



**Agenda
Council Meeting**

Monday, July 8, 2024, 7:00 p.m.

Electronic and In-Person Participation - Council

The Corporation of the Town of Orangeville

(Mayor and Clerk at Town Hall - 87 Broadway)

Orangeville, Ontario

NOTICE

Members of the public who have an interest in a matter listed on the agenda may, up until 10:00 a.m. on the day of a scheduled Council meeting, email councilagenda@orangeville.ca indicating their request to speak to a matter listed on the agenda. There will be an option to provide comments to Council either in person or virtually. Correspondence submitted will be considered public information and entered into the public record.

Members of the public wishing to view the Council meeting or raise a question during the public question period will have the option to attend in-person in Council Chambers, located at Town Hall, 87 Broadway, Orangeville; or by calling 1-289-801-5774 and entering Conference ID: 765 152 036#. The Council meeting will also be livestreamed, for members of the public that wish to view the meeting online, please visit: <https://www.youtube.com/c/OrangevilleCouncil>

Accessibility Accommodations

If you require access to information in an alternate format, please contact the Clerk's division by phone at 519-941-0440 x 2242 or via email at clerksdept@orangeville.ca

Pages

- 1. Call To Order**
- 2. Approval of Agenda**
Recommendations:
That the agenda and any addendums for the July 8, 2024 Council Meeting, be approved.
- 3. Disclosure of (Direct and Indirect) Pecuniary Interest**
- 4. Closed Meeting**
None.
- 5. Open Meeting - 7:00 p.m.**
- 6. Singing of National Anthem**
- 7. Land Acknowledgement**
We would like to acknowledge the treaty lands and territory of the Williams

Treaty Nations and the Mississaugas of the Credit First Nation. We also recognize that Dufferin County is the traditional territory of the Wendat and the Haudenosaunee, and is home to many Indigenous people today.

8. Announcements by Chair

This meeting is being aired on public television and/or streamed live and maybe taped for later public broadcast or webcast. Your name is part of the public record and will be included in the minutes of this meeting. Any member of the public connecting via telephone is reminded to press *6 to mute and unmute. Please remain muted until the Chair requests comments or questions from the public.

9. Rise and Report

None.

10. Adoption of Minutes of Previous Council Meeting

Recommendations:

That the minutes of the following meeting be approved:

- | | | |
|-------------|--|---------|
| 10.1 | 2024-06-17 Council Public Meeting Minutes | 5 - 12 |
| 10.2 | 2024-06-24 Council Minutes | 13 - 23 |

11. Question Period

Any member of the public connecting via telephone is reminded to press *6 to mute and unmute and that they have a maximum of 3 minutes to ask their question.

12. Presentation, Petitions and/or Delegation

Registered delegates and presenters are reminded that they have a maximum of 5 minutes to address Council.

- | | | |
|-------------|---|---------|
| 12.1 | Thomas Uda, Engagement Manager, Advisory Services and Aman Singh, Senior Partner, Advisory Services, SLBC Inc. - 2024 Asset Management Plan for Non-Core Infrastructure Assets | 24 - 39 |
| | In-Person | |

13. Consent Agenda

The following items have been compiled under the Consent Agenda to facilitate a single vote for Council consideration. Council may remove any item from the Consent Agenda for individual consideration.

Recommendations:

That all Consent Agenda items for the current Council Meeting listed under 13.1 Staff Reports, 13.2 Correspondence, and 13.3 Committee/Board Minutes, be received or approved as presented with the exception of the items removed for individual consideration.

13.1 Staff Reports

- | | | |
|---------------|--|----------|
| 13.1.1 | 2024 Asset Management Plan for Non-Core Infrastructure Assets, CPS-2024-044 | 40 - 133 |
|---------------|--|----------|

	Recommendations: That report CPS-2024-044, 2024 Asset Management Plan for Non-Core Infrastructure Assets, be received; and	
	That Council approve the 2024 Asset Management Plan for Non-Core Infrastructure Assets as presented.	
13.1.2	Tony Rose Memorial Sports Centre – Mechanical Failure (Pool), CMS-2024-011 Recommendations: That report CMS-2024-011, Tony Rose Memorial Sports Centre – Mechanical Failure (Pool), be received; and That Council select Option 2: Closure of Tony Rose Memorial Sports Centre Pool, Staff Conduct a Facility Needs Assessment Study and report back to Council.	134 - 137
13.1.3	Sign Variance Application – Dufferin Wildlife Supplies – 287A Broadway, CPS-2024-040 Recommendations: That report 2024-06-24, Sign Variance Application – Dufferin Wildlife Supplies – 287A Broadway, be received; and That Council grant a variance to Sign By-law 28-2013, as amended, to permit the placement of a ground sign at 287A Broadway measuring 1.8 m x 1.8 m, having a sign area of 3.24 m ² , which exceeds the maximum permitted sign area of 1.5 m ² .	138 - 145
13.1.4	CCBF Municipal Funding Agreement, CPS-2024-043 Recommendations: That report CPS-2024-043, CCBF Municipal Funding Agreement, be received; and That Council pass a by-law authorizing the Mayor and Clerk to sign the Municipal Funding Agreement with the Association of Municipalities of Ontario under the Canada Community-Building Fund for 2024-2034.	146 - 172
13.2	Correspondence None.	
13.3	Committee/Board Minutes	
13.3.1	2024-04-03 Committee of Adjustment Minutes	173 - 174
13.3.2	2024-04-09 Economic Development and Culture Committee Minutes	175 - 181
13.3.3	2024-04-17 Homelessness Task Force Minutes	182 - 185
13.3.4	2024-05-16 Orangeville BIA Minutes	186 - 187
13.3.5	2024-05-16 Heritage Orangeville Minutes	188 - 191

14. **Notice of Motion Prior to Meeting**

None.

15. **Notice of Motion at Meeting**

16. **Announcements**

17. **By-Laws**

Recommendations:

That all by-laws for the current Council Meeting listed under item 17. By-laws, be read three times and finally passed.

17.1 **A by-law to authorize a Municipal Funding Agreement with the Association of Municipalities of Ontario with respect to the Canada Community-Building Fund.** 205 - 205

17.2 **A by-law to appoint James Bramley as a By-law/Property Standards Officer/Weed Inspector for the Town of Orangeville** 206 - 206

17.3 **A by-law to confirm the proceedings of the Council of The Corporation of the Town of Orangeville at its regular Council Meeting held on July 8, 2024** 207 - 207

18. **Adjournment**

Recommendations:

That the meeting be adjourned.



Council - Public Meeting Minutes

June 17, 2024, 7:00 p.m.

**Electronic and In-Person Participation - Council
The Corporation of the Town of Orangeville
(Mayor and Clerk at Town Hall - 87 Broadway)
Orangeville, Ontario**

Members Present: Mayor L. Post
Deputy Mayor T. Taylor
Councillor J. Andrews
Councillor A. Macintosh
Councillor T. Prendergast
Councillor D. Sherwood
Councillor R. Stevens

Staff Present: M. Adams, Legislative Co-ordinator
J. Hawkins, System Administrator
T. Kocialek, General Manager, Infrastructure Services
J. Lavecchia-Smith, Deputy Clerk
M. Mair, Development Planner
R. Martell, Town Clerk
D. Smith, CAO
B. Ward, Manager, Planning

1. Call To Order

The meeting was called to order at 7 p.m.

2. Approval of Agenda

Resolution 2024-105

Moved by Councillor Macintosh
Seconded by Councillor Stevens

That the agenda for the June 17, 2024 Council - Public Meeting, be approved.

Carried Unanimously

3. Disclosure of (Direct and Indirect) Pecuniary Interest

None.

4. Closed

None.

5. Singing of National Anthem

David Nairn, Theatre Orangeville provided a pre-recorded version of the National Anthem which was played.

6. Land Acknowledgement

Mayor Post acknowledged the treaty lands and territory of the Williams Treaty Nations and the Mississaugas of the Credit First Nation. Mayor Post also recognized that Dufferin County is the traditional territory of the Wendat and the Haudenosaunee, and is home to many Indigenous people today.

7. Announcements by Chair

Mayor Post advised the gallery and viewing audience with respect to the public nature of Council Meetings and that it is webcast. Mayor Post also provided instructions with respect to muting and unmuting during the meeting.

8. Statutory Public Meetings

Deputy Mayor Taylor assumed the role of Chair at 7:04 p.m. and outlined the procedure to be followed for the public meeting.

8.1 Official Plan and Zoning By-law Amendment for 11A York Street, OPZ-2023-01

8.1.1 Presentation by Mark Hicks and Jason Mooi, D+H Architects

Mark Hicks gave a presentation on the proposed development which included a short video of the proposed streetscape. The development will consist of two three-storey townhouse blocks containing seven townhouses on the west side of the property and five townhouses on the east side. The townhouses will be located at the rear of the lot and accessed by a driveway from York Street. The property is surrounded by single detached homes to the east

and west and a park at the rear. The existing home will be demolished in order to facilitate the development.

Craig Matheson, Skelton Brumwell & Associates Inc., prepared the Planning Justification report for the development. He spoke about the development from a planning policy perspective from all levels of government.

The Chair advised a request was received by Mary Jane Gerber to allow additional time to a maximum of ten minutes to delegate. He asked Council if there was anyone who would like to put forward a motion to approve the extra time. A motion was not put forward, therefore the additional time was not granted.

8.1.2 11A York Street, Public Meeting Information Report, OPZ-2023-01, INS-2024-026

This matter was dealt with following the public and Council comments.

8.1.3 Delegate - Richard Oliver, 22 York Street

Richard Oliver expressed his opposition to the proposed development and raised the following concerns: incompatibility with the historic neighbourhood, no privacy, increased noise, shadowing, and intensification.

8.1.4 Delegate - Linda Patterson, 25 York Street

Linda Patterson expressed her opposition to the proposed development and provided her opinion on the background and cultural landscape of the street. She shared the following concerns: the development was inappropriate for the street, intensification, infrastructure and servicing, water shortage, no archaeological assessment, noise, and light pollution.

8.1.5 Delegate - Wayne Townsend, 20 York Street

Wayne Townsend expressed his opposition to the proposed development and noted potential impacts on existing residents. His concerns included: increased density, on street parking, privacy and interference, light pollution, noise, impact on views from backyards to the park, increased traffic, location of mailbox, garbage container location, snow removal, noise, access to the park, and whether the

historic homes can withstand the construction period of the proposed development.

8.1.6 Delegate - Spencer Finch, 14 York Street

Spencer Finch expressed his opposition to the proposed development and indicated that the development is not suitable or affordable for seniors. In addition, he shared the following concerns relating to: septic pumping system, noise, light pollution, effect on habitat, loss of mature trees, safety, maneuvering of fire trucks, water shortage, garbage, traffic.

8.1.7 Delegate - Richard John Woolner, 20 York Street

Richard John Woolner expressed his opposition to the proposed development. His comments included intensification, not in keeping with character of the street, security at the park, unaffordable, aesthetics and design of proposed townhouses. Mr. Woolner provided his presentation to the Clerk forming part of the public record.

8.1.8 Delegate - Steve Scott, 9 York Street

Steve Scott expressed his opposition to the proposed development and shared the following concerns: overdevelopment for this site, incompatibility with the existing low density residential area, and incompatibility with the historical character.

8.1.9 Delegate - Mary Jane Gerber, 7 York Street

Mary Jane Gerber expressed her opposition to the proposed development. She indicated the positive impacts that greenspace has on mental health, and is concerned that the proposed development will negatively impact the existing greenspace of the park. In addition, she shared potential privacy concerns due to the height of the proposed townhouses.

8.1.10 Delegate - Karey Shinn, 42 John Street

Karey Shinn expressed her opposition to the proposed development. She provided a copy of her presentation to Council forming part of the public record.

8.1.11 Delegate - Ted Gerber, 7 York Street

Ted Gerber expressed his opposition to the proposed development. His concerns included: increased density, height, reduced setbacks, proximity to the park, incompatibility with the neighbourhood, and precedent setting.

8.1.12 Delegate - Karen Jones, 23 York Street

Karen Jones expressed her opposition to the proposed development. Her concerns included: affordability, inappropriate development, and creating a heritage conservation district.

Public Comments

Noel Ramsey, 15 Fead Street, expressed his opposition to the proposed development and commented on the water supply issue, and the historic charm of the Town.

Nick Garisto, 20 Paula Court, expressed his opposition to the proposed development. He had concerns about the water supply accommodating the development.

Garin Gaudit, 28 York Street, sought clarification in regard to the probability of the water supply system failing.

Zoe Shinn, 69 Madison Avenue, Toronto, expressed her opposition to the proposed development. Her concerns included: water supply issues, preserving the charm, precedent setting, frontage is too small for this development, and undue stress for the residents.

Council Comments

Councillor Andrews requested that the consultant provide a rendering of the seven townhouse units, a rendering of what it would look like from the park, and a sunshade analysis to show the impact of the development.

Councillor Macintosh sought clarification from Town staff on whether or not there is enough water supply for this type of development.

Councillor Sherwood sought clarification regarding the conceptual landscape drawing and asked whether it will be greenspace or a sidewalk. Mr. Hicks said that it will be a pedestrian walkway, however, the material has not been determined.

Councillor Sherwood asked if a Heritage Impact Assessment was completed. Mr. Hicks advised that a Heritage Impact Assessment was not submitted as part of the application.

Resolution 2024-106

Moved by Councillor Sherwood
Seconded by Councillor Macintosh

That staff be directed to request that the applicant submit a Heritage Impact Assessment and an Environmental Impact Assessment as part of their application for Official Plan and Zoning By-law Amendment for 11A York Street, OPZ-2023-01.

Carried

8.1.2 11A York Street, Public Meeting Information Report, OPZ-2023-01, INS-2024-026

Resolution 2024-107

Moved by Councillor Andrews
Seconded by Councillor Stevens

That Report INS-2024-026, 11A York Street, Public Meeting Information Report, OPZ-2023-01, be received for information.

Carried Unanimously

8.1.13 Correspondence from Karey Shinn, 42 John Street

8.1.14 Correspondence from Ted Gerber, 7 York Street

8.1.15 Correspondence from Richard Oliver and Rev. Maureen MacLeod-Oliver, 22 York Street

8.1.16 Correspondence from Linda Patterson and Jane Lightle, 25 York Street

8.1.17 Correspondence from Stephen White, 200 Broadway

8.1.18 Correspondence from Steve Scott and Rebecca Black-Scott, 9 York Street

8.1.19 Correspondence from the Gallagher Family, 8 John Street

- 8.1.20 Correspondence from Neal Grady, 488 College Avenue**
- 8.1.21 Correspondence from Elizabeth Smith, 26 York Street**
- 8.1.22 Correspondence from Mary Jane Gerber, 7 York Street**
- 8.1.23 Correspondence from Garin and Bethany Gaudit, 28 York Street**
- 8.1.24 Correspondence from Thomas Melanson, 23 York Street**
- 8.1.25 Correspondence from Karen Jones, 23 York Street**

Resolution 2024-108

Moved by Councillor Andrews
Seconded by Councillor Prendergast

That correspondence items 8.1.13 to 8.1.25 regarding file No. OPZ-2023-01, be received.

Carried

Mayor Post resumed the role of Chair at 8:49 p.m.

9. By-Laws

Resolution 2024-109

Moved by Councillor Andrews
Seconded by Deputy Mayor Taylor

That the by-law listed below be read three times and finally passed.

- 9.1 A by-law to confirm the proceedings of the Council of The Corporation of the Town of Orangeville at its Council - Public Meeting held on June 17, 2024**

Carried Unanimously

10. Adjournment

Resolution 2024-110

Moved by Councillor Macintosh

Seconded by Councillor Stevens

That the meeting be adjourned at 8:51 p.m.

Carried Unanimously

Lisa Post, Mayor

Raylene Martell, Clerk



Council Meeting Minutes

June 24, 2024, 6:00 p.m.

**Electronic and In-Person Participation - Council
The Corporation of the Town of Orangeville
(Mayor and Clerk at Town Hall - 87 Broadway)
Orangeville, Ontario**

Members Present: Mayor L. Post
Deputy Mayor T. Taylor
Councillor J. Andrews
Councillor A. Macintosh
Councillor T. Prendergast
Councillor D. Sherwood
Councillor R. Stevens

Staff Present: D. Currie, Manager, Capital Works
M. Jhajj, Deputy Treasurer
T. Kocialek, General Manager, Infrastructure Services
R. Martell, Town Clerk
L. Raftis, Assistant Clerk
H. Savage, General Manager, Community Services
D. Smith, CAO
B. Ward, Manager, Planning

1. Call To Order

The meeting was called to order at 6:00 p.m.

2. Approval of Agenda

Resolution 2024-111

Moved by Councillor Stevens
Seconded by Councillor Sherwood

That the agenda and any addendums for the June 24, 2024 Council Meeting, be approved.

Carried Unanimously

3. Disclosure of (Direct and Indirect) Pecuniary Interest

None.

4. Closed Meeting

Resolution 2024-112

Moved by Councillor Macintosh
Seconded by Councillor Andrews

That a closed meeting of Council be held pursuant to s. 239 (2) of the Municipal Act for the purposes of considering the following subject matters:

2024-05-13 Closed Council Minutes

Committee Updates and Appointments, CPS-2024-041

Personal matters about an identifiable individual, including municipal or local board employees.

CAO Workplan - Performance Update

Labour relations or employee negotiations; and

That the following item be deferred to the July 8, 2024 Council Meeting:

Orangeville OPP Detachment Board Appointments

Personal matters about an identifiable individual, including municipal or local board employees.

Carried Unanimously

4.1 2024-05-13 Closed Council Minutes

4.2 Committee Updates and Appointments, CPS-2024-041

4.3 CAO Workplan - Performance Update

4.4 Orangeville OPP Detachment Board Appointments

5. Open Meeting - 7:00 p.m.

6. Singing of National Anthem

David Nairn, Theatre Orangeville provided a pre-recorded version of the National Anthem which was played.

7. Land Acknowledgement

The Mayor acknowledged the treaty lands and territory of the Williams Treaty Nations and the Mississaugas of the Credit First Nation. The Mayor also recognized that Dufferin County is the traditional territory of the Wendat and the Haudenosaunee, and is home to many Indigenous people today.

8. Announcements by Chair

Mayor Post advised the gallery and viewing audience with respect to the public nature of Council Meetings and that it is webcast. Mayor Post also provided instructions with respect to muting and unmuting during the meeting.

9. Rise and Report

Resolution 2024-113

Moved by Councillor Macintosh
Seconded by Councillor Stevens

That the minutes of the 2024-05-13 Closed Council Meeting, be approved; and

That report CPS-2024-041, Committee Updates and Appointments regarding personal matters about an identifiable individual, including municipal or local board employees, be received; and

That Council accept the resignation of Mark Whitcombe from the Sustainable Orangeville Committee and proceed with Option 2 to proceed with advertising to fill the vacancy; and

That Council accept the resignation from Wendy Cook from the Access Orangeville Committee and proceed with Option 2 to proceed with advertising to fill the vacancy; and

That Council direct staff to proceed with advertising to fulfill upcoming vacancies for the Mayor's Youth Advisory Council Committee pending received resignations; and

That CAO Workplan - Performance Update regarding labour relations or employee negotiations, be received; and

That staff proceed as directed.

Carried Unanimously

10. Community Recognition

10.1 Senior of the Year

Mayor Lisa Post and MPP Sylvia Jones presented Wayne Townsend with the 2024 Ontario Senior of the Year Award.

Note: Council recessed from 7:13 to 7:18 p.m.

11. Adoption of Minutes of Previous Council Meeting

Resolution 2024-114

Moved by Councillor Sherwood
Seconded by Councillor Stevens

That the minutes of the following meeting be approved:

11.1 2024-06-03 Council Minutes

Carried Unanimously

12. Question Period

None.

13. Presentation, Petitions and/or Delegation

13.1 Joan Hillock, Amelia Street - Excessive Water Bill

Pam Hillock, on behalf of Joan Hillock advised that Joan Hillock is in attendance to answer any questions with respect to the correspondence listed on the agenda. Council returned to this item at the conclusion of item 13 discuss this item further.

Resolution 2024-115

Moved by Deputy Mayor Taylor
Seconded by Councillor Stevens

That Council receive the correspondence submitted by Joan Hillock.

Carried Unanimously

13.2 Wendy Cook, Founder and President of Community Team of Everykids Park - Everykids Park Updates

Wendy Cook, Founder and President of Community Team of Everykids Park spoke to her experience, efforts of the community, and community involvement in future developments.

13.3 Rosey Kaur, Founder, Early Concepts - The Patka Box Movement Ontario

Rosey Kaur, Founder, Early Concepts spoke to the history and creation of the Patka Box Movement and Council invited Ms. Kaur to present at an upcoming Equity, Diversity and Inclusion Committee meeting.

13.4 Grant Armstrong, OPP Orangeville Detachment Board - Orangeville OPP Detachment Board 2024 Annual Report

Resolution 2024-116

Moved by Councillor Macintosh
Seconded by Councillor Stevens

That Council waive the five minute timeframe in the procedure by-law to permit Grant Armstrong to address Council for a maximum of ten minutes.

Carried Unanimously

Grant Armstrong, OPP Orangeville Detachment Board provided a presentation with respect to the Orangeville OPP Detachment Board 2024 Annual Report.

13.5 Ryan Ondusko, Public Works Manager - Water Conservation Initiatives

Resolution 2024-117

Moved by Deputy Mayor Taylor
Seconded by Councillor Andrews

That Council waive the five minute timeframe in the procedure by-law to permit Ryan Ondusko to address Council for a maximum of fifteen minutes.

Carried Unanimously

Ryan Ondusko, Public Works Manager provided a presentation with respect to the Water Conservation Initiatives and answered questions from Council.

13.6 Brett Lagerquist, Dufferin Wildlife Supplies - Sign Variance Application

Brett Lagerquist, Dufferin Wildlife Supplies was not in attendance.

14. Consent Agenda

Resolution 2024-118

Moved by Councillor Andrews

Seconded by Councillor Prendergast

That all Consent Agenda items for the current Council Meeting listed under 14.1 Staff Reports, 14.2 Correspondence, and 14.3 Committee/Board Minutes, be received or approved as presented with the exception of the items removed for individual consideration.

Items Removed: 14.1.1, 14.1.3, 14.1.6

Carried Unanimously

14.1 Staff Reports

14.1.1 Sponsorship and Advertising Policy, CMS-2023-052

Resolution 2024-119

Moved by Councillor Andrews

Seconded by Councillor Stevens

That report CMS-2023-052, Sponsorship and Advertising Policy, be received; and,

That Council adopt the Sponsorship and Advertising Policy, as outlined in Attachment 1; and,

That Council delegate primary authority to the Community Services General Manager and secondary authority to Divisional Managers in order to sign and execute sponsorship and advertising contracts.

Carried Unanimously

**14.1.2 Sign Variance Application – Orangeville and Headwaters
Minor Baseball Association (OHMBA) – 450 Town Line,
CPS-2024-039**

**That Report CPS-2024-039, Sign Variance Application –
Orangeville and Headwaters Minor Baseball Association – 450
Town Line be received; and**

**That Council grant a variance to Sign By-law 28-2013, as
amended, to permit sponsorship wall signs supporting minor
baseball to be affixed to the vinyl siding above the first storey
of the utility shed “Snack Shack” at 450 Town Line; and**

**That the sponsorship wall signs affixed to the vinyl siding
above the first storey of the utility shed “Snack Shack” at 450
Town Line be limited to a maximum cumulative sign area on
each wall, of: north wall – 10.040 m², south wall – 7.431 m²,
west wall – 8.174 m², and east wall – 0 m²; and**

**That the variance approval be conditional upon the applicant
obtaining a sign permit; and**

**That the variance approval be conditional upon the applicant
adhering to guidelines and criteria for sponsorship and
advertising set out in any current or future Town policies
relating to sponsorship and advertising; and**

**That when current sponsorships expire, the applicant may
replace the existing sponsorship wall signage with new
sponsorship wall signs, provided the wall signs do not exceed
the maximum cumulative sign area for each wall, as indicated
above, and that any requirements for a sign permit as per
Town by-laws and/or guidelines and criteria for sponsorship
and advertising as per Town policies are adhered to for any
replacement signage.**

Carried through consent

**14.1.3 Sign Variance Application – Dufferin Wildlife Supplies – 287A
Broadway, CPS-2024-040**

Resolution 2024-120

Moved by Councillor Andrews

Seconded by Councillor Stevens

That Council defer report 2024-06-24, Sign Variance Application – Dufferin Wildlife Supplies – 287A Broadway to the July 8, 2024 Council Meeting in order to obtain additional information on the existing sign present at the location.

Carried Unanimously

14.1.4 Request for Temporary Liquor License Extension – Bluebird Cafe, CPS-2024-042

That report CPS-2024-042, Request for Temporary Liquor License Extension – Bluebird Cafe, be received; and

That Council approve the Temporary Liquor License Extension for Bluebird Cafe for the Dufferin Film Festival Opening Night Event on Friday August 9, 2024; and

That Council authorize the Clerk to approve temporary extensions of liquor sales licenses for which no major comments are received during circulation.

Carried through consent

14.1.5 Water Conservation Initiatives, INS-2024-034

That report INS-2024-034, Water Conservation Initiatives, be received.

Carried through consent

14.1.6 60-62 Broadway, Holding (H) Zone Symbol Removal Recommendation, (File No. RZH-2024-01), INS-2024-036

Resolution 2024-121

Moved by Councillor Sherwood

Seconded by Councillor Prendergast

That report INS-2024-036, 60-62 Broadway, Holding (H) Zone Symbol Removal Recommendation (File No. RZH-2024-01) be received; and

That the By-law included as Attachment No. 3 to this Report, be passed to remove the Holding (H) Zone Symbol from the lands known municipally as 60-62 Broadway.

Carried Unanimously

14.2 Correspondence

14.2.1 County of Dufferin - Provincial Drinking Water Testing Services

14.2.2 Letter from the Minister of Citizenship and Multiculturalism - Ontario Heritage Act

14.2.3 Proclamation Request - Christian Heritage Month Foundation

That the month of December be proclaimed as Christian Heritage Month.

Carried through consent

14.2.4 Proclamation Request - Life Directions Employment Supports

That October 17, 2024 be proclaimed as Light It Up! For National Disability Employment Awareness Month.

Carried through consent

14.2.5 Proclamation Request - National Service Dog (and Guide Dog) Awareness Month

That the month of September be proclaimed as National Service Dog Awareness Month.

Carried through consent

14.2.6 Report from Charles A. Harnick, Integrity Commissioner - Complaint - IC-30542-0324

14.2.7 Township of Amaranth - Province of Ontario - Wastewater Testing

14.3 Committee/Board Minutes

14.3.1 2023-12-19 Community Improvement Committee Minutes

14.3.2 2024-03-06 Mayor's Youth Advisory Council Minutes

14.3.3 2024-04-23 Age Friendly Minutes

14.3.4 2024-05-09 Access Orangeville Minutes

14.3.5 2024-05-14 Sustainable Orangeville Minutes

15. Notice of Motion Prior to Meeting

None.

16. Notice of Motion at Meeting

None.

17. Announcements

None.

18. By-Laws

Resolution 2024-122

Moved by Councillor Andrews

Seconded by Deputy Mayor Taylor

That all by-laws for the current Council Meeting listed under item 18. By-laws, be read three times and finally passed.

Carried Unanimously

18.1 A by-law to amend Zoning By-law No. 22-90 as amended, with respect to Part of Lots 1, 3, 4 & 5, Block 4, Registered Plan 138 municipally known as 60 and 62 Broadway

18.2 A by-law to appoint Mandip Jhajj as Acting Treasurer for the Town of Orangeville

18.3 A by-law to confirm the proceedings of the Council of The Corporation of the Town of Orangeville at its closed and regular Council Meeting held on June 24, 2024

19. Adjournment

Resolution 2024-123

Moved by Councillor Macintosh

Seconded by Councillor Sherwood

That the meeting be adjourned at 8:31 p.m.

Carried Unanimously

Lisa Post, Mayor

Raylene Martell, Town Clerk

2024 Asset Management Plan for Non-Core Infrastructure

Town of Orangeville AM Plan

July 8th, 2024



AGENDA

- What is Asset Management?
- O.Reg. 588/17 Requirements and Town Progress in Asset Management
- Key Outcomes of the AM Plan
 - State of Infrastructure
 - Levels of Service
 - Risk & Lifecycle Strategy
 - Financial Strategy
- Next Steps

What is Asset Management?

- **Minimizing total costs** of acquiring, operating, maintaining, and renewing assets within an environment of **limited resources**
- Continuously **delivering the service levels** customers need and regulators require
- Creating an **acceptable level of risk** to the organization

Core Assets

- Roads, Bridges, Water, Wastewater, Stormwater

Non-Core (remaining) Assets

- Parks, Facilities, Fleet, IT, Library, Fire, Traffic, Transit, Cemetery

Page 26 of 207



Asset Management Progress

- Development of AM Plans is an iterative process that includes improving data, processes, systems, staff skills, and organizational culture
- O.Reg. 588/17 sets out required timelines for AM Plans starting in 2022
- This AM Plan covers remaining Town assets not covered in the 2022 Core AM Plan



Key Outcomes

Iterative Plan

- Town's first AM Plan to meet O.Reg. 588/17 requirements for non-Core assets – future updates will continue to improve on accuracy and completeness

Average Asset Condition is between Fair & Good

- 63.7% are in fair or better condition, and continued investment is required to maintain this service level

Identified Financial Gap for Existing Assets

- Estimated annual funding gap of \$2.7 million per year for state of good repair (renewal) needs for non-core assets

Additional Growth Need

- Alder Library expansion and portion of Operations Centre expansion are not currently funded

State of Non-Core Infrastructure – Replacement Value

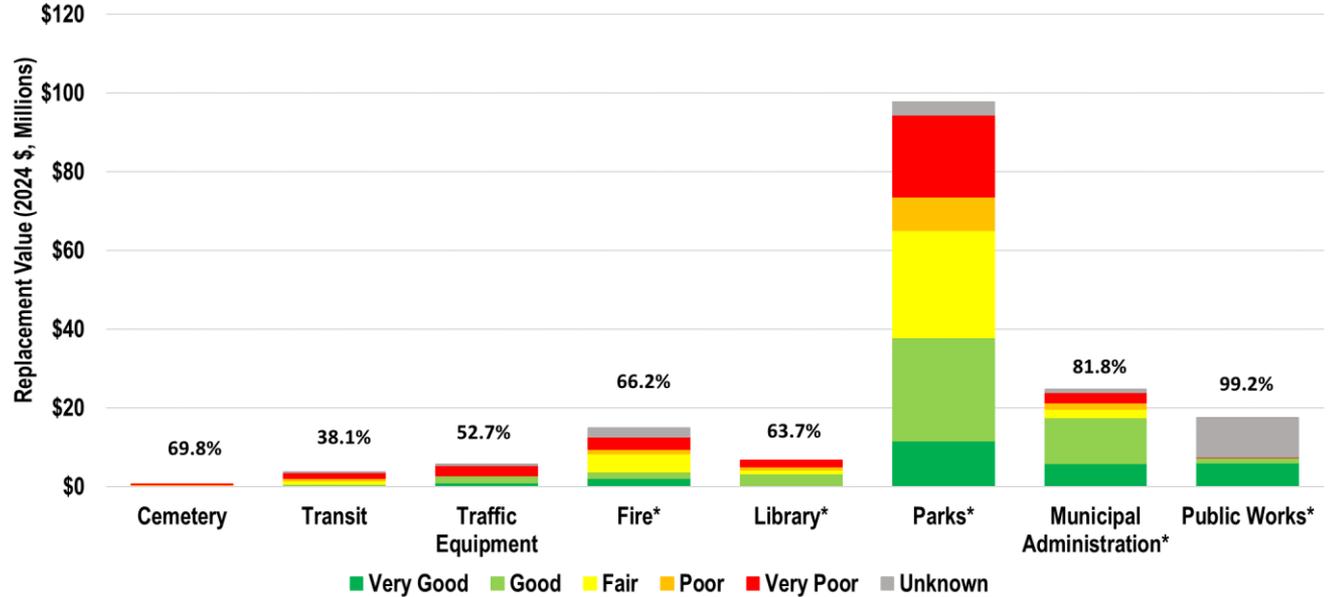
- The Town’s portfolio of non-core assets has an estimated replacement value of \$171.5 million (2024\$)

Service Area / Division	Asset Category	Replacement Value (\$M)	Percentage of Total
Cemetery		\$0.6	0.3%
Traffic and Transportation	Transit	\$3.7	2.1%
	Traffic Equipment	\$5.6	3.3%
Fire (including facilities)		\$14.8	8.6%
Library (including facilities)		\$6.6	3.8%
Parks (including facilities)		\$97.7	57.4%
Public Works (including facilities)		\$17.6	10.2%
Municipal Administration (including facilities)		\$24.7	14.3%
	Total	\$171.5	100.0%

State of Non-Core Infrastructure - Condition

- Assets are generally in fair to good condition (63.7% in fair or better condition)
- \$45.5M of assets (26%) are estimated to be in Poor or Very Poor condition
- 9.7% of assets were not assessed due to missing condition rating or installation dates
- Completing condition assessment programs are critical to resolving gaps and increasing accuracy in the AM Plan's state of infrastructure and forecast analysis

State of Non-Core Infrastructure - Condition



*Includes facilities

Levels of Service – Key Asset Measures

- AM Plan supports elements of Strategic Priorities:

• An effective level of corporate capacity means that the Town is organized, resourced, positioned, and ready to deliver its current mandate.

Corporate Capacity



• The Town can prepare itself to meet the needs of tomorrow through thoughtful policymaking, robust financing planning, and well-prepared infrastructure.

Future Readiness



• The Town nurtures the livability of its community through pride of place and by supporting groups that cultivate positive, supportive connections across society. The Town wants to reinforce a tangible feeling of belonging among those who live, work, and play here.

Community Vitality



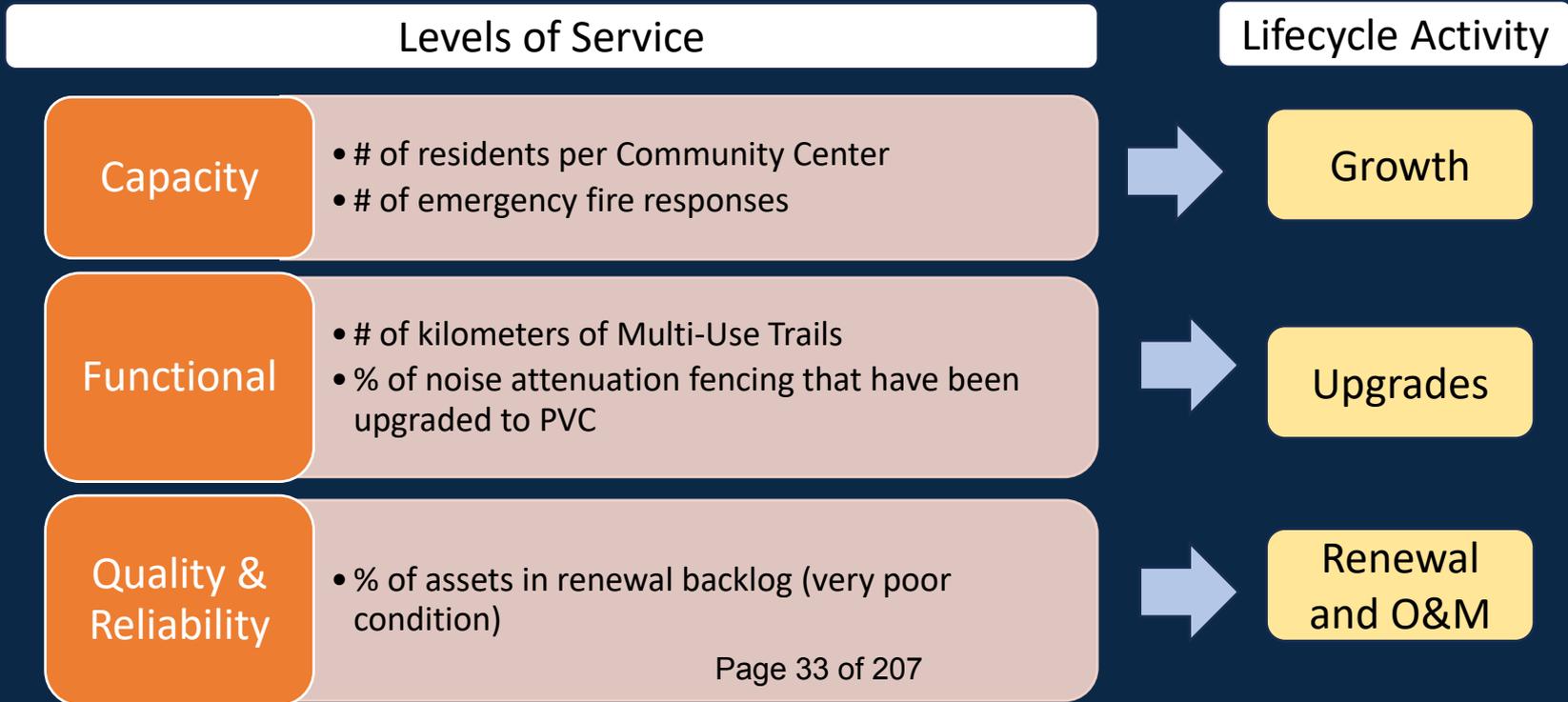
• The Town wants to ensure the reliance of its economy by proving an ecosystem of support and flexibility. The Town works to meet the changing needs of developers and entrepreneurs and to take an active role in economic development.

Economic Resilience



Levels of Service – Key Asset Measures

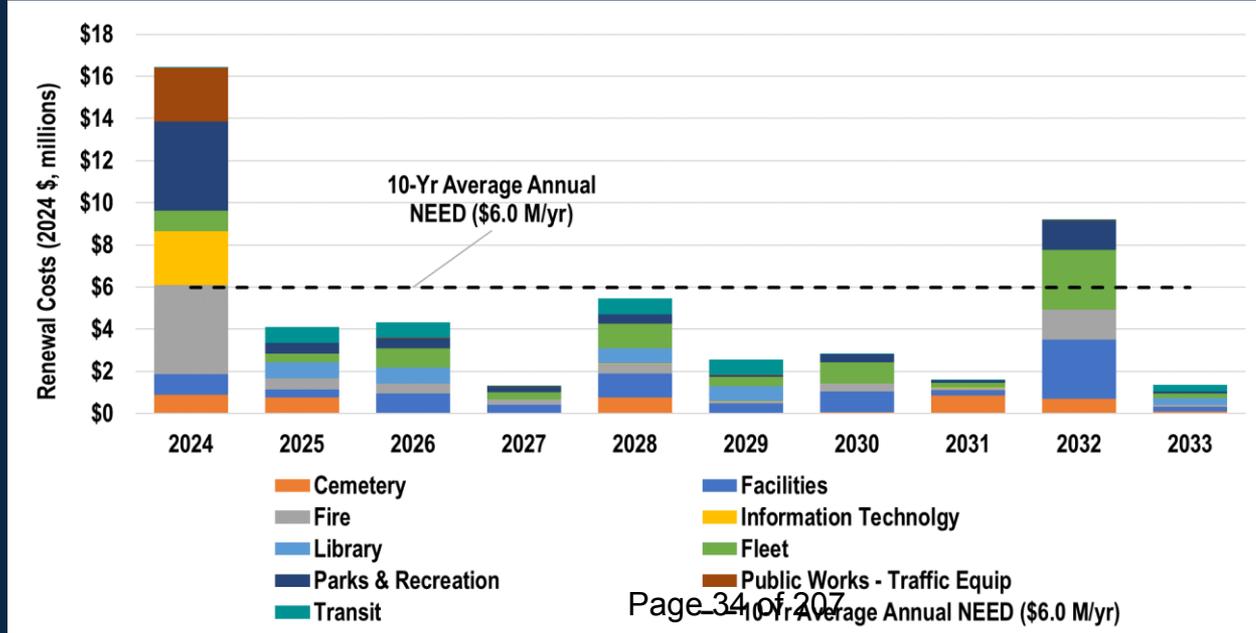
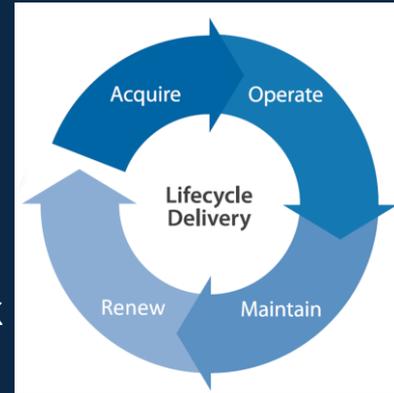
- Service levels inform lifecycle activity decisions



Risk & Lifecycle Strategy

Renewal

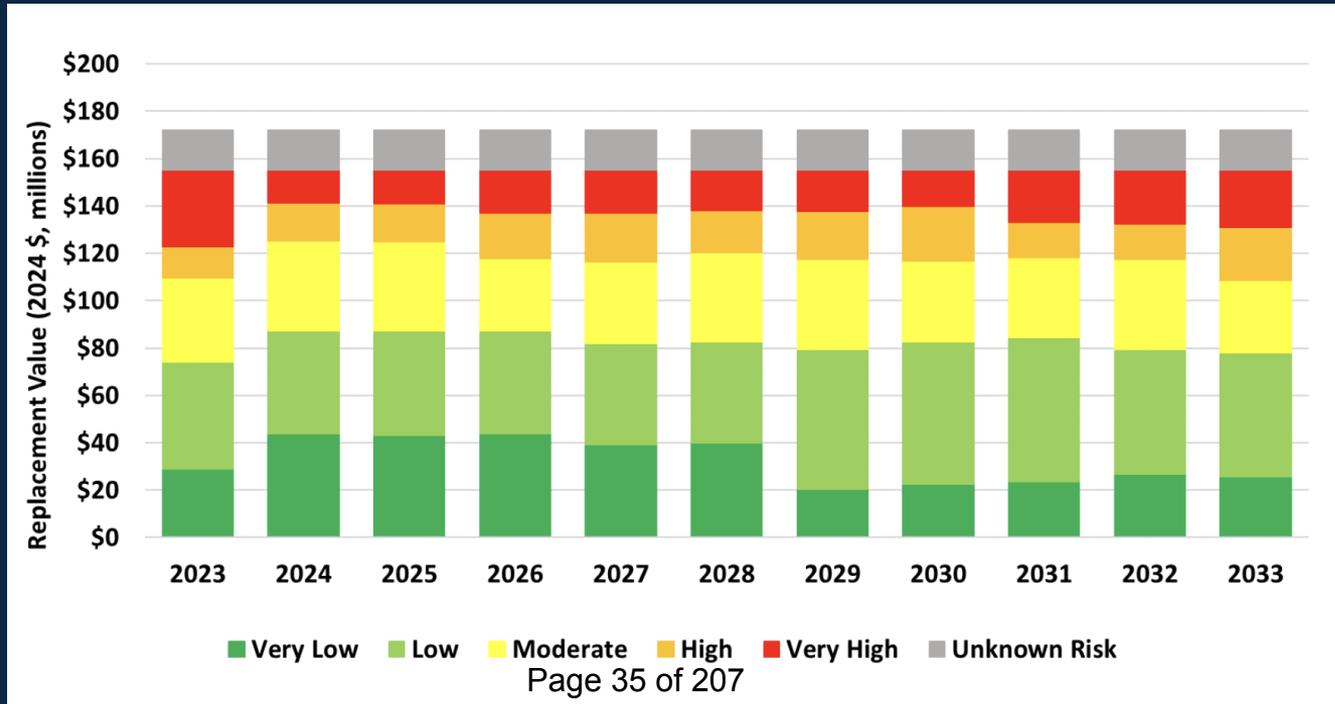
- To manage risks of aging infrastructure, the average annual capital renewal need is estimated at \$6.0 million per year
- Risk and asset criticality inform prioritization of work



Lifecycle Strategy & Impact on Levels of Service

Renewal

← Maintaining service level →



Financial Analysis for Non-Core Infrastructure

Renewal

- Estimated renewal gap: \$26.7 million over 10 years (\$2.7 million per year) for non-core infrastructure, mainly in facilities renewal which will be refined with condition assessment data

Service	Average Annual Renewal Need (\$M)	Average Annual Funding Available (\$M)	Percentage of Needs Funded	Average Annual Gap* (\$M)
Municipal Administration	\$3.03	\$2.99	98.7%	\$0.03
Cemetery	\$0.18	\$0.02	11.0%	\$0.16
Library	\$3.35	\$2.98	89.0%	\$0.37
Fire	\$6.44	\$5.88	91.3%	\$0.56
Transit	\$3.33	\$2.67	80.2%	\$0.66
Traffic Equipment	\$2.62	\$1.95	74.4%	\$0.68
Public Works	\$8.52	\$5.89	69.1%	\$2.63
Parks	\$7.99	\$4.17	52.2%	\$3.82
Facilities	\$24.39	\$6.60	27.1%	\$17.80
Total	\$59.9	\$33.2	55.4%	\$26.7

Average Annual Gap* (\$M)

*Totals may not add up due to rounding

Financial Analysis for Non-Core Infrastructure

Growth

- Growth projects to address population and demographic risks: \$42.3 million for non-core infrastructure, including new Fire Hall (by 2026)
- \$12.2 million funding gap, including \$11.0 million for the Alder Library Expansion and \$0.89 million for Operations Centre Expansion

Service	Total 10-Year Growth Needs (\$M)	Total 10-Year Growth Funding Available (\$M)	Total 10-Year Growth Funding Gap (\$M)
Cemetery	\$0.08	\$0.08	-
Transit	\$0.20	\$0.20	-
Traffic Equipment	-	-	-
Parks	\$0.48	\$0.48	-
Municipal Administration	\$1.72	\$1.72	-
Fire	\$22.55	\$22.50	\$0.05
Facilities	\$2.80	\$2.50	\$0.30
Public Works	\$3.25	\$2.36	\$0.89
Library	\$11.23	\$0.23	\$11.00
Total	\$42.3	\$30.1	\$12.2

Next Steps

- **Key Continuous Improvements for the AM Plan**
 - Develop data governance and continue to improve knowledge of asset replacement costs and current condition of the assets
 - Improve facility TCA data and complete facility condition assessments
 - Leverage City-Wide and AM software for inventory and work order planning and maintenance management
 - Improve understanding of growth and upgrade needs by incorporating recommendations from future plans and studies (such as Transportation, Fleet, IT and Cemetery Master Plans)
- **Next AM Plan**
 - Develop proposed service levels and determine associated forecasted needs and shortfall per O.Reg. 588/17 by July 2025
- **Annual Council Updates**
 - Provide annual updates to Council on progress of AM Plan and AM Program implementation starting in 2026

www.slbc-inc.com



Subject: 2024 Asset Management Plan for Non-Core Infrastructure Assets

Department: Corporate Services

Division: 6

Report #: CPS-2024-044

Meeting Date: 2024-07-08

Recommendations

That report CPS-2024-044, 2024 Asset Management Plan for Non-Core Infrastructure Assets, be received; and

That Council approve the 2024 Asset Management Plan for Non-Core Infrastructure Assets as presented.

Overview

- The province implemented the [Asset Management Planning for Municipal Infrastructure Regulation, O. Reg. 588/17](#) (as amended by O. Reg. 193/21). The goal of this regulation is to help improve the way municipalities plan for their infrastructure.
- In July 2022, Council approved the Asset Management Plan for Core Infrastructure Assets (includes Roads, Bridges, Water, Wastewater, Stormwater).
- This report outlines the next stage of the Town’s Asset Management Program, which ensures compliance with O. Reg 588/17 Asset Management Planning for Municipal Infrastructure, and continues to enhance the Town’s long-term infrastructure planning for non-core assets (includes Parks, Facilities, Fleet, IT, Library, Fire, Traffic, Transit, and Cemetery).
- The 2024 Asset Management Plan for Non-Core Infrastructure Assets (2024 AM Plan) describes the actions required for the Town to manage its non-core portfolio of assets in a way that supports current service levels while managing risks and costs.
- The recommendations in the 2024 AM Plan include a financial strategy and Council will have the opportunity to approve specific financing strategies and funding sources during the annual budget process.

- Next steps include a 2025 Asset Management report that includes all corporate assets, and ongoing annual updates to Council on progress of the overall Asset Management Program.

Background

In many parts of Ontario, existing infrastructure is degrading faster than it is being repaired or replaced, putting services at risk. To help address this issue, the province implemented the Asset Management Planning for Municipal Infrastructure Regulation, O. Reg. 588/17 (as amended by O. Reg. 193/21). The goal of this regulation is to help improve the way municipalities plan for their infrastructure. The regulation builds on the progress municipalities have made while bringing consistency and standardization to asset management plans to help spread best practices throughout the sector and enable the collection of comparable data.

In July 2022, Council approved the Asset Management Plan for Core Infrastructure Assets (includes Roads, Bridges, Water, Wastewater, Stormwater).

The 2024 AM Plan outlines the next stage of the Town's Asset Management Program, which ensures compliance with O. Reg 588/17 Asset Management Planning for Municipal Infrastructure and continues to enhance the Town's long-term infrastructure planning for non-core assets (includes Parks, Facilities, Fleet, IT, Library, Fire, Traffic, Transit, and Cemetery).

As non-core assets continue to age and community demands increase, the Town is challenged to ensure the needs of the community continue to be effectively met with the limited resources available. The 2024 AM Plan describes the actions required for the Town to manage its non-core portfolio of assets in a way that supports current service levels while managing risks and costs. It strives for evidence-based decision making through transparency and prudent financial management of the Town's limited resources to deliver services.

This 2024 AM Plan directly supports the four (4) priorities from the Town's Strategic Plan: Corporate Capacity; Future Readiness; Community Vitality; and Economic Resilience.

Future requirements and timelines of O. Reg. 588/17 are as follows:

1. Preparation of a Consolidated Asset Management Plan (includes all corporate assets) that includes public consultation and identifies the proposed levels of service by July 2025.
2. Review and update of Asset Management Plans at least every five (5) years.
3. Annual review of asset management progress in implementing the asset management plan.

Current Situation

Overall responsibility of asset management is shared across Town departments to assess, evaluate and improve asset management programs to deliver services balanced against considerations of costs and risks effectively and continuously.

The 2024 AM Plan is compliant with Section 5 of O. Reg. 588/17: Asset Management Planning for Municipal Infrastructure, covering all non-core Town-owned infrastructure. This plan establishes current levels of service and recommends actions and financial strategies to maintain current service levels within an acceptable level of risk over the next ten (10) years.

The financial strategy section of this asset management plan compares the budgeted annual funding available to the forecasted needs, to provide an estimated infrastructure funding gap for capital renewal and recommends options for managing this going-forward.

For growth and upgrade needs, there is an estimated gap of \$11.4 million, mainly due to the proposed Alder Library expansion which is currently unfunded.

For renewal of existing assets, the total renewal funding available over the next ten (10) years is \$33.2 million, or \$3.3 million averaged annually. This results in an estimated funding gap of \$26.7 million (\$2.7 million per year) compared to the estimated \$59.9 million (\$6.0 million per year) renewal need and indicates that the asset portfolio for these assets is approximately 55.4% funded based on currently available data. This is explained further in the chart below.

Table-1
Non-Core Infrastructure Renewal Funding

Renewal Funding	10-year	Annual
Funding Required	\$59,900,000	\$5,990,000
Funding Available	33,200,000	3,320,000
% Funded	55.4%	
Funding Gap	26,700,000	2,670,000
% Unfunded	44.6%	

To manage the risks of the funding shortfall, the 2024 AM Plan suggests three (3) main categories of options to be considered:

- **Increased Funding from Existing Sources:** Special Asset Management Levy (Property Taxes), Debt, Grants, and Third-Party Contributions.
- **Reduced Capital Need:** Additional data collection on the condition of the assets through inspection programs to increase the accuracy of estimated needs; also new and less expensive renewal technologies to extend asset life and lower overall lifecycle costs.

- **Reduced Service Levels:** Deferring capital renewal projects on lower risk assets.

Corporate Implications

The Asset Management Plans will be an input into the Town's Long-Range Financial Strategy and future annual budget processes through facilitating and informing evidence-based decision-making in how the Town's assets are operated, maintained, renewed, and replaced towards optimizing costs and mitigating risks over their asset lifecycles while overseeing the levels of service they provide to residents. The Asset Management Plans are also a formal input into capital project management processes at the Town.

There are no direct financial impacts resulting from this report. The 2024 AM Plan does include a recommended financial strategy. Council will have the opportunity to approve specific financing strategies and funding sources during the annual budget process.

Conclusion

The 2024 AM Plan is another step forward in the Town's journey towards building a holistic culture of asset management. It is critical that this 2024 AM Plan and the overall Asset Management Program be actioned to ensure the Town is making the right investment in the right infrastructure at the right time. Effective asset management promotes evidence-based decision making by incorporating risk and criticality into decision-making for annual operations and long-term capital investments.

Strategic Alignment

Strategic Plan

Strategic Goal: Future-Readiness

Objective: Sustainability – Secure the financial viability of the municipality

Relationship with Other Municipal Documents

- Town Official Plan
- Town of Orangeville Corporate Strategic Plan
- Corporate Climate Change Adaptation Plan (2021)
- 2022 Asset Management Plan
- Strategic Asset Management Policy
- Operating and Capital Budgets

Notice Provisions

None

Respectfully submitted:
Mandip Jhajj CPA, CGA
Acting Treasurer, Corporate Services

Prepared by
Anil Sigdel M.Eng., AMP, IPWEA ProfCert,
Asset Management Specialist
Corporate Services2340

Attachment(s):

1. 2024 Asset Management Plan for Non-Core Infrastructure Assets

2024

ASSET MANAGEMENT PLAN: NON-CORE INFRASTRUCTURE

orangeville.ca/assetmanagement



Table of Contents

- 1 Executive Summary 1**
 - 1.1 Introduction 1
 - 1.2 State of the Infrastructure..... 1
 - 1.3 Levels of Service 2
 - 1.4 Risk Management Strategy..... 2
 - 1.5 Lifecycle Management Strategy 3
 - 1.6 Financial Strategy 4
 - 1.7 Monitoring and Improvement 5
- 2 Introduction 6**
 - 2.1 Purpose of the Plan..... 6
 - 2.2 Alignment with Regulatory Requirements..... 6
 - 2.3 Growth at the Town 6
 - 2.4 Relationship with Other Municipal Documents 7
 - 2.5 Scope 7
 - 2.6 Asset Hierarchy and Data Sources 7
 - 2.7 Organization of the Document..... 10
- 3 State of Infrastructure 11**
 - 3.1 Replacement Value..... 11
 - 3.2 Asset Condition..... 11
- 4 Levels of Service 14**
 - 4.1 Levels of Service Framework 14
 - 4.2 Corporate Strategic Goals 16
 - 4.3 Legislated Levels of Service..... 16
 - 4.4 Community and Technical Levels of Service 17
- 5 Risk Management Strategy 19**
 - 5.1 Consequence of Failure 19
 - 5.2 Risk to Levels of Service 21
 - 5.3 Climate Change Risk Considerations 22
- 6 Lifecycle Management 24**
 - 6.1 Capital Growth and Upgrade Needs..... 25
 - 6.2 Capital Renewal Needs 26
- 7 Financial Strategy 27**
 - 7.1 Funding Sources 27
 - 7.2 Financial Sustainability for Growth and Upgrade 28

7.3	Financial Sustainability for Renewal.....	29
7.4	Forecast and Funding Gap Limitations	29
7.5	Strategies to Manage the Funding Gap	30
8	AM Plan Monitoring and Improvement.....	31
8.1	Overview	31
8.2	Monitoring and Review Procedures	34
9	Divisional Details	35
9.1	Cemetery Services	36
9.2	Traffic and Transportation – Transit Services.....	41
9.3	Traffic and Transportation – Traffic Equipment	46
9.4	Parks	50
9.5	Fire	56
9.6	Library.....	62
9.7	Municipal Administration.....	67
9.8	Public Works.....	73
9.9	Facilities.....	78
	Acknowledgements.....	81

List of Figures

Figure 1-1: Condition Overview – All Service Areas	2
Figure 1-2: Asset Condition Forecast.....	3
Figure 2-1: Town Population History and Forecast to 2031	7
Figure 3-1: Condition Overview by Services	13
Figure 4-1: Condition Overview by Services	15
Figure 4-2: 2023 to 2037 Strategic Plan Goals	16
Figure 5-1: Risk Exposure of Town’s Non-Core Assets.....	22
Figure 6-1: Conceptual Lifecycle Cost Model	25
Figure 6-2: 10-Year Capital Renewal Needs Forecast	26
Figure 7-1: 10-Year Total Capital Funding Available (\$M), 2024-2033 (By Funding Source)	28
Figure 7-2: Managing the Funding Gap	30
Figure 9-1: Average Age – Cemetery*	37
Figure 9-2: Condition Distribution by Replacement Value - Cemetery	37
Figure 9-3: Risk Exposure – Cemetery (2024\$, thousands)*	38
Figure 9-4: Forecasted Renewal Needs – Cemetery.....	39
Figure 9-5: Asset Condition Forecast – Cemetery.....	39
Figure 9-6: Operating Needs Forecast – Cemetery	40
Figure 9-7: Average Age – Transit	41
Figure 9-8: Condition Distribution by Replacement Value - Transit	42
Figure 9-9: Risk Exposure – Transit Services (2024\$, millions)*	43
Figure 9-10: Forecasted Renewal Needs – Transit Services	44
Figure 9-11: Asset Condition Forecast – Transit Services.....	44
Figure 9-12: Operating Needs Forecast – Transit Services.....	45
Figure 9-13: Average Age – Traffic Equipment.....	46
Figure 9-14: Condition Distribution by Replacement Value - Traffic Equipment.....	47
Figure 9-15: Risk Exposure – Traffic Equipment (2024\$, millions)*	48
Figure 9-16: Forecasted Renewal Needs – Traffic Equipment	48
Figure 9-17: Asset Condition Forecast – Traffic Equipment	49
Figure 9-18: Operating Needs Forecast – Traffic Equipment	49
Figure 9-19: Average Age – Parks	51
Figure 9-20: Condition Distribution by Replacement Value - Parks.....	51
Figure 9-21: Risk Exposure – Parks* (2024\$, millions)	53
Figure 9-22: Forecasted Renewal Needs – Parks	53
Figure 9-23: Asset Condition Forecast – Parks	54
Figure 9-24: Operating Needs Forecast - Parks	55
Figure 9-25: Average Age – Fire Services	57
Figure 9-26: Condition Distribution by Replacement Value, Fire Services	57
Figure 9-27: Risk Exposure – Fire* (2024\$, millions).....	59

Figure 9-28: Forecasted Renewal Needs – Fire59

Figure 9-29: Asset Condition Forecast – Fire60

Figure 9-30: Operating Needs Forecast – Fire61

Figure 9-37: Average Age – Municipal Administration68

Figure 9-38: Condition Distribution by Replacement Value - Municipal Administration68

Figure 9-39: Risk Exposure – Municipal Administration* (2024\$, millions)70

Figure 9-40: Forecasted Renewal Needs – Municipal Administration70

Figure 9-41: Asset Condition Forecast – Municipal Administration71

Figure 9-42: Operating Needs Forecast – Municipal Administration72

Figure 9-43: Average Age – Public Works74

Figure 9-44: Condition Distribution by Replacement Value - Public Works74

Figure 9-45: Risk Exposure – Public Works* (2024\$, millions).....75

Figure 9-46: Forecasted Renewal Needs – Public Works76

Figure 9-47: Asset Condition Forecast – Public Works76

Figure 9-48: Operating Needs Forecast – Public Works (Fleet and Equipment).....77

Figure 9-49: Risk Exposure – Facilities* (2024\$, millions).....78

Figure 9-50: Forecasted Renewal Needs – Facilities79

Figure 9-51: Asset Condition Forecast – Facilities.....79

Figure 9-52: Operating Needs Forecast – Facilities.....80

List of Tables

Table 1-1: Replacement Value of Town Non-Core Assets (\$M)	1
Table 1-2: Capital Renewal Funding Gap	4
Table 2-1: Asset Hierarchy and Data Sources	8
Table 3-1: Replacement Value of Town Non-Core Assets (\$M)	11
Table 3-2: Condition Grading Criteria.....	12
Table 3-3: Conversion Table for Condition Grades.....	12
Table 4-1: Technical LOS, Town Wide	17
Table 5-1: Asset Criticality (Consequence of Failure) Rating Scale	20
Table 5-2: Probability of Failure Ratings	22
Table 6-1: Asset Lifecycle Management Categories.....	24
Table 6-2: Growth and Upgrade Expenditure Needs – 2024-2033 (\$M)	25
Table 7-1: Key Sources of Funding and Financing	27
Table 7-2: Growth and Upgrade Funding Gap – 2024-2033 (\$M)	29
Table 7-3: Renewal Funding Gap – 2024-2033 (\$M)	29
Table 8-1: O.Reg. 588/17 Compliance Status and Other Opportunities	31
Table 9-1: Inventory Summary - Cemetery Assets	36
Table 9-2: Technical LOS - Cemetery Services	38
Table 9-3: Growth and Upgrade Needs - Cemetery	40
Table 9-4: Inventory Summary - Transit Assets	41
Table 9-5: Technical LOS - Transit Services	42
Table 9-6: Growth and Upgrade Needs – Transit Services	44
Table 9-7: Inventory Summary - Traffic Equipment Assets	46
Table 9-8: Technical LOS - Traffic Equipment	47
Table 9-9: Inventory Summary - Park Assets	50
Table 9-10: Technical LOS - Park Services	52
Table 9-11: Growth and Upgrade Needs - Parks.....	54
Table 9-12: Inventory Summary - Fire Services.....	56
Table 9-13: Technical LOS - Fire Services	58
Table 9-14: Growth and Upgrade Needs - Fire.....	60
Table 9-18: Inventory Summary, Municipal Administration.....	67
Table 9-19: Community and Technical LOS - Municipal Administration.....	69
Table 9-20: Growth and Upgrade Needs – Municipal Administration	71
Table 9-21: Inventory Summary, Public Works.....	73
Table 9-22: Community and Technical LOS - Public Works.....	75
Table 9-23: Growth and Upgrade Needs – Public Works	77
Table 9-24: Growth and Upgrade Needs – Facilities	80

1 Executive Summary

1.1 Introduction

The Town of Orangeville is an inclusive community that relies on a wide range of assets to deliver a variety of services to its residents, businesses, and visitors. As these assets age and demands on the infrastructure increase, the Town manages the challenge of ensuring the needs of the community are effectively met with the limited resources available. The 2024 Asset Management (AM) Plan describes the actions required for the Town to manage its non-core portfolio of assets in a way that supports current service levels while managing risks and costs. It establishes transparency and prudent financial management of the Town’s limited resources to deliver services, and therefore directly supports four priorities from the Town’s Strategic Plan:

- Corporate Capacity
- Future Readiness
- Community Vitality
- Economic Resilience

The Town’s goals and objectives of transparent and responsible decision making align with Ontario Regulation (O.Reg.) 588/17 Asset Management Planning for Municipal Infrastructure, which requires municipalities to demonstrate financial sustainability through the AM Plan by identifying the forecasted expenditures to maintain current services levels. This AM Plan fulfils year 2024 requirements for non-core assets, which covers remaining municipal infrastructure not covered in the 2022 Core AM Plan. These remaining assets include Facilities, Parks, Library, Cemetery, Transit, Traffic, Fire, Information Technology, and Fleet and Equipment assets.

1.2 State of the Infrastructure

The Town’s first step in developing the AM Plan is understanding the assets that it owns. As shown in Table 1-1, the estimated replacement value of the Town’s non-core assets is \$171.5 million, with parks assets accounting for 57.4% of the non-core asset portfolio. Facilities and fleet are included under the applicable Service Area or division.

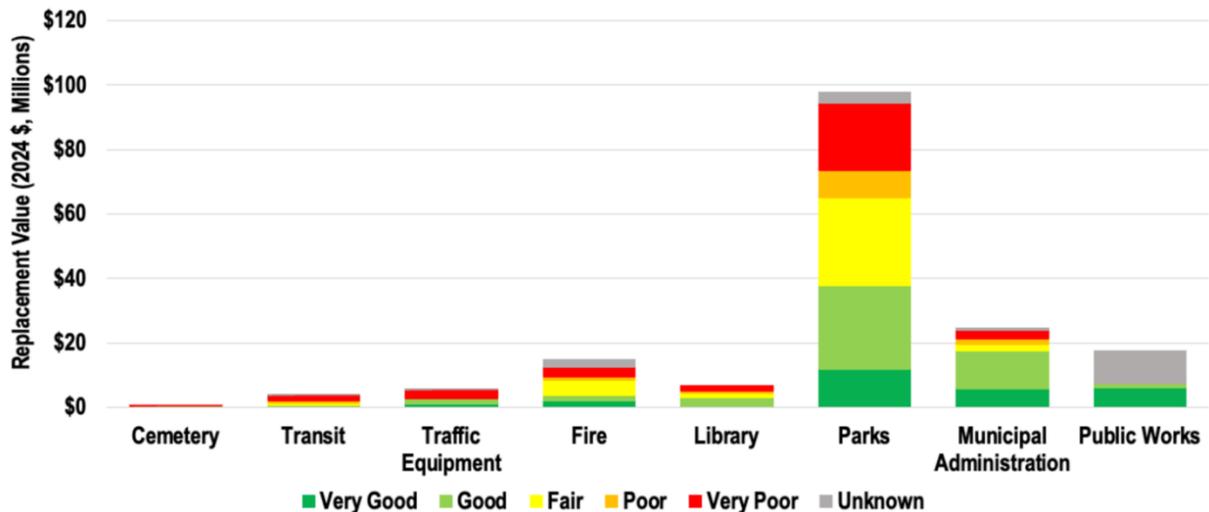
Table 1-1: Replacement Value of Town Non-Core Assets (\$M)

Service Area / Division	Sub-Service Area	Replacement Value	Percentage of Total
Cemetery		\$0.6	0.3%
Traffic and Transportation	Transit	\$3.7	2.1%
	Traffic Equipment	\$5.6	3.3%
Fire		\$14.8	8.6%
Library		\$6.6	3.8%
Parks		\$97.7	57.4%
Public Works		\$17.6	10.2%
Municipal Administration		\$24.7	14.3%
Total		\$171.5	100.0%

EXECUTIVE SUMMARY

The Town's assets are generally in good condition, as shown in the condition distribution in Figure 1-1. 63.7% of the Town's non-core assets are estimated to be in Fair condition or better. Understanding an asset's current condition informs the timing of required lifecycle activities to maintain reliability service levels, with assets in Very Poor condition generally overdue for rehabilitation or replacement. Park assets currently have a higher proportion of assets in Very Poor condition based on age and estimated service life. These assets include playgrounds, heavy duty equipment and various facility components. These estimates will be improved in accuracy as the Town continues to implement its inspection and assessment programs that document observed conditions.

Figure 1-1: Condition Overview – All Service Areas



1.3 Levels of Service

Levels of Service (LOS) builds on the State of Infrastructure by defining the performance that the Town's assets are intended to deliver over their service lives. LOS measures include those defined by O.Reg.588/17, as well as measures defined by the Town to support achievement of the Town's higher level strategic objectives and sustainable infrastructure goals. In general, the LOS measures can be classified into the following three categories:

- Capacity & Use LOS demonstrate if services have enough capacity and are accessible to the customers.
- Functional LOS demonstrate if services meet the community's needs and meet their intended or required purpose.
- Reliability LOS demonstrate if services are reliable and responsive to customers. These LOS measures focus on ensuring that assets are kept in a state of good repair.

In general, LOS are guided by a combination of customer expectations; legislative requirements; internal guidelines, policies, and procedures; and affordability. Effective asset management requires that LOS be formalized and supported through a framework of performance measures, targets, and timeframes to achieve targets, and that the costs to deliver the documented LOS be understood.

1.4 Risk Management Strategy

A key asset management principle for the Town is to manage risk while meeting service levels and minimizing lifecycle costs. Understanding the risk exposure from each asset informs prioritization of lifecycle strategies across asset classes and service areas. To understand the current risk exposure of its assets, the Town's preliminary risk strategy estimates the reliability-related risk exposure of its assets, determined from the multiplication of two factors:

EXECUTIVE SUMMARY

Risk Exposure = Consequence of Failure x Probability of Failure

Consequence of Failure, or criticality, is evaluated based on an asset failure’s impact on service delivery, health and safety, the environment, the Town’s financial position, and the Town’s reputation. Probability of failure (PoF) is the likelihood that an asset failure may occur and is highly based on the condition of the asset.

For this AM Plan, the Town completed a high-level risk assessment, \$22.1 million (14.7%) of the Town’s assets are currently in the Very High-risk category. These assets consist of facility components and fire and transit fleet that have reached their end-of-life based on their age. The Town mitigates this risk through renewal, replacement and upgrade of assets as part of its Lifecycle Management Strategy.

Through its Climate Change Adaptation Plan, the Town has recognized the urgency to begin adaptation planning and implementation to build capacity to address projected local climate impacts, as these impacts will have a significant impact on the Town’s ability to maintain service levels. The Town has developed infrastructure-related action items to address potential risks due to climate change, and these initiatives will help the Town better understand its service levels related to prevention and resiliency.

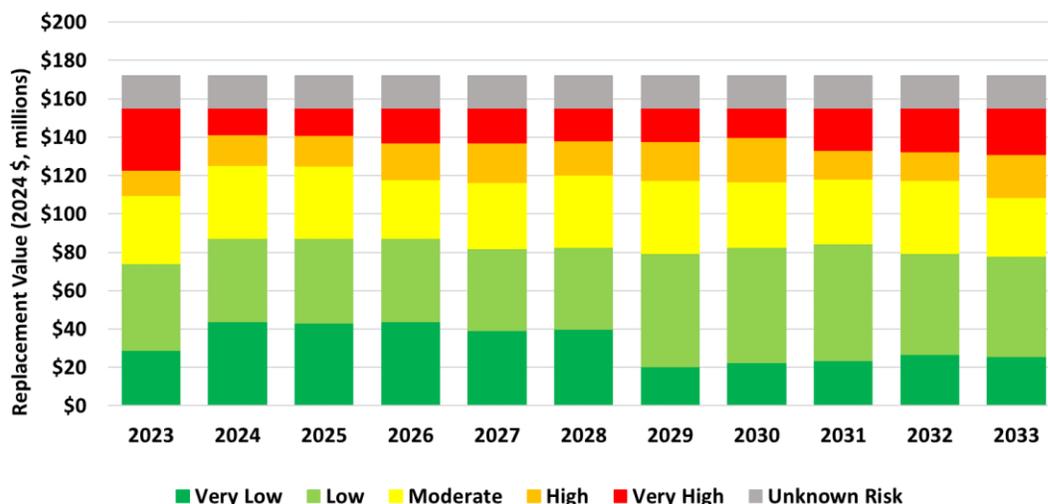
1.5 Lifecycle Management Strategy

Asset lifecycle management strategies are the planned activities that enable assets to provide service levels in a sustainable way, while managing risks and cost. Lifecycle strategies include new infrastructure assets to meet capacity needs, asset upgrades to meet functional needs, and repairing and renewing existing assets to maintain asset reliability.

The Town performs a wide range of inspections, and repair activities to ensure that its infrastructure continues to perform reliably. These operations and maintenance (O&M) activities are funded through the Town’s Operating Budget. Lifecycle activities also include rehabilitation and replacement activities funded through the Capital Budget, such as facility reconstructions and fleet replacements that mitigate risks to acceptable levels. Rehabilitation strategies prior to replacements also extend asset service lives and are used to lower overall lifecycle costs.

If the Town does not invest in renewing its infrastructure, there is a significant deterioration in asset condition over time. The recommended strategy ensures that the Town’s non-core assets are maintained and renewed in a state of good repair, as shown in Figure 1-2.

Figure 1-2: Asset Condition Forecast



1.6 Financial Strategy

The financial strategy is informed by the preceding sections of the AM Plan: the value and condition of the assets, the current levels of service, the risks to service delivery, and the lifecycle activities needed to reduce the risks to acceptable levels. The Financing strategy considers how the Town will fund the recommended asset lifecycle strategies, and the affordability of maintaining current service levels.

For growth and upgrade needs, there is a gap of \$11.4 million, mainly due to the Alder Library expansion which is currently unfunded. As the Town completes Master Plans across some of its Service Areas, additional growth and upgrade needs will be identified.

For renewal of existing assets, the total renewal funding available over the next 10 years is \$33.2 million, or \$3.3 million averaged annually. This results in an estimated average annual funding gap of \$26.7 million (\$2.7 million per year) compared to the estimated \$59.9 million (\$6.0 million per year) renewal need and indicates that the asset portfolio for these assets is approximately 55.4% funded based on currently available data (refer to Table 1-2).

Table 1-2: Capital Renewal Funding Gap

Service Area	Needs	Funded	Renewal Funding Gap
Cemetery	\$0.18	\$0.02	\$0.16
Transit	\$3.33	\$2.67	\$0.66
Traffic Equipment	\$2.62	\$1.95	\$0.68
Fire	\$6.44	\$5.88	\$0.56
Library	\$3.35	\$2.98	\$0.37
Parks	\$7.99	\$4.17	\$3.82
Public Works	\$8.52	\$5.89	\$2.63
Facilities	\$24.39	\$6.60	\$17.80
Municipal Administration	\$3.03	\$2.99	\$0.03
Total	\$59.9	\$33.2	\$26.7

The Town’s goals and objectives of transparent and responsible decision-making aligns with O.Reg. 588/17, which requires municipalities to demonstrate financial sustainability through the AM. This AM Plan is proactive in setting the stage for meeting O.Reg. 588/17 requirements for year 2025 by identifying the potential funding shortfalls above. This proactive approach enables the Town to start the needed discussions on the affordability of current service levels such that it will be able to determine the appropriate service levels for the Town by year 2025 that effectively balances the associated costs and risks.

Climate change impacts are adding significant pressures to the existing funding gaps, and municipalities generally do not have enough funding sources to address both the infrastructure gap and climate change risks. To manage the risks of the funding shortfall, this AM Plan suggests three main categories of options to be considered:

- Increased Funding from Existing Sources: Special Asset Management Levy (Property Taxes), Debt, Grants, and Third-Party Contributions
- Reduced Capital Need: Additional data collection on the condition of the assets through inspection programs to increase the accuracy of estimated needs; also new and less expensive renewal technologies to extend asset life and lower overall lifecycle costs.
- Reduced Service Levels: deferring capital renewal projects on lower risk assets.

The Town can consider elements of each approach to close or accept the funding gap.

1.7 Monitoring and Improvement

Improvements for continuing to increase the accuracy of the AM Plan include a more granular and accurate inventory for some asset areas and developing data governance across all assets. These inventory improvements should be supported by leveraging Town investments in Asset Management software and establishing regular condition assessment programs for assets such as facilities and playgrounds. Business practices should be formalized to align the AM program with long-term capital planning and key performance indicators should be developed to measure the success of the AM program. The next AM Plan should also consider the recommendations from on-going and future projects such as various initiatives from the Town's Climate Change Adaptation Plan and upcoming Master Plans.

These and other improvements will continue to refine the 10-year forecasted needs for non-core assets. Development of AM Plans is an iterative process that includes improving data, processes, systems, staff skills, and organizational culture over time, and the Town will continue to work on these initiatives to support the Town's financial sustainability goals and provide continued service delivery to the community.



2 Introduction

The Town of Orangeville (the Town) provides a range of services to its residents, businesses and visitors, including parks, fire protection, library services and municipal administration services such as by-law enforcement and development planning.

As infrastructure ages and demands on the infrastructure increase, the Town manages the challenge of ensuring the needs of the community are effectively met with the limited resources available. This Asset Management Plan (AM Plan) seeks to address that concern by providing a framework for prioritizing Asset Management (AM) efforts and providing direction for effective management of the Town's assets to best achieve expected goals and objectives. As an integrated Plan, it considers the lifecycles and needs of the infrastructure assets within the AM Plan's scope, providing a sustainable and holistic view of the Town's asset portfolios. Development of AM Plans is an iterative process that requires improving processes, data, systems, and staff skills over time to continuously increase confidence in the outputs and forecasts of the AM Plan.

The AM Plan directly supports four priorities from the Town's Strategic Plan:

- Corporate Compliance
- Community Vitality
- Future Readiness
- Economic Resilience

2.1 Purpose of the Plan

The 2024 AM Plan describes the actions required to manage the Town's portfolio of "non-core" assets in a way that supports established service levels, while managing risks and costs. It establishes transparency and prudent financial management of limited resources. The Town's non-core assets include the remaining assets not covered in the Core AM Plan, which included roads, bridges and culverts, stormwater management infrastructure, and water and wastewater systems. The remaining 'non-core' assets in this AM Plan include facilities, fleet, traffic, cemetery, transit, fire, parks, library, and information technology assets. The AM Plan focuses on the asset management needs over the 10-year period from 2024 to 2033 and provides a framework for continuously improving the Town's AM practices.

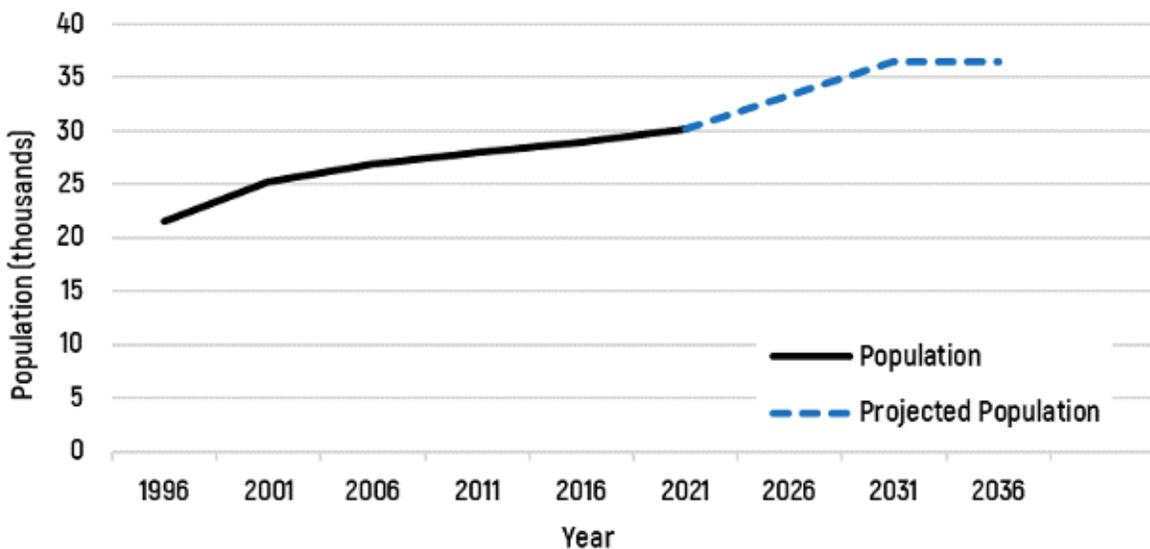
2.2 Alignment with Regulatory Requirements

This AM Plan fulfils the Phase 1 requirements of Ontario Regulation (O.Reg.) 588/17 Asset Management Planning for Municipal Infrastructure for AM Plans for non-core assets. Specifically, this AM Plan establishes current Levels of Service (LOS) and recommends actions on lifecycle activities and financial strategies to maintain current service levels within a manageable level of risk over the next 10 years. For details on how this AM Plan complies with content requirements defined by O.Reg. 588/17, refer to Section 8.

2.3 Growth at the Town

The Town monitors trends in its population to ensure that its impacts on service levels are well understood and strategies are developed to address additional demands due to growth and changes in demographics. Per the Town's Official Plan (2020), its population is expected to increase to 36,490 in 2031, as shown in Figure 2-1. Employment was at 14,681 in 2011 and is expected to reach 14,740 jobs by 2031. Per the Town's 2024 Development Charge Draft Study, the population is expected to increase to 32,773 (lower than projected in the 2020 Official Plan) and employment is expected to reach 15,323 jobs (including No Fixed Place of Work) by 2034.

Figure 2-1: Town Population History and Forecast to 2031



2.4 Relationship with Other Municipal Documents

The AM Plan provides a framework to validate the Town’s budgeting processes and assists in prioritizing work activities, including capital projects, based on risk while supporting the Town’s strategic priorities. AM Planning is a key tactical (medium term) planning activity that relies on input from strategic planning activities and informs shorter-term decision making. The AM Plan is aligned with other Town planning documents, including the following:

- Town Official Plan
- Town of Orangeville Corporate Strategic Plan
- Corporate Climate Change Adaptation Plan (2021)
- Operating and Capital Budgets

2.5 Scope

This AM Plan includes all non-core assets owned by the Town and for which asset data was available, and provides recommendations for the period 2024-2033, inclusive. Where data gaps were encountered, recommendations for closing data gaps are provided. These recommendations will enable the Town to continually improve its AM planning capabilities. All values are estimated in 2024 dollars.

2.6 Asset Hierarchy and Data Sources

The AM Plan discusses the Town’s assets by the service areas the assets support. Table 2-1 summarizes the service areas and their link to associated assets. It also summarizes the main data sources used for the asset inventory, replacement cost, and condition data.

INTRODUCTION

Table 2-1: Asset Hierarchy and Data Sources

Service Area	Sub-Service Area	Asset Category	Inventory Source	Replacement Cost	Condition
Cemetery		Columbarium	Staff Inventory	Staff Provided	Age-based
		Monument	Staff Inventory	Staff Provided	Age-based
		Enclosures	Staff Inventory	Staff Provided	Age-based
		Shed	Staff Inventory	Staff Provided	Age-based
		Flagpoles	Staff Inventory	Staff Provided	Age-based
		Road	Staff Inventory	Staff Provided	Age-based
		Fence	Staff Inventory	Staff Provided	Age-based
		Water Infrastructure & Appurtenances	Staff Inventory	Staff Provided	Observed
Traffic and Transportation	Transit	Fleet	Staff Inventory	Staff Provided	Age-based
		Transit Shelters	Staff Inventory	Staff Provided	Observed
		Transit Signs	Staff Inventory	Staff Provided	Area of Improvement
		Transit Hub	Staff Inventory	Staff Provided	Age-based
	Traffic Equipment	Signs	Staff Inventory	Staff Provided	Observed
		Noise Attenuation	Staff Inventory	Staff Provided	Age-based
	Transportation Parking Lots***	Parking Lots	Area of Improvement	Area of Improvement	Area of Improvement
Fire		Communications	Staff Inventory	Staff Provided	Area of Improvement
		Equipment	Staff Inventory	Staff Provided	Area of Improvement
		Personal Protective Equipment	Staff Inventory	Staff Provided	Area of Improvement
		Fleet	Staff Inventory	Staff Provided	Age-based
Parks		Light/Medium/Heavy Duty Equipment	TCA	TCA	Age-based
		Park Amenities	TCA	TCA	Age-based

INTRODUCTION

Service Area	Sub-Service Area	Asset Category	Inventory Source	Replacement Cost	Condition
		Sports Amenities and Equipment	TCA	TCA	Age-based
Library		Collections	Staff Inventory	Staff Provided	Observed
		Furniture/Fixtures	Staff Inventory	Staff Provided	Observed
		Shelving	Staff Inventory	Staff Provided	Observed
		Library IT	Staff Inventory	Staff Provided	Observed
Facilities		Town Owned Facilities	TCA/Insurance Valuation Report	TCA/Insurance Valuation Report	Age-based
		Parking Lots	TCA	TCA	Age-based
Corporate Fleet and Equipment*		Light/Medium/Heavy Duty Vehicles	Staff Inventory	Staff Provided	Age-based
		Trailers	Staff Inventory	Staff Provided	Age-based
		Attachments	Staff Inventory	Staff Provided	Age-based
		Light/Medium/Heavy Duty Equipment	Staff Inventory	Staff Provided	Age-based
		Shop Equipment	Staff Inventory	Staff Provided	Age-based
		Winter Equipment	Staff Inventory	Staff Provided	Age-based
Information Technology**		IT Equipment	Staff Inventory	Staff Provided	Age-based
		Network	Staff Inventory	Staff Provided	Observed
		Server Hardware	Staff Inventory	Staff Provided	Age-based
		Switches	Staff Inventory	Staff Provided	Observed

* Corporate Fleet and Equipment assets are covered under Parks, Municipal Administration and Public Works Divisions

**Information Technology assets are covered under the Municipal Administration Division

***The Transportation & Development division manages and maintains Mill Street, 8082 Broadway and the Hutchinson parking lots; however further work to delineate the governance of all Town parking lots is identified as a future improvement. Inventory and asset management data is currently not available on these lots, and will be included as part of future updates to the AM Plan.

2.7 Organization of the Document

The AM Plan is organized to meet the requirements of Ontario Regulation 588/17 (Current Levels of Service) and the Province's "Guide for Municipal Asset Management Plans". The contents of this AM Plan follow the recommended elements of a detailed AM Plan:

- **Chapter 1 - Executive Summary:** Summarizes key findings and recommendations of the AM Plan.
- **Chapter 2 – Introduction:** Outlines scope, background information, relationship to other Municipal documents and plans, and applicable legislation
- **Chapter 3 – State of Infrastructure Summary:** Summarizes the inventory, valuation, condition and remaining life of the assets in the inventory by service and asset type
- **Chapter 4 – Levels of Service:** Defines levels of service through performance indicators and outlines current performance
- **Chapter 5 – Risk Management Strategy:** Defines the framework for identifying critical assets and quantifies risk exposure to enable prioritization of lifecycle activities
- **Chapter 6 – Lifecycle Management Strategy:** Summarizes the planned activities to manage the assets that will enable them to provide the required levels of service in a sustainable way, while managing risk, at the lowest lifecycle cost
- **Chapter 7 – Financing Strategy:** Summarizes the available funding for the asset management strategies and any forecast funding gaps
- **Chapter 8 – AM Plan Monitoring and Improvement:** Summarizes the next steps including monitoring of AM Plan implementation progress and improving future iterations of the AM Plan.
- **Chapter 9 - Divisional Summaries:** Summarizes the Contents of the AM Plan at the division level. Each division chapter summarizes the State of Infrastructure, Levels of Service, Risk Management Strategy, and Lifecycle and Financial Management Strategy.

3 State of Infrastructure

3.1 Replacement Value

The Town provides a range of services to its residents, businesses and visitors, including services such as the Cemetery, Library, Fire Protection, Transit and Parks. Understanding the assets the Town owns is the starting point for a municipality to develop a plan for managing them. The replacement value of an asset represents the expected cost to replace an asset to the same functional standard with a 'like for like' new version based on current market conditions and construction standards. Replacement value estimates assume that replacements are conducted as part of planned and bundled capital projects where applicable, rather than as individual unplanned replacements, which would typically be more costly. Table 3-1 provides a breakdown of the replacement value of assets by service area. The inventory for transportation parking lots (not associated to parks or facilities) is identified as a future improvement initiative.

The Town's portfolio of non-core assets has an estimated replacement value of \$171.5 million. Parks, including recreation facilities, accounts for 57.4% of the non-core asset portfolio.

Table 3-1: Replacement Value of Town Non-Core Assets (\$M)

Service Area	Sub-Service Area	Replacement Value	Percentage of Overall Value
Cemetery		\$0.6	0.3%
Traffic and Transportation	Transit	\$3.7	2.1%
	Traffic Equipment	\$5.6	3.3%
Fire		\$14.8	8.6%
Library		\$6.6	3.8%
Parks		\$97.7	57.4%
Public Works		\$17.6	10.2%
Municipal Admin		\$24.7	14.3%
Total		\$171.5	100.0%

3.2 Asset Condition

Understanding an asset's remaining life and current condition informs the timing of required lifecycle activities to maintain quality and reliability-related service levels. Observed condition provides a higher degree of confidence in the state of the assets than an age-based analysis and is used in this AM Plan where such data is available. When observed condition data is not available, the remaining life is determined by estimating a useful life for each asset and comparing this value to its age. The observed condition, or age-based condition, is then expressed on a Very Good to Very Poor rating scale as defined in

Table 3-2, aligned with the International Infrastructure Management Manual's (IIMM) 5-point condition scale.

STATE OF INFRASTRUCTURE

Table 3-2: Condition Grading Criteria

Condition Grade	Condition Score	Condition Criteria
Very Good	1	Asset is physically sound and is performing its function as originally intended. Required maintenance costs are well within standards & norms. Typically, asset is new or recently rehabilitated.
Good	2	Asset is physically sound and is performing its function as originally intended. Required maintenance costs are within acceptable standards and norms but are increasing. Typically, asset has been used for some time but is within mid-stage of its expected life.
Fair	3	Asset is showing signs of deterioration and is performing at a lower level than originally intended. Some components of the asset are becoming physically deficient. Required maintenance costs exceed acceptable standards and norms and are increasing. Typically, asset has been used for a long time and is within the later stage of its expected life.
Poor	4	Asset is showing significant signs of deterioration and is performing to a much lower level than originally intended. A major portion of the asset is physically deficient. Required maintenance costs significantly exceed acceptable standards and norms. Typically, asset is approaching the end of its expected life.
Very Poor	5	Asset is physically unsound and/or not performing as originally intended. Asset has higher probability of failure or failure is imminent. Maintenance costs are unacceptable, and rehabilitation is not cost effective. Replacement / major refurbishment is required.

Table 3-3 summarizes how the five-point scores from Very Good to Very Poor were determined for assets with condition estimated based on age and useful life.

Table 3-3: Conversion Table for Condition Grades

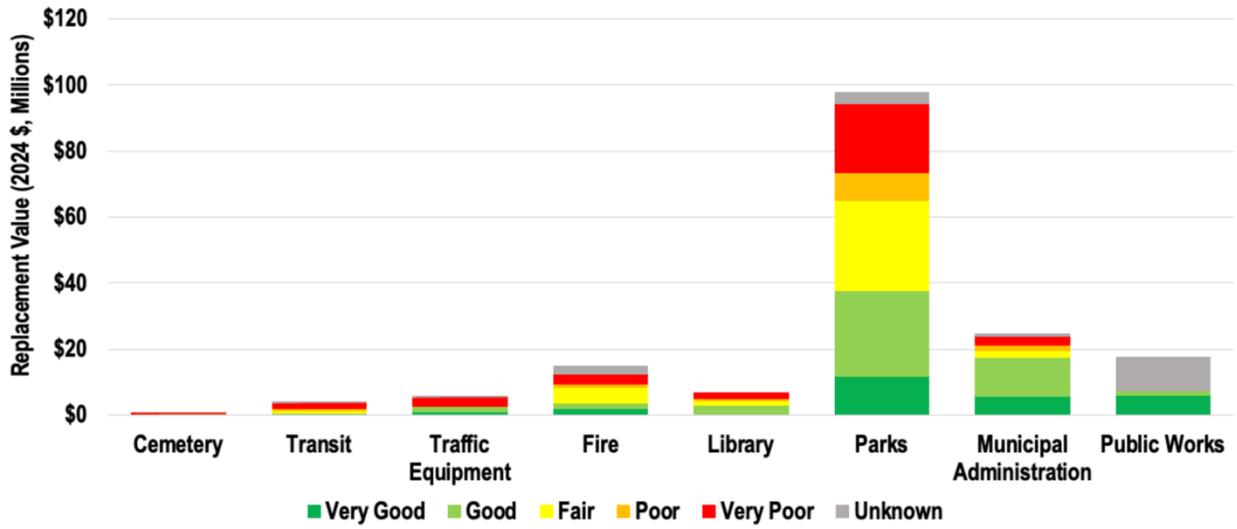
Condition Grade	Condition Score	% Remaining Useful Life (all asset types)
Very Good	1	>75 – 100%
Good	2	>50 – 75%
Fair	3	>25 – 50%
Poor	4	>0 – 25%
Very Poor	5	<= 0%

The condition distribution of the Town’s non-core assets is shown in

Figure 3-1. 64.0% of the Town’s assets are estimated to be in Fair condition or better and conversely, 26.4% of assets are estimated in Poor or Very Poor condition. Assets in Very Poor condition are overdue or due in the current year (2024) for rehabilitation or replacement. 9.7% (\$16.8 million) of assets were not assessed for condition due to missing condition ratings or installation dates. Assets with an unknown condition are represented in grey.

STATE OF INFRASTRUCTURE

Figure 3-1: Condition Overview by Services



4 Levels of Service

In the State of Infrastructure Section, the value, age, and condition of the City's non-core infrastructure assets were discussed. The Levels of Service (LOS) chapter builds on the State of Infrastructure by defining the performance the Town's assets are intended to deliver over their service lives. For example, the Town's recreation facilities are expected to be maintained in a state of good repair such that residents can access suitable facilities and participate in various sports activities.

LOS are statements that describe the outputs and objectives the Town intends to deliver to its residents, businesses, and other stakeholders. Developing, monitoring, and reporting on LOS are all integral parts of an overall performance management program which is aimed at improving service delivery and demonstrating accountability to the Town's residents, businesses, and other stakeholders.

In general, LOS are guided by a combination of customer expectations; legislative requirements; internal guidelines, policies, and procedures; and affordability. Effective asset management requires that LOS be formalized and supported through a framework of performance measures, targets, and timeframes to achieve targets, and that the costs to deliver the documented LOS be understood.

4.1 Levels of Service Framework

Figure 4-1 shows the LOS framework and line of sight from high-level corporate initiatives to detailed asset-specific Technical LOS. Corporate commitments, along with legislated LOS drive the definition of more specific Community LOS that describe the services that the assets need to deliver to the Town's residents which drive the Technical LOS that measure asset performance levels. As shown in Figure 4-1, LOS can be categorized into the following categories:

- **Capacity and Use:** Services have enough capacity and are accessible to the customers. Capacity and Use LOS informs **Growth** needs
- **Function:** Services meet customer needs while limiting health, safety, security, natural and heritage impacts. Function LOS informs **Upgrade** needs
- **Quality and Reliability:** Services are reliable and responsive to customers. Quality and Reliability LOS informs **Renewal, Operations and Maintenance** needs
- **Financial Sustainability:** Services are affordable and provided at the lowest cost for both current and future customers. Financial Sustainability LOS informs **Funding** needs

This Line of Sight establishes the connection of how the day-to-day management of Town assets contributes to the success of achieving corporate strategic goals.

4.2 Corporate Strategic Goals

The Corporate, or Strategic LOS establish service levels that describe the main vision or objective of service delivery at the Town. The Town’s Strategic Plan, defines a common vision for the municipality, identifying priority areas and providing Council and staff with a framework for decision-making. Orangeville Council identified four key goals during the plan’s development to drive the municipality forward over several years. The four Strategic Plan goals, shown in the Town’s financial viability.

Figure 4-2, sets a framework for the objectives and actions to be pursued to maintain and grow Orangeville as a safe, prosperous, and healthy community, and to ensure decisions set a course for the desired future.

In particular, the goal of Future-Readiness has a direct influence on driving transparent asset management processes at the Town. These processes foster fiscal sustainability and the Town’s financial viability.

Figure 4-2: 2023 to 2037 Strategic Plan Goals

Corporate Capacity	An effective level of corporate capacity means that the Town is organized, resourced, positioned, and ready to deliver its current mandate.
Future Readiness	The Town can prepare itself to meet the needs of tomorrow through thoughtful policymaking, robust financing planning, and well-prepared infrastructure.
Community Vitality	The Town nurtures the liveability of its community through pride of place and by supporting groups that cultivate positive, supportive connections across society. The Town wants to reinforce a tangible feeling of belonging among those who live, work, and play here.
Economic Resilience	The Town wants to ensure the reliance of its economy by providing an ecosystem of support and flexibility. The Town works to meet the changing needs of developers and entrepreneurs and to take an active role in economic development.

4.3 Legislated Levels of Service

Legislated requirements define the standards according to which the Town is legally obligated to provide services to the community, and these standards (or Legislated LOS) typically relate to asset safety, reliability, or function. Examples of legislated requirements impacting the service levels provided to the community in relation to the non-core assets include:

- **Energy consumption and greenhouse gas (GHG) emissions reporting requirements** per O.Reg. 507/18 (Broader Public Sector: Energy Reporting and Conservation and Demand Management Plans) under the Electricity Act, 1998, S.O. 1998, c. 15, Sched. A
- **Accessibility requirements per O.Reg. 191/11 (Integrated Accessibility Standards)** under the Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005, c. 11
- **Cemetery services requirements per O.Reg. 30/11 (General)** under the Funeral, Burial and Cremation Services Act, 2002, SO 2002, c 33
- Signage and winter control service levels per **O.Reg. 239/02 (Minimum Maintenance Standards for Municipal Highways)** under the Municipal Act, 2001, S.O. 2001, c. 25

LEVELS OF SERVICE

- **Fleet and equipment inspection requirements per O.Reg. 174/22** (Classes of Vehicles Requiring Annual and Semi-Annual Inspections), **O.Reg. 611** (Safety Inspections), **O.Reg. 199/07** (Commercial Motor Vehicle Inspections), and **O.Reg. 587** (Equipment) under the Highway Traffic Act, R.S.O. 1990, c. H.8.
- **NFPA 1, Fire Code**, advances fire and life safety for the public and first responders as well as property protection by providing a comprehensive, integrated approach to fire code regulation and hazard management. The **NFPA standard** includes guidance around establishing lifecycle timelines for some fire asses such as fleet.

4.4 Community and Technical Levels of Service

The Community and Technical LOS discussed in this AM Plan are focused on measures developed to support achievement of the Town’s higher level strategic priorities. This AM Plan summarizes performance on the current measures for 2023, unless otherwise noted. Table 4-1 details the Town’s Technical LOS for facilities and fleet and equipment, which apply across non-core service areas. For LOS specific to each Service Area, refer to Section 3. The Town will be completing key planning documents for establishing Proposed LOS (LOS targets) aligned with O.Reg.588/17 requirements in 2025. The Town will also be considering additional measures in future updates of this AM Plan. For fleet, the Town will strive to include measures related to work orders completed, work orders outsourced, and vehicle downtime. For facilities, it is recommended that the Town complete accessibility audits to understand needs related to upgrading facilities for AODA requirements. The Town will also be considering advancing the current measure related to the backlog (Very Poor assets) by considering the risk of facilities with certain Facility Condition Index (FCI) ratings. The FCI will be determined for each facility based on future building condition assessments.

Table 4-1: Technical LOS, Town Wide

Community Levels of Service	Asset Type	Technical Levels of Service	
		Description	Current Performance (2023)
Function			
The Town strives to meet the needs of its employees and customers with disabilities and continues to work toward removing and preventing barriers to accessibility.	Facilities	Percentage of facilities meeting AODA requirements	Future
Municipal Administration facilities are energy efficient	Facilities	Total annual energy consumption	Future
Reliability and Quality			
Assets are maintained in a state of good repair	Fleet and Equipment	% of workorders completed on time	Future
	Fleet and Equipment	Number of work orders outsourced	Future
	Fleet and Equipment	Vehicle downtime (including PM)	Future

LEVELS OF SERVICE

Community Levels of Service	Asset Type	Technical Levels of Service	
		Description	Current Performance (2023)
	Fleet and Equipment	% of outstanding operations work orders in an annual reporting basis	Future
Assets are maintained in a state of good repair	Facilities	% of Facility assets in renewal backlog (very poor condition)	9.6%
	Fleet	% of Fleet and Equipment assets in renewal backlog (very poor condition)	11.4% (based on age) 0% (based on condition ratings)



5 Risk Management Strategy

A key asset management principle for the Town is to meet service levels and manage risk, while minimizing lifecycle costs. The relative importance of the assets to support service delivery, referred to as asset criticality, is the key driver in the selection of the most appropriate asset management strategy for each asset. Critical assets include assets that are key contributors to performance, expensive in terms of lifecycle costs, and most prone to deterioration or in need of ongoing maintenance investment.

Risk events, such as an asset's failure in capacity, function, or reliability, are events that may compromise the delivery of the Town's strategic priorities. Lifecycle activities are used to manage the risk of failure by reducing the likelihood of asset failure to acceptable levels. The impact of asset failure on the Town's ability to meet its strategic priorities informs the type and timing of the lifecycle activities.

The Town's preliminary risk strategy estimates the risk exposure of its assets to inform prioritization of projects across asset classes and service areas. Risk exposure is the multiplication of two factors:

$$\text{Risk Exposure} = \text{Consequence of Failure} \times \text{Probability of Failure}$$

The criticality or consequence of failure (CoF) is the direct and indirect impact on the Town if an asset failure were to occur, and the probability of failure (PoF) is the likelihood that an asset failure may occur.

5.1 Consequence of Failure

Asset criticality or consequence of failure reflects the importance of an asset to the Town's delivery of services. The following impacts of a potential asset failure are considered:

- **Financial:** damages to Town infrastructure or private property, loss of revenue and fines.
- **Health and Safety:** the ability to meet health and safety related regulatory requirements, as well as the degree and extent of potential injury, ranging from negligible injuries to loss of life.
- **Service Delivery:** covers the number of customers affected by service disruption, the type of service lost (essential versus non-essential), and the length of service disruption.
- **Reputational:** consists of negative media, and or reduced trust / confidence in the Town
- **Environmental:** acknowledges the length and extent of damages to the natural environment.

Table 5-1 summarizes the above listed impacts against an asset criticality rating scale from 1 to 5, with a higher score reflecting a higher consequence of failure.

RISK MANAGEMENT STRATEGY

Table 5-1: Asset Criticality (Consequence of Failure) Rating Scale

Consequence Categories (Triple Bottom Line)		1	2	3	4	5
		Insignificant	Minor	Moderate	Major	Extreme
Economic	Financial	Insignificant financial impact. Absorbed in normal business operation.	Low financial impact. Absorbed in normal business operation.	Moderate financial impact. Notable change to operating budget.	Significant financial impact requiring additional funding.	Significant financial impact requiring additional current and future expenditures.
Social	Health & Safety	Potential for minor injury or affects to health with no medical attention needed.	Minor injury or a few isolated cases affected health with minor short-term medical attention required.	Potential for moderate injury or affects to health. May affect many individuals and / or hospitalization may be required for a short period of time.	Potential for serious injury or affects to health such as long-term disability. Emergency hospitalization required for one or more individuals.	Potential for death or multiple deaths with probable permanent damage; or Emergency and long-term hospitalization required for several individuals.
	Service Delivery	Negligible service impact	Some customers affected but adverse impact is low and for a short period of time.	A notable number of people adversely affected for a short period of time.	Significant number of customers adversely affected for a short period of time, or a smaller number of customers affected for a long period. Or loss of essential service for short period of time.	Majority of customers adversely affected, or loss of services for a very long period of time. Or loss of essential service for moderate or long periods of time.
	Reputational	No Media Exposure	Minor public concern that can be handled within normal business operation.	Moderate public concern, with media release likely required.	Involvement of Provincial government but no legal issues.	Provincial (or Federal) involvement and possible legal issues.
Environmental	Environment	Negligible impact to natural environment.	Minor recoverable impact to natural environment.	Some environmental damage, with short term impacts.	Medium to long-term environmental damage requiring immediate intervention.	Significant environmental damages with long-term effects.

The above criticality profiles enable risk to be incorporated into the development of the asset management strategies. More critical assets are prioritized for expansion, inspection, cleaning, maintenance, and renewal, depending on their current and forecasted performance.

5.2 Risk to Levels of Service

Asset risk may be associate to one of more aspects of failure across the levels of service attributes discussed in Section 4:

- **Capacity and Use:** Asset may have failed to provide sufficient capacity in terms of availability, convenience, or accessibility.
- **Function:** Asset may have failed to comply with regulations, perform its indented function, or is no longer considered sustainable due to factors such as obsolescence.
- **Quality / Reliability:** Asset may have filed due to deteriorated physical condition.

5.2.1 Risk to Capacity LOS

As indicated in Section 2.3 over the past few years, the Town has experienced steady growth, and carefully plans for continued growth to provide and preserve a welcoming environment for residents, businesses and visitors. The Town mitigates capacity-related risks by assessing the need for additional infrastructure and planning for additional infrastructure assumed by the Town through developments. Additional infrastructure needs are assessed through studies such as the 2019 Development Charges Background Study (currently scheduled for update in 2024) and service area plans such as the Town's planned Transportation Master Plan. Projects to address known capacity issues are currently scheduled in the Town's 10-year Capital Budget, such as the new Fire Station. These Projects and other lifecycle activities to address capacity service levels are discussed further in Section 6.1.

5.2.2 Risk to Function LOS

The Town also plans for service improvements to functional service levels while balancing these risks against capacity and reliability-related needs. Upgrades or service enhancements currently planned over the next 10 years include upgrades to the Tony Rose Recreation Centre.

5.2.3 Risk to Service Reliability

The Town's aim is to ensure that its assets are kept in a state of good repair to reduce the incidence of unplanned service disruptions due to poor asset conditions. Depending on the asset, unplanned failures can have wide-ranging consequences including service disruption, damage to surrounding infrastructure and property, risks to public safety, and environmental impacts. Probability of Failure is estimated based on the condition of the asset, from the State of Infrastructure, as shown in Table 5-2.

RISK MANAGEMENT STRATEGY

Table 5-2: Probability of Failure Ratings

PoF Rating	PoF Description	Corresponding Asset Condition
1	Rare	Very Good
2	Unlikely	Good
3	Moderate	Fair
4	Probably	Poor
5	Almost Certain	Very Poor

After estimating the asset criticality and probability of failure, the results were plotted on a risk map (Figure 5-1) to show a visual representation of risk exposure across the Town’s assets. Colours on the map denote various levels of risk and help to prioritize the Town’s resources, time, and effort for renewal activities.

- **Very High risks** in the light red zone are significant to the Town and therefore should be actively managed and monitored in a more comprehensive and/or immediate manner than other risks (i.e., prioritized).
- **High and Medium risks** in the orange (high) or green (medium) zones should also be actively managed or be identified for potential mitigation soon.
- **Low and Very Low** risks that appear in the light blue (low) or grey (very low) zones are acceptable without significant mitigation strategies being implemented, although monitoring may still be beneficial.

Based on those assets with known conditions, Figure 5-1 shows that \$22.1 million or 14.1% of the Town’s non-core assets are in the Very High-risk exposure category. These assets consist of park amenities, various facility components, emergency and conventional fleet and wooden noise attenuation fencing that have reached or are past their end-of-life based on their age or observed condition. Details by service area are provided in the following sub-sections. This excludes approximately \$17 million of assets with unknown condition. The Town mitigates its exposure to the risks through the renewal lifecycle strategies discussed in Section 6.

Figure 5-1: Risk Exposure of Town’s Non-Core Assets (\$M)



5.3 Climate Change Risk Considerations

Climate change risks pose an additional challenge to managing Town assets and maintaining service levels. Climate change events can play a role in increasing the probability of an asset failure, as well as increasing the consequence of failure or impact on social, economic, and environmental factors due to the potential magnitude of an extreme weather event. Therefore, climate change considerations increase the Town’s risk exposure and the proportion of assets in the high and very high-risk categories that will need to be addressed through various recovery strategies.

RISK MANAGEMENT STRATEGY

The Town's Climate Change Adaptation Plan was developed based on the International Council for Local Environmental Initiatives (ICLEI) Canada's Building Adaptive and Resilient Communities (BARC) Program. Climate impact statements were reviewed and validated with localized climate change projections, and 53 actions were developed in response to the higher risk impact statements. The Town is progressing on the actions outlined in the Climate Change Adaptation Plan such as considering extreme heat risks during redesign and retrofits of parks and providing cooling areas, water features, and shade structures. The Town recognizes that though these actions will require additional costs that will need to be incorporated into future forecasts, the long-term cost of not acting is greater than the planned investments being made today.

6 Lifecycle Management

To achieve its objectives, the Town builds new infrastructure assets to meet capacity needs, upgrades assets to meet new functional needs, and manages existing assets to meet reliability needs – all with limited funds. Asset lifecycle management strategies are planned activities that enable assets to provide the defined levels of service in a sustainable way, while managing risk, at the lowest lifecycle cost. Asset lifecycle management strategies are typically organized into the categories listed in Table 6-1 and are driven by the levels of services defined for each Service Area.

Table 6-1: Asset Lifecycle Management Categories

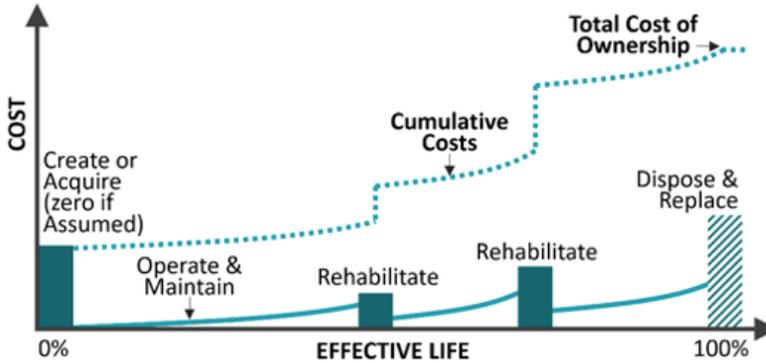
Lifecycle Management Category	Description	Examples of Associated Activities
Operate	Regular activities to provide services	Inspections, cleaning, energy usage
Maintain	Activities to retain asset condition to enable it to provide service for its planned life	Repairs, component replacements
Renew	Activities that return the original service capability of an asset	Rehabilitate (minor), rehabilitate (major), replace
Upgrade	Activities to provide a higher level of service capability from an existing asset to achieve better fit for purpose or meet regulatory requirements	Update system to become more energy efficient, improve environmental sustainability
Grow	Activities to provide a new asset that did not exist previously or an expansion to an existing asset	Acquire new asset, expand existing asset

In addition to the above asset strategies, non-asset solutions are also considered which are actions or policies that can lower costs, lower demands, or also extend asset life. Examples of non-asset solutions include better integrated infrastructure planning and land use planning, demand management, insurance, process optimization, and education of the public.

The Town reviews the costs of potential lifecycle activities to determine the lowest lifecycle cost strategy while still meeting service levels. The total cost of ownership is the sum of lifecycle activity costs to sustain an asset over its lifecycle. (See Figure 6-1 for a conceptual lifecycle cost model). Sufficient investment of the right type of asset intervention at the right time minimizes the total cost of ownership for each asset and mitigates other potential risks such as interruption to service delivery or failure that causes damage to other nearby infrastructure. Operations, maintenance, and renewal activities are timed to reduce the risk of service failure from deterioration in asset condition and all contribute to the total cost of ownership.

LIFECYCLE MANAGEMENT STRATEGY

Figure 6-1: Conceptual Lifecycle Cost Model



The Town uses its understanding of risks associated with different service levels to inform the timing and level of investments needed in infrastructure assets. The Town plans for additional assets as required to provide sufficient service capacity and manages the upgrade, operations, maintenance, and renewal of assets to meet defined service levels, including legislated and other corporate requirements. This section of the AM Plan outlines the Town’s expansion and upgrade strategies to support capacity and functional service levels, and the operations, maintenance, and renewal activities to support reliability service levels.

6.1 Capital Growth and Upgrade Needs

The Town carefully plans for growth and service improvements based on community needs, and has key initiatives planned over the next 10 years. Year 1 to 5 growth needs are understood with more certainty. The scope for years 6 to 10 will be supplemented with additional projects pending recommendations from upcoming studies such as the Transportation Study and the Cemetery Study. The growth and upgrade needs over the next ten years is estimated to cost a total of \$42.3 million, or \$4.2 million averaged annually over the next 10 years, as summarized in Table 6-2. The Town is currently updating various Master Plans which will identify new infrastructure needed to support growth. Recommendations from these plans will be considered in a future update to this AM Plan. The Town has several projects planned over the next 10 years that benefit both existing customers as well as future development. An overall summary of the growth projects is listed in Table 7-2.

Table 6-2: Growth and Upgrade Expenditure Needs – 2024-2033 (\$M)

Division / Service Area	Needs
Cemetery	\$0.08
Transit	\$0.20
Traffic Equipment	-
Fire	\$22.55
Library	\$11.23
Parks	\$0.48
Public Works	\$3.25
Facilities	\$2.80
Municipal Administration	\$1.72
Total	\$42.3

6.2 Capital Renewal Needs

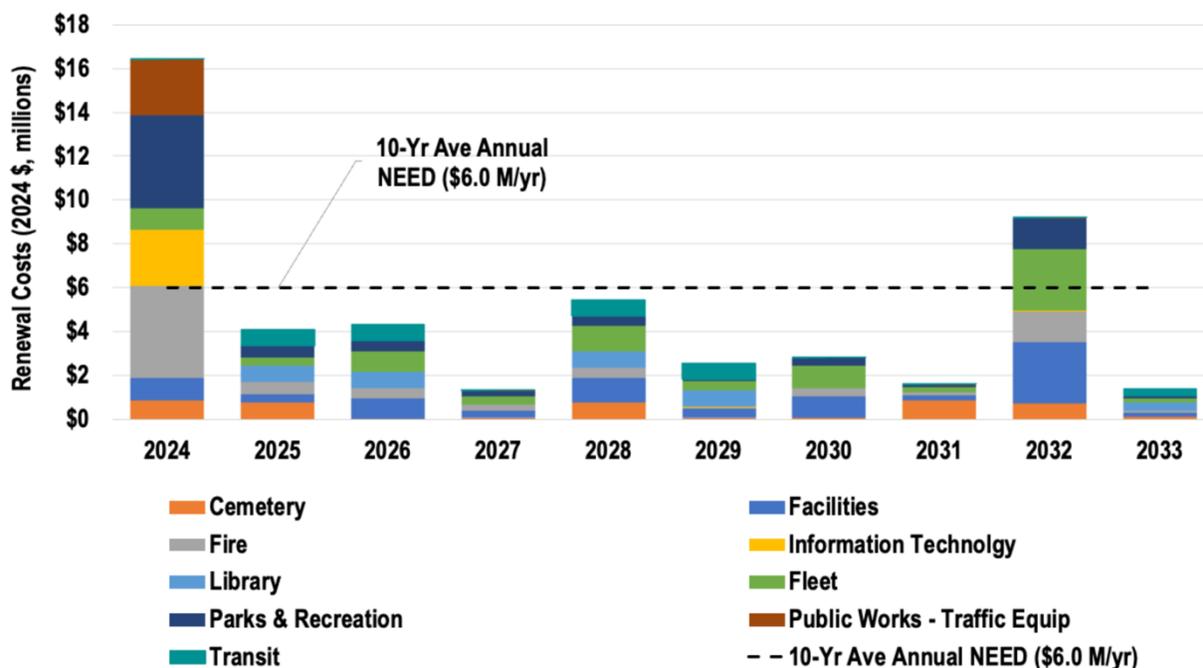
Renewal efforts focus on rehabilitation and replacement activities to enable the Town to meet its quality and reliability service levels. The renewal activities forecasted in this AM Plan maintain asset condition over the next 10 years. Over time, as the Town refines the asset management strategies through tracking of actual condition, costs, and benefits of the strategies, the Town will improve its understanding of the deterioration rates and the lowest lifecycle cost for each asset type. Where appropriate, the Town considers coordinating multiple activities across asset areas through project bundling to reduce total costs.

Rehabilitation activities extend the life of an asset and reduce its risk of failure. These activities and associated benefits are deemed more cost effective than allowing the asset to reach its end of life.

At a certain point in an asset’s lifecycle, it is no longer cost-effective to rehabilitate the asset, and replacement is required. The Town has identified estimated service lives for each of its assets. These replacement intervals are developed to minimize lifecycle costs while considering service levels and the associated risk. The renewal forecast considers the asset’s current condition or age, the planned rehabilitation and replacement activities.

Figure 6-2 shows the forecasted average annual need over the next ten years of \$6.0 million per year (dashed black line).

Figure 6-2: 10-Year Capital Renewal Needs Forecast



7 Financial Strategy

The financial strategy is informed by the preceding sections of the Asset Management Plan: the value and condition of the assets, the current levels of service, the risks to service delivery, and the lifecycle activities needed to reduce the risks to acceptable levels. The Financing strategy considers how the Town will fund the planned asset management actions to meet the current service levels.

A municipality is in a financially sustainable position if it:

- Provides a level of service commensurate with willingness and ability to pay
- Can adjust service levels in response to changes in economic conditions
- Can adjust its implementation plans in response to changes in the rate of growth
- Has sufficient reserves and/or debt capacity to replace infrastructure when it needs to be replaced to keep its infrastructure in a state of good repair.

The key challenge to financial sustainability is the discrepancy between level of service decisions and fiscal capacity. Additional challenges include changes in the cost of infrastructure investments and unforeseen impacts to funding. In advance of the 2025 O.Reg. 588/17 requirements, this section of the AM Plan compares the annual funding projected to be available to undertake the recommended lifecycle activities to the needs forecasted in Section 6 to provide a preliminary funding shortfall estimate. Continuous improvements in data will refine forecasts in the next AM Plan update.

7.1 Funding Sources

Through the Town’s annual budget process, capital project and operating activity expenditure information is gathered from each service area, including investment needs, trends, and priorities to enable preparation of the capital and annual operating plans. Once the expenditure plans are finalized, a financing plan is developed which includes several key sources of funding as outlined in the table below.

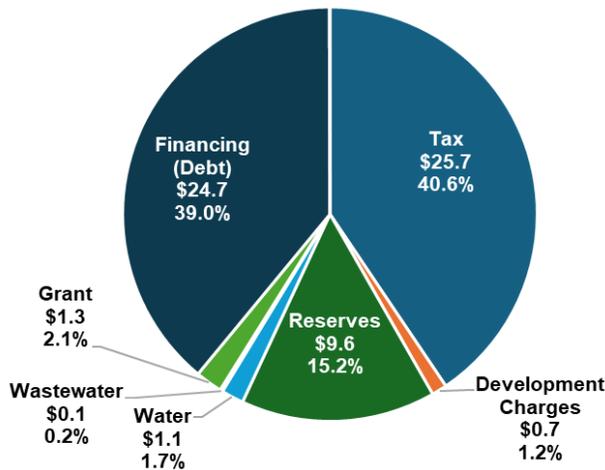
Table 7-1: Key Sources of Funding and Financing

Funding Source	Description
Property Tax	Town property owners pay an annual tax to the County
Debt	Long term borrowing, to be paid for by future taxpayers
Canada Community Building Fund (formerly Federal Gas Tax)	A long-term grant agreement with the Association of Municipalities of Ontario (AMO), that provides a portion of the Federal gas tax revenues to municipalities for revitalization of infrastructure that achieves positive environmental results
OCIF	Ontario Community Infrastructure Fund for small, rural and northern communities to develop and renew their infrastructure
Grants	Project specific grants / subsidies

FINANCIAL STRATEGY

Funding Source	Description
User Fees	Funds collected for the use of Town services or infrastructure (e.g., water/wastewater rates)
Development Charges	Fees collected from developers to help pay for the cost of infrastructure required to provide municipal services to new development
Third Party Contributions	Donations from an individual or group outside of the Town

Figure 7-1: 10-Year Total Capital Funding Available (\$M), 2024-2033 (By Funding Source)



Development Charges (DCs) are fees collected from builders and developers to pay for the capital cost of infrastructure required to provide municipal services to new development. The intent is to ensure that “growth pays for growth”. The Development Charges Act (DCA) outlines statutory exemptions and credits related to the collection of DCs for specific types of development. The DC Background Study is currently under development.

In addition to the sources in Figure 7-1, capital reserves are established as a source of pay-as-you-go funding for the Town’s capital program. Funding for these reserves is obtained through annual contributions. These annual reserve contributions sustain reserve balances at appropriate levels to address infrastructure replacement costs in the future and inherent uncertainties in capital funding needs. Reserve contributions are evaluated annually to ensure adequate funds are raised to meet future capital requirements and to smooth out the impact on the annual operating budget. The Town also minimizes impacts on residents through maximizing other revenue sources such as grants.

7.2 Financial Sustainability for Growth and Upgrade

Table 7-2 shows the forecasted need for growth and upgrades over the next ten years of **\$42.3 million** compared to the annual funding of **\$30.1 million**. This results in an estimated funding gap of **\$12.2 million** over the next ten years, mainly consisting of the \$11 million unfunded cost for the Library Expansion.

FINANCIAL STRATEGY

Table 7-2: Growth and Upgrade Funding Gap – 2024-2033 (\$M)

Service Area	Needs	Funded	Funding Gap
Cemetery	\$0.08	\$0.08	
Transit	\$0.20	\$0.20	
Traffic Equipment	-	-	
Fire	\$22.55	\$22.50	\$0.05
Library	\$11.23	\$0.23	\$11.00
Parks	\$0.48	\$0.48	
Public Works	\$3.25	\$2.36	\$0.89
Facilities	\$2.80	\$2.50	\$0.30
Municipal Administration	\$1.72	\$1.72	
Total	\$42.3	\$30.1	\$12.2

7.3 Financial Sustainability for Renewal

Table 7-3 shows the forecasted need for renewal over the next ten years of **\$59.9 million** compared to the funding of **\$33.2 million**. This results in an estimated funding gap of **\$26.7 million** over the next ten years (\$2.7 million per year) and indicates that the asset portfolio for these assets is approximately **55.4% funded** based on currently available data.

Table 7-3: Renewal Funding Gap – 2024-2033 (\$M)

Service Area	Needs	Funded	Funding Gap
Cemetery	\$0.18	\$0.02	\$0.16
Transit	\$3.33	\$2.67	\$0.66
Traffic Equipment	\$2.62	\$1.95	\$0.68
Fire	\$6.44	\$5.88	\$0.56
Library	\$3.35	\$2.98	\$0.37
Parks	\$7.99	\$4.17	\$3.82
Public Works	\$8.52	\$5.89	\$2.63
Facilities	\$24.39	\$6.60	\$17.80
Municipal Administration	\$3.03	\$2.99	\$0.03
Total	\$59.9	\$33.2	\$26.7

7.4 Forecast and Funding Gap Limitations

The forecasts and funding gap estimates are based on currently available data. The Town has already made significant achievements in building its inventories for non-core assets and continues to improve data by implementing programs such as condition assessments on its facilities. As the Town continues to improve on data collection and implements condition assessment protocols, the forecast and funding gap estimates will also improve.

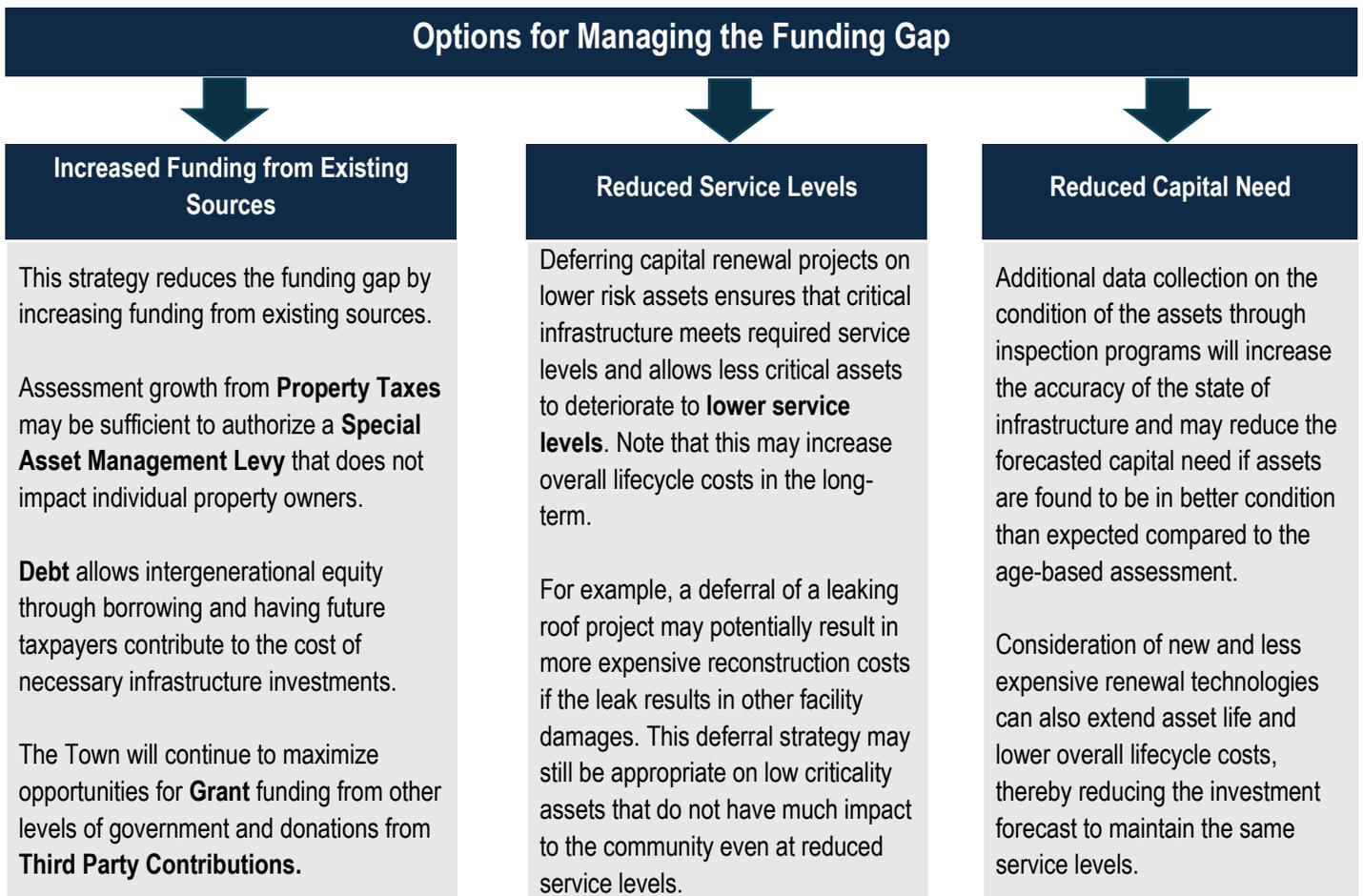
7.5 Strategies to Manage the Funding Gap

As indicated in the Introduction in Section 2, the AM Plan directly supports the Town’s Strategic Plan and key strategic priorities: corporate capacity, future readiness, community vitality and economic resilience. The Town’s goals and objectives of transparent and responsible decision making aligns with O.Reg. 588/17 which requires municipalities to demonstrate financial sustainability through the AM Plan by identifying the forecasted expenditures to maintain current services levels.

This AM Plan is proactive in setting the stage for meeting O.Reg. 588/17 requirements for year 2025 by identifying potential funding shortfalls and options with which the Town may manage the risks associated with the shortfall. This proactive approach enables the Town to start the needed discussions on the affordability of current service levels such that it will be able to determine the appropriate service levels for the Town that effectively balances the associated costs and risks.

Based on currently available data, there are estimated funding gaps for renewing and growing the Town’s assets, and as described in this AM Plan, climate change impacts are only adding to this gap. Municipalities generally do not have enough funding sources to address both the infrastructure gap and climate change risks. To manage the risks of the funding shortfall, this AM Plan suggests three main categories of options to be considered, summarized in Figure 7-2.

Figure 7-2: Managing the Funding Gap



8 AM Plan Monitoring and Improvement

8.1 Overview

Development of AM Plans is an iterative process that includes improving data, processes, systems, staff skills, and organizational culture over time. This section provides an overview of the compliance of this AM Plan with Ontario Regulation 588/17 for current levels of service and recommends improvements to the Town’s asset management practices.

Table 8-1: O.Reg. 588/17 Compliance Status and Other Opportunities

AM Plan Section	O.Reg. 588/17 Compliance (Current LOS)	Priority	Proposed Timeframe
State of Local Infrastructure	Compliance: For each asset category, the AM Plan provides a summary of the assets, the replacement cost of the assets, the average age of the assets, the condition of the assets, and the approach to assessing condition of assets.		
	General Improvements:		
	– Continue to improve knowledge of asset replacement costs and current condition of the assets. Target efforts on highest risk assets and assets with unknown condition.	High	On-going
	– Develop data governance across all assets	High	Medium-term
	– Implement AM software to support single source of truth inventory management	High	Long-term
	Specific improvements:		
	– Facilities:		
	▪ Complete regular building condition audits and develop standardized inventory based on Uniformat Standard	High	Short-term
	▪ Standardize the naming convention of buildings to improve record keeping of completed work for each facility	Moderate	Short-term
	– Parks: Continue to improve parks inventory that is currently based on TCA data. Update asset construction and installation years and move towards current unit construction and purchase costs	Moderate	Short-term
– Information Technology:			
▪ Develop inventory for assets such as iPads used in specific divisions that are responsibility of Corporate IT	Low	Medium-term	
▪ Develop inventory of software assets	Moderate	Short-term	

MONITORING AND IMPROVEMENT

AM Plan Section	O.Reg. 588/17 Compliance (Current LOS)	Priority	Proposed Timeframe
	– Fire: Consider documenting purchase year for critical equipment assets	Low	Medium-term
	– Library: Develop a centralized data source for all Library assets (including digital collections)	Moderate	Medium-term
	– Parking Lots: Develop governance for parking lots which would outline the responsibilities of parking lots for Facilities, Parks, and Transportation	Moderate	Short-term
	– Fleet: Develop governance for fleet assets which would outline responsibilities of fleet between divisions such as Transportation, Cemetery, and Public Works	Moderate	Short-Term
	– Develop regular condition assessment protocols for assets such as facilities and playgrounds.	High	Short-term
Levels of Service	Compliance: For each asset category, the AM Plan reports the current LOS performance. For non-core assets, the 2024 AM provides the qualitative community descriptions and technical metrics and the current performance.		
	General Improvements:		
	– For 2025 O.Reg. 588/17, develop Proposed LOS (target performance for each measure over each of the next 10 years)	High	Short-term
	Specific improvements:		
	– Complete facility accessibility audits and develop a level of service measure associated to accessibility initiatives	Moderate	Medium-term
	– Improve the reporting of annual energy and gas consumption for facilities	Moderate	Medium-term
	– For Information Technology, select LOS measures and establish current performance	High	Short-term
Risk & Lifecycle Management Strategy	Compliance: The AM Plan provides the population and employment forecasts as set out in Schedule 3 to the 2017 Growth Plan. For each asset category, the AM Plan provides the lifecycle activities that would need to be undertaken to maintain the current LOS for each of the next 10 years, based on risk and lowest lifecycle cost analyses.		
	General Improvements:		
	– Continue to optimize the lifecycle activities of various operations, maintenance and renewal activity and timing options, and determine the lowest cost option to maintain service delivery	Moderate	On-going

MONITORING AND IMPROVEMENT

AM Plan Section	O.Reg. 588/17 Compliance (Current LOS)	Priority	Proposed Timeframe
	– Establish general Data Governance to reduce gaps such as tracking of completed projects and updating associated construction year data for replaced and upgraded assets	High	Short-term
	– Implement a work order management system to improve tracking of activities and costs on asset repair and maintenance. Leverage City-Wide for planning and maintenance management.	High	Long-term
	– Improve the Capital Budgeting process through more formalized documentation and also improve planning timelines to address risks due to long equipment replacement lead times	High	Medium-term
	Specific improvements:		
	– Improve understanding of growth and upgrade needs by incorporating recommendations from future plans and studies, such as Transportation, Fleet, IT, and Cemetery Master Plans	Moderate	On-going
	– Review and incorporate additional strategies as applicable from Climate Change Adaptation Plan initiatives as they are completed	Moderate	On-going
	– To address the high criticality of snow plows due to lack of backup capacity, consider the need for additional fleet to address risks to essential services	Moderate	Short-term
	– Continue to monitor service life and lifecycle activities for transit buses, which are not lasting as long as originally expected	Low	Long-term
	– Incorporate the renewal needs related to digital collections to fully understand the total expenditures required for renewal of all Library collections	Moderate	Medium-term
	– Continue to improve understanding of operating activity costs for specific asset types through more detailed operating accounts in the Operating Budget, such as for traffic signals, line painting, noise attenuation walls	Moderate	Medium-term
Financial Strategy	Compliance: The AM Plan provides the estimated funding gaps in advance of the next O.Reg.588/17 July 2025 requirement.		
	General Improvements:		

MONITORING AND IMPROVEMENT

AM Plan Section	O.Reg. 588/17 Compliance (Current LOS)	Priority	Proposed Timeframe
	– Update Operating budget forecast as impact of on-going pressures, such as increasing costs are better understood. Also monitor the current and expected stresses on the budget and review need for additional funding as required.	Moderate	On-going
	– Incorporate impacts of growth on Operations Budget. For example, the new Fire Station will increase operations and maintenance activities for the Facilities division	Moderate	Medium-term
	– Continue to maximize funding sources such as grants to mitigate funding shortfalls	Moderate	On-going
	– Prepare 10-year operating and capital plans and budgets as required by O.Reg. 588/17 for AM Plans for Proposed LOS (due by July 1, 2025), and evaluate the funding shortfall to the Proposed LOS	High	Short-term
	– Business practices should be formalized to align the AM program with long-term capital planning	High	Medium-term

8.2 Monitoring and Review Procedures

The AM Plan will be updated every five years to ensure it reports an updated snapshot of the Town’s asset portfolio and its associated value, age, and condition. It will ensure that the Town has an updated 10-year outlook including the proposed service levels by year 2025, the costs of the associated lifecycle strategies and an assessment of funding shortfalls. Per O.Reg. 588/17, the Town will conduct an annual review of its asset management progress in implementing this AM Plan and will discuss strategies to address any factors impeding its implementation.



9.0

Divisional Details

EVERY KID'S PARK SPLASHPAD, ORANGEVILLE

9.1 Cemetery Services

9.1.1 Overview

Municipal cemeteries are burial grounds owned and operated by local government authorities. The Greenwood Cemetery serves as final resting places for deceased individuals within a specific community or municipality. Cemetery infrastructure services in the Town play a vital role for providing dignified care for those buried within its grounds and to be a comforting place for visitors and mourners who attend the cemetery to remember, pay tribute, and honour departed members of the community.

9.1.2 State of the Infrastructure

Assets that support the Greenwood Cemetery are columbariums, enclosures, the shed and the legion monument. Table 9-1 below shows a detailed breakdown of the quantity and estimated replacement value of each asset type within the Town’s Cemetery asset portfolio. By value, the road accounts for \$191K (32.5%) of the \$588k estimated replacement value of the Town’s Cemetery asset portfolio.

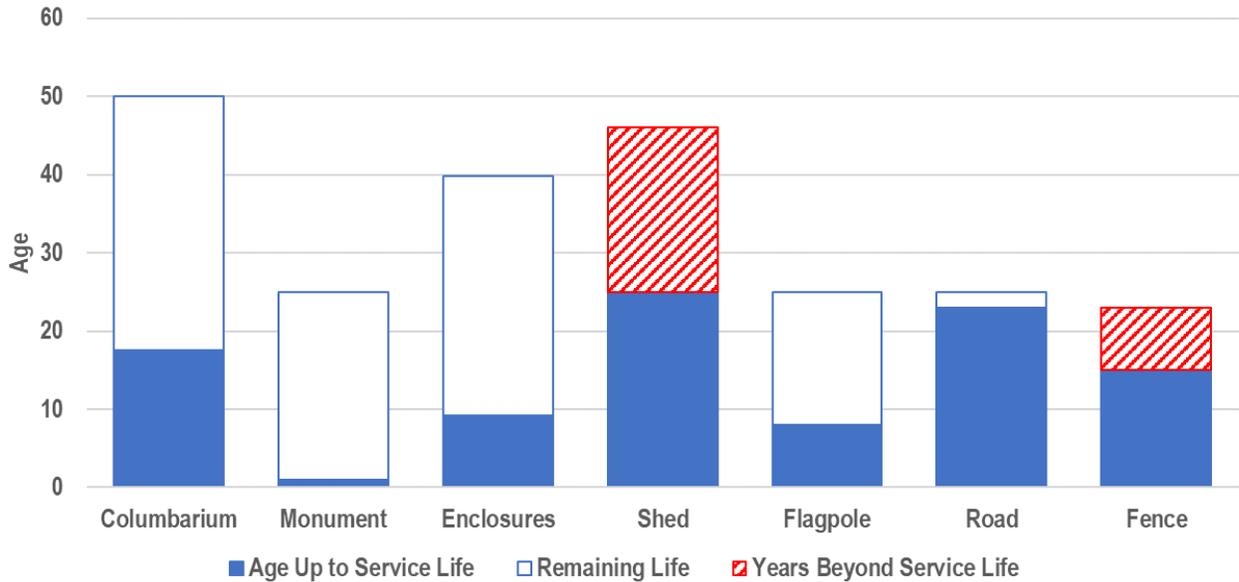
Table 9-1: Inventory Summary - Cemetery Assets

Asset Category	Replacement Value (\$K)	Quantity	Percent of Value
Columbarium	60.0	2	10.3%
Monument	50.0	1	8.5%
Enclosures	44.0	2	7.5%
Shed	100.0	1	17.0%
Flagpole	10.0	2	1.7%
Road	191.25	3825 sq.m.	32.5%
Fence	62.5	625m	10.6%
Water Infrastructure and Appurtenances	70.0	-	11.9%
Total	\$587.8		100.0%

The average age and estimated service life of the Town’s Cemetery assets, weighted by replacement value, is summarized in Figure 9-1. The shed and fence are well beyond its useful life and requires replacement.

CEMETERY SERVICES

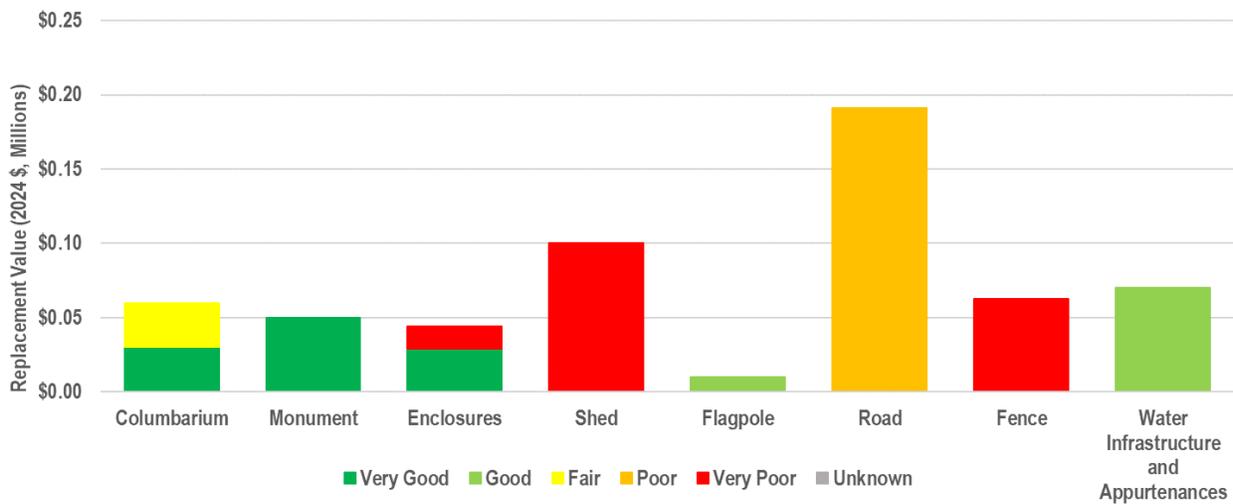
Figure 9-1: Average Age – Cemetery*



*Water infrastructure installation year is not documented

The condition distribution for the Town’s Cemetery assets is summarized in Figure 9-2. The condition for these assets is estimated based on condition ratings by Town staff where available, and age and service life. The figure shows the relative replacement value by asset category, and the proportion of assets by condition grade .

Figure 9-2: Condition Distribution by Replacement Value - Cemetery



9.1.3 Levels of Service

Table 9-2: provides the community and technical LOS for the Town’s Cemetery assets. The existing 30.2% in renewal backlog is due to the shed which is past its service life. In future updates of this AM Plan, the Cemetery division is considering measures to support capacity-related decisions, such as the time remaining before the inventory of ground plots and columbaria niches are depleted. Service delays due to lack of backhoe availability is also being considered as there are competing resources for backhoe equipment between Cemetery and other Town services.

CEMETERY SERVICES

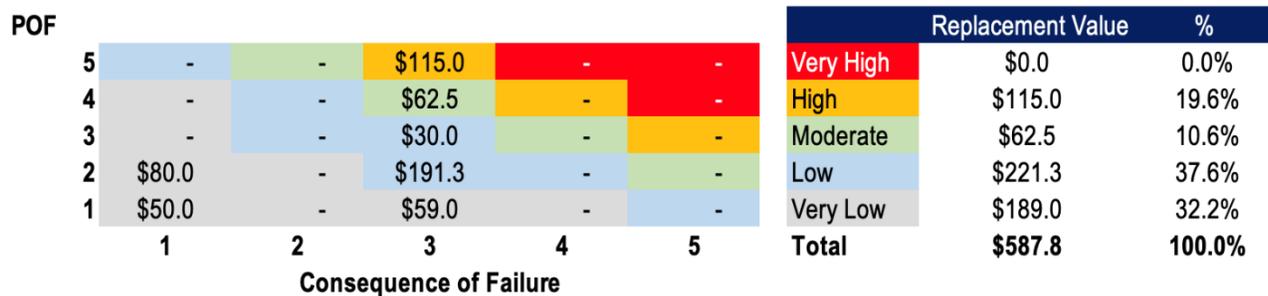
Table 9-2: Technical LOS - Cemetery Services

Community Levels of Service	Technical Levels of Service	
	Description	Current Performance (2023)
Capacity and Use		
Cemetery accommodates community needs for burial services.	Forecast time to deplete inventory of ground plots	Future metric.
	Forecast time to deplete inventory of columbaria niches	Future metric.
	Number of service delays due to insufficient backhoe availability	Future metric.
Reliability and Quality		
Assets are maintained in a state of good repair (fit for service)	% of assets in renewal backlog (very poor condition)	30.2%

9.1.4 Risk Management Strategy

The risk map in Figure 9-3 combines the criticality (CoF) ratings with the condition (PoF) ratings for all infrastructure represented within the Service Area. No assets are currently estimated to have a Very High-risk exposure.

Figure 9-3: Risk Exposure – Cemetery (\$ thousands)*



*Risk map does not include assets not assessed for condition

9.1.5 Lifecycle and Financial Management Strategy

9.1.5.1 Renewal Needs

Figure 9-4 shows the forecasted renewal needs of Cemetery assets over the next 10 years for the Town to maintain its current level of service and prevent the renewal backlog of Very Poor assets from increasing. The average renewal need is estimated at \$18,000 per year (dashed black line) and the average annual funding is estimated at \$2000 per year (dashed orange line). This results in an estimated average funding gap of \$16,000 per year over the next 10 years. **Figure 9-5** shows the forecasted asset condition over the next 10 years under the recommended renewal investment of \$18,000 per year. The main funding source for Cemetery renewal is tax.

CEMETERY SERVICES

Figure 9-4: Forecasted Renewal Needs – Cemetery

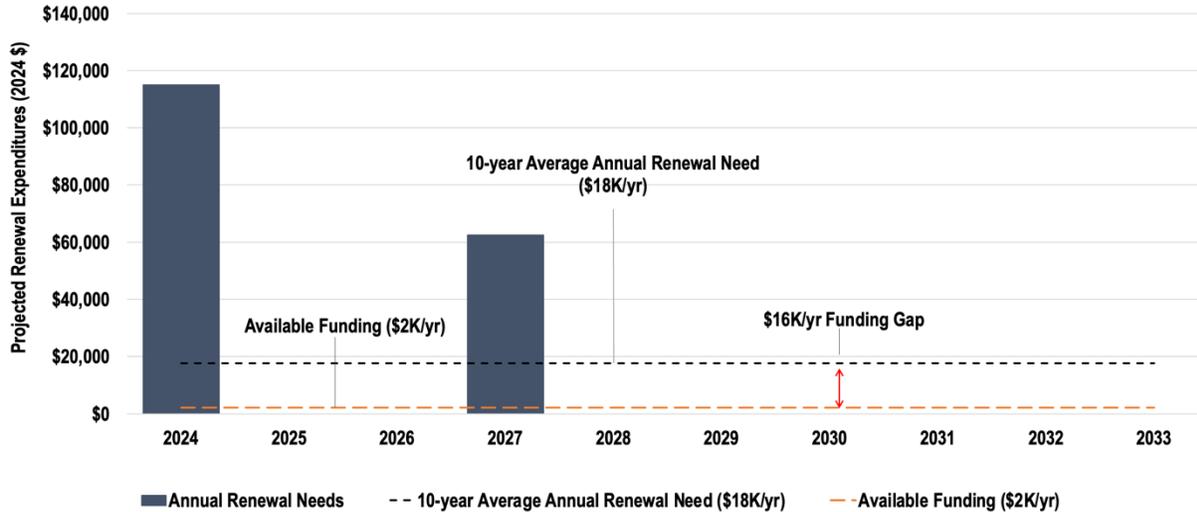
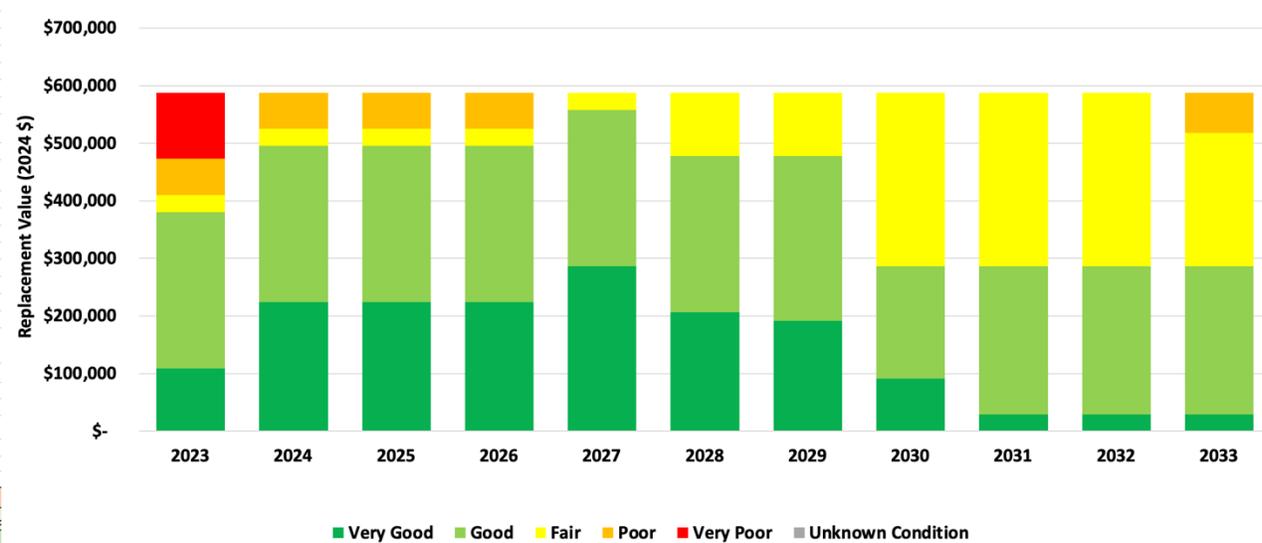


Figure 9-5: Asset Condition Forecast – Cemetery



9.1.5.2 Growth and Upgrade Needs

Table 9-3 outlines the 10-year growth and upgrade projects for Cemetery Services. A funding gap is not currently identified for growth and upgrade projects, but the next Cemetery Master Plan will identify potential growth and upgrade needs. Funding sources for currently funded growth projects are tax and reserves.

CEMETERY SERVICES

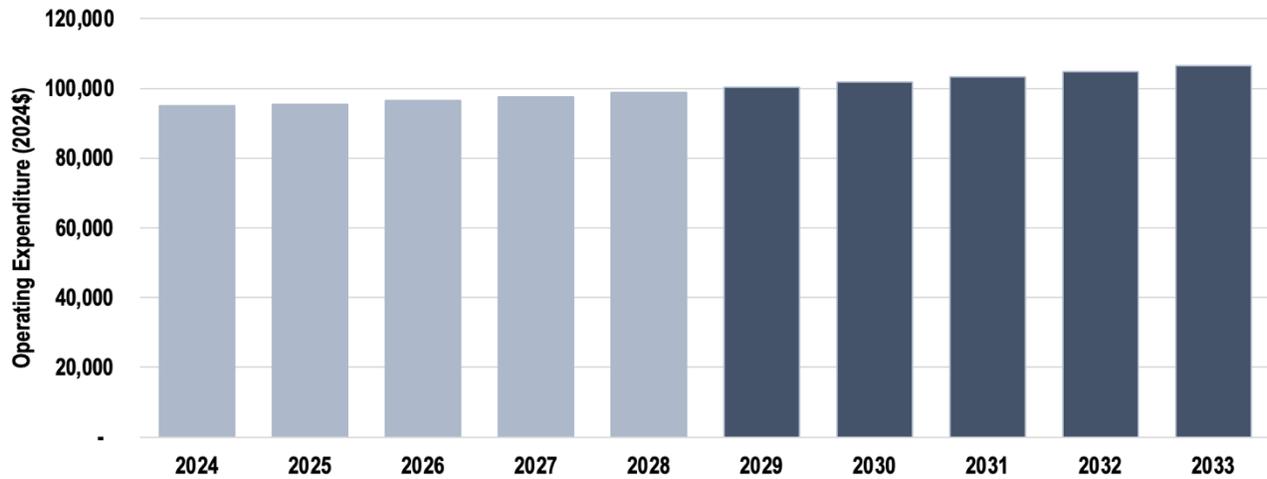
Table 9-3: Growth and Upgrade Needs - Cemetery

Year	Project Name	Needs	Funded	Funding Gap
2024	New Benches	\$5,000	\$5,000	-
2029	Third Columbarium	\$40,000	\$40,000	-
2024	Fourth Columbarium	\$30,000	\$30,000	-
TOTAL		\$75,000	\$75,000	-

9.1.5.3 Operating Needs

Figure 9-6 shows the operating and maintenance costs of Cemetery assets, excluding programming costs. The first five years are based on the 5-year Operating Budget developed as part of the Town’s annual budgeting process. A nominal growth rate of 1.5% is forecasted from years 2029 to 2033 reflecting increasing needs as the Town’s asset portfolio continues to grow.

Figure 9-6: Operating Needs Forecast – Cemetery



9.2 Traffic and Transportation – Transit Services

9.2.1 Overview

The Orangeville Transit System provides reliable, convenient and seamless travel across the Town through both conventional and specialized mobility transit services.

9.2.2 State of the Infrastructure

Assets that support the Town’s Transit System include conventional and on-demand fleet, transit shelters and signs, and transit hub enclosures.

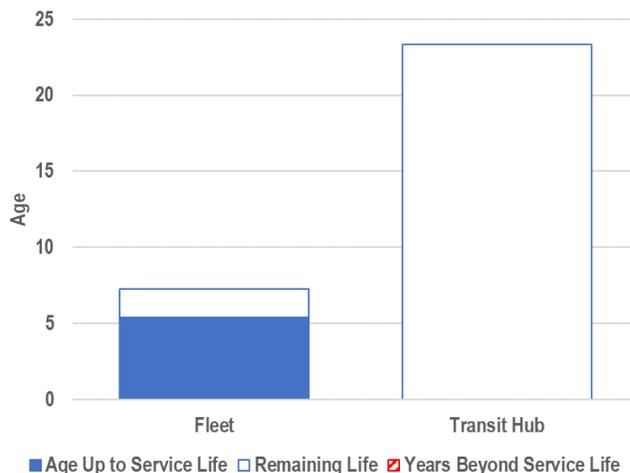
Table 9-4 below shows a detailed breakdown of the quantity and estimated replacement value of each asset type within the Town’s Transit asset portfolio. By value, the fleet account for \$3.33 million (91.0%) of the \$3.66 million estimated replacement value of the Town’s Transit inventory.

Table 9-4: Inventory Summary - Transit Assets

Asset Category	Replacement Value (\$M)	Quantity	Percent of Value
Fleet	\$3.33	7	91.0%
Transit Shelters	\$0.20	11	5.5%
Transit Signs*	\$0.02	70	0.5%
Transit Hub	\$0.11	5	3.0%
Total	\$3.66		100.0%

The average age and estimated service life of the Town’s Transit assets, weighted by replacement value, is summarized in Figure 9-7. Install dates are not currently documented for Transit shelters or Transit signs. The Transit Hub is new and launched operations in October of 2023.

Figure 9-7: Average Age – Transit



TRAFFIC AND TRANSPORTATION – TRANSIT SERVICES

The condition distribution for the Town’s Cemetery assets is summarized in Figure 9-8. The condition for these assets is estimated based on condition ratings by Town staff where available, and age and service life. Assets that are past their planned service lives are represented as very poor condition. The figure shows the relative replacement value by asset category, and the proportion of assets by condition grade. The 45% of fleet assets in very poor condition by value is due to two conventional buses past their service life.

Figure 9-8: Condition Distribution by Replacement Value - Transit



9.2.3 Levels of Service

Table 9-5 provides the technical LOS for the Towns Transit Services infrastructure. The Town currently has 1.33 conventional fleet available per route, but for sufficient backup capacity would like to plan to have at least 1.5 conventional fleet per route. This target will be set in the next AM Plan as part of Proposed LOS. The current transit system operates on a 30 minute loop across the 3 routes, and provides over 4000 operating hours per year.

Table 9-5: Technical LOS - Transit Services

Community Levels of Service	Technical Levels of Service	
	Description	Current Performance (2023)
Capacity and Use		
The public transit network is available to and considers accessibility for all City residents.	% of urban area residents within 400m of a bus stop	Approximately 67%
	Annual operating hours	4,056 annual operating hours
	Frequency of buses	Buses operate on a 30-minute loop (27 min on route and 3 min at the Transit Hub)
Function		
The public transit network is available to and considers accessibility for all City residents	% of bus stops meeting AODA standards	95%
	% of buses that are accessible	100%

TRAFFIC AND TRANSPORTATION – TRANSIT SERVICES

Reliability and Quality

Provide adequate backup buses to support continuous service delivery on all routes.	Number of buses available for simultaneous operation	1.33 buses per route
---	--	----------------------

9.2.4 Risk and Finance Management Strategy

The risk map in Figure 9-9 combines the Criticality (CoF) ratings with the Condition (PoF) ratings for all infrastructure represented within the Service Area. The assets shown as Very High risk exposure (red) consist of critical conventional fleet in poor or very poor condition. The Town is in the process of replacing two conventional buses to address this risk.

Figure 9-9: Risk Exposure – Transit Services (\$M)*



*Risk map does not include assets not assessed for condition

9.2.5 Lifecycle and Financial Management Strategy

9.2.5.1 Renewal Needs

Figure 9-10 shows the forecasted renewal needs of Transit assets over the next 10 years for the Town to maintain its current level of service and prevent the renewal backlog of Very Poor assets from increasing. The average renewal need is estimated at \$0.33M per year (dashed black line) and the average annual funding is estimated at \$0.27M/year (dashed orange line). This results in an estimated average funding gap of \$0.06 million per year over the next 10 years. Figure 9-11 shows the forecasted asset condition over the next 10 years under the recommended renewal investment of \$0.33 million per year. The main funding source for Transit renewal is tax.

TRAFFIC AND TRANSPORTATION – TRANSIT SERVICES

Figure 9-10: Forecasted Renewal Needs – Transit Services

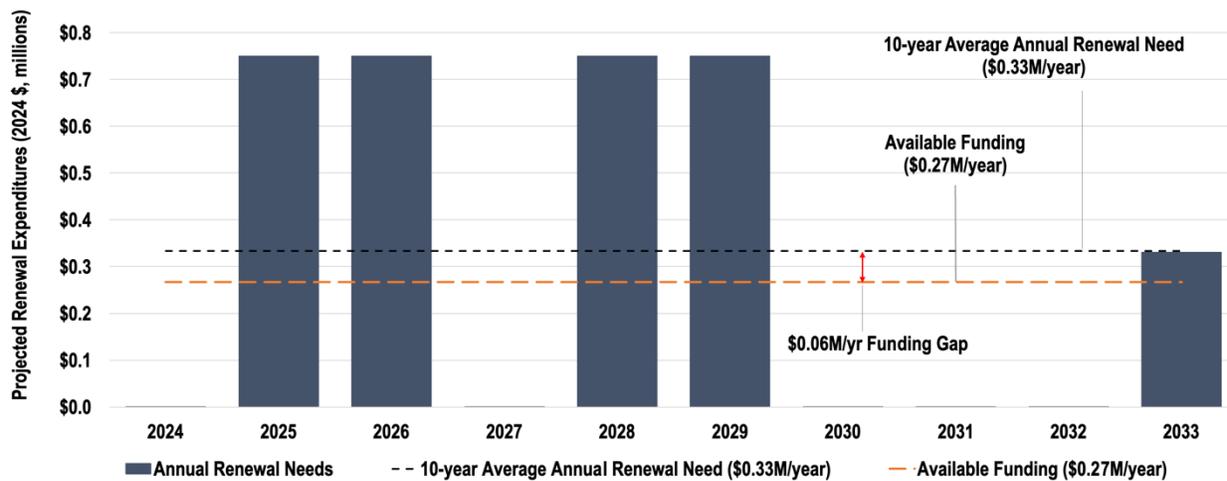
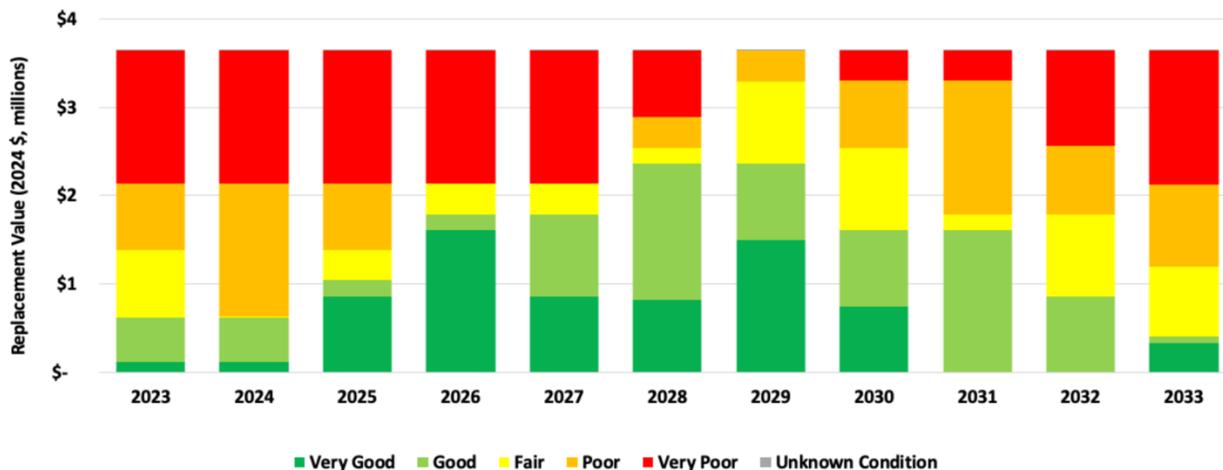


Figure 9-11: Asset Condition Forecast – Transit Services



9.2.5.2 Growth and Upgrade Needs

Table 9-6 outlines the 10-year growth and upgrade projects for Transit services, which includes additional transit shelters and bus stops. No funding gap is currently identified for growth and upgrade projects. In the future, Transit Services may require additional purchases of specialized services and on-demand vehicles as the Town moves ahead with Transit programs, which will be identified in the Transportation Master Plan update. Funding sources for currently funded growth projects are from tax and grants.

Table 9-6: Growth and Upgrade Needs – Transit Services

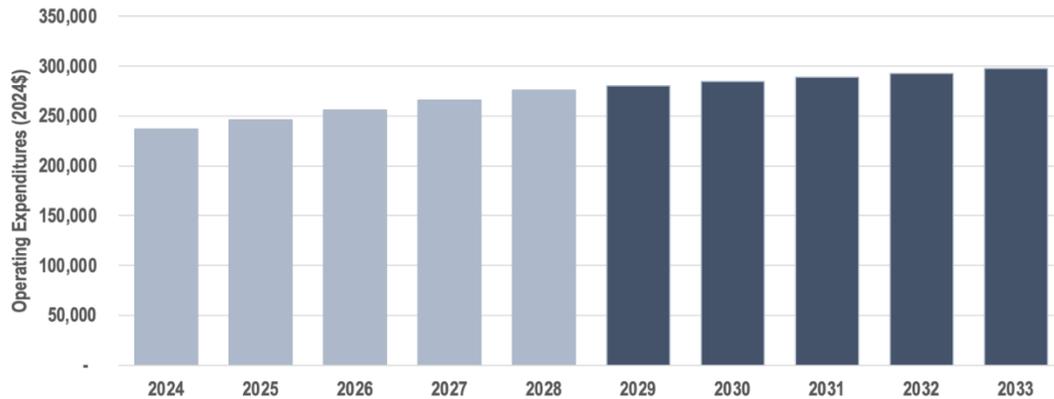
Year	Project Name	Needs	Funded	Funding Gap
2024	Transit Shelters and Bus Stop	\$130,408	\$130,408	-
2024	Bus Stop Equipment and Kiosks	\$30,000	\$30,000	-
2024	Rest Room Facilities for Operators at New Transfer Point	\$35,000	\$35,000	-
	Total	\$195,408	\$195,408	-

TRAFFIC AND TRANSPORTATION – TRANSIT SERVICES

9.2.5.3 Operating Needs

Figure 9-12 shows the operating and maintenance costs of Transit assets. The first five years are based on the 5-year Operating Budget developed as part of the Town's annual budgeting process. A nominal growth rate of 1.5% is forecasted from years 2029 to 2033 reflecting increasing needs as the Town's asset portfolio is continues to grow.

Figure 9-12: Operating Needs Forecast – Transit Services



9.3 Traffic and Transportation – Traffic Equipment

9.3.1 Overview

Traffic Services maintains various traffic equipment such as parking control signs and noise attenuation fencing. Traffic signals and other regulatory, warning, informational, and priority signs were covered in the 2022 Core AM Plan.

9.3.2 State of the Infrastructure

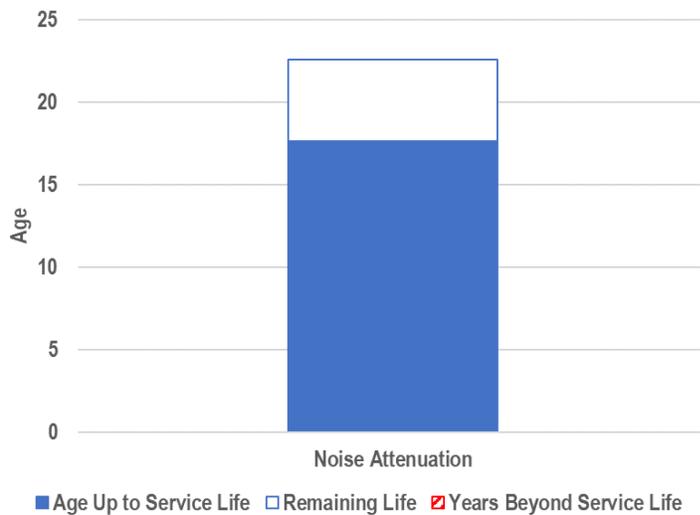
The Town’s Traffic equipment covered in this AM Plan consists of parking control signs and noise attenuation fencing. Table 9-7 below shows a detailed breakdown of the quantity and estimated replacement value. The fencing value is based on the costs of PVC fencing, as the Town is planning on replacing all wooden fencing with PVC material.

Table 9-7: Inventory Summary - Traffic Equipment Assets

Asset Category	Replacement Value (\$M)	Quantity	Percent of Value
Signage	\$1.27	3,641	22.6%
Fencing	\$4.37	2916 m	77.4%
Total	\$5.64		100.0%

The average age and estimated service life of the Town’s Traffic equipment assets, weighted by replacement value, is summarized in Figure 9-13. Installation dates are not documented for parking control signs.

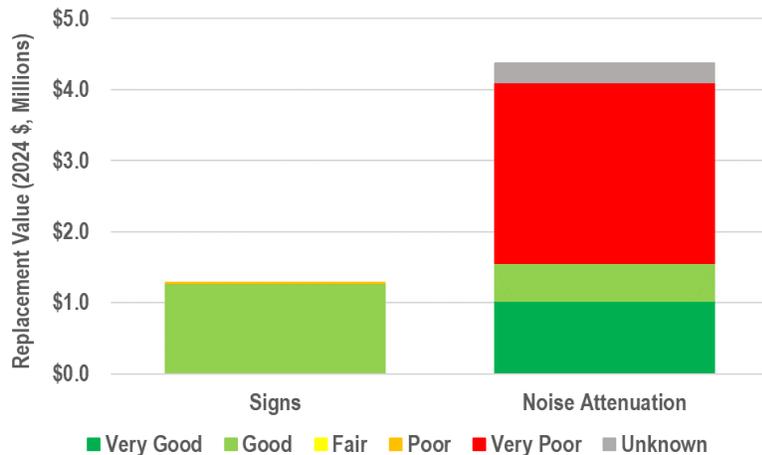
Figure 9-13: Average Age – Traffic Equipment



The condition distribution for the Traffic Equipment assets is summarized in Figure 9-14. The condition for noise attenuation walls is estimated based on age and service life, and signs are estimated by Town staff condition ratings. The figure shows the relative replacement value by asset category, and the proportion of assets by condition grade. The portion of very poor assets consists of the wooden noise attenuation fencing.

TRAFFIC AND TRANSPORTATION – TRAFFIC EQUIPMENT

Figure 9-14: Condition Distribution by Replacement Value - Traffic Equipment



9.3.3 Levels of Service

Table 9-8 provides the community and technical LOS for Traffic Equipment. From 2015 to present, the Town has been proactively replacing 1000m of wood noise attenuation fencing with PVC. The goal is to have all wooden noise attenuation fencing replaced within the next 10 years. The 45% renewal backlog for traffic equipment relates to the wood fencing that requires replacement. The Town will consider a future measure related to tracking the installation of sound barriers in locations identified as requiring noise attenuation.

Table 9-8: Technical LOS - Traffic Equipment

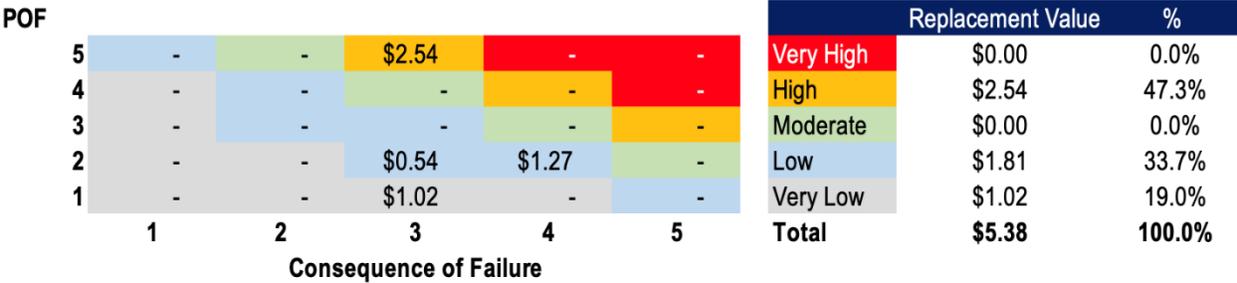
Community Levels of Service	Technical Levels of Service	
	Description	Current Performance (2023)
Capacity and Use		
Provide adequate noise attenuation as traffic in and around the Town increases	% locations with installed sound barriers where required	Future metric.
Function		
Provide robust and longer lasting noise attenuation infrastructure.	% of noise attenuation fencing that are PVC	41.8%
Reliability and Quality		
Assets are maintained in a state of good repair.	% of assets in renewal backlog (very poor condition)	45.0%

9.3.4 Risk and Finance Management Strategy

The risk map in Figure 9-9 combines the Criticality (CoF) ratings with the Condition (PoF) ratings for all infrastructure represented within the Service Area. The assets shown as a High-risk exposure (orange) consists of wooden noise attenuation fencing.

TRAFFIC AND TRANSPORTATION – TRAFFIC EQUIPMENT

Figure 9-15: Risk Exposure – Traffic Equipment (\$M)*



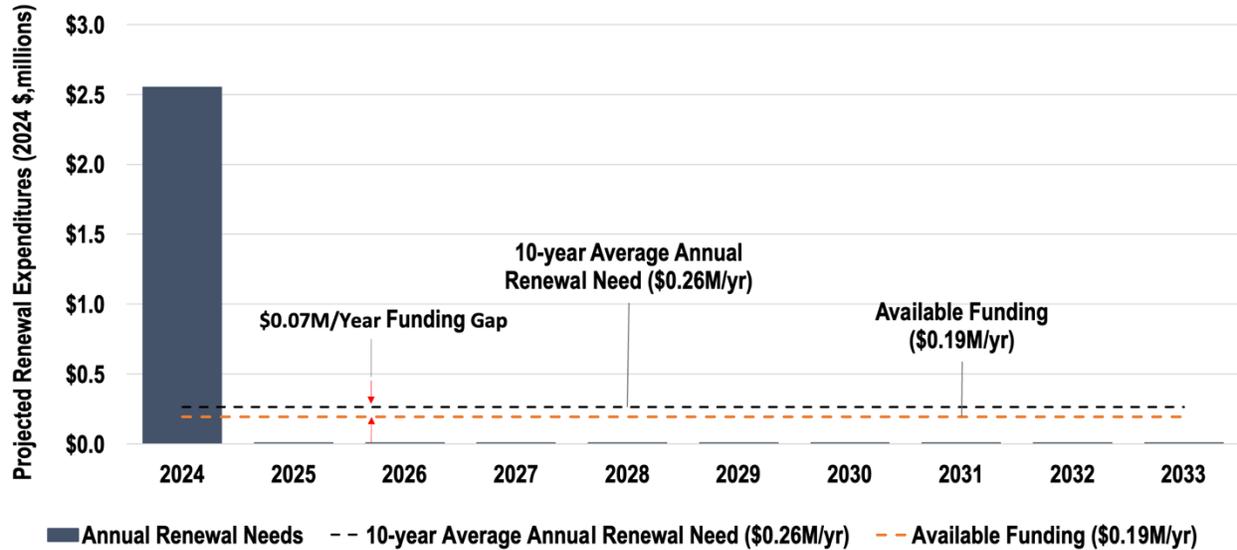
*Risk map does not include assets not assessed for condition

9.3.5 Lifecycle and Financial Management Strategy

9.3.5.1 Renewal Needs

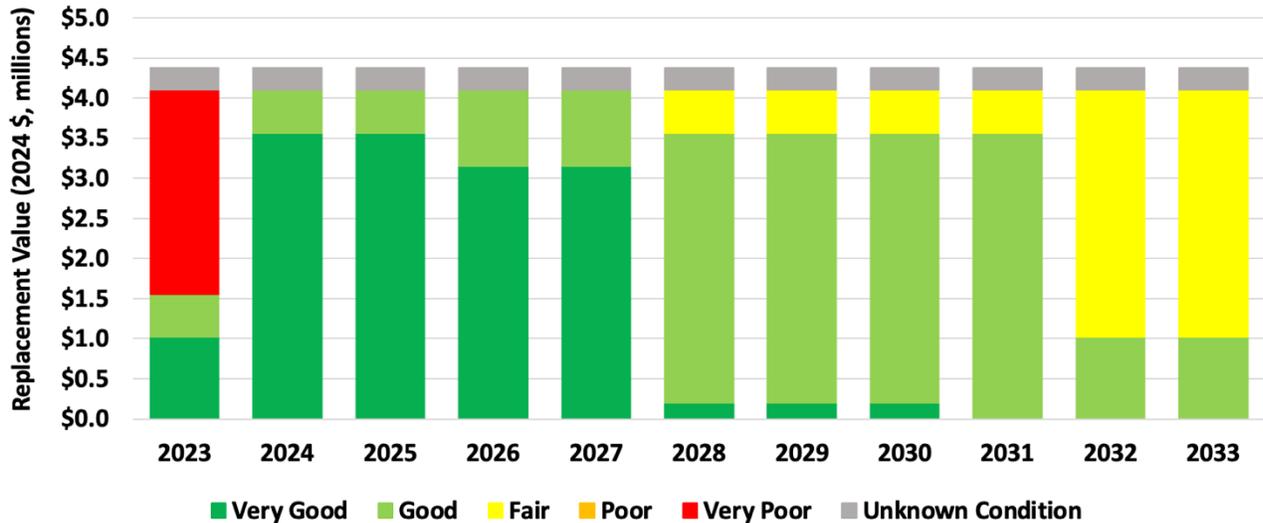
Figure 9-16 shows the forecasted renewal needs of Traffic Equipment assets over the next 10 years for the Town to maintain its current level of service and prevent the renewal backlog of Very Poor assets from increasing. The average renewal need is estimated at \$0.26 million per year (dashed black line) and the average annual funding estimated at \$0.19 million per year (dashed orange line). This results in an estimated average funding gap of \$0.07 million per year over the next 10 years. Figure 9-17 shows the forecasted asset condition over the next 10 years, under the recommended renewal investment of \$0.26 million per year. The main funding source for Traffic Equipment renewal is tax.

Figure 9-16: Forecasted Renewal Needs – Traffic Equipment



TRAFFIC AND TRANSPORTATION – TRAFFIC EQUIPMENT

Figure 9-17: Asset Condition Forecast – Traffic Equipment



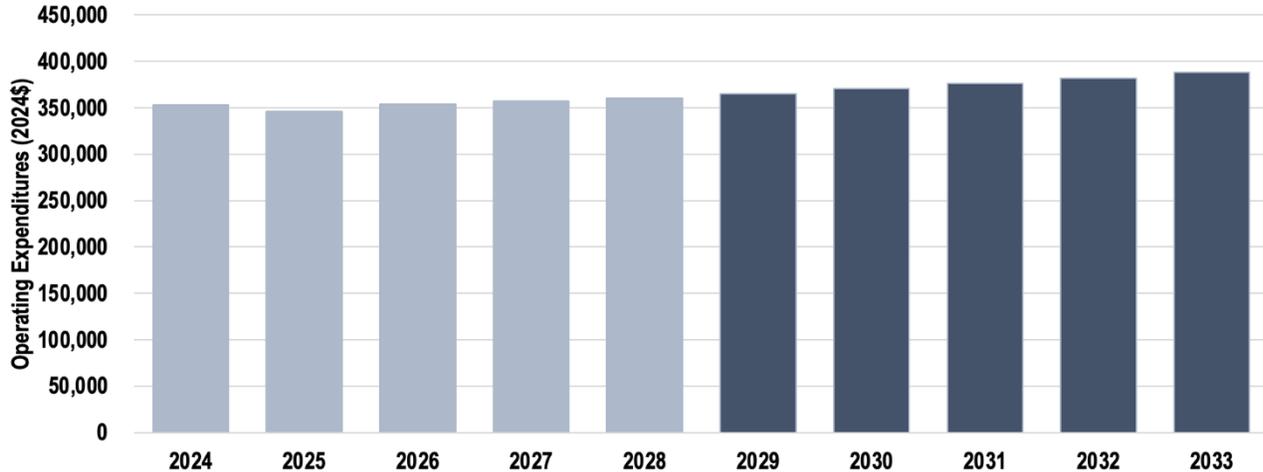
9.3.5.2 Growth and Upgrade Needs

The Town currently does not have growth and upgrade projects pertaining to the signs and noise attenuation walls aside from the upgrade to PVC noise fencing included in the renewal forecast. The Town expects that additional noise attenuation may be required in the future to accommodate continued increases in traffic.

9.3.5.3 Operating Needs

Figure 9-18 shows the operating and maintenance costs of Transit assets and is estimated based on the operating account for ‘safety devices, signs, and railroads’. The first five years are based on the 5-year Operating Budget developed as part of the Town’s annual budgeting process. The Town currently replaces approximately 1% of signs every year. The Transportation and Development Division is working to improve details within the operating accounts to clearly identify operating costs associated to different Traffic assets such as noise attenuation walls as well as streetlights and traffic signals. A nominal growth rate of 1.5% is forecasted from years 2029 to 2033 reflecting increasing needs as the Town’s asset portfolio continues to grow.

Figure 9-18: Operating Needs Forecast – Traffic Equipment



9.4 Parks

9.4.1 Overview

Parks services play a vital role in enhancing the quality of life for residents and contributing to the overall well-being of the community. Parks assets include the physical components and facilities that make up public recreational spaces. The design and development of this infrastructure aims to provide diverse and accessible spaces for community members to engage in indoor and outdoor activities, connect with nature, and enjoy a range of recreational opportunities while promoting physical fitness and social interaction. The parks infrastructure portfolio includes assets such as:

- **Playgrounds:** Equipped with structures for children's play, often including swings, slides, and climbing structures.
- **Sports Fields and Courts:** Areas designated for organized sports such as soccer, baseball, basketball and tennis.
- **Shelters and Pavilions:** Covered areas for protection from elements during gatherings

Natural infrastructure such as open grassed areas, meadows, trees, and forested areas are not included in this AM Plan.

9.4.2 State of the Infrastructure

The Town currently owns 35 parks and 2 recreation centres. Assets that support parks include park amenities, sports amenities, facilities, fleet, equipment, and park parking lots. Table 9-9 shows the \$99.1 million estimated replacement value for the parks asset portfolio and includes a breakdown of the inventory by asset category. The two recreation centres represent a significant portion of the overall portfolio value. The tennis club and Rotary Park pavilion and washroom are not included as their replacement value and construction year are identified as data gaps.

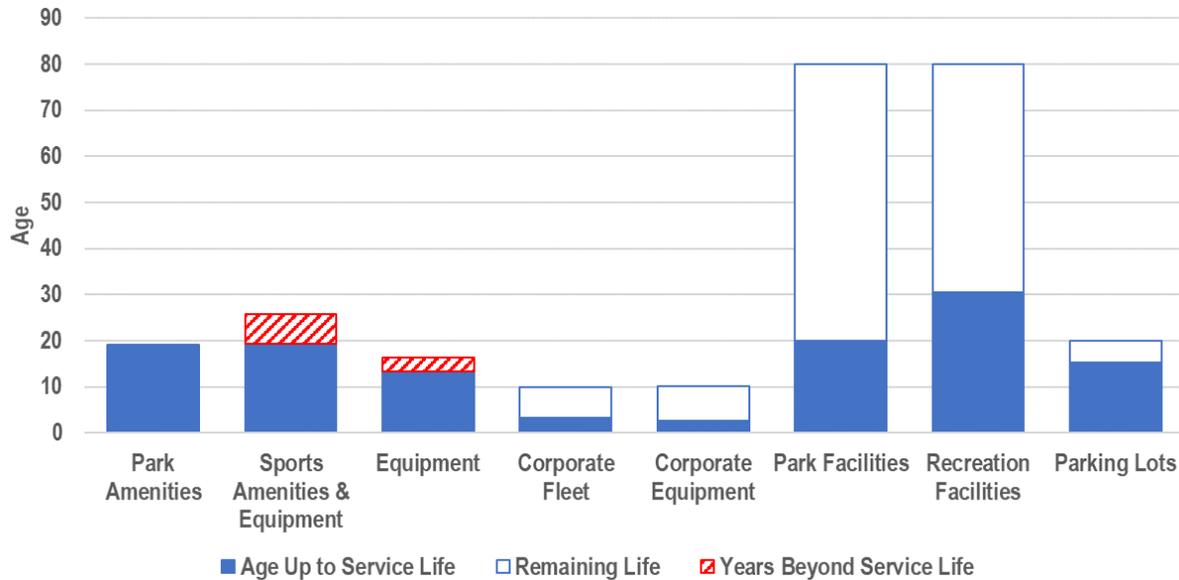
Table 9-9: Inventory Summary - Park Assets

Asset Category	Asset Subcategory	Replacement Value (\$M)	Quantity	Percent of Value
Park Amenities	Playgrounds, Splashpads, bleachers, fencing, signage, structures, trailways, walkways, furniture, landscaping, materials, pedestrian bridge	\$13.81	192	13.9%
Sports Amenities & Equipment	Baseball diamonds, basketball courts, skate park, soccer fields, sports pad, tennis courts, sports equipment	\$4.47	51	4.5%
Equipment	Light, Medium and Heavy-duty equipment	\$2.73	57	2.8%
Corporate Equipment	Light, Medium and Heavy-duty equipment	\$0.82	15	0.8%
Corporate Fleet	Light, Medium and Heavy-duty vehicles	\$0.98	15	1.0%
Facilities	Parks and Recreation	\$73.78	26	74.4%
Parking Lots	Parks parking lots	\$2.53	8	2.6%
	Total	\$99.1		100.0%

PARKS SERVICES

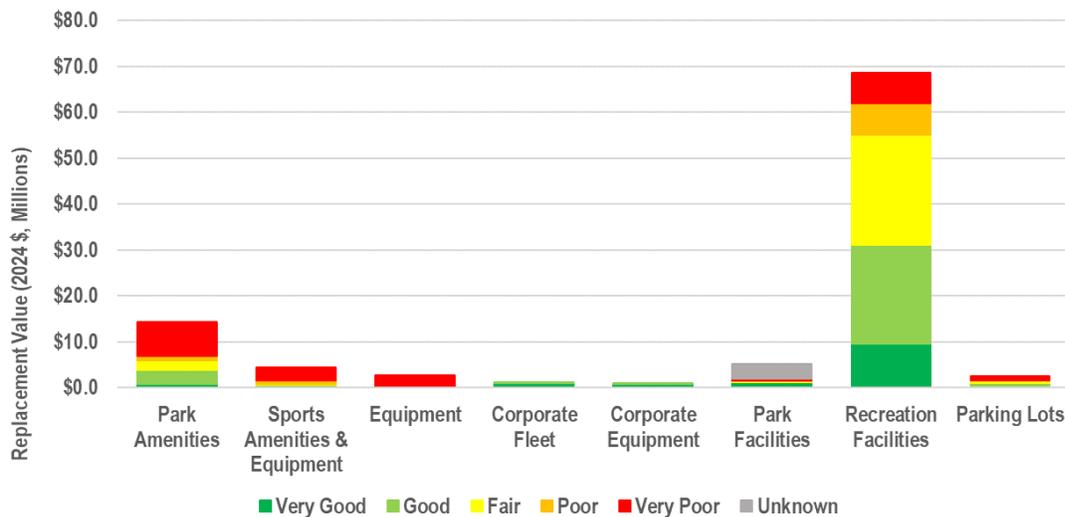
The average age and estimated service life of the Town's Park assets, weighted by replacement value, is summarized in Figure 9-19.

Figure 9-19: Average Age – Parks



The condition distribution for the Parks assets is summarized in Figure 9-20. The figure shows the relative replacement value by asset category, and the proportion of assets by condition grade. The condition for corporate fleet and equipment used by the Parks division is rated based on Town staff condition ratings. All other park asset condition is estimated based on age and service life. The age and condition of sports amenities such as ball diamonds and tennis courts are based on the age of the overall asset and not its individual components (i.e. fencing, lights, surface). 67.1% of Park assets are in fair or better condition, 8.6% of assets are in poor condition and 20.9% of assets are in very poor condition. A significant portion of park amenities, sports amenities, and parks equipment are past their service life and therefore reported in very poor condition.

Figure 9-20: Condition Distribution by Replacement Value - Parks



Note: Sports Amenities are viewed as whole assets and not by its individual components.

9.4.3 Levels of Service

Table 9-10 provides the community and technical LOS for the Town’s Park Services. In the 2020 Recreation & Parks Master Plan, the Town documented a provision of 1.8 hectares of parkland per 1000 residents, including major parks, community parks, neighbourhood parks, urban greens, and natural areas. This measure will be more fully integrated with measures associated to natural assets as the Town continues to work on developing its asset management initiatives for those assets. The Town also has approximately 22 km of multi-use trails connecting various parks and neighbourhoods.

Table 9-10: Technical LOS - Park Services

Community Levels of Service	Technical Levels of Service	
	Description	Current Performance (2023)
Capacity and Use		
Deliver high-quality parks, facilities and programs, that form the foundation of an inclusive, active and healthy community and environment.	# of hectares of Parkland per 1,000 residents	1.8 ha / 1000 residents
	Number of residents per Community Centre	15,083 residents per community centre (2 total centres)
	Utilization of community amenities	Sports fields - 4,942 hours Ice - 6,276 hours Tony Rose Pool - 1,271 hours
Function		
Build capacity in the trails network by creating multi-use trails that connect places throughout the Town and fill in gaps in the existing network.	# of kilometers of Multi-Use Trails	22 km
Reliability and Quality		
Assets are maintained in a state of good repair	% of park assets in renewal backlog (excluding Park facilities and parking lots): Very Poor condition)	53.7%
	% of park assets with very high-risk ratings in renewal backlog (excluding Park facilities and parking lots)	20.9%
Maintenance is completed in a timely and responsive manner to provide reliable service delivery	% of outstanding maintenance work orders (for park and sport amenities)	Future metric.

9.4.4 Risk Management Strategy

The risk map in Figure 9-21 combines the Criticality (CoF) ratings with the Condition (PoF) ratings for all infrastructure represented within the Service Area, excluding facilities. For facilities risk, refer to Section 9.9.4. The assets shown as a Very High-risk exposure (red) consist of some of the critical medium and heavy-duty Parks equipment and older playgrounds.

PARKS SERVICES

Figure 9-21: Risk Exposure – Parks* (\$M)



*Note: does not include Park facilities. Risk map does not include assets not assessed for condition.

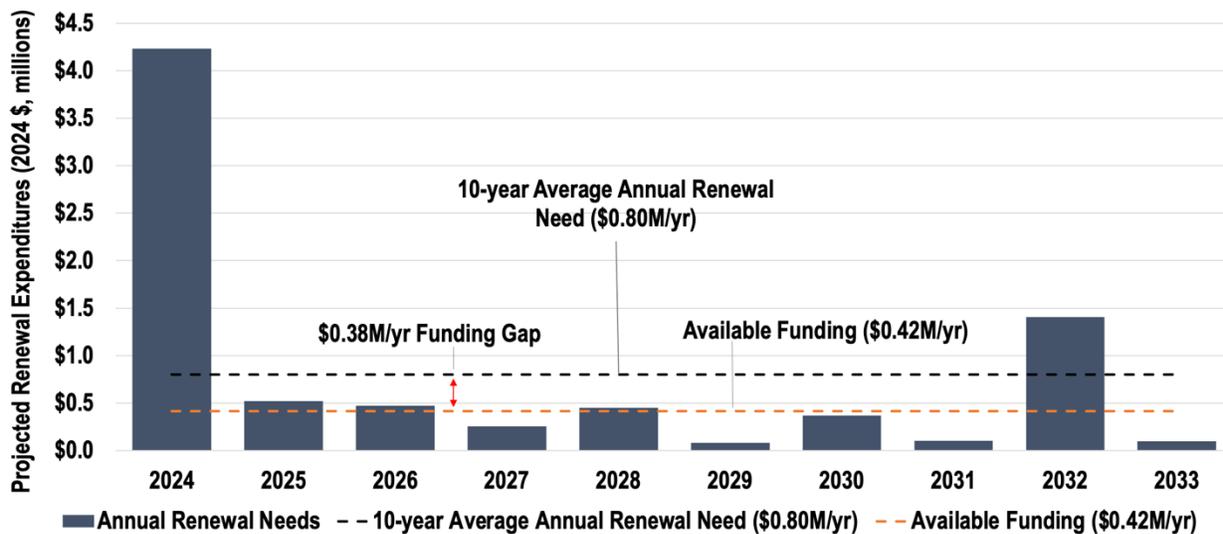
9.4.5 Lifecycle and Financial Management Strategy

9.4.5.1 Renewal Needs

Figure 9-22 shows the forecasted renewal needs of Park assets over the next 10 years for the Town to maintain its current level of service and prevent the renewal backlog of Very Poor assets from increasing. The Parks facilities renewal needs are covered separately in Section 9.9. The average renewal need for Park amenities, fleet, and equipment is estimated at \$0.80 million per year (dashed black line) and the average annual funding is estimated at \$0.42 million per year (dashed orange line). This results in an estimated average funding gap of \$0.38 million per year over the next 10 years.

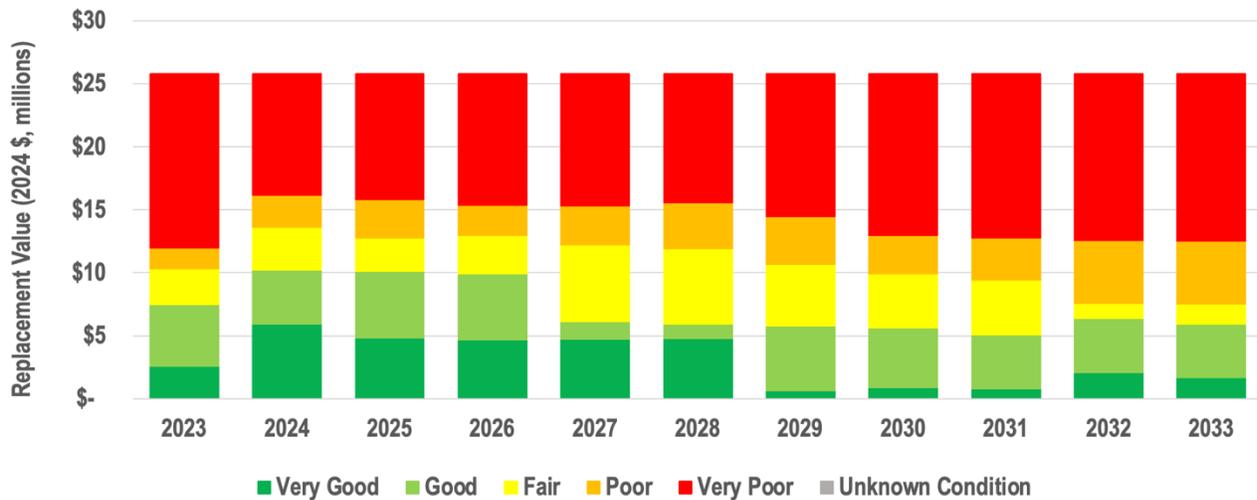
Figure 9-23 shows the forecasted asset condition over the next 10 years under the recommended renewal investment of \$0.80 million per year. The main funding sources for renewal of Parks assets is tax, debt and reserves.

Figure 9-22: Forecasted Renewal Needs – Parks



PARKS SERVICES

Figure 9-23: Asset Condition Forecast – Parks



9.4.5.2 Growth and Upgrade Needs

Table 9-11 outlines the 10-year growth and upgrade projects for Parks. Upgrades for Rotary Park are presented to Council in phases each year as required for approval. The next phase of improvements is for pickleball and tennis courts and an artificial skating loop. A funding gap is not currently identified for park growth and upgrade projects, but possible future projects include Alexandra Park renovations which will be presented to Council for approval. Ice resurfacers may also be upgraded from natural gas to electric. Funding sources for currently funded growth projects is tax and reserves.

Table 9-11: Growth and Upgrade Needs - Parks

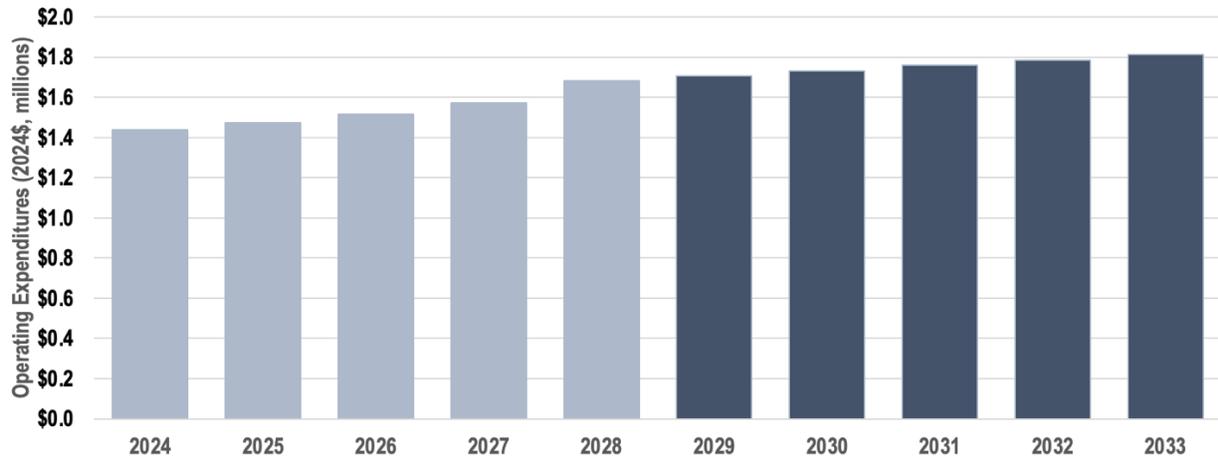
Year	Project Name	Needs	Funded	Funding Gap
2024	Dog Park	\$50,000	\$50,000	-
2024	BMX Park Consultant	\$30,000	\$30,000	-
2024	Shade Shelters	\$70,000	\$70,000	-
2024	Lions Sports Park – Multi-Court Improvements	\$25,000	\$25,000	-
2024	Flat Deck Roll Off (Parks)	\$28,000	\$28,000	-
2026	Expansion to Parks Operation Facility	\$280,000	\$280,000	-
	TOTAL	\$483,000	\$483,000	-

9.4.5.3 Operating Needs

Figure 9-24 shows the operating and maintenance costs of Parks assets, excluding programming costs. The first five years are based on the 5-year Operating Budget developed as part of the Town’s annual budgeting process. A nominal growth rate of 1.5% is forecasted from years 2029 to 2033 reflecting increasing needs as the Town’s asset portfolio is continues to grow.

PARKS SERVICES

Figure 9-24: Operating Needs Forecast - Parks



9.5 Fire

9.5.1 Overview

Orangeville Fire Services strive to operate as efficiently and effectively as possible while maintaining what is most important; the safety of its firefighters and those who live, work and visit the Town. Orangeville Fire consists of 20 full-time firefighters and 32 volunteer firefighters who serve the residents of Orangeville, and parts of East Garafraxa, Amaranth and Mono.

9.5.2 State of the Infrastructure

Assets that support Fire Services include fleet, equipment, and the Fire Station. Table 9-12 shows the estimated replacement value of \$14.8 broken down by asset category.

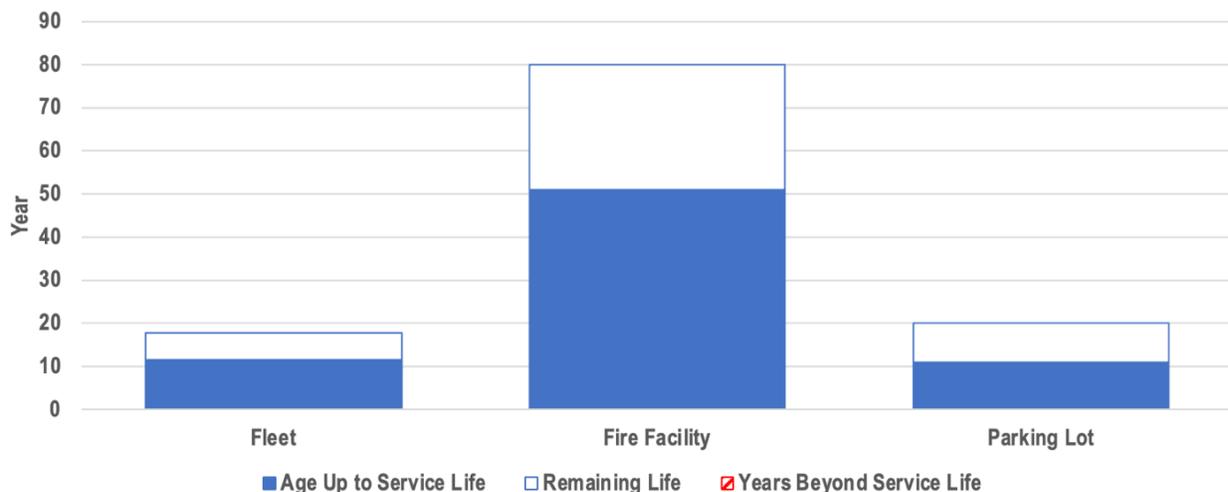
Table 9-12: Inventory Summary - Fire Services

Asset Category	Asset Subcategory	Replacement Value (\$M)	Quantity	Percent of Assets
Communications	Radios and Pagers	\$0.48	88	3.2%
Equipment	Extrication, Hoses, Ladders, Trailers, Cameras, Gas Monitors, Gas Tests	\$0.52	251	3.5%
Personal Protective Equipment	Bunker Gear, Boots, Helmets, Gear Washer / Extractor, SCBA, Air Cylinders, Ice Water Rescue Kit, Air Fill Station, Compressor, Cascade	\$1.29	446	8.7%
Fleet	Emergency and Non-Emergency vehicles	\$8.73	11	58.8%
Fire Facility		\$3.70	1	24.9%
Parking Lot		\$0.12	1	0.8%
Total		\$14.8		100.0%

The average age and estimated service life of the Town’s Fire assets, weighted by replacement value, is summarized in Figure 9-25. Purchase years for radios/pagers, equipment and personal protective equipment (PPE) is currently not documented.

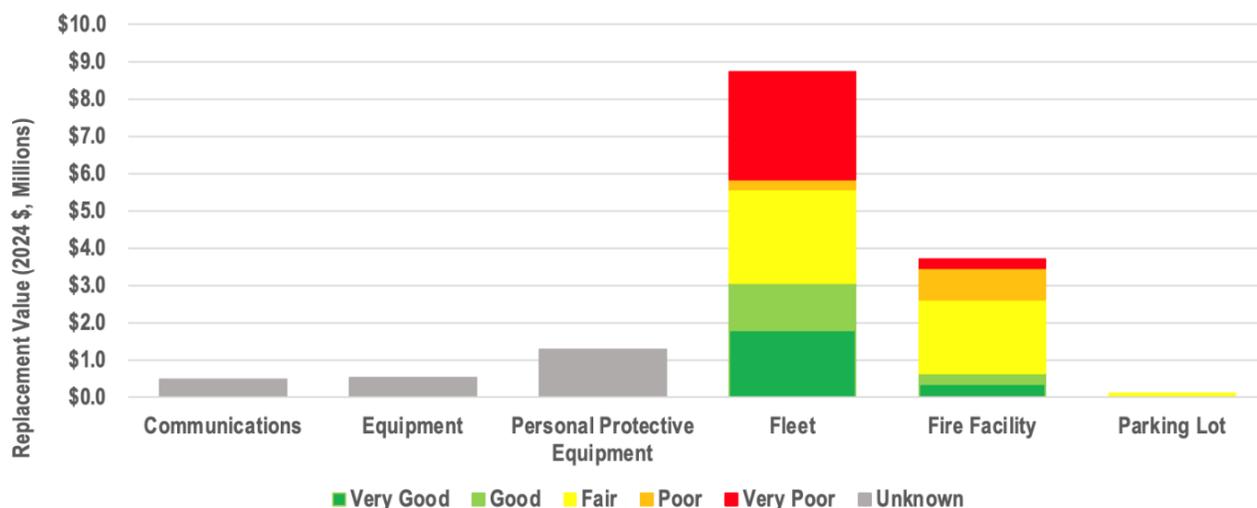
FIRE SERVICES

Figure 9-25: Average Age – Fire Services



The condition distribution for the Fire assets is summarized in Figure 9-26. The condition for these assets is estimated based on age and service life. The figure shows the relative replacement value by asset category, and the proportion of assets by condition grade. The fleet asset in Very Poor condition is a 2003 Aerial Truck for which a replacement has already been ordered with approximately \$1.4 million value of the overall \$2.6 million cost spent in 2023. The truck is expected to be delivered in late 2025 or early 2026.

Figure 9-26: Condition Distribution by Replacement Value, Fire Services



9.5.3 Levels of Service

Table 9-13 provides the community and technical LOS for the Towns Fire Services. As part of annual reporting, the Fire division tracks the number of responses from each of the four municipalities, as well as measures relating to firefighter training, public education, and completed inspections.

FIRE SERVICES

Table 9-13: Technical LOS - Fire Services

Community Levels of Service	Technical Levels of Service	
	Description	Current Performance (2023)
Capacity and Use		
Provide prompt emergency response to emergencies in the Town of Orangeville, Town of Mono, East Garafraxa and Amaranth Townships.	Number of responses: Orangeville Town of Mono Amaranth Township East Garafraxa Township	Orangeville – 1444 Town of Mono – 226 Amaranth Township – 76 East Garafraxa Township – 59
	Number of firefighter training hours	13,278 hours
Function		
Meet the requirements of the Fire Protection and Prevention Act as it relates to the provision of the Fire Prevention and Public Education	Percentage of schools reached for public education	100%
	Number of request and complaint inspections completed	23 request inspections 136 complaint inspections
Reliability and Quality		
Assets are maintained in a state of good repair	% of Fire assets in renewal backlog (very poor condition)	21.1% (Note: mainly due to the 2003 Pierce Aerial Truck for which a replacement has already been ordered)

9.5.4 Risk Management Strategy

The risk map in Figure 9-27 combines the Criticality (CoF) ratings with the Condition (PoF) ratings for all infrastructure represented within the Service Area, excluding the facility. For facilities risk, refer to Section 9.9.4. The assets shown as Very High-risk exposure (red) consists of emergency fleet approaching or at the end of their estimated service life. The Town is in the process of replacing the 2003 Pierce Aerial Truck (\$2.7 million). Emergency fleet are considered critical and the Town has built in redundancy in its Fire fleet to mitigate this risk.

FIRE SERVICES

Figure 9-27: Risk Exposure – Fire* (\$M)



*Note: does not include Fire facility. Risk map does not include assets not assessed for condition.

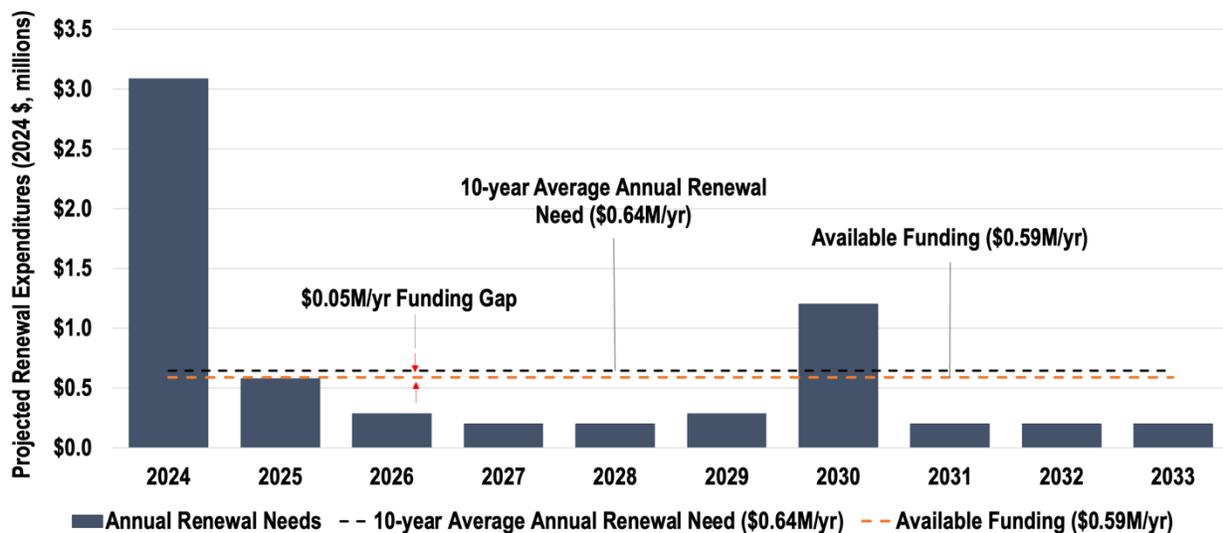
9.5.5 Lifecycle and Financial Management Strategy

9.5.5.1 Renewal Needs

Figure 9-28 shows the forecasted renewal needs of Fire assets over the next 10 years for the Town to maintain its current level of service and prevent the renewal backlog of Very Poor assets from increasing. The Fire facility renewal needs are covered separately in Section 9.9. As discussed in Section 9.5.2, the fire truck asset in Very Poor condition is a 2003 Aerial Truck for which a replacement has already been ordered. The forecast in 2024 includes the remaining \$1.2 million unpaid portion for this asset. The average renewal need is estimated at \$0.64 million per year (dashed black line) compared to the average annual funding of \$0.59 million per year (dashed orange line). This results in an estimated average funding gap of \$0.05 million per year over the next 10 years.

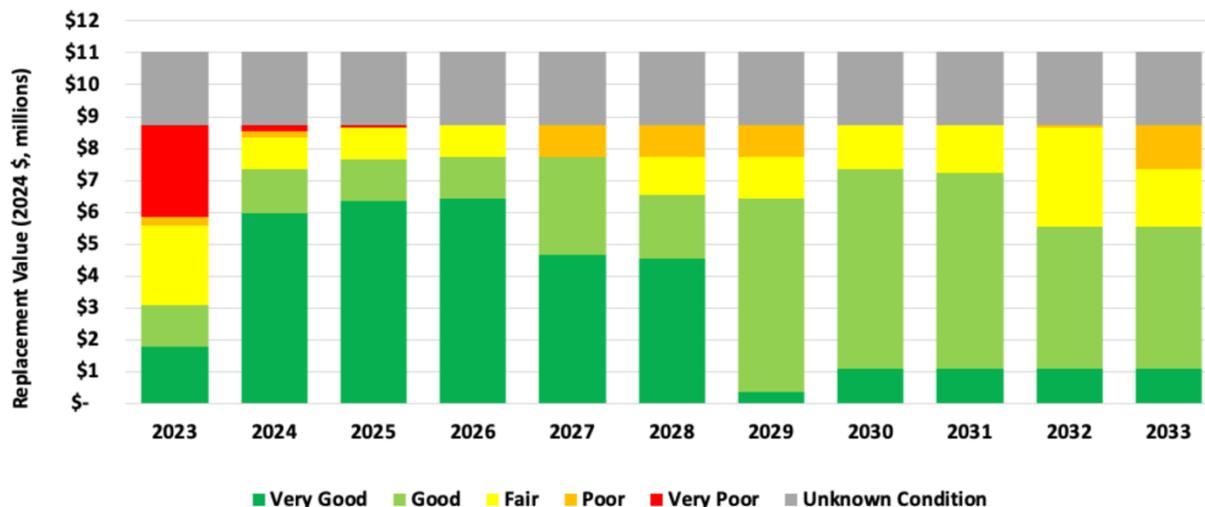
Figure 9-29 shows the forecasted asset condition over the next 10 years under the recommended renewal investment of \$0.64 million per year. The main funding sources for renewal of Fire assets are tax and reserves.

Figure 9-28: Forecasted Renewal Needs – Fire



FIRE SERVICES

Figure 9-29: Asset Condition Forecast – Fire



9.5.5.2 Growth and Upgrade Needs

Table 9-14 outlines the 10-year growth and upgrade projects for Fire Services. The Town is in the process of conducting a study to confirm furniture and fixture needs for the new fire station, and the unfunded portion is currently estimated to be \$50,000. Funding sources for the currently funded growth projects are tax and reserves.

Table 9-14: Growth and Upgrade Needs - Fire

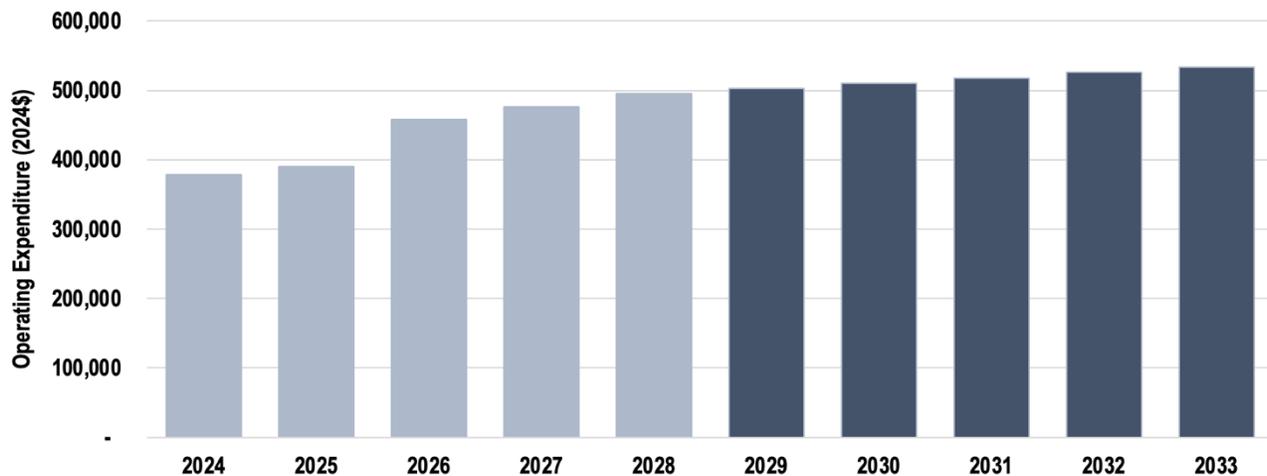
Year	Project Name	Needs (\$M)	Funded (\$M)	Funding Gap (\$M)
2024	New Fire Station	\$13.55	\$13.55	-
2025	New Fire Station	\$8.50	\$8.50	-
2025-2026	New Station Furniture and Fixtures	\$0.50	\$0.45	\$0.05
Total		\$22.55	\$22.50	\$0.05

9.5.5.3 Operating Needs

Figure 9-30 shows the operating and maintenance costs of Fire assets, excluding programming costs. The first five years are based on the 5-year Operating Budget developed as part of the Town's annual budgeting process. The operating costs for the new and larger fire station may increase needed expenditures beyond the Town's current 5-year forecast. The increase currently planned in 2026 is due to implementation of the Land Mobile Radio System. A nominal growth rate of 1.5% is forecasted from years 2029 to 2033 reflecting increasing needs as the Town's asset portfolio is continues to grow.

FIRE SERVICES

Figure 9-30: Operating Needs Forecast – Fire



9.6 Library

9.6.1 Overview

The Orangeville Public Library system consists of two branches: Mill Street and Alder Street. Dedicated to serving the needs of all residents, the Town is committed to providing a complete range of traditional services as well as access to new technologies and innovations. The Orangeville Public Library is committed to their vision that the library is a place for everyone to connect and discover, where learning and possibility allow each member to soar. It is integral to sustaining and enhancing the educational and cultural fabric of the Town.

9.6.2 State of the Infrastructure

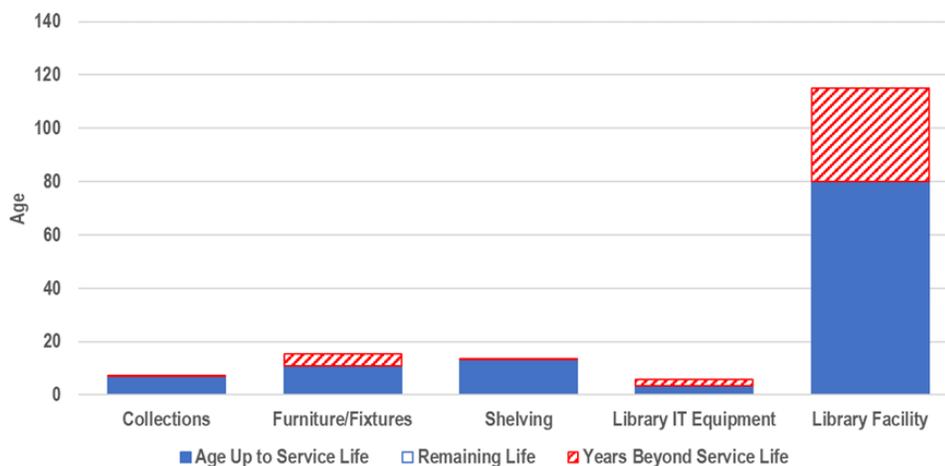
Assets that support Library Services include collections, furniture/fixtures, shelving, and technology. Table 9-15 shows the estimated replacement value of \$6.5 million for Library assets broken down by asset category. Digital collections are not included in this AM Plan and an inventory will be developed as part of continuous improvement for future AM Plan updates.

Table 9-15: Inventory Summary - Library

Asset Category	Asset Subcategory	Replacement Value (\$M)	Quantity	Percent of Value
Collections	Physical / Circulating	\$2.18	81,740	32.8%
Furniture/Fixtures	Programming, Public, Staff	\$0.28	519	4.3%
Collections Shelving		\$0.14	490	2.2%
Library IT Equipment		\$0.03	28	0.4%
Library Facility		\$4.01	1	60.3%
Total		\$6.52		100.0%

The average age and estimated service life of the Town’s Library assets, weighted by replacement value, is summarized in Figure 9-31. The Mill Street Public Library has undergone renovations and upgrades which is not reflected in the age of the facility shown in the figure. The original structure of the facility is from 1908.

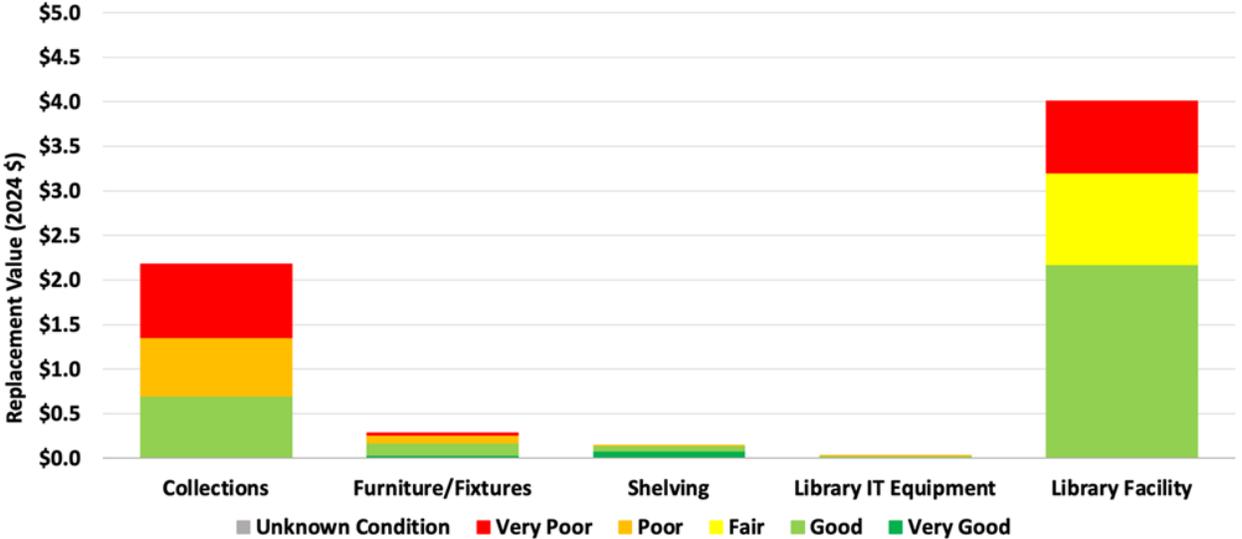
Figure 9-31: Average Age – Library



LIBRARY SERVICES

The condition distribution for the Library assets is summarized in Figure 9-32. The condition for these assets is estimated based on condition ratings provided by Town staff. The figure shows the relative replacement value by asset category, and the proportion of assets by condition grade. Excluding the facility, 33.1% of library assets are in very poor condition, mainly consisting of library collections from 2011 that are overdue for replacement.

Figure 9-32: Condition Distribution by Replacement Value, Library Services



9.6.3 Levels of Service

Table 9-16 provides the technical LOS for the Towns Library Services. The Library’s strategic directions to connect, discover, and soar drive the need for maintaining library spaces for the community to gather as well as the need to provide an adequate number of circulations and titles. These collections need to be updated at a regular interval to ensure that the community is inspired for personal growth and life-long learning. The number of circulations in 2023 were 140,000.

Table 9-16: Technical LOS - Library

Community Levels of Service	Technical Levels of Service	
	Description	Current Performance (2023)
Capacity and Use		
Offer collections, programs and services that are responsive to community needs and interests. Provide a place to gather and make connections to the community, to information and ideas, and to each other.	Number of items per household (or per capita)	3.1
	Number of circulations	140,000
	Social return on investment	327% (\$3.27 for every dollar invested)
Reliability and Quality		

LIBRARY SERVICES

Community Levels of Service	Technical Levels of Service	
	Description	Current Performance (2023)
Assets are maintained in a state of good repair (fit for service)	% of library assets within service life (excluding facility)	60.2%
	% of library assets in renewal backlog (excluding facility)	32.3% (does not include Mill Street Library)

9.6.4 Risk Management Strategy

The risk map in Figure 9-33 combines the Criticality (CoF) ratings with the Condition (PoF) ratings for all infrastructure represented within the Service Area, excluding the facility. For facilities risk, refer to Section 9.9.4. The assets shown as a High-risk exposure (orange) consists of furniture and fixtures used by the public and collections which are due for replacement.

Figure 9-33: Risk Exposure – Library* (\$M)

POF						Replacement Value		%
	1	2	3	4	5			
5	-	-	\$0.85	-	-	Very High	\$0.00	0.0%
4	\$0.01	-	\$0.67	\$0.07	-	High	\$0.92	35.1%
3	-	-	-	-	-	Moderate	\$0.67	25.4%
2	\$0.03	\$0.06	\$0.80	\$0.03	-	Low	\$0.83	31.7%
1	-	\$0.08	\$0.03	-	-	Very Low	\$0.20	7.8%
						Total	\$2.63	100%

Consequence of Failure

*Note: does not include Mill Street Library. Risk map does not include assets not assessed for condition.

9.6.5 Lifecycle and Financial Management Strategy

9.6.5.1 Renewal Needs

Figure 9-34 shows the forecasted renewal needs of Library assets over the next 10 years for the Town to maintain its current level of service and prevent the renewal backlog of Very Poor assets from increasing. The renewal needs for the Library facility are covered separately in Section 9.9. The average renewal need is estimated at \$0.42 million per year (dashed black line) compared to the average annual funding of \$0.30 million per year (dashed orange line). This results in an estimated average funding gap of \$0.12 million per year over the next 10 years. The needs for digital collections are not included in this AM Plan, and therefore the funding gap identified is a minimum shortfall for Library Services.

Figure 9-35 shows the forecasted asset condition over the next 10 years under the recommended renewal investment of \$0.42 million per year. The main funding source for renewal of Library assets is reserves.

LIBRARY SERVICES

Figure 9-34: Forecasted Renewal Needs – Library

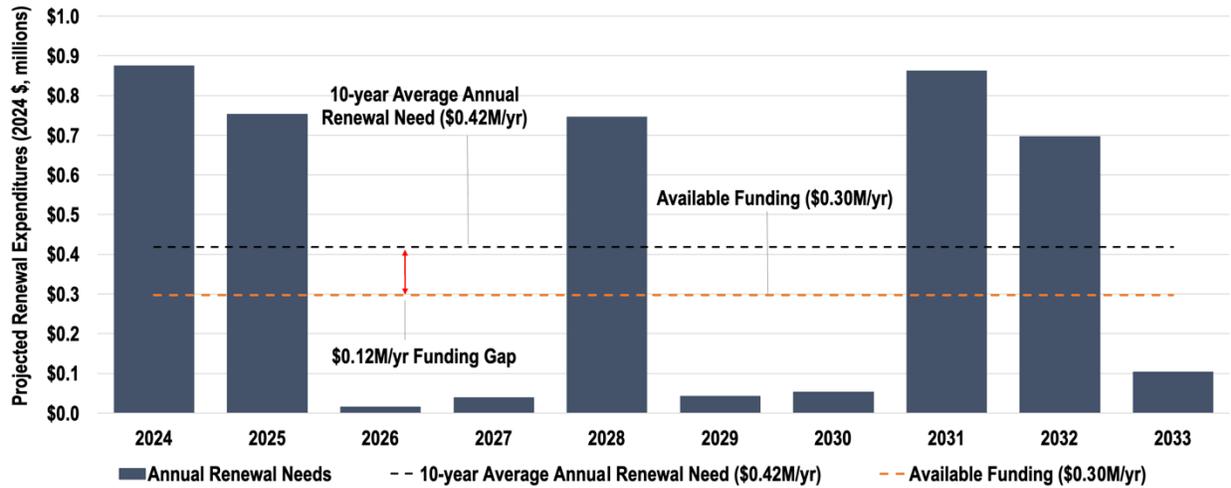
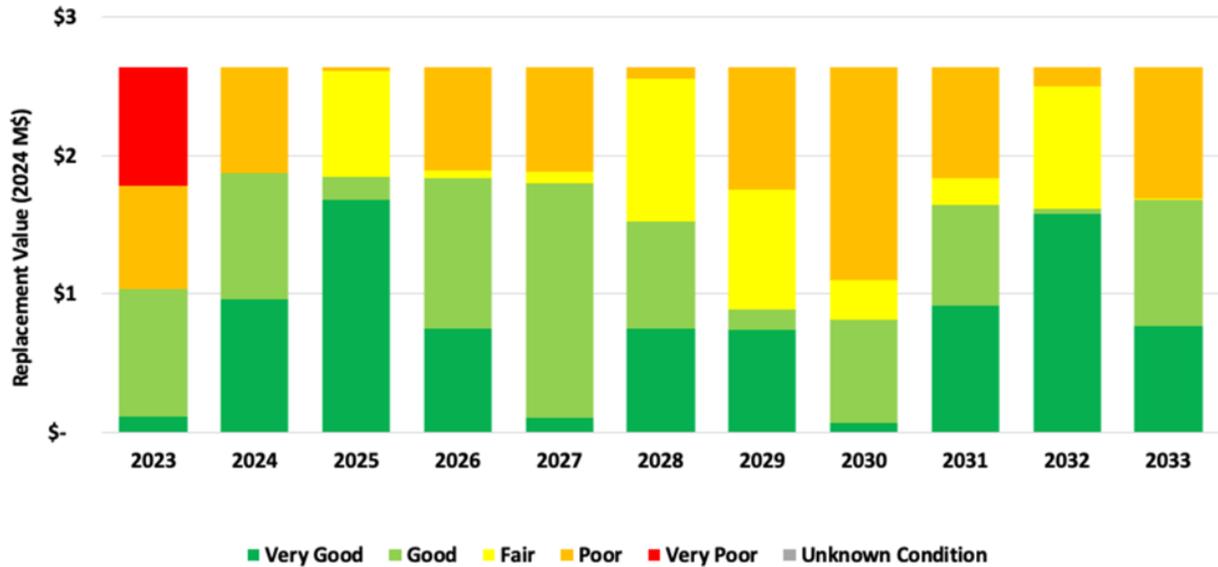


Figure 9-35: Asset Condition Forecast – Library



9.6.5.2 Growth and Upgrade Needs

Table 9-17 outlines the 10-year growth and upgrade projects for Library Services. The estimated \$11.0 million cost for the Alder Library expansion is not currently funded. The main funding source for currently funded growth and upgrade projects is tax.

LIBRARY SERVICES

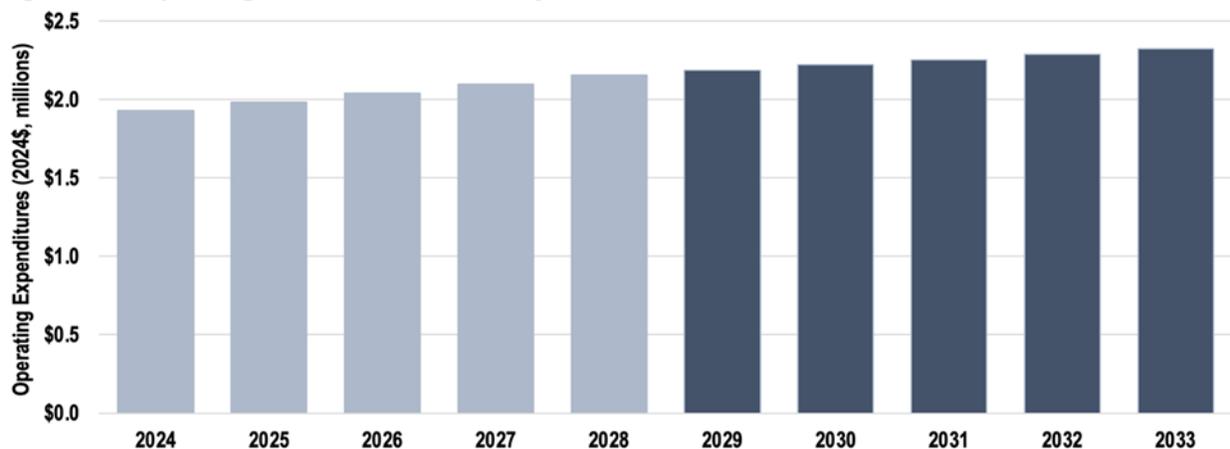
Table 9-17: Growth and Upgrade Needs – Library

Year	Project Name	Needs (\$M)	Funded (\$M)	Funding Gap (\$M)
2024	Furniture	\$0.01	\$0.01	-
2024-2031	RFID Security Inventory System	\$0.12	\$0.12	-
2024-2033	Makerspace Upgrades	\$0.05	\$0.05	-
2026-2027	New Service Delivery Lockers/Kiosk	\$0.05	\$0.05	-
2028	Alder Library Expansion	\$11.00	-	\$11.00
TOTAL		\$11.23	\$0.23	\$11.00

9.6.5.3 Operating Needs

Figure 9-36 shows the operating and maintenance costs of Library Services. The first five years are based on the 5-year Operating Budget developed as part of the Town’s annual budgeting process. A nominal growth rate of 1.5% is forecasted from years 2029 to 2033 reflecting increasing needs as the Town’s asset portfolio is continues to grow.

Figure 9-36: Operating Needs Forecast – Library



9.7 Municipal Administration

9.7.1 Overview

Municipal administration plays a crucial role in the effective functioning and development of a municipality. The term "municipal administration" refers to the organizational structure, processes, and activities involved in managing the affairs of a local government or municipality. The role of municipal administration is multifaceted and includes corporate Information Technology (IT). Corporate IT is critical for efficient operations, service delivery, and overall governance across the Town. Corporate IT encompasses the use of technology to support various municipal functions, enhance communication, and streamline processes.

9.7.2 State of the Infrastructure

Assets that support Municipal Administration include information technology, fleet and facilities. Table 9-15 shows the estimated replacement value of \$24.7 million and includes a breakdown of the inventory by asset category. Major facilities such as the Town Hall and the OPP building make up most of the portfolio value. Software assets are not currently included under the information technology portfolio and is identified as a future improvement initiative.

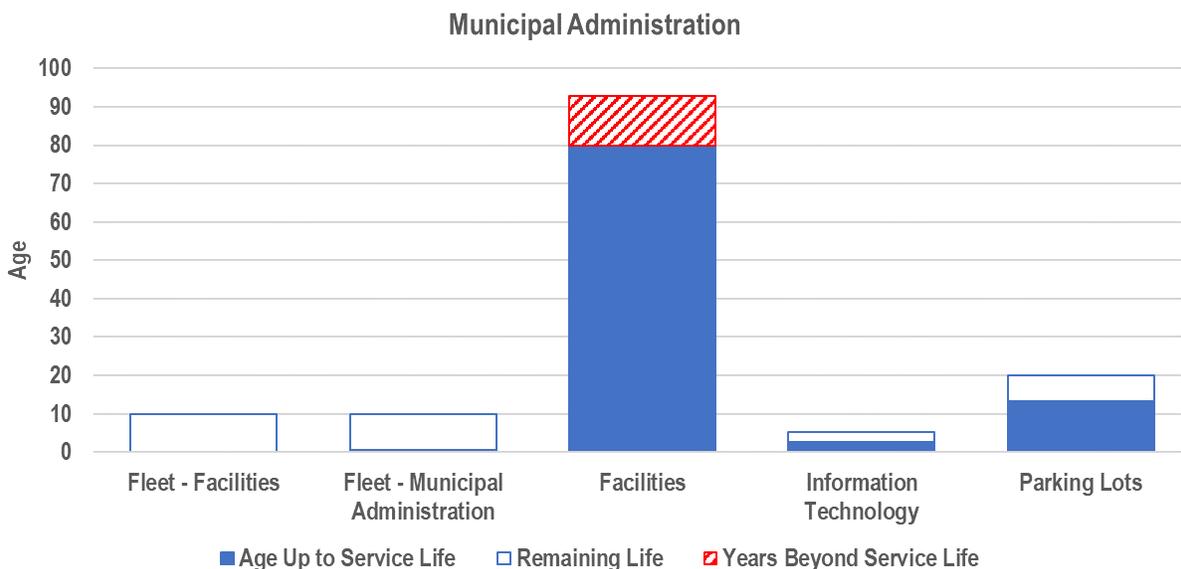
Table 9-15: Inventory Summary, Municipal Administration

Asset Category	Asset Subcategory	Replacement Value (\$M)	Quantity	Percent of Value
Fleet	Light Duty Vehicles	\$0.18	6	0.7%
Facilities		\$16.89	6	68.3%
Parking Lots		\$0.60	7	2.4%
Information Technology	Network, Server Hardware, Switches, IT Equipment	\$7.04	393	28.5%
	Total	\$24.7		100.0%

The average age and estimated service life of the Town's Municipal Administration assets, weighted by replacement value, is summarized in Figure 9-31. The age of facilities is shown as past service life due to Town Hall, which has an original construction year of 1875. The facility has undergone renovations in recent years that are not reflected in Figure 9-31. The average age of fibre, which is a much longer service life asset than other IT assets, is not included as part of the IT average age of 2.6 years. Approximately 50% of the fibre network was installed in 2001 and the expansion in 2016. The fibre is expected to have a service life of 50 years.

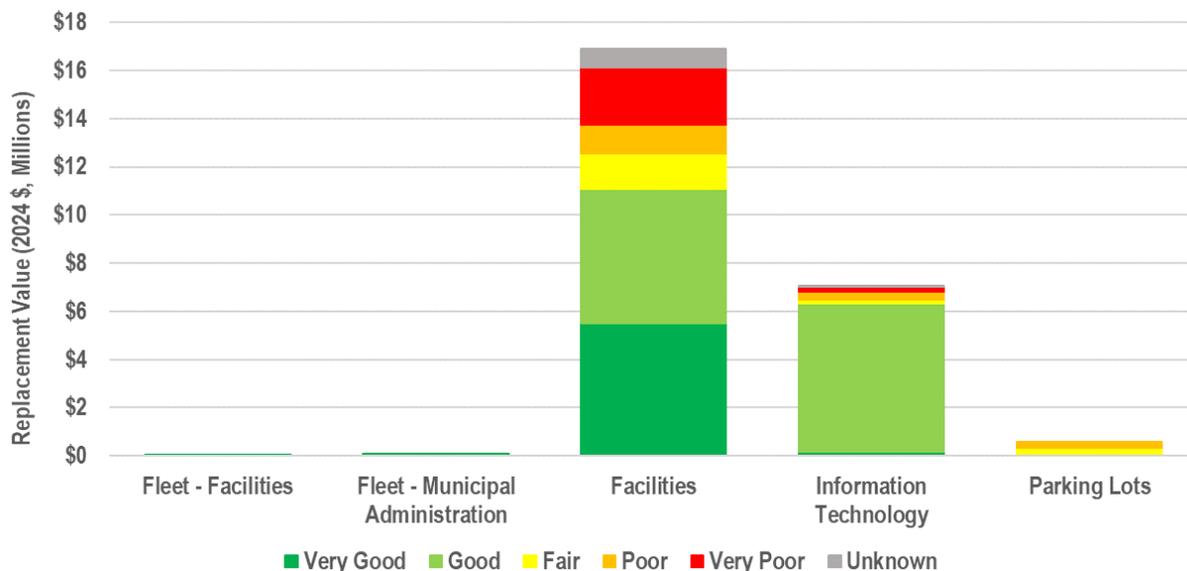
MUNICIPAL ADMINISTRATION

Figure 9-31: Average Age – Municipal Administration



The condition distribution for Municipal Administration assets is summarized in Figure 9-32. The figure shows the relative replacement value by asset category, and the proportion of assets by condition grade. The condition profiles for fleet, IT switches, and IT network assets are based on condition ratings while the condition profile for facilities and other IT assets are estimated based on age and service life. Overall, 81.8% of Municipal Administration assets are in fair or better condition.

Figure 9-32: Condition Distribution by Replacement Value - Municipal Administration



9.7.3 Levels of Service

Table 9-16 provides the technical LOS for the Town’s Information Technology division which will be reported in future updates of this AM Plan. General fleet LOS such as the percentage of fleet in the renewal backlog and facilities LOS related to accessibility and energy consumption are discussed from a corporate perspective in Section 4.4.

Table 9-16: Community and Technical LOS - Municipal Administration

Community Levels of Service	Technical Levels of Service	
	Description	Current Performance
Capacity and Use		
IT support services are accessible to all users within the Town	% of IT tickets resolved within 1 day	Future Metric
Data security and management systems can handle all City data securely and efficiently	# of Data Breach incidents per year	Future Metric
IT project management services ensure that all City projects have IT support when needed	% of IT Projects completed on time every year	Future Metric
Function		
IT systems meet Towns operational needs while ensuring user safety and data security	% of time that system is functional	Future Metric
IT services that are responsive and meet the Town’s operational service delivery standards	% of user survey requests fulfilled within 1 day	Future Metric
Emergency communication systems that meet needs for rapid response and resiliency	% redundancy in Emergency Systems	Future Metric
Reliability and Quality		
IT security services that are reliable and respond promptly to threats and incidents	# hours average incident / ticket response time	Future Metric
Responsive customer support for IT-related inquires with minimal downtime	% Customer satisfaction rate	Future Metric
Vital statistics databases that are accurate and maintain data integrity	% Vital statistics Database backup and recovery success rate	Future Metric
IT Infrastructure maintained to ensure continuous operations and responsiveness	% of hardware assets within warranty period	Future Metric

9.7.4 Risk Management Strategy

The risk map in Figure 9-33 combines the Criticality (CoF) ratings with the Condition (PoF) ratings for all infrastructure represented within the Service Area, excluding facilities. For facilities risk, refer to Section 9.9.4. The \$0.23 million of assets shown as a Very High-risk exposure (red) consists of switches and servers that have reached the end of their service life.

MUNICIPAL ADMINISTRATION

Figure 9-33: Risk Exposure – Municipal Administration* (\$M)



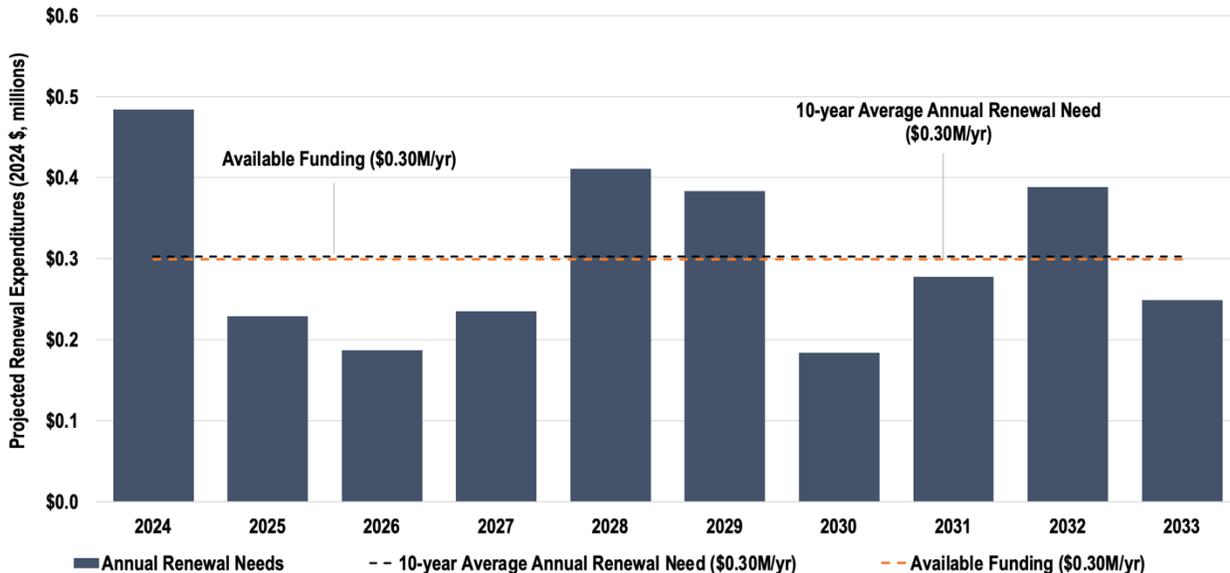
*Note: Includes corporate IT, and corporate Fleet and Equipment. Excludes Facilities and Parking Lots. Risk map does not include assets not assessed for condition.

9.7.5 Lifecycle and Financial Management Strategy

9.7.5.1 Renewal Needs

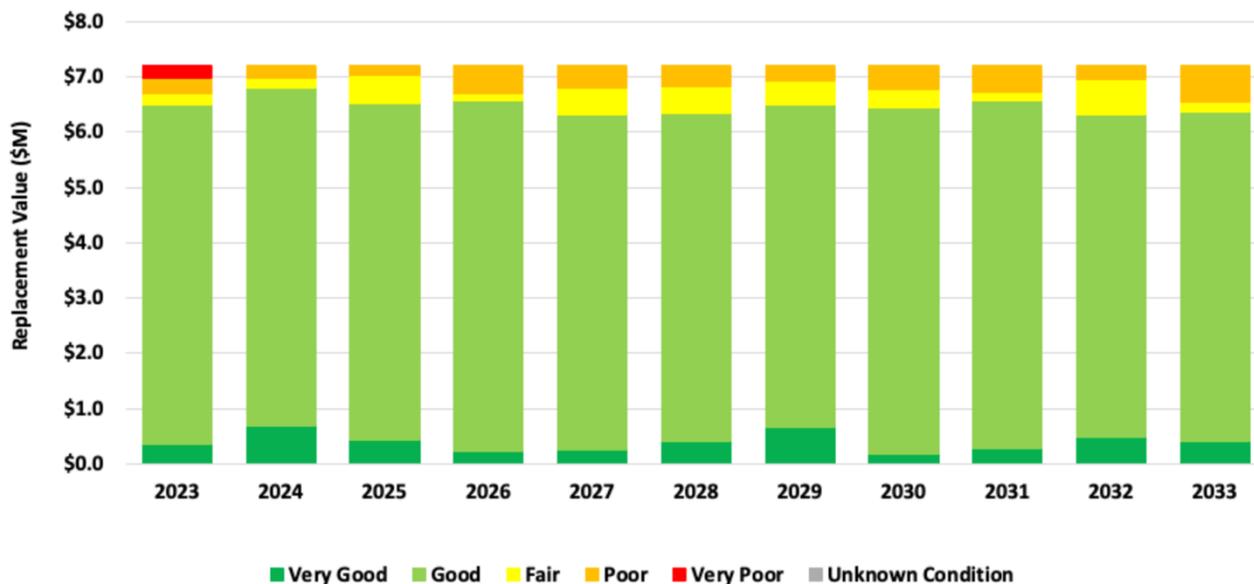
Figure 9-34 shows the forecasted renewal needs of Municipal Administration assets over the next 10 years for the Town to maintain its current level of service and prevent the renewal backlog of Very Poor assets from increasing. The renewal needs for facilities are covered separately in Section 9.9. The average renewal need is estimated at \$0.30 million per year (dashed black line) which aligns with the average annual funding available (dashed orange line), indicating that fleet and IT assets within Municipal Administration is adequately funded in the Capital Plan over the next 10 years. Figure 9-34 shows the forecasted asset condition over the next 10 years under the recommended renewal investment of \$0.30 million per year. The main funding sources for renewal of Municipal Administration assets are tax and reserves.

Figure 9-34: Forecasted Renewal Needs – Municipal Administration



MUNICIPAL ADMINISTRATION

Figure 9-35: Asset Condition Forecast – Municipal Administration



9.7.5.2 Growth and Upgrade Needs

Table 9-17 outlines the 10-year growth and upgrade projects for Municipal Administration. This AM Plan does not include software assets in the State of Infrastructure summary, but planned growth projects related to software are known and reported in this section. Though all identified growth and upgrade projects are funded for Municipal Administration assets, the costs for the new park security cameras will likely be considerably higher than currently budgeted due to the need to install approximately 3km of network fiber. The Enterprise Asset Management (EAM) software project is also anticipated to cost closer to \$400,000. It is expected that additional funding for the EAM will come from water/wastewater rate reserves and building reserve funds. Funding sources for the currently funded growth projects are tax and reserves.

Table 9-17: Growth and Upgrade Needs – Municipal Administration

Year	Project Name	Needs (\$M)	Funded (\$M)	Funding Gap (\$M)
2024	Land Mobile Radio and Public Safety Broadband Network	\$0.65	\$0.65	-
2024	Park Security Cameras	\$0.04	\$0.04	-
2024-2033	Record Information Management Software Application	\$0.60	\$0.60	-
2024	Parking Mgmt. System Software	\$0.15	\$0.15	-
2024	Enterprise Asset Mgmt. Software	\$0.18	\$0.18	-
2024	Customer Relationship Management System Upgrade	\$0.10	\$0.10	-
TOTAL		\$1.72	\$1.72	-

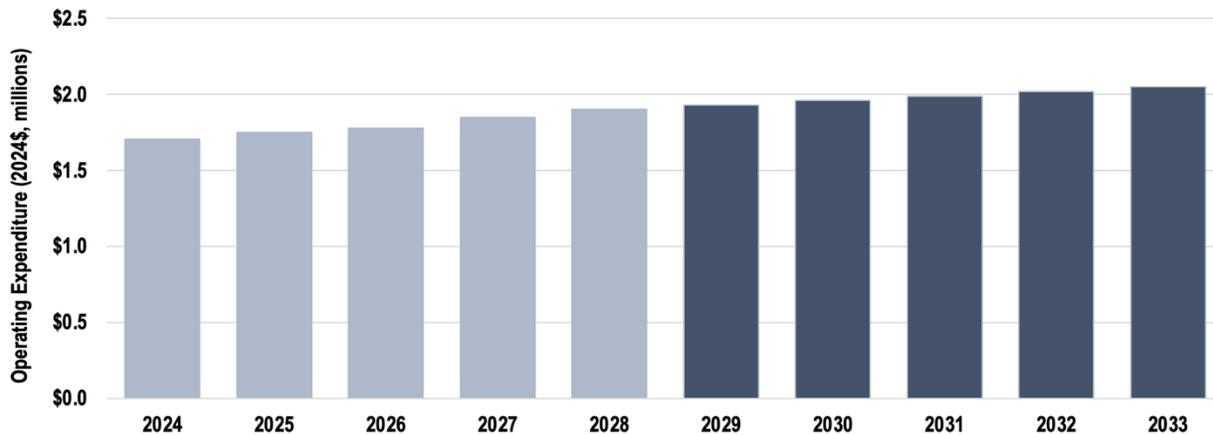
9.7.5.3 Operating Needs

Figure 9-36 shows the operating and maintenance costs of Municipal Administration assets, excluding programming costs and facilities. Operations and maintenance costs for Municipal Administration facilities are covered in Section 9.9.5.3. The first five years are based on the 5-year Operating Budget developed as part of the Town’s annual

MUNICIPAL ADMINISTRATION

budgeting process. Operating costs will continue to increase as new software is implemented by the Town. A nominal growth rate of 1.5% is forecasted from years 2029 to 2033 reflecting increasing needs as the Town's asset portfolio is continues to grow.

Figure 9-36: Operating Needs Forecast – Municipal Administration



9.8 Public Works

9.8.1 Overview

Public Works provides services to the residents of the Town of Orangeville by operating and maintaining Public Works infrastructure. The majority of public works assets, including roads, water and wastewater treatment facilities, water distribution, wastewater collection systems, and stormwater management systems were covered in the Core AM Plan. This AM Plan covers the facilities and fleet that support the five groups within the Public Works division: administration, water, wastewater, roads and environmental compliance.

9.8.2 State of the Infrastructure

Assets that support Public Works include fleet, facilities, and associated facility parking lots. Table 9-18 shows the estimated replacement value of \$17.6 million and includes a breakdown of the inventory by asset category. Corporate facilities including the Operations Centre and other operations-related facilities, School Board Building, and Bell Tower represent most of the portfolio (\$10.2 million).

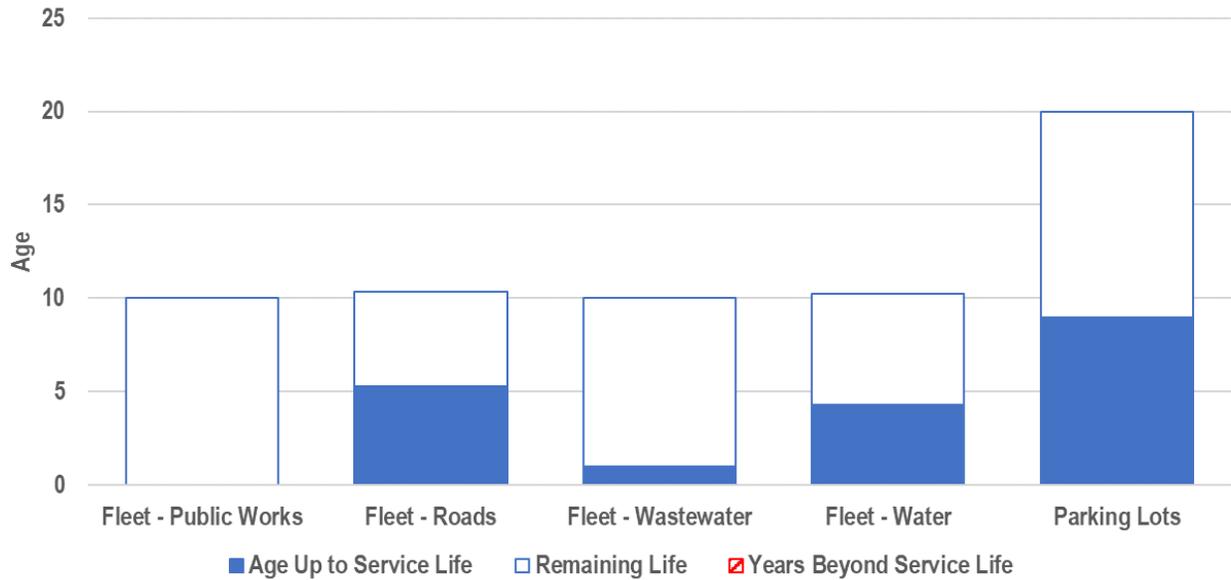
Table 9-18: Inventory Summary, Public Works

Asset Category	Asset Subcategory	Replacement Value (\$M)	Quantity	Percent of Value
Fleet - Public Works	Light Duty Vehicle	\$0.02	1	0.1%
Fleet & Equipment - Roads	Light, Medium and Heavy-Duty Vehicles and Equipment, Attachments, Winter and Shop Equipment	\$4.74	37	26.9%
Fleet & Equipment - Wastewater	Medium Duty Vehicles	\$0.16	2	0.9%
Fleet & Equipment - Water		\$1.78	18	10.1%
Facilities		\$10.18	9	57.9%
Parking Lots		\$0.70	2	4.0%
	Total	\$17.58		

The average age and estimated service life of the Town’s Public Work assets, weighted by replacement value, is summarized in Figure 9-37. The age of Public Works facilities is a data gap identified for future improvement.

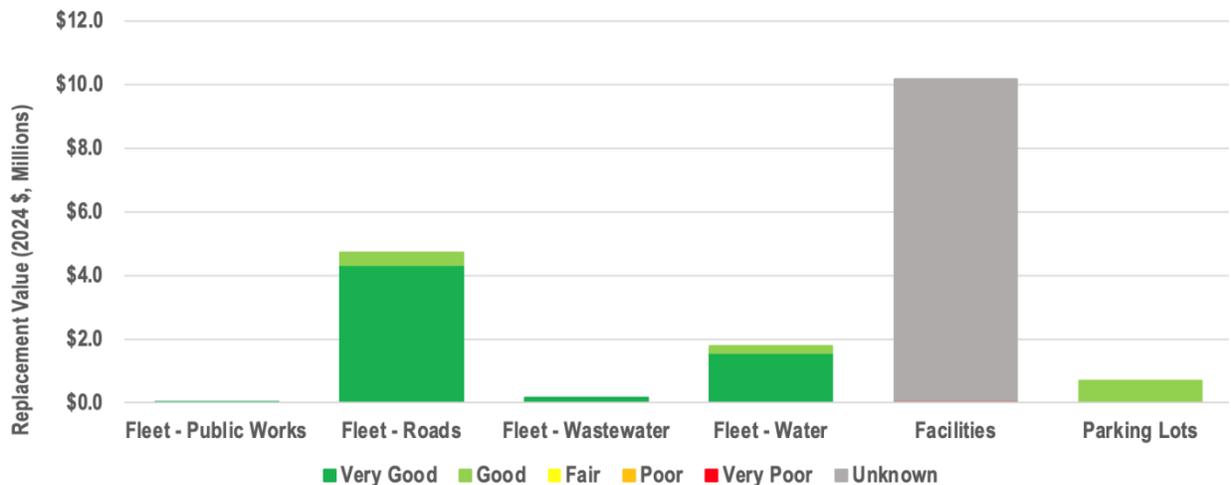
PUBLIC WORKS

Figure 9-37: Average Age – Public Works



The condition distribution for Public Work assets is summarized in Figure 9-38. The figure shows the relative replacement value by asset category, and the proportion of assets by condition grade. The condition for fleet assets is estimated based on condition ratings provided by Town staff, and parking lots are based on age and service life. Facility age and condition data is to be developed for future updates to this AM Plan. Overall, fleet and parking lots associated with Public Works facilities are in Good or Very Good condition.

Figure 9-38: Condition Distribution by Replacement Value - Public Works



9.8.3 Levels of Service

Table 9-19 provides the technical LOS for fleet in Public Works. General fleet and facilities LOS related to renewal backlog, accessibility and energy consumption are discussed from a corporate perspective in Section 4.4. The Town currently has 1 snowplow per route and therefore does not have backup capacity for winter control.

PUBLIC WORKS

Table 9-19: Community and Technical LOS - Public Works

Community Levels of Service	Technical Levels of Service	
	Description	Current Performance
Capacity and Use		
Provide sufficient capacity for winter control to meet Minimum Maintenance Standards	Ratio of snowplows / routes	1:1 (5 plows, 5 routes)
	Ratio of snowplows / lane km of roads	53 lane-km per snowplow (based on 264.3 lane km)

9.8.4 Risk Management Strategy

The risk map in Figure 9-39 combines the Criticality (CoF) ratings with the Condition (PoF) ratings for Public Works assets. Currently, fleet and equipment are estimated to be in lower risk as assets are in good condition. For facilities risk, refer to Section 9.9.4.

Figure 9-39: Risk Exposure – Public Works* (\$M)



9.8.5 Lifecycle and Financial Management Strategy

9.8.5.1 Renewal Needs

Figure 9-40 shows the forecasted renewal needs of Public Work assets over the next 10 years for the Town to maintain its current level of service and prevent the renewal backlog of Very Poor assets from increasing. The renewal needs for facilities are covered separately in Section 9.9. The average renewal need is estimated at \$0.66 million per year (dashed black line) and the average annual funding is estimated at \$0.59 million per year (dashed orange line). This results in an average \$0.07 million per year funding gap.

Figure 9-41 shows the forecasted asset condition over the next 10 years under the recommended renewal investment of \$0.66 million per year. The main funding source for renewal of Public Works assets is tax, reserves and water rates.

PUBLIC WORKS

Figure 9-40: Forecasted Renewal Needs – Public Works

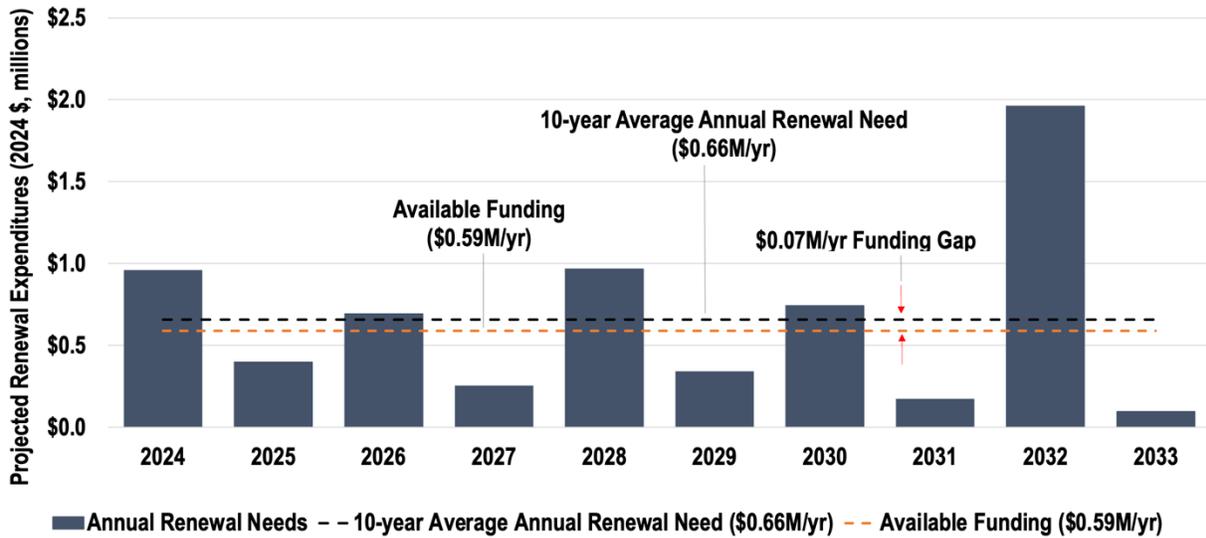
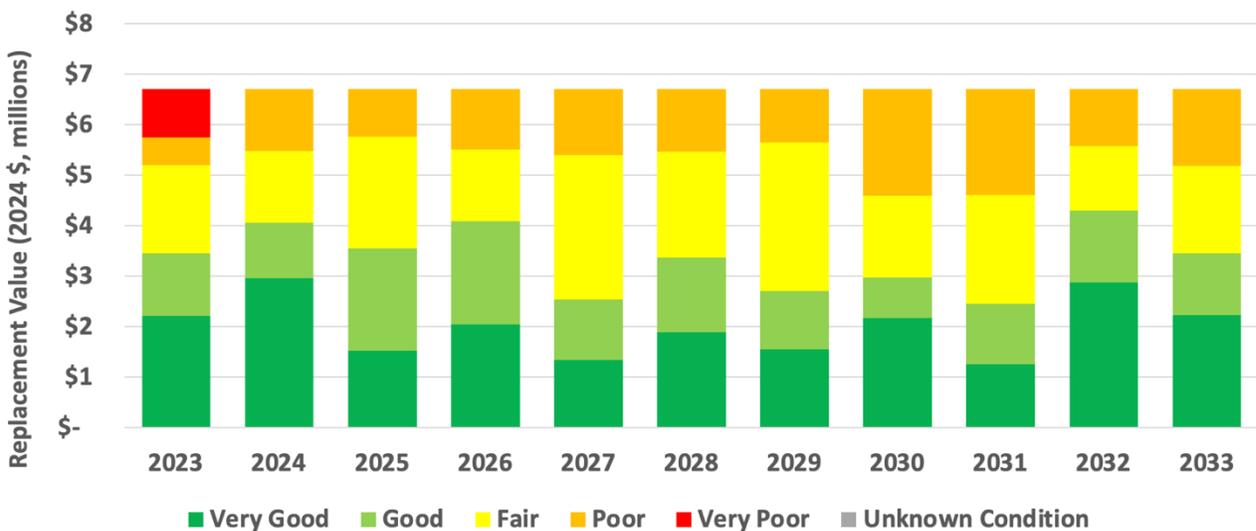


Figure 9-41: Asset Condition Forecast – Public Works



9.8.5.2 Growth and Upgrade Needs

Table 9-20 outlines the 10-year growth needs for Public Works fleet and facilities. A funding gap of \$0.89 million is estimated based on the unfunded portion of the Operations Centre expansion. Funding sources for currently funded projects are development charges and tax. In addition to the capital costs in Table 9-20, the Town has leased five new vehicles in 2024 to accommodate increases in Town staff and services.

PUBLIC WORKS

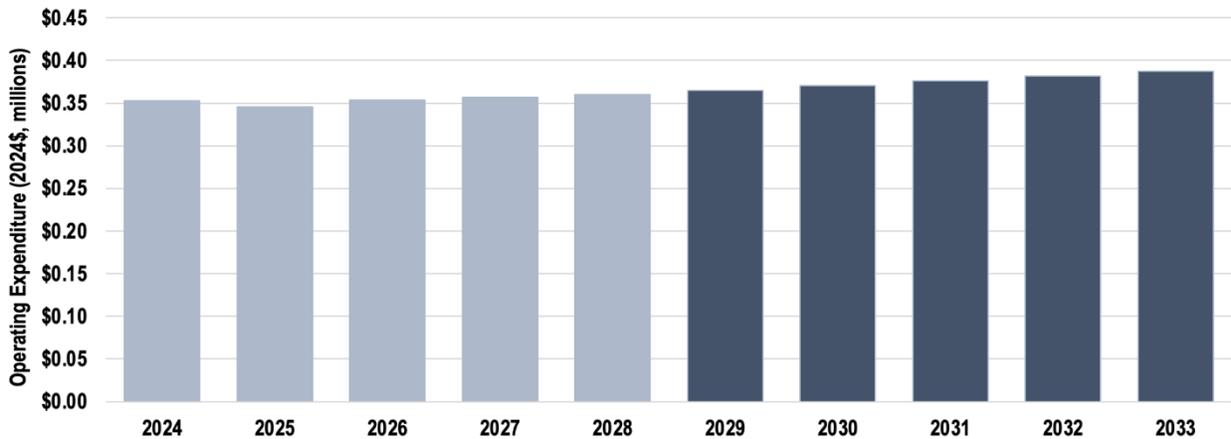
Table 9-20: Growth and Upgrade Needs – Public Works

Year	Project Name	Needs (\$M)	Funded (\$M)	Funding Gap (\$M)
2024	Covered Trailer	\$0.028	\$0.028	-
2024	Operations Center – 3 Bay Expansion	\$2.44	\$1.55	\$0.89
2025	Street Sweeper	\$0.60	\$0.60	-
2026	Crane Truck	\$0.18	\$0.18	-
Total		\$3.25	\$2.36	\$0.89

9.8.5.3 Operating Needs

Figure 9-42 shows the operating and maintenance costs of fleet and equipment for Public Works, excluding programming costs and facilities. Operations and maintenance costs for Public Works facilities are covered in Section 9.9.5.3. The first five years of the forecast are based on the 5-year Operating Budget developed as part of the Town's annual budgeting process. A nominal growth rate of 1.5% is forecasted from years 2029 to 2033 reflecting increasing needs as the Town's asset portfolio is continues to grow. Long lead times between ordering and receiving vehicles is causing the Town to spend an increased amount on maintenance while waiting for replacement vehicles and equipment, resulting in increasing pressures on the operating budget.

Figure 9-42: Operating Needs Forecast – Public Works (Fleet and Equipment)



9.9 Facilities

9.9.1 Overview

The Facilities division is responsible for maintaining all facilities across Town divisions. This AM Plan covers all facilities except water and wastewater facilities, which were discussed in the Town’s 2022 Core AM Plan.

9.9.2 State of Infrastructure

The State of Infrastructure for Town facilities is covered in each division as applicable in Sections 9.4.2 (Parks), 9.5.2 (Fire), 9.6.2 (Library), 9.7.2 (Municipal Administration), and 9.8.2 (Public Works).

9.9.3 Levels of Service

For Levels of Service for facility assets, refer to Town-wide measures discussed in Section 4.

9.9.4 Risk Management Strategy

The risk map in Figure 9-43 combines the Criticality (CoF) ratings with the Condition (PoF) ratings for all facilities across Town divisions. 14.5% of facilities are estimated to be in Very High risk. This risk assessment will change as the Town completes building condition assessments to improve its understanding of the condition and probability of failure of its facility assets.

Figure 9-43: Risk Exposure – Facilities* (\$M)



*Note: does not include the shed in Cemetery

9.9.5 Lifecycle and Financial Management Strategy

9.9.5.1 Renewal Needs

Figure 9-44 shows the forecasted renewal needs of Facility assets over the next 10 years for the Town to maintain its current level of service and prevent the renewal backlog of Very Poor assets from increasing. The average renewal need is estimated at \$2.44 million per year (dashed black line) and the average annual funding of \$0.66 million per year (dashed orange line). This results in an average estimated funding gap of \$1.78 million per year over the next 10 years. Figure 9-44 shows the forecasted asset condition over the next 10 years under the recommended renewal investment of \$2.4 million per year. The main funding sources for renewal of facilities are tax and debt.

FACILITIES

Figure 9-44: Forecasted Renewal Needs – Facilities

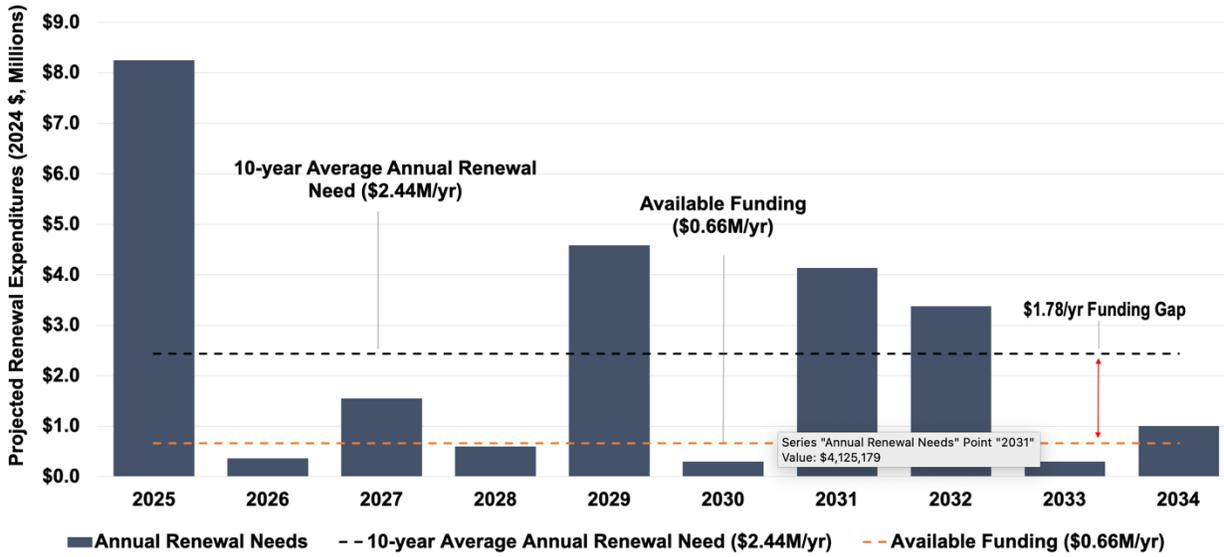
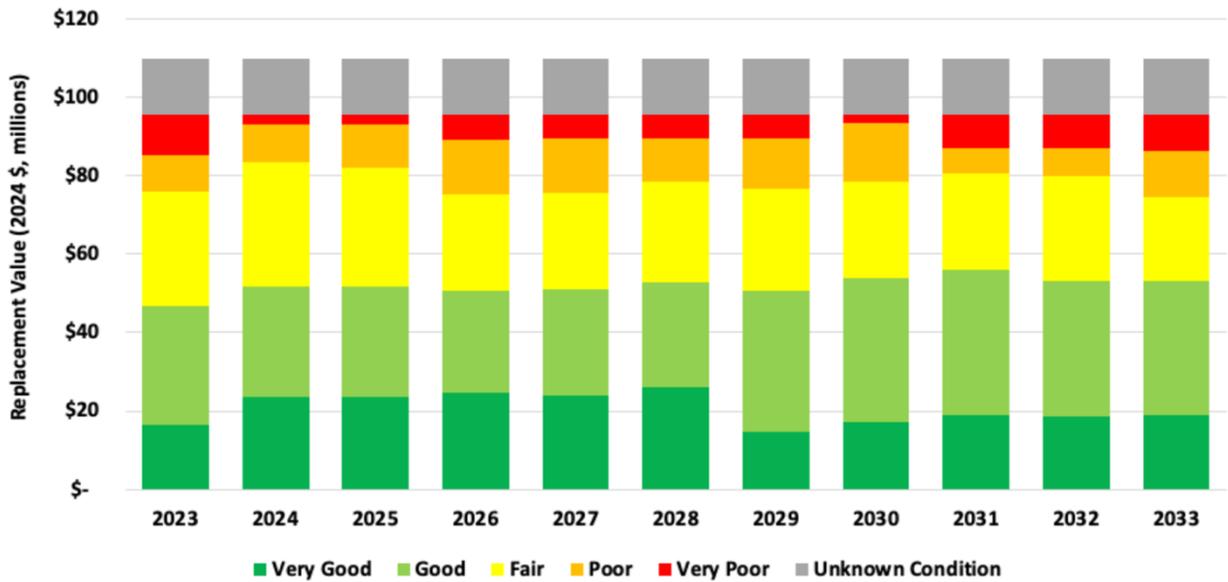


Figure 9-45: Asset Condition Forecast – Facilities



9.9.5.2 Growth and Upgrade Needs

Table 9-21 outlines the 10-year growth and upgrade projects for Facilities. The funding gap is related to a \$300,000 portion of the upgrades needed at Tony Rose Recreation Centre. Funding sources for currently funded growth projects are tax and debt.

FACILITIES

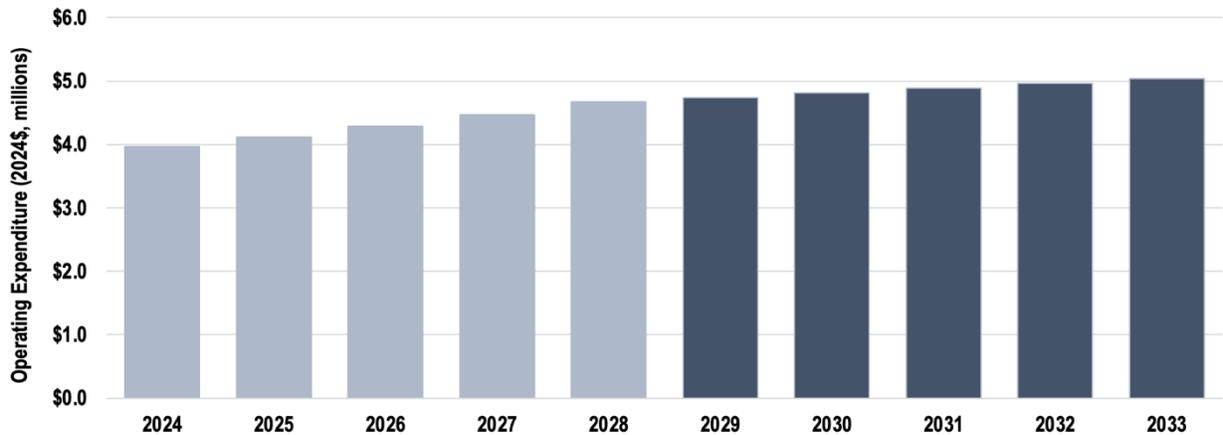
Table 9-21: Growth and Upgrade Needs – Facilities

Year	Project Name	Needs	Funded	Funding Gap
2024	Patio Furniture for Alder	\$40,000	\$40,000	-
2024-2026	Project Manager	\$450,000	\$450,000	-
2024	Furniture for Train Station	\$10,000	\$10,000	-
2026	Tony Rose Facility Upgrades	\$2,300,000	\$2,000,000	\$300,000
TOTAL		\$2,800,000	\$2,500,000	\$300,000

9.9.5.3 Operating Needs

Figure 9-46 shows the operating and maintenance costs of facility assets, excluding the fire facility and library facility. The operating costs for the fire and library facilities are covered in Sections 9.5.5.3 and 9.6.5.3, respectively. The first five years in Figure 9-46 are based on the 5-year Operating Budget developed as part of the Town’s annual budgeting process. A nominal growth rate of 1.5% is forecasted from years 2029 to 2033 reflecting increasing needs as the Town’s asset portfolio is continues to grow.

Figure 9-46: Operating Needs Forecast – Facilities



Acknowledgements

Staff Acknowledgement

We would like to extend our sincere appreciation to the members of the Asset Management Working Group and Subject Matter Experts for their dedication, hard work, effort, time and support they put into accumulating the data and to help develop this Asset Management (AM) Plan for non-core infrastructure assets.

The process of assembling this AM Plan required significant effort and co-ordination across different service areas and we thank everyone involved in the process for their hard work. We are also sincerely thankful to the global management team and Town Council for their continued support throughout the development of the AM Plan.

Thank you once again for your valuable contributions and ongoing efforts. Your efforts are crucial in realizing the best value from assets. This AM Plan helps the Town find the right balance between levels of service, cost, and risk.

Corporate Sponsor:

David Smith, Chief Administrative Officer

Antonietta Minichillo, MES, General Manager, Corporate Services

Tim Kocialek PEng, PMP, General Manager, Infrastructure Services

Heather Savage, General Manager, Community Services

Corporate Lead:

Patrick Kelly, CPA, CMA, Chief Financial Officer / Treasurer

Project Manager:

Anil Sigdel, M.Eng., AMP IPWEA ProfCert, Asset Management Specialist

Consultants:

SLBC Inc

Asset Management Working Group

Staff Name	Division	Title
Anil Sigdel (Chair)	Finance	Asset Management Specialist
Mandip Jhajj, CPA, CGA	Finance	Deputy Treasurer
Tony Dulisee, CET	T&D	Manager, Transportation & Dev
Derek Currie	Capital Works	Manager, Capital Works
Charles Cosgrove	Community Services	Manager, Facilities & Parks
Ryan Ondusko, C.E.T., PMP	Public Works	Manager, Public Works
Rocky Kaura, BBA	Finance	Financial Analyst, Operations
Jerry Hawkins	Information Technology	System Administrator
Prachi Mehrotra	Information Technology	GIS Technologist

ACKNOWLEDGEMENTS

Subject Matter Expert

Staff Name	Departments/Division	Title
Mike Foster, RSE	Infrastructure Services	Fleet Supervisor
Darla Fraser, MIST	Community Services	Chief Executive Officer, Library
Michael Richardson CMM III	Community Services	Acting Chief - Fire
Kevin Barry	Community Services	Supervisor, Parks
Cameron Coulter	Community Services	Supervisor, Facilities
Sharon Doherty-Gaudin	Community Services	Manager, Recreation & Events



2024

Asset
Management
Plan





Report

Subject: Tony Rose Memorial Sports Centre – Mechanical Failure (Pool)

Department: Community Services

Division: CMS

Report #: CMS-2024-011

Meeting Date: 2024-07-08

Recommendations

That report CMS-2024-011, Tony Rose Memorial Sports Centre – Mechanical Failure (Pool), be received; and

That Council select Option 2: Closure of Tony Rose Memorial Sports Centre Pool, Staff Conduct a Facility Needs Assessment Study and report back to Council.

Overview

The dehumidification unit for the pool at Tony Rose Memorial Sports Centre has stopped working. Despite numerous attempts to fix the unit over the past year, it is unrepairable. With the onset of increased warm air and high humidity, mold has started to grow on the acoustic panels and is noticeable on equipment, such as life jackets.

Moving forward staff propose two options. Option 1 is to allocate approximately \$1,100,000 to replace the dehumidification unit. Option 2 is to close the pool indefinitely while staff conduct the Facility Needs Assessment and report back to Council with recommendations. Staff recommend Council approve Option 2.

Background

In February 2024, Garland Canada was hired to conduct a roof assessment between Rink A and Rink B at Tony Rose Memorial Sports Centre ('Tony Rose'). Staff joined the contractors on the roof and noticed the Dectron, which is the dehumidification unit for the pool, was not working. Alongside the contractors, staff inspected the situation and

attempted to repair the unit by adding three-hundred pounds of refrigerant at the cost of \$16,000. As of mid-June, the refrigerant had depleted completely; the unit was malfunctioning.

The Dectron has failed multiple times in the last two years. In 2023 Tradium Mechanical Incorporated replaced a leaking pipe, temperature sensors, clamps and a blower motor. In the Spring of 2024 they replaced the belts, checked the motors and made adjustments to pullies. There were no further recommendations made at this time. Although, it was evident that when one mechanical function was fixed, another function would be compromised and ultimately, the unit kept breaking down. The Dectron was originally installed in 2008 and has now reached the end of its useful life.

Tony Rose Memorial Sports Centre was first opened in May of 1973, it is now fifty-one years old. Over the past fifteen years there has been numerous mechanical failures affecting the operation and service delivery of programs at Tony Rose Pool. The 2014 Indoor Facility Assessment Study, Monteith Brown Planning Consultants recommended that 'the Town should consider repurposing the Tony Rose Aquatic Centre due to the number of repairs required'. In addition, the 2020 Recreation & Parks Master Plan also recommended to "remove the 6-lane pool from Tony Rose Memorial Sports Centre".

The recent structural assessment by Tacoma Engineers confirmed additional issues that will eventually cause problems such as the filtration system is undersized and that the drainage and skimmer system require major improvements.

Analysis/Current Situation

Tony Rose Pool has multiple failing components that is heavily impacting the quality of the pool air and water. Without the mechanical unit operating properly, the humidity levels will promote mold growth and make for a very uncomfortable atmosphere for staff and users.

Changes/Accommodations to Aquatic Programs

As of June 24, aquatic programs were moved to Alder and the Tony Rose pool was closed. Swimming lessons were not planned for Tony Rose pool for summer 2024, therefore, no impact to participants. Staff are aware that drop-in program participants may be impacted because the option to walk to the pool is no longer available.

Please note, the industry standard recommends one tank (pool) for every 35,000 people. Alder Pool is considered two tanks and can meet the current needs of Orangeville residents, and surrounding areas. The 2020 Recreation & Parks Master Plan also recommended to 'increase the lane pool at Alder from six to eight lanes which will provide sufficient capacity to transfer Town programming that currently occurs at the Tony Rose pool".

Options

Staff determine there are two options to move forward:

Option 1: Procure a mechanical contractor to purchase and install a new dehumidification unit. This option requires the approval of approximately \$1,100,000 to

purchase the unit, and an estimated eight months to produce and install the unit. The recommended funding source would be General Capital Reserve Funds.

Option 2: Tony Rose pool remains closed and a full menu-of programs carry-on at Alder Pool, while Staff continue to work on the Facility Assessment Study: identifying the future needs of Alder Recreation Centre, Tony Rose Memorial Sports Centre, and the Orangeville Public Library over next ten to twenty years.

Staff will make every effort to report back to Council in Q4 2024 and conduct community consultation on the findings and recommendations by Q2 of 2025. At which point final recommendation will ideally be presented to Council for approval Q3 of 2025 for consideration of the 2026 budget. This schedule is very preliminary.

Corporate Implications

If Council approves Option 1, Staff will secure a mechanical contractor to order, supply and install a new dehumidification unit for Tony Rose Pool. Note, replacement of the unit will incur increased costs because the current unit is located in the middle of the building. The intent would be to create accessible access points to the unit which will incur additional costs. The estimated cost to replace the unit, including new access points is \$1,100,000, and would be funded from the General Capital Reserve Fund. Staff are working on a Reserve Fund Framework which will better define the purpose of obligatory and discretionary reserve funds, outlining the sources, eligible uses, management and target balances for Reserves and Reserve Funds.

Staff recommend that Council approve Option 2. In this case Staff would conduct the Facility Needs Assessment Study internally and report back to Council with recommendations based on the outcomes of the Study.

It is anticipated that approved capital projects 11802.0000 for \$120,000 and 21209.1200 for \$60,000 will be reallocated towards the outcomes of the internal study. Staff will report back to Council with any recommendations of funding reallocations or project scope changes, and any additional funding required.

Conclusion

The dehumidification unit at Tony Rose, which is a major part of the pool mechanics, has reached the end of its useful life. Due to the failure of the unit, all aquatic programming has moved to Alder Recreation Centre and Tony Rose Pool has been placed out of service until a final decision on next steps is determined. If Option 2 is approved, next steps will be to determine if Tony Rose Pool should be

decommissioned, and the space converted. Staff would then report back to Council with recommendations from an internal facility needs review.

Strategic Alignment

Strategic Plan

Strategic Goal: Community Vitality

Objective: Support citizen and staff health, security, and well-being.

Notice Provisions

Not Applicable

Respectfully prepared and submitted by,

Heather Savage
General Manager, Community Services

Reviewed by:

Charles Cosgrove
Manager, Facilities & Parks
Community Services Department

Sharon Doherty-Gaudin
Manager, Recreation & Events
Community Services Department

Attachment(s): None

Corporate Services

Memo

Subject: Sign Variance Application – Dufferin Wildlife Supplies – 287A Broadway

Department: Corporate Services

Division: By-law/Property Standards

Report #: Update to Report CPS-2024-040

Meeting Date: 2024-07-08

At its meeting on June 24, 2024, Council deferred Report #CPS-2024-040 – Sign Variance Application – Dufferin Wildlife Supplies – 287A Broadway, for consideration at the July 8, 2024, Council Meeting.

Additional Information

Prior to the submission of a Sign Variance Application by the owner of Dufferin Wildlife Supplies for the proposed ground sign at 287A Broadway, as detailed in Report #CPS-2024-040, the applicant submitted a Sign Permit Application in Q4 of 2023 for the proposed ground sign.

During review of the Sign Permit Application, staff noted that:

- there was an existing ground sign at this location, smaller than the ground sign that was being proposed, however, the existing ground sign had been erected without a sign permit; and
- the larger proposed ground sign did not meet the requirements set out in Sign By-law 28-2013, as amended, for signage in a C5 Zone.

Details of the regulations for signage within a C5 Zone, including the minor variance process, were provided to the applicant for their consideration when determining how they would proceed in relation to the proposed ground sign.

The table below summarizes the existing and proposed signage:

	By-law Requirements	Existing Sign	Proposed Sign
Sign Face	Maximum 1.5 m ²	0.65 m ²	3.24 m ²
Sign Height	Maximum 2.0 m	1.48 m	2.0 m
Set back from front property line	3.0 m	0.91 m	3.048 m

Corporate Services

Memo

In Q2 2024 the applicant submitted a Sign Variance Application for the proposed ground sign, having a sign area of 3.24 m², exceeding the maximum permitted sign area of 1.5 m².

The attached report contains the specific details of the variance request.

Respectfully submitted

Antonietta Minichillo
General Manager, Corporate Services

Reviewed by

James Bramley
Supervisor, Licensing and By-law,
Corporate Services

Reviewed by

Raylene Martell
Town Clerk, Corporate Services

Prepared by

Carrie Cunningham
By-law and Property Standards Officer,
Corporate Services

Subject: Sign Variance Application – Dufferin Wildlife Supplies – 287A Broadway

Department: Corporate Services

Division: By-law/Property Standards

Report #: CPS-2024-040

Meeting Date: 2024-07-08

Recommendations

That report 2024-06-24, Sign Variance Application – Dufferin Wildlife Supplies – 287A Broadway, be received; and

That Council grant a variance to Sign By-law 28-2013, as amended, to permit the placement of a ground sign at 287A Broadway measuring 1.8 m x 1.8 m, having a sign area of 3.24 m², which exceeds the maximum permitted sign area of 1.5 m².

Overview

A Sign Variance application was submitted by Brett Lagerquist, Dufferin Wildlife Supplies, requesting relief from Sign By-law 28-2013, as amended, to permit the placement of a ground sign at 287A Broadway, exceeding the maximum permitted sign area of 1.5 m². The proposed ground sign measures 1.8 m x 1.8 m, having a sign area of 3.24 m².

Details of the sign variance application were submitted to staff of Infrastructure Services, Community Services and Heritage Orangeville for review and comment with no major concerns noted.

By-law staff have conducted a review of the Sign By-law in relation to the variance request, have taken into consideration the comments provided by Town staff and Heritage Orangeville, and are in support of the variance request as indicated in the proposed recommendation.

Background

In 2013, Council passed Sign By-law 28-2013 to regulate the quantity and quality of signs throughout the Town.

On May 21, 2024, staff received a Sign Variance application from Brett Lagerquist, Dufferin Wildlife Supplies, requesting relief from the Sign By-law to permit the placement of a ground sign at 287A Broadway, measuring 1.8 m x 1.8 m, having a sign area of 3.24 m², which exceeds the maximum permitted sign area of 1.5 m².

The proposed sign will:

- be one sided and face Broadway;
- have no illumination; and
- be located 3.048 m from the front lot line, which meets the By-law’s setback requirement.

The applicant’s request for a larger sign will provide the business with increased visibility and will provide customers and delivery drivers with the ability to easily locate the store without impeding traffic.

Analysis/Current Situation

287A Broadway is zoned C5-Restricted Commercial Residential and is on the north side of Broadway, between Ada Street/Dawson Road and Clara Street/Centre Street. The neighbouring properties to the west and to the east are also zoned C5, while other properties in this area of Broadway containing retail plazas are zoned C2. 287A Broadway is not on the Town’s Municipal Register of Non-Designated Properties of Cultural Heritage Value or Interest, however, many of the neighbouring properties are.

The Sign By-law sets out regulations for permitted ground signs in a C5 zone. The table below summarizes the applicable provisions for ground signs in the C5 zone and highlights the relief that Dufferin Wildlife Supplies is seeking from the By-law provisions to permit the display of a larger ground sign to advertise the business:

Section	Requirement/Regulation	Requested Relief
6.3	<p>C5</p> <p>Internally illuminated, flashing signs and electronic message displays shall not be permitted in the C5 Zone with the exception of illuminated, non-flashing “open” window signs subject to the provisions of Section 4.8(i). Only the following signs shall be permitted in the C5 Zone:</p>	<p>Applicant is seeking relief from:</p> <p>Section 6.3(a)(i) to permit a ground sign with a sign area of 3.24 m², which exceeds the maximum sign area of 1.5 m².</p>
(a)	<p>Ground Signs</p> <p>(i) one (1) ground sign per lot having a maximum sign area of</p>	

	<p>1.5m² and a maximum height of 2m shall be permitted;</p> <p>(ii) ground signs shall be set back not less than 3m from the front lot line and 1m from any side lot line; (proposed setbacks are being met)</p> <p>(iii) sign materials for ground signs shall be of a heritage appearance that is appropriate to the age of the building; and</p> <p>the street number of the lot shall be prominently displayed on a ground sign such that it is visible from the highway.</p>	
--	--	--

By-law staff have circulated the sign variance application details to Infrastructure Services, Community Services and Heritage Orangeville for their review and comment, and have summarized the feedback below:

Division/Committee	Comment
Building	The Building Department has no objections. Please note that a permit will be required.
Planning	Zoning: C5 Meets the 3.0 m setback to the front property line, however a variance is required to increase the sign area. No further planning concerns.
Transportation & Development	No concerns.
Economic Development and Culture	No concerns.
Heritage Orangeville	No concerns.

Staff support the proposed variance, and have taken into consideration the following:

- the request is minor in nature;

- the design is consistent with heritage aspects as set out in the Town's guidelines for signs on heritage properties;
 - the signage does not appear to impact traffic operations and motorist sight lines;
 - there is no proposed illumination for this signage.
-

Corporate Implications

The sign variance fee in the amount of \$200.00 has been received. Additional revenue for a sign permit fee would be applicable should Council grant the variance request.

Conclusion

Staff support the sign variance request submitted by Dufferin Wildlife Supplies to erect a ground sign at 287A Broadway measuring 1.8 m x 1.8 m, having a sign area of 3.24 m², provided that the applicant obtains a sign permit.

Strategic Alignment

Strategic Plan

Strategic Goal: Economic Resilience

Objective: Ecosystem

Notice Provisions

Not Applicable

Respectfully submitted

Antonietta Minichillo
General Manager, Corporate Services

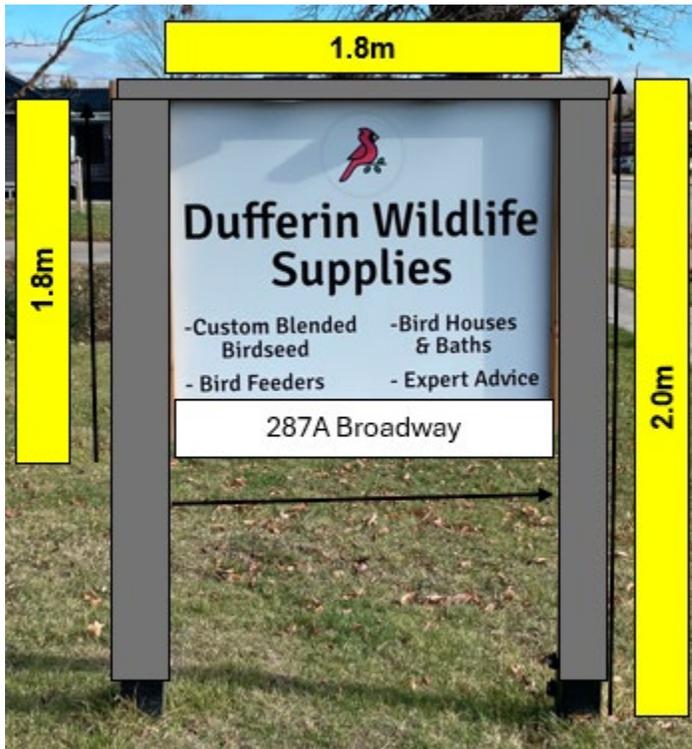
Reviewed by

Raylene Martell
Town Clerk, Corporate Services

Prepared by

Carrie Cunningham,
By-law and Property Standards Officer,
Corporate Services

Attachment(s): 1. Proposed Ground Sign – 287A Broadway



Materials to be used in construction of sign:

- 2 pressure treated 4 x 4 posts to be stained and dried to provide heritage look
- 4 notched pressure treated 2 x 4's cut to house the sign itself stained and dried to provide heritage look
- 2 heavy duty 4 x 4 ground anchors to support sign frame
- Posts will be stained dark grey and caps added to top of posts for more finished look
- No illumination
- Sign is one sided
- Signage will face Broadway and be located 3.048 m from the property line



Subject: CCBF Municipal Funding Agreement

Department: Corporate Services

Division: Finance

Report #: CPS-2024-043

Meeting Date: 2024-07-08

Recommendations

That report CPS-2024-043, CCBF Municipal Funding Agreement, be received; and

That Council pass a by-law authorizing the Mayor and Clerk to sign the Municipal Funding Agreement with the Association of Municipalities of Ontario under the Canada Community-Building Fund for 2024-2034.

Overview

Canada Community-Building Fund (“CCBF”) has provided the Town of Orangeville with a 10-Year Municipal Funding Agreement to be authorized and signed by Council.

Background

The Canada Community-Building Fund (CCBF), formerly known as Federal Gas Tax, is a stable and reliable source of federal funding for local infrastructure. Funds are provided to communities up front, twice a year, and can be strategically invested across eighteen (18) project categories to address local priorities. Municipalities can also pool, bank and borrow against this funding. First established in 2005, the Fund has continually evolved to meet the needs of municipalities and their critical infrastructure projects.

Analysis/Current Situation

The previous Municipal Funding Agreement (“MFA”) was authorized in June 2014 for the period ending March 31, 2024. The new MFA will come into effect as of April 1, 2024 up to and including March 31, 2034.

The current guaranteed allocations for the Town of Orangeville have been posted on the CCBF website for 2024-2028. The Town will receive the following allocations each

year for a total of \$4,979,384 over the next 5 years. It is expected that CCBF will announce the funding allocations for 2029-2033 in 2028.

Year	Allocation
2024	\$ 948,454.12
2025	\$ 987,973.04
2026	\$ 987,973.04
2027	\$ 1,027,491.96
2028	\$ 1,027,491.96

Estimated funding for 2029-2033, using an increase of 4% every two years as seen above, is a total of \$5,515,643 over the 5 year period.

In order to receive the allocated funding, the MFA must be signed and authorized by a Town by-law.

Corporate Implications

Once the MFA has been signed and authorized, the Town will be eligible to receive the allocated funding as detailed above for the next 10 years. Total known impact at this time is funding of \$4,979,384. Total estimated additional funding for the latter 5 years of this agreement is \$5,515,643, for a potential total 10 year funding of \$10,495,027.

Staff had estimated an allocation of \$956,419 in the 2024 budget. This is a variance of \$7,965 from the actual allocation of \$948,454. Funds are allocated on a per project basis and unspent funding is carried forward each year. Since we are allowed to carry forward the yearly allocation for up to five years, not all of the funding has been allocated in 2024, but rather allocated to future year projects. The Town currently has sufficient funding in the related CCBF reserve fund to make up the variance between actual allocation and estimated allocation. Any variances from actual to estimated will be adjusted during the 2025 budget process.

Conclusion

It is recommended that Council approve this report and pass the Town By-law authorizing the Municipal Funding Agreement with the Association of Municipalities of Ontario.

Strategic Alignment

Strategic Plan

Strategic Goal: Future-Readiness

Objective: DUE DILIGENCE – Confirm applicable governance and policy regimes

Sustainable Neighbourhood Action Plan

Theme: Corporate and Fiscal

Strategy: Encourage and support inter-departmental collaboration and communication to facilitate the adoption of sustainable practices in the municipality

Notice Provisions

Not Applicable

Respectfully submitted,

Patrick Kelly, CPA, CMA
CFO/Treasurer, Corporate Services

Reviewed by:

Mandip Jhajj, CPA, CGA
Deputy Treasurer, Corporate Services

Prepared by:

Rebecca Medeiros, CPA, CA
Senior Financial Analyst, Corporate Services

Attachment(s): 1. CCBF Municipal Funding Agreement

MUNICIPAL FUNDING AGREEMENT ON THE CANADA COMMUNITY-BUILDING FUND

BETWEEN:

THE ASSOCIATION OF MUNICIPALITIES OF ONTARIO

(referred to herein as “**AMO**”)

AND:

THE TOWN OF ORANGEVILLE

(a municipal corporation pursuant to the *Municipal Act, 2001*, referred to herein as the “**Recipient**”)

WHEREAS the Government of Canada, the Government of Ontario, AMO, and the City of Toronto are signatories to the Administrative Agreement on the Canada Community-Building Fund effective April 1, 2024 (the “**Administrative Agreement**”), which governs the transfer and use of the Canada Community-Building Fund (“**CCBF**”) in Ontario;

AND WHEREAS AMO is responsible for the administration of CCBF funding made available to all Municipalities in Ontario – except the City of Toronto – under the Administrative Agreement, and will therefore undertake (and require the Recipient to undertake) certain activities as set out in this Agreement;

AND WHEREAS the Recipient wishes to enter into this Agreement to access CCBF funding;

NOW THEREFORE the Parties agree as follows:

1. DEFINITIONS AND INTERPRETATIONS

1.1 **Definitions.** For the purposes of this Agreement, the following terms shall have the meanings ascribed to them below:

“Annual Report” means the duly completed report to be prepared and delivered to AMO as described in Section 6.1.

“Asset Management” is a principle/practice that includes planning processes, approaches, plans, or related documents that support an integrated lifecycle approach to the effective stewardship of infrastructure assets to maximize benefits and effectively manage risk.

“Canada” means the Government of Canada, as represented by the Minister of Housing, Infrastructure and Communities.

“Canada Community-Building Fund” or “CCBF” means the program established under section 161 of the *Keeping Canada’s Economy and Jobs Growing Act*, S.C. 2011, c. 24 as amended by section 233 of the *Economic Action Plan 2013 Act, No. 1*, S.C. 2013, c. 33, as the Gas Tax Fund and renamed the Canada Community-Building Fund in section 199 of *Budget Implementation Act, 2021, No. 1*.

“Contract” means an agreement between the Recipient and a Third Party whereby the latter agrees to supply a product or service to an Eligible Project in return for financial consideration.

“Eligible Expenditure” means an expenditure described as eligible in Schedule B or deemed eligible by Canada in accordance with Section 4.2.

“Eligible Investment Category” means an investment category listed in Schedule A or deemed eligible by Canada in accordance with Section 3.2.

“Eligible Project” means a project that fits within an Eligible Investment Category.

“Event of Default” has the meaning given to it in Section 13.1 of this Agreement.

“Funds” mean the funds made available to the Recipient through the CCBF or any other source of funding as determined by Canada. Funds are made available pursuant to this Agreement and includes any interest earned on the said Funds. Funds transferred to another Municipality in accordance with Section 5.3 of this Agreement are to be treated as Funds by the Municipality to which the Funds are transferred; and Funds transferred to a non-municipal entity in accordance with Section 5.4 of this Agreement shall remain as Funds under this Agreement for all purposes and the Recipient shall continue to be bound by all provisions of this Agreement with respect to such transferred Funds.

“Housing Needs Assessment” or **“HNA”** means a report informed by data and research describing the current and future housing needs of a Municipality or community according to guidance provided by Canada.

“Ineligible Expenditures” means those expenditures described as ineligible in Schedule C or deemed ineligible by Canada in accordance with Section 4.2.

“Infrastructure” means tangible capital assets that are primarily for public use or benefit in Ontario – whether municipal or regional, and whether publicly or privately owned.

“Lower-Tier Municipality” means a Municipality that forms part of an Upper-Tier Municipality for municipal purposes, as defined under the *Municipal Act, 2001*, S.O. 2001, c. 25.

“Municipal Fiscal Year” means the period beginning January 1st of a year and ending December 31st of the same year.

“Municipality” and **“Municipalities”** means every municipality as defined under the *Municipal Act, 2001*, S.O. 2001, c. 25.

“Non-Municipal Transfer By-law” means a by-law passed by Council of the Recipient pursuant to Section 5.4 of this Agreement.

“Parties” means AMO and the Recipient.

“Prior Agreement” means the municipal funding agreement for the transfer of federal gas tax funds entered into by AMO and the Recipient, effective April 2014 and with an expiry date of March 31, 2024.

“Single-Tier Municipality” means a Municipality, other than an Upper-Tier Municipality, that does not form part of an Upper-Tier Municipality for municipal purposes, as defined under the *Municipal Act, 2001*, S.O. 2001 c. 25.

“Third Party” means any person or legal entity, other than the Parties to this Agreement, who participates in the implementation of an Eligible Project by means of a Contract.

“Transfer By-law” means a by-law passed by Council of the Recipient pursuant to Section 5.3 of this Agreement.

“Unspent Funds” means the amount reported as unspent by the Recipient as of December 31, 2023 in the Recipient’s 2023 Annual Report (as defined under the Prior Agreement).

“Upper-Tier Municipality” means a Municipality of which two or more Lower-Tier Municipalities form part for municipal purposes, as defined under the *Municipal Act, 2001*, S.O. 2001 c. 25.

1.2 Interpretations

- a) **“Agreement”** refers to this agreement as a whole, including the cover and execution pages and all of the schedules hereto, and all amendments made hereto in accordance with the provisions hereof.
- b) The words **“herein”**, **“hereof”** and **“hereunder”** and other words of similar import refer to this Agreement as a whole and not any particular schedule, article, section, paragraph or other subdivision of this Agreement.
- c) The term **“including”** or **“includes”** means including or includes (as applicable) without limitation or restriction.
- d) Any reference to a federal or provincial statute is to such statute and to the regulations made pursuant to such statute as such statute and regulations may at any time be amended or modified and in effect and to any statute or regulations that may be passed that have the effect of supplementing or superseding such statute or regulations.

2. TERM OF THE AGREEMENT

- 2.1 **Term.** Subject to any extension or termination of this Agreement or the survival of any of the provisions of this Agreement pursuant to the provisions contained herein, this Agreement shall come into effect as of April 1, 2024 up to and including March 31, 2034.
- 2.2 **Review.** This Agreement will be reviewed by AMO by June 30, 2027.
- 2.3 **Amendment.** This Agreement may be amended at any time in writing as agreed to by AMO and the Recipient.
- 2.4 **Notice.** Any of the Parties may terminate this Agreement on two (2) years written notice.
- 2.5 **Prior Agreement.** The Parties agree that the Prior Agreement, including Section 15.5 thereof, is hereby terminated. Notwithstanding the termination of the Prior Agreement, including Section 15.5, the reporting and indemnity obligations of the Recipient thereunder with respect to expended Funds governed by the Prior Agreement as set forth in Sections 5, 7, 10.3, 10.4 and 10.5 of the Prior Agreement shall survive the said termination.

3. ELIGIBLE PROJECTS

- 3.1 **Eligible Projects.** Eligible Projects are those that fit within an Eligible Investment Category. Eligible Investment Categories are listed in Schedule A.
- 3.2 **Discretion of Canada.** The eligibility of any investment category not listed in Schedule A is solely at the discretion of Canada.
- 3.3 **Recipient Fully Responsible.** The Recipient is fully responsible for the completion of each Eligible Project in accordance with Schedule A and Schedule B.

4. ELIGIBLE EXPENDITURES

- 4.1 **Eligible Expenditures and Ineligible Expenditures.** Eligible Expenditures are described in Schedule B. Ineligible Expenditures are described in Schedule C.
- 4.2 **Discretion of Canada.** The eligibility of any item not listed in Schedule B or Schedule C to this Agreement is solely at the discretion of Canada.
- 4.3 **Reasonable Access.** The Recipient shall allow AMO and Canada reasonable and timely access to all documentation, records and accounts and those of their respective agents or Third Parties related to the receipt, deposit and use of Funds and Unspent Funds, and any interest earned thereon, and all other relevant information and documentation requested by AMO or Canada or their respective designated representatives for the purposes of audit, evaluation, and ensuring compliance with this Agreement.
- 4.4 **Retention of Receipts.** The Recipient will keep proper and accurate accounts and records of all Eligible Projects including invoices and receipts for Eligible Expenditures for at least six (6) years after the completion of the project.
- 4.5 **Contracts.** The Recipient will award and manage all Contracts in accordance with its relevant policies and procedures and, if applicable, in accordance with any domestic or international trade agreements, and all other applicable laws. The Recipient will ensure any of its Contracts for the supply of services or materials to implement its responsibilities under this Agreement will be awarded in a way that is transparent, competitive, consistent with value for money principles and pursuant to its adopted procurement policy.

5. FUNDS

- 5.1 **Use of Funds.** The Recipient acknowledges and agrees the Funds are intended for and shall be used only for Eligible Expenditures in respect of Eligible Projects.

- 5.2 **Unspent Funds.** Any Unspent Funds, and any interest earned thereon, will be subject to the terms and conditions of this Agreement, and will no longer be governed by the terms and conditions of the Prior Agreement.
- 5.3 **Transfer of Funds to a Municipality.** Where a Recipient decides to allocate and transfer Funds to another Municipality (the “Transferee Municipality”):
- a) The allocation and transfer shall be authorized by a Transfer By-law. The Transfer By-law shall be passed by the Recipient’s council and submitted to AMO as soon thereafter as practicable. The Transfer By-law shall identify the Transferee Municipality and the amount of Funds the Transferee Municipality is to receive for the Municipal Fiscal Year(s) specified in the Transfer By-law.
 - b) The Recipient is still required to submit an Annual Report in accordance with Section 6.1 hereof with respect to the Funds transferred.
 - c) No transfer of Funds pursuant to this Section 5.3 shall be effected unless and until the Transferee Municipality has either (i) entered into an agreement with AMO on substantially the same terms as this Agreement, or (ii) has executed and delivered to AMO a written undertaking to assume all of the Recipient’s obligations under this Agreement with respect to the Funds transferred, such as undertaking in a form satisfactory to AMO.
- 5.4 **Transfer of Funds to a Non-Municipal Entity.** Where a Recipient decides to support an Eligible Project undertaken by a non-municipal entity (whether a for profit, non-governmental, or not-for profit organization):
- a) The provision of such support shall be authorized by a Transfer By-law (a “Non-Municipal Transfer By-law”). The Non-Municipal Transfer By-law shall be passed by the Recipient’s council and submitted to AMO as soon as practicable thereafter. The Non-Municipal Transfer By-law shall identify the non-municipal entity, and the amount of Funds the non-municipal entity is to receive for that Eligible Project.
 - b) The Recipient shall continue to be bound by all the provisions of this Agreement notwithstanding any such transfer.
 - c) No transfer of Funds pursuant to this Section 5.4 shall be effected unless and until the non-municipal entity receiving the Funds has executed and delivered to AMO a written undertaking to assume all of the Recipient’s obligations under this Agreement with respect to the Funds transferred, in a form exclusively satisfactory to AMO.
- 5.5 **Payout of Funds.** Subject to Sections 5.14 and 5.15, AMO will transfer Funds twice yearly, on or before the dates agreed upon by Canada and AMO.

- 5.6 **Deposit of Funds.** The Recipient will deposit the Funds in:
- a) An interest-bearing bank account; or
 - b) An investment permitted under:
 - i. The Recipient's investment policy; and
 - ii. Provincial legislation and regulation.
- 5.7 **Interest Earnings and Investment Gains.** Interest earnings and investment gains will be:
- Proportionately allocated to the CCBF when applicable; and
 - Applied to Eligible Expenditures for Eligible Projects.
- 5.8 **Funds Advanced.** Funds shall be spent (in accordance with Sections 3 and 4) or transferred (in accordance with Sections 5.3 or 5.4) within five (5) years after the end of the year in which Funds were received. Unexpended Funds shall not be retained beyond such five (5) year period without the documented consent of AMO. AMO reserves the right to declare that unexpended Funds after five (5) years become a debt to Canada which the Recipient will reimburse forthwith on demand to AMO for transmission to Canada.
- 5.9 **Expenditure of Funds.** The Recipient shall expend all Funds by December 31, 2038.
- 5.10 **HST.** The use of Funds is based on the net amount of harmonized sales tax to be paid by the Recipient net of any applicable tax rebates.
- 5.11 **Limit on Canada's Financial Commitments.** The Recipient may use Funds to pay up to one hundred percent (100%) of Eligible Expenditures of an Eligible Project.
- 5.12 **Federal Funds.** The Recipient agrees that any Funds received will be treated as "federal funds" for the purpose of other federal infrastructure programs.
- 5.13 **Stacking.** If the Recipient is receiving federal funds under other federal infrastructure programs in respect of an Eligible Project to which the Recipient wishes to apply Funds, the maximum federal contribution limitation set out in any other federal infrastructure program agreement made in respect of that Eligible Project shall continue to apply.
- 5.14 **Withholding Payment.** AMO may, in its exclusive discretion, withhold Funds where the Recipient is in default of compliance with any provisions of this Agreement.
- 5.15 **Insufficient Funds Provided by Canada.** Notwithstanding the provisions of Section 2, if Canada does not provide sufficient funds to continue the Funds for any Municipal

Fiscal Year during which this Agreement is in effect, AMO may immediately terminate this Agreement on written notice to the Recipient.

6. REPORTING REQUIREMENTS

- 6.1 **Annual Report.** The Recipient shall submit a report to AMO by April 30th each year, or as otherwise notified by AMO. The report shall be submitted in an electronic format deemed acceptable by AMO and shall contain the information described in Schedule D.
- 6.2 **Project List.** The Recipient shall ensure that projects are reported in advance of construction. Information required is as noted in Section 2.3 of Schedule E.

7. ASSET MANAGEMENT

- 7.1 **Implementation of Asset Management.** The Recipient will develop and implement an Asset Management plan, culture, and methodology in accordance with legislation and regulation established by the Government of Ontario (e.g., O. Reg. 588/17).
- 7.2 **Asset Data.** The Recipient will continue to improve data describing the condition of, long-term cost of, levels of service provided by, and risks associated with infrastructure assets.

8. HOUSING NEEDS ASSESSMENT

- 8.1 **Requirement.** While an HNA is encouraged for all Municipalities, the Recipient must complete a HNA if it had a population of 30,000 or more on the 2021 Census of Canada and is a Single-Tier Municipality or a Lower-Tier Municipality.
- 8.2 **Content of the HNA.** The Recipient will prepare the HNA in accordance with the guidance provided from time to time by Canada.
- 8.3 **Use of HNA.** The Recipient is expected to prioritize projects that support the growth of the housing supply. The HNA is to be used by Municipalities to prioritize, where possible, Infrastructure or capacity building projects that support increased housing supply where it makes sense to do so.
- 8.4 **Publication of the HNA.** The Recipient will publish the HNA on its website.
- 8.5 **HNA reporting requirements.** The Recipient will send to AMO by March 31, 2025, unless otherwise agreed upon:
- a) A copy of any HNA it is required to complete in accordance with Section 8.1; and

- b) The URL to the published HNA on the Recipient's website.

9. COMMUNICATIONS REQUIREMENTS

- 9.1 The Recipient will comply with all communication requirements outlined in Schedule E.

10. RECORDS AND AUDIT

- 10.1 **Accounting Principles.** All accounting terms not otherwise defined herein have the meanings assigned to them; all calculations will be made and all financial data to be submitted will be prepared in accordance with generally accepted accounting principles ("GAAP") in effect in Ontario. GAAP will include, without limitation, those principles approved or recommended for local governments from time to time by the Public Sector Accounting Board or the Chartered Professional Accountants of Canada or any successor institute, applied on a consistent basis.
- 10.2 **Separate Records.** The Recipient shall maintain separate records and documentation for the Funds and keep all records including invoices, statements, receipts, and vouchers in respect of Funds expended on Eligible Projects in accordance with the Recipient's municipal records retention by-law. Upon reasonable notice by AMO or Canada, the Recipient shall submit all records and documentation relating to the Funds for inspection or audit.
- 10.3 **External Auditor.** AMO or Canada may request, upon written notice to Recipient, an audit of Eligible Project(s) or Annual Report(s). AMO shall retain an external auditor to carry out an audit and ensure that any auditor who conducts an audit pursuant to this Agreement or otherwise, provides a copy of the audit report to the Recipient.

11. INSURANCE AND INDEMNITY

- 11.1 **Insurance.** The Recipient shall put in effect and maintain in full force and effect or cause to be put into effect and maintained for the term of this Agreement all the necessary insurance with respect to each Eligible Project, including any Eligible Projects with respect to which the Recipient has transferred Funds pursuant to Section 5 of this Agreement, that would be considered appropriate for a prudent Municipality undertaking similar Eligible Projects, including, where appropriate and without limitation, property, construction, and liability insurance, which insurance coverage shall identify Canada and AMO as additional insureds for the purposes of the Eligible Projects.
- 11.2 **Certificates of Insurance.** Throughout the term of this Agreement, the Recipient shall have a valid certificate of insurance that confirms compliance with the requirements

of Section 11.1. The Recipient shall produce such certificate of insurance on request, including as part of any AMO or Canada audit.

11.3 **AMO Not Liable.** In no event shall Canada or AMO be liable for:

- Any bodily injury, death or property damages to the Recipient, its employees, agents, or consultants or for any claim, demand or action by any Third Party against the Recipient, its employees, agents, or consultants, arising out of or in any way related to this Agreement; or
- Any incidental, indirect, special, or consequential damages, or any loss of use, revenue or profit to the Recipient, its employees, agents, or consultants arising out of any or in any way related to this Agreement.

11.4 **Recipient to Compensate Canada.** The Recipient will ensure that it will not, at any time, hold the Government of Canada, its officers, servants, employees or agents responsible for any claims or losses of any kind that the Recipient, Third Parties or any other person or entity may suffer in relation to any matter related to the Funds or an Eligible Project and that the Recipient will, at all times, compensate Canada, its officers, servants, employees and agents for any claims or losses of any kind that any of them may suffer in relation to any matter related to CCBF funding or an Eligible Project.

11.5 **Recipient to Indemnify AMO.** The Recipient hereby agrees to indemnify and hold harmless AMO, its officers, servants, employees or agents (each of which is called an “**Indemnitee**”), from and against all claims, losses, damages, liabilities and related expenses including the fees, charges and disbursements of any counsel for any Indemnitee incurred by any Indemnitee or asserted against any Indemnitee by whomsoever brought or prosecuted in any manner based upon, or occasioned by, any injury to persons, damage to or loss or destruction of property, economic loss or infringement of rights caused by or arising directly or indirectly from:

- The Funds;
- The Recipient’s Eligible Projects, including the design, construction, operation, maintenance, and repair of any part or all of the Eligible Projects;
- The performance of this Agreement or the breach of any term or condition of this Agreement by the Recipient, its officers, servants, employees, and agents, or by a Third Party, its officers, servants, employees, or agents; and
- Any omission or other wilful or negligent act of the Recipient or Third Party and their respective officers, servants, employees, or agents.

12. TRANSFER AND OPERATION OF MUNICIPAL INFRASTRUCTURE

- 12.1 **Reinvestment.** The Recipient will invest into Eligible Projects, any revenue that is generated from the sale, lease, encumbrance, or other disposal of an asset resulting from an Eligible Project where such disposal takes place within five (5) years of the date of completion of the Eligible Project.
- 12.2 **Notice.** The Recipient shall notify AMO in writing 120 days in advance and at any time during the five (5) years following the date of completion of an Eligible Project if it is sold, leased, encumbered, or otherwise disposed of.
- 12.3 **Public Use.** The Recipient will ensure that Infrastructure resulting from any Eligible Project that is not sold, leased, encumbered, or otherwise disposed of, remains primarily for public use or benefit.

13. DEFAULT AND TERMINATION

- 13.1 **Event of Default.** AMO may declare in writing that an Event of Default has occurred when the Recipient has not complied with any condition, undertaking or term in this Agreement. AMO will not declare in writing that an Event of Default has occurred unless it has first consulted with the Recipient. For the purposes of this Agreement, each of the following events shall constitute an “Event of Default”:
- Failure by the Recipient to deliver in a timely manner an Annual Report or respond to questionnaires or reports as required;
 - Delivery of an Annual Report that discloses non-compliance with any condition, undertaking or material term in this Agreement;
 - Failure by the Recipient to co-operate in an external audit undertaken by Canada, AMO or their agents;
 - Delivery of an external audit report that discloses non-compliance with any condition, undertaking or term in this Agreement; and
 - Failure by the Recipient to expend Funds in accordance with the terms of this Agreement, including Section 5.8.
- 13.2 **Waiver.** AMO may withdraw its notice of an Event of Default if the Recipient, within thirty (30) calendar days of receipt of the notice, either corrects the default or demonstrates, to the satisfaction of AMO in its sole discretion that it has taken such steps as are necessary to correct the default.
- 13.3 **Remedies on Default.** If AMO declares that an Event of Default has occurred under Section 13.1, after thirty (30) calendar days from the Recipient’s receipt of the notice

of an Event of Default, it may immediately terminate this Agreement or suspend its obligation to pay the Funds. If AMO suspends payment, it may pay suspended Funds if AMO is satisfied that the default has been cured.

- 13.4 **Repayment of Funds.** If AMO declares that an Event of Default has not been cured to its exclusive satisfaction, AMO reserves the right to declare that prior payments of Funds become a debt to Canada which the Recipient will reimburse forthwith on demand to AMO for transmission to Canada.

14. CONFLICT OF INTEREST

- 14.1 **No Conflict of Interest.** The Recipient will ensure that no current member of the AMO Board of Directors and no current or former public servant or office holder to whom any post-employment, ethics and conflict of interest legislation, guidelines, codes or policies of Canada applies will derive direct benefit from the Funds, the Unspent Funds, and any interest earned thereon, unless the provision of receipt of such benefits is in compliance with such legislation, guidelines, policies or codes.

15. NOTICE

- 15.1 **Notice.** Any notice, information or document provided for under this Agreement will be effectively given if in writing and if delivered by hand, or overnight courier, mailed, postage or other charges prepaid, or sent by email to the addresses in Section 15.3. Any notice that is sent by hand or overnight courier service shall be deemed to have been given when received; any notice mailed shall be deemed to have been received on the eighth (8) calendar day following the day on which it was mailed; any notice sent by email shall be deemed to have been received on the sender's receipt of an acknowledgment from the intended recipient (such as by the "return receipt requested" function, as available, return email or other written acknowledgment), provided that in the case of a notice sent by email, if it is not given on a business day before 4:30 p.m. Eastern Standard Time, it shall be deemed to have been given at 8:30 a.m. on the next business day for the recipient.
- 15.2 **Representatives.** The individuals identified in Section 15.3 of this Agreement, in the first instance, act as AMO's or the Recipient's, as the case may be, representative for the purpose of implementing this Agreement.
- 15.3 **Addresses for Notice.** Further to Section 15.1 of this Agreement, notice can be given at the following addresses:

- If to AMO:

Executive Director
Canada Community-Building Fund Agreement
Association of Municipalities of Ontario
155 University Avenue, Suite 800
Toronto, ON M5H 3B7

Telephone: 416-971-9856
Email: ccbf@amo.on.ca

- If to the Recipient:

Treasurer
The Town of Orangeville
87 Broadway
Orangeville, ON L9W 1K1

16. MISCELLANEOUS

- 16.1 **Counterpart Signature.** This Agreement may be signed (including by electronic signature) and delivered (including by facsimile transmission, by email in PDF or similar format or using an online contracting service designated by AMO) in counterparts, and each signed and delivered counterpart will be deemed an original and both counterparts will together constitute one and the same document.
- 16.2 **Severability.** If for any reason a provision of this Agreement that is not a fundamental term is found to be or becomes invalid or unenforceable, in whole or in part, it will be deemed to be severable and will be deleted from this Agreement, but all the other terms and conditions of this Agreement will continue to be valid and enforceable.
- 16.3 **Waiver.** AMO may waive any right in this Agreement only in writing, and any tolerance or indulgence demonstrated by AMO will not constitute waiver of rights in this Agreement. Unless a waiver is executed in writing, AMO will be entitled to seek any remedy that it may have under this Agreement or under the law.
- 16.4 **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario and the laws of Canada applicable in Ontario.
- 16.5 **Survival.** The Recipient agrees that the following sections and provisions of this Agreement shall extend for seven (7) years beyond the expiration or termination of this Agreement: Sections 4, 5.8, 5.9, 6.1, 11.4, 11.5, 12, 13.4 and 16.8.
- 16.6 **AMO, Canada and Recipient Independent.** The Recipient will ensure its actions do not establish or will not be deemed to establish a partnership, joint venture, principal-

agent relationship, or employer-employee relationship in any way or for any purpose whatsoever between Canada and the Recipient, between AMO and the Recipient, between Canada and a Third Party or between AMO and a Third Party.

- 16.7 **No Authority to Represent.** The Recipient will ensure that it does not represent itself, including in any agreement with a Third Party, as a partner, employee, or agent of Canada or AMO.
- 16.8 **Debts Due to AMO.** Any amount owed under this Agreement will constitute a debt due to AMO, which the Recipient will reimburse forthwith, on demand, to AMO.
- 16.9 **Priority.** In the event of a conflict, the part of this Agreement that precedes the signature of the Parties will take precedence over the Schedules.
- 16.10 **Complementarity.** The Recipient is to use the CCBF to complement, without replacing or displacing, other sources of funding for municipal infrastructure.
- 16.11 **Equity.** The Recipient is to consider Gender Based Analysis Plus (“**GBA+**”) lenses when undertaking a project.

17. SCHEDULES

- 17.1 This Agreement, including:

Schedule A	Eligible Investment Categories
Schedule B	Eligible Expenditures
Schedule C	Ineligible Expenditures
Schedule D	The Annual Report
Schedule E	Communications Requirements

constitute the entire agreement between the Parties with respect to the subject matter contained in this Agreement and supersedes all prior oral or written representations and agreements.

18. SIGNATURES

IN WITNESS WHEREOF, AMO and the Recipient have respectively executed, and delivered this Agreement, effective April 1, 2024.

THE TOWN OF ORANGEVILLE

By: _____

Name:	_____	Date	_____
Title:	_____		

_____	_____	_____	_____
Name:	_____	Date	_____
Title:	_____		

THE ASSOCIATION OF MUNICIPALITIES OF ONTARIO

By: _____

Name:	_____	Date	_____
Title: Executive Director	_____		

_____	_____	_____	_____
Witness:	_____	Date	_____
Title:	_____		

SCHEDULE A: ELIGIBLE INVESTMENT CATEGORIES

1. **Broadband connectivity** – investments in the construction, material enhancement, or renewal of infrastructure that provides internet access to residents, businesses, and/or institutions in Canadian communities.
2. **Brownfield redevelopment** – investments in the remediation or decontamination of a brownfield site within municipal boundaries – provided that the site is being redeveloped to construct a public park for municipal use, publicly owned social housing, or Infrastructure eligible under another investment category listed in this schedule.
3. **Capacity-building** – investments that strengthen the Recipient’s ability to develop long-term planning practices as described in Schedule B, item 2.
4. **Community energy systems** – investments in the construction, material enhancement, or renewal of infrastructure that generates energy or increases energy efficiency.
5. **Cultural infrastructure** – investments in the construction, material enhancement, or renewal of infrastructure that supports the arts, humanities, or heritage.
6. **Drinking water** – investments in the construction, material enhancement, or renewal of infrastructure that supports drinking water conservation, collection, treatment, and distribution systems.
7. **Fire halls** – investments in the construction, material enhancement, or renewal of fire halls and fire station infrastructure.
8. **Local roads and bridges** – investments in the construction, material enhancement, or renewal of roads, bridges, tunnels, highways, and active transportation infrastructure.
9. **Public transit** – investments in the construction, material enhancement, or renewal of infrastructure that supports a shared passenger transport system that is available for public use.
10. **Recreational infrastructure** – investments in the construction, material enhancement, or renewal of recreational facilities or networks.
11. **Regional and local airports** – investments in the construction, material enhancement, or renewal of airport-related infrastructure (excluding infrastructure in the National Airports System).
12. **Resilience** – investments in the construction, material enhancement, or renewal of built and natural infrastructure assets and systems that protect and strengthen the resilience

of communities and withstand and sustain service in the face of climate change, natural disasters, and extreme weather events.

13. **Short-line rail** – investments in the construction, material enhancement, or renewal of railway-related infrastructure for carriage of passengers or freight.
14. **Short-sea shipping** – investments in the construction, material enhancement, or renewal of infrastructure related to the movement of cargo and passengers around the coast and on inland waterways, without directly crossing an ocean.
15. **Solid waste** – investments in the construction, material enhancement, or renewal of infrastructure that supports solid waste management systems (including the collection, diversion, and disposal of recyclables, compostable materials, and garbage).
16. **Sport infrastructure** – investments in the construction, material enhancement, or renewal of amateur sport infrastructure (facilities housing professional or semi-professional sports teams are ineligible).
17. **Tourism infrastructure** – investments in the construction, material enhancement, or renewal of infrastructure that attracts travelers for recreation, leisure, business, or other purposes.
18. **Wastewater** – investments in the construction, material enhancement, or renewal of infrastructure that supports wastewater and storm water collection, treatment, and management systems.

Note: Investments in health infrastructure (e.g., hospitals, long-term care facilities, convalescent centres, and senior centres) are not eligible.

SCHEDULE B: ELIGIBLE EXPENDITURES

Eligible Expenditures will be limited to the following:

1. **Infrastructure investments** – expenditures associated with acquiring, planning, designing, constructing, or renovating a tangible capital asset and any related debt financing charges specifically identified with that asset.
2. **Capacity-building costs** – for projects eligible under the capacity-building category only, expenditures associated with the development and implementation of:
 - Capital investment plans, integrated community sustainability plans, integrated regional plans, housing needs assessments, or asset management plans;
 - Studies, strategies, systems, software, third-party assessments, plans, or training related to asset management;
 - Studies, strategies, systems, or plans related to housing or land use;
 - Studies, strategies, or plans related to the long-term management of infrastructure; and
 - Other initiatives that strengthen the Recipient's ability to improve local and regional planning.
3. **Joint communications and signage costs** – expenditures directly associated with joint federal communication activities and with federal project signage.
4. **Employee costs** – the costs of the Recipient's employees for projects eligible under the capacity-building category only – provided that the costs, on an annual basis, do not exceed the lesser of:
 - 40% of the Recipient's annual allocation (i.e., the amount of CCBF funding made available to the Recipient by AMO under Section 5.5 of this Agreement); or
 - \$80,000.

SCHEDULE C: INELIGIBLE EXPENDITURES

The following are deemed Ineligible Expenditures:

1. **Costs incurred before the Fund was established** – project expenditures incurred before April 1, 2005.
2. **Costs incurred before categories were eligible** – project expenditures incurred:
 - Before April 1, 2014 – under the broadband connectivity, brownfield redevelopment, cultural infrastructure, disaster mitigation (now resilience), recreational infrastructure, regional and local airports, short-line rail, short-sea shipping, sport infrastructure, and tourism infrastructure categories; and.
 - Before April 1, 2021 – under the fire halls category.
3. **Internal costs** – the Recipient's overhead costs (including salaries and other employment benefits), operating or administrative costs (related to planning, engineering, architecture, supervision, management, and other activities normally carried out by the Recipient's staff), and equipment leasing costs – except in accordance with Eligible Expenditures described in Schedule B.
4. **Rebated costs** – taxes for which the Recipient is eligible for a tax rebate and all other costs eligible for rebates.
5. **Land costs** – the purchase of land or any interest therein and related costs.
6. **Legal fees.**
7. **Routine repair or maintenance costs** – costs that do not result in the construction, material enhancement, or renewal of a tangible capital asset.
8. **Investments in health infrastructure** – costs associated with health infrastructure or assets (e.g., hospitals, long-term care facilities, convalescent centres, and senior centres).
9. **Investments in professional or semi-professional sports facilities** – costs associated with facilities used by professional or semi-professional sports teams.

SCHEDULE D: ANNUAL REPORT

The Annual Report may include – but is not necessarily limited to – the following information pertaining to the previous fiscal year:

1. **Financial information** – and particularly:
 - Interest earnings and investment gains – in accordance with Section 5.7;
 - Proceeds from the disposal of assets – in accordance with Section 12.1;
 - Outgoing transfers – in accordance with Sections 5.3 and 5.4;
 - Incoming transfers – in accordance with Section 5.3; and
 - Amounts paid – in aggregate for Eligible Expenditures on each Eligible Project.
2. **Project information** – describing each Eligible Project that started, ended, or was ongoing in the reporting year.
3. **Results** – and particularly:
 - Expected outputs and outcomes for each ongoing Eligible Project;
 - Outputs generated and outcomes achieved for each Eligible Project that ended construction in the reporting year; and
 - Housing outcomes resulting from each Eligible Project that ended construction in the reporting year, and specifically:
 - i. The number of housing units enabled, supported, or preserved; and
 - ii. The number of affordable housing units enabled, supported, or preserved.
4. **Other information** – such as:
 - Progress made in the development and implementation of asset management plans and systems; and
 - The impact of the CCBF on housing pressures tied to infrastructure gaps, the housing supply, and housing affordability.

SCHEDULE E: COMMUNICATIONS REQUIREMENTS

1. COMMUNICATIONS ACTIVITIES

- 1.1 **Scope.** The provisions of this Schedule apply to all communications activities related to any Funds and Eligible Projects.
- 1.2 **Definition.** Communications activities may include (but are not limited to) public or media events, news releases, reports, web articles, blogs, project signs, digital signs, publications, success stories and vignettes, photo compilations, videos, advertising campaigns, awareness campaigns, editorials, award programs, and multi-media products.

2. INFORMATION SHARING REQUIREMENTS

- 2.1 **Notification requirements.** The Recipient must report all active Eligible Projects to AMO in advance of construction each year. Reports must be submitted in an electronic format deemed acceptable by AMO.
- 2.2 **Active Eligible Projects.** Active Eligible Projects are those Eligible Projects that either begin in the current calendar year or are ongoing in the current calendar year.
- 2.3 **Information required.** The report must include, at a minimum, the name, category, description, expected outcomes, anticipated CCBF contribution, anticipated start date, and anticipated end date of each active Eligible Project.

3. PROJECT SIGNAGE REQUIREMENTS

- 3.1 **Installation requirements.** Unless otherwise approved by Canada, the Recipient must install a federal sign to recognize federal funding for each Eligible Project in accordance with design, content, and installation guidelines provided by Canada.
- 3.2 **Permanent signs, plaques, and markers.** Permanent signage, plaques, and markers recognizing municipal or provincial contributions to an Eligible Project must also recognize the federal contribution and must be approved by Canada.
- 3.3 **Responsibilities.** The Recipient is responsible for the production and installation of Eligible Project signage in accordance with Section 3 of this Schedule E, except as otherwise agreed upon.
- 3.4 **Reporting requirements.** The Recipient must inform AMO of signage installations in a manner determined by AMO.

4. DIGITAL COMMUNICATIONS REQUIREMENTS

- 4.1 **Social media.** AMO maintains accounts dedicated to the CCBF on several social media networks. The Recipient must @mention the relevant account when producing content that promotes or communicates progress on one or more Eligible Projects. AMO's CCBF-dedicated social media accounts are identified on www.buildingcommunities.ca.
- 4.2 **Websites and webpages.** Websites and webpages created to promote or communicate progress on one or more Eligible Projects must recognize federal funding using either:
- a) A digital sign; or
 - b) The Canada wordmark and the following wording (as applicable):
 - i. "This project is funded in part by the Government of Canada"; or
 - ii. "This project is funded by the Government of Canada".

The Canada wordmark or digital sign must link to www.infrastructure.gc.ca. Guidelines describing how this recognition is to appear and language requirements are posted at <http://www.infrastructure.gc.ca/pub/signage-panneaux/intro-eng.html>.

5. REQUIREMENTS FOR MEDIA EVENTS AND ANNOUNCEMENTS

- 5.1 **Definitions.** Media events and announcements include, but are not limited to, news conferences, public announcements, and the issuing of news releases to communicate the funding of Eligible Projects or achievement of key milestones (such as groundbreaking ceremonies, grand openings, and completions).
- 5.2 **Authority.** Canada, AMO, or the Recipient may request a media event or announcement.
- 5.3 **Notification requirements.** Media events and announcements must not proceed without the prior knowledge and agreement of AMO, Canada, and the Recipient.
- 5.4 **Notice.** The requester of a media event or announcement must provide at least fifteen (15) business days' notice to other parties of their intention to undertake such an event or announcement. If communications are proposed through a news release with no supporting event, Canada additionally requires five (5) business days with the draft news release to secure approvals and confirm the federal representative's quote.
- 5.5 **Date and location.** Media events and announcements must take place at a date and location that is mutually agreed to by the Recipient, AMO and Canada.

- 5.6 **Representatives.** The Recipient, AMO, and Canada will have the opportunity to participate in media events and announcements through a designated representative. Each Party will choose its own designated representative.
- 5.7 **Responsibilities.** AMO and the Recipient are responsible for coordinating all onsite logistics for media events and announcements unless otherwise agreed on.
- 5.8 **No unreasonable delay.** The Recipient must not unreasonably delay media events and announcements.
- 5.9 **Precedence.** The conduct of all joint media events, announcements, and supporting communications materials (e.g., news releases, media advisories) will follow the [Table of Precedence for Canada](#).
- 5.10 **Federal approval.** All joint communications material related to media events and announcements must be approved by Canada and recognize the funding of all contributors.
- 5.11 **Federal policies.** All joint communications material must reflect Canada's Policy on Official Languages and the Policy on Communications and Federal Identity.
- 5.12 **Equal visibility.** The Recipient, Canada, and AMO will have equal visibility in all communications activities.

6. PROGRAM COMMUNICATIONS

- 6.1 **Own communications activities.** The Recipient may include messaging in its own communications products and activities with regards to the use of Funds.
- 6.2 **Funding acknowledgements.** The Recipient must recognize the funding of all contributors when undertaking such activities.

7. OPERATIONAL COMMUNICATIONS

- 7.1 **Responsibilities.** The Recipient is solely responsible for operational communications with respect to the Eligible Projects, including but not limited to, calls for tender, construction, and public safety notices. Operational communications as described above are not subject to the federal official languages policy.
- 7.2 **Federal funding acknowledgement.** Operational communications should include, where appropriate, the following statement (as appropriate):
- a) "This project is funded in part by the Government of Canada"; or
 - b) "This project is funded by the Government of Canada".

- 7.3 **Notification requirements.** The Recipient must share information promptly with AMO should significant emerging media or stakeholder issues relating to an Eligible Project arise. AMO will advise the Recipient, when appropriate, about media inquiries received concerning an Eligible Project.

8. COMMUNICATING SUCCESS STORIES

- 8.1 **Participation requirements.** The Recipient must work with Canada and AMO when asked to collaborate on communications activities – including, but not limited to, Eligible Project success stories (including positive impacts on housing), Eligible Project vignettes, and Eligible Project start-to-finish features.

9. ADVERTISING CAMPAIGNS

- 9.1 **Responsibilities.** The Recipient may, at its own cost, organize an advertising or public information campaign related to the use of the Funds or Eligible Projects, provided that the campaign respects the provisions of this Agreement.
- 9.2 **Notice.** The Recipient must inform Canada and AMO of its intention to organize a campaign no less than twenty-one (21) working days prior to the launch of the campaign.



Minutes of a Committee of Adjustment Meeting

Electronic Participation

April 3, 2024, 6:00 p.m.

Electronic and In-Person Participation - Committee of Adjustment

The Corporation of the Town of Orangeville

(Chair and Secretary-Treasurer at Town Hall - 87 Broadway)

Orangeville, Ontario

Members Present: Alan Howe
Ashley Harris, connected virtually
Brian Wormington
Michael Demczur
Rita Baldassara

Staff Present: Matthew Mair, Development Planner
Lindsay Raftis, Acting Secretary-Treasurer

1. Call to Order

The meeting was called to order at 6:00 p.m.

2. Disclosures of (Direct or Indirect) Pecuniary Interest

None.

3. Land Acknowledgement

The Chair acknowledged the treaty lands and territory of the Williams Treaty Nations and the Mississaugas of the Credit First Nation. The Chair also recognized that Dufferin County is the traditional territory of the Wendat and the Haudenosaunee, and is home to many Indigenous people today.

4. Adoption of Minutes of Previous Meeting

That the minutes of the following meeting are approved:

Moved by Rita Baldassara

That the minutes of the following meeting are approved:

2024-03-06 Committee of Adjustment Minutes

Carried

4.1 2024-03-06 Committee of Adjustment Minutes

5. Statutory Public Hearing

5.1 File No. A-02/24 - 234 Broadway

The Chair asked if anyone present wished to speak to the application and Devon Nauss, the applicant provided an overview of the requested

variance. Rita Baldassara asked for clarification of the property location noted in the staff report. Matthew Mair, Development & Community Improvement Planner confirmed the property is adjacent to the corner of Faulkner Street and Broadway. Rita Baldassara asked how this application was triggered as the unit is already utilized as a residential unit. The applicant advised the application was a result of a fire inspection. Rita Baldassara asked if the owner received any complaints from a neighbour. The applicant confirmed there were no complaints received to his knowledge. Brian Wormington asked for clarification with respect to the two washrooms in the plan. The applicant confirmed that this unit has its own bathroom and shower and is currently utilized as a two bedroom apartment. Brian Wormington asked if the plan is to add more residential units in the building. The applicant confirmed no, just Unit 4. Felicia Burgess, tenant of 234 Broadway, Unit 4 spoke to her experience renting this unit and desire to remain in this unit. Michael Demczur asked about the layout of the unit. Felicia Burgess spoke to the entrance and layout of Unit 4. Michael Demczur asked for confirmation of the units above. Felicia Burgess advised there are two commercial units above Unit 4 and one residential unit above the commercial units.

The Committee has approved the application in question based on the analysis and recommendation of the town planning staff and that the four tests have been satisfied.

5.1.1 Planning Report - A-02/24 - 234 Broadway

6. Items for Discussion

None.

7. Correspondence

None.

8. Announcements

None.

9. Date of Next Meeting

The next meeting is scheduled for June 5, 2024.

10. Adjournment

The meeting was adjourned at 6:14 p.m.



Minutes of Economic Development and Culture Committee Meeting

April 9, 2024, 8:00 a.m.

Electronic and In-Person Participation - Economic Development and Culture Committee

The Corporation of the Town of Orangeville
(Chair and Secretary at 200 Lakeview Court, Upper Level)
Orangeville, Ontario

Members Present: Councillor Andrews
L. Horne, Orangeville Real Estate Board
J. Patterson, Orangeville BIA, 9:30 left mtg.
J. Small, Public member
S. Waqar, Public member, virtual

Members Absent: D. Morris, Dufferin Board of Trade, regrets
M. Vinden, Business community, regrets

Staff Present: K. Lemire, Manager, Economic Development & Culture
B. Lusk, Administrative Assistant
M. Jamieson, SBEC Co-ordinator

1. Call to Order

The hybrid meeting was called to order by Councillor Andrews at 8:04 a.m.

1.1 Resignation of the Chair S. Brown

EDCC Members accepted the resignation of S. Brown, DBOT representative.

1.2 Appointments of Chair and Vice Chair

Councillor Andrews volunteer to take on the position of Chair for the committee with the resignation of Chair S. Brown. The committee members were in favour.

He then extended an invitation to receive nominations to fill the Vice Chair position. J. Patterson accepted a nomination, and the committee members were in favour.

2024-003

Moved by L. Horne

That the Committee appoint Councillor Andrews for the position of EDCC Chair.

Carried

2024-004

Moved by Councillor Andrews

That the Committee appoint J. Patterson for the position of EDCC Vice Chair

Carried

1.3 DBOT member introduction

Councillor Andrews introduced D. Morris, Executive Director of the Dufferin Board of Trade, as the new DBOT representative on the EDC Committee, replacing S. Brown. D. Morris has been a committee member in the past and will bring her experience again to this role.

2. Disclosures of (Direct or Indirect) Pecuniary Interest

None.

3. Land Acknowledgement

Councillor Andrews said that the community has a new not-for-profit organization called The Brave Canoe whose mission is to bridge understanding and bring revitalization of Indigenous history, culture and traditions within Dufferin County.

Councillor Andrews then acknowledged the treaty lands and territory of the Williams

Treaty Nations and the Mississaugas of the Credit First Nation. He also

recognized that Dufferin County is the traditional territory of the Wendat and the Haudenosaunee, and is home to many Indigenous people today.

4. Adoption of Minutes of Previous Meeting

2024-005

Moved by J. Small

That the minutes of the following meeting are approved:

2024-02-13 Economic Development and Culture Committee Minutes

Carried

5. Presentations

5.1 Small Business Enterprise Centre Overview

M. Jamieson, the Co-ordinator of the Small Business Enterprise Centre (SBEC) in the Economic Development and Culture office presented an overview of the Small Business Enterprise Centre.

M. Jamieson described how the SBEC works with the EDC office and explained how his experience as a business owner qualifies him to offer relevant guidance to SBEC clients. He said that 90% of businesses operating in Orangeville are small business, reinforcing the importance of the SBEC's services to our community.

Since joining the SBEC, he has worked diligently to build relationships with entrepreneurs by establishing two unique mentorship groups. The Concept to Commerce program guides participants through the fundamentals of starting a business and the Forum Group is a support group to established business owners. It provides peer mentorship and a platform for members to discuss various challenges in a confidential and trusting environment.

M. Jamieson said that the SBEC also delivers Starter Company Plus and Summer Company, two Provincially funded programs that offer grants and support. He said \$40,000 in grant funding was circulated to small business owners in 2023 in Orangeville and surrounding areas.

In addition, the SBEC provides individual business consultations, registration assistance, and networking and training opportunities for small business owners.

This year, the SBEC launched an Awareness Campaign to promote services available to support local businesses.

M. Jamieson said a featured event Ask the Experts Expo on May 8 will provide an opportunity for entrepreneurs and small business owners to connect with experts in various fields and seek guidance and advice. The Economic Outlook Breakfast held in the Fall is aimed at providing insights and information about the economic outlook for the region.

M. Jamieson reviewed the funding model that contributes towards the \$258,250 annual cost for delivery of SBEC services which are free to clients. He said that the SBEC funding has remained stagnant many years and that advocacy from SBC Ontario, Big City Mayors, and the Western Ontario Wardens Caucus has drawn attention to that challenge. The 2024 provincial budget included some increases related specifically to Starter Company Plus and summer Company programs.

Councillor Andrews thanked M. Jamieson for his presentation to the committee and requested that he provide the same information at a future Council meeting.

6. Working Group Reports

6.1 Arts & Culture

K. Lemire said that the Call for Artist submissions are due on May 9 and that the working committee would be gathered to select the 2024 installations for the two Utility Box locations. She said that the working group would bring their report to the June 11 EDCC meeting.

L. Horne said that she would like to continue her service on the Arts and Culture working group.

6.2 Business Outreach

6.2.1 Working group member vacancy

Councillor Andrews said that the working group met in January to discuss planning stages for business outreach but did not meet in March. He said that he would like to establish a bi-monthly schedule for the working group and determine the best approach to move this forward.

J. Patterson accepted a request to fill the member vacancy.

L. Horne indicated that she would like to have another member replace her in this working group. Councillor Andrews said that he will ask members who are available to meet bi-monthly when the schedule has been established.

7. Items for Discussion and Reports

7.1 EDC Activity Report March 2024

K. Lemire announced that McSweeney & Associates has been hired to develop a new 2024 Economic Development and Culture Strategy and Action Plan. The project will be initiated in April and the EDC committee will be invited to participate at various stages of the project.

8. Correspondence

8.1 Letter of resignation from the DBOT representative

S. Brown advised the EDC Committee in an email on March 25, 2024 that he intended to resign as the Dufferin Board of Trade representative and that D. Morris has agreed to represent DBOT on the committee.

Councillor Andrews explained that DBOT appoints their own representative and therefore an advertised vacancy replacement is not required.

9. Announcements

9.1 Member Sectorial Update

Councillor Andrews provided highlights of recent Council activities which included appreciation for an Orangeville Tourism Strategy progress report by V. Sword and K. Lemire.

He said that a land purchase by Quality Cheese of the excess rail spur located beside 40 Centennial Road will be used for their business expansion.

Councillor Andrews said that a new Noise By-law passed by Council provides clarity and stronger enforcement measures.

Councillor Andrews reported that the Homelessness Task Force (HTF) will be dissolved at the April 29 Council meeting and the goals of the HTF will be moved up to the County level. He said that the Town will create a new

Affordable Housing Task Force to look at government partnerships and an asset inventory list of land provided by the Planning Division.

He said that the SHIP (Servicing and Housing in the Province) development at 236 First Street will host a grand opening on Friday, April 12. He said that 1200 applications were received for the twenty-six affordable housing units.

J. Patterson said that the BIA will roll out the regular spring and summer programs as in past years. He said that the expansion plans for Best Western and the opening of the new Hampton Inn in Mono is good news for event attraction. He said that the Bluebird Cafe and Grill recently opened The Nest, a new accommodation option in Orangeville.

He said that he attended the first Official Plan Steering Committee meeting on April 2 as the EDCC representative. He noted that the BIA is well represented on the committee.

K. Lemire noted a recent increase in the number of businesses for sale, particularly in downtown Orangeville and asked if the BIA had any insights on this trend. J. Patterson said that the BIA had no specific insights but suggested that each one has their own reasons. He noted that the cost of doing business has risen significantly, driven by increases to minimum wage and food costs.

L. Horne said that currently there are ninety-two residential listings and sixteen condominiums listings available. She said that in the past sixty days there were sixty-five residential and eleven condominiums sold. Despite this, she said it is still a sellers' market and housing prices are not declining despite low inventory.

She said that there are currently fourteen commercial listings, including nine businesses available for sale. Two of the commercial properties have conditional sales. In the past sixty days, she said one commercial property sold.

L. Horne said that banks are offering bi-monthly mortgage payments and longer amortization periods to ease the burden on housing affordability, but inflationary impacts far outweigh the challenges people are experiencing.

J. Small recently attended an Artsbuild Ontario webinar and shared insights learned about succession planning for the arts sector. She said that workforce attraction for skilled people in this industry are like other

sectors, but compensation and work schedules are often less attractive, leading to recruitment challenges. She said that the webinar also spoke to challenges related to sustaining theatre venues and assets. J. Small said diversification is often required to generate income and may include sharing office/building space between multiple partners and encouraging new uses outside of typical performance schedules.

S. Waqar commented on her experiences with the newcomer community and noted that there are often challenges connecting them with appropriate employment opportunities. She asked how skilled newcomers are being supported locally.

K. Lemire said that the Economic Development offices in Orangeville and Shelburne host two job fairs per year. She said that Georgian Career and Employment Services participate at the job fairs providing job seeker support. In addition, the Economic Development office partners with the Waterloo Wellington Dufferin Workforce Planning Board and there is a PolyCultural office in Orangeville that supports newcomers.

10. Date of Next Meeting

The next meeting is scheduled to be held on Tuesday, June 11, 2024, at 8 a.m.

11. Adjournment

The meeting adjourned at 9:50 a.m.



Minutes of Homelessness Task Force

April 17, 2024, 7:00 p.m.

Electronic and In-Person Participation - Homelessness Task Force
The Corporation of the Town of Orangeville
(Chair and Secretary at Town Hall - 87 Broadway)
Orangeville, Ontario

Members Present: R. Alvarez
Councillor Andrews
T. Carter
E. Dunn
E. Goodyear
T. Grabb
Councillor Sherwood

Staff Present: T. Barry, Executive Assistant, Community Services

1. Call to Order

7:01 pm

2. Disclosures of (Direct or Indirect) Pecuniary Interest

None

3. Adoption of Minutes of Previous Meeting

2024-004

Moved By T. Carter

That the minutes of the following meeting are approved: March 20, 2024

Carried

4. Presentations

4.1 Guest Speaker - Inspector Michael Di Pasquale

James Giovanni and Michael Di Pasquale attended to speak about the committee and what their involvement is in the community.

J. Giovanni is OPP and also in MCRT and he deals with vulnerable persons in the community. They have noticed that calls are increasing with the difficult economic times. When the OPP does go to calls nursing staff also attends as part of their staff and the two work together to help the community.

Foot patrols are one way OPP tries to help out those vulnerable individuals. The coverage is 5 days a week and 2 weekends a month.

T. Carter asked J. Giovanni what they do when someone is in crisis and homeless. J. Giovanni said there are options available to assist. If the individual is involved in a justice issue or may have mental health issues then the individual is referred to Safe Beds and forensic beds are made available. If the police are called and if the individual does meet the criteria and that individual wants assistance, police will arrange transport to Safe Beds which is a two week stay and 24 access to mental health professionals. There is one location in Brampton and one location in Mississauga. Once they leave the facility, they will now have resources that they can rely on.

Last winter the OPP/MCRT did have a program and offered motel rooms to clients for one or two nights and the next business day a housing support worker from Dufferin County would go meet with them and help navigate for housing and mental health.

Another option is Family Transition Place. This is the most well-know women's shelter and assists many families. Very rare that they aren't at capacity, but they do try to assist OPP.

Choices and the Men's Shelter - A major impact in the community over the years.

OPP will look outside of Dufferin County to assist (i.e. Alliston, Beeton, GTA, etc.)

Front line officers are also reaching out to those suspected to be homeless and make sure they are connected to services or help them get connected.

OPP is developing a homelessness encampment strategy and updates will be provided.

5. Items for Discussion and Reports

5.1 Questions for Meeting with Potential Project Managers of Out of the Cold

Reviewed the questions that will be discussed at the meeting with potential project managers.

Youth Unlimited is interested in being a property manager but it will need assistance with other faith-based groups, and it needs to speak with its Board.

The space at Youth Unlimited was a perfect fit for an Out of the Cold program and all departments have gone and looked at the space and it has passed the first review of the area.

A question to add to the slide for the Q & A is recommending a non-denominational program

5.2 Presentation to Council for Task Force Wind Up

Chair Andrews thanked everyone for the assistance and went through the draft delegation and what will be presented.

The following recommendations were suggested:

- Finding homes for homeless and members of task force able to apply to new task force or apply for affordable housing.
- Tag line - Housing and services are a right.
- Council to commit to annual funding for out of the cold program
- Should encourage County to focus on homeless in the County
- That the County form a task force
- Terms of Reference for affordable housing September 2024 and recruitment occurs prior to that (potentially in the summer)

Distribute to the task force prior to the meeting and not dissolving until we get Council's endorsement. Dufferin County staff will be bringing back a report to the County about the formation of a taskforce

6. Correspondence

Christopher Graham attended as member of public and he provided a prototype of a shed from Jay's Sheds and provided estimates of the construction of "shed" (which does not provide a washroom or electricity). Not permanent and can be moved. R. Ugalini attended as a member of the public and discussed the quotes that Christopher Graham had received on the sheds and asked why HST is on these quotes.

A. Marshall attended as a member of the public and asked how 236 First Street will be allocated (men/women/only women). Chair Andrews advised that SHIP will manage the allocation.

7. Announcements

Men's Shelter Update - 10 men currently in shelter and they are anticipating 2 more to arrive the week of April 17. The shelter still remains open Sunday and Monday but this will end at the end of April. The shelter filled two employment positions and one additional employment position at Family Transition Place. There has been an official name change to the shelter - it is now Choices Shelter and Support Services.

There are three youths in the youth centre.

8. Date of Next Meeting

No future meetings

9. Adjournment

Meeting adjourned at 8:46 p.m

MINUTES – OBIA Board of Management Meeting

Thursday, May 16th, 2024, at 0710

21 Mill Street, Orangeville, ON, L9W1M1 | Hybrid format via Teams

Accessibility information and how to attend this & future meetings can be found at:

<https://downtownorangeville.ca/wp-content/uploads/2023/01/Public-Meeting-Info.pdf>

or call 519 942-0087.

Members: M. Beattie (virtual), T. Brett, R. Hough, S. Koroscil, B. Luhar, D. Nairn, J. Patterson, T. Taylor (virtual)

Guests: Joy Emanuele | General Manager, Triovest; Murray Short | Partner, RLB; Patrick Kelly | Treasurer, Mandip Jhaji | Deputy Treasurer, Rebecca Medeiros | Financial Analyst | Town of Orangeville

1. Call to Order – 7:020am. T. Brett will act as Meeting Chair.
2. Approval of Agenda
Moved by J. Patterson, S. Koroscil **Carried.**
That the agenda and any addendums for the May 16th, 2024 OBIA Board be approved.
3. Declaration of Pecuniary Interest – None.
4. Attendance - as listed above.
5. Land Acknowledgement – We acknowledge the treaty lands and territory of the Williams Treaty Nations and Mississaugas of the Credit First Nation. We recognize that Dufferin County is the traditional territory of the Wendat and Haudenosaunee and home to Indigenous people today.
6. Minutes
Moved by D. Nairn & R. Hough **Carried.**
That the OBIA Special Board Minutes of April 4th and Board of Management Meeting Minutes of April 18th, 2024, be approved.
7. 82 & 86-90 Broadway Parking lot agreements – Deferred to Summer 2024
8. 82 & 86-90 Parking lot development – Deferred to Summer 2024
9. Orangeville Blues & Jazz Festival – Opening Remarks Invitation – M. Beattie speak on of behalf of the Board.
10. Mill/Broadway Wayfinding Sign – Deferred until news of the My Main Street Grant application is received. In the meantime, R. Hough will reach out to Sign Needs and ask them to respond to the quote request.
11. AGM Minutes Policy
Moved by S. Koroscil, B. Luhar **Carried.**
That Annual General Meeting (AGM) Minutes will be approved by the Board of Management a Board meeting following the AGM and posted on the OBIA website for Members for review. This policy is formally adopted and the OBIA's Policies & Procedures will be amended accordingly.
12. Staff Reports
 - 12.1. Better Together Task Force Report
 - 12.2. Executive Director's Report
 - 12.3. Event Report(s) - None.
 - 12.4. Ambassador / Marketing Report - None.
 - 12.5. Farmers' Market Report
 - 12.6. Financial Report**Moved by R. Hough, D. Nairn** **Carried.**
That the May 2024 staff reports be received.
13. Staffing Update
14. 2023 Financial Statements – Presented by Murry Short, RLB
Moved by D. Nairn, J. Patterson **Carried.**
That the 2023 Audited Financial Statements be approved.
15. New Business – None.

16. Closed Meeting

Moved by R. Hough, D. Nairn

Carried.

That a closed meeting of the Board be held pursuant to s. 239 (2) of the Municipal Act for the purposes of considering the following subject matters:

- i. Closed Board Meeting Minutes of April 4, 2024.
- ii. Board Appointments. A personal matter about an identifiable individual, including municipal or local board employees.

17. Rise & Report

Moved by R. Hough, S. Koroscil

Carried.

That the Closed Meeting Minutes of April 4th be approved

And that J. Emanuele (Fairgrounds) be appointed to the OBIA Board of Management.

18. Adjournment

Moved by D. Nairn, S. Koroscil

Carried.

That the May 16th, 2024, OBIA Board meeting be adjourned. Next meeting is scheduled for 7 am, Thursday, June 20th at 21 Mill Street.



Minutes of Heritage Orangeville

May 16, 2024, 6:00 p.m.

Electronic and In-Person Participation - Heritage Orangeville
The Corporation of the Town of Orangeville
(Chair and Secretary at Town Hall - 87 Broadway)
Orangeville, Ontario

Members Present: Councillor D. Sherwood
L. Addy
T. Brett
H. Daggitt
D. Gwilliams
G. Sarazin

Staff Present: B. Ward, Manager of Planning
M. Adams, Secretary

1. Call to Order

The meeting was called to order at 6:02 p.m.

2. Disclosures of (Direct or Indirect) Pecuniary Interest

None.

3. Land Acknowledgement

The Chair acknowledged the treaty lands and territory of the Williams Treaty Nations and the Mississaugas of the Credit First Nation. The Chair also recognized that Dufferin County is the traditional territory of the Wendat and the Haudenosaunee, and is home to many Indigenous people today.

4. Adoption of Minutes of Previous Meeting

Recommendation: 2024-009

Moved by T. Brett

That the minutes of the following meetings are approved: 2024-03-21 and 2024-04-18, Heritage Orangeville Meeting Minutes

That minutes 2024-04-18 be amended to indicate L. Addy and G. Sarazin were absent with notice.

Carried

5. Presentations

None.

6. Items for Discussion and Reports

6.1 2024 Ontario Heritage Conference

Recommendation: 2024-010

Moved by G. Sarazin

That the Committee approve the following:

Councillor Sherwood's and Drew Gwilliams' attendance at the 2024 Ontario Heritage Conference in Gravenhurst from June 13-15, 2024

AND pay for the cost of the registration, hotel accommodation, and mileage from the budget.

Carried

6.2 Official Plan and Zoning By-law Amendment Application - 11A York Street

This application is to rezone and redesignate the property to permit the development of twelve three-storey freehold townhomes with a private driveway. The development will include the following common elements: private driveway, amenity spaces, a sidewalk, and three lay-by parking spaces. The existing house is proposed to be demolished.

Mr. Ward said that the Committee needs to keep this application separate from the Heritage Conservation District process, and provide comments on what impact the development will have on the neighbouring properties' heritage features.

The Committee discussed the following concerns:

- The driveway is too close to the house to the east. The access driveway disrupts the historic streetscape.
- There will be an increase in traffic and parking issues on the street.
- The building is not compatible with other buildings on the street, nor with the identified character of single family dwellings within the proposed HCD Study and Plan. It would be better suited in another part of Town. One single heritage home would be more compatible than the townhouse proposal.
- There will be an increase in density due to the number of new residents.
- This street showed a progression of residential building construction from 1910-1950 of exclusively single family dwellings representative of waves of development of the Town. Row housing is not representative of this development although the row houses will not front on York Street and the house proposed to be demolished is not a heritage home.
- If you are looking south on York Street, you can see the park. The development does not appear to impact the view of the park which is part of the character of the street.
- mitigation measures, i.e. privacy fencing.
- Height: townhouses will be visible over 9 York Street.

- Proximity to 9 York Street and concerns to access the property if repairs or maintenance is required.
- Barrier fencing needs to be higher than four feet between the two heritage homes.
- Design of townhouses does not compliment the characteristics of the street. It lacks historical character.

Some of the residents were at the meeting and they shared their concerns with the development, including traffic, parking, safety issues, and visibility of townhouses to neighbouring properties.

Mr. Ward advised there will be a public open house on June 17 at 6 pm. prior to the Council – Public Meeting and they can share their concerns at that time. More details will be provided at the open house.

6.3 Committee Training

Recommendation: 2024-011

Moved by G. Sarazin

That a committee training session about the heritage process provided by L. Addy be held on June 5 at 6 p.m. at G. Sarazin's home.

Carried

6.4 Data Orangeville Review Update - Drew Gwilliams

Mr. Gwilliams gave an update on the progress that has been made on the Data Orangeville data. The committee advised that if he requires any further research on the properties, they could assist.

6.5 Non-designated Registry Work Plan

Councillor Sherwood gave an overview of the changes to the non-designated registry through provincial legislation. There are currently 454 properties on the non-designated registry, and these non-designated properties will be removed from the registry at the end of the year. A motion was passed by Council to request an extension in order to review this list for potential designation.

7. Correspondence

7.1 Ontario Heritage Act Resolution

7.2 2024-05 Bill 23 Amendment Letter to Premier Ford

8. Budget

Recommendation: 2024-012

Moved by G. Sarazin

That the budget be approved as presented.

Carried

9. Announcements

None.

10. Date of Next Meeting

Recommendation: 2024-013

Moved by H. Daggitt

That the next meeting be held on June 5.

Carried

11. Adjournment

Recommendation: 2024-014

Moved by L. Addy

That the meeting be adjourned at 7:40 p.m.

Carried

Minutes of Orangeville OPP Detachment Board Regular (Public Session) Meeting

May 21, 2024, 4:00 p.m.

Electronic and In-Person Participation - Orangeville OPP Detachment Board
Town Hall Council Chambers
87 Broadway
Orangeville, Ontario

Members Present: Chair Taylor
Vice-Chair McSweeney
Member Post
Member Maycock
Member Armstrong
Member Corrado-Weatherbee (non-voting at this meeting)

Staff Present: Executive Assistant M. Archer

1. Call to Order

The meeting was called to order at 4:01 p.m.

2. Disclosures of (Direct or Indirect) Pecuniary Interest and Preliminary Matters

None

3. Approval of Agenda

Moved by Member Post

Seconded by Vice-Chair McSweeney

Motion that the Board discuss and approve the Agenda for the May 21, Orangeville OPP Detachment Board Regular (Public Session) Meeting.

Carried

4. In-Camera Session - 4:00 p.m. (Board plus invited guests only)

Moved by Member Post
Seconded by Vice-Chair McSweeney

Convene into In-Camera Session.

Motion that at 4:09 p.m. the Board convene into the In-Camera Session of this meeting under section 44 of the Community Safety and Policing Act, 2019.

Carried

- 4.1 New Board Members and Updates on Provincial Appointees**
- 4.2 Insurance Update**
- 4.3 MCRT Grant and Invoices from Headwaters Hospital**
- 4.4 Community Safety and Policing Grant (CSP) Year 2 Final Report**
- 4.5 Orangeville Police Contract**
- 4.6 Facilities Update**
- 4.7 Complaint Resolution**
- 4.8 Presentation to Shelburne PSB**
- 4.9 Board Ratification Vote in Public Session**
- 4.10 Adoption of Previous In-Camera and Special Meeting Minutes**

5. Public Session

Moved by Member Post
Seconded by Vice-Chair McSweeney

Convene into Public Session.

Motion that at 5:02 p.m. the Board reconvene into the Public Session of this meeting.

6. Land Acknowledgment

The Chair acknowledged the treaty lands and territory of the Williams Treaty Nations and the Mississaugas of the Credit First Nation. The Chair also recognized that Dufferin County is the traditional territory of the Wendat and the Haudenosaunee and is home to many Indigenous people today.

7. Welcome and Introductions

7.1 Swearing In and Oath for New Members

Chair Taylor administered the oath to Warren Maycock, Grant Armstrong and Jackie Weatherbee per O. Reg. 416/23. Member Post thanked former provincial appointee, Ken Krakar, for his service to the Board.

8. Presentations

9. Report from In-Camera Session

As per item 4 above.

10. Items for Discussion and Reports

10.1 Orangeville OPP 2024 First Quarter Report

Inspector Di Pasquale provided an overview and highlights of the 1st quarter report covering the time period Jan. 1, 2024, to March 31, 2024. For more details see the 1st quarter report in the agenda package.

Moved by Member Maycock
Seconded by Member Armstrong

That the Orangeville OPP Detachment 2024 First Quarter Report and Review provided by Inspector Di Pasquale be received.

Carried

10.2 2023-2025 Dufferin Detachment Action Plan

Inspector Di Pasquale advised the 2023-2025 Dufferin Detachment Action Plan is very consistent with the last action plan 2020-2022. Traffic safety will continue to be a priority as evidenced in the Dufferin Detachment being in the top 3 detachments for enforcement in the OPP Central West Region over the Easter long weekend. They will continue to focus on preventing multijurisdictional violent crimes and crimes of opportunity including auto thefts and frauds, enhance the Mobile Crisis Response Team (MCRT), continue engaging youth and building relationships with youth in the community, maximize OPP attendance at community events and festivals through the Auxiliary unit, and focus on protecting vulnerable members of the community while utilizing programs such as Project Lifesaver.

Member Post advised she was very pleased to see a focus on prevention of Intimate Partner Violence in the action plan. Inspector Di Pasquale thanked Member Post for her advocacy in this area.

Vice-Chair McSweeney advised under the CSPA the Action Plans will now be required every 4 years rather than 3 years. Inspector Di Pasquale advised that they plan to use the current Action Plan till the end of it's term.

Member Armstrong inquired if the Auxiliary Program is fully staffed and Inspector Di Pasquale advised they are still looking for more persons and anyone interested can apply through the OPP website.

Moved by Member Maycock
Seconded by Member Armstrong

Motion that the Board receive the Dufferin Detachment Action Plan and the discussion with Inspector Di Pasquale.

Carried

10.3 CSPA Governance Compliance: April 22 Consultation with Detachment Commander Re. Board Local Policies per CSPA s. 69 Governance Cover Memo

Vice-Chair McSweeney advised that the CSPA outlines that Board policies must be adopted in consultation with the Detachment Commander. On April 22nd a delegation of the Board met with Inspector Di Pasquale to review the Board policy drafts and obtain his input. The Board took his input and made revisions to the policies accordingly.

Member Armstrong advised that the Board policies are very comprehensive.

Moved by Member Maycock
Seconded by Member Armstrong

Motion that Vice-Chair McSweeney's report be received.

Carried

10.4 CSPA Governance Compliance: Review of Work Plan - Appendix A of Policy D3(t) Board General Service Standards Guideline

Vice-Chair McSweeney advised that Policy D3(t) and the workplan is intended to operationalize our governance package. The workplan outlines steps and tasks needed to be taken to ensure we meet all our commitments under the CSPA. Vice-Chair McSweeney invited Board

members to review the workplan and provide input on any suggested improvements to the document.

Member Post reminded the Board that this document is a working/living document and will constantly need updating.

Moved by Member Armstrong
Seconded by Member Post

Motion that the Board receive and approve any changes made to the template as a result of the discussion.

Carried

10.5 CSPA Governance Compliance: 2024 Annual Board Report to Council per CSPA s. 68(1)(f) by June 30th.

Vice-Chair McSweeney advised that in accordance to s.68(1)(f) of the CSPA the Board must report annually to Town Council. Vice-Chair McSweeney has prepared a draft annual report as a 2-part report. Part 1 outlines the OPP Strategic Plan, Action Plan and Progress Reports and Part 2 is somewhat discretionary. Vice-Chair McSweeney will circulate a revised draft version for Board members to review and provide input on prior to our next regular Board meeting. The target will be to have the Annual Report ready for presentation to Council at the June 24th meeting.

Member Armstrong asked what does Council want to see from the Board in the Annual Report.

Chair Taylor advised that he believes Council would want to see a high-level overview highlight 4 or 5 key projects the Board is working on.

Member Armstrong advised he would be happy to help with the Annual Report and suggested that Part 1 be like an executive summary and Part 2 contain supplemental information.

Vice-Chair McSweeney undertook to prepare a revised draft report to circulate to Board members for comment prior to the June meeting when the report will be considered for adoption and submission to Council. Vice-Chair McSweeney suggested that the Board be scheduled to attend a Council meeting in early June to obtain Council's input on the draft report and introduce Council to the new Board members.

Moved by Member Armstrong
Seconded by Member Maycock

Motion that the Board receive the attached draft Annual Report and presentation from Vice-Chair McSweeney and approve next steps as above.

Carried

10.6 Governance Ratification

Vice-Chair McSweeney advised that the Board wanted to be compliant with the CSPA effective April 1, 2024, but since there would be no quorum until after April 1st when (1) new members would be appointed and (2) all members would complete mandatory training (not available until after April 1st), an alternative plan was put in place to ensure the Board could continue working to finish compliance matters including the new governance framework beyond March 31, 2024.

Under this alternative plan it was decided at the March 22, 2024, and April 30, 2024 Special Meeting to:

- approve working drafts of the revised Governance Cover Memo and draft Boards policies and bylaws conditional on the documents being revised to reflect approved Board member input and then returned to the Board prior to April 30, 2024, for final Board approval;
- confirm that until such final approval such conditional working drafts shall be used by the Board as required to effect compliance with the CSPA and its regulations; and
- place the April 30th approved governance framework on the Board's May 21, 2024 public session agenda for final ratification, including ratification of all Board actions taken from April 1, 2024-May 21, 2024.

Moved by Member Post

Seconded by Vice-Chair McSweeney

Motion that the above ratifications and approvals be adopted by the Board.

Carried

10.7 Update on MCRT Enhancement Grant and CSP Grant due April 30, 2024

Moved by Member Maycock
Seconded by Member Armstrong

Motion that the update provided on the MCRT Enhancement Grant and the CSP grant be received.

Carried

10.8 Funding of MCRT - Letter to Mayor Post from Honourable Michael Kerzner

Member Post advised that at the recent Rural Ontario Municipal Association (ROMA) Conference she spoke to the Solicitor General about the importance of aligning the grant funding that supports the crisis nurses and the dedicated OPP officer to the same grant cycles.

Moved by Member Maycock
Seconded by Member Armstrong

Motion that the Letter from Honourable Michael Kerzner and corresponding discussion be received.

Carried

10.9 Review Post March 19, 2024, and Pre-May 21, 2024 Meeting Service Standards Per Board Policy D3(j)

Chair Taylor advised the Board met their pre and post meeting service standards.

Moved by Member Post
Seconded by Vice-Chair McSweeney

Motion that the Board receive the above report.

10.10 Board Member/Executive Assistant Claims for Special Remuneration

Vice-Chair McSweeney explained to the new members that when they attend a Board Special Meeting the Exec. Asst. will submit their claim for special remuneration, but if they attend any authorized meetings/training outside a Board meeting then they are responsible for submitting a special remuneration claim.

Executive Assistant was asked to provide the new members with the current claim form.

Moved by Member Post
Seconded by Member Armstrong

Motion that the Board approve the above special remuneration claims/timesheet and direct Exec. Asst. Archer to submit same to the Town for payment.

Carried

10.11 Action Register Update

Chair Taylor requested the presentation to Council described above under item 10.5 be added to the Action Register.

Member Armstrong asked why are some items highlighted and Exec. Asst. Archer advised the items highlighted were new items documented since our last regular meeting.

Moved by Member Maycock
Seconded by Member Armstrong

Motion that the Board receive the attachment and update.

Carried

10.12 CSPA Governance Compliance: CSPA Mandatory Training Modules

All members reported they have completed the mandatory training with the exception of Member Weatherbee. She advised she has 70% of the training completed.

10.13 New OPP Detachment Board Regulation - O. Reg. 135/24

Vice-Chair McSweeney advised that O. Reg. 135/24 outlines the composition of the OPP Detachment Boards (detailed in the table) and provides details on such topics as remuneration of board members, detachments that are exempt, terms of office, etc.

Moved by Member Maycock
Seconded by Member Post

Motion that the Board receive the above discussion.

10.14 Vice Chair McSweeney's Recent Presentations

Vice-Chair McSweeney advised he was invited to attend a Zone 3 meeting in March to present on how the Orangeville OPP Detachment Board planned to ready itself for the new CSPA legislation. He advised that the Zone 3 Boards appeared to have varied levels of readiness.

Moved by Member Maycock

Seconded by Member Armstrong

Motion that the above updates by Vice Chair McSweeney be received.

10.15 False Alarm Reports

Chair Taylor advised that the Board monitors false alarms as the Town pays the OPP for calls for service and the Town wants to address any repeat calls for service due to false alarms. The OPP provides a report to the Board bi-weekly, and this is in turn circulated to the Bylaw Dept. who follow-up with any locations having repeat calls for service. This proactive approach has resulted in a decline in false alarm reports and particularly repeat calls for service.

Member Armstrong advised that he doesn't want persons to be afraid to call for service when required. Chair Taylor advised the reports are provided by the OPP. Chair Taylor advised he and Ms. Archer will follow-up with the OPP in regard to appropriate content on the reports.

Moved by Member Post

Seconded by Member Armstrong

Motion that the Board receive the False Alarm Reports and Chair Taylor and Exec. Asst. Archer will follow-up with the OPP re appropriate content of the reports.

10.16 Website Update

Vice-Chair McSweeney advised he emailed a document to Exec. Asst. Archer prior to the meeting, outlining recommended revisions to the website and asked Ms. Archer to circulate to the Board members following the meeting. The revisions are primarily removing the content in relation to hiring vacant Board positions and then updating the website with the new member photos and bios. Ms. Archer will request the assistance of the Communications Dept. to update the website.

Member Post advised she will reach out to the Communications Dept in relation to promoting the Board's Community Awareness Initiative on the website and report back to the Board in the fall of 2024.

Moved by Member Armstrong
Seconded by Member Maycock

Motion that the Board receive the update on the website and Ms. Archer will request the assistance of the Communications Dept. to update the website and Member Post will follow-up with Comm. Dept. to promote the Boards Community Awareness initiative and update the Board in the fall of 2024..

Carried

10.17 Amended and Restated Archival Services Agreement

Vice-Chair McSweeney advised he revised the Archival Services Agreement to ensure it is aligned with the CSPA. Chair Taylor will follow-up with the Clerk's Dept. for review and sign-off.

Moved by Member Armstrong
Seconded by Member Post

Motion that the Board receive the draft amended and restated Archival Services Agreement and update from Vice-Chair McSweeney and approve Chair Taylor circulating it to the Town Clerk for review and sign-off.

10.18 Zone 5 Update by Vice-Chair McSweeney

Vice-Chair McSweeney advised the Orangeville OPP Detachment Board is part of Zone 5. The next Zone 5 meeting is being hosted by the Guelph Board on June 19th and they offer a hybrid option where you can join virtually. All Board members are welcome.

Member Armstrong requested Vice-Chair McSweeney to share the meeting invitation with the Board members.

Moved by Member Maycock
Seconded by Member Post

Motion that the Board receive the update from Vice-Chair McSweeney and Vice-Chair McSweeney will circulate the meeting invitation for the next June 19th meeting with the other Board members.

10.19 Joint Meetings of the Dufferin County OPP Detachment Boards

Chair Taylor advised that the local boards generally try to meet 3x/year and they align on the content of the meetings.

Member Post advised that one of the highlights at the last meeting the Dufferin OPP Community Response Unit, Cst Andrew Fines and Sgt. Terri-Ann Pencarinha presented on their involvement in the community.

Moved by Member Maycock
Seconded by Member Armstrong

Motion that the Board receive the above minutes and update provided by Chair Taylor and Member Post.

10.20 Community Awareness Initiative

Member Post advised she will reach out to the Communications Dept in relation to promoting the Board's Community Awareness Initiative on the website and report back to the Board in the fall of 2024.

Moved by Member Post
Seconded by Vice-Chair McSweeney

Motion that the Board receive the above update provided by Member Post.

11. Adoption of Minutes of Previous Meeting

Moved by Member Post
Seconded by Vice-Chair McSweeney

That the minutes of the following meeting are approved: March 19, 2024 Regular (Public Session) Meeting

Carried

12. Correspondence

12.1 Letters of Support for Intimate Partner Violence (IPV) and Gender Based Violence (GBV) Resolution

Moved by Member Post
Seconded by Member Maycock

Motion that the Board receive the attached letters of support.

Carried

13. Question Period

Question Period was moved to follow Item 10.2 to enable guests to address Inspector Di Pasquale prior to him having to leave to attend another meeting. Renee and Sherry attended from the Settlers Creek Community Watch Group. They addressed the following concerns with the Board and Insp. Di Pasquale:

- ongoing issues with speeding vehicles along Spencer Dr. during school time and it has extended to Abbey and Glencairn streets and right up to Alder St.,
- Parents parking vehicles inappropriately on Spencer while dropping their children off for school and picking them up, and
- vandalism and vehicle thefts.

They advised they have started a neighbourhood watch program so that community members can be the eyes and ears of their neighbourhood. They care about their community and are trying to unite community members to work together to keep it a safe community. They further advised that Cst. Fines of the OPP has been very supportive.

Inspector Di Pasquale thanked them for their advocacy and leadership for their community. He advised that when officers are available, they will park visibly in the school zones to monitor parking as well as enforce speeding. He asked that the community members use the online reporting tool on the OPP website to report any traffic infractions. This helps the OPP with being able to conduct analysis and then deploy officers when and where most needed. He also encouraged residents to register any property cameras they have with the OPP as it assists in follow-up to incidents of vandalism and thefts.

Chair Taylor advised that bylaw staff will continue to monitor and enforce parking concerns on Spencer. Chair Taylor advised a lot of progress has been made over the last 20 years on Spencer as result of enforcement, installation of stop signs, and traffic lights.

Member Post thanked Sherry and Renee and advised that she would like to see other neighborhood's get involved in the same type of advocacy for their neighbourhood.

14. New Business

None.

15. Date of Next Meeting

As result of a couple members having conflicts with the next meeting for June 18, 2024 at 4:00 p.m. it was changed to June 25, 2024 at 4:00 p.m.

16. Adjournment

Moved by Member Maycock

Seconded by Member Armstrong

Motion that the meeting be adjourned at 6:37 p.m.

Todd Taylor, Chair

Mary Lou Archer, Executive Assistant



The Corporation of the Town of Orangeville

By-law Number 2024-

A by-law to authorize a Municipal Funding Agreement with the Association of Municipalities of Ontario under the Canada Community-Building Fund

Whereas the Provincial and Federal Government has made a commitment to provide funding under the Dedicated Canada Community-Building Fund;

And whereas the Corporation of the Town of Orangeville is eligible to receive a guaranteed amount of \$4,979,384 and an estimated additional \$5,515,643 under the program;

And whereas Council deems it necessary to enter into a Municipal Funding Agreement with the Association of Municipalities of Ontario, with respect to the Canada Community-Building Fund;

Be it therefore enacted by the municipal Council of The Corporation of the Town of Orangeville as follows:

1. That Council authorize the entering into and execution of the Municipal Funding Agreement with respect to the Canada Community-Building Fund, between The Corporation of the Town of Orangeville and the Association of Municipalities of Ontario and all documents ancillary thereto.

Passed in open Council this 8th day of July, 2024

Lisa Post, Mayor

Raylene Martell, Town Clerk



The Corporation of the Town of Orangeville

By-law Number 2024-

A by-law to appoint James Bramley as a By-law/Property Standards Officer/Weed Inspector for the Town of Orangeville

Whereas Section 9 of the Municipal Act 2001, S.O. 2001 c.25, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority;

And whereas Section 227 of the Municipal Act, S.O. 2001 c.25, authorizes a Council to pass a by-law to appoint such officers as may be necessary for the purposes of the Corporation for carrying into effect the provisions of any by-law of Council;

And whereas Section 55 (1) of the Community Safety and Policing Act, 2019, S.O. 2019, c. 1, as amended, authorizes a Council to appoint Municipal By-Law Enforcement Officers to enforce municipal by-laws;

Now therefore be it resolved that Council for The Corporation of the Town of Orangeville hereby enacts as follows:

1. That Council appoint James Bramley as a By-Law/Property Standards Officer/Weed Inspector for The Corporation of the Town of Orangeville.

Read three times and finally passed this 8th day of July, 2024.

Lisa Post, Mayor

Raylene Martell, Town Clerk



The Corporation of the Town of Orangeville

By-law Number 2024-

A by-law to confirm the proceedings of the Council of The Corporation of the Town of Orangeville at its regular Council Meeting held on July 8, 2024

Whereas Section 5 (1) of the Municipal Act, 2001, as amended, provides that the powers of a municipal corporation shall be exercised by its council;

And whereas Section 5 (3) of the Municipal Act, 2001, as amended, provides that municipal powers shall be exercised by by-law;

Be it therefore enacted by the municipal Council of The Corporation of the Town of Orangeville as follows:

1. That all actions of the Council of The Corporation of the Town of Orangeville at its regular Council Meeting held on July 8, 2024, with respect to every report, motion, by-law, or other action passed and taken by the Council, including the exercise of natural person powers, are hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this or a separate by-law.
2. That the Mayor and Clerk are authorized and directed to do all the things necessary to give effect to the action of the Council of The Corporation of the Town of Orangeville referred to in the preceding section.
3. That the Mayor and the Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the seal of The Corporation of the Town of Orangeville.

Read three times and finally passed this 8th day of July, 2024.

Lisa Post, Mayor

Raylene Martell, Town Clerk