordance with the County of Grey mileage rates.

- 4. This by-law shall take effect as of January 1, 2024.

READ a first and second time this 17th day of January, 2024.

READ a third time and finally passed this 17th day of January, 2024.

Scott Mackey, Mayor

Patty Sinnamon, CAO Clerk

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH

BY-LAW NUMBER 2024-05

BEING a By-law to adopt the 2024 Remuneration for Township of Chatsworth Employees

WHEREAS Council reviews and determines annually the remuneration to be paid to its employees;

NOW THEREFORE the Council of the Corporation of the Township of Chatsworth enacts as follows:

1. That Schedule “A” attached hereto and forming part of this By-law, being a Salary Grid for 2024 effective January 1, 2024 be hereby approved.

2. That the following positions also be given a 2.5% Cost of Living Increase effective January 1, 2024:
 - Operations Manager
 - Treasurer
 - CAO

READ a first and second time this 17th day of January, 2024

READ a third and final time this 17th day of January, 2024

Scott Mackey, Mayor

Patty Sinnamon, CAO Clerk

TOWNSHIP OF CHATSWORTH							
2024 SALARY GRID							
						Draft	1.025
Pay Grade	Job Title	Pay Band	Step 1	Step 2	Step 3	Step 4	Job Rate
13		610 - 680	\$ 44.18	\$ 45.68	\$ 47.19	\$ 48.69	\$ 50.20
12	Fire Chief	545 - 610	\$ 42.07	\$ 43.51	\$ 44.94	\$ 46.38	\$ 47.81
11		485 - 545	\$ 40.14	\$ 41.51	\$ 42.87	\$ 44.24	\$ 45.61
10		430 - 485	\$ 38.36	\$ 39.66	\$ 40.97	\$ 42.27	\$ 43.58
9	Deputy Treasurer Roads Manager (Lead Hand Level II) Parks and Recreation Facilities Coordinator	380 - 430	\$ 36.73	\$ 37.98	\$ 39.22	\$ 40.48	\$ 41.73
8	Parks and Recreation Lead Hand Deputy Clerk	335 - 380	\$ 34.93	\$ 36.12	\$ 37.31	\$ 38.50	\$ 39.69
7	Lead Hands	290 - 335	\$ 31.41	\$ 33.28	\$ 34.40	\$ 35.49	\$ 36.59
6		250 - 290	\$ 29.61	\$ 30.63	\$ 31.64	\$ 32.65	\$ 33.66
5	By-law Enforcement Officer Accounting/Payroll Clerk Admin. Asst. Building Admin. Asst. Public Works Clerk's Planning Admin. Asst. Equipment Operators	210 - 250	\$ 27.19	\$ 28.11	\$ 29.04	\$ 29.97	\$ 30.89
4	Admin. Asst. Finance Admin. Asst. Reception Parks & Rec. Facility Operators	175 - 210	\$ 24.90	\$ 25.76	\$ 26.60	\$ 27.46	\$ 28.30
3		140 - 175	\$ 22.77	\$ 23.54	\$ 24.33	\$ 25.10	\$ 25.88
2	Sidewalk Snow Removal Landfill Attendant	105 - 140	\$ 20.65	\$ 21.35	\$ 22.06	\$ 22.76	\$ 23.46
1		75 - 105	\$ 18.68	\$ 19.31	\$ 19.95	\$ 20.59	\$ 21.22

Grey County Council

January 11, 2024 - Meeting Highlights



Grey County Council met on January 11 in the Council Chamber and virtually on Zoom. The meeting was immediately followed by a session of Committee of the Whole.

Highlights of the meeting include:

- Passing of the 2024 budget by-law and official
- A delegation from the Kimberley Safety Group regarding road safety
- A new Paramedic Services base in Durham
- More

December 19, 2023

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

Delivered by email
justin.trudeau@parl.gc.ca

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

Delivered by email
premier@ontario.ca

Dear Prime Minister Trudeau and Premier Ford:

Re: Town of Aurora Council Resolution of December 12, 2023
Motion 10.3 – Councillor Gilliland; Re: Community Safety and Inciteful Speech

Please be advised that this matter was considered by Council at its meeting held on December 12, 2023, and in this regard, Council adopted the following resolution:

Whereas there has been an escalation in terrorist activity and unrest around the world that has triggered homeland rallies and advocacy that supports inciteful actions, which are causing uncertainty and unsafe feelings in our own country; and

Whereas inciteful speech is knowingly being utilized to create division, manipulation and spread misinformation, which could be defined as violent extremist propaganda and encouraging violent crimes; and

Whereas any loss of innocent civilian life is unacceptable and tragic; and

Whereas other local municipal councils and residents in Aurora have expressed concerns of uncertainty and safety who are asking for peace, protection and security; and

Whereas law exists to help maintain public safety, security, peace and order in society, and in Canada, where the responsibility for criminal justice is shared between the Federal, Provincial and territorial governments; and

Whereas it is important to protect our general freedoms of speech, while respecting the principles to protect and respect human rights, whether in

person or in a free, open and secure internet, and to ensure transparency and accountability;

- 1. Now Therefore Be It Hereby Resolved That the Town of Aurora acknowledges that residents in the community have expressed feelings of uncertainty and safety concerns, due to the recent global unrest, and condemns all acts of terror and violence resulting in loss of life or injury; and**
- 2. Be It Further Resolved That the Town of Aurora call on all levels of government to acknowledge this uncertainty and safety concerns in Canada and look to strengthening their available tools to deny inciteful speech that encourages violent extremists the ability to publicly manipulate, advocate, and incite violence or physical harm to another human being, whether it be online or in person; and**
- 3. Be It Further Resolved That Council encourages our community and diverse local leaders of faith to bring the community together to promote peace, healing and understanding during this difficult time; and**
- 4. Be It Further Resolved That a copy of this resolution be provided to both the Federal and Provincial government and all municipalities in Ontario.**

The above is for your consideration and any attention deemed necessary.

Sincerely,



Jaclyn Grossi
Deputy Town Clerk
The Corporation of the Town of Aurora

JG/lb

Attachment (Council meeting extract)

Copy: All Ontario Municipalities



10. Motions

10.3 Councillor Gilliland; Re: Community Safety and Inciteful Speech

Moved by Councillor Gilliland

Seconded by Councillor Gaertner

Whereas there has been an escalation in terrorist activity and unrest around the world that has triggered homeland rallies and advocacy that supports inciteful actions, which are causing uncertainty and unsafe feelings in our own country; and

Whereas inciteful speech is knowingly being utilized to create division, manipulation and spread misinformation, which could be defined as violent extremist propaganda and encouraging violent crimes; and

Whereas any loss of innocent civilian life is unacceptable and tragic; and

Whereas other local municipal councils and residents in Aurora have expressed concerns of uncertainty and safety who are asking for peace, protection and security; and

Whereas law exists to help maintain public safety, security, peace and order in society, and in Canada, where the responsibility for criminal justice is shared between the Federal, Provincial and territorial governments; and

Whereas it is important to protect our general freedoms of speech, while respecting the principles to protect and respect human rights, whether in person or in a free, open and secure internet, and to ensure transparency and accountability;

1. Now Therefore Be It Hereby Resolved That the Town of Aurora acknowledges that residents in the community have expressed feelings of uncertainty and safety concerns, due to the recent global unrest, and condemns all acts of terror and violence resulting in loss of life or injury; and
2. Be It Further Resolved That the Town of Aurora call on all levels of government to acknowledge this uncertainty and safety concerns in Canada and look to strengthening their available tools to deny inciteful

speech that encourages violent extremists the ability to publicly manipulate, advocate, and incite violence or physical harm to another human being, whether it be online or in person; and

3. Be It Further Resolved That Council encourages our community and diverse local leaders of faith to bring the community together to promote peace, healing and understanding during this difficult time; and
4. Be It Further Resolved That a copy of this resolution be provided to both the Federal and Provincial government and all municipalities in Ontario.

Yeas (7): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Gaertner, Councillor Thompson, Councillor Gallo, and Councillor Kim

Carried (7 to 0)

FIRE CHIEF REPORT 2024-01

TO: Mayor Mackey and Members of Council
FROM: Mike Givens, Fire Chief
RE: 2023 Fire Department Activity Report
DATE: January 17, 2024

RECOMMENDATION:

THAT Fire Chief Report 2024-01 be hereby received for information; and
FURTHER THAT the 2023 Fire Department Activity Report be hereby received for information.

BACKGROUND: Attached hereto is the Fire Department Activity Report for the year 2023.

There were 108 calls for service during the year, with 9 structure/chimney fires and 3 vehicle/agricultural equipment fires resulting in a \$267650 loss and \$745000 saved. The 108 calls for service resulted in 701.1 total firefighter hours.

The Department held 30 in-house training sessions, 12 work party session and 16 Off-site training sessions in 2023 for a total of 1597.4 firefighter hours.

It should also be noted that 267 Open Air Burn Permits were issued in 2023, 40 Fire Safety Inspections were conducted in 2023 and the Firefighters participated in 4 Public Education Events in 2023 for a total of 106 firefighter hours.

Inter-departmental Impact and/or Other Departments Consulted: N/A

Financial Implications: None - Standard Operations

Attachments:

- Incident Summary
- Incident Totals by Type
- Training Summary
- Inspection Summary
- Burn Permit Summary

Respectfully submitted,

Mike Givens,
Fire Chief/CFPO/CEMC

Reviewed by,

Patty Sinnamon, Dipl.M.M.
CAO Clerk

Report Approval Details

Document Title:	2023 Fire Department Activity Report.docx
Attachments:	<ul style="list-style-type: none">- Incident Summary 2023.pdf- Incident Totals by Type 2023.pdf- Training Summary 2023.pdf- Burn Permits Issued 2023.pdf- Inspection Summary 2023.pdf
Final Approval Date:	Jan 11, 2024

This report and all of its attachments were approved and signed as outlined below:

A handwritten signature in black ink, appearing to read "Patty Sinnamon". The signature is fluid and cursive, with a large initial "P" and a long, sweeping underline.

Patty Sinnamon - Jan 11, 2024 - 12:55 PM



Township of Chatsworth Fire Department

Fire Chief :Mike Givens

P.O. Box 278, 75 McNab Street Chatsworth ON N0H 1G0

PH : 519-794-3188 FAX : 519-794-4146

Email :firedept@chatsworth.ca URL : www.chatsworth.ca

Incident Summary From Jan 1 23 to Dec 31 23

Grand Total Averages

Printed 108 Incident reports
Average Dispatch Total 00:01:53
Average Chute Total 00:05:10
Average Enroute Time 00:07:55
Average Response time 00:13:04
Average Total Time 01:03:41
Average # of Full Time Personnel at scene 0.00
Average # of Part Time Personnel at scene 5.17
Average # of Personnel at scene 5.17
Average # of total Full Time Personnel 0.00
Average # of total Part Time Personnel 6.44
Average # of total Personnel 6.44
Total Personnel Hours 701 hours 4 minutes
Average Personnel Hours per incident 6 hours 29 minutes

Total Dollar Loss \$279,650.00
Average reported Dollar Loss \$31,072.22 for 9 incidents.
Total Saved \$745,000.00
Average reported Dollar Saved \$372,500.00 for 2 incidents.



Township of Chatsworth Fire Department

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Incident Totals by Type From Jan 1 23 to Dec 31 23

Response Type		# of Incidents	% of total	Incident Hours	Staff Hours			\$ Loss
01	Fire	14	12.96	26 h 39m	265 h 51m	0.0	0.0	279,650
21	Overheat (no fire, e.g. engines, mechanical devices)	1	0.93	1 h 2m	8 h 16m	0.0	0.0	\$ Saved: 745,000
23	Open air burning/unauthorized controlled burning (no uncontrolled fire)	2	1.85	2 h 25m	19 h 42m	0.0	0.0	
24	Other Cooking/toasting/smoke/stea m (no fire)	2	1.85	1 h 22m	3 h 30m	0.0	0.0	
29	Other pre fire conditions (no fire)	1	0.93	1 h 6m	4 h 24m	0.0	0.0	
31	Alarm System Equipment - Malfunction	1	0.93	1 h 15m	8 h 45m	0.0	0.0	
32	Alarm System Equipment - Accidental activation (exc. code 35)	3	2.78	2 h 48m	13 h 17m	0.0	0.0	
34	Human - Perceived Emergency	5	4.63	3 h 19m	15 h 11m	0.0	0.0	
35	Human - Accidental (alarm accidentally activated by person)	1	0.93	0 h 28m	0 h 56m	0.0	0.0	
36	Authorized controlled burning - complaint	1	0.93	0 h 26m	0 h 52m	0.0	0.0	
37	CO false alarm - perceived emergency (no CO present)	1	0.93	0 h 59m	4 h 55m	0.0	0.0	
38	CO false alarm - equipment malfunction (no CO present)	1	0.93	1 h 12m	8 h 24m	0.0	0.0	
41	Gas Leak - Natural Gas	2	1.85	1 h 44m	6 h 56m	0.0	0.0	
44	Gas Leak - Miscellaneous	1	0.93	1 h 19m	10 h 32m	0.0	0.0	
50	Power Lines Down, Arcing	1	0.93	2 h 5m	4 h 29m	0.0	0.0	

Township of Chatsworth Fire Department

Incident Totals by Type From Jan 1 23 to Dec 31 23

Response Type		# of Incidents	% of total	Incident Hours	Staff Hours	\$ Loss	
53	CO incident, CO present (exc false alarms)	1	0.93	1 h 13m	8 h 31m	0.0	0.0
57	Public Hazard no action required	1	0.93	0 h 35m	4 h 5m	0.0	0.0
61	Vehicle Extrication	1	0.93	1 h 33m	10 h 51m	0.0	0.0
62	Vehicle Collision	21	19.44	21 h 1m	151 h 24m	0.0	0.0
69	Other Rescue	1	0.93	2 h 22m	23 h 40m	0.0	0.0
702	CPR administered	1	0.93	1 h 20m	6 h 40m	0.0	0.0
71	Asphyxia, Respiratory Condition	3	2.78	2 h 29m	10 h 3m	0.0	0.0
73	Seizure	1	0.93	0 h 53m	4 h 25m	0.0	0.0
76	Chest pains or suspected heart attack	2	1.85	1 h 15m	3 h 28m	0.0	0.0
85	Vital signs absent, DOA	4	3.70	2 h 57m	11 h 6m	0.0	0.0
86	Alcohol or drug related	1	0.93	1 h 7m	6 h 42m	0.0	0.0
88	Accident or illness related - cuts, fractures, person fainted, etc.	8	7.41	6 h 5m	24 h 17m	0.0	0.0
898	Medical/resuscitator call no action required	1	0.93	0 h 43m	1 h 26m	0.0	0.0
89	Other Medical/Resuscitator Call	10	9.26	7 h 13m	19 h 34m	0.0	0.0
910	Assisting Other FD: Mutual Aid	2	1.85	6 h 9m	12 h 18m	0.0	0.0
912	Assisting Other FD: Fire Protection Agreement	3	2.78	4 h 40m	19 h 40m	0.0	0.0
93	Assistance to Other Agencies (exc 921 and 922)	1	0.93	0 h 18m	0 h 36m	0.0	0.0
96	Call cancelled on route	6	5.56	2 h 28m	2 h 0m	0.0	0.0
97	Incident not found	1	0.93	0 h 27m	0 h 0m	0.0	0.0
98	Assistance not required by other agency	2	1.85	1 h 41m	4 h 18m	0.0	0.0
Total Number of Responses		108		114 h 38m	701 h 4m	0.0	0.0
						\$ Saved:	279,650
							745,000



Township of Chatsworth Fire Department

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Training Summary

From Jan 1 23 to Dec 31 23

58 sessions printed for these parameters

46 Subjects Covered

527.25 total session hours

1597.40 total staff hours

10.10 average attendees

65.75 total Instructor hours

16 OFM or Outside Train sessions

30 In-house Training sessions

12 Work Party sessions



Township of Chatsworth Fire Department

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Burn Permits Issued **2023**

Chatsworth

Givens Mike

267



Township of Chatsworth Fire Department

Fire Chief :Mike Givens

P.O. Box 278, 75 McNab Street Chatsworth ON N0H 1G0

PH : 519-794-3188 FAX : 519-794-4146

Email :firedept@chatsworth.ca URL : www.chatsworth.ca

Inspection Summary From Jan 1 23 to Dec 31 23

Group A, Assembly, Division 3		
- Routine	3	
Total for Group A, Assembly, Division 3		3
<hr/>		
Group B, Care & Treatment, Division 2		
- Annual	1	
Total for Group B, Care & Treatment, Division 2		1
<hr/>		
Group A, Assembly, Division 2		
- Routine	2	
- Annual	1	
- Special Occasion - Temporary Tent	5	
Total for Group A, Assembly, Division 2		8
<hr/>		
Group F, Division 2		
- Routine	2	
- Licensing	4	
- Occupancy	1	
Total for Group F, Division 2		7
<hr/>		
Group C		
- Request	2	
- Annual	5	
Total for Group C		7
<hr/>		
Group E		
- Request	2	
- Routine	1	
- Licensing	5	
Total for Group E		8
<hr/>		
Salvage Yard - Open Outdoor Storage		
- Licensing	6	
Total for Salvage Yard - Open Outdoor Storage		6
<hr/>		
TOTAL		40

Township of Chatsworth Fire Department

Inspection Summary From Jan 1 23 to Dec 31 23

Reason Totals	Number
Advice and Assistance	0
Burning Complaint	0
Electrical Safety Authority	0
Fire Drill	0
Home Safety Inspection	0
Occupancy	1
Open Air Burning	0
TAPP-C	0
Wellness Check - Safety Concern	0
Request	4
Complaint	0
Routine	8
Licensing	15
Follow-up	0
Safety Concern	0
Annual	7
Special Occasion - Temporary Tent	5
Unauthorized Open Air Burn Inspection	0

CAO CLERKS REPORT 2024-02

TO: Mayor Mackey and Members of Council
FROM: Patty Sinnamon, CAO Clerk
RE: Community Safety and Policing Act – Grey Bruce Detachment Joint Board
DATE: January 17, 2024

RECOMMENDATION:

WHEREAS, the Province of Ontario passed the *Comprehensive Ontario Police Services Act, 2019* (Bill 68), which established the *Community Safety and Policing Act, 2019* (CSPA, 2019), on March 26, 2019; and

WHEREAS, the *Community Safety and Policing Act, 2019* (CSPA, 2019), will be proclaimed on April 1, 2024; and

WHEREAS the Ministry of the Solicitor General has approved the creation of a joint, Grey Bruce Police Services Detachment Board, governing all municipalities and First Nations communities within the detachment area; and

WHEREAS the Grey Bruce Detachment Joint Board must be established and formalized prior to the date of proclamation; and Whereas the Grey Bruce Detachment Joint Board will be composed of an elected official of all participating municipalities and First Nation communities, 4 Community Appointees and 3 Provincial Appointees;

NOW THEREFORE, Council hereby appoints one Member to represent the Township of Chatsworth on the Grey Bruce Detachment Joint Board; and

FURTHER THAT an ad-hoc selection committee be formed to select and appoint the required allotment of community representatives to the Joint Board, herein known as the Grey Bruce Detachment Joint Police Services Board Community Appointee Selection Committee; and

THAT CAO Clerk's Report 2024-02 – Community Safety and Policing Act – Grey Bruce Detachment Joint Board be hereby received;

AND FURTHER THAT _____ be appointed to the Grey Bruce Detachment Joint Board;

AND FURTHER THAT the same member appointed to the Grey Bruce Detachment Joint Board be appointed to the Grey Bruce Detachment Board Community Appointee Selection Committee;

BACKGROUND:

On March 26, 2019, Ontario passed the *Comprehensive Ontario Police Services Act, 2019* (Bill 68) and established the *Community Safety and Policing Act, 2019* (CSPA, 2019), which once proclaimed, will repeal the *Police Services Act, 1990*.

In February 2020, the Ministry of the Solicitor General conducted seven regional roundtable sessions across the province. Discussions at these sessions focused on new OPP-related regulatory requirements under the CSPA, including dissolution of Section 10 and 5.1 Boards. The presentation, as provided at this session, has been attached to this report as 'Appendix A'.

Following extensive feedback sessions and variously structured roundtable sessions, the Ministry of the Solicitor General forwarded correspondence to all impacted municipalities, including those of Grey Bruce, outlining amendments to existing Section 10 and 5.1 Board structures as a result of the CSPA. Specifically, the CSPA will dissolve all existing Section 10

and 5.1 Boards, to create one joint Board per detachment.

Also included in the correspondence was a request that Grey Bruce detachment municipalities and First Nations work collaboratively to create one joint Board to replace single municipal and First Nations Boards. The Township of Georgian Bluffs lead the Joint Board initiative with all municipalities and First Nations participating, submitted a joint proposal to the Ministry of the Solicitor General, outlining the structure and composition of the Grey Bruce Detachment Joint Board. The proposal was submitted on June 7, 2021 and later approved by the Ministry, with inclusion of Neyaashiinigmiing First Nation (Chippewas of Nawash Unceded First Nation).

As per the regulations, the Joint Board is required to include a minimum of five members, with 20% community representatives and 20% provincial appointees. Unlike the existing requirements of the *Police Services Act, 1990*, the Mayor of each municipality is not a mandated member of the Joint Board.

In accordance with the CSPA, the Grey Bruce Detachment Joint Board will be comprised of the following:

- Township of Chatsworth – 1 elected official
- Township of Georgian Bluffs – 1 elected official
- Municipality of Meaford – 1 elected official
- Municipality of Grey Highlands – 1 elected official
- Township of Southgate – 1 elected official
- Town of South Bruce Peninsula – 1 elected official
- Town of Northern Bruce Peninsula – 1 elected official
- Saugeen First Nation – 1 representative
- Neyaashiinigmiing First Nation (Chippewas of Nawash Unceded First Nation) – 1 representative
- 3 Provincial Appointees (19%)*, and
- 4 Community Appointees (25%)

Totaling a Board of at least 16 members.

***Note** – with addition of the Neyaashiinigmiing First Nation, the Provincial Appointees percentage falls below the mandated 20%. The Province has waived this requirement for the Grey Bruce Detachment Joint Board via approval of the amended proposal.

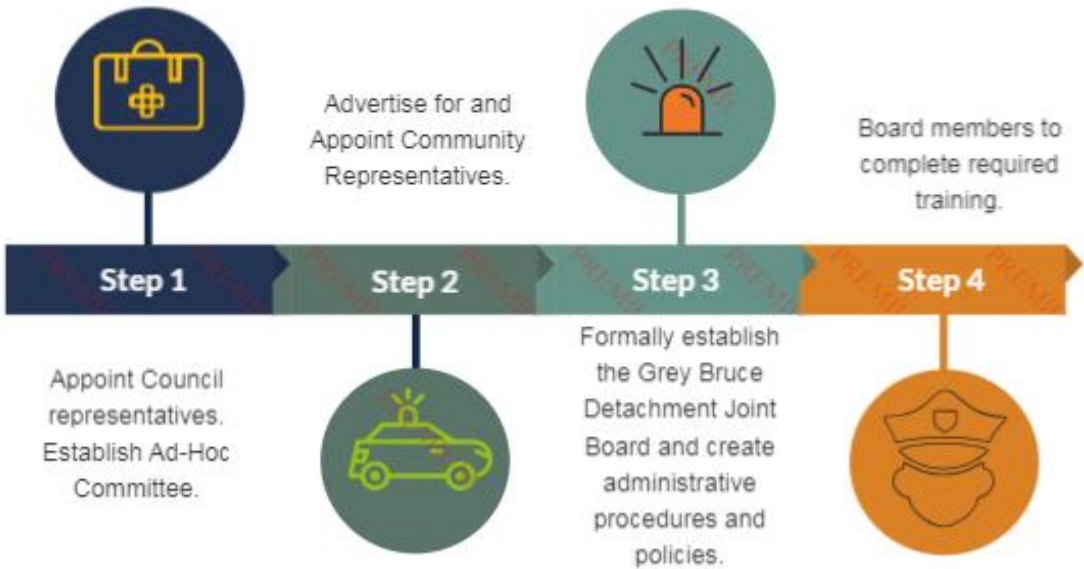
On December 18, 2023, members of the Grey Bruce Detachment Joint Board received correspondence from the Ministry of the Solicitor General, providing notice that the CSPA will be proclaimed on April 1, 2024. Said correspondence has been attached to this report as 'Appendix B'. As also included in the attached correspondence, all police services, and by

extension, all police boards, are expected to be in compliance with the regulations of the CSPA by April 1st.

The Community Safety and Policing Act, 2019 (CSPA, 2019), will dissolve all Section 10 and 5.1 Boards in place of a joint Board per detachment. The Ministry has announced that all Joint Boards are expected to be in compliance with the Act, including establishment of said Joint Board, by April 1, 2024. Through coordination of all participating bodies, and implementation of the steps outlined herein, the Grey Bruce Joint Detachment Board will be established and in compliance prior to the noted date.

To ensure compliance with the CSPA by the established date, all Grey Bruce Detachment members must formalize appointments to and establishment of the Grey Bruce Detachment Joint Board. The diagram below sets out the process to move forward with the Joint Board.

Community Safety and Policing Act, 2019
Implementation TimeLine



Step 1 – Appoint Council Representatives and Establish Ad-Hoc Committee

Upon presentation of this report, each respective participating Council in the Grey Bruce Detachment Joint Board must appoint one elected member to represent their municipality on the Joint Board. Each appointed member will also form part of an Ad-Hoc Committee, formed to select the remaining 4 Community Appointees.

As described in the Terms of Reference for the Ad-Hoc Selection Committee, attached to this report as ‘Appendix C’, the noted community appointees to the Joint Board will be appointed at large throughout the detachment area. Their appointments shall be for the duration of that of the Joint Board, ie. the Council term, and will move on a rotational basis by home municipality. For example, to ensure fairness, appointees from the Township of Southgate, Town of South Bruce Peninsula, Municipality of Meaford and Township of Chatsworth may serve throughout the first term of the Board, with appointees from other municipalities to serve throughout the second

term. Please note, this is simply an example for comprehension, and should not be interpreted as a finalized or approved procedure.

Step 2 – Advertise for Community Members and Appoint

Following their appointment to the Joint Board, and by extension, the Ad-Hoc Selection Committee, the respective Council representatives will meet to select the community appointees to the Joint Board. Following their selections, the Committee will recommend to each participating Council, appointment of the chosen community appointees. Per guidance of the Ministry, community appointees to the Joint Board must be ratified by all participating Councils.

The CSPA defines terms for ineligibility of community appointees, however remains silent on any prequalification to hold a position on the Board. More specifically:

(4) The following persons are not eligible to be members of a police service board:

- 1. A judge or justice of the peace.*
- 2. A member of a police service, a special constable or a First Nation Officer.*
- 3. Any person who practises criminal law as a defence counsel or as a prosecutor.*
- 4. A director, officer or employee of a prescribed policing provider.*
- 5. Any other prescribed persons. 2019, c. 1, Sched. 1, s. 33 (4).*

Former members of a police service

(5) A former member of a police service is not eligible to be a member of a police service board unless,

(a) the police service board does not maintain a police service that the person was a member of; and

(b) at least one year has passed since the person ceased to be a member of any police service.

A joint advertisement for interested community members to apply for a position on the Board has been created by the Clerks of the participating municipalities and posted throughout all participating municipalities and First Nations communities. Any member of the public who resides within any participating municipality or First Nation community within the Joint Board detachment area is welcome to apply.

Step 3 – Create Board and Establish Procedures

The CSPA and the regulations therein define establishment procedures of the Joint Board, rendering a separate Terms of Reference unnecessary. Upon appointment of the municipal and First Nation elected officials, 4 community appointees and 3 provincial appointees (to be appointed by the Ministry), the Joint Board will be considered established and host its first meeting. It is anticipated that the Joint Board will meet on a bi-monthly to quarterly basis.

At their first meeting, the Joint Board will be expected to Elect a Chair and Vice Chair, adopt a Procedure By-law and establish procedures for operations of the Board. An implementation team, consisting of administrative resources from the Township of Georgian Bluffs, Town of South Bruce Peninsula, Township of Southgate, Township of Chatsworth and the Grey Bruce OPP Detachment has been established to create and present all aforementioned documents to

the Joint Board. The Joint Board has yet to identify which participating body, being municipality, First Nation community or OPP, will provide long-term administrative support to the Board.

The implementation team has created and has now posted an advertisement seeking community members for the Joint Board.

Step 4 – Training

Section 35 of the CSPA outlines training requirements for all members, elected, provincial and community, appointed to the Joint Board. While the regulations remain vague to the extent, specifics and costs of said training, the Ministry has been clear since conception of the CSPA that training will be a pillar of the Joint Board structure.

It is the intention of the implementation team to train all elected officials appointed to the Joint Board in advance of the April deadline, provided that training details have been finalized by the province. There has been no clear indication provided to date regarding training requirements or timelines for completion.

Through approval of the recommendations contained within this report, Council will initiate Phase 1 of the discussed timeline, formalizing appointment of the Township's elected representative to the Joint Board. Regular updates will be presented throughout the first quarter, outlining progress of the implementation team, Ministry and Joint Board.

Financial Impact

As each participating party will have only one elected representative on the Joint Board, expenses related to meeting remuneration and mileage are forecasted to decrease. However, as the administrative operations and training impact of the amendments to existing structures remain unknown, total costs to each participating party remain approximate. It is recommended that all parties budget \$5000.00, in years 1 and 2, to allocate to costs associated with the Joint Board, including, but not limited to, meeting remuneration, mileage, training opportunities and staff resources. Upon incorporation of the Board, and following two years of participation, it is anticipated that costs associated with the Board will decrease.

As more information becomes available from the province regarding funding sources and training opportunities, staff will provide further detail regarding financial impacts.

Conclusion

Link to Strategic Plan or Other Approved Plans:

-

Fiscal Management, Accountability and Transparency

- Creating a culture of innovation and best practices

Fostering Community Development

- Promote a sense of community engagement, pride and belonging

Continuous Improvement

- Maintaining Positive staff-community relations
- Establishing Partnerships with other levels of government

Inter-departmental Impact and/or Other Departments Consulted: none

Financial Implications: There are no financial implications as a result of this report.

Attachments:

Appendix A - *Community Safety and Policing Act, 2019*: Ontario Provincial Police Regulatory Requirements Presentation

Appendix B - All Chiefs Memo - In-force date of the Community Safety and Policing Act 2019

Appendix C - Terms of Reference - Ad Hoc Selection Committee

Respectfully Submitted:

Patty Sinnamon, Dipl.M.M.

CAO Clerk

Community Safety and Policing Act, 2019: Ontario Provincial Police Regulatory Requirements

**Presented to: Ontario Association
of Police Services Boards (OAPSB)**

Date: January 30, 2020

Purpose

- Provide an overview of the legislative changes under the Community Safety and Policing Act, 2019 (CSPA, 2019) related to the Ontario Provincial Police (OPP).
- Discuss matters for regulation related to OPP Governance such as:
 - OPP Detachment Boards;
 - OPP Governance Advisory Council; and
 - Transitioning from the section 10 framework under the PSA to the new OPP detachment framework under the CSPA, 2019.

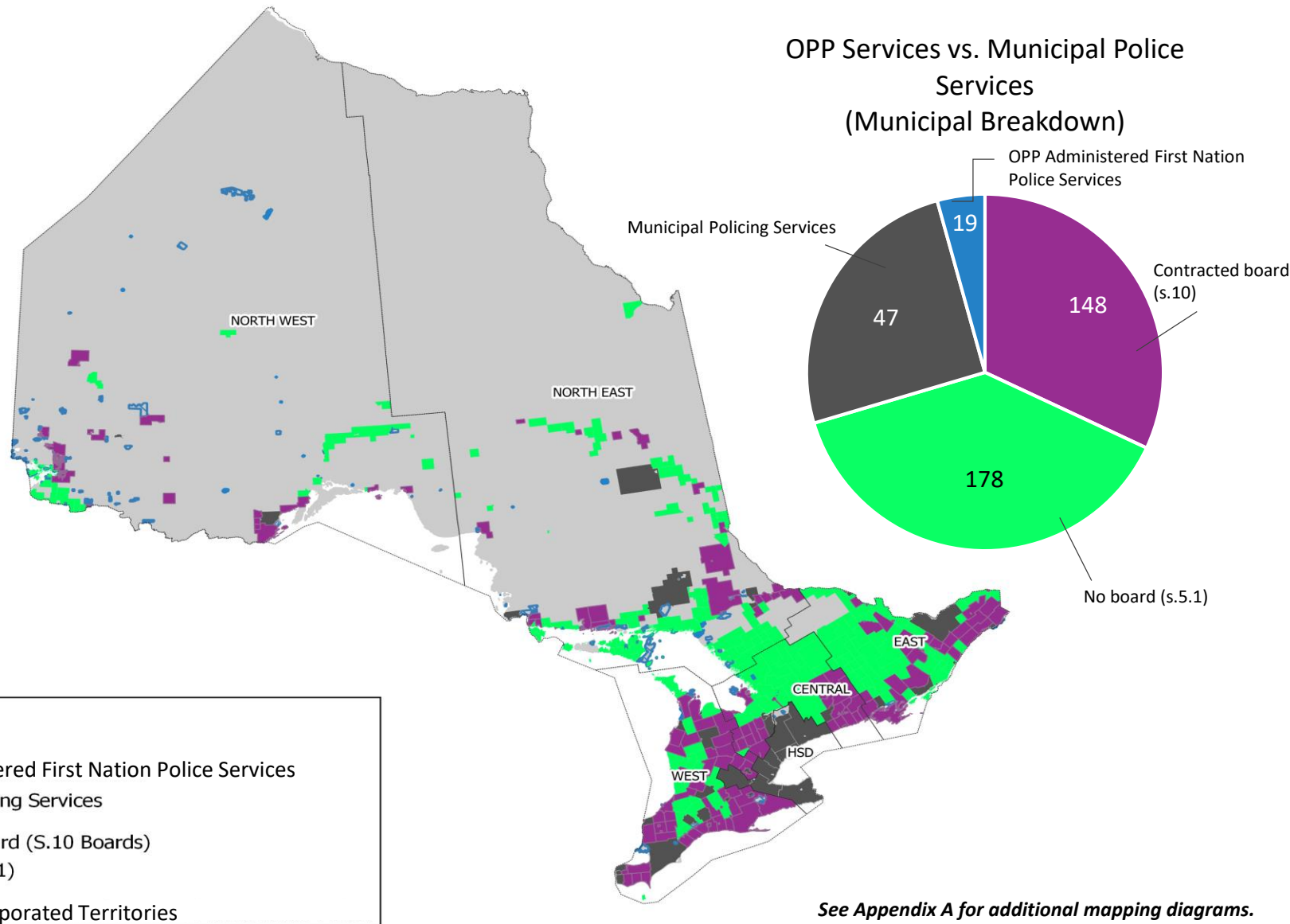
Context

- On March 26, 2019, Ontario passed the *Comprehensive Ontario Police Services Act, 2019* (Bill 68) and established the *Community Safety and Policing Act, 2019* (CSPA, 2019).
 - Once in-force, the CSPA, 2019 will replace the *Police Services Act* (1990).
- The CSPA, 2019 supports the government's commitment to:
 - Strengthen public confidence in policing and maintain key independent policing oversight functions;
 - Demonstrate respect for front line policing personnel by building the right supports and fair processes to enable police to effectively perform their duties and ensure public safety; and
 - Deliver quality and efficient policing while also realizing better value for money.

CSPA, 2019: Implementation Plan

- The ministry is targeting bringing the CSPA, 2019 into force in 2021.
- There are approximately **50 -70 matters for regulation** that will be developed to bring the CSPA, 2019 into force, including regulations related to the OPP.
- OPP related matters are under the following three thematic areas:
 - OPP Detachment Boards;
 - OPP Advisory Council; and
 - Transitioning from the section 10 framework under the PSA to the new OPP detachment framework under the CSPA, 2019.

Current Landscape: Policing Services Across Ontario

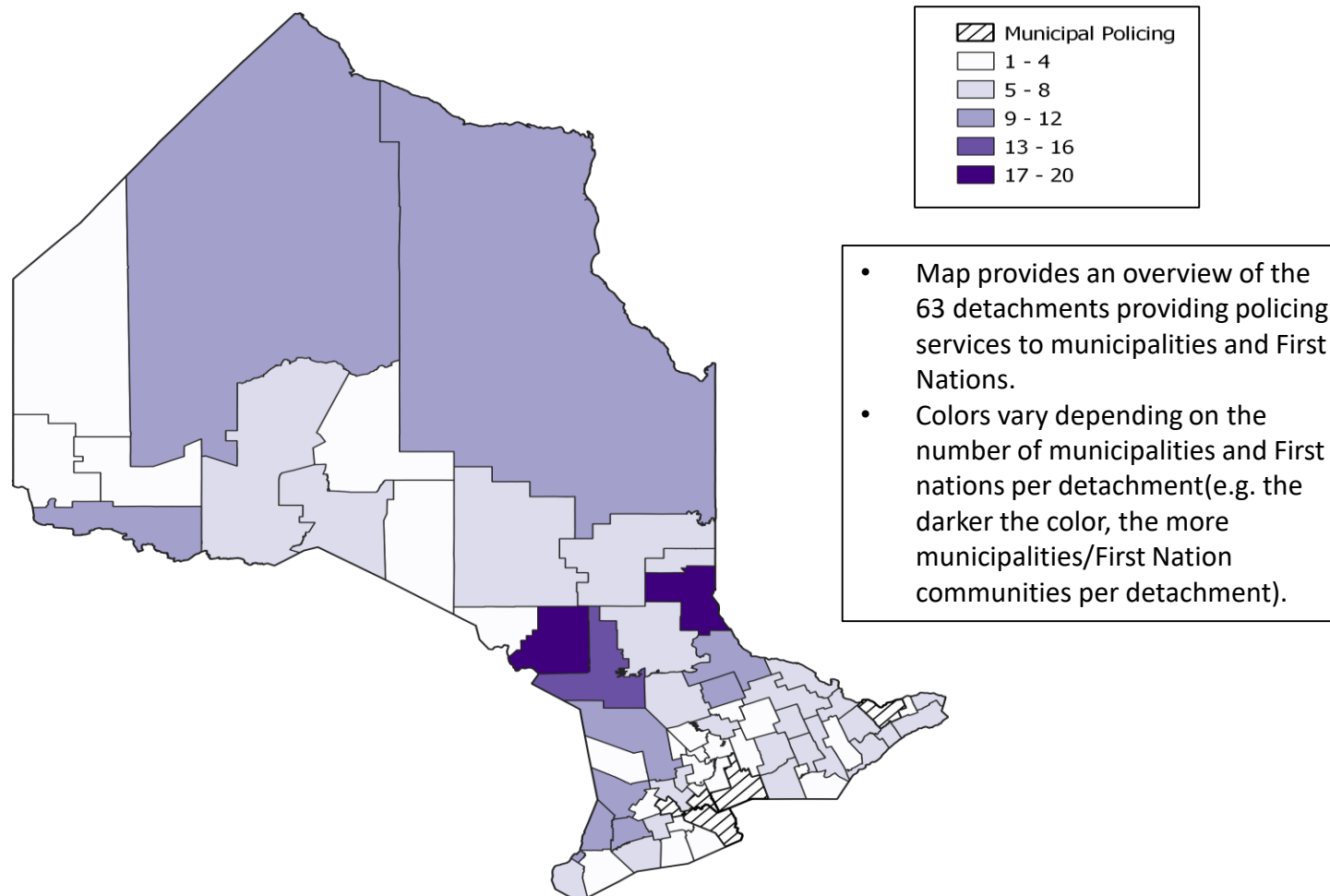


See Appendix A for additional mapping diagrams.

Current Landscape: OPP Services Across Ontario

- The OPP provides policing services through 63 OPP detachments across five OPP regions.
- Through the 63 detachments, the OPP provides policing support and services to:
 - 326 of the 443 municipalities across Ontario; and
 - 45 First Nation communities.
- Each detachment serves anywhere from 1 to 20 municipalities and/or First Nation communities (see Appendix A.1) through a “host” detachment. Some detachments may also have multiple “satellite” detachment locations.
 - A detachment host location is the main operational center for the detachment and the commander.
 - A satellite location is a smaller report location that has some of the host detachments functionality (e.g., cells, administrative support, property vault, etc.).

Current Landscape: OPP Policing Services Across Ontario by Detachment



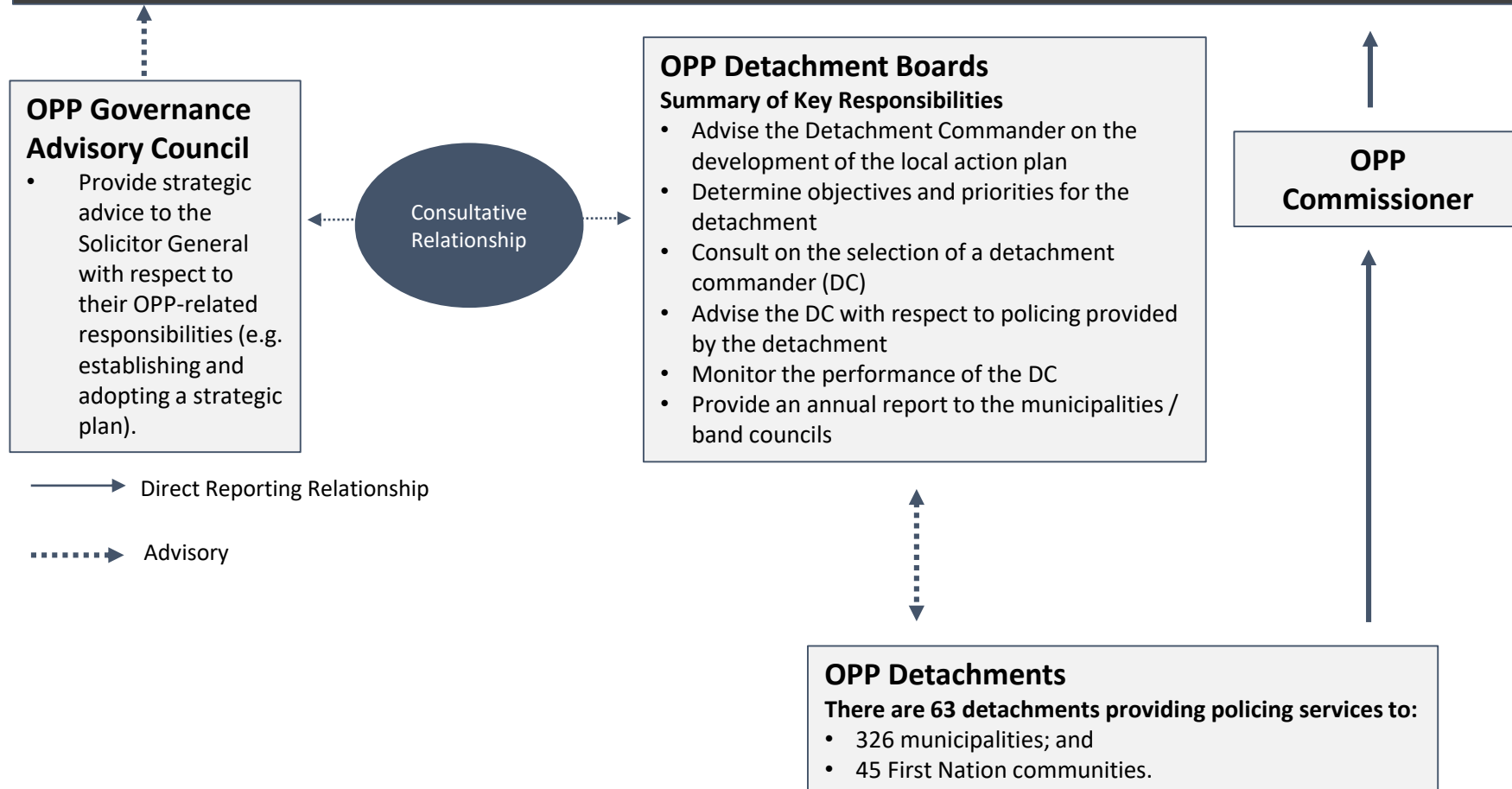
OPP Related Changes: PSA to CSPA, 2019

Items	PSA	CSPA, 2019
Municipalities with a Section 10 Agreements	<ul style="list-style-type: none"> The council of a municipality or two or more municipalities may enter into a “Section 10” agreement with the Solicitor General for the provision of police services by the Ontario Provincial Police. In order for a municipality to enter into an agreement for the provision of police services, the municipality must establish a “Section 10” board. 	<ul style="list-style-type: none"> Section 10 service agreements will be terminated and section 10 boards will be dissolved once the CSPA, 2019 comes into force. <p>NOTE: <i>New OPP detachment boards will be created under the CSPA, 2019 for every detachment.</i></p>
Municipalities captured under Section 5.1 (1)	<ul style="list-style-type: none"> If a municipality does not provide police services by one of the ways set out in the legislation, the Ontario Provincial Police shall provide police services to the municipality. Municipalities are not required to establish a board. 	<ul style="list-style-type: none"> No municipalities receiving OPP policing will require an agreement. All municipalities will receive OPP policing by default unless they adopt another method of policing.
OPP Governance Advisory Council	<ul style="list-style-type: none"> No OPP Governance Advisory Council under the PSA. 	<ul style="list-style-type: none"> An OPP Governance Advisory Council will be established to advise the Solicitor on the use of her powers regarding the OPP (e.g. the Solicitor’s duties, policies, strategic plan and directions to the Commissioner of the OPP).
OPP Detachment Boards	<ul style="list-style-type: none"> No OPP Detachment Boards under the PSA. <p>NOTE: <i>Under the PSA, municipalities with Section 10 agreements are required to participate on a Section 10 board.</i></p>	<ul style="list-style-type: none"> There will be one, or more than one, OPP detachment board for each OPP detachment providing policing services to a municipality or First Nation reserve. A OPP detachment board will: <ul style="list-style-type: none"> monitor the performance of the detachment commander; advise on policing provided by the detachment; review reports provided by the detachment commander; and provide an annual report to the municipal councils and band councils on the policing provided to those communities.

CSPA, 2019: OPP Governance Overview

Solicitor General

- Develop the Strategic Plan for the OPP, in accordance with requirements in the CSPA, 2019;
- Establish policies that ensure the Commissioner provides adequate and effective policing in accordance with the needs of the population in the areas for which the Commissioner has policing responsibility; and
- Monitor and review Commissioner's performance.



CSPA, 2019: Detachment Board Member Governance

RECRUITMENT AND APPOINTMENT

- The appointing person/body shall take into consideration:
 - the representation of the area the board serves, having regard for the diversity of the population;
 - the need for the board to have members with the prescribed competencies; and
 - results of a potential appointee's police record check that was prepared within the past 12 months.

TRAINING

- Detachment board members must successfully complete training on:
 - Role of detachment board and responsibilities of members of the board;
 - Human rights and systemic racism;
 - The diverse, multiracial and multicultural character of Ontario society;
 - The rights and cultures of First Nation, Inuit and Métis Peoples; and
 - Additional training as prescribed in regulation by the Solicitor General.
- A detachment board member can not exercise the powers or perform the duties of their position until they have successfully completed the training on roles and responsibilities.

SUPPORTING TOOLS

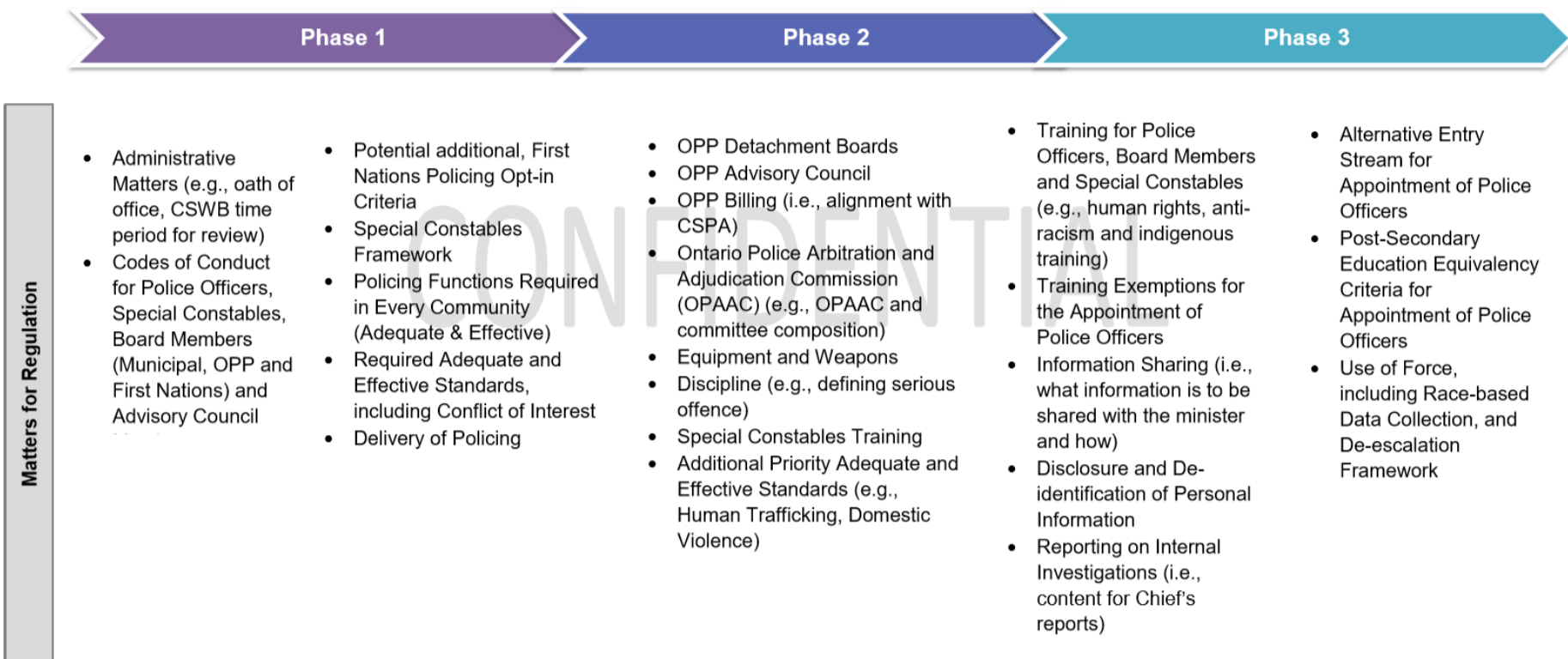
- OPP detachment boards must:
 - advise the Detachment Commander on the development of the local action plan;
 - determine objectives and priorities for the detachment, not inconsistent with the strategic plan prepared by the Minister, after consultation with the detachment commander or his or her designate.; and
 - consider any community safety and well-being plan adopted by a municipality or First Nation that receives policing from the detachment.
- The Code of Conduct will identify what behaviors detachment board members are prohibited from engaging in or required to perform.

COMPLIANCE AND ENFORCEMENT

- The CSPA, 2019 requires all detachment board members to comply with the Code of Conduct.
- The CSPA, 2019 establishes the role of the IG to monitor, inspect, and ensure compliance with the act.
 - It also empowers the IG to monitor and conduct inspections of members of a OPP detachment board to ensure they do not commit misconduct.
- The IG will be able to impose remedies for detachment board members' misconduct and non-compliance under the CSPA, 2019.



CSPA, 2019: Sequencing Regulatory Development



Note: The phased sequencing of the work is based on the ministry's planned filing and in-force dates.

OPERATIONALIZATION:

- Front-line training to be updated on an on-going basis to reflect regulatory changes (e.g. core policing standards).
- Sector to address and implement the appropriate system changes (e.g. IT) and ensure policies and procedures meet new requirements.
- Additional transitional matters related to the OPP:
 - Dissolving Section 10 Boards;
 - Establishing OPP Detachment Boards (e.g. Recruitment and Appointments.)
 - Training of OPP Detachment Board Members as well as OPP Governance Advisory Council Members.

Engagement

CSPA, 2019: Engagement Overview

Ministry of the Solicitor General

- Input from all engagement streams will be provided to the Ministry of the Solicitor General for all final decision-making on regulatory development under the CSPA, 2019.
- Engagement Tables will serve as the ministry's primary instrument for engagement with policing, First Nations and community/social services stakeholders to address gaps and emerging challenges, while supporting the operational and fiscal sustainability of policing across the province.

Toronto - Ontario
Cooperation and
Consultation
Agreement
(TOCCA)

Association of
Municipalities of
Ontario (AMO)
MOU

Community and
Social Services
Table

Policing
Table

Members Include: OAPSB

First Nations
Policing Table

First Nations
Leadership
Engagement

Technical Working Groups (e.g., OPP Regional Roundtables)

To be established to inform the regulatory development process as required on specific topic areas.

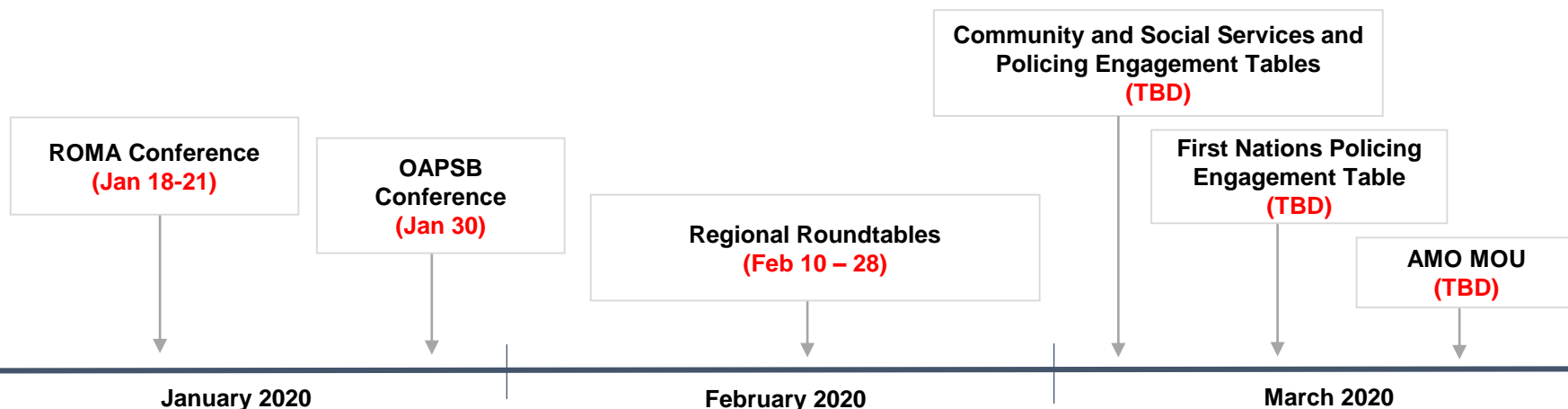
CSPA, 2019: OPP Related Matters for Regulation

Matters for Regulation		
OPP Detachment Boards	OPP Governance Advisory Council	Transition of OPP Billing Model
<ul style="list-style-type: none"> • Composition of OPP detachment board (e.g., size and representation); • Establishing whether there will be more than one OPP detachment board for detachment; • Renumeration of detachment board members; • Terms of office; • Estimates related to board operating costs; • Code of Conduct for Detachment Board Members; and • Any additional prescribed standards. 	<ul style="list-style-type: none"> • Composition of the OPP Governance Advisory Council. • Code of Conduct for Advisory Council Members. 	<ul style="list-style-type: none"> • Transitioning the OPP billing model under the PSA to the CSPA, 2019.

Transitional Matters
<ul style="list-style-type: none"> • The ministry will also address transitional matters prior to the Act coming into force related to Section 10 boards, including contract renewals taking place before the Act comes into force.

CSPA, 2019: OPP-Related Engagement

Winter 2020



To Be Completed by Target 2021 In-Force Date	
Ministry	Sector
<ul style="list-style-type: none"> Finalize regulatory options; File and post regulations for public consideration; and Operationalize OPP-related regulations. 	<ul style="list-style-type: none"> Provide feedback on publicly posted regulations; Dissolution of section 10 boards; Recruit and appoint board members; and Ensure board members successfully complete training.

CSPA, 2019: OPP-Related Regional Roundtables



CSPA, 2019: OPP-Related Regional Roundtables

OPP Region	Regional Roundtable Locations	Date	Date and Location
North West	<ul style="list-style-type: none"> Thunder Bay 	Feb 10, 2020	Valhalla Inn Hotel 1 Valhalla Inn Rd Thunder Bay, ON P7E 6J1
	<ul style="list-style-type: none"> Kenora 	Feb 12, 2020	Kenora Recreation Centre Rotary room, (1st floor) 18 Mike Richards Way Kenora Ontario P9N 1L2
West	<ul style="list-style-type: none"> London 	Feb 19, 2020	Goodwill Industries, Community Hall, 3 rd floor Ontario Great Lakes 255 Horton Street, London, ON N6B 1L1
East	<ul style="list-style-type: none"> Brockville 	Feb 20, 2020	Brockville Memoria Civic Centre The Hall 100 Magedoma Blvd Brockville, ON K6V 7J5
North East	<ul style="list-style-type: none"> Sudbury 	Feb 24, 2020	Northbury Hotel & Conference Centre Aspen Hall 50 Brady Street, Sudbury ON P3E 1C8
	<ul style="list-style-type: none"> Timmins 	Feb 25, 2020	McIntyre Community Centre Hall Facility – Auditorium 85 McIntyre Rd Timmins, ON P4N 8R8
Central	<ul style="list-style-type: none"> Orillia 	Feb 28, 2020	Best Western Plus Mariposa Inn & Conference Centre Hermitage Ballroom 400 Memorial Ave, Orillia, ON L3V 0T7

OPP Governance Under the CSPA, 2019

CSPA, 2019: Principles of the OPP Framework

1. Support and enhance local civilian governance by ensuring municipalities and First Nation communities receiving policing services from the OPP have an opportunity to represent their local perspectives, needs, and priorities;
2. Provide opportunities for municipalities and First Nations to collaborate on efforts to enhance community safety;
3. Enable OPP services to be delivered in a transparent, coordinated and more efficient manner.

CSPA, 2019: OPP Detachment Boards

Matter	Key Objectives	Items for Discussion
Size and composition of an OPP detachment board.	<ul style="list-style-type: none"> OPP detachment boards should be representative of the communities the OPP serves. 	<p>The composition of OPP detachment boards should be based on principles such as:</p> <ol style="list-style-type: none"> Representation from every municipality and band council receiving policing from the detachment. Community representatives who are not members of the municipal/band council nor an employee of the municipality/band council. A minimum number of board members. <ul style="list-style-type: none"> For example, OPP detachment boards be composed of no less than 5 members.

Key Considerations

- Composition requirements should account for the unique factors impacting OPP detachments (e.g. geography, population size, and service demands) across the province.
- Methods to ensure fair representation and enhance civilian governance while trying to minimize barriers that may adversely impact effective governance (e.g. large, unwieldy sized boards) are under consideration.
 - E.g. rotating appointments (see Appendix A.1).
- A minimum size requirement should be consistent with size requirements for municipal police services boards under the CSPA, 2019 but also allow for variations where appropriate.

CSPA, 2019: OPP Detachment Boards Cont'd

Matter	Key Objectives	Items for Discussion
Approach for establishing more than one board for a detachment.	<ul style="list-style-type: none"> Ensure every municipality and band council served by the OPP has access to civilian governance and fair representation. 	<ul style="list-style-type: none"> Factors to be taken into consideration when determining if there should be more than one OPP detachment board per detachment include: <ul style="list-style-type: none"> Geography; Variations in population size; The number of municipalities and First Nation communities within an OPP detachment; and Service demands.

Key Considerations

- Each OPP detachment board per detachment would be required to meet the composition/size requirements set out in regulation.
- Establishing multiple OPP detachment board per detachment could be a barrier to coordination and communication between municipalities and band councils in the detachment.
- Challenges with respect to recruiting members to boards (e.g. inability to fill vacancies) may be heightened when establishing more than one board per detachment.
- Municipalities in a detachment would be responsible for the costs of operating any additional OPP detachment boards, which is consistent with current practice.

CSPA, 2019: OPP Governance Advisory Council

Matter	Key Objectives	Items for Discussion
Composition of the OPP Governance Advisory Council	<ul style="list-style-type: none"> The OPP Governance Advisory Council will advise the Solicitor General on the exercise of her OPP-related duties (e.g. establishing and adopting a strategic plan for the OPP). 	<ul style="list-style-type: none"> To support the Minister in the exercise of her duties with respect to the OPP, specific groups that should be represented on the OPP Governance Advisory Council include: <ul style="list-style-type: none"> First Nations; Indigenous Communities; Municipalities; OPP Regional Representatives; and Members that represent the diversity of Ontario (e.g. youth, Francophone populations, rural and urban representation, members of marginalized and racialized groups, mental health experts).

Key Considerations

- Members of the OPP Governance Advisory Council should be representative of the interests of populations and groups receiving policing services from the OPP.
 - Under the CSPA, 2019, the Solicitor General is required to develop a strategic plan for the OPP that addresses several matters including interactions with specific groups and people youths, members of racialized groups, members of First Nation, Inuit and Métis communities, and persons who appear to have a mental health condition.
- Jurisdictional scans indicate that legislated advisory councils operating in Ontario range from 3-20 members.
 - E.g. Ontario Lung Health Advisory Council consists of 20 members.

CSPA, 2019: Transition of OPP Billing Model

Matter	Key Objectives	Items for Discussion
Aligning existing OPP billing framework to the CSPA, 2019	<ul style="list-style-type: none"> Ensuring the current OPP billing model under the <i>Police Services Act</i> (1990) corresponds with the provisions/language of the CSPA, 2019. Supporting the termination of section 10 agreements established under the <i>Police Services Act</i> (1990) and transitioning to the new OPP detachment framework under the CSPA, 2019. 	<ul style="list-style-type: none"> Section 10 policing agreements between municipalities and the OPP will no longer exist under the CSPA, 2019. <ul style="list-style-type: none"> Municipalities captured under section 10 and section 5.1 of the PSA will be required to transition to the new OPP Detachment framework. Transition to CSPA, 2019 will provide an opportunity to enhance the transparency of the OPP billing model while retaining the principles and methods of the current model. Municipalities may continue enter into agreements for additional services and enhancements (for policing that is not required as a component of adequate and effective) under the CSPA, 2019.

Key Considerations

- The required OPP policing services will continue to be delivered, either through agreements/contract extensions or renewals, until the CSPA, 2019 comes into force.
- Ministry to consider various methods to support municipalities to better understand their OPP billing statements and estimates.

Next Steps

- Ministry to launch Regional Roundtable discussions in mid-February.
- Feedback from Regional Roundtables and Engagement Tables will be consolidated and used to formulate policy proposals for OPP-related matters for regulation.
- Draft regulatory language to be publicly posted for feedback.

Discussion Questions

OPP Detachment Boards

1. What approaches (e.g. rotating appointments) could be leveraged to ensure municipalities and First Nations are appropriately represented on OPP detachment boards?
2. Are there specific community groups/specializations (e.g. mental health, youth) that should be represented on an OPP detachment board?
3. Should there be a maximum size requirement that OPP detachment boards cannot exceed?
4. What are some examples of situations or circumstances that would make it necessary for there to be more than one OPP detachment board per detachment?

OPP Governance Advisory Council

1. What methods (e.g. rotating appointments) could be used to ensure the interests of all communities receiving OPP services are represented by the OPP Governance Advisory Council?
2. What expertise and/or knowledge requirements should OPP Governance Advisory Council members have?

Transition of OPP Billing

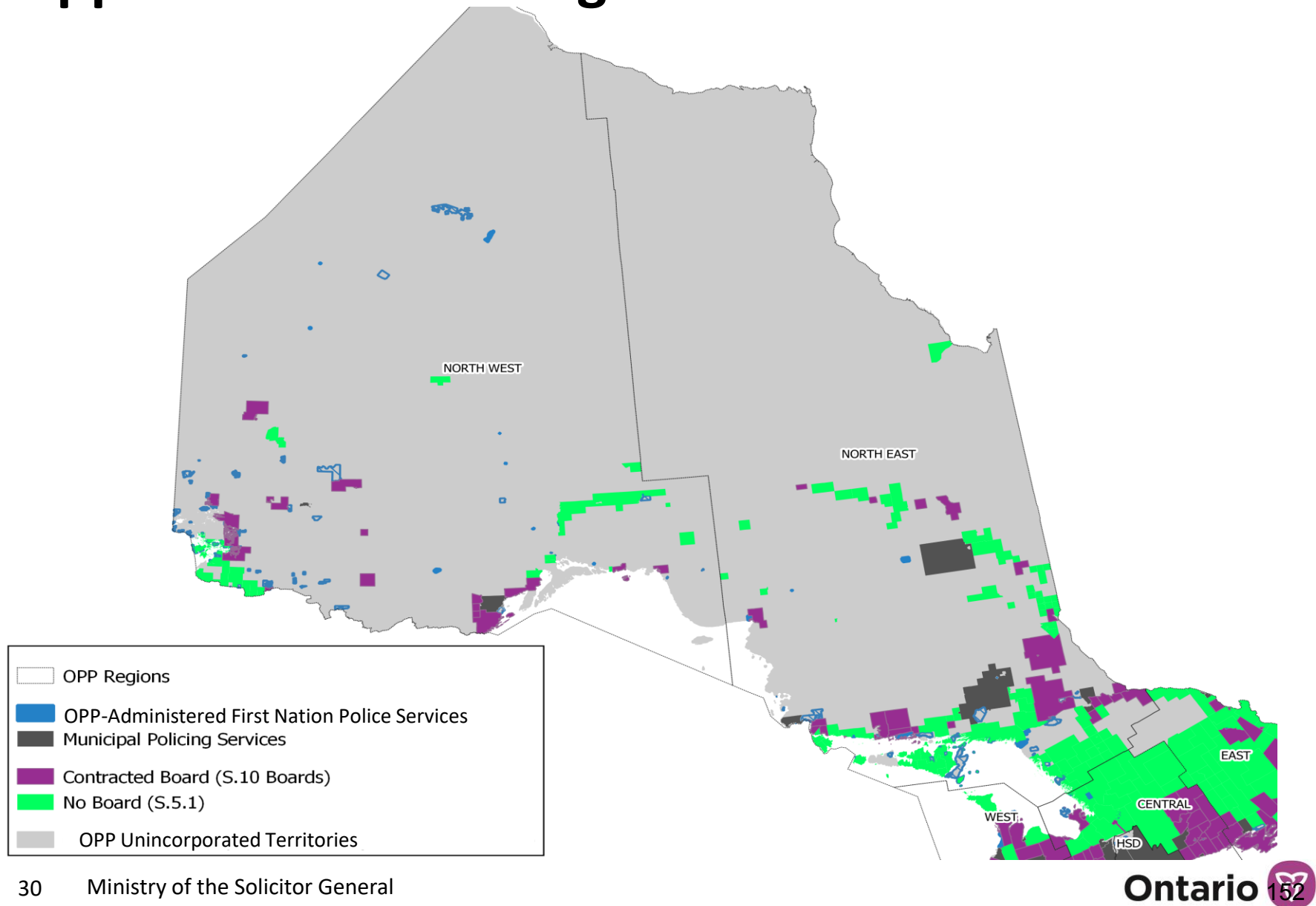
1. What are some ways in which the OPP billing model could be made more transparent?
2. What, if any, are some examples of issues or challenges related to the current format of the OPP billing statements?

Appendix

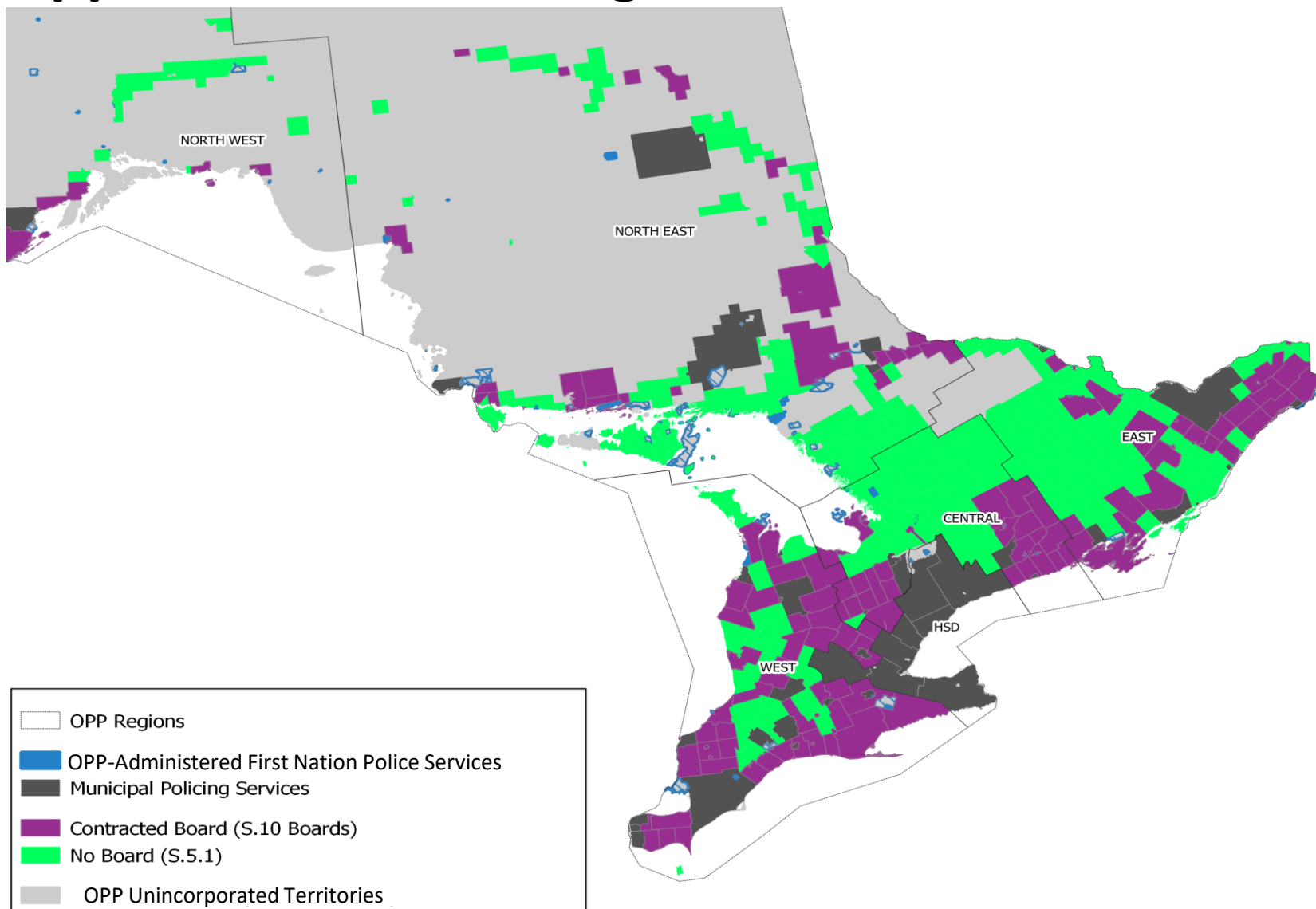
Appendix A.1: Existing Joint Section 10 Boards

Section 10 Board	Notes
Lakehead Group	Five member board representing four municipalities.
Mattawa & Area	Five member board representing four municipalities. The municipalities agree on a rotation schedule. The community member residence also rotates.
Nottawasaga	Five member board representing three municipalities.
Elgin Group	Five member board representing six municipalities. Board administration and appointments managed at upper-tier by agreement of municipalities. Each council appointee represents one of three areas that the county is split into.
Lambton Group	Five member board representing nine municipalities. Board administration and appointments managed at upper-tier by agreement of municipalities. The two municipalities with the highest population each have a council member seat.

Appendix A.2: Policing Services Across Ontario



Appendix A.3: Policing Services Across Ontario



MEMORANDUM TO: All Chiefs of Police and
Commissioner Thomas Carrique
Chairs, Police Services Boards

FROM: Ken Weatherill
Assistant Deputy Minister
Public Safety Division

SUBJECT: In-force date of the *Community Safety and Policing Act*,
2019

DATE OF ISSUE:	December 18, 2023
CLASSIFICATION:	General Information
RETENTION:	April 1, 2024
INDEX NO.:	23-0085
PRIORITY:	Normal

On behalf of the Ministry of the Solicitor General, I would like to thank all our policing partners for your support throughout the regulatory development process. We are greatly appreciative of the in-depth feedback that was provided on the regulations.

As a result of this collective effort, the regulations that are required to bring the *Community Safety and Policing Act* (CSPA) into force have been approved by Cabinet and filed. They can now be accessed publicly online through e-Laws page – linked [here](#).

I am writing to you today to inform you that **April 1, 2024**, has been proclaimed as the official date on which the *Community Safety and Policing Act, 2019* will come **into force**.

All police services are expected to be ready to comply with the Act and its regulations starting on the in-force date. To prepare for these changes, policing partners are strongly encouraged to familiarize themselves with the requirements under the CSPA and its regulations and make any necessary operational and process changes.

The upcoming 2024 [CSPA Training Summit](#), organized by the Ontario Association of Chiefs of Police, Police Association of Ontario, the Ontario Association of Police Services Boards and the Ontario Senior Officers Police Association, will serve as a forum to provide a shared understanding of the Act and its regulations. It will also

provide an opportunity for the ministry to support the policing sector toward operational readiness and help clarify any outstanding questions.

The Inspectorate of Policing will also act as an important resource to support the policing sector leading up to CSPA in-force. To this end, the Inspectorate's Police Services Advisors will continue to work directly with police services, chiefs of police, and police services boards to provide liaison and advisory services toward readiness to transition to the new CSPA framework. This includes current efforts to pilot an updated inspection process, establishing a robust data collection approach, and assisting policing partners to navigate any issues that surface during implementation. The Inspectorate of Policing will continue to engage with other stakeholders including police associations.

As we work together towards CSPA in-force, the ministry will seek to provide you with timely information to inform local operational planning and implementation.

Please do not hesitate to reach out to your respective Police Service Advisor with questions pertaining to the CSPA or to learn more about the Inspectorate's work.

Thank you, as always, for your continued support on efforts to advance the modernization and continuous improvement of police services in Ontario.

Sincerely,

K. Weatherill

Kenneth Weatherill
Assistant Deputy Minister
Public Safety Division

c: Mario Di Tommaso, O.O.M.
Deputy Solicitor General, Community Safety

Creed Atkinson, Chief of Staff
Ministry of the Solicitor General

Ryan Teschner
Inspector General of Policing
Inspectorate of Policing

Terms of Reference: Grey Bruce Detachment Joint Police Services Board Community Appointee Selection Committee

1. Purpose

These Terms of Reference are to guide the proceedings and undertakings of the Grey Bruce Detachment Joint Police Services Board Community Appointee Selection Committee.

2. Mandate of the Committee

The Grey Bruce Detachment Joint Board Community Appointee Selection Committee is established to review community member applications to the Grey Bruce Detachment Joint Police Services Board.

The request for applications of community members shall be jointly advertised throughout the detachment area, with all selected applications appointed at-large. Community representation on the joint board shall move on a rotating basis, with new communities given priority in the consecutive term. All community appointees will be appointed for the same term as their Council peers, mirroring the municipal Council term.

Following their review of all applications received, the Committee will make recommendations to participating municipalities and First Nations communities regarding community member appointments to the Grey Bruce Detachment Joint Police Services Board.

3. Term

The Grey Bruce Detachment Joint Police Services Board Community Appointee Selection Committee shall be an ad-hoc Committee established with its sole purpose to review community member applications to the larger Joint Board, and make recommendations to the participating Councils. The Term shall begin upon formal appointment of all elected officials from the participating Councils, with the Committee immediately disbanded following formal establishment of the larger Joint Board.

4. Composition of Committee

Shall be comprised of one (1) elected official from each participating municipality and First Nation community, including:

- Township of Georgian Bluffs – 1 elected official
- Township of Chatsworth – 1 elected official

- Municipality of Meaford – 1 elected official
- Municipality of Grey Highlands – 1 elected official
- Township of Southgate – 1 elected official
- Town of South Bruce Peninsula – 1 elected official
- Town of Northern Bruce Peninsula – 1 elected official
- Saugeen First Nation – 1 representative
- Neyaashiinigmiing First Nation (Chippewas of Nawash Unceded First Nation) – 1 representative

A Chair and Vice-Chair shall be elected by the committee membership.

Members that are appointed to the Grey Bruce Detachment Joint Police Services Board will, by default, be appointed to the ad-hoc selection committee.

Above all, members of the Grey Bruce Detachment Joint Police Services Board Community Appointee Selection Committee should be committed to acting in an ethical manner with the avoidance of conflict of interest as a body and as individuals, while meeting legislative requirements.

Members are expected to attend meetings as scheduled. In the event a member is unable to attend a meeting, the member must contact and advise the Chair and the committee administrator in advance.

5. Meetings

All meetings shall follow a written agenda with minutes kept of all decisions. A quorum comprised of more than 50% of appointed members will be required to hold a meeting. The Committee is subject to the open meetings requirements of the *Municipal Act, 2001*.

Meetings shall be held in accordance with the Township's Electronic Participation policy.

6. Activities

The Committee shall meet as many times as deemed necessary to complete the following activities:

- a) Thoroughly review all community applications to the Grey Bruce Detachment Joint Police Services Board.

- b) Prepare recommendations regarding which applications to appoint to said Joint Board.

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH

BY-LAW NUMBER 2024-03

BEING a By-Law to provide for interim tax levy for the 2024 year in the Township of Chatsworth and to provide for penalty and interest of 1.25 per cent

WHEREAS Section 317 of the Municipal Act S.O. 2001, c. M 25 as amended, provides that the Council of a local Municipality, before the adoption of the estimates for the year under Section 312, may pass a By-law levying amounts on the assessment of property in the local municipality ratable for local municipality purposes; and

WHEREAS the Council of the Township of Chatsworth deems it appropriate to provide for such interim levy on the assessment of property in the Municipality;

NOW THEREFORE the Council of the Corporation of the Township of Chatsworth enacts as follows:

In this by-law the following words shall be defined as:

“Tax Collector” shall mean the Treasurer as Tax Collector of the Municipality of the Township of Chatsworth;

“Minister” shall mean the Minister of Finance;

“MPAC” shall mean the Municipal Property Assessment Corporation;

1. The amounts levied shall be as follows:

1.1 For the Residential, Pipeline, Farmland and Managed Forest property classes there shall be imposed and collected an interim levy of:

- (a) The percentage prescribed by the Minister under section 317(3) of the *Municipal Act*, or,
- (b) 50%, if no percentage is prescribed, of the total taxes for municipal and school purposes levied on the year 2023.
- (c) If the council of a municipality is of the opinion that the taxes levied under subsection (1) on a property are too high or too low in relation to its estimate of the total taxes that will be levied on the property, the council may adjust the taxes on the property under subsection (1) to the extent it considers appropriate. 2001, c. 25, s. 317 (9).

1.2 For the Multi-Residential, Commercial and Industrial property classes there shall be imposed and collected an interim levy of:

- (a) The percentage prescribed by the Minister under section 317(3) of the *Municipal Act*, or,
- (b) 50%, if no percentage is prescribed, of the total taxes for municipal and school purposes levied on the year 2023.
- (c) If the council of a municipality is of the opinion that the taxes levied under subsection (1) on a property are too high or too low in relation to its estimate of the total taxes that will be levied on the property, the council may adjust the taxes on the property under subsection (1) to the extent it considers appropriate. 2001, c. 25, s. 317 (9).

2. For the purposes of calculating the total amount of taxes for the year 2024 under paragraph 2, if any taxes for municipal and school purposes were levied on a property for only part of 2023 because assessment was added to the collector’s roll during 2024, an amount shall be added equal to the additional taxes that would have been levied on the property if taxes for municipal, county and school purposes had been levied for the entire year.

3. The provisions of this by-law apply in the event that assessment is added for the year 2022 to the collector’s roll after the date this by-law is passed and an interim levy shall be imposed and collected.

4. All taxes levied under this by-law shall be payable into the hands of the Tax Collector in accordance with the provisions of this by-law.
5. There shall be imposed on all taxes a penalty for non-payment or late payment of taxes in default of the installment dates set out below. On all taxes of the interim levy, which are in default after the 27th day of February and the 25th day of April, a penalty of 1.25 percent per month will be added on the first day of each and every month the default continues until December 31st, 2024.
 - 5.1 On all taxes of the interim tax levy in default on January 1st, 2024 interest will be added at the rate of 1.25 percent per month for each month or fraction thereof of default.
 - 5.2 On all other taxes in default on January 1st, 2024, interest shall be added at the rate of 1.25 percent per month or fraction thereof, and all by-laws and parts of by-laws inconsistent with this policy are hereby rescinded.
6. The interim tax levy imposed by this by-law shall be paid in two installments due on the following dates:
 - 6.1 Fifty Three Percent (53.8%) thereof rounded to equal dollars on the 27th day of February, 2024.
 - 6.2 Fifty Three Percent (53.8%) thereof rounded to equal dollars on the 25th day of April, 2024.
7. The Tax Collector may mail or cause to be mailed to the address of the residence or place of business of each person taxes under this by-law, a notice specifying the amount of taxes payable.
8. Taxes are payable at the Township of Chatsworth's Municipal Office, 316837 Hwy 6, RR#1, Chatsworth, Ontario, N0H 1G0, and through other methods approved by the Treasurer.
9. The notice to be mailed under this by-law shall contain the particulars provided for in this by-law and the information required to be entered in the Collector's roll under section 343 of the *Municipal Act*.
10. The final levy for the year 2024 to be made under the *Municipal Act* shall be reduced by the amount to be raised by the levy imposed by this by-law.
11. The provisions of s.317 of the *Municipal Act*, as amended apply to this by-law with necessary modifications.
12. The Tax Collector shall be authorized to accept part payment from time to time on account of any taxes due, and to give a receipt of such part payment, provided that acceptance of any such part payment shall not affect the collection of any percentage charge imposed and collectable under section 5 of this by-law in respect to non-payment or late payment of any taxes or any installment of taxes.
13. Nothing in this by-law shall prevent the Tax Collector from proceeding at any time with the collection of any tax, or any part thereof, in accordance with the provisions of the statutes and by-laws governing the collection of taxes.
14. In the event of any conflict between the provisions of this by-law and any other by-law, the provisions of this by-law shall prevail.
15. This by-law shall come into force and take effect on the day of the final passing thereof.

READ a first and second time this 17th day of January, 2024.

READ a third time and finally passed this 17th day of January, 2024.

Scott Mackey, Mayor

Patty Sinnamon, CAO Clerk

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH

BY-LAW NUMBER 2024-04

BEING a By-law to establish remuneration and expense rates to be paid for Council of the Township of Chatsworth

WHEREAS the Municipal Act, 2001, Section 283 provides for paying remuneration and expenses to the members of Council when acting in their capacity as members of Council or Officers of the Corporation;

NOW THEREFORE the Council of the Corporation of the Township of Chatsworth enacts as follows:

1. Annual honorarium for 2024 shall be set as follows;

i. Mayor	\$ 16,634.39
ii. Deputy Mayor	\$ 11,656.46
iii. Councillor	\$ 9,470.54

2. Committee and Board meeting per diems shall be set as follows;

i. Council Meeting rate	\$ 203.55
ii. Full day rate (greater than 6 hours)	\$ 203.55
iii. Half day rate (less than 6 hours)	\$ 122.15

3. Mileage shall be paid to all Councillors using their vehicles for Township business in accordance with the County of Grey mileage rates.

4. This by-law shall take effect as of January 1, 2024.

READ a first and second time this 17th day of January, 2024.

READ a third time and finally passed this 17th day of January, 2024.

Scott Mackey, Mayor

Patty Sinnamon, CAO Clerk

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH

BY-LAW NUMBER 2024-05

BEING a By-law to adopt the 2024 Remuneration for Township of Chatsworth Employees

WHEREAS Council reviews and determines annually the remuneration to be paid to its employees;

NOW THEREFORE the Council of the Corporation of the Township of Chatsworth enacts as follows:

1. That Schedule “A” attached hereto and forming part of this By-law, being a Salary Grid for 2024 effective January 1, 2024 be hereby approved.

2. That the following positions also be given a 2.5% Cost of Living Increase effective January 1, 2024:
 - Operations Manager
 - Treasurer
 - CAO

READ a first and second time this 17th day of January, 2024

READ a third and final time this 17th day of January, 2024

Scott Mackey, Mayor

Patty Sinnamon, CAO Clerk

TOWNSHIP OF CHATSWORTH							
2024 SALARY GRID							
						Draft	1.025
Pay Grade	Job Title	Pay Band	Step 1	Step 2	Step 3	Step 4	Job Rate
13		610 - 680	\$ 44.18	\$ 45.68	\$ 47.19	\$ 48.69	\$ 50.20
12	Fire Chief	545 - 610	\$ 42.07	\$ 43.51	\$ 44.94	\$ 46.38	\$ 47.81
11		485 - 545	\$ 40.14	\$ 41.51	\$ 42.87	\$ 44.24	\$ 45.61
10		430 - 485	\$ 38.36	\$ 39.66	\$ 40.97	\$ 42.27	\$ 43.58
9	Deputy Treasurer Roads Manager (Lead Hand Level II) Parks and Recreation Facilities Coordinator	380 - 430	\$ 36.73	\$ 37.98	\$ 39.22	\$ 40.48	\$ 41.73
8	Parks and Recreation Lead Hand Deputy Clerk	335 - 380	\$ 34.93	\$ 36.12	\$ 37.31	\$ 38.50	\$ 39.69
7	Lead Hands	290 - 335	\$ 31.41	\$ 33.28	\$ 34.40	\$ 35.49	\$ 36.59
6		250 - 290	\$ 29.61	\$ 30.63	\$ 31.64	\$ 32.65	\$ 33.66
5	By-law Enforcement Officer Accounting/Payroll Clerk Admin. Asst. Building Admin. Asst. Public Works Clerk's Planning Admin. Asst. Equipment Operators	210 - 250	\$ 27.19	\$ 28.11	\$ 29.04	\$ 29.97	\$ 30.89
4	Admin. Asst. Finance Admin. Asst. Reception Parks & Rec. Facility Operators	175 - 210	\$ 24.90	\$ 25.76	\$ 26.60	\$ 27.46	\$ 28.30
3		140 - 175	\$ 22.77	\$ 23.54	\$ 24.33	\$ 25.10	\$ 25.88
2	Sidewalk Snow Removal Landfill Attendant	105 - 140	\$ 20.65	\$ 21.35	\$ 22.06	\$ 22.76	\$ 23.46
1		75 - 105	\$ 18.68	\$ 19.31	\$ 19.95	\$ 20.59	\$ 21.22

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH

BY-LAW NUMBER 2024-03

BEING a By-Law to provide for interim tax levy for the 2024 year in the Township of Chatsworth and to provide for penalty and interest of 1.25 per cent

WHEREAS Section 317 of the Municipal Act S.O. 2001, c. M 25 as amended, provides that the Council of a local Municipality, before the adoption of the estimates for the year under Section 312, may pass a By-law levying amounts on the assessment of property in the local municipality ratable for local municipality purposes; and

WHEREAS the Council of the Township of Chatsworth deems it appropriate to provide for such interim levy on the assessment of property in the Municipality;

NOW THEREFORE the Council of the Corporation of the Township of Chatsworth enacts as follows:

In this by-law the following words shall be defined as:

“Tax Collector” shall mean the Treasurer as Tax Collector of the Municipality of the Township of Chatsworth;

“Minister” shall mean the Minister of Finance;

“MPAC” shall mean the Municipal Property Assessment Corporation;

1. The amounts levied shall be as follows:

1.1 For the Residential, Pipeline, Farmland and Managed Forest property classes there shall be imposed and collected an interim levy of:

- (a) The percentage prescribed by the Minister under section 317(3) of the *Municipal Act*, or,
- (b) 50%, if no percentage is prescribed, of the total taxes for municipal and school purposes levied on the year 2023.
- (c) If the council of a municipality is of the opinion that the taxes levied under subsection (1) on a property are too high or too low in relation to its estimate of the total taxes that will be levied on the property, the council may adjust the taxes on the property under subsection (1) to the extent it considers appropriate. 2001, c. 25, s. 317 (9).

1.2 For the Multi-Residential, Commercial and Industrial property classes there shall be imposed and collected an interim levy of:

- (a) The percentage prescribed by the Minister under section 317(3) of the *Municipal Act*, or,
- (b) 50%, if no percentage is prescribed, of the total taxes for municipal and school purposes levied on the year 2023.
- (c) If the council of a municipality is of the opinion that the taxes levied under subsection (1) on a property are too high or too low in relation to its estimate of the total taxes that will be levied on the property, the council may adjust the taxes on the property under subsection (1) to the extent it considers appropriate. 2001, c. 25, s. 317 (9).

2. For the purposes of calculating the total amount of taxes for the year 2024 under paragraph 2, if any taxes for municipal and school purposes were levied on a property for only part of 2023 because assessment was added to the collector’s roll during 2024, an amount shall be added equal to the additional taxes that would have been levied on the property if taxes for municipal, county and school purposes had been levied for the entire year.

3. The provisions of this by-law apply in the event that assessment is added for the year 2022 to the collector’s roll after the date this by-law is passed and an interim levy shall be imposed and collected.

4. All taxes levied under this by-law shall be payable into the hands of the Tax Collector in accordance with the provisions of this by-law.
5. There shall be imposed on all taxes a penalty for non-payment or late payment of taxes in default of the installment dates set out below. On all taxes of the interim levy, which are in default after the 27th day of February and the 25th day of April, a penalty of 1.25 percent per month will be added on the first day of each and every month the default continues until December 31st, 2024.
 - 5.1 On all taxes of the interim tax levy in default on January 1st, 2024 interest will be added at the rate of 1.25 percent per month for each month or fraction thereof of default.
 - 5.2 On all other taxes in default on January 1st, 2024, interest shall be added at the rate of 1.25 percent per month or fraction thereof, and all by-laws and parts of by-laws inconsistent with this policy are hereby rescinded.
6. The interim tax levy imposed by this by-law shall be paid in two installments due on the following dates:
 - 6.1 Fifty Three Percent (53.8%) thereof rounded to equal dollars on the 27th day of February, 2024.
 - 6.2 Fifty Three Percent (53.8%) thereof rounded to equal dollars on the 25th day of April, 2024.
7. The Tax Collector may mail or cause to be mailed to the address of the residence or place of business of each person taxes under this by-law, a notice specifying the amount of taxes payable.
8. Taxes are payable at the Township of Chatsworth's Municipal Office, 316837 Hwy 6, RR#1, Chatsworth, Ontario, N0H 1G0, and through other methods approved by the Treasurer.
9. The notice to be mailed under this by-law shall contain the particulars provided for in this by-law and the information required to be entered in the Collector's roll under section 343 of the *Municipal Act*.
10. The final levy for the year 2024 to be made under the *Municipal Act* shall be reduced by the amount to be raised by the levy imposed by this by-law.
11. The provisions of s.317 of the *Municipal Act*, as amended apply to this by-law with necessary modifications.
12. The Tax Collector shall be authorized to accept part payment from time to time on account of any taxes due, and to give a receipt of such part payment, provided that acceptance of any such part payment shall not affect the collection of any percentage charge imposed and collectable under section 5 of this by-law in respect to non-payment or late payment of any taxes or any installment of taxes.
13. Nothing in this by-law shall prevent the Tax Collector from proceeding at any time with the collection of any tax, or any part thereof, in accordance with the provisions of the statutes and by-laws governing the collection of taxes.
14. In the event of any conflict between the provisions of this by-law and any other by-law, the provisions of this by-law shall prevail.
15. This by-law shall come into force and take effect on the day of the final passing thereof.

READ a first and second time this 17th day of January, 2024.

READ a third time and finally passed this 17th day of January, 2024.

Scott Mackey, Mayor

Patty Sinnamon, CAO Clerk

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH
BY-LAW NUMBER 2024-04

BEING a By-law to establish remuneration and expense rates to be paid for Council of the Township of Chatsworth

WHEREAS the Municipal Act, 2001, Section 283 provides for paying remuneration and expenses to the members of Council when acting in their capacity as members of Council or Officers of the Corporation;

NOW THEREFORE the Council of the Corporation of the Township of Chatsworth enacts as follows:

- 1. Annual honorarium for 2024 shall be set as follows;
 - i. Mayor \$ 16,634.39
 - ii. Deputy Mayor \$ 11,656.46
 - iii. Councillor \$ 9,470.54

- 2. Committee and Board meeting per diems shall be set as follows;
 - i. Council Meeting rate \$ 203.55
 - ii. Full day rate (greater than 6 hours) \$ 203.55
 - iii. Half day rate (less than 6 hours) \$ 122.15

- 3. Mileage shall be paid to all Councillors using their vehicles for Township business in accordance with the County of Grey mileage rates.

- 4. This by-law shall take effect as of January 1, 2024.

READ a first and second time this 17th day of January, 2024.

READ a third time and finally passed this 17th day of January, 2024.

Scott Mackey, Mayor

Patty Sinnamon, CAO Clerk

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH

BY-LAW NUMBER 2024-05

BEING a By-law to adopt the 2024 Remuneration for Township of Chatsworth Employees

WHEREAS Council reviews and determines annually the remuneration to be paid to its employees;

NOW THEREFORE the Council of the Corporation of the Township of Chatsworth enacts as follows:

1. That Schedule “A” attached hereto and forming part of this By-law, being a Salary Grid for 2024 effective January 1, 2024 be hereby approved.

2. That the following positions also be given a 2.5% Cost of Living Increase effective January 1, 2024:
 - Operations Manager
 - Treasurer
 - CAO

READ a first and second time this 17th day of January, 2024

READ a third and final time this 17th day of January, 2024

Scott Mackey, Mayor

Patty Sinnamon, CAO Clerk

TOWNSHIP OF CHATSWORTH							
2024 SALARY GRID							
						Draft	1.025
Pay Grade	Job Title	Pay Band	Step 1	Step 2	Step 3	Step 4	Job Rate
13		610 - 680	\$ 44.18	\$ 45.68	\$ 47.19	\$ 48.69	\$ 50.20
12	Fire Chief	545 - 610	\$ 42.07	\$ 43.51	\$ 44.94	\$ 46.38	\$ 47.81
11		485 - 545	\$ 40.14	\$ 41.51	\$ 42.87	\$ 44.24	\$ 45.61
10		430 - 485	\$ 38.36	\$ 39.66	\$ 40.97	\$ 42.27	\$ 43.58
9	Deputy Treasurer Roads Manager (Lead Hand Level II) Parks and Recreation Facilities Coordinator	380 - 430	\$ 36.73	\$ 37.98	\$ 39.22	\$ 40.48	\$ 41.73
8	Parks and Recreation Lead Hand Deputy Clerk	335 - 380	\$ 34.93	\$ 36.12	\$ 37.31	\$ 38.50	\$ 39.69
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1		75 - 105	\$ 18.68	\$ 19.31	\$ 19.95	\$ 20.59	\$ 21.22

PUBLIC NOTICE: 2024 MUNICIPAL BUDGET MEETING SCHEDULE
Revised (December 13, 2023)

NOTICE is hereby given that Council has scheduled the following dates to consider the 2024 Operating and Capital Budget:

- Wednesday, September 27, 2023 at 6:30 p.m. **(Cancelled)**
- Wednesday, October 11, 2023 at 5:00 p.m. - Round Table Discussions
- Wednesday, October 25, 2023 at 5:00 p.m.
- Wednesday, November 8, 2023 at 5:00 p.m.
- Wednesday, November 22, 2023 at 5:00 p.m.
- Wednesday, November 29, 2023 at 5:00 p.m.
- Wednesday, December 13, 2023 at 5:00 p.m.
- Monday, January 8, 2024 at 5:00 p.m. – **Additional date added December 13, 2023**

AND FURTHER take notice that Council will host a public meeting to receive input on the budget on:

- Wednesday, January 17, 2024 at 6:30 p.m.

AND FURTHER Council gives notice to consider a by-law to adopt the 2024 budget on:

- Wednesday, February 7, 2024 at 9:30 a.m.

Draft Budget documents will be posted on the Township's website page at www.chatsworth.ca.

All meetings are open to the public and we welcome your comments and input. Written submission will be accepted at the address noted below. Individuals wishing to address Council regarding the 2024 budget should request delegation status by sending a delegation request to tyler.zamostny@chatsworth.ca one week prior to the meeting.

Patty Sinnamon, Dipl.M.M.
CAO Clerk
316837 Highway 6, RR 1
Chatsworth, Ontario, Canada
N0H 1G0

NOTICE

SPECIAL PUBLIC MEETINGS OF COUNCIL

Comprehensive Zoning By-Law Review

Take Notice of the date and time of the following Township of Chatsworth Special Meetings of Council:

Date/Time:

Wednesday, February 28, 2024 at 4:00 p.m.

Wednesday, March 27, 2024 at 4:00 p.m.

Wednesday, April 24, 2024 at 4:00 p.m.

Location:

Township of Chatsworth Council Chambers

(316837 Highway 6, RR 1 Chatsworth, Ontario, Canada N0H 1G0)

An Agenda will be available on the Township website prior to the meeting.

Patty Sinnamon, Dipl.M.M.

CAO Clerk

Phone: 519-794-3232, Ext. 124

Email: patty.sinnamon@chatsworth.ca

Dated this 11th day of January 2024.

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH
BY-LAW NUMBER 2024-06

BEING a By-law to confirm the proceedings of the Council Meeting of the Corporation of the Township of Chatsworth held on January 17, 2024

WHEREAS Section 5(1) of the Municipal Act 2001, S.O. 2001, Chapter 25 as amended, grants powers of a Municipal Corporation to be exercised by its Council; and

WHEREAS Section 5(3) of the Municipal Act 2001, S.O. 2001, Chapter 25 as amended, provides that powers of every Council are to be exercised by By-law unless specifically authorized to do otherwise; and

WHEREAS it is deemed expedient that the proceedings of the Council Meeting held on January 17, 2024 are confirmed and adopted by By-law;

NOW THEREFORE the Council of the Corporation of the Township of Chatsworth enacts as follows:

1. That the actions of the Council of the Corporation of the Township of Chatsworth at its Council Meeting held on January 17, 2024 in respect to each motion and resolution passed, reports received and direction given by the Council at the said meeting is hereby adopted and confirmed;
2. The Mayor and the proper Officials of the Corporation are hereby authorized and directed to do all things necessary to give effect to the said action of the Council.

READ a first and second time this 17th day of January, 2024.

READ a third time and finally passed this 17th day of January, 2024.

Scott Mackey, Mayor

Patty Sinnamon, CAO Clerk