



Agenda Council Meeting

Monday, April 14, 2025, 5:00 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 attend the meeting either virtually or in-person and speak to Council for a maximum of 3 minutes to either provide information on a current agenda item, ask a question of Council or provide their comments to any item within the jurisdiction of Council. No pre-registration is required. Correspondence submitted will be considered public information and entered into the public record.

Please note: Any person requesting action from the Town must proceed through the delegation process.

Members of the public wishing to view the Council meeting or speak during open forum 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: 952 391 937#

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 April 14, 2025 Council Meeting, be approved.

3. Disclosure of (Direct and Indirect) Pecuniary Interest

4. Closed Meeting

Recommendations:

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:

4.1 March 10, 2025 Closed Council Minutes

- 4.2 Orangeville Fire Service Collective Agreement – Update, CMS-2025-006**
Labour relations or employee negotiations.
- 4.3 Heritage Orangeville Committee Recruitment, CPS-2025-022**
Personal matters about an identifiable individual, including municipal or local board employees.
- 4.4 Ontario Senior of the Year, CAO-2025-001**
Personal matters about an identifiable individual, including municipal or local board employees.
- 4.5 Confidential Verbal Report from David Smith, CAO - CAO Workplan and Performance Update**
Labour relations or employee negotiations.

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

Recommendations:

That the minutes of the March 10, 2025, Closed Council Meeting, be approved; and

That report CMS-2025-006, Orangeville Fire Service Collective Agreement - Update, regarding labour relations or employee negotiations, be received; and

That report CPS-2025-022, Heritage Orangeville Committee Recruitment, regarding personal matters about an identifiable individual, including municipal or local board employees, be received; and

That report CAO-2025-001, Ontario Senior of the Year, regarding personal matters about an identifiable individual, including municipal or local board employees, be received; and

That Confidential Verbal Report from David Smith, CAO - CAO Workplan and Performance Update regarding labour relations or employee negotiations, be received; and

That staff proceed as directed.

10. Adoption of Minutes of Previous Council Meeting

Recommendations:

That the minutes of the following meeting be approved:

10.1 March 24, 2025 Council Minutes

9 - 19

11. Open Forum

Any member of the public connecting via telephone is reminded to press *6 to mute and unmute and that they have a maximum of three (3) minutes to address Council.

12. Presentation, Petitions and/or Delegation

12.1 Public Delegations/Petitions

- 12.1.1 Bill McCutcheon, DFA President and Lisa Hern, Ontario Federation of Agriculture Member Service Representative - Economic Development of the Agricultural Industry in Dufferin County and Preserving Farmland**
In-Person

20 - 31

12.2 Staff/Consultant Presentations

- 12.2.1 Nancy Neale, Watson & Associates Economists Ltd. - Water and Wastewater Financial Plan**
Virtual

32 - 45

- 12.2.2 Alison Bucking, Project Planner and Lorelie Spencer, Senior Planner, J.L Richards & Associates Ltd. - East and West Broadway Corridor Study, Background Report**
In-Person

46 - 69

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 Mobile Food Vendor By-law, CPS-2025-024**
Recommendations:

70 - 95

	That report CPS-2025-024, Mobile Food Vendor By-law, be received; and	
	That the Mobile Food Vendor By-law attached to this report, be enacted.	
13.1.2	Water and Wastewater Financial Plans, CPS-2025-026 Recommendations: That report CPS-2025-026, Water and Wastewater Financial Plans, be received; and That Council approve the Water and Wastewater Financial Plan as presented.	96 - 188
13.1.3	Provincial Gas Tax Funding Agreement, CPS-2025-027 Recommendations: That report CPS-2025-027, Provincial Gas Tax Funding Agreement, be received; and That Council pass a by-law authorizing the Mayor and Clerk to sign a Letter of Agreement with the Ministry of Transportation for 2024-25 funding.	189 - 195
13.1.4	2024 Council and Board Member Remuneration and Expenses, CPS-2025-028 Recommendations: That report CPS-2025-028, 2024 Council and Board Member Remuneration, be received.	196 - 199
13.1.5	Expansion of Strong Mayor Powers to the Town of Orangeville, CPS-2025-029 <i>Note: The report will be published with the addendum on Monday, April 14, 2025.</i>	
13.1.6	Orangeville Transit Route Changes, INS-2025-001 Recommendations: That report INS-2025-001, Orangeville Transit Route Changes, be received; and That Council approve the route changes and direct staff to implement the changes as shown and outlined in Attachment 3 (Concept No. 2).	200 - 213
13.1.7	Traffic Bylaw Update – No Parking on Glengarry Road, Installation of PXO for School Crossing, INS-2025-017 Recommendations: That report INS-2025-017, Traffic Bylaw Update – No Parking on Glengarry Road, Installation of PXO for School Crossing, be received; and	214 - 219

That staff be directed to install a Pedestrian Crossover (PXO) on Glengarry Road at the side entrance to the Spencer Avenue School as described in this report; and

That Schedule A of the Traffic Bylaw 078-2005, Parking Restrictions be amended to reflect the recommended changes to parking on Glengarry Road as described in this report; and

That Schedule N of the Traffic Bylaw 078-2005, Community Safety Zones, be amended to include Glengarry Road between Sherwood Street and Saxon Street; and

That Council approve an advancement of the 2026 expenditure budget for project B1533.0000 to 2025 in the amount of \$40,000, funded \$30,000 from Roads & Related Development Charge Reserve Fund and \$10,000 from General Capital Reserve.

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| 13.1.8 | East and West Broadway Corridor Planning Study, Background Report, INS-2025-019 | 220 - 336 |
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Recommendations:

That report INS-2025-019, East and West Broadway Corridor Planning Study Background Report, be received; and

That the Background Study dated April 2025 included as Attachment No. 1 to this report, be received.

13.2 Correspondence

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| 13.2.1 | Proclamation Request - Orangeville Lions Club | 337 - 339 |
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Recommendations:

That the request from the Orangeville Lions Club to proclaim April 25-27 as "District A9 Lions Convention Weekend", be approved.

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| 13.2.2 | Town of Grand Valley - Planning Authority | 340 - 342 |
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| 13.2.3 | Town of Mono - Crime Stoppers Program | 343 - 344 |
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| 13.2.4 | Township of Amaranth - Building Permit Record Searches | 345 - 345 |
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| 13.2.5 | Township of Amaranth - Buy Local and Canadian | 346 - 346 |
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| 13.2.6 | Township of Amaranth - Ontario Salt Pollution Coalition Campaign | 347 - 348 |
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| 13.2.7 | Township of Melancthon - Crime Stoppers Program | 349 - 350 |
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13.3 Committee/Board Minutes

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| 13.3.1 | 2024-11-27 Orangeville Public Library Board Minutes | 351 - 354 |
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| 13.3.2 | 2024-12-03 Mayor's Youth Advisory Council Minutes | 355 - 358 |
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Recommendations:

That Council endorse the following resolutions:

Re: Item 5.1 - Stevie Forbes-Roberts, Dufferin Child & Family Services, GLOWn Ups Keep it CLASSY, 2SLGBTQ+ Caregiver Group

That the Mayor's Youth Advisory Council, in conjunction with GLOWn Ups Keep it CLASSY, cosponsor a community skate, and

That \$160 be used from the Mayor's Youth Advisory Council budget, to fund half the cost of the community skate.

Re: Item 6.1 - 2025 Mayor's Youth Advisory Council Work Plan

That the proposed 2025 Mayor's Youth Advisory Council work plan, be approved.

Re: Item 6.2 - 2025 Mayor's Youth Advisory Council Meeting Schedule

That the proposed 2025 Mayor's Youth Advisory Council meeting schedule, be approved.

13.3.3	2025-01-08 Committee of Adjustment Meeting Minutes	359 - 360
13.3.4	2025-01-13 Orangeville Public Library Board Minutes	361 - 362
13.3.5	2025-02-05 Committee of Adjustment Meeting Minutes	363 - 363
13.3.6	2025-02-20 Orangeville BIA Minutes	364 - 365
13.3.7	2025-02-26 Orangeville Public Library Board Minutes	366 - 370
13.3.8	2025-03-04 Mayor's Youth Advisory Council Minutes	371 - 374
13.3.9	2025-03-05 Committee of Adjustment Meeting Minutes	375 - 377
13.3.10	2025-03-06 Orangeville BIA Minutes	378 - 378
13.3.11	2025-03-06 Orangeville Public Library Board Minutes	379 - 380
13.3.12	2025-03-18 Community Improvement Plan Minutes	381 - 382

Recommendations:

That Council endorse the following resolution:

Re: Item 6.1 - Proposed 2025 Meeting Schedule

Motion to move Committee Improvement Plan Committee Meetings to every third Tuesday of the month at 12:00 p.m.

13.3.13	2025-03-20 Access Orangeville Minutes	
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Recommendations:

That Council endorse the following resolution:

Re: Item 6.4: Sponsorship of Recreational Activities

That Access Orangeville sponsor community swims during Accessibility Week (May 25 - May 31, 2025).

13.3.14 2025-04-01 Official Plan Steering Committee Minutes 383 - 384

13.3.15 2025-04-03 Sustainable Orangeville Minutes 385 - 388

Recommendations:

That Council endorse the following resolutions:

Re: Item 6.1 - Community Sustainability Grants Program

That the community sustainability grant application be approved as amended, as follows:

- Clarify ineligible expenses,
- Remove that applications cannot be submitted subsequent years,
- Amend funding and eligibility,
- Add two categories to the scoring matrix,
 - How does this serve the community?
 - How do you meet the eligibility criteria?
- Remove funding threshold.

Re: Item 6.7 - Baby Tree Program Ceremony

That the ceremony for the 2023-2024 Baby Tree Program not be rescheduled.

14. Notice of Motion Prior to Meeting

14.1 Mayor Post - Community Recognition Program 389 - 389

Recommendations:

Whereas municipalities across Ontario have implemented Community Recognition Programs to celebrate the outstanding contributions of individuals, groups, and organizations who help make their communities vibrant, inclusive, and resilient; and

Whereas the Town of Orangeville benefits from the dedication of countless community champions whose efforts deserve recognition and appreciation; and

Whereas recognizing these contributions publicly helps build community pride, engagement, and a culture of civic participation;

Therefore be it resolved that Council direct staff to develop a framework for a Community Recognition Program for the Town of Orangeville; and

That the program include open nominations from the public, with clear and transparent parameters to guide the nomination and selection process; and

That staff report back to Council no later than May 26, 2025, with a proposed structure, eligibility criteria, award categories, timelines, and implementation plan for Council's consideration; and

That the goal be to hold the first Community Recognition Awards presentation in September/October 2025.

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.

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| 17.1 | A by-law to regulate and licence Mobile Food and Refreshment Vending in the Town of Orangeville | 390 - 411 |
| 17.2 | A by-law to authorize the execution of the Letter of Agreement with the Ministry of Transportation for the provision and use of dedicated gas tax funds | 412 - 412 |
| 17.3 | A by-law to amend By-law 078-2005, being a by-law to regulate traffic in the Town of Orangeville, for the purpose of establishing parking restrictions and a Community Safety Zone on Glengarry Road | 413 - 414 |
| 17.4 | 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 April 14, 2025 | 415 - 415 |

18. Adjournment

Recommendations:

That the meeting be adjourned.



Council Meeting Minutes

March 24, 2025, 7:00 p.m.

In-Person Participation Only

The Corporation of the Town of Orangeville

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: T. Dulisse, Manager, Transportation and Development
D. Fraser, Chief Executive Officer, Orangeville Public Library
R. Gill, Software Development Engineer
T. Kocialek, General Manager, Infrastructure Services
R. Martell, Town Clerk
E. McAuley, Senior Climate and Sustainability Specialist
A. Minichillo, General Manager, Corporate Services
N. Nunes, Chief Building Official
R. Ondusko, Manager, Public Works
R. Patel, Makerspace Specialist
L. Raftis, Assistant Clerk
H. Savage, General Manager, Community Services
D. Smith, Chief Administrative Officer
T. Thompson, Compliance Officer, Water Works

1. Call To Order

The meeting was called to order at 7:00 p.m.

2. Approval of Agenda

Resolution 2025-048

Moved by Councillor Andrews

Seconded by Deputy Mayor Taylor

That the agenda and any addendums for the March 24, 2025 Council Meeting, be approved.

Carried

3. Disclosure of (Direct and Indirect) Pecuniary Interest

None.

4. Closed Meeting

None.

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. She noted that this meeting was being held in person only due to the current cybersecurity incident affecting Town systems.

9. Rise and Report

None.

10. Adoption of Minutes of Previous Council Meeting

Resolution 2025-049

Moved by Councillor Macintosh
Seconded by Councillor Sherwood

That the minutes of the following meeting be approved:

10.1 March 10, 2025 Council Minutes

Carried

11. Open Forum

Nick Garisto, Paula Court was not permitted to seek clarification regarding the opening of Hansen Boulevard during the open forum, in accordance with the procedure by-law which restricts residents from speaking on the same topic if they have addressed it within the last three months.

Trish Elliot, 57 Broadway advised members of Council that she is in attendance to answer any questions with respect to item 13.1.4 Sign Variance Request - 57 Broadway - Great Gulf's Five Creeks Development.

12. Presentation, Petitions and/or Delegation

12.1 Public Delegations/Petitions

**12.1.1 Jacquelin Weatherbee, Board Director, Orangeville Tennis Club
- Orangeville Tennis Club Update**

Jacqueline Weatherbee, Board Director, Orangeville Tennis Club provided a presentation with respect to the Orangeville Tennis Club, noting that 65% of its members are residents of the Town of Orangeville.

Roseanne Brett, President, Orangeville Tennis Club provided insights into the club's mission, its board members, the club's history, the facility at Rotary Park, and its various programming.

Michael Sobocan, Board Member, Orangeville Tennis Club emphasized the value of the Orangeville Tennis Club.

Caiden Solti, Ajay Sran, and Brandi Neil shared their personal experiences with the club and thanked Council for their ongoing support.

Ms. Weatherbee answered questions from Council.

12.2 Staff/Consultant Presentations

None.

13. Consent Agenda

Resolution 2025-050

Moved by Councillor Macintosh

Seconded by Deputy Mayor Taylor

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.

Items removed: 13.1.2, 13.1.3, 13.1.4, 13.1.6, 13.1.7, and 13.1.8.

Carried

13.1 Staff Reports

13.1.1 Orangeville Lions Club Funding Donation Agreement – Pump Track Park, CMS-2025-007

That report CMS-2025-007, Orangeville Lions Club Funding Donation Agreement – Pump Track Park, be received; and

That Council approve the funding agreement between Orangeville Lions Club and the Corporation of the Town of Orangeville as outlined in Attachment ‘A’ to this report; and

That the Mayor and Clerk be authorized to sign the Agreement on behalf of the Corporation of the Town of Orangeville.

Carried through consent

13.1.2 Library Board Exploratorium Project Funding, CMS-2025-008

Resolution 2025-051

Moved by Councillor Andrews

Seconded by Councillor Prendergast

That report CMS-2025-008, Library Board Exploratorium Project, be received; and

That Council approve the Library Board’s request for an expenditure increase of \$124,950 for the Library Creation Lab

project 20381.1200 to be funded by a Friends of the Library Donation (\$2,500), and the Library Capital Reserve (\$122,450).

Carried

13.1.3 Equity, Diversity, and Inclusion Strategy Implementation, CPS-2025-014

Resolution 2025-052

Moved by Deputy Mayor Taylor
Seconded by Councillor Stevens

That report CPS-2025-014, Equity, Diversity, and Inclusion Strategy Implementation, be received.

Carried

13.1.4 Sign Variance Request – 57 Broadway – Great Gulf's Five Creeks Development, CPS-2025-015

Resolution 2025-053

Moved by Mayor Post
Seconded by Councillor Andrews

That report CPS-2025-015, Sign Variance Request – 57 Broadway – Great Gulf's Five Creeks Development, be received; and

That Council grant a variance to Sign By-law 28-2013, as amended, to permit halo-type rear-illuminated wall signs on the Sales Office for Great Gulf's Five Creeks Development at 57 Broadway to be permitted with a timer while the sales office is operational; and

That the illumination element of the signage be revisited after 12 months.

Yes (3): Mayor Post, Councillor Andrews, and Councillor Macintosh

No (4): Deputy Mayor Taylor, Councillor Prendergast, Councillor Sherwood, and Councillor Stevens

Defeated (3 to 4)

13.1.5 Clerks Division Organizational Change, CPS-2025-021

That report CPS-2025-021, Clerks Division Organizational Change, be received; and

That Council approve the conversion of two (2) part time roles into one (1) full time role in the Clerks Division.

Carried through consent

13.1.6 2024 Annual Performance Report for the Orangeville Water Pollution Control Plant, INS-2025-002

Resolution 2025-054

Moved by Councillor Andrews

Seconded by Councillor Prendergast

That report INS-2025-002, 2024 Annual Performance Report for the Orangeville Water Pollution Control Plant, be received.

Carried

13.1.7 2024 Annual and Summary Water Works Reports, INS-2025-003

Resolution 2025-055

Moved by Councillor Andrews

Seconded by Deputy Mayor Taylor

That report INS-2025-003, 2024 Annual and Summary Water Works Reports, be received; and

That the 2024 Summary Report for the Orangeville Drinking Water System, be received; and

That a copy of 2024 Summary Report for the Orangeville Drinking Water System be forwarded to Credit Valley Conservation.

Carried

13.1.8 Automated Speed Enforcement (ASE), INS-2025-012

Resolution 2025-056

Moved by Deputy Mayor Taylor
Seconded by Councillor Andrews

That report INS-2025-012, Automated Speed Enforcement (ASE), be received; and

That Council direct Staff to investigate the Automated Speed Enforcement program offered through the Association of Ontario Municipalities (AMO) Local Authority Services (LAS) for the purpose of bringing back a further report with recommendations for implementation; and

That Council direct staff to develop and bring back details of Road Safety Program initiatives for Council approval in advance of the 2026 budget.

Carried

13.1.9 2024 Building Division Final Report, INS-2025-013

That report INS-2025-013, 2024 Building Department Final Report, be received.

Carried through consent

13.2 Correspondence

13.2.1 County of Dufferin - Advanced Left Turn

13.2.2 County of Dufferin - Canada Wide Early Learning and Child Care System

13.2.3 Township of Amaranth - County Planning Authority

13.2.4 Township of East Garafraxa - Distribution of Taxes on Property Transactions

13.2.5 Township of Melancthon - Request for Sylvia Jones to attend Melancthon Council

13.2.6 Proclamation Request National Public Works Week

Whereas public works professionals focus on infrastructure, facilities, and services that are of vital importance to sustainable and resilient communities and to public health, high quality of life, and well-being for the residents of Orangeville; and

Whereas these infrastructure, facilities, and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, operating, improving, and protecting our Town's transportation, water supply, water treatment and other structures and facilities essential for our citizens; and

Therefore be it resolved that Council do hereby designate the week of May 18–24, 2025, as National Public Works Week in the Town of Orangeville.

Carried through consent

13.3 Committee/Board Minutes

13.3.1 2025-01-15 Property Standards Committee Minutes

13.3.2 2025-01-21 Age Friendly Minutes

That Council endorse the following resolution:

That the proposed 2025 Age Friendly Committee work plan, be approved.

Carried through consent

13.3.3 2025-03-18 Age Friendly Minutes

That Council endorse the following resolutions:

That the Committee approve the amendments to the senior discount flyer.

That the Committee accept applications for the 2024/2025 snow clearing grant program until April 14, 2025.

That the Committee reschedule the June 17, 2025 meeting to May 20, 2025 at 1:00 p.m.

Carried through consent

14. Notice of Motion Prior to Meeting

14.1 Councillor Prendergast - Strengthening Pollinator-Friendly Practices in the Town of Orangeville

Resolution 2025-057

Moved by Councillor Prendergast
Seconded by Councillor Macintosh

Whereas through Sustainable Orangeville, the Town has been designated as the 37th Bee City by Bee City Canada since January 2020, demonstrating its commitment to fostering pollinator health and habitat; and

Whereas pollinators play a crucial role in maintaining ecological balance, supporting local agriculture, and enhancing biodiversity; and

Whereas the conservation, support, and creation of pollinator habitats contribute to urban biodiversity and provide essential ecosystem services, including natural pest control, soil erosion reduction, and improved water quality; and

Whereas according to Ontario's Pollinator Health Action Plan, pollinators are vital to the agricultural sector, with both managed and wild pollinators contributing an estimated \$992 million annually to Ontario's economy; and

Whereas habitat loss is a primary driver of pollinator decline, posing significant risks to biodiversity, ecosystem resilience, and food security; and

Whereas as part of its commitment as a Bee City, the Town seeks to develop a Pollinator Protection Plan to ensure that municipal policies and operations align with best practices for pollinator conservation;

Now therefore be it resolved that Council directs staff to report back on the development of a Pollinator Protection Plan including pollinator-friendly procurement and planting policies; and

That staff be directed to identify suitable locations on town-owned property for the development of a municipal pollinator garden and report back to Council with proposed locations, budget implications, and an implementation plan for consideration at the July 14, 2025 Council meeting.

Carried

15. Notice of Motion at Meeting

15.1 Mayor Post - Community Recognition Program

16. Announcements

Councillor Andrews thanked Council for their participation in the Big Brothers Big Sisters bowl-a-thon, acknowledged the Orangeville Kub Kar and Scout truck rally, and congratulated Councillor Prendergast on her five years of service with the 4TH Orangeville Cub and Scout Troop, highlighting her positive impact on youth in the community.

17. By-Laws

Resolution 2025-058

Moved by Councillor Prendergast
Seconded by Councillor Stevens

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

Carried

17.1 A by-law to authorize the entering into and execution of a Funding Agreement with the Orangeville Lions Club for the development and construction of a Pump Track Park adjacent to the Alder Recreation Centre (275 Alder Street, Orangeville)

17.2 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 March 24, 2025

18. Adjournment

Resolution 2025-059

Moved by Councillor Macintosh
Seconded by Councillor Andrews

That the meeting be adjourned at 8:10 p.m.

Carried

Lisa Post, Mayor

Raylene Martell, Town Clerk



About Dufferin County Agriculture

So...who are DFA and OFA?



Ontario Federation of Agriculture (OFA) is the largest general farm organization in Ontario, proudly representing 38,000 farm family members across the province.

- ***Our Mission: Farms and Food Forever.***

We are the leading agricultural advocate for Ontario farmers, their farm businesses and their communities

- Dufferin Federation of Agriculture (DFA) is the local County Federation of Agriculture representing over 585 Dufferin Farm Families

We are the leading agricultural advocate for Dufferin farmers, and advocate locally, and bring out grassroots input to OFA





- In 2023, the farms in Dufferin County census division* generated \$200 million in farm cash receipts with grains & oilseeds, cattle, and poultry & eggs representing the top 3 commodities.



- The 695 farms have 980 farm operators actively farming 157,389 acres in total farm area, with an average farm size of 226 acres.



Source: OMAFRA 2021 County Profiles



- The local agri-food sector in the Dufferin County census division employed 3,545 people through 926 local agri-food business establishments.



- The farm cash receipts generated by Dufferin County farms supported over \$387 million in GDP and 6,278 employees in the agri-food sector from farm to fork across Ontario in 2023.

Agriculture at a Glance

AS OF 2024

Local Snapshot

Dufferin County
CENSUS DIVISION



695
farms



157,389
acres of farmland



226 acres
is the average sized farm



Local Farm Sales



4
farms operate a CSA
(Community Supported Agriculture)



18 farms sell
at farmers' markets



86 farms sell directly from their
farm, at stands, or pick-your-own

Economic Contributions in 2023

Local Impact



The local agri-food sector
employed **3,350** people
through **954** local agri-food
business establishments

Farm Cash Receipts



\$200 million
in Farm Cash
Receipts



- Grains & Oilseeds
- Cattle
- Poultry & Eggs

Across the Province

Farm cash receipts
generated by local farms
supported **\$387 million**
in GDP and **6,278**
employees in the agri-food
sector from farm to fork
across Ontario

Farm Facts



19.9%
generate renewable
energy, including
solar, bioenergy and
wind power



34.7%
of farm
operators
are female



69.4%
are small farms
(less than \$100,000
in revenue)



Source: Ontario Ministry of Agriculture, Food and Agribusiness (2024) County Profiles.

Dufferin County Farmers are stewards of 43% of the land in Dufferin

Farmland loss (2021 census) is progressing at an alarming rate of 319 acres every single day.

With a growing population, this is not sustainable

Dufferin Rural Water Quality Program (DRWQP)



Following a 1 time \$50,000 contribution in 2012, Dufferin has provided funding to the program since 2017 *Thank you!*

This is a cost share program, with landowners contributing most of the \$.

- well upgrade and decommission projects are eligible anywhere in the County. These projects are not restricted to farm properties
- An estimated 635 kg of Phosphorous is retained on the landscape annually from DRWQP projects
- The program targets projects that will protect and enhance our water quality.



Eligible projects:

- Tree planting
- Well decommissioning and upgrades
- Livestock access restriction
- Cover crops
- Clean water diversion
- Erosion control/wetland creation
- Innovative projects

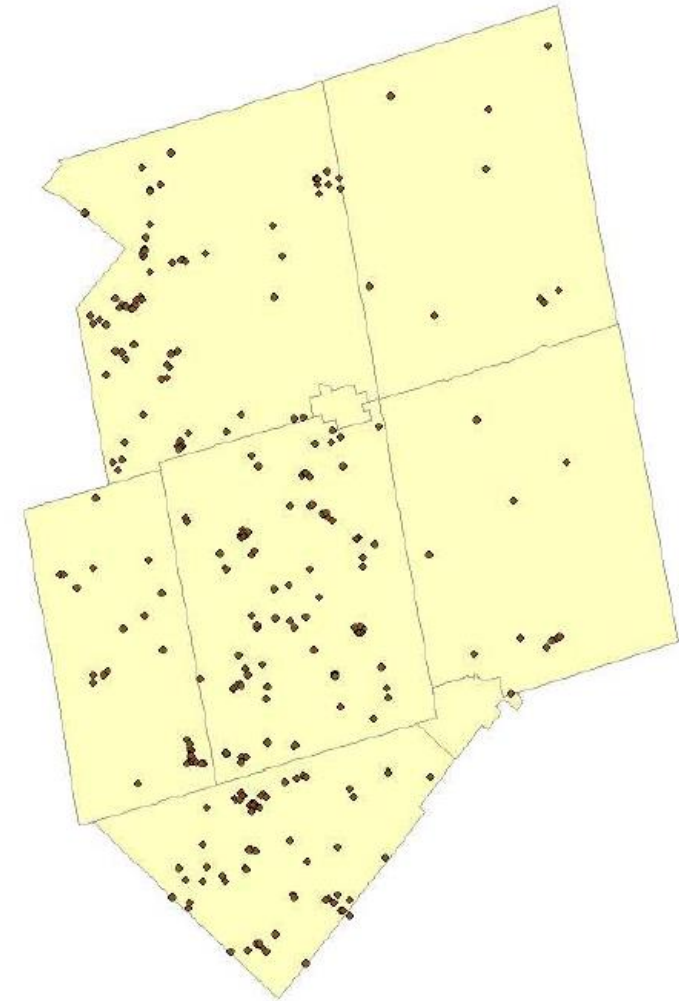


Figure 2: DRWQP project locations 2012 – 2024



environmental farm plan
sustainably farmed

*More programs that protect
our resources!*

About Environmental Farm Plan

The Environmental Farm Plan (EFP) is an assessment voluntarily prepared by farm families to increase their environmental awareness in up to 23 different areas on their farm.

Through the EFP process, farmers highlight their farm's environmental strengths, identify areas of environmental concern, and set realistic action plans with time tables to improve environmental conditions.



RESOURCE



Guide to support agricultural growth in your municipality

The Ontario Federation of Agriculture (OFA) has identified municipal barriers and opportunities to support growth in Ontario's agriculture and agri-food businesses.

Ag is big business

Now let's protect it!

ofa.on.ca/GrowAg

Supporting the agri-food sector



Checklist to Support Agricultural Growth in Your Municipality

This checklist is accompanied by a *Guide to Support Agricultural Growth in Your Municipality*. Please consult the *Guide* for further information on how to implement the actions in the Checklist, and why they are important for supporting the agricultural sector in your municipality.

I. Land Use Planning

- ☐ Outlined a clear definition and policy for on-farm production, value-added agriculture, and agri-tourism in municipal policies

**A thought to ag when planning
can make a big difference**

- ☐ Ensured the roads department incorporates design features for roads, bridges and traffic circles that allow for the safe passage of large farm equipment

II. Property Assessment and Taxation

- ☐ Adjusted the farm tax ratio below 25% of the residential tax rate
- ☐ Passed a resolution supporting OFA policy on taxation for buildings used for value-added

Thank you, contact us anytime!



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Ontario Regulation 453/07 Water and Wastewater Financial Plan

Town of Orangeville
April 14, 2025

Agenda



1. Study Purpose
2. Legislation
3. Requirements for the Municipal Drinking Water Licence
4. Rate Study/Budget vs. Ontario Regulation 453/07 Reporting Requirements
5. Summary of Financial Indicators
6. Recommendations

Study Purpose



- The Town of Orangeville (Town) retained Watson to prepare Water and Wastewater Financial Plans (Financial Plans) following the completion of the 2024 Water and Wastewater Rate Study.
 - The Water Financial Plan is required as part of the submission to renew the Town's municipal drinking water licence under the *Safe Drinking Water Act, 2002*.
- The Financial Plans are based on the detailed financial planning and forecasting found in the Town's 2024 Water and Wastewater Rate Study.

Background



- Over the past 20+ years, significant legislated changes have occurred in the municipal water and wastewater sector.
- The *Safe Drinking Water Act, 2002* established many of the rules and protocol surrounding how regulated entities provide water to its constituents.
- One of the requirements is for all municipalities/local service boards providing water service to be licensed to operate the water system(s) – note, part of the licensing requirement is for the Town to submit a Financial Plan to the Province.

Legislation



In August 2007, the province issued Ontario Regulation (O. Reg.) 453/07 and the Guideline “Towards Financially Sustainable Drinking-Water and Wastewater Systems”. A summary of key elements of O. Reg. 453/07 is provided below:

- The financial plan represents one of the five key elements for obtaining your Municipal Drinking-Water Licence.
- The plan is to be completed and submitted as part of your application for the drinking water licence.
- The financial plans shall be for a period of a least six years but longer planning horizons are encouraged.
- As the regulation is under the *Safe Drinking Water Act, 2002*, the preparation of the plan is mandatory for water and encouraged for wastewater

5 Requirements for the Municipal Drinking Water Licence



1. Drinking Water Works Permit (DWWP)
2. Accepted Operational Plan, based on the Drinking Water Quality Management Standard (DWQMS)
3. Accreditation of the Operating Authority
4. **Financial Plan**
5. Permit to Take Water (PTTW)

Financial Plan Requirements – Existing System Licence Renewal



- s.3 of O. Reg. 453/07 governs licence renewal and includes the following requirements:
 - s.3 (1) 1 – approval by Council resolution (or governing body).
 - s.3 (1) 2 & s.3 (1) 3 – that the financial impacts have been considered and apply for a minimum six-year period (with the first year of the financial plan being the year in which the current licence expires)

Financial Plan Requirements



➤ s.3 requirements (cont'd):

- s.3 (1) 4 – financial plan must include annual projections for:
 - i. Statement of Financial Position;
 - Financial assets, liabilities, net debt, non-financial assets
 - ii. Statement of Operations;
 - Revenues, expenses, annual surplus, accumulated surplus
 - iii. Statement of Cash Flows;
 - Operating, capital, investing, financing transactions
 - iv. Information relating to the replacement of lead service pipes within the above referenced statements.

Financial Plan Requirements



➤ s.3 requirements (cont'd):

- s.3 (1) 5 i – financial plans to be made available upon request without charge;
- s.3 (1) 5 ii – financial plans to be made available through publication on the internet (if website is maintained);
- s.3 (1) 5 iii – provide notice of availability of financial plans, that in the opinion of the owner will bring notice to the attention of the members of the public who are served by the drinking-water system.
- s.3 (1) 6 – copy of the financial plans must be submitted to the Ministry of Municipal Affairs and Housing

Financial Plan Requirements



- s.3 requirements (cont'd):
 - s.3 (2) – Information in the following areas apply only if the information is known at the time of financial plan preparation:
 - Financial assets, liabilities, net debt
 - Cash flow: operating, investing, change in cash, cash balances
- s.4 – if applicable for two or more solely owned drinking-water systems the financial plans can be prepared as if they were one drinking-water system
- s.5 – financial plans prepared for new systems or licence renewal/initial licence may be amended
- s.6 – information in addition to that being prescribed may be included in the financial plans

Rate Study/Budget vs. O.Reg. 453/07 Reporting Requirements



Significant Revision Areas	Rate Study/Budget	O.Reg 453.07 Financial Plan
Approach	“Modified Cash Basis”	“Full Accrual Basis”
Capital Requirements	Capital Forecast	Tangible Capital Assets
Previously Acquired Assets	Lifecycle Cost Analysis (Future Replacement)	Tangible Capital Assets (Historical Cost)
Debt Payments	Principal and Interest Expense	Interest Expense Principal: Debt reduction
Amortization	Not Applicable	Included in Operating Expenses
Reserve Transfers	Included as an Expense	Part of “Accumulated Surplus”
Development Charge Reserve Fund Balances	Reserve Fund Continuity Schedule	Deferred Revenue

Summary of Financial Indicators - Water



Description	2025 to 2034	2025	2034
Statement of Financial Position: Water Services			
1) Increase/(Decrease) in Net Financial Assets	(\$68,558,418)		
2) Increase/(Decrease) in Tangible Capital Assets	\$90,271,007		
3) Increase/(Decrease) in Accumulated Surplus	\$21,712,589		
Statement of Operations: Water Services			
1) Expense to Revenue Ratio		70%	91%
2) Increase/(Decrease) in Accumulated Surplus	\$21,712,589		
Statement of Changes in Net Financial Assets/Debt: Water Services			
1) Acquisition of Tangible Capital Assets (Cumulative)	\$120,472,000		
2) Annual Surplus/Deficit before Amortization (Cumulative)	\$51,913,582		
3) Ratio of Annual Surplus before Amortization to Acquisition of TCAs (Cumulative)		0.36	0.43
Statement of Cash Flow - Indirect Method: Water Services			
Cash and Cash Equivalents, end of year		\$13,219,642	(\$243,565)

Summary of Financial Indicators - Wastewater



Description	2025 to 2034	2025	2034
Statement of Financial Position: Wastewater Services			
1) Increase/(Decrease) in Net Financial Assets	(\$31,923)		
2) Increase/(Decrease) in Tangible Capital Assets	\$31,925,642		
3) Increase/(Decrease) in Accumulated Surplus	\$31,893,719		
Statement of Operations: Wastewater Services			
1) Expense to Revenue Ratio		86%	68%
2) Increase/(Decrease) in Accumulated Surplus	\$31,893,719		
Statement of Changes in Net Financial Assets/Debt: Wastewater Services			
1) Acquisition of Tangible Capital Assets (Cumulative)	\$45,821,000		
2) Annual Surplus/Deficit before Amortization (Cumulative)	\$45,789,077		
3) Ratio of Annual Surplus before Amortization to Acquisition of TCAs (Cumulative)		0.30	1.00
Statement of Cash Flow - Indirect Method: Wastewater Services			
Cash and Cash Equivalents, end of year		\$2,374,711	\$9,653,151

Recommendations



- The Town of Orangeville Water and Wastewater Financial Plans prepared by Watson & Associates Economists Ltd. dated March 31, 2025, be approved.
- Notice of availability of the Water Financial Plan be advertised.
- The Water Financial Plan dated March 31, 2025, be submitted to the Ministry of Municipal Affairs and Housing. (as per O. Reg. 453/07, Section 3 (1) 6).
- The resolution of Council approving the Water Financial Plan be submitted to the Ministry of Environment, Conservation and Parks, satisfying the requirements under the *Safe Drinking Water Act, 2002*. (Section 32 (5) 2 ii).

April 14, 2025



East and West Broadway Corridor Study Background Report Presentation

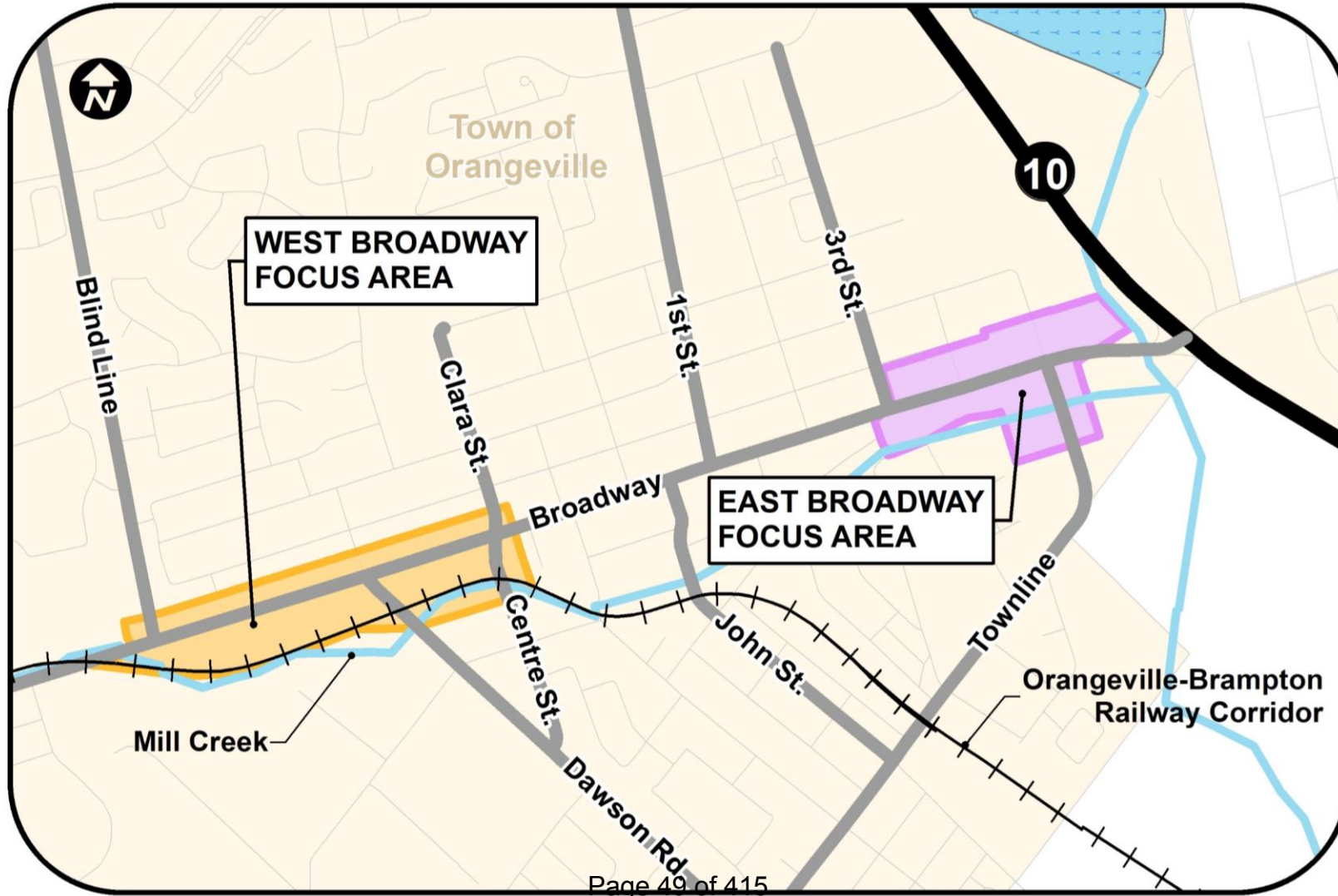


Presentation Agenda

1. Project Study Area & Scope
2. Background Review
3. Existing Conditions
4. Public Engagement
5. SWOT
6. Next Steps

The East and West Broadway Corridor Study Project

Project Study Area



Project Scope & Timeline

Project Initiation

- Kick-Off
- Public Consultation Planning
- Data Collection and review
- Public Engagement – Online Survey
- Background Report

November 2024 to Present

Development Vision and Planning Study

- Draft vision and Land Use Framework
- Transportation & Parking Analysis
- Infrastructure Plan
- Flood Plain Strategy
- Urban Design Visioning and Principles
- Fiscal Impact Analysis
- Public Engagement – Stakeholder Interviews and Open House
- Finalize Draft Report and Present Development Vision and Planning Study to Council

April to August 2025

Implementation

- Draft Design Guidelines and Streetscape Plans
- Draft Planning Instruments
- Draft Fiscal Strategy
- Finalize all implementation Tool & Present to Council

August to November 2025

Background Review

Background Review

Legislative and Policy Review:

- Planning Act, other recent legislation, and Provincial Planning Statement 2024
- Credit Valley Conservation Authority regulation policy;
- Dufferin County Official Plan (2017 consolidation and recent amendments) and Transportation Master Plan (2023);
- Town of Orangeville Official Plan (2020 consolidation), Draft Official Plan and Zoning By-law (2022 consolidation);
- Town of Orangeville Community Improvement Plan and Design Guidelines (2023);
- Town of Orangeville Heritage Conservation Districts & Heritage Register;
- Town of Orangeville Parking Study (2017)



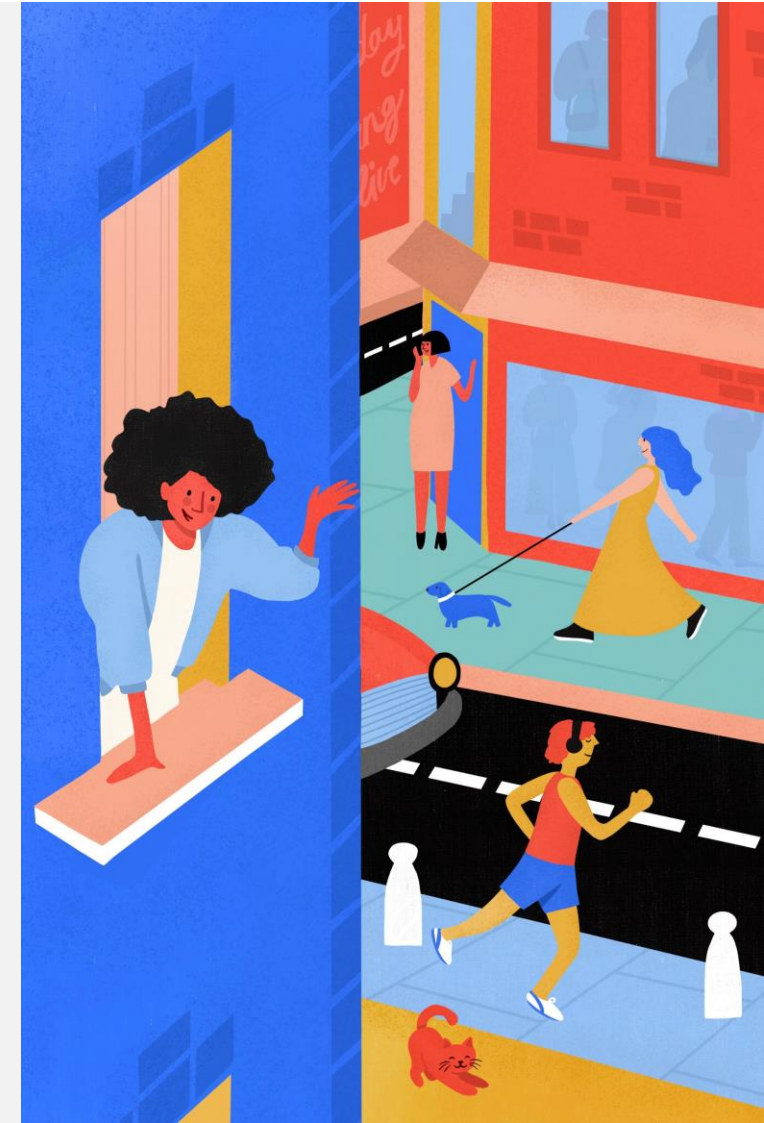
Background Review

Best Practice Review:

- Village of Bolton, Queen Street Corridor Study
- City of Waterloo, Uptown Waterloo Streetscape Strategy
- Town of Newmarket, Yonge & Dundas Streetscape Master Plan

Conclusions:

- Town policies prioritize serving the needs of the travelling public in the Study Area, hindering the creation of a complete community.
- County Official Plan and draft Official Plan policies support further growth and intensification.
- Due to smaller proportion of heritage buildings vs the downtown - Opportunity to focus residential growth in the Study Area to support businesses in both the Study Area and Downtown.
- Study Area can be a gateway into Orangeville where people live, work and play!



Existing Conditions

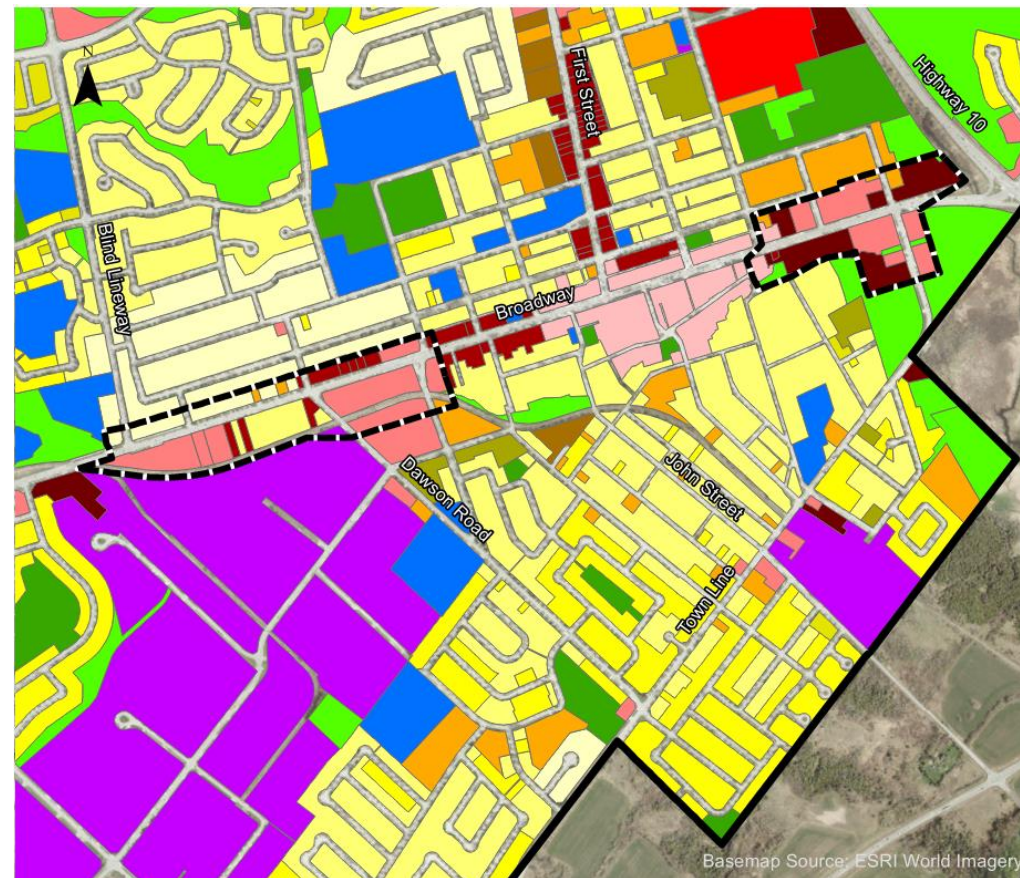
Land Use & Future Development

East Broadway

- Predominantly commercially zoned with small pockets of land zoned open space and multiple residential
- Commercial uses are autocentric and regulations are designed to accommodate customers travelling via car
- This area is seeing more development activity - 3 mid-rise mixed use residential developments proposed in this area

West Broadway

- More mixed in terms of zoning - lands zoned commercial and residential.
- Land uses to the east are designed to accommodate automobile traffic but transition away near Dawson Road where commercial uses are in converted residential buildings which primarily contain offices or personal service uses
- No new development applications in this area



Legend

Zoning Districts

- Residential, First Density
- Residential, Second Density
- Residential, Third Density
- Residential, Fourth Density
- Residential, Fifth Density
- Multiple Residential Medium Density
- Multiple Residential High Density
- Central Business District
- Neighbourhood Commercial
- General Commercial
- Restricted Commercial Residential
- Service Commercial
- General Industrial
- Open Space - Conservation
- Open Space - Recreation
- Institutional
- Study Area
- Town Limits

Built Form & Streetscape

East Broadway

- Existing built form is a product of a previous era, with large front yard setbacks and parking situated between the building and the street.
- 1-2 storey building heights
- Public sidewalks on both sides of the street with street trees provided where feasible
- Street furniture including benches are present only at the bus stops



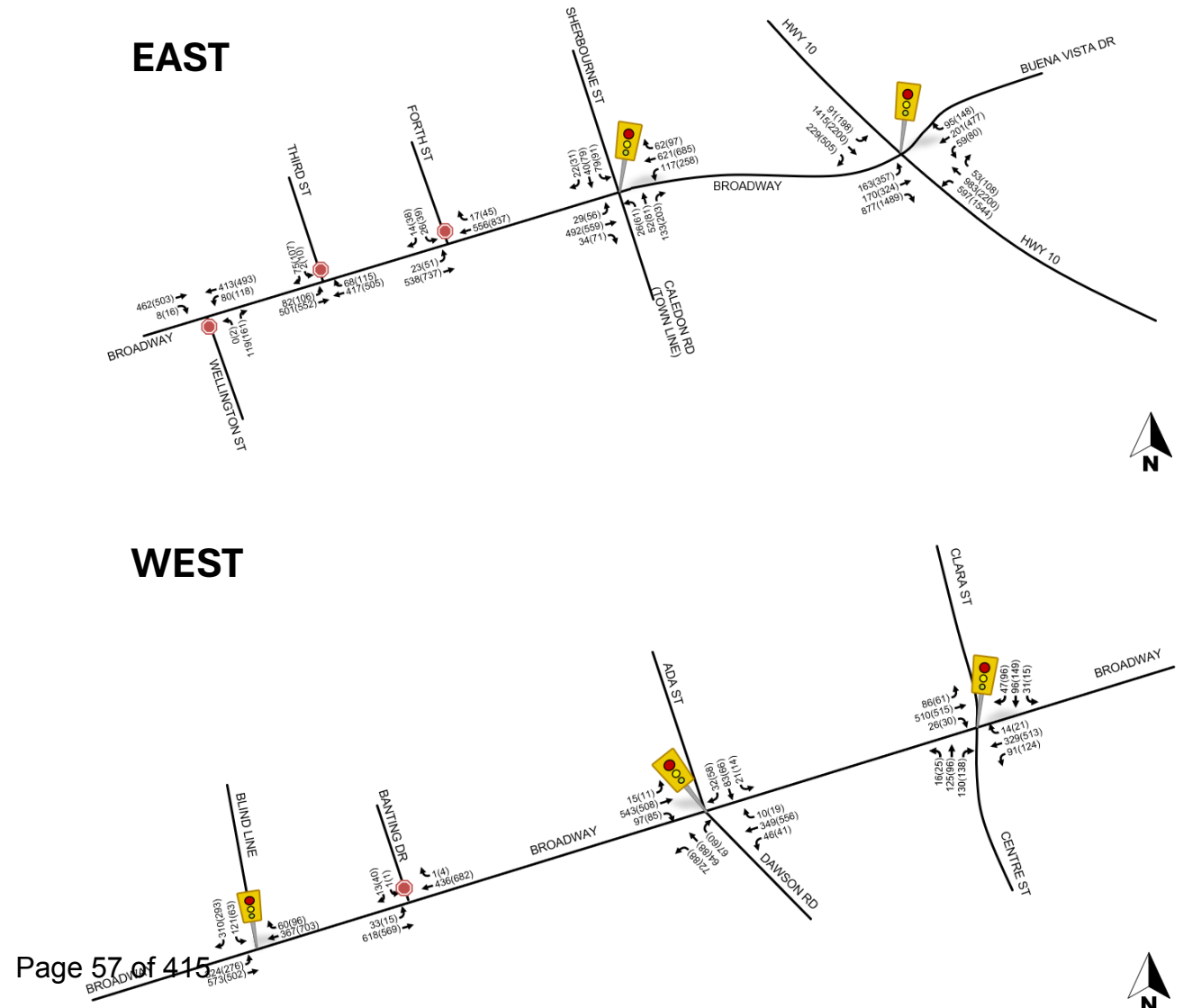
West Broadway

- Commercial built form is similar to the East Broadway in terms of large setbacks and parking located between the building and the streets.
- Residential uses maintain a traditional residential approach, which includes direct driveway access and several curb cuts.
- Predominantly 1-2 storey building heights, with the exception of a newer 4-storey building at the western edge
- Street trees are located along the boulevard towards the west portion of the focus area with street furniture including benches located only at bus stops



Infrastructure & Services

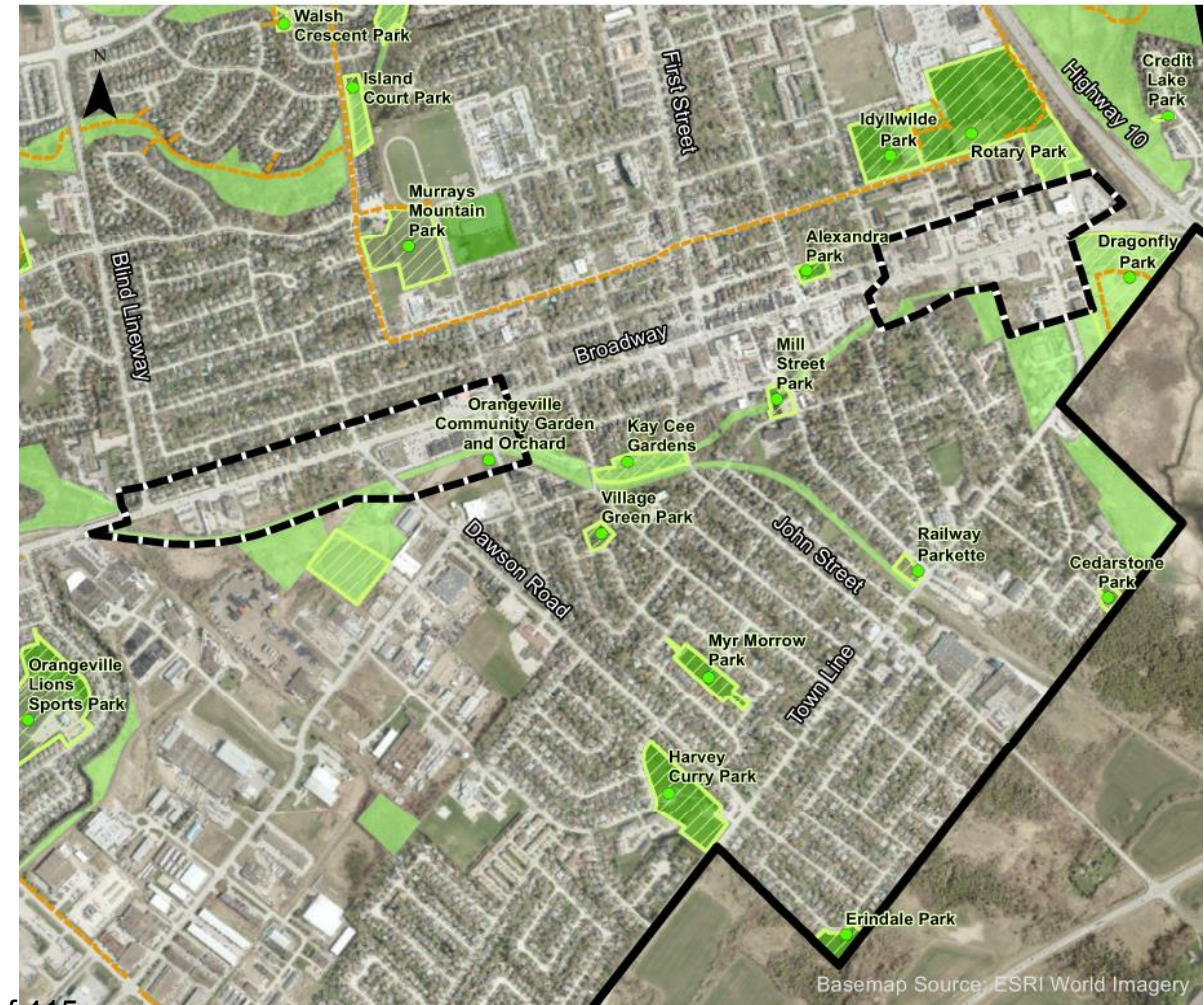
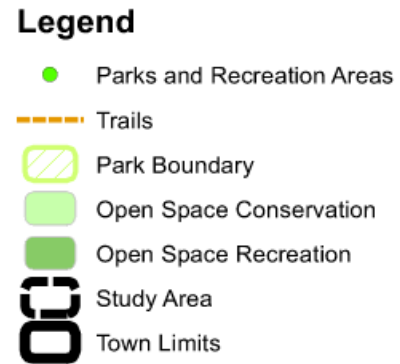
- Water capacity upgrades needed to accommodate projected growth – studies are underway to construct new well to address capacity limitation
- Currently no wastewater capacity concerns
- Only one intersection has road capacity concerns during the PM peak hour (Broadway/Blind) - operating a level of service D (i.e. speed and maneuverability of traffic are severely reduced due to the density of vehicles).
- Capacity of traffic signals is only a concern at Caledon/Sherbourne/Broadway where the southbound left-turn storage exceeds capacity by approximately 5 m (i.e. 1 vehicle) during the PM peak hour.



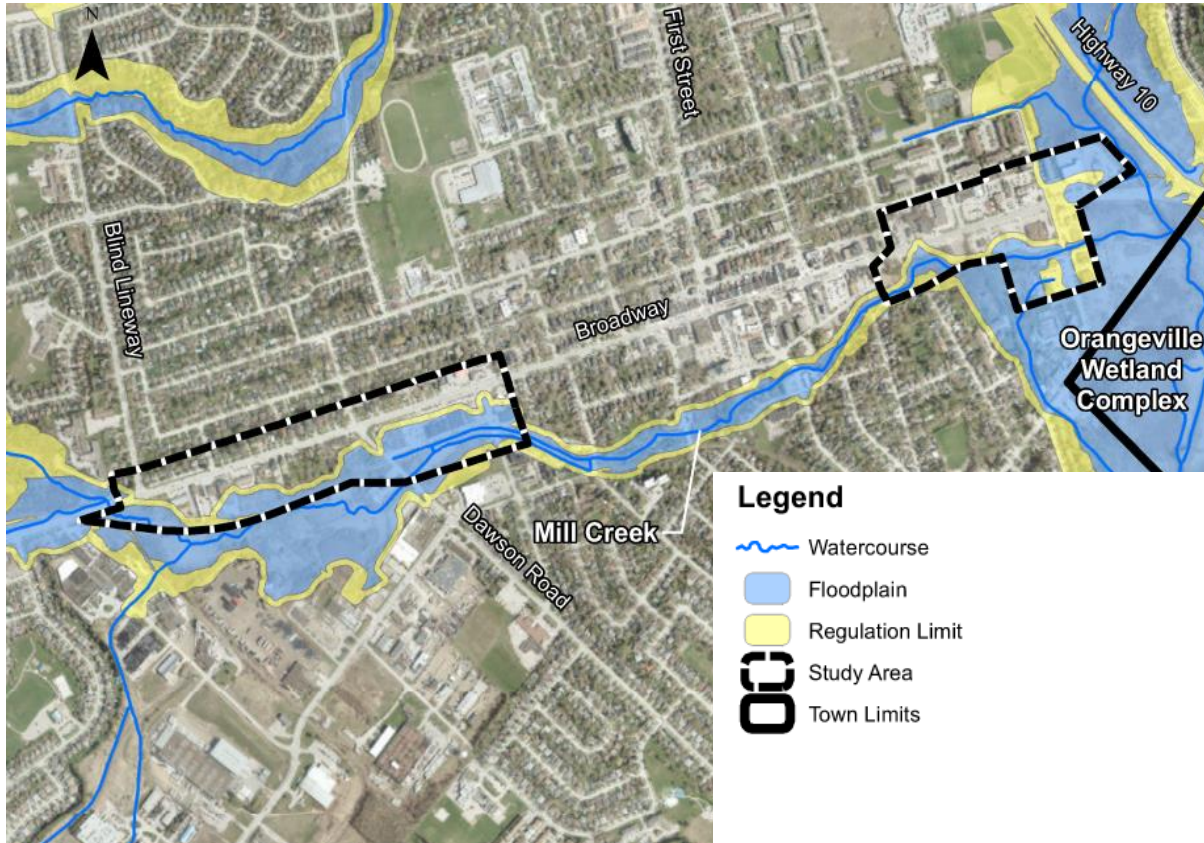
Open Spaces

- Conservation protection & outdoor recreation shown on slide
- Orangeville Community Garden & Orchard
- Future Rail Trail connections
- Potential park linkages and trail connections

Many opportunities for outdoor recreation and public space.



Natural Heritage & Hazards



Public Engagement

Public Engagement Plan

Phase 1 – Gathering Feedback on Existing Conditions and Visioning

- Online Public Survey - Jan to Feb 2025
- Presentation to Council

Phase 2 – Developing the Vision and Land Use and Public Realm Plan

- 3 Focus Group Interviews – April to June 2025
- General email to Committees and Agencies to invite written feedback – May 2025
- Public Open House – May 2025
- Presentation to Council – TBD

Phase 3- Implementation Tools

- Presentation to Council - TBD

Public Survey Feedback

- 120 responses received!
- Survey ran for 4 weeks
- Majority of respondents lived in Orangeville (97) and majority of respondents were between the ages of 35-54 (60).
- Survey focused on gaining an understanding of current conditions and a vision for the future
- Restaurants like Angel's Diner and Greystones and Shops like FreshCo, LCBO and Shoppers were the most frequented locations in the study area.
- Common themes from examples streetscapes referenced by respondents:
 - Wider sidewalks
 - Mid-rise built form which increases in height as you approach the outskirts
 - Patios
 - Dedicated open spaces

What do respondents think about the Study Area?



Outdated and unappealing architecture



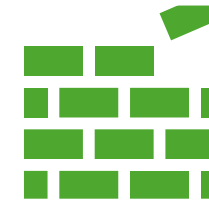
Not pedestrian friendly



Easy to get to



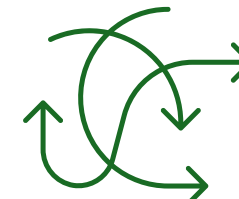
Many stores



Lacks character



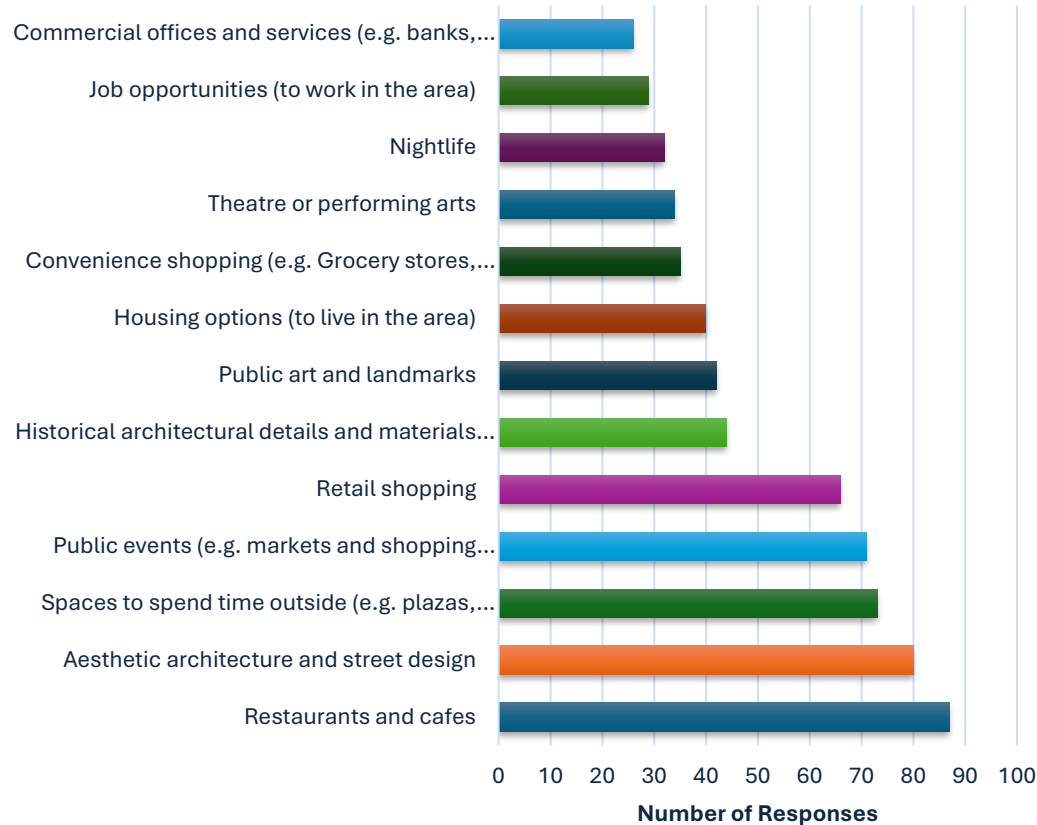
Congested



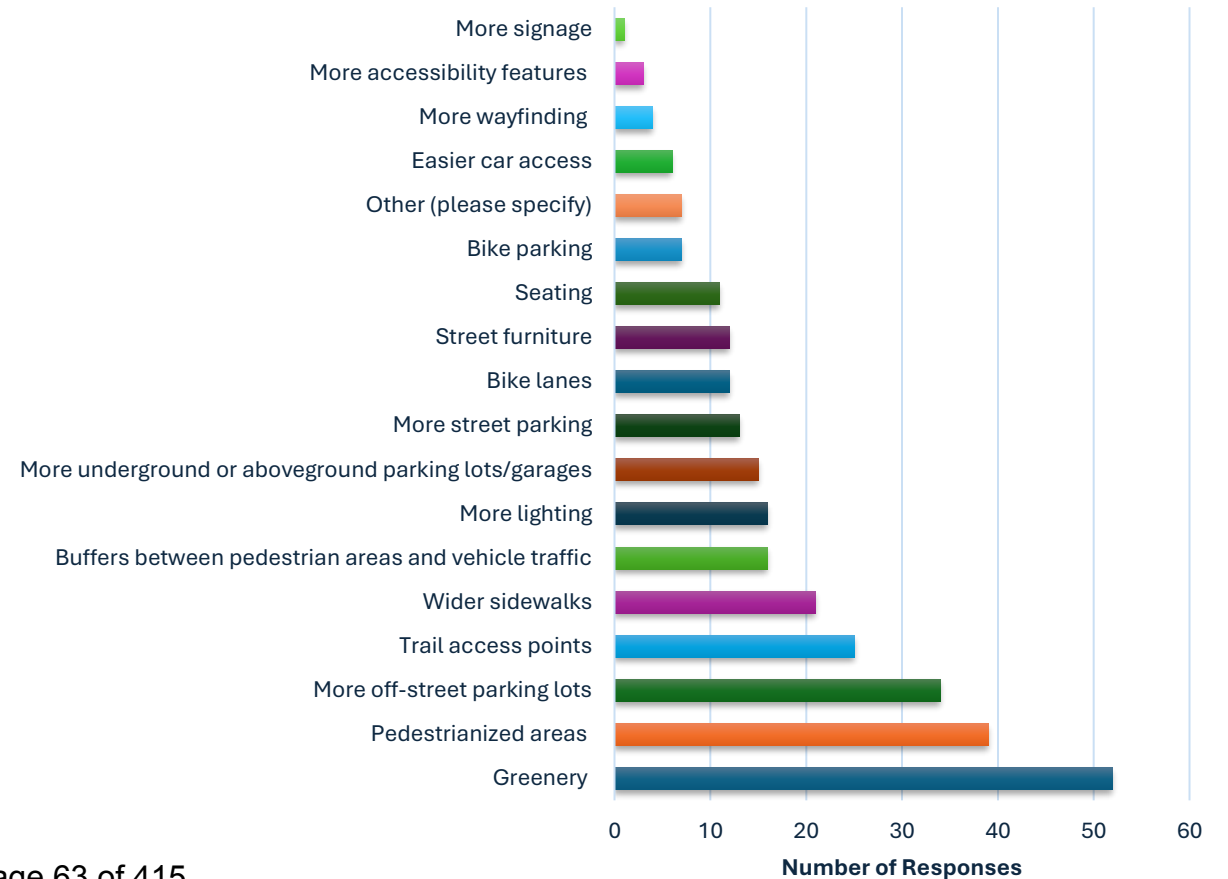
Sprawling

Public Survey Feedback

Which of the following would make you more likely to spend time in the "focus areas"?



What would make walking around the "focus areas" more comfortable and attractive to you?



SWOT Analysis

An aerial photograph of a town at dusk or dawn. The left half of the image is covered by a semi-transparent orange overlay. The right half shows a clear view of a town with various buildings, including a large commercial building with a red sign, and a body of water in the background. The sky is a mix of blue and orange hues from the low sun.

SWOT Analysis

Strengths	Weaknesses
<ul style="list-style-type: none">• Strong policy framework• Free transit and multiple transit stops• Existing uses cost-effective to redevelop• Grading offers potential viewpoints• Unique public art connecting Study Areas to Downtown• Proximity to Hwy 10	<ul style="list-style-type: none">• Built form is not pedestrian-oriented and has minimal streetscaping• Lack of streetscape coordination between public and private lands• Policies are auto-oriented, limiting pedestrian and economic activity• East Study Area built out areas are strongly auto-oriented

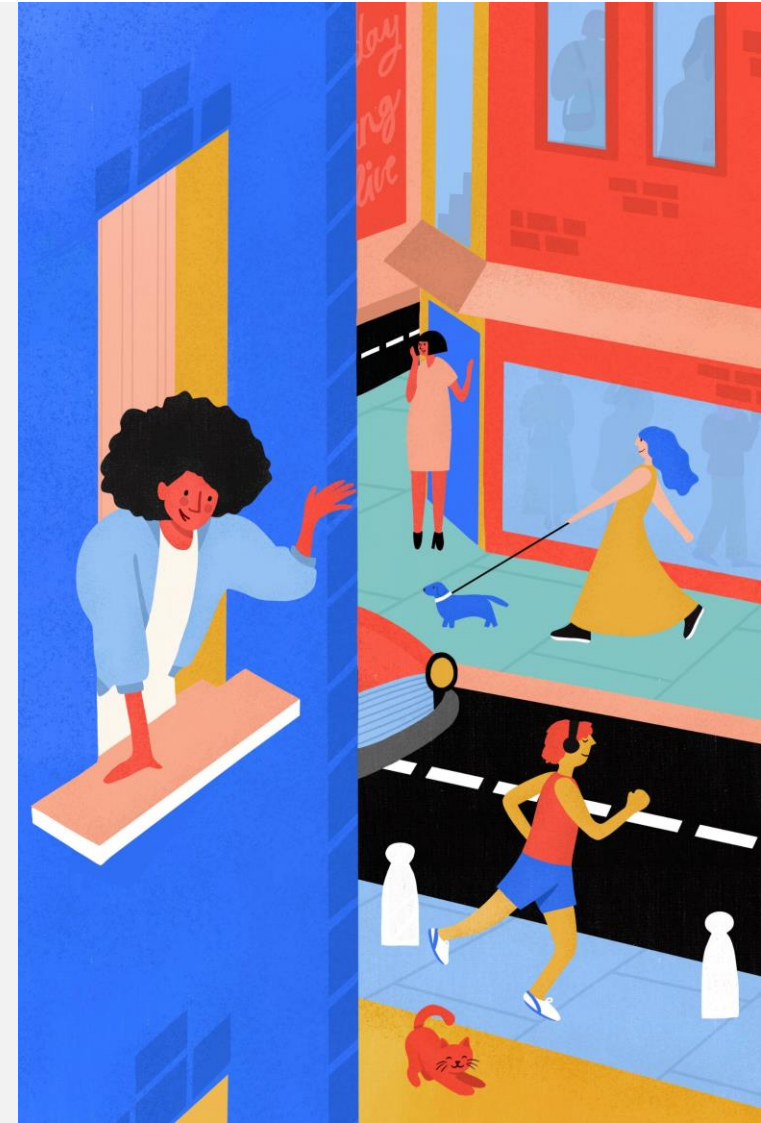
SWOT Analysis

Opportunities	Threats
<ul style="list-style-type: none">• New focal point potential at Broadway and Centre Street• Gateway node potential at Broadway and Hwy 10• Policy updates to increase gentle density, mixed-uses, complete streets, and extend Central Business District• CIP program can encourage streetscape improvements• Multi-purpose trail and connections potential (e.g. Rail trail; cycling infrastructure)• Underutilized lots and opportunities for contextually sensitive infill• Streetscape improvements to connect both study areas with Downtown• Future higher density development projects	<ul style="list-style-type: none">• Physical condition of paved surfaces and streetscape limits visual attractiveness• Existing lack of density and connectivity limits public realm opportunities• Private drive in West Study area, may limit development within that block of Broadway• Heritage Designations may limit urbanization• Mill Creek and associated floodplain constraints• Overhead hydro lines may limit higher density• Impacts of climate change

Next Steps

Next Steps

- Stakeholder Interviews – April to June 2025
- Draft Vision and Land Use and Public Realm Plan
- Public Open House



Thank You



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Platinum
member

Subject: Mobile Food Vendor By-law

Department: Corporate Services

Division: By-law/Property Standards

Report #: CPS-2025-024

Meeting Date: 2025-04-14

Recommendations

That report CPS-2025-024, Mobile Food Vendor By-law, be received; and

That Mobile Food Vendor By-law attached to this report, be enacted.

Overview

The report on the Mobile Food Vendor By-law provides an extensive review and recommendations for regulating mobile food vending operations within the Town of Orangeville. This includes updates and modifications to the existing legislation initially passed in 2008, with amendments over the subsequent years. The By-law aims to ensure public safety, promote fair business practices, and maintain community order. Key insights from recent council meetings and public consultations highlight the necessity for systematic updates, reflecting community needs and ensuring alignment with urban planning goals and public expectations. The report also discusses the implications of potential policy changes, such as the requirement of vulnerable sector checks for owners, and a re-evaluation of fee structures to balance local support and regional competitiveness.

Background

At the November 3, 2008, Council meeting the [Mobile Food Vendors By-law 2008-102](#) was passed, which took effect on January 1, 2009, and established the rules and regulations for licensing mobile food vendors in the town.

At the November 16, 2009, Council meeting [By-law 2009-120](#) was passed to amend the Mobile Food Vendors By-law to add the “non-residents” definition as well as an updated fees schedule.

At the May 31, 2021, Council meeting By-law [2021-047](#) was passed to amend sections 9.8 and 9.8.2 Mobile Food Vendors By-law addressing the permitted locations of Mobile Food Vendors.

At the May 15, 2023, Council meeting, [By-law 2023-041](#) was passed to amend section 4.2 of the Mobile Food Vendors By-law addressing that mobile food vendors do not require a licence when attending an event initiated by the Town within the Business Improvement Area or where a special event permit has been issued by the Town.

At the December 16, 2024, Council meeting, [Report CPS-2024-091](#), Mobile Food Vendor By-law was received providing a brief review of the current Mobile Food Vendor By-law with the proposed updates.

At the February 24, 2025, Public meeting, [Report PM-2025-002](#) was received with a new draft by-law and [presentation](#) with the new proposed updates.

Analysis/Current Situation

Questions and comments brought up during the Public Meeting:

Questions	Answers
<p>What measures can be implemented to ensure that the registered owners of food trucks are actively involved in their operation? Additionally, should the requirement for a Vulnerable Sector Check (VSC) be extended to include employees of the food truck to enhance operational integrity and public safety?</p>	<p>The Mobile Food Vendor By-law governs food truck operations to ensure safety, quality of life, and fair business practices:</p> <ol style="list-style-type: none"> 1. Health and Safety: Enforce food safety standards through regular inspections and sanitation requirements. 2. Public Order and Amenity: Define vending locations/times to avoid congestion and disturbances. 3. Economic and Fair Competition: Ensure fair competition with licensing rules, fostering a diverse economy. Require only owners, not all employees, to provide VSCs, aligning with practices for stationary establishments such as restaurants. 4. Zoning and Urban Planning: Integrate vendors into urban plans, designating zones to support cultural and social city events.
<p>In the case of a food truck attending a private event at a residential property, how are the applicable fees determined, and who bears the responsibility for these fees?</p>	<p>If a food truck operates outside the BIA and not on Town property, a Special Function Permit is mandatory. The fee is \$120 for residents and \$160 for non-residents, borne by the vendor owner. Compliance with all relevant by-laws is essential.</p>

<p>Are there designated limits on the number of Mobile Food Vendors allowed within the town, and what are the required setbacks for their operation?</p>	<p>No specific limit on licences for ice cream bicycles, ice cream trucks, etc., but food carts are limited to six (three in the Central Business District). Setbacks include:</p> <ul style="list-style-type: none"> - 8 meters from vehicular entrances. - 90 meters from other vendors or restaurants unless consent is obtained.
<p>What procedures are in place for addressing non-payment of fees by mobile food vendors, and how is enforcement carried out in such instances?</p>	<p>Upon identifying an unlicensed MFV, the vendor will be directed to vacate, and an Order is issued to obtain a license. Non-compliance may result in fines.</p>
<p>What penalties are imposed for violations committed by Mobile Food Vendors?</p>	<p>Under the POA in Ontario:</p> <ol style="list-style-type: none"> 1. For Individuals: <ul style="list-style-type: none"> - No statutory minimum fine unless specified. - Maximum fine up to \$5,000 unless otherwise stated. 2. For Corporations: <ul style="list-style-type: none"> - No statutory minimum. - Maximum fines can reach up to \$100,000 or more.
<p>What is the justification and background behind the non-resident fee being set approximately 20% higher, and what are the reasons for this fee differentiation?</p>	<p>The higher non-resident fee is to counterbalance:</p> <ol style="list-style-type: none"> 1. Resource Utilization: <ul style="list-style-type: none"> - Non-residents use municipal resources without tax contributions. 2. Encouraging Local Economy: <ul style="list-style-type: none"> - Prioritize local vendors for economic benefits. 3. Equitable Use of Public Space: <ul style="list-style-type: none"> - Helps manage demand for prime locations. <p>Fees align with regional municipal standards and support tourism.</p>
<p>Why require a Vulnerable Sector Check for owners rather than a Criminal Record Check?</p>	<p>A VSC provides:</p> <ol style="list-style-type: none"> 1. Protection in vulnerable areas by thorough assessments. 2. A holistic review including pardoned offenses. 3. Community trust assurance. 4. Compliance with policies concerning vulnerable populations. 5. Mitigated risks in youth-centric environments.

Corporate Implications

This report outlines that there are no immediate corporate implications directly affecting the Town's resources or departments.

Conclusion

The Mobile Food Vendor By-law represents an important framework supporting Orangeville's economic resilience and community viability. The proposed updates reinforce the Town's commitment to modern regulatory practices, ensuring an equitable and safe environment for mobile vendors while facilitating urban economic growth. By adopting these changes, the Town will enhance operational clarity for vendors, optimize space usage, and support an inclusive public environment. Council's approval of these recommendations will help align municipal objectives with broader social and urban development goals.

Strategic Alignment**Strategic Plan****Strategic Goal: Economic Resilience**

Objective: to establish updated regulations for mobile food vendors within the Town of Orangeville, ensuring operational integrity, compliance with new safety standards, and alignment with community and urban planning goals

Notice Provisions

Particulars confirming all statutory notice provisions, as well as notice provisions contained within the Notice Policy, have been fulfilled.

Respectfully submitted,

Antonietta Minichillo
General Manager, Corporate Services

Reviewed by:

Raylene Martell
Town Clerk, Corporate Services

Prepared by:

James Bramley
Supervisor, Licensing and By-law Enforcement

Attachment(s): 1. Draft Mobile Food Vendor By-law



The Corporation of the Town of Orangeville

By-law Number 20XX-XX

A by-law to regulate and licence Mobile Food and Refreshment Vending in the Town of Orangeville

WHEREAS Section 9 of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended hereinafter referred to as the “*Municipal Act*” provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising the authority under the Act; and

WHEREAS Section 8 (3) of the *Municipal Act* authorizes a municipality to provide for a system of licences and a licence includes a permit; and

WHEREAS Section 11 of the *Municipal Act* authorizes a municipality to pass a by-law respecting the health, safety and well-being of persons and respecting the protection of persons and property including consumer protection; and

WHEREAS Sections 9, 11 and 391 of the *Municipal Act* authorizes a municipality to impose fees and charges on persons; and

WHEREAS Section 23.1, 23.2 and 23.3 of the *Municipal Act* authorizes a municipality to delegate its powers and duties under the Act to a person; and

WHEREAS Section 151 of the *Municipal Act*, provides that a municipality may provide for a system of licences with respect to a business and may:

- a) prohibit the carrying on or engaging in the business without a licence;
- b) refuse to grant a licence or to revoke or suspend a licence;
- c) impose conditions as a requirement of obtaining, continuing to hold or renewing a licence;
- d) impose special conditions on a business in a class that have not been imposed on all the businesses in that class in order to obtain, continue to hold or renew a licence;
- e) impose conditions, including special conditions, as a requirement of continuing to hold a licence at any time during the term of the licence; and
- f) licence, regulate or govern real and personal property used for the business and the persons carrying it on or engaged in it; and

WHEREAS Section 425 (1) of the *Municipal Act* authorizes a municipality to pass by-laws providing that a person who contravenes a by-law of a municipality passed under the *Municipal Act* is guilty of an offence; and

WHEREAS Section 431 of the *Municipal Act* authorizes that where any by-law of a municipality under the *Municipal Act* is contravened and a conviction entered, in addition to any other remedy and to any penalty imposed by the by-law, the court in which the conviction has been entered and any court of competent jurisdiction thereafter may make an order prohibiting the continuation or repetition of the offence by the person convicted and requiring the person convicted to correct the contravention; and

WHEREAS Section 436 of the *Municipal Act* authorizes a municipality to pass a by-law providing that the municipality may enter on land to conduct inspections; and

WHEREAS Sections 444 and 445 of the *Municipal Act* authorizes a municipality to make orders to discontinue, or to correct, the contravention of a by-law; and

WHEREAS Section 446 of the *Municipal Act* authorizes a municipality to do a matter or thing in default of it being done by the person directed or required to do it; and

WHEREAS the Council for the Town of Orangeville deems it desirable and in the public interest to enact a By-law to regulate and licence Mobile Food Vendors;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF ORANGEVILLE HEREBY ENACTS AS FOLLOWS:

1. DEFINITIONS

1.1. In this By-law:

- a) **“Central Business District”** means the area outlined in Schedule “D” attached hereto;
- b) **“Charitable Organization”** means an organization which is created primarily for a charitable object or purpose in Ontario, is operated **not for profit**, and includes a religious organization or minor sports group;
- c) **“Chip Truck”** means a vehicle or trailer of sufficient size to allow a **person** to prepare therein french fried potatoes, and from within which french fried potatoes, hamburgers, hot dogs, hot or cold beverages, non-hazardous pre-packaged foods, such as potato chips, popcorn, nuts, candy bars and similar non-hazardous confections may be sold or provided for consumption;
- d) **“Clerk”** means the Clerk for the **Town** or any **person** designated by the Clerk;
- e) **“Food Cart”** means a cart which is propelled by muscular power and is equipped with cooking or barbeque grills on which to prepare hot food, and such pushcart shall not exceed an overall dimension of 75 centimetres in width and 1.5 meters in length;
- f) **“Ice Cream Bicycle”** means an insulated container for storing and transporting frozen ice cream, propelled totally by muscular power without motorized

assistance and from which ice cream and other frozen confections may be sold or provided for consumption;

- g) **"Ice Cream Truck"** means a vehicle modified to transport frozen ice cream from place to place, which is duly licensed by the Ministry of Transportation and is capable of being driven on highways or within municipalities and from which ice cream and other frozen confections may be sold or provided for consumption;
- h) **"Licence"** means a licence issued pursuant to this By-law;
- i) **"Licence Issuer"** means a **Town** employee responsible for issuing a **licence**;
- j) **"Licensee"** means a **person** issued a current valid **licence**;
- k) **"Market on Broadway"** means a group of vendors operating refreshment vehicles or refreshment stands from the approved market location;
- l) **"Mobile Lunch Truck"** means a vehicle modified to transport food preparation and serving equipment from place to place, which is duly licensed by the Ministry of Transportation and is capable of being driven on highways or within municipalities;
- m) **"Non-resident"** means the applicant/business does not own, rent or lease a permanent building in the **Town**;
- n) **"Not for Profit"** for the purposes of this By-law means a charitable or non-profit organization including a club, society or association that is organized and operated exclusively for social welfare, civic improvement, recreation or any other purpose except profit, and any profits or economic advantages which are received by it are used to promote its objectives and not used for the personal gain of any of its members or of any other **person**;
- o) **"Officer"** means a police officer, municipal law enforcement officer, or any other **person** appointed by by-law to enforce the provisions of this By-law;
- p) **"Person"** includes an individual, sole proprietorship, partnership, limited partnership, trust, corporation, and an individual in his or her capacity as a trustee, executor, administrator, or other legal representative;
- q) **"Proof of insurance"** means a certified copy of a policy of insurance or a certificate of insurance issued by a company authorized to carry on the business of insurance in the Province of Ontario in accordance with the Insurance Act, R.S.O. 1990, c.I.8., as amended, that shows proof of liability coverage as required by this by-law;
- r) **"Refreshment Vehicle"** means any vehicle from which food and refreshments are for sale, sold or provided for consumption by the public, and includes, without limiting the generality of the foregoing, a **chip truck, food cart, ice**

- cream bicycle, ice cream truck and mobile lunch truck**, irrespective of the type of power employed to move the refreshment vehicle from one point to another;
- s) "**Refreshment Stand**" means any facility (other than a restaurant or similar permanent establishment) from which food and refreshments are for sale, sold or provided for consumption by the public on a seasonal basis, but does not include a refreshment vehicle;
 - t) "**Special Event Permit**" means a permit issued by the Community Services to hold an event on municipal property under the control of the Parks and Recreation Department;
 - u) "**Special Function**" means an event occurring on private property, located outside the boundaries of the Town of Orangeville's Business Improvement Area (BIA), which does not satisfy the criteria for obtaining a **Special Event Permit** from the Parks and Recreation Department;
 - v) "**Special Fund Raising**" means an event occurring on private property for the purposes of fund-raising endeavours to benefit a non-profit entity, and for which the majority of funds raised are used for charitable purposes.
 - w) "**Town**" means the Corporation of the Town of Orangeville or the land within the geographic limits of the Corporation of the Town of Orangeville as the context requires;
 - x) "**Vulnerable Sector Check**" means the original search results of a Police Vulnerable Sector Check, enhanced screening for those employed in positions working with vulnerable **persons**, from each police service's jurisdiction in Canada in which the applicant has been a resident during the prior three hundred and sixty-five (365) days, dated no more than sixty (60) days prior to the submission of the Application;
 - y) "**Waste**" includes food, disposable eating utensils, paper, wooden, cardboard, plastic, glass or metal products used in the preparation, serving or consumption of the food or beverages offered for sale from a refreshment vehicle or refreshment stand;
 - z) "**Zoning By-law**" means any by-law passed by a municipality pursuant to Section 34 of the Planning Act, R.S.O. 1990, c. P.13, as amended.

2. GENERAL ADMINISTRATION AND EXEMPTIONS

2.1. The Short Title of this By-law is the "Mobile Food Vendor By-law".

2.2. This By-law applies throughout the whole of the **Town**.

3. GENERAL PROHIBITIONS AND REGULATIONS

- 3.1. No **person** shall operate or permit the operation of any **refreshment vehicle** or **refreshment stand** within the **Town**, unless a **licence** is obtained in accordance with the requirements of this by-law or is otherwise exempt under the provisions of this by-law.
- 3.2. No **licence** issued under the provisions of this By-law shall be assigned, transferred, leased or granted the right to use to any other **person**.
- 3.3. No **person** shall carry on business other than in the name that appears on a **licence**.
- 3.4. No **person** shall alter, erase, modify or permit such alteration, erasure or modification of a **licence**.
- 3.5. No **person** shall represent to the public that the **person** is **licensed** under this By-law if the **person** is not so licensed.
- 3.6. No **person** shall own, operate or permit the operation of a **Mobile Food Vendor** other than in accordance with the terms and conditions of a **licence** and this By-law.
- 3.7. The number of **licences** issued annually to permit the operation of an **ice cream bicycle, ice cream truck, chip truck, mobile lunch truck** or **refreshment stand** shall not be limited.
- 3.8. The number of **licences** issued annually to permit the operation of a **food cart** shall be limited to a maximum of six (6), with a maximum of three (3) of the six (6) **licences** being issued for locations in the **Central Business District**.
- 3.9. **Refreshment vehicles** or **refreshment stands** may be permitted to operate only in CBD, C1, C2, C3 and M1 Zones, as defined in the **Town's** Zoning By-law.
- 3.10. Notwithstanding Section 3.9, at the discretion of the **Licence Issuer**, **refreshment vehicles** or **refreshment stands** may be permitted to operate in an Institutional (INST) Zone during a **special function** with a **licence** provided that the attendance of such refreshment vehicle or stand provides a benefit the institution.
- 3.11. No **person** shall operate any **refreshment vehicle** or **refreshment stand** from any property except a location or location approved by the **Licence Issuer** and as listed on the **licence** for such **refreshment vehicle** or **refreshment stand**.
- 3.12. No **person** shall operate a **refreshment vehicle** or **refreshment stand** on any municipal property, which shall, for the purposes of this By-law, include road allowances, municipal parks, parking lots, Operations Centre and recreation facilities, except as described in Sections 3.13, 3.20.

- 3.13. The operation of a **refreshment vehicle** or **refreshment stand** may be permitted in a municipal park or facility under the control of the Parks and Recreation Department during a special event/tournament for which a **Special Event Permit** has been obtained.
- 3.14. Licensed vendors who wish to operate at a Council-sanctioned community event at a location outside the **Central Business District** must obtain the express written permission of the event organizers and provide a copy of such letter of permission to the **Licence Issuer** at least one (1) week in advance of the event.
- 3.15. No **person** shall operate a **refreshment vehicle** or **refreshment stand** within 8 metres (26 feet) of the vehicular entrance to the property or in any location which will obstruct the flow of vehicles.
- 3.16. No **person** shall operate a **refreshment vehicle** or **refreshment stand** within 90 metres (295 feet) of any other **refreshment vehicle**, **refreshment stand** or restaurant:
- a) with the exception of the three (3) locations listed in Section 3.20 and as otherwise exempt;
 - b) unless a letter in a form as provided by the **Town** is submitted to the **Licence Issuer** from any and all owner(s) of a **refreshment vehicle(s)**, **refreshment stand(s)** and restaurant(s) located within 90 metres of the proposed location of the **refreshment vehicle** indicating they do not object to the said **refreshment vehicle** being located within 90 metres of their **refreshment vehicle**, **refreshment stand** or restaurant.
- 3.17. A letter referred to in Section 3.16 (b) is required upon making an application for renewal of a **licence**.
- 3.18. Every **person** applying for a **licence** to permit the operation of a **refreshment vehicle** or **refreshment stand** who intends to operate from private property shall submit with the application a letter of permission with respect to the proposed use from the registered property owner or his authorized agent.
- 3.19. Notwithstanding anything in Section 3, the owner of a **mobile lunch truck**, which has the sole purpose of travelling from place to place to serve a number of private locations is permitted to serve his clients in any zone and shall not be required to provide letters of permission from the property owners.
- 3.20. In the **Central Business District** one **food cart** is permitted to operate from the sidewalk at each of the following locations:
- Northwest corner of First Street and Broadway
 - South side of Broadway, between 114 and 136 Broadway
 - Northwest corner of Second Street and Broadway

4. DUTIES AND RESPONSIBILITY

4.1 A licensee shall:

- 4.2 Every licensee shall ensure that where a vehicle is powered by propane, or where propane is utilized for food preparations, a minimum five (5) pound ABC dry chemical fire extinguisher or other such extinguisher as required by the Fire Chief or his designate, is attached to the vehicle at all times and the operator of such vehicle at all times and the operator of such vehicle shall be knowledgeable in the proper use of such fire extinguisher. In all cases, where a licensee requires any food heating capability, he shall be adequately equipped with a fire extinguisher in accordance with the provisions of the Fire Code, O. Reg. 388/97.
- 4.3 No **person** shall fail to keep his **refreshment vehicle** or **refreshment stand** in a clean and sanitary condition.
- 4.4 No **person** shall offer for sale or sell from a **refreshment vehicle** or **refreshment stand**, any goods, wares, merchandise or other item other than refreshments, food stuffs and confections.
- 4.5 No **person** operating a **refreshment vehicle** or **refreshment stand** shall be under the influence, consume, or have in his possession, any alcohol or drugs other than any drugs prescribed by a duly qualified medical practitioner which do not and may not impair his ability to operate the vehicle/stand while in charge of the same.
- 4.6 No **person** shall operate a **refreshment vehicle** or **refreshment stand** between the hours of 12:00 midnight and 6:00 a.m. on any day.
- 4.7 No licensee shall permit any individual other than a bona fide employee to operate the **refreshment vehicle** or **refreshment stand**.
- 4.8 No **person** shall operate a **mobile lunch truck, chip truck or ice cream truck** unless it has been equipped with an audible reversing alarm to alert the public when the vehicle is backing up.
- 4.9 No **refreshment vehicle** or **refreshment stand** shall be equipped with any flashing lights or sounding device for attracting attention.
- 4.10 No **person** shall operate a **refreshment vehicle** or **refreshment stand** at the **Market on Broadway** without the approval of the Market Manager.
- 4.11 Any **person** operating a **refreshment vehicle** or **refreshment stand** shall:
 - a) Provide a waste receptacle of an adequate size to contain all waste generated from the operation of the **refreshment vehicle** or **refreshment stand**.

- b) Ensure that all waste in the vicinity of the **refreshment vehicle** or **refreshment stand** is placed in such container before leaving the area.
- c) Remove such receptacle and its contents before leaving the area.
- d) Ensure that no waste generated by the operator or contained in his waste receptacle is deposited in any **Town**-owned waste containers; and
- e) Maintain the designated area and the pavement, sidewalk and boulevard adjacent thereto in a clean and sanitary condition free from grease, papers, rubbish and debris.

5. APPLICATION FOR A LICENCE

5.1. A **person** making an application for a **licence** or renewal of a **licence** shall submit to the satisfaction of the **Licence Issuer**:

- a) a complete application in the form provided by the **Town**;
- b) where the applicant is a corporation, a copy of the articles of incorporation or other incorporating documents issued by the Province of Ontario or the Government of Canada, and the business name registration, when applicable;
- c) where the applicant, is a sole proprietor, a copy of the business name registration, when applicable;
- d) where the applicant, is a registered partnership, a copy of the registered declaration of partnership, the names and addresses of each member of the partnership as well as the name under which the partnership intends to carry on business and a copy of the business name registration;
- e) the applicable **licence** fee;
- f) any documents, and obtain all required approvals and inspections from the appropriate approval authority having jurisdiction as outlined on Schedule "A" to this By-law;
- g) any other documents as may be required by the **Licence Issuer**.

5.2. A **person** submitting an application for **licence** renewal shall submit:

- a) a complete application (a licensee is not required to submit on renewal of a licence the items listed in sections 5.1 (b), 5.1 (c) or 5.1 (d) provided no changes have occurred in the information contained in those documents)
- b) the applicable licence fee

- c) all required documents as outlined in Schedule "A" at least fourteen (14) days prior to the expiry of the current licence. Applications for renewal submitted after fourteen (14) days shall be considered a new licence application.

6. FEES

- 6.1. A fee for a **licence** shall be as prescribed in Schedule "C" of this By-law.
- 6.2. Fee payable with an application for a **licence** shall not be pro-rated.
- 6.3. Every fee paid is non-refundable;
- 6.4. Acceptance of the **licence** fee does not constitute approval of the application or oblige the **Town** to issue a **licence**.

7. FEE REDUCTION AND EXEMPTIONS

- 7.1. **Not-for-profit** community associations, **charitable organizations**, service clubs and other organizers of special fund-raising events carried on solely for the benefit of a particular charity or **not-for-profit** organization are required to obtain a **licence** to operate any **refreshment vehicle** or **refreshment stand** and comply with the requirements of this By-law. Provided that the **person**, organization, association or service club is directly responsible for the vending operation, the fee for such **licence** shall be reduced as set out in Schedule "C" to this By-law.
- 7.2. The **Market on Broadway**, the Orangeville Business Improvement Area (BIA) and organizers of **Town** initiated events are required to obtain a **licence** to permit the operation of **refreshment vehicles** and **refreshment stands** from the market location and during outdoor events organized by the BIA or initiated by the **Town**.
- 7.3. The **Market on Broadway**, the BIA and own-initiated events are exempt from the provisions of this By-law limiting the number of vendors permitted to operate in the **Central Business District**.
- 7.4. Participating vendors will not be required to obtain individual **licences** provided they do not operate outside the Market, the BIA or the area specified for a **Town** initiated event. The **licence** fee for the **Market on Broadway**, the BIA and **Town** initiated events shall be waived.
- 7.5. For greater clarification, all **persons** operating any **refreshment vehicle** or **refreshment stand** in areas other than or in addition to the **Market on Broadway**, BIA outdoor events or at a **Town** initiated event are required to obtain a **licence**, pay the prescribed fee and comply with the requirements of this By-law.

8. DELEGATED AUTHORITY

- 8.1. The **Licence Issuer** is hereby delegated authority to administer this By-law and to issue a **licence** in accordance with the provisions of this By-law and the applicable Schedules to this By-law.
- 8.2. The **Licence Issuer** is hereby delegated authority to impose additional terms and conditions on a **licence** that in the opinion of the **Licence Issuer** are reasonable and take into consideration:
- a) the health, safety and well-being of **persons**;
 - b) the past conduct of an applicant or **licensee**.
- 8.3. The **Licence Issuer** is hereby delegated authority to revoke, suspend, refuse to issue, or refuse to renew a **licence**, where the applicant or **licensee** would not be entitled to a **licence**, or to the renewal of a **licence**, on any grounds set out in this By-law.
- 8.4. The **Licence Issuer** may cancel a **licence** at any time upon the written request of the **licensee**.
- 8.5. The **Licence Issuer** shall not issue or renew a **licence** to a **person** if:
- a) the **Town** is aware that the applicant has two or more related convictions within the last year concerning the licensed business or **person**;
 - b) overdue by-law fines, penalties or other monies owing to the **Town**;
- 8.6. The **Appeal Tribunal** shall have the same powers as the **Licence Issuer** pursuant to this By-law for the purpose of authorizing the issuing of a **licence**.

9. LICENCE

- 9.1. A **licence** shall be issued by the **Licence Issuer** upon being satisfied that the requirements of this By-law have been met.
- 9.2. A **licence** shall expire on the 31st day of January of each year unless otherwise suspended or revoked in accordance with the provisions of this By-law.
- 9.3. Every **licence** shall remain at all times the property of the **Town** and no **person** shall enjoy a vested right in a **licence** or the continuance of a **licence**.
- 9.4. The issuing of a **licence** does not relieve a **person** from any responsibility to obtain all other approvals that may be required from any level of government or authority or agencies thereof having jurisdiction.
- 9.5. Upon receipt of each application completed in accordance with the requirements of this By-law, the **Licence Issuer** shall request comments or reports from other **Town** departments as appropriate or make such other inquiries and obtain and

review such other information and documents relevant to the application as the **Licence Issuer** considers necessary for the proper processing of the application.

9.6. A **licence** is not transferable.

10. LICENCE – TERMS AND CONDITIONS – GENERAL

10.1.A **Licensee** shall notify the **Licence Issuer** within seven (7) days:

- a) of any change of name, address or any other change to the information related to the **licence**;
- b) where the **Licensee** is a corporation, of any change in the names and addresses of officers and directors, the location of the corporate head office and change of ownership of shares;
- c) where the **Licensee** is a registered partnership, of any change in the names and addresses of each member of the partnership;
- d) and if necessary, the **licence** shall be returned immediately to the **Licence Issuer** for amendment.

10.2.A **Licensee** shall operate in compliance with this By-law, the terms and conditions of a **licence** including the terms and conditions outlined in the applicable Schedule(s) to this By-law and all federal and provincial legislation.

10.3.A **Licensee** in carrying out a business licensed under this By-law shall provide services that are free from discrimination and respect all grounds protected by the Ontario Human Rights Code.

10.4.A **Licensee** upon the request of the **Licence Issuer** or an **Officer** shall submit documents and records required to be kept in accordance with this By-law.

10.5.The operator shall ensure that the **licence** issued pursuant to this by-law is available for inspection at all times.

10.6.The licence sticker issued in respect of a **licence** for a refreshment vehicle shall be securely affixed to the vehicle in a visible location.

11. LICENCE – ADMINISTRATIVE SUSPENSIONS

11.1.Where required in accordance with this By-law a **Licensee's** policy of liability insurance expires, is cancelled, or is otherwise terminated; then the applicable **licence** shall be automatically suspended effective on the date of such expiration, cancellation, revocation or termination and shall remain so until such insurance has been reinstated.

11.2.An administrative suspension of a **licence** without a hearing shall be imposed for fourteen (14) days if the **Licence Issuer** is satisfied that the continuation of the

business poses an immediate danger to the health and safety of any **person** or to any **premise** or in accordance with Section 11. Before any suspension is imposed, the **Licence Issuer** shall provide the **licensee** with the reasons for the suspension, either orally or in writing, and an opportunity to respond to them.

11.3. An administrative suspension imposed under Section 10.2 may be imposed on such conditions as the **Licence Issuer** considers appropriate.

12. LICENCES – GROUNDS FOR REFUSAL, REVOCATION OR SUSPENSION

12.1. An applicant or **licensee** is entitled to a **licence** upon meeting the requirements of this By-law except where:

- a) the past or present conduct of any **person**, including any partner, the officers, directors, employees or agents of a corporation affords reasonable cause to believe that the **person** will not carry on or engage in the business in respect of which the application is made in accordance with the law or with honesty or integrity; or
- b) the applicant or **licensee** has past breaches or contraventions of any law or any provision of this By-law or any other municipal by-law or Provincial or Federal Statute associated with the carrying on of such business; or
- c) the financial position of the applicant or **licensee** affords reasonable grounds to believe that the activity for which he is licensed or to continue to be licensed in accordance with law will not be carried on in a financially responsible manner; or
- d) the applicant or **licensee** has failed to pay a fine, or fines imposed by a Court for convictions for breach of this or any other municipal by-law; or
- e) the applicant or **licensee** has failed to comply with any term, condition or direction of the **Licence Issuer** or **Officer** or has failed to permit any investigation or inspection by the **Licence Issuer** or **Officer**; or
- f) the applicant or **licensee** has failed to comply with the requirements set out in this By-law or any of the applicable Schedules to this By-law; or
- g) the issuing of a **licence** would be contrary to the public interest with respect to health and safety or consumer protection; or
- h) the applicant or **licensee** has submitted an application or other documents to the **Town** containing false statements, incorrect, incomplete, or misleading information; or
- i) the applicant or **licensee** is carrying on or engaging in activities on or off the **premise** that are or will be if the applicant or **licensee** is licensed, in contravention of this By-law, any other applicable law or is unsafe; or

- j) the applicant or **licensee** has exhibited discriminatory behaviour against a **person** on any grounds protected by the Ontario Human Rights Code; or
- k) the applicant or **licensee** has not paid the required **licence** fees.

12.2. The **Licence Issuer** may revoke, suspend, refuse to issue, or refuse to renew a **licence**, where the applicant or **licensee** would not be entitled to a **licence**, or to the renewal of a **licence**, on any grounds set out in this By-law.

12.3. Where the application for a **licence** has been refused, revoked, suspended or cancelled, the fees paid by the applicant or **licensee**, in respect of the **licence**, shall not be refunded.

12.4. Where a **licence** has been revoked, suspended, or cancelled the **licensee** shall return the **licence** to the **Licence Issuer** within two (2) days of service of the notice of the decision.

12.5. When a revoked, suspended or cancelled **licence** has not been returned, an **Officer** may enter upon the **premise** for the purpose of receiving, taking or removing the said **licence** and no **person** shall refuse to return the **licence** or in any way obstruct or prevent the **Licence Issuer** or **Officer** from obtaining the **licence**.

12.6. No **person** shall re-apply to obtain or renew a **licence** for a minimum of one (1) year from the later of:

- a) the date of the **Licence Issuer's** decision to refuse to issue, renew or revoke a **licence**;
- b) where the decision of the **Licence Issuer** is appealed, the date of the **Appeal Tribunal's** decision if the **Appeal Tribunal** upholds the decision to refuse to issue, renew or revoke the **licence**.

13. LICENCES – GROUNDS FOR REFUSAL, REVOCATION OR SUSPENSION – TERMS AND CONDITIONS – RIGHT TO A HEARING

13.1. With the exception of Section 10, before a **licence** is refused, revoked, suspended, cancelled or issued with terms or conditions, written notice shall be given by the **Licence Issuer** to the applicant or **licensee**.

13.2. Notice shall be served to the applicant's or **licensee's** last known address or email address filed with the **Town** and shall:

- a) contain sufficient information to specify the nature of or reason for, any recommendation;
- b) inform the applicant or **licensee** of entitlement to a hearing before the **Appeal Tribunal**, if a request in writing for a hearing is returned to the **Clerk** within fourteen (14) days after the date of service of the notice; and

- c) inform the applicant or **licensee** that if no written request is received, the **Appeal Tribunal** may proceed and make any decision with respect to the **licence**.

13.3. On receipt of a written request for a hearing from an applicant or **licensee**, the **Clerk** shall:

- a) schedule a hearing; and
- b) give the applicant or **licensee** notice of the hearing at least twenty (20) days prior to the hearing date; and
- c) post notice of the hearing on the **Town's** website at least twenty (20) days prior to the hearing date.

13.4. Service of any notice on the applicant or **licensee** under this by-law shall be made by personal delivery, ordinary mail or email transmission. The notice shall be deemed to have been served on the fourth (4th) day after the day of mailing on the date of personal service or the date of the email transmission.

14. ESTABLISHMENT OF APPEAL TRIBUNAL

14.1. The **Appeal Tribunal** shall hear and render decisions regarding the refusal, revocation or suspension of a **licence**, and the imposing of terms and conditions on a **licence**.

14.2. The decision of the **Appeal Tribunal** shall be final and binding.

15. HEARING PROCESS

15.1. The provisions of the *Statutory Powers and Procedures Act, R.S.O. 1990, c. S. 22*, as amended, shall apply to all hearings conducted under this By-law.

15.2. A hearing shall be held in public unless determined otherwise in accordance with the *Statutory Powers and Procedures Act, R.S.O. 1990, c. S. 22*, as amended, and the **Appeal Tribunal** shall hear the applicant or **licensee** and every other **person** who desires to be heard, and the **Appeal Tribunal** may give its decision orally or adjourn the hearing and reserve its decision but in any case, the decision shall be provided in writing.

15.3. The decision of the **Appeal Tribunal**, shall be in writing and shall set out the reasons for the decision, and shall be signed.

15.4. Any authority or permission granted by the **Appeal Tribunal** may be for such time and subject to such terms and conditions as the **Appeal Tribunal** considers advisable and as are set out in the decision.

15.5. When a **person** who has been given written notice of a hearing does not attend at the appointed time and place, the **Appeal Tribunal** may proceed with the

hearing in his absence, and the **person** shall not be entitled to any further notice of the proceedings.

15.6. The **Clerk** shall no later than ten (10) days from the making of the decision send one (1) copy of the decision to:

- a) the applicant or **licensee**;
- b) each **person** who appeared in **person** or by Counsel or by Agent at the hearing and who filed with the **Clerk** a written request for notice of the decision.

16. ORDERS

16.1. If an **Officer** has reasonable grounds to believe that a contravention of this By-law or the terms and conditions of a **licence** has occurred, the **Officer** may make an Order requiring the **person** who contravened this By-law or the terms and conditions of a **licence** or who caused or permitted the contravention to occur to:

- a) discontinue the contravening activity; and/or
- b) do work or take action to correct the contravention.

16.2. An Order under section 15.1 shall set out:

- a) reasonable particulars of the contravention adequate to identify the contravention;
- b) the location of the **premise** on which the contravention occurred; and
- c) either:
 - i. in the case of an Order under section 15.1 (a), the date by which there must be compliance with the Order; or
 - ii. in the case of an Order under section 15.1 (b), the action to be done and the date by which the action must be done.

16.3. An Order made under this By-law may be served personally, by ordinary mail to the last known address or by email transmission to:

- a) the **person** the **Officer** believes contravened this By-law; and
- b) such other **persons** affected by the Order as the **Officer** making the Order determines.

16.4. The Order shall be deemed to have been served on the fourth (4th) day after the date of mailing or on the date of personal service or on the date of email transmission.

16.5. An **Officer** who is unable to effect service of an Order pursuant to this By-law shall place a placard containing the Order in a conspicuous place on the **premise** and the placing of the placard shall be deemed to be sufficient service. The placing of the placard of the Order shall be deemed to be served on the date of placing the placard.

17. ENFORCEMENT AND PENALTY PROVISIONS

17.1. The enforcement of this By-law shall be conducted by an **Officer**.

17.2. An **Officer** may enter on land or a **premise** at any reasonable time for the purpose of carrying out an inspection to determine whether or not:

- a) the By-law is complied with;
- b) the **licence**, or the term or condition of a **licence**, or this By-law is complied with;
- c) a direction or Order made under the *Municipal Act, S.O. 2001, c.25*, as amended, or this By-law is complied with.

17.3. For the purposes of an inspection under this By-law, an **Officer** may:

- a) require the production for inspection of documents or things relevant to the inspection;
- b) inspect and remove documents or things relevant to the inspection for the purpose of making copies or extracts;
- c) require information from any **person** concerning a matter related to the inspection; and
- d) alone or in conjunction with a **person** possessing special or expert knowledge, make examinations or take tests, samples or photographs necessary for the purposes of the inspection.

17.4. All documents and records shall be kept in a good and business-like manner for review by the **Officer** at their request.

17.5. A receipt shall be provided for any document or thing removed under this By-law and the document or thing shall be promptly returned after the copies or extracts are made.

17.6. A sample taken under this By-law shall be divided into two parts, and one part shall be delivered to the **person** from whom the sample is taken, if the **person** so requests at the time the sample is taken and provides the necessary facilities.

- 17.7. If a sample is taken under this By-law and the sample has not been divided into two parts, a copy of any report on the sample shall be given to the **person** from whom the sample was taken.
- 17.8. Every **person** who contravenes any provision of this By-law, including failing to comply with an Order issued pursuant to this By-law, is guilty of an offence and is liable to a fine, and such other penalties, as provided for in the Provincial Offences Act, R.S.O. 1990, c. P. 33, as amended, and the Municipal Act, 2001, as amended.
- 17.9. Every **person** who is charged with an offence under this By-law or an Order issued pursuant to this By-law or every director or officer of a corporation, who knowingly concurs in the contravention, by the laying of an Information under Part III of the Provincial Offences Act, R.S.O. 1990, c. P. 33, as amended and is found guilty of the offence is liable pursuant to the Municipal Act, 2001, as amended to the following:
- a) on a first offence, to a fine of not more than \$50,000.00; and
 - b) on a second offence and each subsequent offence, to a fine of not more than \$100,000.00
- 17.10. Every **person** who is issued a Part 1 offence notice or summons and is convicted is guilty of an offence under this By-law shall be subject to a fine, to a maximum as provided for in the *Provincial Offences Act, R.S.O. 1990, c. P. 33*, as amended.
- 17.11. No **person** shall hinder or obstruct, or attempt to hinder or obstruct, any **Officer** exercising a power or performing a duty under this By-law.
- 17.12. Every **person** who is alleged to have contravened any of the provisions of this By-law shall identify themselves to an **Officer** upon request, failure to do so shall be deemed to have hindered or obstructed an **Officer** in the execution of his or her duties.
- 17.13. Upon conviction any penalty imposed under this By-law may be collected under the authority of the *Provincial Offences Act, R.S.O. 1990, c. P. 33*, as amended.
- 17.14. If a **person** is convicted of an offence under this By-law, the court in which the conviction has been entered and any court of competent jurisdiction may, in addition to any other remedy and to any penalty imposed, make an order prohibiting the continuation or repetition of the offence by the **person** convicted.

18. SEVERABILITY

- 18.1. If a court of competent jurisdiction declares any section or part of this By-law invalid, it is the intention of **Council** that the remainder of this By-law shall continue in force unless the court makes an order to the contrary.

19.INTERPRETATION

19.1.References in this By-law to any statute or statutory provision include references to that statute or statutory provision as it may from time to time be amended, extended or re-enacted.

19.2.In this By-law, unless the context otherwise requires words importing the singular shall include the plural and use of the masculine shall include the feminine, where applicable.

19.3.The Schedules appended to this By-law are incorporated into and form part of this By-law.

20.TRANSITIONAL RULES

20.1.By-law 102-2008, as amended, shall continue to apply to any enforcement proceedings commenced prior to the effective date of this By-law.

21.REPEAL

21.1.By-law 102-2008, 120-2009, 2021-047 and 2023-041 are hereby repealed.

22.EFFECTIVE DATE

22.1.This By-law shall come into effect on MONTH XX, 20XX.

READ three times and finally passed this XXth day of Month, 20XX

Lisa Post, Mayor

Raylene Martell, Clerk

SCHEDULE 'A' to BY-LAW 20XX-XX

MOBILE FOOD VENDOR LICENCE REQUIREMENTS

1. APPLICATION REQUIREMENTS

1.1. In addition to the requirements set out in Section 4 of this By-law, every new application will require, prior to issuance of a license:

- a) written confirmation of authorization to issue a **licence** from the Public Health Office, the Orangeville Fire Division, and any other department of the Town as the **Licence Issuer** considers necessary;
- b) confirmation that the **premises** where the **restaurant** operates is in compliance with any applicable **Zoning By-law** and Site Plan Agreement;
- c) proof of valid insurance in an amount not less than two (2) million dollars naming the Town as additional insured;
- d) **Vulnerable Sector Check** from each police service's jurisdiction in Canada in which the applicant has been a resident during the prior three hundred and sixty-five (365) days, dated no more than sixty (60) days prior to the submission of the Application;
- e) a letter of permission with respect to the proposed use from the registered property owner or his authorized agent;
- f) any other documents as may be required by the Licence Issuer.

1.2. Renewal

- a) Every application for renewal of a licence under this By-law shall be made in a form satisfactory to the Licence Issuer and shall include:
 - i. The fully completed application form
 - ii. The applicable renewal fee as set out in Schedule C of this By-law
 - iii. Proof of valid insurance in an amount not less than two (2) million dollars naming the Town as additional insured.
- b) A renewal application must be approved by all of the approval bodies set out in section 1.1 (a) in the event the conditions of the original application have changed.
- c) Where a **person** fails to renew the **licence** within fourteen (14) days after the expiry of such **licence**, the **person** shall no longer be entitled to renew but must apply for a new **licence**.

- d) The holder of a **licence** for the operation of a **food cart** in the **Central Business District** in the previous year shall have the right of first refusal before the said licence is offered to a new applicant, provided that the holder of the **licence** has made an application for renewal no later than January 15th of the following year in which the **licence** was first issued.

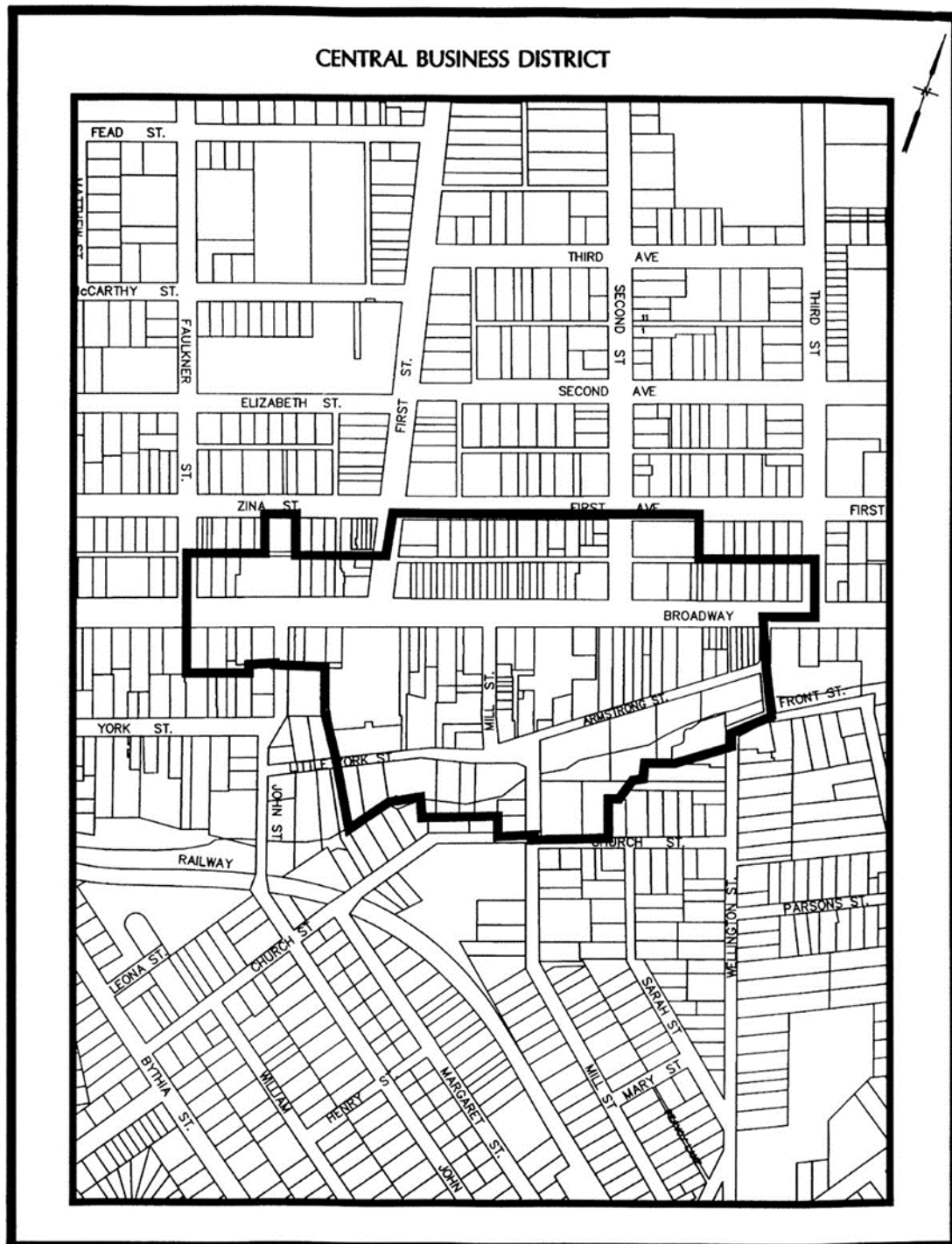
DRAFT

SCHEDULE 'B' to BY-LAW 20XX-XX

FEES

	Resident	Non Resident
Type of Mobile	Fee per	Fee per
Chip truck per year	\$500.00	\$600.00
Food cart per year	\$500.00	\$600.00
Ice cream bicycle per year	\$100.00	\$120.00
Ice cream truck per year	\$500.00	\$600.00
Mobile lunch truck per year	\$500.00	\$600.00
Refreshment stands per year	\$500.00	\$600.00
Food vendors selling at a special function		
per event	\$120.00	\$160.00
Administration Fee (special fund-raising events only)		
per event	\$25.00	\$25.00

SCHEDULE 'C' to BY-LAW 20XX-XX



Subject: Water and Wastewater Financial Plans

Department: Corporate Services

Division: Finance

Report #: CPS-2025-026

Meeting Date: 2025-04-14

Recommendations

That report CPS-2025-026, Water and Wastewater Financial Plans, be received; and

That Council approve the Water and Wastewater Financial Plan as presented.

Overview

The Town's municipal drinking water license must be renewed every five years. A council-approved Water Financial Plan is required for the Town's renewal application. A Water and Wastewater Financial Plan has been prepared by Watson & Associates Economists Ltd. to meet regulatory requirements of the *Safe Drinking Water Act, 2002* (the Act).

The Water Financial Plan has been prepared on an accrual basis in accordance with Public Section Accounting Board (PSAB) as per Section 30 of O. Reg. 453/07. Projected operating budgets and the ten-year capital program are prepared on a modified cash basis. As a result projected budgets will differ from the Financial Plan due to differences in treatment of items such as asset amortization, capital reserve contributions, and repayment of debt principal.

Although not a requirement of the Act or related regulation, a Financial Plan for the Town's wastewater system has also been prepared and is included as an appendix to the consultant's report.

Background

The *Safe Drinking Water Act, 2002*, requires Ontario drinking water systems to be licensed. One of the requirements of holding a valid licence is preparing and submitting to the Province an updated financial plan in accordance with Ontario Regulation (O. Reg.) 453/07. The financial plan must apply to a period of at least six (6) years with the first year being the year the existing license expires. An updated Water Financial Plan

(No.108-301) has been prepared by Watson & Associates Economists Ltd. for the period 2025 to 2034.

The Town's Municipal Drinking Water License ("MDWL") is set to expire November 29, 2025. The application to renew the license must be submitted no later than May 30, 2025 and must include the Council approved Water Financial Plan.

Watson & Associates Economists Ltd. have also prepared a Wastewater Financial Plan (Appendix B) in the report provided for the period 2025 to 2034. A Wastewater Financial Plan is not currently required, however it is highly encouraged as a financial tool.

Analysis/Current Situation

The Water and Wastewater Financial Plan report outlines the purpose, approach and financial plans for both Water and Wastewater services on an accrual basis in compliance with current PSAB standards. The Town's 2025 Water and Wastewater Rate study was prepared on a modified cash basis and was approved by Council on November 18, 2024. Watson & Associates Economists Ltd. used this study a starting point for the financial plans. Due to the differences in preparation, i.e., accrual vs modified cash basis, some of the data provided in the rate studies were modified to meet requirements of O. Reg. 453/07.

Accrual based accounting records revenue and expenses when they are earned or incurred, regardless of cash flow. Additional data was provided by Town staff such as accumulated amortization and historical cost of current assets, liability data and receivable data in order for the consultants to convert the information in the rate study to an accrual basis.

Page 4-5 of the consultant's report shows a projection of the statement of financial position for Water Services. Due to the Town's aging water infrastructure, significant investments in long-term capital assets such as the Pullen Well, watermain rehabilitation program and the elevated water storage facility in the Northwest Sector are required. As a result, the statement of financial position indicates an anticipated steep decline in cash balances and a steep incline of debt. This is offset by a significant increase to the Town's Tangible Capital Assets from \$51M in 2025 to \$128M by 2034.

For asset additions that are debt funded, the term of the debt is generally less than the anticipated useful life of asset and this will typically cause the accumulated surplus figure to grow, all other things being equal. The accumulated surplus figure is not 'cash on hand'. Rather, it is largely comprised of the net book value of assets plus cash less long-term liabilities.

Staff are currently working through the chapters of the corporate integrated long-term financial plan. Chapters to be developed in 2025 include a debt management strategy, an investment strategy, and a growth management strategy. These strategies will consider ways to mitigate some of the trends that are showing in the current financial plan, particularly for declining cash balances and escalating debt levels.

The statement of financial position for Wastewater Services as shown on page B-4 of the report, shows a much more favourable position for these services as compared to Water. Investment in capital projects for Wastewater Services is projected to be much lower over the next 10 years in comparison to Water infrastructure with the largest project being the Conversion to Ultraviolet Disinfection project.

Corporate Implications

Should Council approve this report, staff will submit the Water Financial Plan as part of the MDWL application to renew the Town's water license. Finance staff will continue to work through the chapters of the Town's integrated long-term financial plan in order to mitigate some of the trends identified in this report.

Conclusion

It is recommended that Council approve the Town's Water and Wastewater Financial Plans as prepared by Watson & Associates Economists Ltd. so that the Town will be in compliance with the requirements to apply for the MWDL renewal.

Strategic Alignment

Strategic Plan

Strategic Goal: Future-Readiness

Objective: SUSTAINABILITY – Secure the financial viability of the municipality

Sustainable Neighbourhood Action Plan

Theme: Corporate and Fiscal

Strategy: encouraging and supporting inter-departmental collaboration and communication to facilitate the adoption of sustainable practices

Notice Provisions

The financial plans will be posted publicly on the Town's website following Council approval.

Respectfully submitted,

Antonietta Minichillo, MES
General Manager, Corporate Services

Reviewed by:

Cheryl Braan, CPA, CMA
CFO/Treasurer, Corporate Services

Prepared by:

Rebecca Medeiros, CPA, CA
Supervisor, Financial Planning and Analysis, Corporate Services

Attachment(s): 1. Water and Wastewater Financial Plan



 **Watson
& Associates**
ECONOMISTS LTD.

Water and Wastewater Ontario Regulation 453/07 Financial Plans

Town of Orangeville

Financial Plan #108-301

March 28, 2025

Watson & Associates Economists Ltd.
905-272-3600
info@watsonecon.ca

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List of Acronyms and Abbreviations

Acronym	Full Description of Acronym
D.C.	Development Charge
F.I.R.	Financial Information Return
MECP	Ministry of the Environment, Conservation and Parks
MMAH	Ministry of Municipal Affairs and Housing
O. Reg.	Ontario Regulation
P.S.A.B.	Public Sector Accounting Board
S.D.W.A.	<i>Safe Drinking Water Act, 2002</i>
W.O.A.	<i>Water Opportunities Act, 2010</i>



Report



Chapter 1

Introduction



1. Introduction

1.1 Study Purpose

The Town of Orangeville (Town) retained Watson & Associates Economists Ltd. (Watson) to prepare a water and wastewater financial plan as part of the five submission requirements for the purposes of obtaining a municipal drinking water licence as per the *Safe Drinking Water Act, 2002*. In general, a financial plan requires an in-depth analysis of capital and operating needs, a review of current and future demand versus supply, and consideration of available funding sources. This detailed financial planning and forecasting regarding the Town's water and wastewater systems has already been completed and documented in the "2024 Water and Wastewater Rate Study Town of Orangeville" dated November 13, 2024 (2024 Rate Study). Council received the 2024 Rate Study and approved the rates in the report on November 18, 2024.

The objective of the report provided herein is to convert the findings of the 2024 Rate Study into the prescribed reporting requirements for a financial plan as defined by Ontario Regulation 453/07 (O. Reg. 453/07) and project the financial position over a ten-year forecast period.

1.2 Background

The *Safe Drinking Water Act, 2002* (S.D.W.A.) was passed in December 2002 in order to address some of the recommendations made by the Walkerton Inquiry Part II report. One of the main requirements of the Act is the mandatory licensing of municipal water providers. Section 31 (1) specifically states,

"No person shall,

- a) establish a new municipal drinking water system or replace or carry out an alteration to a municipal drinking water system except under the authority of and in accordance with an approval under this Part or a drinking water works permit; or
- b) use or operate a municipal drinking water system that was established before or after this section comes into force except under the authority of



and in accordance with an approval under this Part or municipal drinking water licence.”

In order to become licensed, a municipality must satisfy five key requirements as per section 44 (1):

1. Obtain a drinking water works permit.
2. Acceptance of the operational plan for the system based on the Drinking Water Quality Management Standard.
3. Accreditation of the Operating Authority.
4. Prepare and provide a financial plan.
5. Obtain permit to take water.

The preparation of a financial plan is a key requirement for licensing and as such, must be undertaken by all water providers.

1.2.1 Financial Plan Defined

Subsection 30 of the S.D.W.A. provides the following definition of financial plans:

"financial plans" means financial plans that satisfy the requirements prescribed by the Minister. 2017, c. 2, Sched. 11, s. 6 (3)

These requirements are outlined in O. Reg. 453/07 and will be examined in detail below.

1.2.2 Financial Plan Requirements – Existing System

O. Reg. 453/07 also provides details with regard to s.30 (1) part b of the S.D.W.A. for existing water systems. The requirements for existing systems are summarized as follows:

- Financial plans must be approved by Council resolution (or governing body);
- Financial plans must include a statement that the financial impacts have been considered and apply for a minimum six-year period, commencing in the year of licence expiry (i.e., 2025 for the Town);



- Financial plans must include detail regarding proposed or projected financial operations itemized by total revenues, total expenses, annual surplus/deficit and accumulated surplus/deficit (i.e. the components of a “Statement of Operations” as per the Public Section Accounting Board (P.S.A.B.)) for each year in which the financial plans apply;
- Financial plans must present financial position itemized by total financial assets, total liabilities, net debt, non-financial assets, and tangible capital assets (i.e. the components of a “Statement of Financial Position” as per P.S.A.B.) for each year in which the financial plans apply;
- Gross cash receipts/payments itemized by operating transactions, capital transactions, investing transactions and financial transactions (i.e. the components of a “Statement of Cash Flow” as per P.S.A.B.) for each year in which the financial plans apply;
- Financial plans applicable to two or more solely owned drinking water systems can be prepared as if they are for one drinking water system;
- Financial plans are to be made available to the public upon request and at no charge;
- If a website is maintained, financial plans are to be made available to the public through publication on the Internet at no charge;
- Notice of the availability of the financial plans is to be given to the public; and
- Financial plan is to be submitted to the Ministry of Municipal Affairs and Housing.

1.2.3 Financial Plan Requirements – General

Given that the requirement for a financial plan is legislated under the Act, a financial plan is mandatory for water systems. The financial plans shall be for a forecast period of at least six years but longer planning horizons are encouraged. The 2025 to 2034 forecast included in this financial plan meets that requirement. The financial plan is to be completed and approved by resolution of Council or the governing body in accordance with subsection 3 (1) 1 of O. Reg. 453/07. Confirmation of approval of the financial plan must be submitted at the time of municipal drinking water licence renewal (i.e., six months prior to licence expiry).

A copy of the financial plan must be submitted to the Ministry of Municipal Affairs and Housing (MMAH). The financial plan does not need to be submitted to the Ministry of the Environment, Conservation, and Parks (MECP); however, the MECP may request it in the course of review of the licence renewal. Financial plans may be amended and



additional information beyond what is prescribed can be included if deemed necessary. The financial plan must contain on the front page, the appropriate financial plan number as set out in Schedule A of the Municipal Drinking Water Licence.

1.2.4 Public Sector Accounting Board (P.S.A.B.) Requirements

The components of the financial plans indicated by the regulation are consistent with the requirements for financial statement presentation as set out in section PS 1201 of the Canadian Institute of Chartered Accountants Public Sector Accounting Handbook:

“Financial statements should include a Statement of Financial Position, a Statement of Operations, a Statement of Change in Net Debt, and a Statement of Cash Flow.”

The format required is to conform to the requirements of PS 1201 and PS 3150. The financial statements are to be reported on a full accrual accounting basis. The accrual accounting method recognizes revenues and expenses in the same period as the activities that give rise to them regardless of when they are actually paid for. Since an exchange of cash is not necessary to report a financial transaction, the accrual method is meant to provide a more accurate picture of financial position.

The accounting treatment of tangible capital assets is prescribed under section PS 3150. Tangible capital assets are to be capitalized to ensure an inventory of the assets owned is recorded and to account for their ability to provide future benefits.

The Statement of Cash Flow and the Statement of Change in Net Financial Assets/Debt are required statements. The Statement of Change in Net Financial Assets/Debt reports on whether enough revenue was generated in a period to cover the expenses in the period and whether sufficient resources have been generated to support current and future activities. The Statement of Cash Flow reports on how activities were financed for a given period providing a measure of the changes in cash for that period.



Chapter 2

Sustainable Financial Planning



2. Sustainable Financial Planning

2.1 Introduction

In general, sustainability refers to the ability to maintain a certain position over time. While the S.D.W.A. requires a declaration of the financial plan's sustainability, it does not give a clear definition of what would be considered sustainable. Instead, the MECP released a guideline ("Towards Financially Sustainable Drinking-Water and Wastewater Systems") that provides possible approaches to achieving sustainability. The Province's Principles of Financially Sustainable Water Services are provided below:

Principle #1: Ongoing public engagement and transparency can build support for, and confidence in, financial plans and the system to which they relate.

Principle #2: An integrated approach to planning among water, wastewater, and storm water systems is desirable given the inherent relationship among these services.

Principle #3: Revenues collected for the provision of water services should ultimately be used to meet the needs of those services.

Principle #4: Lifecycle planning with mid-course corrections is preferable to planning over the short-term or not planning at all.

Principle #5: An asset management plan is a key input to the development of a financial plan.

Principle #6: A sustainable level of revenue allows for reliable service that meets or exceeds environmental protection standards, while providing sufficient resources for future rehabilitation and replacement needs.

Principle #7: Ensuring users pay for the services they are provided leads to equitable outcomes and can improve conservation. In general, metering and the use of rates can help ensure users pay for services received.

Principle #8: Financial plans are "living" documents that require continuous improvement. Comparing the accuracy of financial projections with actual results can lead to improved planning in the future.



Principle #9: Financial plans benefit from the close collaboration of various groups, including engineers, accountants, auditors, utility staff, and municipal council.

2.2 Water Opportunities Act, 2010

Since the passage of the S.D.W.A., changes and refinements to the legislation have been introduced, including the *Water Opportunities Act, 2010* (W.O.A). The W.O.A. was introduced into legislation on May 18, 2010, and received Royal Assent on November 29, 2010.

The purposes of the W.O.A. are to foster innovative water, wastewater and storm water technologies, services, and practices; create opportunities for economic development and clean-technology jobs; and conserve and sustain water resources. To achieve this, the W.O.A. provides for the creation of performance targets (financial, operational and maintenance related), which will vary by service type and location and the required submission of conservation and sustainability plans for water, wastewater, and stormwater.

The sustainability plan in the W.O.A. expands on interim legislation for financial plans included in O. Reg. 453/07, to include the following:

- an asset management plan for the physical infrastructure;
- financial plan;
- water conservation plan (for water service only);
- a risk assessment;
- a strategy for maintaining and improving the services; and
- additional information considered advisable.

Where a Board has jurisdiction over a service, the plan (and any plan amendments) must be approved by the municipality in which the municipal service is provided before submission to the Minister. The Minister may also direct preparation of joint or partially joint plans.

Regulations (still forthcoming) will prescribe details in regard to any time periods or time limits, contents of the plans, identifying which portions of the plan will require



certification, the public consultation process (if required), limitations updates and refinements.

2.3 Infrastructure for Jobs and Prosperity Act (I.J.P.A.), 2015

On June 4, 2015, the Province passed the *Infrastructure for Jobs and Prosperity Act, 2015* (I.J.P.A.) which, over time, will require municipalities to undertake and implement asset management plans for all the infrastructure they own. On December 27, 2017, the Province of Ontario released O. Reg. 588/17 under I.J.P.A. which has three phases that municipalities must meet. The timelines associated with the three phases were later extended by O. Reg. 193/21 which was filed on March 15, 2021.

Every municipality in Ontario will have to prepare a strategic asset management policy by July 1, 2019. Municipalities will be required to review their strategic asset management policies at least every five years and make updates, as necessary. The subsequent phases are as follows:

- Phase 1 – Asset Management Plan (by July 1, 2022):
 - For core assets – Municipalities must have the following:
 - Inventory of assets;
 - Current levels of service, including some prescribed measures; and
 - Lifecycle management strategies and associated costs to maintain current levels of service.
- Phase 2 – Asset Management Plan (by July 1, 2024):
 - Same steps as Phase 1 but for all assets.
- Phase 3 – Asset Management Plan (by July 1, 2025):
 - Builds on Phase 1 and 2 by adding:
 - Proposed levels of service; and
 - Financial strategy that supports achieving proposed levels of service.

In relation to water (which is considered a core asset), municipalities will need to have an asset management plan that addresses the related infrastructure by July 1, 2022 (Phase 1). O. Reg. 588/17 specifies that the Town's asset management plan must include the following for each asset category:

- the current levels of service being provided;



- determined in accordance with the following qualitative descriptions and technical metrics and based on data from at most the two calendar years prior to the year in which all information required under this section is included in the asset management plan.
- the current performance of each asset category;
- a summary of the assets in the category;
- the replacement cost of the assets in the category;
- the average age of the assets in the category, determined by assessing the average age of the components of the assets;
- the information available on the condition of the assets in the category;
- a description of the Town's approach to assessing the condition of the assets in the category, based on recognized and generally accepted good engineering practices where appropriate; and
- the lifecycle activities that need to be undertaken to maintain the current levels of service.

The Town completed an Asset Management Plan (A.M.P.) for its core assets, including water and wastewater infrastructure, in 2022. The Town is currently preparing an update to the A.M.P. The Town will need to consider the impacts of funding the lifecycle requirements identified in the A.M.P. during the annual budget and forecast periods.

2.4 Water and Wastewater Forecast

The Town has already completed their financial planning through its 2024 Rate Study. The rate study process is designed to address “full cost” principles and reflect the guiding principles toward sustainable financial planning.

As a result of employing this process, the ten-year forecasts contained in the 2024 Rate Study provide the basis for the financial plans for the Town's water and wastewater systems by including:

- An analysis of operating costs in order to determine how they will be impacted by evolving infrastructure needs and system growth;
- An analysis of required water and wastewater rates that ensure revenues are equitable and sufficient to meet system needs; and



- A public process that involves consultation with the main stakeholders including the Town's staff, Council, the general public (specifically the users of the system) and others, with the aim of gaining input and collaboration on the sustainability of the financial plans.

The details of the water and wastewater financial plans arising from the 2024 Rate Study are contained in Appendix A.



Chapter 3

Approach



3. Approach

3.1 Overview

The 2024 Rate Study, along with additional detailed information provided by Town Staff, has been used as a starting point to prepare the water and wastewater financial plans. The water and wastewater forecasts are prepared on a modified cash basis; therefore, a conversion is required in order to present a full accrual financial plan for the purposes of this report. The conversion process used will help to establish the structure of the financial plans along with the opening balances that will underpin the forecasts. This chapter outlines the conversion process utilized and summarizes the adjustments made to prepare the financial plans. It is noted that financial plans have been prepared for both water and wastewater; however, the focus of the remaining chapters will be on water only, for submission as part of the licence renewal process. The complete financial plan for wastewater is provided in Appendix B.

3.2 Conversion Process

The conversion from the existing modified cash basis financial plan to the full accrual reporting format required under O. Reg. 453/07 can be summarized in the following steps:

1. Calculate Tangible Capital Asset Balances
2. Convert Statement of Operations
3. Convert Statement of Financial Position
4. Convert Statement of Cash Flow and Net Assets/Debt
5. Verification and Note Preparation

3.2.1 Calculate Tangible Capital Asset Balances

In calculating tangible capital asset balances, existing and future purchased, developed, and/or contributed assets will need to be considered. For existing water and wastewater assets, an inventory has already been compiled and summarized by the Town as part of their annual PS 3150 compliance processes. As required, for PS 3150



reporting purposes, the asset inventory listing included historical cost (which is the original cost to purchase, develop, or construct each asset) along with an estimated useful life for each asset and any anticipated salvage value is recorded. The following calculations are made to determine net book value:

- Accumulated amortization up to the year prior to the first forecast year.
- Amortization expense on existing assets for each year of the forecast period.
- Acquisition of new assets for each year of the forecast period.
- Disposals and related gains or losses for each year of the forecast period.

Future water capital needs have also been determined and summarized by Town staff. However, these estimates only represent future assets that the Town anticipates purchasing or constructing. At present, the Town does not anticipate any assets will be contributed by developers and other parties (at no or partial cost to the Town). If, over the forecast period, additional capital needs arise or contributed assets are anticipated, the financial plan may need to be adjusted to properly account for these transactions. Once the sequence and total asset acquisition has been determined for the forecast period, annual amortization of these assets for each year is calculated in a similar manner as that used for existing assets.

Once the historical cost, accumulated amortization, and amortization expenses are calculated as described above, the total net book value of the tangible capital assets can be determined and recorded on the Statement of Financial Position.

3.2.2 Convert Statement of Operations

A wide range of adjustments will be considered, dependent on the size and complexity of the system, in order to convert from the cash to full accrual basis. For example, debt repayment costs relating to the principal payment portion only need to be removed under the accrual basis, as they no longer qualify as an expense for reporting purposes. Principal payments are reported as a decrease in debt liability on the Statement of Financial Position. Transfers to and from reserves are removed as these transactions are represented by changes in cash and accumulated surplus. Finally, expenses relating to tangible capital assets, such as amortization, write-offs, and (gain)/loss on disposal of assets are reported on the Statement of Operations in order to capture the allocation of the cost of these assets to operating activities over their useful lives and therefore are added in under the accrual basis.



Table 3-1
Conversion Adjustments
Statement of Operations (Water)

Modified Cash Basis	Budget 2025	Adjustments		Full Accrual Budget 2025	Accrual Basis
		DR	CR		
Revenues					Revenues
Base Charge Revenue	1,828,871			1,828,871	Base Charge Revenue
Rate Based Revenue	6,256,913			6,256,913	Rate Based Revenue
			4,277,913	4,277,913	Earned Development Charges and Canada Community-Building Fund Revenue
Other Revenue	425,363		115,918	541,281	Other Revenue
Total Revenues	8,511,147			12,904,978	Total Revenues
Expenditures					Expenses
Operating	6,854,037	627,000		7,481,037	Operating Expenses
Capital					
Transfers to Reserves	1,497,323		1,497,323		
Transfers to Capital	-		-		
Debt Repayment (Principal & Interest)	159,787		106,042	53,745	Interest on Debt
		1,512,646		1,512,646	Amortization
Total Expenditures	8,511,147			9,047,428	Total Expenses
Net Expenditures	-			3,857,550	Annual Surplus/(Deficit)
Increase (decrease) in amounts to be recovered	-			51,673,489	Accumulated Surplus/(Deficit), beginning of year
Change in Fund Balances	-	3,857,550	-	55,531,039	Accumulated Surplus/(Deficit), end of year
TOTAL ADJUSTMENTS		5,997,196	5,997,196		

Note: The combined adjustments above should be balanced and net to \$0 (i.e. Total DR = Total CR)



3.2.3 Convert Statement of Financial Position

Once the Statement of Operations has been converted and the net book value of tangible capital assets has been recorded, balances for the remaining items on the Statement of Financial Position are determined and recorded (see Table 3-2). The opening/actual balances for the remaining accounts such as accounts receivable, inventory, accounts payable, outstanding debt (principal only), are recorded and classified according to the structure of the Statement of Financial Position as outlined in PS 1201.

It is acknowledged that some of the balances required on the Statement of Financial Position will be consolidated across the Municipality and as such, will be difficult to isolate the information that is relevant to water. An example of this is accounts receivable, which may be administered centrally by the Finance Department. Ontario Regulation 453/07 allows for the exclusion of these numbers if they are not known at the time of preparing the financial plan. Please refer to the Financial Plan Notes in Chapter 4 for more details.

3.2.4 Convert Statement of Cash Flow and Net Financial Assets/Debt

The Statement of Cash Flow summarizes how the Municipality financed its activities or in other words, how the costs of providing services were recovered. The statement is derived using comparative Statement of Financial Position, the current Statement of Operations and other available transaction data.

The Statement of Change in Net Financial Assets/Debt is a statement which reconciles the difference between the surplus or deficit from current operations and the change in net financial assets/debt for the year. This is significant, as net debt provides an indication of future revenue requirements. In order to complete the Statement of Net Financial Assets/Debt, information regarding any gains/losses on disposals of assets, asset write-downs, acquisition/use of supplies inventory, and the acquisition use of prepaid expenses is necessary, (if applicable). Although the Statement of Change in Net Financial Assets/Debt is not required under O. Reg. 453/07, it has been included in this report as a further indicator of financial viability.



Table 3-2
Conversion Adjustments
Statements of Financial Position (Water)

Modified Cash Basis	Budget 2025	Adjustments		Full Accrual Budget 2025	Accrual Basis
		DR	CR		
ASSETS					ASSETS
Financial Assets					Financial Assets
Cash	13,219,642			13,219,642	Cash
Accounts Receivable	849,877			849,877	Accounts Receivable
Total Financial Assets	14,069,519			14,069,519	Total Financial Assets
Non-Financial Assets					
Inventory of Supplies	-		-		
Prepaid Expenses	-		-		
Total Non-Financial Assets	-				
LIABILITIES					Liabilities
Accounts Payable & Accrued Liabilities	810,335			810,335	Accounts Payable & Accrued Liabilities
Gross Long-term Liabilities	1,223,484			1,223,484	Debt (Principal only)
Deferred Revenue	7,347,327			7,347,327	Deferred Revenue
Total Liabilities	9,381,146			9,381,146	Total Liabilities
Net Assets/(Debt)	4,688,373			4,688,373	Net Financial Assets/(Debt)
					Non-Financial Assets
		51,469,666	627,000	50,842,666	Tangible Capital Assets
				50,842,666	Total Non-Financial Assets
Municipal Position					
Water Reserves	5,911,857	5,911,857	-		
Canada Community-Building Fund Reserve Fund	-	-	-		
Development Charge Reserve Fund	7,347,327	7,347,327	-		
Amounts to be Recovered	(8,570,811)	-	8,570,811		
Total Municipal Position	4,688,373		55,531,039	55,531,039	Accumulated Surplus/(Deficit), end of year
TOTAL ADJUSTMENTS		64,728,850	64,728,850		

Note: The combined adjustments above should be balanced and net to \$0 (i.e. Total DR = Total CR)



3.2.5 Verification and Note Preparation

The final step in the conversion process is to ensure that all the statements created by the previous steps are in balance. The Statement of Financial Position summarizes the resources and obligations of the Town at a set point in time. The Statement of Operations summarizes how these resources and obligations changed over the reporting period. To this end, the accumulated surplus/deficit reported on the Statement of Financial Position should equal the accumulated surplus/deficit reported on the Statement of Operations.

The Statement of Change in Net Financial Assets/Debt and the Statement of Financial Position are also linked in terms of reporting on net financial assets/debt. On the Statement of Financial Position, net financial assets/debt is equal to the difference between financial assets and liabilities and should equal net financial assets/debt as calculated on the Statement of Net Financial Assets/Debt.

While not part of the financial plan, the accompanying notes are important to summarize the assumptions and estimates made in preparing the financial plan. Some of the significant assumptions that need to be addressed within the financial plan are as follows:

- a) Opening Cash Balances – Opening cash balances are necessary to complete the Statement of Cash Flows and balance the Statement of Financial Position. Preferably, opening cash balances should be derived from actual information contained within the Town's ledgers. It may not, however, be possible to extract this information from the ledgers for water alone; therefore, a reasonable proxy will be needed. One approach is to assume that opening cash balances equal ending reserve and reserve fund balances from the previous year adjusted for accrual-based transactions reflected by accounts receivable/payable balances. The following equation outlines this approach:

Ending Reserve/Reserve Fund Balance
Plus: Ending Accounts Payable Balance
Less: Ending Accounts Receivable Balance
Equals: Approximate Ending Cash Balance

- b) Amortization Expense – The method and timing of amortization should be based on the Town's amortization policy.



- c) Accumulated Amortization – Will be based on the culmination of accumulated amortization expenses throughout the life of each asset however derived, along with information on construction/acquisition date and useful life obtained from the capital asset listing provided.
- d) Contributed Assets – As noted earlier, contributed assets could represent a significant part of the Town's infrastructure acquisitions. As such, a reasonable estimate of value and timing of acquisition/donation may be required in order to adequately capture these assets. In the case where contributed assets are deemed to be insignificant or unknown, an assumption of “no contributed assets within the forecast period” will be made.
- e) Accumulated Surplus – The magnitude of the surplus in this area may precipitate the need for additional explanation especially in the first year of reporting. This Accumulated Surplus captures the historical infrastructure investment which has not been reported in the past but has accumulated to significant levels. It also includes all water reserve and reserve fund balances.
- f) Other Revenues – Will represent the recognition of minor miscellaneous revenues.



Chapter 4

Financial Plan



4. Financial Plan

4.1 Introduction

The following tables provide the complete financial plan for the Town's water system. A brief description and analysis of each table is provided below. It is important to note that the financial plan that follows is a forward look at the financial position of the Town's water system. It is not an audited document¹ and contains various estimates as detailed in the "Notes to the Financial Plan" section below.

Similar tables and analysis for the Town's wastewater financial plan are included in Appendix B.

4.2 Water Financial Plan

4.2.1 Statement of Financial Position (Table 4-1)

The Statement of Financial Position provides information that describes the assets, liabilities, and accumulated surplus of the Town's water system. The first important indicator is net financial assets/(debt), which is defined as the difference between financial assets and liabilities. This indicator provides an indication of the system's "future revenue requirement." A net financial asset position is where financial assets are greater than liabilities and implies that the system has the resources to finance future operations. Conversely, a net debt position implies that the future revenues generated by the system will be needed to finance past transactions, as well as future operations. Table 4-1 indicates that in 2025, the Town's water system will be in a net financial asset position of approximately \$4.69 million. The financial plan forecasts the Town's water system would be in a net debt position for the remainder of the forecast period due to the depletion of reserves and anticipated issuance of new debt to fund the capital program.

Another important indicator in the Statement of Financial Position is the tangible capital asset balance. As noted earlier, providing this information is a requirement for

¹ O. Reg. 453/07 does not require an audited financial plan.



municipalities as part of PS 3150 compliance and is significant from a financial planning perspective for the following reasons:

- Tangible capital assets such as water mains and treatment plants are imperative to water service delivery.
- These assets represent significant economic resources in terms of their historical and replacement costs. Therefore, ongoing capital asset management is essential to managing significant replacements and repairs.
- The annual maintenance required by these assets has an enduring impact on water operational budgets.

In general terms, an increase in the tangible capital asset balance indicates that assets may have been acquired either through purchase by the Town or donation/contribution by a third party. A decrease in the tangible capital asset balance can indicate a disposal, write down, or use of assets. The use of assets is usually represented by an increase in accumulated amortization due to annual amortization expenses arising as a result of allocating the cost of the asset to operations over the asset's useful life. Table 4-1 shows that the Town's tangible capital assets are expected to increase by approximately \$77.00 million over the forecast period. This indicates that the Town plans to invest in tangible capital assets in excess of the anticipated use of existing assets over the forecast period.

4.2.2 Statement of Operations (Table 4-2)

The Statement of Operations summarizes the revenues and expenses generated by the water system for a given period. The annual surplus/deficit measures whether the revenues generated were sufficient to cover the expenses incurred and in turn, whether net financial assets have been maintained or depleted. Table 4-2 illustrates the ratio of expenses to revenues at 70% in 2025 and initially increases to 108% by 2029, before decreasing to 91% by 2034. As a result, annual surpluses ranging from approximately \$863,300 to approximately \$7.35 million are anticipated every year, except 2029, when an annual deficit of approximately \$966,800 is anticipated.

Deficits indicate that the Town is not currently contributing to water reserves at amounts equaling or exceeding amortization expense each year. Amortization, which is a non-cash expense from a full accrual reporting standpoint, is included in operating expenses as shown in Table 4-2. It is important to note that an annual surplus is beneficial to



ensure funding is available to non-expense costs such as tangible capital asset acquisitions, reserve/reserve fund transfers and debt principal payments in the future.

Another important indicator on this statement is accumulated surplus/deficit. An accumulated surplus indicates that the available net resources are sufficient to provide future water services. An accumulated deficit indicates that resources are insufficient to provide future services and that borrowing or rate increases are required to finance annual deficits. From Table 4-2, the financial plan proposes to add approximately \$21.71 million to a 2025 accumulated surplus (at the beginning of the year) of approximately \$51.67 million over the forecast period. This accumulated surplus, as indicated in Table 4-2, is predominantly made up of reserve and reserve fund balances as well as historical investments in tangible capital assets.

4.2.3 Statement of Change in Net Financial Assets/Debt (Table 4-3)

The Statement of Change in Net Financial Assets/Debt indicates whether revenue generated was sufficient to cover operating and non-financial asset costs (i.e., inventory supplies, prepaid expenses, tangible capital assets, etc.) and in so doing, explains the difference between the annual surplus/deficit and the change in net financial assets/debt for the period.

Table 4-3 indicates that in the years 2025 to 2034, forecasted tangible capital asset acquisitions exceed the forecasted annual surplus, resulting in decreases in the net financial assets balance. This is due to the significant capital assets anticipated to be constructed over the forecast. This is further evidenced by the ratio of cumulative annual surplus before amortization to cumulative tangible capital asset acquisitions initially improving from 0.36 to 0.49 from 2025 to 2027 and then fluctuating between 0.41 and 0.43 from 2030 to 2034 (note: a desirable ratio is 1:1 or better).

4.2.4 Statement of Cash Flow (Table 4-4)

The Statement of Cash Flow summarizes how the Town's water system is expected to generate and use cash resources during the forecast period. The transactions that provide/use cash are classified as operating, capital, investing, and financing activities as shown in Table 4-4. This statement focuses on the cash aspect of these transactions and thus is the link between cash-based and accrual-based reporting. Table 4-4 indicates that cash from operations will be used to fund capital transactions (i.e., tangible capital asset acquisitions) and build internal reserves and reserve funds



over the forecast period. The financial plan projects the cash position of the Town's water system to decrease from approximately \$24.13 million at the beginning of 2025 to a deficit balance of approximately \$243,600 by the end of 2034. For further discussion on projected cash balances please refer to the Notes to the Financial Plan.



Table 4-1
Statement of Financial Position: Water Services
UNAUDITED: For Financial Planning Purposes Only
2025-2034

	Notes	Forecast									
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Financial Assets											
Cash	1	13,219,642	5,370,383	205,063	372,541	276,079	702,197	208,355	99,653	-	-
Accounts Receivable	1	849,877	879,795	869,611	975,287	1,025,269	1,098,726	1,212,738	1,341,783	1,440,172	1,546,711
Total Financial Assets		14,069,519	6,250,178	1,074,674	1,347,828	1,301,348	1,800,923	1,421,093	1,441,436	1,440,172	1,546,711
Liabilities											
Bank Indebtedness		-	-	-	-	-	-	-	-	65,427	243,565
Accounts Payable & Accrued Liabilities	1	810,335	837,881	869,946	893,417	931,296	965,214	1,001,093	1,039,092	1,079,382	1,122,151
Debt (Principal only)	2	1,223,484	2,619,404	8,127,214	17,546,964	23,235,903	29,091,966	37,592,215	44,030,523	51,247,604	54,593,785
Deferred Revenue	3	7,347,327	5,179,214	24,839	286,845	188,908	228,050	240,719	123,436	82,207	42,451
Total Liabilities		9,381,146	8,636,499	9,021,999	18,727,226	24,356,107	30,285,230	38,834,027	45,193,051	52,474,620	56,001,952
Net Financial Assets/(Debt)		4,688,373	(2,386,321)	(7,947,325)	(17,379,398)	(23,054,759)	(28,484,307)	(37,412,934)	(43,751,615)	(51,034,448)	(54,455,241)
Non-Financial Assets											
Tangible Capital Assets	4	50,842,666	62,161,743	75,071,024	85,844,463	90,553,030	96,910,911	106,702,852	114,279,112	122,832,524	127,841,319
Total Non-Financial Assets		50,842,666	62,161,743	75,071,024	85,844,463	90,553,030	96,910,911	106,702,852	114,279,112	122,832,524	127,841,319
Accumulated Surplus/(Deficit)	5	55,531,039	59,775,422	67,123,699	68,465,065	67,498,271	68,426,604	69,289,918	70,527,497	71,798,076	73,386,078

Financial Indicators	Total Change	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
1) Increase/(Decrease) in Net Financial Assets	(68,558,418)	(9,414,804)	(7,074,694)	(5,561,004)	(9,432,073)	(5,675,361)	(5,429,548)	(8,928,627)	(6,338,681)	(7,282,833)	(3,420,793)
2) Increase/(Decrease) in Tangible Capital Assets	90,271,007	13,272,354	11,319,077	12,909,281	10,773,439	4,708,567	6,357,881	9,791,941	7,576,260	8,553,412	5,008,795
3) Increase/(Decrease) in Accumulated Surplus	21,712,589	3,857,550	4,244,383	7,348,277	1,341,366	(966,794)	928,333	863,314	1,237,579	1,270,579	1,588,002



Table 4-2
Statement of Operations: Water Services
UNAUDITED: For Financial Planning Purposes Only
2025-2034

	Notes	Forecast									
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Water Revenue											
Base Charge Revenue		1,828,871	2,124,995	2,465,534	2,860,421	3,318,300	3,849,184	4,464,671	5,178,197	6,005,327	6,964,551
Rate Based Revenue		6,256,913	6,576,832	6,908,546	7,188,608	7,408,842	7,636,576	7,795,644	7,958,783	8,126,097	8,298,027
Earned Development Charges and Canada Community-Building Fund Revenue	3	4,277,913	3,645,512	7,637,695	1,285,627	1,644,010	1,434,518	1,505,298	1,678,343	1,648,253	1,694,200
Other Revenue	6	541,281	1,239,805	451,481	962,383	474,616	494,125	497,144	510,794	521,480	532,290
Total Revenues		12,904,978	13,587,144	17,463,256	12,297,039	12,845,768	13,414,403	14,262,757	15,326,117	16,301,157	17,489,068
Water Expenses											
Operating Expenses	Sch. 4-1	7,481,037	7,215,028	7,485,245	7,811,769	10,124,157	8,292,043	8,683,521	8,902,925	9,319,708	9,592,462
Interest on Debt	2	53,745	49,810	110,015	341,343	736,972	975,908	1,221,863	1,578,873	1,849,282	2,152,399
Amortization	4	1,512,646	2,077,923	2,519,719	2,802,561	2,951,433	3,218,119	3,494,059	3,606,740	3,861,588	4,156,205
Total Expenses		9,047,428	9,342,761	10,114,979	10,955,673	13,812,562	12,486,070	13,399,443	14,088,538	15,030,578	15,901,066
Annual Surplus/(Deficit)		3,857,550	4,244,383	7,348,277	1,341,366	(966,794)	928,333	863,314	1,237,579	1,270,579	1,588,002
Accumulated Surplus/(Deficit), beginning of year	5	51,673,489	55,531,039	59,775,422	67,123,699	68,465,065	67,498,271	68,426,604	69,289,918	70,527,497	71,798,076
Accumulated Surplus/(Deficit), end of year		55,531,039	59,775,422	67,123,699	68,465,065	67,498,271	68,426,604	69,289,918	70,527,497	71,798,076	73,386,078
Note 5:											
Accumulated Surplus/(Deficit) Reconciliation:		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Reserve Balances											
Reserves: Development Charges		7,347,327	5,179,214	24,839	286,845	188,908	228,050	240,719	123,436	82,207	42,451
Reserves: Canada Community-Building Fund		-	-	-	-	-	-	-	-	-	-
Reserves: Capital/Other		5,911,857	233,083	179,889	167,566	181,144	607,659	179,281	278,908	213,156	138,544
Total Reserves Balance		13,259,184	5,412,297	204,728	454,411	370,052	835,709	420,000	402,344	295,363	180,995
Less: Debt Obligations and Deferred Revenue		(8,570,811)	(7,798,618)	(8,152,053)	(17,833,809)	(23,424,811)	(29,320,016)	(37,832,934)	(44,153,959)	(51,329,811)	(54,636,236)
Add: Tangible Capital Assets	4	50,842,666	62,161,743	75,071,024	85,844,463	90,553,030	96,910,911	106,702,852	114,279,112	122,832,524	127,841,319
Total Ending Balance		55,531,039	59,775,422	67,123,699	68,465,065	67,498,271	68,426,604	69,289,918	70,527,497	71,798,076	73,386,078
Financial Indicators	Total Change	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
1) Expense to Revenue Ratio		70%	69%	58%	89%	108%	93%	94%	92%	92%	91%
2) Increase/(Decrease) in Accumulated Surplus	21,712,589	3,857,550	4,244,383	7,348,277	1,341,366	(966,794)	928,333	863,314	1,237,579	1,270,579	1,588,002



Schedule 4-1
Statement of Operating Expenses: Water Services
UNAUDITED: For Financial Planning Purposes Only
2025-2034

	Notes	Forecast									
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Operating Expenses											
Salaries - FT		1,823,265	1,868,846	1,915,567	1,963,456	2,012,542	2,062,856	2,114,427	2,167,288	2,221,470	2,277,007
Salaries - PT		30,313	31,070	31,847	32,643	33,459	34,296	35,153	36,032	36,933	37,856
Standby Pay		16,037	16,037	16,037	16,037	16,037	16,438	16,849	17,270	17,702	18,144
OT - Salaries FT		116,164	122,402	128,975	135,901	143,199	146,779	150,448	154,209	158,065	162,016
Retiree Benefits and Salary Con		4,389	-	-	-	-	-	-	-	-	-
Emp Benefits - FT		630,573	679,635	720,677	766,049	813,806	854,496	897,221	942,082	989,186	1,038,645
Emp Benefits - PT		3,698	3,830	3,967	4,111	4,261	4,474	4,698	4,933	5,179	5,438
Memberships/Subscriptions		18,000	18,500	19,000	19,500	20,000	20,400	20,808	21,224	21,649	22,082
Professional Assoc Fees		2,650	2,750	2,750	2,750	2,750	2,805	2,861	2,918	2,977	3,036
Workshops/Training Courses		33,185	42,810	43,410	44,060	44,660	45,553	46,464	47,394	48,341	49,308
Conferences		19,200	19,880	19,880	19,880	19,880	20,278	20,683	21,097	21,519	21,949
Mileage		2,000	2,000	2,000	2,000	2,000	2,040	2,081	2,122	2,165	2,208
Office Equip		1,030	1,030	1,030	1,030	1,030	1,051	1,072	1,093	1,115	1,137
Office Supplies/Materials		2,040	2,060	2,060	2,060	2,060	2,101	2,143	2,186	2,230	2,274
Advertising & Promotion		11,800	11,800	11,800	11,800	11,800	12,036	12,277	12,522	12,773	13,028
Postage/Courier/Fax		500	500	500	500	500	510	520	531	541	552
Water and Sewer Reading / Billi		219,000	219,000	219,000	219,000	219,000	223,380	227,848	232,405	237,053	241,794
Prof Fees - Engineering		158,000	160,500	163,500	166,000	169,000	172,380	175,828	179,344	182,931	186,590
Prof Fees - Consulting		61,000	61,000	62,000	63,000	64,000	65,280	66,586	67,917	69,276	70,661
Prof Fees - Legal		5,500	5,500	6,000	6,000	6,500	6,630	6,763	6,898	7,036	7,177
Prof Fees - Other		148,900	149,200	155,100	166,100	161,300	164,526	167,817	171,173	174,596	178,088
Insurance		146,829	161,513	177,663	195,429	214,973	236,470	260,117	286,129	314,742	346,216
Insurance Deductibles/Claims		20,000	22,000	24,200	26,620	29,282	32,210	35,431	38,974	42,872	47,159
Video Production		12,000	12,000	12,000	12,000	12,000	12,240	12,485	12,734	12,989	13,249
Telephone/Communications		30,305	30,305	30,355	30,405	30,705	31,319	31,945	32,584	33,236	33,901
Computer Operation & Supplies		35,906	36,562	37,745	38,098	38,275	39,041	39,821	40,618	41,430	42,259
Inter-Departmental		488,405	498,173	508,137	518,299	528,665	539,239	550,023	561,024	572,244	583,689
Inter-Departmental - IT		184,282	187,968	191,727	195,562	199,473	203,462	207,531	211,682	215,916	220,234
Uniforms		12,450	12,699	15,450	15,759	16,074	16,396	16,724	17,058	17,399	17,747
Outside Srv		340,100	334,220	352,246	356,479	361,569	368,800	376,176	383,700	391,374	399,201
Outside Laboratory Srv		83,550	83,900	86,000	86,500	86,750	88,485	90,255	92,060	93,901	95,779
Outside Srv - Compliance		10,000	10,000	10,000	10,000	10,000	10,200	10,404	10,612	10,824	11,041
Outside Srv - Electrical Preven		26,750	27,000	27,250	27,500	27,750	28,305	28,871	29,449	30,037	30,638
Outside Srv - Mechanical Preven		202,000	204,000	206,000	208,000	210,000	214,200	218,484	222,854	227,311	231,857
Outside Srv - Instrumentation P		125,000	126,000	127,000	128,000	129,000	131,580	134,212	136,896	139,634	142,426
Outside Srv - Bldg, Reservoir &		76,500	78,000	79,500	81,000	82,500	84,150	85,833	87,550	89,301	91,087
SCADA Mtc		60,568	62,991	64,674	66,412	68,068	69,429	70,818	72,234	73,679	75,153
Natural Gas		21,711	22,797	23,937	25,134	26,390	29,029	31,932	35,125	38,638	42,501
Hydro		508,529	559,382	615,320	676,852	744,537	818,991	900,890	990,979	1,090,077	1,199,084



Schedule 4-1 (continuation)
Statement of Operating Expenses: Water Services
UNAUDITED: For Financial Planning Purposes Only
2025-2034

	Notes	Forecast									
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Operating Expenses											
Mtc Equip		35,800	40,600	41,400	41,400	41,450	42,279	43,125	43,987	44,867	45,764
Small Equip		78,950	80,000	82,050	83,100	84,150	85,833	87,550	89,301	91,087	92,908
After Hours Dispatch		7,150	7,293	7,439	7,588	7,739	7,894	8,052	8,213	8,377	8,545
Property Tax		23,290	24,222	25,190	26,198	27,246	28,336	29,469	30,648	31,874	33,149
Payment in-lieu of Tax		22,800	22,800	22,800	22,800	22,800	22,800	22,800	22,800	22,800	22,800
Chemicals		100,780	110,858	121,944	134,138	147,552	162,307	178,538	196,392	216,031	237,634
Materials & Supplies		231,000	233,000	236,000	238,000	245,000	249,900	254,898	259,996	265,196	270,500
Outside Srv - Planned Mtc		100,000	100,000	105,000	110,000	115,000	117,300	119,646	122,039	124,480	126,969
Outside Srv - Main Breaks		32,500	35,000	37,500	40,000	42,500	43,350	44,217	45,101	46,003	46,923
Pardon		7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500
Toilet Rebate Program		8,000	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500
Rain Barrels		7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500
Meter and Conservation Devices		25,000	25,000	30,000	30,000	30,000	30,600	31,212	31,836	32,473	33,122
Water Softner Rebate Program		2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
Prof Fees - One Call		6,000	6,120	6,242	6,367	6,495	6,624	6,757	6,892	7,030	7,171
Software Support & Licences		7,500	7,650	7,803	7,959	8,118	8,281	8,446	8,615	8,787	8,963
Special Projects		3,000	3,060	3,121	3,184	3,247	3,312	3,378	3,446	3,515	3,585
Software Agreemts		98,180	105,680	110,680	112,894	115,151	117,455	119,804	122,200	124,644	127,137
Server Mtc		5,000	5,100	5,202	5,306	5,412	5,520	5,631	5,743	5,858	5,975
Vehicle Mtc Costs/Parts		61,015	62,259	63,794	64,846	66,168	67,491	68,841	70,218	71,622	73,055
Fuel		44,395	45,727	47,099	48,512	49,967	50,966	51,986	53,025	54,086	55,168
Vehicle Licenses		5,300	5,406	5,514	5,624	5,736	5,851	5,968	6,087	6,209	6,333
Leased Vehicle Exp		115,473	117,784	120,139	60,403	31,392	32,020	32,660	33,313	33,980	34,659
Other Staffing Costs		133,276	136,608	140,023	143,524	233,238	239,069	245,045	251,172	257,451	263,887
Non TCA - Expenses from Capital Budget	7	627,000	128,000	127,000	255,000	2,247,000	128,000	216,000	114,000	190,000	101,000
TOTAL OPERATING EXPENSES		7,481,037	7,215,028	7,485,245	7,811,769	10,124,157	8,292,043	8,683,521	8,902,925	9,319,708	9,592,462



Table 4-3
Statement of Changes in Net Financial Assets/Debt: Water Services
UNAUDITED: For Financial Planning Purposes Only
2025-2034

	Notes	Forecast									
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Annual Surplus/(Deficit)		3,857,550	4,244,383	7,348,277	1,341,366	(966,794)	928,333	863,314	1,237,579	1,270,579	1,588,002
Less: Acquisition of Tangible Capital Assets	4	(14,785,000)	(13,397,000)	(15,429,000)	(13,576,000)	(7,660,000)	(9,576,000)	(13,286,000)	(11,183,000)	(12,415,000)	(9,165,000)
Add: Amortization of Tangible Capital Assets	4	1,512,646	2,077,923	2,519,719	2,802,561	2,951,433	3,218,119	3,494,059	3,606,740	3,861,588	4,156,205
(Gain)/Loss on disposal of Tangible Capital Assets		-	(22,689)	(41,600)	-	(24,810)	-	(41,600)	-	-	-
Add: Proceeds on Disposal of Tangible Capital Assets		-	22,689	41,600	-	24,810	-	41,600	-	-	-
Add: Write-downs of Tangible Capital Assets		-	-	-	-	-	-	-	-	-	-
Sub-Total		(13,272,354)	(11,319,077)	(12,909,281)	(10,773,439)	(4,708,567)	(6,357,881)	(9,791,941)	(7,576,260)	(8,553,412)	(5,008,795)
Less: Acquisition of Prepaid Expenses		-	-	-	-	-	-	-	-	-	-
Add: Use of Prepaid Expenses		-	-	-	-	-	-	-	-	-	-
Sub-Total		-	-	-	-	-	-	-	-	-	-
Increase/(Decrease) in Net Financial Assets/(Net Debt)		(9,414,804)	(7,074,694)	(5,561,004)	(9,432,073)	(5,675,361)	(5,429,548)	(8,928,627)	(6,338,681)	(7,282,833)	(3,420,793)
Net Financial Assets/(Net Debt), beginning of year		14,103,177	4,688,373	(2,386,321)	(7,947,325)	(17,379,398)	(23,054,759)	(28,484,307)	(37,412,934)	(43,751,615)	(51,034,448)
Net Financial Assets/(Net Debt), end of year		4,688,373	(2,386,321)	(7,947,325)	(17,379,398)	(23,054,759)	(28,484,307)	(37,412,934)	(43,751,615)	(51,034,448)	(54,455,241)

Financial Indicators	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
1) Acquisition of Tangible Capital Assets (Cumulative)	14,785,000	28,182,000	43,611,000	57,187,000	64,847,000	74,423,000	87,709,000	98,892,000	111,307,000	120,472,000
2) Annual Surplus/Deficit before Amortization (Cumulative)	5,370,196	11,692,502	21,560,498	25,704,425	27,689,064	31,835,516	36,192,889	41,037,208	46,169,375	51,913,582
3) Ratio of Annual Surplus before Amortization to Acquisition of TCAs (Cumulative)	0.36	0.41	0.49	0.45	0.43	0.43	0.41	0.41	0.41	0.43



Table 4-4
Statement of Cash Flow – Indirect Method: Water Services
UNAUDITED: For Financial Planning Purposes Only
2025-2034

	Notes	Forecast									
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Operating Transactions											
Annual Surplus/Deficit		3,857,550	4,244,383	7,348,277	1,341,366	(966,794)	928,333	863,314	1,237,579	1,270,579	1,588,002
Add: Amortization of TCAs	4	1,512,646	2,077,923	2,519,719	2,802,561	2,951,433	3,218,119	3,494,059	3,606,740	3,861,588	4,156,205
(Gain)/Loss on disposal of Tangible Capital Assets		-	(22,689)	(41,600)	-	(24,810)	-	(41,600)	-	-	-
Less: Earned Deferred Revenue	3	(4,277,913)	(3,645,512)	(7,637,695)	(1,285,627)	(1,644,010)	(1,434,518)	(1,505,298)	(1,678,343)	(1,648,253)	(1,694,200)
Add: Deferred Revenue Proceeds		2,963,393	1,477,399	2,483,320	1,547,633	1,546,073	1,473,660	1,517,967	1,561,060	1,607,024	1,654,444
Change in A/R (Increase)/Decrease		(101,742)	(29,918)	10,184	(105,676)	(49,983)	(73,457)	(114,012)	(129,045)	(98,389)	(106,539)
Change in A/P Increase/(Decrease)		31,609	27,546	32,065	23,471	37,879	33,918	35,879	37,999	40,290	42,769
Less: Interest Proceeds		(115,919)	(4,570)	(3,527)	(3,286)	(3,552)	(11,915)	(3,515)	(5,469)	(4,180)	(2,717)
Cash Provided by Operating Transactions		3,869,624	4,124,562	4,710,743	4,320,442	1,846,237	4,134,140	4,246,794	4,630,521	5,028,660	5,637,964
Capital Transactions											
Proceeds on Disposal of Tangible Capital Assets		-	22,689	41,600	-	24,810	-	41,600	-	-	-
Less: Cash Used to acquire Tangible Capital Assets	4	(14,785,000)	(13,397,000)	(15,429,000)	(13,576,000)	(7,660,000)	(9,576,000)	(13,286,000)	(11,183,000)	(12,415,000)	(9,165,000)
Cash Applied to Capital Transactions		(14,785,000)	(13,374,311)	(15,387,400)	(13,576,000)	(7,635,190)	(9,576,000)	(13,244,400)	(11,183,000)	(12,415,000)	(9,165,000)
Investing Transactions											
Proceeds from Investments		115,919	4,570	3,527	3,286	3,552	11,915	3,515	5,469	4,180	2,717
Less: Cash Used to Acquire Investments		-	-	-	-	-	-	-	-	-	-
Cash Provided by (applied to) Investing Transactions		115,919	4,570	3,527	3,286	3,552	11,915	3,515	5,469	4,180	2,717
Financing Transactions											
Proceeds from Debt Issue	2	-	1,500,000	5,600,000	9,700,000	6,300,000	6,700,000	9,600,000	7,900,000	9,000,000	5,500,000
Less: Debt Repayment (Principal only)	2	(106,042)	(104,080)	(92,190)	(280,250)	(611,061)	(843,937)	(1,099,751)	(1,461,692)	(1,782,920)	(2,153,819)
Cash Applied to Financing Transactions		(106,042)	1,395,920	5,507,810	9,419,750	5,688,939	5,856,063	8,500,249	6,438,308	7,217,080	3,346,181
Increase in Cash and Cash Equivalents		(10,905,499)	(7,849,259)	(5,165,320)	167,478	(96,462)	426,118	(493,842)	(108,702)	(165,080)	(178,138)
Cash and Cash Equivalents, beginning of year	1	24,125,141	13,219,642	5,370,383	205,063	372,541	276,079	702,197	208,355	99,653	(65,427)
Cash and Cash Equivalents, end of year	1	13,219,642	5,370,383	205,063	372,541	276,079	702,197	208,355	99,653	(65,427)	(243,565)



Water

Notes to Financial Plan

The financial plan format as outlined in Chapter 4 closely approximates the full accrual format used by municipalities (2009 onward) on their audited financial statements. However, the financial plan is not an audited document and contains various estimates. In this regard, Section 3 (2) of O. Reg. 453/07 states the following:

“Each of the following sub-subparagraphs applies only if the information referred to in the sub-subparagraph is known to the owner at the time the financial plans are prepared:

1. Sub-subparagraphs 4 i A, B and C of subsection (1)
2. Sub-subparagraphs 4 iii A, C, E and F of subsection (1).”

The information referred to in sub-subparagraphs 4 i A, B and C of subsection (1) includes:

- A. Total financial assets (i.e., cash and receivables);
- B. Total liabilities (i.e., payables, debt, and deferred revenue);
- C. Net debt (i.e., the difference between A and B above).

The information referred to in sub-subparagraphs 4 iii A, C, E and F of subsection (1) includes:

- A. Operating transactions are cash received from revenues, cash paid for operating expenses and finance charges.
- B. Investing transactions that are acquisitions and disposal of investments.
- C. Changes in cash and cash equivalents during the year.
- D. Cash and cash equivalents at the beginning and end of the year.

In order to show a balanced financial plan in a full accrual format for the Town, some of the items listed above have been estimated given that the Town does not maintain all financial asset and liability data separately for water. Usually, this type of data is combined with the financial assets and liabilities of other departments and services given that there is not a current obligation to disclose this data separately (as there is with revenue and expenses).



The assumptions used have been documented below:

1. Cash, Receivables and Payables

It is assumed that the opening cash balances required to complete the financial plan are equal to:

Ending Reserve/Reserve Fund Balance
Plus: Ending Accounts Payable Balance
Less: Ending Accounts Receivable Balance
Equals: Approximate Ending Cash Balance

For the Town, receivable and payable balances were estimated for each year of the forecast based on the following factors:

- a) Receivables: Based on historical levels of water and wastewater receivables (provided by Town staff) as a percentage of annual water and wastewater revenue earned (as per the 2021 to 2023 Financial Information Returns (F.I.R.s)); and
- b) Payables: Based on historical levels of Town-wide payables as a percentage of annual expenses incurred by the Town (as per the 2021 to 2023 F.I.R.s).

2. Debt

Outstanding water related debt anticipated at the beginning of 2025, is forecasted to be approximately \$129,500 with additional debt proceeds anticipated throughout the forecast period.



Estimated principal repayments over the forecast period are scheduled as follows:

Year	Principal Payments
2025	106,042
2026	104,080
2027	92,190
2028	280,250
2029	611,061
2030	843,937
2031	1,099,751
2032	1,461,692
2033	1,782,920
2034	2,153,819
Total	8,535,742

For financial reporting purposes, debt principal payments represent a decrease in debt liability and the interest payments represent a current year operating expense.

3. Deferred Revenue

Deferred revenue is typically made up of water development charge (D.C.), and Canada Community-Building Fund (C.C.B.F.) fund balances which are considered to be a liability for financial reporting purposes until the funds are used to emplace the works for which they have been collected.

The Town collects water D.C.s and uses some funding from the C.C.B.F. for water services. The C.C.B.F. amount budgeted for water is assumed to be used in the year it is received resulting in a zero balance in the C.C.B.F. reserve fund related to water services over the forecast period.

4. Tangible Capital Assets

- Opening net book value of tangible capital assets includes water related assets in the following categories:
 - i. Facility Assets;
 - ii. Distribution Assets (watermains, appurtenances, hydrants, valves, etc.);



- iii. Water Meters; and
 - iv. Machinery and Equipment Assets, including Vehicles.
- Amortization is calculated based on the straight-line approach with half year amortization applied in the year of acquisition or construction and in the last year of the asset's useful life.
 - Write-offs are assumed to equal \$0 for each year in the forecast period.
 - Tangible capital assets are shown on a net basis. It is assumed that disposals occur when the asset is being replaced. To calculate the value of each asset disposal, the replacement value (of each new asset that has been identified as a "replacement") has been deflated (by weighted average useful life for all assets on hand in the respective asset category) to an estimated historical cost. This figure was used to calculate disposals only. Future assets are disposed of when fully amortized.
 - Gains/losses on disposal for all assets except vehicles are assumed to be \$0 (it is assumed that historical cost is equal to accumulated amortization for all disposals). For vehicles, gains/losses on disposal have been estimated based on the anticipated trade-in values in the year of disposal.
 - Residual value is assumed to be \$0 for all assets contained within the forecast period.
 - Contributed Assets, as described in Section 3.2.1, are deemed to be insignificant or unknown during the forecast period and are therefore assumed to be \$0.
 - The Town does not have any lead service piping in the municipal water system.



The balance of tangible capital assets is summarized as follows:

Asset Historical Cost	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Opening Tangible Capital Asset Balance	60,931,085	71,899,936	83,059,462	96,898,564	109,484,053	115,953,433	124,932,176	137,497,918	146,705,002	156,683,769
Acquisitions	14,785,000	13,397,000	15,429,000	13,576,000	7,660,000	9,576,000	13,286,000	11,183,000	12,415,000	9,165,000
Disposals	3,816,149	2,237,474	1,589,898	990,511	1,190,620	597,257	720,258	1,975,916	2,436,233	2,367,329
Closing Tangible Capital Asset Balance	71,899,936	83,059,462	96,898,564	109,484,053	115,953,433	124,932,176	137,497,918	146,705,002	156,683,769	163,481,440
Opening Accumulated Amortization	23,360,773	21,057,270	20,897,719	21,827,540	23,639,590	25,400,403	28,021,265	30,795,066	32,425,890	33,851,245
Amortization Expense	1,512,646	2,077,923	2,519,719	2,802,561	2,951,433	3,218,119	3,494,059	3,606,740	3,861,588	4,156,205
Amortization on Disposal	3,816,149	2,237,474	1,589,898	990,511	1,190,620	597,257	720,258	1,975,916	2,436,233	2,367,329
Ending Accumulated Amortization	21,057,270	20,897,719	21,827,540	23,639,590	25,400,403	28,021,265	30,795,066	32,425,890	33,851,245	35,640,121
Net Book Value	50,842,666	62,161,743	75,071,024	85,844,463	90,553,030	96,910,911	106,702,852	114,279,112	122,832,524	127,841,319



5. Accumulated Surplus

Opening accumulated surplus for the forecast period is reconciled as follows:

Water	2025 Opening Accumulated Surplus
Reserve Balances	
Reserves: Development Charges	8,661,847
Reserves: Canada Community-Building Fund	-
Reserves: Capital/Other	15,432,703
Total Reserves Balance	24,094,550
Less: Debt Obligations and Deferred Revenue	(9,991,373)
Less: Unfinanced Capital	-
Add: Long-term Accounts Receivable	-
Add: Tangible Capital Assets	37,570,312
Total Opening Balance	51,673,489

The accumulated surplus reconciliation for all years within the forecast period is contained in Table 4-2.

6. Other Revenue

Other revenue consists of miscellaneous revenues including those from municipal service agreements with the Town of Mono and the Township of Amaranth, rental revenues, service charges, sales of meters and conservation devices, miscellaneous sales, and interest earnings.

7. Operating Expenses

Capital expenditures for items not meeting the definition of tangible capital assets have been reclassified as operating expenses and have been expensed in the year in which they occur.



Chapter 5

Process for Financial Plan Approval and Submission to the Province



5. Process for Financial Plan Approval and Submission to the Province

As mentioned in section 1.2, preparation and approval of a financial plan for water assets that meets the requirements of the Act is mandatory for municipal water providers. Proof of the plan preparation and approval is a key submission requirement for municipal drinking water licensing and, upon completion, must be submitted to the MECP. The process established for plan approval, public circulation and filing is set out in O. Reg. 453/07 and can be summarized as follows:

1. The financial plan must be approved by resolution of Council of the municipality who owns the drinking water system or the governing body of the owner. (O. Reg. 453/07, section 3 (1) 1).
2. The owner of the drinking water system must provide notice advertising the availability of the financial plan. The plans will be made available to the public upon request and without charge. The plans must also be made available to the public on the municipality's website. (O. Reg. 453/07, section 3 (1) 5).
3. The owner of the drinking water system must provide a copy of the financial plan to the Director of Policy Branch, Ministry of Municipal Affairs and Housing. (O. Reg. 453/07, section 3 (1) 6).
4. The owner of the drinking water system must provide proof satisfactory to the Director that the financial plans for the system satisfy the requirements under the *Safe Drinking Water Act*. (S.D.W.A. section 32 (5) 2. ii.).



Chapter 6

Recommendations



6. Recommendations

This report presents the water and wastewater financial plans for the Town of Orangeville in accordance with the mandatory reporting formats for water systems as detailed in O. Reg. 453/07. It is important to note that while mandatory for water, the financial plan is provided for Council's interest and approval however, for decision making purposes, it may be more informative to rely on the information contained within the Town's 2024 Rate Study. Nevertheless, Council is required to pass certain resolutions with regard to this plan and regulations and it is recommended that:

1. The Town of Orangeville Water and Wastewater Financial Plan prepared by Watson & Associates Economists Ltd. dated March 31, 2025, be approved.
2. Notice of availability of the Financial Plan be advertised.
3. The Financial Plan dated March 31, 2025, be submitted to the Ministry of Municipal Affairs and Housing. (O. Reg. 453/07, Section 3 (1) 6)
4. The Council Resolution approving the Financial Plan be submitted to the Ministry of the Environment, Conservation and Parks satisfying the requirements under the *Safe Drinking Water Act*. (S.D.W.A. Section 32 (5) 2 ii)).



Appendix A

Water and Wastewater 2024 Rate Study Summary Tables



Table A-1
Town of Orangeville
Water Capital Budget Forecast (uninflated \$)

Description	Budget 2024	Total 2025-2034	Forecast									
			2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Capital Expenditures												
13961.0000 CF - Water Meter & Billing Upg	299,991	5,635,502	4,508,402	1,127,100	-	-	-	-	-	-	-	-
Town Wells EavesTrough Installation	-	60,000	60,000									
20417.3905 CF - Variable Frequency DriveWell 5	26,967	-	-	-	-	-	-	-	-	-	-	-
26046.0000 Wtrmn & Valve Replace:Rotary	325,700	-	-	-	-	-	-	-	-	-	-	-
33304.0000 Supply & Instal Replce NTU&CL2	440,000	-	-	-	-	-	-	-	-	-	-	-
33305.0000 Watermain Rehabilitation Program	217,500	8,570,300				1,714,060	1,714,060			1,714,060	1,714,060	1,714,060
B1293.0000 Watermain and Valve Replacement: Third Street and Fourth Avenue	-	1,040,000				120,000	-	-	920,000	-	-	-
B1305.0000 Watermain and Valve Replacement: Zehrs Backlane Easement	-	827,000	-			96,000		-	731,000	-	-	-
B1366.0000 WSR Water Shut Off Valve	-	75,000	75,000	-	-	-	-	-	-	-	-	-
B1419.0000 Replacement of Enclosed Water Works Trailer	-	35,000	-	-	-	-	-	-	-	-	-	35,000
B1491.0000 Trench Box Replacement	-	56,000	26,000	-	-	-	-	-	-	-	-	30,000
1070 Water Treatment Facility	-	-	-	-	-	-	-	-	-	-	-	-
26047.1070 Portable GeneratorWater Treatment Facility	157,329	-	-	-	-	-	-	-	-	-	-	-
3910 Well 10	-	-	-	-	-	-	-	-	-	-	-	-
3950 Reservoirs	-	-	-	-	-	-	-	-	-	-	-	-
B1313.3950 Reservoir Cleaning and Inspections	-	444,000	-	-	70,000	70,000	-	24,000	140,000	70,000	70,000	-
4036 Parks Landscape Trailer	-	-	-	-	-	-	-	-	-	-	-	-
21001.4813 Large EquipWALandscaping Trailer	28,000	-	-	-	-	-	-	-	-	-	-	-
33306.0000 Valve Turner Replacement	130,000	135,000	-	-	-	-	-	-	-	-	-	135,000
B1345.4036 Trenchbox Trailer Replacement	-	11,500	-	11,500	-	-	-	-	-	-	-	-
4801 WA Truck 7	-	-	-	-	-	-	-	-	-	-	-	-
B1347.4000 Truck 7 Replacement	-	187,000	-	-	-	-	-	-	187,000	-	-	-
4802 WA Truck 12	-	-	-	-	-	-	-	-	-	-	-	-
B1348.4000 Truck 12 Replacement	-	182,000	-	-	-	-	-	182,000	-	-	-	-
4804 WA Truck 20	-	-	-	-	-	-	-	-	-	-	-	-
B1349.4000 Truck 20 Replacement	-	110,000	-	-	-	-	110,000	-	-	-	-	-
4805 WA Backhoe #3	-	-	-	-	-	-	-	-	-	-	-	-
B1350.4805 Backhoe 3 Replacement	-	281,000	-	-	-	-	281,000	-	-	-	-	-
4810 WA Backhoe #1	-	-	-	-	-	-	-	-	-	-	-	-
21000.4810 VehiclesWABackhoe #1	220,000	-	-	-	-	-	-	-	-	-	-	-
4812 WAMini Excavator - 27D	-	-	-	-	-	-	-	-	-	-	-	-
B1083.4812 Equipment Replacement - Mini Excavator	-	-	-	-	-	-	-	-	-	-	-	-
11813.0000 Engineering Standards Update	-	75,000	25,000	-	-	-	-	50,000	-	-	-	-
13986.0000 CF - Climate Change	-	12,500	12,500	-	-	-	-	-	-	-	-	-
21000.4810 -- Backhoe #1	-	250,000										250,000
26048.0000 Shed	-	60,000	-	-	-	60,000	-	-	-	-	-	-
31115.0000 CF - Reconn - Centennial	200,000	-	-	-	-	-	-	-	-	-	-	-
31116.0000 CF - Recon Church St	610,000	-	-	-	-	-	-	-	-	-	-	-



Table A-1 (continued)
Town of Orangeville
Water Capital Budget Forecast (uninflated \$)

Description	Budget 2024	Total 2025-2034	Forecast									
			2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Capital Expenditures												
31119.0000 Recon - Victoria St - Ontario to John	-	516,000	438,600	77,400								
31120.0000 Recon - Ontario St. Vic to Pri	-	250,000	212,500	37,500	-	-	-	-	-	-	-	-
31121.0000 Recon - Cardwell St, Townline	17,337	256,663		218,164	38,499	-	-	-	-	-	-	-
31122.0000 Recon - Cardwell St, Dufferin	-	502,626	-	-	-				427,232	75,394	-	-
31123.0000 Recon - Dufferin St, John to O	-	676,000		574,600	101,400	-	-	-	-	-	-	-
31124.0000 Recon - Third Ave, 1st St to 2nd St	-	302,000		256,700	45,300							
31125.0000 Recon - Third Ave, 2nd St to 3rd St	-	323,000			274,550	48,450	-	-	-	-	-	-
31126.0000 Recon - Steven St	-	280,000			238,000	42,000	-	-	-	-	-	-
31127.0000 Recon - Andrew St	-	391,000			332,350	58,650	-	-	-	-	-	-
31128.0000 Bythia Street (Court) Reconstruction	-	342,000				290,700	51,300	-	-	-	-	-
B0982.0000 Recon - Carlton Dr - Madison to Lawrence	-	730,000				100,000	535,500	94,500				
B1004.0000 Recon - Erindale, Dufferin to Princess St	-	687,000	-			583,950	103,050	-	-	-	-	-
B1009.0000 Recon - Zina St, First St to Louisa	-	737,000	-	-	-	-	-	-	-		626,450	110,550
B1014.0000 Recon - Amanda, Townline to Parsons	-	566,000	-	-	-	-	-			481,100	84,900	-
B1015.0000 Recon - Amanda, Parsons to Front	-	418,000	-	-	-	-	-			355,300	62,700	-
B1195.0000 Recon of Edelwild Century to Parkview	-	845,000		100,000	633,250	111,750	-	-	-	-	-	-
B1273.0000 Recon Bythia St Townline to Church	-	778,000								661,300	116,700	
B1278.0000 Reconstruction of Dufferin Street - Erindale to Ontario	-	545,000	-			463,250	81,750	-	-	-	-	-
B1331.0000 C-Line Reconstruction Century to Town Line	-	700,000	-	-	-	-	-			-	595,000	105,000
B1332.0000 John Street Reconstruction Townline to Corp Limits	-	571,000	-	-		485,350	85,650	-	-	-	-	-
B1359.0000 Caledonia Road Reconstruction	-	342,000	-				-	27,000	267,750	47,250	-	-
B1360.0000 Hillside Drive Reconstruction	-	212,500	-	-	-	-	-	-	-		23,500	189,000
B1414.4000 Fleet Management Plan	-	10,800	10,800									
B1467.4824 Vehicle 34 Purchase	-	145,000	70,000	-	-	-	-	-	-	75,000	-	-
B1490.4392 Vehicle 53 Replacement	-	33,500							33,500			
B1497.0000 Recon/Widening - Fourth Ave: Third St to Hwy #10	-	870,000	-	-	-	-			100,000	-	654,500	115,500
B1503.0000 Hybrid Recon - Hillsdale, Goldgate and Darsam	-	885,000	-	-				60,000	701,250	123,750	-	-
B1504.0000 Recon - Church St: John to Bythia	-	280,000	-	-	-	-	-	-	-		40,000	240,000
B1505.0000 Recon - Bythia: Church to Hillside	-	280,710	-	-	-	30,000	213,104	37,607	-	-	-	-
B1548.0000 Hybrid Reconstruction of Avonmore and Johanna	-	550,000	-	467,500	82,500	-	-	-	-	-	-	-
B1463.4800 Vehicle 18 Replacement	-	78,000	-	-	-	78,000	-	-	-	-	-	-
B1456.4803 Vehicle 14 Replacement	-	175,000	-	-	85,000	-	-	-	-	-	-	90,000
B1469.4804 Vehicle 20 Replacement	-	120,000	-	-	-	-	120,000	-	-	-	-	-
B1452.4807 Vehicle 17 Replacement	-	150,500	-	72,500	-	-	-	-	-	-	78,000	-
B1454.4808 Vehicle 22 Replacement	-	150,500	-	72,500	-	-	-	-	-	-	78,000	-
B1457.4809 Vehicle 23 Replacement	-	155,000	-	-	75,000	-	-	-	-	-	-	80,000
B1458.4815 Vehicle 24 Replacement	-	155,000	-	-	75,000	-	-	-	-	-	-	80,000



Table A-1 (continued)
Town of Orangeville
Water Capital Budget Forecast (uninflated \$)

Description	Budget 2024	Total 2025-2034	Forecast									
			2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Capital Expenditures												
B1461.4817 Vehicle 28 Replacement	-	155,000	-	-	75,000	-	-	-	-	-	-	80,000
B1464.4819 Vehicle 29 Replacement	-	78,000	-	-	-	78,000	-	-	-	-	-	-
B1473.4820 Vehicle 31 Replacement	-	86,000	-	-	-	-	-	86,000	-	-	-	-
B1565.0000 Dayforce Optimization and Enhancement Initiative	-	36,000	36,000	-	-	-	-	-	-	-	-	-
20389.0000 CRM System Upgrade	-	15,000	15,000	-	-	-	-	-	-	-	-	-
B1407.0000 Website Updates	-	33,000	15,000	-	-	-	-	18,000	-	-	-	-
Lifecycle:												
Water Facilities	-	10,000,000								3,000,000	3,500,000	3,500,000
Studies:												
Town Wells Building Condition Assessment	-	220,000				100,000					120,000	
Growth Related:												
Town-Wide												
11721.0000 Water Optimization Study	-	350,000	350,000	-	-	-	-	-	-	-	-	-
11824.0000 Water and Wastewater Rate Study	60,000	-	-	-	-	-	-	-	-	-	-	-
11824.0000 Water and Wastewater Rate Study	-	114,000	-	-	-	-	54,000	-	-	-	-	60,000
B0925.0000 Elevated Water Storage Facility (Northwest Sector)	-	15,000,000	-			600,000	1,200,000	6,600,000	6,600,000	-	-	-
13950.0000 CF - Water Supply	-	11,150,000	1,500,000	1,500,000	3,283,180	4,866,820	-	-	-	-	-	-
33088.0000 Well 6 and 11 Treatment Analysis	-	1,791,000			-	-	1,791,000	-	-	-	-	-
33099.0000 CF - Well Treatment - GUDI Upg	1,355,985	6,888,015	2,755,206	2,755,206	1,377,603	-	-	-	-	-	-	-
B0927.0000 Well 9A & 9B Treatment Upgrades	-	3,000,000		250,000	2,750,000	-	-	-	-	-	-	-
B1067.0000 District Water Metering	-	2,850,000	-	-	-				250,000	1,350,000	1,250,000	-
26043.0000 Dawson Rd watermain ext	686,400	-	-	-	-	-	-	-	-	-	-	-
B0058.0000 Zone 3B PRV/PSV Zone Valves	-	622,000	-	-	-				58,000	564,000	-	-
SCADA Projects												
11803.0000 CF - SCADA Master Plan	150,000	-	-	-	-	-	-	-	-	-	-	-
B1423.0000 SCADA Upgrade	-	1,970,000	150,000	200,000	1,325,000	295,000	-	-	-	-	-	-
20330.0000 CF - SCADA Systems	-	581,968	465,574	116,394	-	-	-	-	-	-	-	-
Projects with Growth-Related SCADA Component												
21181.1070 CF - Electrical & Mechanical Water Treatment Facility	-	2,273,000						579,000	495,000	429,000	659,000	111,000
26044.0000 High Lift Pump Rehabilitation	-	1,634,211		234,211	-	300,000	1,100,000	-	-	-	-	-
26045.0000 South Sector Generator Re	-	708,000		-	-	708,000	-	-	-	-	-	-
33075.0000 CF - Well Bldg and Dra-Well 5	-	455,000		455,000	-	-	-	-	-	-	-	-
33081.0000 Disinfection - UV Replacements	-	1,617,000		-	-	372,000	625,000	420,000	200,000	-	-	-
33082.3910 Well 10 Pump House GeneratorWell 10	-	704,000	563,200	140,800	-	-	-	-	-	-	-	-
33084.0000 Filter Media Rehabilitation	22,588	645,006	645,006	-	-	-	-	-	-	-	-	-
33089.0000 Well Rehab and Pump Replacement Program	150,000	1,323,000	143,000	39,000	28,000	134,000	262,000	149,000	16,000	146,000	246,000	160,000
33100.0000 CF - Reservoir - West Sector	17,063	4,632,444	632,444	2,000,000	2,000,000	-	-	-	-	-	-	-
33200.0000 CF - United Lands Flowing Well	-	50,000		50,000	-	-	-	-	-	-	-	-
33300.0000 Filter PLC Project	-	375,000	300,000	75,000	-	-	-	-	-	-	-	-
33302.0000 Dudgeon Generator Replacement	-	783,000	626,400	156,600	-	-	-	-	-	-	-	-



Table A-1 (continued)
Town of Orangeville
Water Capital Budget Forecast (uninflated \$)

Description	Budget 2024	Total 2025-2034	Forecast									
			2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Capital Expenditures												
33303.0000 PRV Replacement Program	-	90,000					90,000	-	-	-	-	-
B1413.0000 Acoustic Leak Detection	-	425,000		100,000	100,000	100,000	125,000	-	-	-	-	-
B1492.0000 Carbon Monoxide Sensors	-	120,000	-	60,000	60,000	-	-	-	-	-	-	-
11805.1070 CF - Rehabilitation & Optimiza Water Treatment Facility	-	1,369,000	684,500	684,500	-	-	-	-	-	-	-	-
33090.3910 Well 10 WTP Clear Baff CurtainWell 10	17,852	224,138	179,310	44,828	-	-	-	-	-	-	-	-
26005.3950 CF - GeneratorReservoirs	-	650,959	240,767	60,192	-	280,000	70,000	-	-	-	-	-
33101.3950 South Sector Reservoir Inspection and Upgrades	80,000	390,000	-	-	90,000	240,000	60,000	-	-	-	-	-
B1428.0000 Water and Wastewater System Modelling	-	225,000	-	-	-	-	-	-	150,000	75,000	-	-
B1424.1060 Truck Fill Station	-	45,000	45,000	-	-	-	-	-	-	-	-	-
IT Projects with Growth-Related SCADA Component	-	404,855	162,467	24,367	19,693	33,683	25,952	42,358	30,915	17,542	30,295	17,584
Area-Specific												
Additional Pump at Dudgeon Reservoir - Variable Speed	-	970,000			776,000	194,000						
Trunk Watermain (300 mm Dia.) on Hansen Blvd. between Blind Line and County Road 16	-	900,000	450,000	450,000								
Watermain on County Road 109, County Road 16 to Montgomery Blvd. East of Riddell	-	1,366,200		683,100	683,100							
Watermain on B-Line, West Sector Reservoir to Lots at B-Line and County Road 109	-	100,000					100,000					
Total Capital Expenditures	5,212,712	110,476,397	15,397,677	13,094,660	14,618,426	12,653,663	8,798,366	8,369,464	11,307,647	9,184,696	9,949,105	7,102,694



Table A-2
Town of Orangeville
Water Capital Budget Forecast and Recommended Capital Financing (inflated \$)

Description	Budget 2024	Total	Forecast									
			2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Capital Expenditures												
13961.0000 CF - Water Meter & Billing Upg	299,991	5,669,000	4,508,000	1,161,000	-	-	-	-	-	-	-	-
Town Wells Eavestrough Installation	-	60,000	60,000	-	-	-	-	-	-	-	-	-
20417.3905 CF - Variable Frequency DriveWell 5	26,967	-	-	-	-	-	-	-	-	-	-	-
26046.0000 Wtrmn & Valve Replace:Rotary	325,700	-	-	-	-	-	-	-	-	-	-	-
33304.0000 Supply & Instal Replce NTU&CL2	440,000	-	-	-	-	-	-	-	-	-	-	-
33305.0000 Watermain Rehabilitation Program	217,500	10,317,000	-	-	-	1,873,000	1,929,000	-	-	2,108,000	2,171,000	2,236,000
B1293.0000 Watermain and Valve Replacement: Third Street and Fourth Avenue	-	1,230,000	-	-	-	131,000	-	-	1,099,000	-	-	-
B1305.0000 Watermain and Valve Replacement: Zehrs Backlane Easement	-	978,000	-	-	-	105,000	-	-	873,000	-	-	-
B1366.0000 WSR Water Shut Off Valve	-	75,000	75,000	-	-	-	-	-	-	-	-	-
B1419.0000 Replacement of Enclosed Water Works Trailer	-	46,000	-	-	-	-	-	-	-	-	-	46,000
B1491.0000 Trench Box Replacement	-	65,000	26,000	-	-	-	-	-	-	-	-	39,000
26047.1070 Portable Generator/Water Treatment Facility	157,329	-	-	-	-	-	-	-	-	-	-	-
B1313.3950 Reservoir Cleaning and Inspections	-	520,000	-	-	74,000	76,000	-	28,000	167,000	86,000	89,000	-
21001.4813 Large EquipWA Landscaping Trailer	28,000	-	-	-	-	-	-	-	-	-	-	-
33306.0000 Valve Turner Replacement	130,000	176,000	-	-	-	-	-	-	-	-	-	176,000
B1345.4036 Trenchbox Trailer Replacement	-	12,000	-	12,000	-	-	-	-	-	-	-	-
B1347.4000 Truck 7 Replacement	-	223,000	-	-	-	-	-	-	223,000	-	-	-
B1348.4000 Truck 12 Replacement	-	211,000	-	-	-	-	-	211,000	-	-	-	-
B1349.4000 Truck 20 Replacement	-	124,000	-	-	-	-	124,000	-	-	-	-	-
B1350.4805 Backhoe 3 Replacement	-	316,000	-	-	-	-	316,000	-	-	-	-	-
21000.4810 VehiclesWA Backhoe #1	220,000	-	-	-	-	-	-	-	-	-	-	-
11813.0000 Engineering Standards Update	-	83,000	25,000	-	-	-	-	58,000	-	-	-	-
13986.0000 CF - Climate Change	-	13,000	13,000	-	-	-	-	-	-	-	-	-
21000.4810 -- Backhoe #1	-	326,000	-	-	-	-	-	-	-	-	-	326,000
26048.0000 Shed	-	66,000	-	-	-	66,000	-	-	-	-	-	-
31115.0000 CF - Recon - Centennial	200,000	-	-	-	-	-	-	-	-	-	-	-
31116.0000 CF - Recon Church St	610,000	-	-	-	-	-	-	-	-	-	-	-
31119.0000 Recon - Victoria St- Ontario to John	-	519,000	439,000	80,000	-	-	-	-	-	-	-	-
31120.0000 Recon - Ontario St. Vic to Pri	-	252,000	213,000	39,000	-	-	-	-	-	-	-	-
31121.0000 Recon - Cardwell St, Townline	17,337	266,000	-	225,000	41,000	-	-	-	-	-	-	-
31122.0000 Recon - Cardwell St, Dufferin	-	603,000	-	-	-	-	-	-	510,000	93,000	-	-
31123.0000 Recon - Dufferin St, John to O	-	700,000	-	592,000	108,000	-	-	-	-	-	-	-
31124.0000 Recon - Third Ave, 1st St to 2nd St	-	312,000	-	264,000	48,000	-	-	-	-	-	-	-
31125.0000 Recon - Third Ave, 2nd St to 3rd St.	-	344,000	-	-	291,000	53,000	-	-	-	-	-	-
31126.0000 Recon - Steven St	-	298,000	-	-	252,000	46,000	-	-	-	-	-	-
31127.0000 Recon - Andrew St	-	417,000	-	-	353,000	64,000	-	-	-	-	-	-
31128.0000 Bythia Street (Court) Reconstruction	-	376,000	-	-	-	318,000	58,000	-	-	-	-	-
B0982.0000 Recon - Carlton Dr - Madison to Lawrence	-	822,000	-	-	-	109,000	603,000	110,000	-	-	-	-
B1004.0000 Recon - Erindale, Dufferin to Princess St	-	754,000	-	-	-	638,000	116,000	-	-	-	-	-
B1009.0000 Recon - Zina St, First St to Louisa	-	938,000	-	-	-	-	-	-	-	-	794,000	144,000
B1014.0000 Recon - Amanda, Townline to Parsons	-	700,000	-	-	-	-	-	-	-	592,000	108,000	-
B1015.0000 Recon - Amanda, Parsons to Front	-	516,000	-	-	-	-	-	-	-	437,000	79,000	-
B1195.0000 Recon of Edelwild Century to Parkview	-	897,000	-	103,000	672,000	122,000	-	-	-	-	-	-
B1273.0000 Recon Bythia St Townline to Church	-	961,000	-	-	-	-	-	-	-	813,000	148,000	-



Table A-2 (continued)
Town of Orangeville
Water Capital Budget Forecast and Recommended Capital Financing (inflated \$)

Description	Budget 2024	Total	Forecast									
			2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Capital Expenditures												
B1278.0000 Reconstruction of Dufferin Street - Erindale to Ontario	-	598,000	-	-	-	506,000	92,000	-	-	-	-	-
B1331.0000 C-Line Reconstruction Century to Town Line	-	891,000	-	-	-	-	-	-	-	-	754,000	137,000
B1332.0000 John Street Reconstruction Townline to Corp Limits	-	626,000	-	-	-	530,000	96,000	-	-	-	-	-
B1359.0000 Caledonia Road Reconstruction	-	409,000	-	-	-	-	-	31,000	320,000	58,000	-	-
B1360.0000 Hillside Drive Reconstruction	-	277,000	-	-	-	-	-	-	-	-	30,000	247,000
B1414.4000 Fleet Management Plan	-	11,000	11,000	-	-	-	-	-	-	-	-	-
B1467.4824 Vehicle 34 Purchase	-	162,000	70,000	-	-	-	-	-	-	92,000	-	-
B1490.4392 Vehicle 53 Replacement	-	40,000	-	-	-	-	-	-	40,000	-	-	-
B1497.0000 Recon/Widening - Fourth Ave: Third St to Hwy #10	-	1,099,000	-	-	-	-	-	-	119,000	-	829,000	151,000
B1503.0000 Hybrid Recon - Hillsdale, Goldgate and Darsam	-	1,059,000	-	-	-	-	-	70,000	837,000	152,000	-	-
B1504.0000 Recon - Church St. John to Bythia	-	364,000	-	-	-	-	-	-	-	-	51,000	313,000
B1505.0000 Recon - Bythia: Church to Hillside	-	317,000	-	-	-	33,000	240,000	44,000	-	-	-	-
B1548.0000 Hybrid Reconstruction of Avonmore and Johanna	-	570,000	-	482,000	88,000	-	-	-	-	-	-	-
B1463.4800 Vehicle 18 Replacement	-	85,000	-	-	-	85,000	-	-	-	-	-	-
B1456.4803 Vehicle 14 Replacement	-	207,000	-	-	90,000	-	-	-	-	-	-	117,000
B1469.4804 Vehicle 20 Replacement	-	135,000	-	-	-	-	135,000	-	-	-	-	-
B1452.4807 Vehicle 17 Replacement	-	174,000	-	75,000	-	-	-	-	-	-	99,000	-
B1454.4808 Vehicle 22 Replacement	-	174,000	-	75,000	-	-	-	-	-	-	99,000	-
B1457.4809 Vehicle 23 Replacement	-	184,000	-	-	80,000	-	-	-	-	-	-	104,000
B1458.4815 Vehicle 24 Replacement	-	184,000	-	-	80,000	-	-	-	-	-	-	104,000
B1461.4817 Vehicle 28 Replacement	-	184,000	-	-	80,000	-	-	-	-	-	-	104,000
B1464.4819 Vehicle 29 Replacement	-	85,000	-	-	-	85,000	-	-	-	-	-	-
B1473.4820 Vehicle 31 Replacement	-	100,000	-	-	-	-	-	100,000	-	-	-	-
B1565.0000 Dayforce Optimization and Enhancement Initiative	-	36,000	36,000	-	-	-	-	-	-	-	-	-
20389.0000 CRM System Upgrade	-	15,000	15,000	-	-	-	-	-	-	-	-	-
B1407.0000 Website Updates	-	36,000	15,000	-	-	-	-	21,000	-	-	-	-
Water Facilities	-	12,691,000	-	-	-	-	-	-	-	3,690,000	4,434,000	4,567,000
Studies:												
Town Wells Building Condition Assessment	-	261,000	-	-	-	109,000	-	-	-	-	152,000	-
Growth Related:												
Town-Wide												
11721.0000 Water Optimization Study	-	350,000	350,000	-	-	-	-	-	-	-	-	-
11824.0000 Water and Wastewater Rate Study	60,000	-	-	-	-	-	-	-	-	-	-	-
11824.0000 Water and Wastewater Rate Study	-	139,000	-	-	-	-	61,000	-	-	-	-	78,000
B0925.0000 Elevated Water Storage Facility (Northwest Sector)	-	17,539,000	-	-	-	656,000	1,351,000	7,651,000	7,881,000	-	-	-
13950.0000 CF - Water Supply	-	11,846,000	1,500,000	1,545,000	3,483,000	5,318,000	-	-	-	-	-	-
33088.0000 Well 6 and 11 Treatment Analysis	-	2,016,000	-	-	-	-	2,016,000	-	-	-	-	-
33099.0000 CF - Well Treatment - GUDI Upg	1,355,985	7,054,000	2,755,000	2,838,000	1,461,000	-	-	-	-	-	-	-
B0927.0000 Well 9A & 9B Treatment Upgrades	-	3,175,000	-	258,000	2,917,000	-	-	-	-	-	-	-
B1067.0000 District Water Metering	-	3,542,000	-	-	-	-	-	-	299,000	1,660,000	1,583,000	-
26043.0000 Dawson Rd watermain ext	686,400	-	-	-	-	-	-	-	-	-	-	-
B0058.0000 Zone 3B PRV/PSV Zone Valves	-	763,000	-	-	-	-	-	-	69,000	694,000	-	-
SCADA Projects												
11803.0000 CF - SCADA Master Plan	150,000	-	-	-	-	-	-	-	-	-	-	-
B1423.0000 SCADA Upgrade	-	2,084,000	150,000	206,000	1,406,000	322,000	-	-	-	-	-	-
20330.0000 CF - SCADA Systems	-	586,000	466,000	120,000	-	-	-	-	-	-	-	-
Projects with Growth-Related SCADA Component												
21181.1070 CF - Electrical & Mechanical Water Treatment Facility	-	2,770,000	-	-	-	-	-	671,000	591,000	528,000	835,000	145,000
26044.0000 High Lift Pump Rehabilitation	-	1,807,000	-	241,000	-	328,000	1,238,000	-	-	-	-	-



Table A-2 (continued)
Town of Orangeville
Water Capital Budget Forecast and Recommended Capital Financing (inflated \$)

Description	Budget 2024	Total	Forecast									
			2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Capital Expenditures												
26045.0000 South Sector Generator Re	-	774,000	-	-	-	774,000	-	-	-	-	-	-
33075.0000 CF - Well Bldg and Dra-Well 5	-	469,000	-	469,000	-	-	-	-	-	-	-	-
33081.0000 Disinfection - UV Replacements	-	1,835,000	-	-	-	406,000	703,000	487,000	239,000	-	-	-
33082.3910 Well 10 Pump House GeneratorWell 10	-	708,000	563,000	145,000	-	-	-	-	-	-	-	-
33084.0000 Filter Media Rehabilitation	22,588	645,000	645,000	-	-	-	-	-	-	-	-	-
33089.0000 Well Rehab and Pump Replacement Program	150,000	1,547,000	143,000	40,000	30,000	146,000	295,000	173,000	19,000	180,000	312,000	209,000
33100.0000 CF - Reservoir - West Sector	17,063	4,814,000	632,000	2,060,000	2,122,000	-	-	-	-	-	-	-
33200.0000 CF - United Lands Flowing Well	-	52,000	-	52,000	-	-	-	-	-	-	-	-
33300.0000 Filter PLC Project	-	377,000	300,000	77,000	-	-	-	-	-	-	-	-
33302.0000 Dudgeon Generator Replacement	-	787,000	626,000	161,000	-	-	-	-	-	-	-	-
33303.0000 PRV Replacement Program	-	101,000	-	-	-	-	101,000	-	-	-	-	-
B1413.0000 Acoustic Leak Detection	-	459,000	-	103,000	106,000	109,000	141,000	-	-	-	-	-
B1492.0000 Carbon Monoxide Sensors	-	126,000	-	62,000	64,000	-	-	-	-	-	-	-
11805.1070 CF - Rehabilitation & Optimiza Water Treatment Facility	-	1,390,000	685,000	705,000	-	-	-	-	-	-	-	-
33090.3910 Well 10 WTP Clear Baff CurtainWell 10	17,852	225,000	179,000	46,000	-	-	-	-	-	-	-	-
26005.3950 CF - GeneratorReservoirs	-	688,000	241,000	62,000	-	306,000	79,000	-	-	-	-	-
33101.3950 South Sector Reservoir Inspection and Upgrades	80,000	425,000	-	-	95,000	262,000	68,000	-	-	-	-	-
B1428.0000 Water and Wastewater System Modelling	-	271,000	-	-	-	-	-	-	179,000	92,000	-	-
B1424.1060 Truck Fill Station	-	45,000	45,000	-	-	-	-	-	-	-	-	-
IT Projects with Growth-Related SCADA Component	-	443,000	162,000	25,000	21,000	37,000	29,000	49,000	37,000	22,000	38,000	23,000
Area-Specific												
Additional Pump at Dudgeon Reservoir - Variable Speed	-	1,066,000	-	-	848,000	218,000	-	-	-	-	-	-
Trunk Watermain (300 mm Dia.) on Hansen Blvd. between Blind Line and County Road 16	-	941,000	464,000	477,000	-	-	-	-	-	-	-	-
Watermain on County Road 109, County Road 16 to Montgomery Blvd. East of Riddell	-	1,471,000	-	725,000	746,000	-	-	-	-	-	-	-
Watermain on B-Line, West Sector Reservoir to Lots at B-Line and County Road 109	-	116,000	-	-	-	-	116,000	-	-	-	-	-
Total Capital Expenditures	5,212,712	124,605,000	15,412,000	13,525,000	15,556,000	13,831,000	9,907,000	9,704,000	13,502,000	11,297,000	12,605,000	9,266,000
Capital Financing												
Canada Community-Building Fund (CCBF)	686,400	1,088,000	1,088,000	-	-	-	-	-	-	-	-	-
Provincial Grants (OCIF)	-	1,300,000	-	800,000	-	500,000	-	-	-	-	-	-
Town-Wide Development Charges Reserve Fund	1,100,084	15,915,839	2,725,913	2,656,400	6,499,350	1,120,963	1,146,067	992,663	561,675	165,550	30,613	16,647
Area-Specific Development Charges Reserve Fund	-	2,864,633	464,000	989,112	1,138,345	157,176	116,000	-	-	-	-	-
Non-Growth Related Debenture Requirements	1,200,000	39,400,000	-	1,500,000	5,500,000	4,700,000	5,500,000	-	2,000,000	6,500,000	8,200,000	5,500,000
Growth Related Debenture Requirements	-	22,400,000	-	-	100,000	5,000,000	800,000	6,700,000	7,600,000	1,400,000	800,000	-
Water Reserve Fund	2,226,228	41,636,528	11,134,088	7,579,488	2,318,305	2,352,862	2,344,933	2,011,338	3,340,325	3,231,450	3,574,388	3,749,353
Total Capital Financing	5,212,712	124,605,000	15,412,000	13,525,000	15,556,000	13,831,000	9,907,000	9,704,000	13,502,000	11,297,000	12,605,000	9,266,000



Table A-3
Town of Orangeville
Water - Schedule of Non-Growth-Related Debenture Repayments (inflated \$)

Debenture Year	2024	Principal (Inflated)	Forecast									
			2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
2024	1,200,000	1,200,000	89,869	89,869	89,869	89,869	89,869	89,869	89,869	89,869	89,869	89,869
2025		-		-	-	-	-	-	-	-	-	-
2026		1,500,000			112,336	112,336	112,336	112,336	112,336	112,336	112,336	112,336
2027		5,500,000				411,899	411,899	411,899	411,899	411,899	411,899	411,899
2028		4,700,000					351,987	351,987	351,987	351,987	351,987	351,987
2029		5,500,000						411,899	411,899	411,899	411,899	411,899
2030		-							-	-	-	-
2031		2,000,000								149,782	149,782	149,782
2032		6,500,000									486,790	486,790
2033		8,200,000										614,104
2034		5,500,000										
Total Annual Debt Charges	1,200,000	40,600,000	89,869	89,869	202,205	614,104	966,091	1,377,990	1,377,990	1,527,771	2,014,561	2,628,665

Table A-4
Town of Orangeville
Water - Schedule of Growth-Related Debenture Repayments (inflated \$)

Debenture Year	2024	Principal (Inflated)	Forecast									
			2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
2024	-	-	-	-	-	-	-	-	-	-	-	-
2025		-		-	-	-	-	-	-	-	-	-
2026		-			-	-	-	-	-	-	-	-
2027		100,000				7,489	7,489	7,489	7,489	7,489	7,489	7,489
2028		5,000,000					374,454	374,454	374,454	374,454	374,454	374,454
2029		800,000						59,913	59,913	59,913	59,913	59,913
2030		6,700,000							501,768	501,768	501,768	501,768
2031		7,600,000								569,170	569,170	569,170
2032		1,400,000									104,847	104,847
2033		800,000										59,913
2034		-										
Total Annual Debt Charges	-	22,400,000	-	-	-	7,489	381,943	441,855	943,623	1,512,793	1,617,640	1,677,553



Table A-5
Town of Orangeville
Water Reserve/Reserve Fund Continuity (inflated \$)

Description	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Opening Balance	16,319,243	15,432,703	5,911,857	233,084	179,890	167,567	181,146	607,661	179,284	278,911	213,159
Transfer from Operating	1,107,004	1,497,323	1,896,144	2,261,584	2,337,253	2,354,959	2,425,938	2,908,432	3,325,608	3,504,456	3,672,024
Transfer to Capital	2,226,228	11,134,088	7,579,488	2,318,305	2,352,862	2,344,933	2,011,338	3,340,325	3,231,450	3,574,388	3,749,353
Transfer to Operating	69,918	-	-	-	-	-	-	-	-	-	-
Closing Balance	15,130,101	5,795,939	228,514	176,363	164,282	177,594	595,747	175,769	273,442	208,980	135,830
Interest	302,602	115,919	4,570	3,527	3,286	3,552	11,915	3,515	5,469	4,180	2,717

Table A-6
Town of Orangeville
Town-Wide Water Development Charges Reserve Fund Continuity (inflated \$)

Description	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Opening Balance	8,425,225	7,761,254	6,428,722	5,179,213	24,839	286,845	188,908	228,049	240,718	123,435	82,206
Development Charge	283,931	1,267,328	1,305,338	1,344,488	1,384,833	1,426,369	1,469,188	1,513,247	1,558,640	1,605,412	1,653,612
Transfer to Capital	1,100,084	2,725,913	2,656,400	6,499,350	1,120,963	1,146,067	992,663	561,675	165,550	30,613	16,647
Transfer to Operating	-	-	-	-	7,489	381,943	441,855	943,623	1,512,793	1,617,640	1,677,553
Closing Balance	7,609,072	6,302,669	5,077,660	24,352	281,220	185,204	223,578	235,998	121,015	80,594	41,618
Interest	152,181	126,053	101,553	487	5,624	3,704	4,472	4,720	2,420	1,612	832

Table A-7
Town of Orangeville
Area-Specific Water Development Charges Reserve Fund Continuity (inflated \$)

Description	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Opening Balance	882,934	900,593	918,605	-	-	-	-	-	-	-	-
Development Charge	-	464,000	70,508	1,138,345	157,176	116,000	-	-	-	-	-
Transfer to Capital	-	464,000	989,112	1,138,345	157,176	116,000	-	-	-	-	-
Transfer to Operating	-	-	-	-	-	-	-	-	-	-	-
Closing Balance	882,934	900,593	-	-	-	-	-	-	-	-	-
Interest	17,659	18,012	-	-	-	-	-	-	-	-	-



Table A-8
Town of Orangeville
Canada Community-Building Fund (Water Portion Only) Reserve Fund Continuity (inflated \$)

Description	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Opening Balance	-	-	-	-	-	-	-	-	-	-	-
Canada Community-Building Fund (Water Portion) Receipts	686,400	1,088,000	-	-	-	-	-	-	-	-	-
Transfer to Capital	686,400	1,088,000	-	-	-	-	-	-	-	-	-
Transfer to Operating											
Closing Balance	-	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-	-	-



Table A-9
Town of Orangeville
Operating Budget Forecast – Water (inflated \$)

Description	Budget 2024	Forecast									
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Expenditures											
<u>Operating Costs</u>											
Salaries - FT	1,715,520	1,823,265	1,868,846	1,915,567	1,963,456	2,012,542	2,062,856	2,114,427	2,167,288	2,221,470	2,277,007
Salaries - PT	34,892	30,313	31,070	31,847	32,643	33,459	34,296	35,153	36,032	36,933	37,856
Standby Pay	12,525	16,037	16,037	16,037	16,037	16,037	16,438	16,849	17,270	17,702	18,144
OT - Salaries FT	113,000	116,164	122,402	128,975	135,901	143,199	146,779	150,448	154,209	158,065	162,016
Retiree Benefits and Salary Con	6,462	4,389	-	-	-	-	-	-	-	-	-
Emp Benefits - FT	548,958	630,573	679,635	720,677	766,049	813,806	854,496	897,221	942,082	989,186	1,038,645
Emp Benefits - PT	4,102	3,698	3,830	3,967	4,111	4,261	4,474	4,698	4,933	5,179	5,438
Memberships/Subscriptions	17,500	18,000	18,500	19,000	19,500	20,000	20,400	20,808	21,224	21,649	22,082
Professional Assoc Fees	1,650	2,650	2,750	2,750	2,750	2,750	2,805	2,861	2,918	2,977	3,036
Workshops/Training Courses	21,525	33,185	42,810	43,410	44,060	44,660	45,553	46,464	47,394	48,341	49,308
Conferences	8,800	19,200	19,880	19,880	19,880	19,880	20,278	20,683	21,097	21,519	21,949
Mileage	2,000	2,000	2,000	2,000	2,000	2,000	2,040	2,081	2,122	2,165	2,208
Office Equip	8,020	1,030	1,030	1,030	1,030	1,030	1,051	1,072	1,093	1,115	1,137
Office Supplies/Materials	2,040	2,040	2,060	2,060	2,060	2,060	2,101	2,143	2,186	2,230	2,274
Advertising & Promotion	11,200	11,800	11,800	11,800	11,800	11,800	12,036	12,277	12,522	12,773	13,028
Postage/Courier/Fax	500	500	500	500	500	500	510	520	531	541	552
Water and Sewer Reading / Billi	219,000	219,000	219,000	219,000	219,000	219,000	223,380	227,848	232,405	237,053	241,794
Prof Fees - Engineering	155,250	158,000	160,500	163,500	166,000	169,000	172,380	175,828	179,344	182,931	186,590
Prof Fees - Consulting	70,000	61,000	61,000	62,000	63,000	64,000	65,280	66,586	67,917	69,276	70,661
Prof Fees - Legal	5,000	5,500	5,500	6,000	6,000	6,500	6,630	6,763	6,898	7,036	7,177
Prof Fees - Other	137,800	148,900	149,200	155,100	166,100	161,300	164,526	167,817	171,173	174,596	178,088
Insurance	128,423	146,829	161,513	177,663	195,429	214,973	236,470	260,117	286,129	314,742	346,216
Insurance Deductibles/Claims	20,000	20,000	22,000	24,200	26,620	29,282	32,210	35,431	38,974	42,872	47,159
Video Production	12,000	12,000	12,000	12,000	12,000	12,000	12,240	12,485	12,734	12,989	13,249
Telephone/Communications	57,340	30,305	30,305	30,355	30,405	30,705	31,319	31,945	32,584	33,236	33,901
Computer Operation & Supplies	40,275	35,906	36,562	37,745	38,098	38,275	39,041	39,821	40,618	41,430	42,259
Inter-Departmental	488,405	488,405	498,173	508,137	518,299	528,665	539,239	550,023	561,024	572,244	583,689
Inter-Departmental - IT	179,257	184,282	187,968	191,727	195,562	199,473	203,462	207,531	211,682	215,916	220,234
Uniforms	10,000	12,450	12,699	15,450	15,759	16,074	16,396	16,724	17,058	17,399	17,747
Outside Srv	333,000	340,100	334,220	352,246	356,479	361,569	368,800	376,176	383,700	391,374	399,201
Outside Laboratory Srv	82,200	83,550	83,900	86,000	86,500	86,750	88,485	90,255	92,060	93,901	95,779
Outside Srv - Compliance	10,000	10,000	10,000	10,000	10,000	10,000	10,200	10,404	10,612	10,824	11,041
Outside Srv - Electrical Preven	26,250	26,750	27,000	27,250	27,500	27,750	28,305	28,871	29,449	30,037	30,638
Outside Srv - Mechanical Preven	200,000	202,000	204,000	206,000	208,000	210,000	214,200	218,484	222,854	227,311	231,857
Outside Srv - Instrumentation P	125,000	125,000	126,000	127,000	128,000	129,000	131,580	134,212	136,896	139,634	142,426
Outside Srv - Bldg, Reservoir &	75,000	76,500	78,000	79,500	81,000	82,500	84,150	85,833	87,550	89,301	91,087
SCADA Mtc	58,240	60,568	62,991	64,674	66,412	68,068	69,429	70,818	72,234	73,679	75,153



Table A-9 (continued)
Town of Orangeville
Operating Budget Forecast – Water (inflated \$)

Description	Budget 2024	Forecast									
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Expenditures											
<u>Operating Costs</u>											
Natural Gas	20,614	21,711	22,797	23,937	25,134	26,390	29,029	31,932	35,125	38,638	42,501
Hydro	442,199	508,529	559,382	615,320	676,852	744,537	818,991	900,890	990,979	1,090,077	1,199,084
Mtc Equip	34,850	35,800	40,600	41,400	41,400	41,450	42,279	43,125	43,987	44,867	45,764
Small Equip	76,900	78,950	80,000	82,050	83,100	84,150	85,833	87,550	89,301	91,087	92,908
After Hours Dispatch	7,150	7,150	7,293	7,439	7,588	7,739	7,894	8,052	8,213	8,377	8,545
Property Tax	23,290	23,290	24,222	25,190	26,198	27,246	28,336	29,469	30,648	31,874	33,149
Payment in-lieu of Tax	22,800	22,800	22,800	22,800	22,800	22,800	22,800	22,800	22,800	22,800	22,800
Chemicals	97,500	100,780	110,858	121,944	134,138	147,552	162,307	178,538	196,392	216,031	237,634
Materials & Supplies	229,000	231,000	233,000	236,000	238,000	245,000	249,900	254,898	259,996	265,196	270,500
Outside Srv - Planned Mtc	90,000	100,000	100,000	105,000	110,000	115,000	117,300	119,646	122,039	124,480	126,969
Outside Srv - Main Breaks	30,000	32,500	35,000	37,500	40,000	42,500	43,350	44,217	45,101	46,003	46,923
Pardon	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500
Toilet Rebate Program	8,500	8,000	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500
Rain Barrels	5,000	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500
Meter and Conservation Devices	25,000	25,000	25,000	30,000	30,000	30,000	30,600	31,212	31,836	32,473	33,122
Water Softner Rebate Program	25,000	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
Prof Fees - One Call	6,000	6,000	6,120	6,242	6,367	6,495	6,624	6,757	6,892	7,030	7,171
Printing/Photocopy Costs	1,500	-	-	-	-	-	-	-	-	-	-
Software Support & Licences	7,500	7,500	7,650	7,803	7,959	8,118	8,281	8,446	8,615	8,787	8,963
Special Projects	-	3,000	3,060	3,121	3,184	3,247	3,312	3,378	3,446	3,515	3,585
Software Agreemts	120,680	98,180	105,680	110,680	112,894	115,151	117,455	119,804	122,200	124,644	127,137
Server Mtc	5,000	5,000	5,100	5,202	5,306	5,412	5,520	5,631	5,743	5,858	5,975
Vehicle Mtc Costs/Parts	57,495	61,015	62,259	63,794	64,846	66,168	67,491	68,841	70,218	71,622	73,055
Fuel	43,102	44,395	45,727	47,099	48,512	49,967	50,966	51,986	53,025	54,086	55,168
Vehicle Licenses	4,900	5,300	5,406	5,514	5,624	5,736	5,851	5,968	6,087	6,209	6,333
Leased Vehicle Exp	127,577	115,473	117,784	120,139	60,403	31,392	32,020	32,660	33,313	33,980	34,659
Other Staffing Costs	126,484	133,276	136,608	140,023	143,524	233,238	239,069	245,045	251,172	257,451	263,887
Sub Total Operating	6,586,675	6,854,037	7,087,028	7,358,245	7,556,769	7,877,157	8,164,043	8,467,521	8,788,925	9,129,708	9,491,462



Table A-9 (continued)
Town of Orangeville
Operating Budget Forecast – Water (inflated \$)

Description	Budget 2024	Forecast									
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Capital-Related											
New Growth Related Debt (Principal)		-	-	-	3,289	167,881	201,245	430,065	698,097	773,464	832,263
New Growth Related Debt (Interest)		-	-	-	4,200	214,062	240,611	513,559	814,696	844,176	845,290
Existing Debt (Principal) - Non-Growth Related	64,297	66,573	62,953	-	-	-	-	-	-	-	-
Existing Debt (Interest) - Non-Growth Related	5,621	3,345	1,068	-	-	-	-	-	-	-	-
New Non-Growth Related Debt (Principal)		39,469	41,127	92,190	276,961	443,180	642,693	669,686	763,594	1,009,455	1,321,556
New Non-Growth Related Debt (Interest)		50,400	48,742	110,015	337,143	522,911	735,297	708,304	764,177	1,005,106	1,307,109
Transfer to Canada Community-Building Fund (Water Portion) Reserve Fund	686,400	1,088,000	-	-	-	-	-	-	-	-	-
Transfer to Capital (Provincial Grants)	-	-	800,000	-	500,000	-	-	-	-	-	-
Transfer to Capital Reserve Fund	1,107,004	1,497,323	1,896,144	2,261,584	2,337,253	2,354,959	2,425,938	2,908,432	3,325,608	3,504,456	3,672,024
Sub Total Capital Related	1,863,322	2,745,110	2,850,034	2,463,789	3,458,847	3,702,993	4,245,784	5,230,046	6,366,172	7,136,658	7,978,243
Total Expenditures	8,449,997	9,599,147	9,937,061	9,822,035	11,015,615	11,580,150	12,409,826	13,697,567	15,155,097	16,266,366	17,469,704
Revenues											
Base Charge	1,579,147	1,828,871	2,124,995	2,465,534	2,860,421	3,318,300	3,849,184	4,464,671	5,178,197	6,005,327	6,964,551
Facilities Rental	14,200	14,500	14,800	15,096	15,382	15,690	16,004	16,324	16,650	16,983	17,323
Municipal Agreements	347,000	353,900	361,000	368,220	375,584	383,096	392,673	402,490	412,552	422,866	433,438
Srv Charges Rev	11,100	11,300	11,500	14,000	14,252	14,509	14,799	15,095	15,397	15,705	16,019
Meter and Conservation Devices	21,600	22,000	22,400	22,803	23,213	23,631	24,104	24,586	25,077	25,579	26,091
Other Sales	21,600	22,000	22,400	22,803	23,213	23,631	24,104	24,586	25,077	25,579	26,091
Other Revenue	1,000	1,000	1,000	1,000	1,000	1,000	1,020	1,040	1,061	1,082	1,104
Amaranth Servicing Agreement	-	663	2,135	4,033	6,453	9,507	9,507	9,507	9,507	9,507	9,507
Provincial Grants	-	-	800,000	-	500,000	-	-	-	-	-	-
Canada Community-Building Fund (Water Portion) Receipts	686,400	1,088,000	-	-	-	-	-	-	-	-	-
Contributions from Development Charges Reserve Fund	-	-	-	-	7,489	381,943	441,855	943,623	1,512,793	1,617,640	1,677,553
Contributions from Reserves / Reserve Fund	69,918	-	-	-	-	-	-	-	-	-	-
Total Operating Revenue	2,751,965	3,342,234	3,360,230	2,913,488	3,827,007	4,171,308	4,773,251	5,901,923	7,196,314	8,140,269	9,171,677
Water Billing Recovery - Total	5,698,032	6,256,913	6,576,832	6,908,546	7,188,608	7,408,842	7,636,576	7,795,644	7,958,783	8,126,097	8,298,027



Table A-10
Town of Orangeville
Water Rate Calculation (inflated \$)

Description	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Total Water Billing Recovery	5,698,032	6,256,913	6,576,832	6,908,546	7,188,608	7,408,842	7,636,576	7,795,644	7,958,783	8,126,097	8,298,027
<i>Increasing Block Structure - Residential</i>											
<i>Volume Forecast By Block (m3)</i>											
Block 1 - Orangeville	1,354,480	1,349,273	1,351,166	1,351,297	1,351,700	1,352,372	1,353,309	1,354,508	1,355,963	1,357,672	1,359,632
Block 1 - Amaranth	-	727	2,036	3,344	4,653	5,962	7,270	8,579	9,888	11,196	12,651
Block 2	334,003	334,003	334,003	334,003	334,003	334,003	334,003	334,003	334,003	334,003	334,003
Total Volume - Residential	1,688,483	1,684,003	1,687,205	1,688,645	1,690,357	1,692,337	1,694,583	1,697,090	1,699,854	1,702,872	1,706,285
<i>Increasing Block Rates (\$/m³) - Residential</i>											
Block 1 - Orangeville	2.13	2.34	2.46	2.58	2.69	2.77	2.85	2.91	2.97	3.02	3.09
Block 1 - Amaranth	1.60	1.76	1.85	1.94	2.01	2.08	2.14	2.18	2.22	2.27	2.31
Block 2	2.88	3.16	3.32	3.49	3.63	3.74	3.85	3.92	4.00	4.08	4.16
<i>Increasing Block Structure - Non-Residential</i>											
<i>Volume Forecast By Block (m3)</i>											
Block 1	519,132	519,132	519,132	519,132	519,132	519,132	519,132	519,132	519,132	519,132	519,132
Block 2	230,825	230,825	230,825	230,825	230,825	230,825	230,825	230,825	230,825	230,825	230,825
Total Volume - Non-Residential	749,957	749,957	749,957	749,957	749,957	749,957	749,957	749,957	749,957	749,957	749,957
<i>Increasing Block Rates (\$/m³) - Non-Residential</i>											
Block 1	2.23	2.45	2.58	2.70	2.81	2.90	2.98	3.04	3.10	3.17	3.23
Block 2	3.01	3.31	3.48	3.65	3.80	3.91	4.03	4.11	4.19	4.27	4.36
<i>Flat Rate (Unmetered)</i>											
Annual Charge	\$672.16	\$826.49	885.49	950.10	1,013.82	1,076.50	1,145.89	1,215.03	1,292.49	1,379.47	1,477.36



Table A-11
Town of Orangeville
Water Rate Forecast Summary

Desription	Monthly Block 1 Volume (m ³)	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Metered Customers												
Base Charge by Meter Size												
5/8" to 3/4"	<= 20	\$12.81	\$14.73	\$16.94	\$19.48	\$22.40	\$25.77	\$29.63	\$34.07	\$39.19	\$45.06	\$51.82
1"	<= 100	\$17.08	\$19.64	\$22.59	\$25.98	\$29.87	\$34.35	\$39.51	\$45.43	\$52.25	\$60.09	\$69.10
1 ½"	<= 500	\$25.62	\$29.46	\$33.88	\$38.96	\$44.81	\$51.53	\$59.26	\$68.15	\$78.37	\$90.13	\$103.65
2"	<= 1,000	\$38.44	\$44.21	\$50.84	\$58.46	\$67.23	\$77.32	\$88.91	\$102.25	\$117.59	\$135.23	\$155.51
3"	<= 3,000	\$44.84	\$51.57	\$59.30	\$68.20	\$78.43	\$90.19	\$103.72	\$119.28	\$137.17	\$157.74	\$181.40
4" and Larger	<= 6,000	\$64.06	\$73.67	\$84.72	\$97.43	\$112.04	\$128.85	\$148.17	\$170.40	\$195.96	\$225.36	\$259.16
Volumetric Rate (per m³)												
Residential												
Block 1		\$2.13	\$2.34	\$2.46	\$2.58	\$2.69	\$2.77	\$2.85	\$2.91	\$2.97	\$3.02	\$3.09
Block 2		\$2.88	\$3.16	\$3.32	\$3.49	\$3.63	\$3.74	\$3.85	\$3.92	\$4.00	\$4.08	\$4.16
Non-Residential												
Block 1		\$2.23	\$2.45	\$2.58	\$2.70	\$2.81	\$2.90	\$2.98	\$3.04	\$3.10	\$3.17	\$3.23
Block 2		\$3.01	\$3.31	\$3.48	\$3.65	\$3.80	\$3.91	\$4.03	\$4.11	\$4.19	\$4.27	\$4.36
Unmetered Customers												
Compliant		\$672.16	\$826.49	\$885.49	\$950.10	\$1,013.82	\$1,076.50	\$1,145.89	\$1,215.03	\$1,292.49	\$1,379.47	\$1,477.36
Non-Compliant		\$2,016.49	\$2,479.48	\$2,656.48	\$2,850.30	\$3,041.46	\$3,229.49	\$3,437.68	\$3,645.10	\$3,877.48	\$4,138.42	\$4,432.09



Table A-12
Town of Orangeville
Wastewater Capital Budget Forecast (uninflated \$)

Description	Budget 2024	Total 2025-2034	Forecast									
			2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Capital Expenditures												
11803.0000 CF - SCADA Master Plan	150,000	-	-	-	-	-	-	-	-	-	-	-
26018.0000 CF - Clarifier 3 Centre Unit R	1,420,000	-	-	-	-	-	-	-	-	-	-	-
26059.0000 Sewage Sampler & Assoc Works	20,000	79,000	-	-	-	15,000	-	15,000	15,000	-	-	34,000
33701.0000 Sewage Pump Stn - Spare Pump	-	44,000	-	-	-	-	44,000	-	-	-	-	-
26019.0000 Mixer # 6 Replacement	-	34,000	17,000	-	-	-	-	17,000	-	-	-	-
26022.1060 Mixer #4 Replacement -- Water Pollution Control Plant	-	17,000	-	-	17,000	-	-	-	-	-	-	-
26025.1060 CF - Sump Pump Replacements -- Water Pollution Control Plant	-	10,000	-	-	-	-	-	-	10,000	-	-	-
20419.1060 CF - Detritor Centre Unit Repl -- Water Pollution Control Plant	944,744	-	-	-	-	-	-	-	-	-	-	-
26027.1060 Mixer # 5 Replacement -- Water Pollution Control Plant	-	17,000	-	-	17,000	-	-	-	-	-	-	-
26034.1060 Headworks - Pumping Equipment -- Water Pollution Control Plant	16,000	-	-	-	-	-	-	-	-	-	-	-
26036.1060 Elevated Walkway -- Water Pollution Control Plant	-	77,000	77,000	-	-	-	-	-	-	-	-	-
26058.0000 New Plant - Mixers #1, #2 & #3 - Replacements	54,000	54,000	-	-	-	-	-	54,000	-	-	-	-
B0948.1060 Old Plant - Mixers 7,8,9&10 - Replacement	-	40,000	40,000	-	-	-	-	-	-	-	-	-
B1362.1060 Tractor	-	160,000	160,000	-	-	-	-	-	-	-	-	-
B1428.0000 Water and Wastewater System Modelling	-	225,000	-	-	-	-	-	-	150,000	75,000	-	-
B1424.1060 Truck Fill Station	-	30,000	30,000	-	-	-	-	-	-	-	-	-
11813.0000 Engineering Standards Update	-	58,000	25,000	-	-	-	-	33,000	-	-	-	-
13986.0000 CF - Climate Change	-	12,500	12,500	-	-	-	-	-	-	-	-	-
21206.1060 WPCP Roof Projects	67,723	438,669	131,354	96,672	91,584	76,320	42,739	-	-	-	-	-
WPCP Exterior Doors	-	20,000	20,000	-	-	-	-	-	-	-	-	-
26048.0000 Shed	-	30,000	-	-	-	30,000	-	-	-	-	-	-
26050.0000 Operations Equipment	9,599	-	-	-	-	-	-	-	-	-	-	-
31115.0000 CF - Recon - Centennial	200,000	-	-	-	-	-	-	-	-	-	-	-
31116.0000 CF - Recon Church St	423,000	-	-	-	-	-	-	-	-	-	-	-
31119.0000 Recon - Victoria St - Ontario to John	-	353,000	300,050	52,950	-	-	-	-	-	-	-	-
31120.0000 Recon - Ontario St. Vic to Pri	-	242,000	205,700	36,300	-	-	-	-	-	-	-	-
31121.0000 Recon - Cardwell St, Townline	-	242,000	-	242,000	-	-	-	-	-	-	-	-
31122.0000 Recon - Cardwell St, Dufferin	-	1,022,000	-	-	-	511,000	-	-	434,350	76,650	-	-
31123.0000 Recon - Dufferin St, John to O	-	616,000	523,600	92,400	-	-	-	-	-	-	-	-
31124.0000 Recon - Third Ave, 1st St to 2nd St	-	302,000	256,700	45,300	-	-	-	-	-	-	-	-
31125.0000 Recon - Third Ave, 2nd St to 3rd St.	-	268,000	227,800	40,200	-	-	-	-	-	-	-	-
31126.0000 Recon - Steven St	-	261,000	221,850	39,150	-	-	-	-	-	-	-	-
31127.0000 Recon - Andrew St	-	439,000	373,150	65,850	-	-	-	-	-	-	-	-
31128.0000 Bythia Street (Court) Reconstruction	-	275,000	233,750	41,250	-	-	-	-	-	-	-	-
B0982.0000 Recon - Carlton Dr - Madison to Lawrence	-	616,000	523,600	92,400	-	-	-	-	-	-	-	-
B1004.0000 Recon - Erindale, Dufferin to Princess St	-	641,000	-	641,000	-	-	-	-	-	-	-	-
B1009.0000 Recon - Zina St, First St to Louisa	-	583,000	-	-	-	-	-	-	-	495,550	87,450	-
B1014.0000 Recon - Amanda, Townline to Parsons	-	471,000	-	-	-	-	-	400,350	70,650	-	-	-
B1015.0000 Recon - Amanda, Parsons to Front	-	269,000	-	-	-	-	-	228,650	40,350	-	-	-
B1195.0000 Recon of Edlewild Century to Parkview	-	636,500	-	636,500	-	-	-	-	-	-	-	-
B1273.0000 Recon Bythia St Townline to Church	-	595,000	-	-	-	-	505,750	89,250	-	-	-	-
B1278.0000 Reconstruction of Dufferin Street - Erindale to Ontario	-	530,000	-	530,000	-	-	-	-	-	-	-	-
B1331.0000 C-Line Reconstruction Century to Town Line	-	570,000	-	-	-	-	-	484,500	85,500	-	-	-
B1332.0000 John Street Reconstruction Townline to Corp Limits	-	323,000	-	-	274,550	48,450	-	-	-	-	-	-
B1359.0000 Caledonia Road Reconstruction	-	296,000	-	34,000	222,700	39,300	-	-	-	-	-	-
B1360.0000 Hillside Drive Reconstruction	-	198,500	-	-	-	-	-	-	-	32,500	141,100	24,900
B1414.4000 Fleet Management Plan	-	2,500	2,500	-	-	-	-	-	-	-	-	-
B1490.4392 Vehicle 53 Replacement	-	16,750	-	-	-	-	-	-	16,750	-	-	-
B1497.0000 Recon/Widening - Fourth Ave: Third St to Hwy #10	-	535,000	-	-	-	-	50,000	-	412,250	72,750	-	-



Table A-12 (continued)
Town of Orangeville
Wastewater Capital Budget Forecast (uninflated \$)

Description	Budget 2024	Total 2025-2034	Forecast									
			2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Capital Expenditures												
B1503.0000 Hybrid Recon - Hillsdale, Goldgate and Darsam	-	220,000	-	-	20,000	170,000	30,000	-	-	-	-	-
B1504.0000 Recon - Church St. John to Bythia	-	280,000	-	-	-	-	-	-	-	40,000	204,000	36,000
B1505.0000 Recon - Bythia: Church to Hillside	-	386,800	-	-	-	40,000	294,780	52,020	-	-	-	-
B1548.0000 Hybrid Reconstruction of Avonmore and Johanna	-	45,000	-	45,000	-	-	-	-	-	-	-	-
B1440.4442 Vehicle 21 Replacement	-	125,000	60,000	-	-	-	-	-	-	65,000	-	-
B1438.4701 Vehicle 27 Replacement	-	165,000	80,000	-	-	-	-	-	-	85,000	-	-
B1475.4822 Vehicle 33 Replacement	-	86,000	-	-	-	-	-	86,000	-	-	-	-
B1565.0000 Dayforce Optimization and Enhancement Initiative	-	4,800	4,800	-	-	-	-	-	-	-	-	-
20389.0000 CRM System Upgrade	-	24,000	24,000	-	-	-	-	-	-	-	-	-
B1407.0000 Website Updates	-	10,000	10,000	-	-	-	-	-	-	-	-	-
Studies:												
WPCP Building Condition Assessment	-	180,000	-	80,000	-	-	-	-	100,000	-	-	-
Growth Related:												
Town-Wide												
11824.0000 Water and Wastewater Rate Study	30,000	-	-	-	-	-	-	-	-	-	-	-
11824.0000 Water and Wastewater Rate Study	-	114,000	-	-	-	-	54,000	-	-	-	-	60,000
11788.1060 CF - Inflow and Infiltrtn Stn -- Water Pollution Control Plant	160,910	-	-	-	-	-	-	-	-	-	-	-
11788.1060 CF - Inflow and Infiltrtn Stn -- Water Pollution Control Plant	-	170,000	-	-	-	-	-	170,000	-	-	-	-
33703.0000 Sanitary Sewer Rehabilitation (I&I)	-	5,000,000	-	-	-	-	833,000	833,000	833,000	833,000	833,000	835,000
26049.1060 Flood Mitigation at the WPCP Water Pollution Control Plant	26,321	473,679	473,679	-	-	-	-	-	-	-	-	-
Sanitary Servicing Assessment	-	125,000	-	125,000	-	-	-	-	-	-	-	-
SCADA Projects												
B1423.0000 SCADA Upgrade	-	2,000,000	100,000	200,000	1,100,000	600,000	-	-	-	-	-	-
20362.0000 CF - SCADA Server Replacement	-	402,163	402,163	-	-	-	-	-	-	-	-	-
Projects with Growth-Related SCADA Component												
26039.0000 Thickening Tank Centre Unit	-	520,000	-	520,000	-	-	-	-	-	-	-	-
33702.0000 Sewage Pumping Station - Pumpi --	47,000	384,000	50,000	50,000	-	-	-	-	237,000	47,000	-	-
B1427.0000 Sewage Pump Station Level Indicator Replacements	-	60,000	60,000	-	-	-	-	-	-	-	-	-
21182.1060 CF - Digester No 2 Refurb -- Water Pollution Control Plant	2,621,169	1,684,796	1,684,796	-	-	-	-	-	-	-	-	-
26040.1060 Sludge Storage Tank Rehabilitation	-	750,000	250,000	500,000	-	-	-	-	-	-	-	-
26042.1060 MLR Pump Replacement Program -- Water Pollution Control Plant	-	205,000	57,000	-	37,000	-	37,000	-	37,000	-	37,000	-
33087.1060 Sludge Transfer Well Rehab -- Water Pollution Control Plant	-	22,000	22,000	-	-	-	-	-	-	-	-	-
B0952.1060 Tertiary Treatment-Travelling Bridge Replacement incl. Pumps	-	624,000	-	-	-	208,000	208,000	208,000	-	-	-	-
B0953.1060 Chlorine, Alum and SBS Tank Replacements - Chemical Building	-	122,000	-	-	-	122,000	-	-	-	-	-	-
B1086.1060 Sludge Loading Pump Replacements	-	116,000	-	-	-	116,000	-	-	-	-	-	-
B1296.1060 Chemical Storage Building Rehabilitation	-	905,000	-	-	125,000	780,000	-	-	-	-	-	-
B1298.1060 Digester 1 Cleanout and Assessment	-	472,000	-	-	-	-	-	-	472,000	-	-	-
B1314.0000 Flare Stack Replacement	-	67,000	-	67,000	-	-	-	-	-	-	-	-
B1315.1060 Admin Building Transformer Replacement	-	300,000	-	-	-	-	-	300,000	-	-	-	-
B1316.1060 Grit Removal System - New Plant	-	300,000	50,000	250,000	-	-	-	-	-	-	-	-
B1317.1060 Aeration Diffuser Piping	-	42,000	-	-	-	42,000	-	-	-	-	-	-
B1325.1060 Turbo Blower Replacements	-	257,000	-	-	-	-	-	-	-	257,000	-	-
B1326.1060 WAS Pump Replacement (Old Plant)	-	22,000	-	-	-	-	-	-	-	22,000	-	-
B1327.1060 Flo-Dar Unit Replacements	-	48,000	-	-	-	-	-	48,000	-	-	-	-
B1330.1060 Inlet VFD Replacements	-	96,000	-	-	48,000	-	-	48,000	-	-	-	-
B1493.1060 Digester Feed Grinder	-	190,000	-	190,000	-	-	-	-	-	-	-	-



Table A-12 (continued)
Town of Orangeville
Wastewater Capital Budget Forecast (uninflated \$)

Description	Budget 2024	Total 2025-2034	Forecast									
			2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Capital Expenditures												
B1494.1060 Conversion to Ultraviolet (UV) Disinfection	-	9,010,000	-	120,000	8,890,000	-	-	-	-	-	-	-
B1496.1060 Membrane Aerated Biofilm Reactors	-	1,218,000	-	1,218,000	-	-	-	-	-	-	-	-
B1509.1060 Grit Removal System - Old Plant	-	2,710,000	-	-	-	-	1,355,000	1,355,000	-	-	-	-
Capital IT Projects with Growth-Related SCADA Upgrade Component	-	287,103	113,512	16,244	13,129	22,455	17,302	40,238	20,610	11,694	20,197	11,723
Area-Specific												
Hansen Boulevard Trunk Sanitary Sewer	-	554,400		554,400								
B0082.0000 Trunk Sewer Capacity Increase (Bredin Pkwy, Third St at Fourth Ave)	-	475,000	-	-	-	-	-	475,000	-	-	-	-
Total Capital Expenditures	6,190,466	42,902,160	6,823,504	6,621,616	10,855,963	2,820,525	3,471,571	4,937,008	2,934,460	2,113,144	1,322,747	1,001,623



Table A-13
Town of Orangeville
Wastewater Capital Budget Forecast and Recommended Capital Financing (inflated \$)

Description	Budget 2024	Total	Forecast									
			2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Capital Expenditures												
11803.0000 CF - SCADA Master Plan	150,000	-	-	-	-	-	-	-	-	-	-	-
26018.0000 CF - Clarifier 3 Centre Unit R	1,420,000	-	-	-	-	-	-	-	-	-	-	-
26059.0000 Sewage Sampler & Assoc Works	20,000	95,000	-	-	-	16,000	-	17,000	18,000	-	-	44,000
33701.0000 Sewage Pump Stn - Spare Pump	-	50,000	-	-	-	-	50,000	-	-	-	-	-
26019.0000 Mixer # 6 Replacement	-	37,000	17,000	-	-	-	-	20,000	-	-	-	-
26022.1060 Mixer #4 Replacement -- Water Pollution Control Plant	-	18,000	-	-	18,000	-	-	-	-	-	-	-
26025.1060 CF - Sump Pump Replacements -- Water Pollution Control Plant	-	12,000	-	-	-	-	-	-	12,000	-	-	-
20419.1060 CF - Detritor Centre Unit Repl -- Water Pollution Control Plant	944,744	-	-	-	-	-	-	-	-	-	-	-
26027.1060 Mixer # 5 Replacement -- Water Pollution Control Plant	-	18,000	-	-	18,000	-	-	-	-	-	-	-
26034.1060 Headworks - Pumping Equipment -- Water Pollution Control Plant	16,000	-	-	-	-	-	-	-	-	-	-	-
26036.1060 Elevated Walkway -- Water Pollution Control Plant	-	77,000	77,000	-	-	-	-	-	-	-	-	-
26058.0000 New Plant - Mixers #1, #2 & #3 - Replacements	54,000	63,000	-	-	-	-	-	63,000	-	-	-	-
B0948.1060 Old Plant - Mixers 7,8,9&10 - Replacement	-	40,000	40,000	-	-	-	-	-	-	-	-	-
B1362.1060 Tractor	-	160,000	160,000	-	-	-	-	-	-	-	-	-
B1428.0000 Water and Wastewater System Modelling	-	271,000	-	-	-	-	-	-	179,000	92,000	-	-
B1424.1060 Truck Fill Station	-	30,000	30,000	-	-	-	-	-	-	-	-	-
11813.0000 Engineering Standards Update	-	63,000	25,000	-	-	-	-	38,000	-	-	-	-
13986.0000 CF - Climate Change	-	13,000	13,000	-	-	-	-	-	-	-	-	-
21206.1060 WPCP Roof Projects	67,723	459,000	131,000	100,000	97,000	83,000	48,000	-	-	-	-	-
WPCP Exterior Doors	-	20,000	20,000	-	-	-	-	-	-	-	-	-
26048.0000 Shed	-	33,000	-	-	-	33,000	-	-	-	-	-	-
26050.0000 Operations Equipment	9,599	-	-	-	-	-	-	-	-	-	-	-
31115.0000 CF - Recon - Centennial	200,000	-	-	-	-	-	-	-	-	-	-	-
31116.0000 CF - Recon Church St	423,000	-	-	-	-	-	-	-	-	-	-	-
31119.0000 Recon - Victoria St - Ontario to John	-	355,000	300,000	55,000	-	-	-	-	-	-	-	-
31120.0000 Recon - Ontario St Vic to Pri	-	243,000	206,000	37,000	-	-	-	-	-	-	-	-
31121.0000 Recon - Cardwell St, Townline	-	249,000	-	249,000	-	-	-	-	-	-	-	-
31122.0000 Recon - Cardwell St, Dufferin	-	1,171,000	-	-	-	558,000	-	-	519,000	94,000	-	-
31123.0000 Recon - Dufferin St, John to O	-	619,000	524,000	95,000	-	-	-	-	-	-	-	-
31124.0000 Recon - Third Ave, 1st St to 2nd St	-	304,000	257,000	47,000	-	-	-	-	-	-	-	-
31125.0000 Recon - Third Ave, 2nd St to 3rd St.	-	269,000	228,000	41,000	-	-	-	-	-	-	-	-
31126.0000 Recon - Steven St	-	262,000	222,000	40,000	-	-	-	-	-	-	-	-
31127.0000 Recon - Andrew St	-	441,000	373,000	68,000	-	-	-	-	-	-	-	-
31128.0000 Bythia Street (Court) Reconstruction	-	276,000	234,000	42,000	-	-	-	-	-	-	-	-
B0982.0000 Recon - Carlton Dr - Madison to Lawrence	-	619,000	524,000	95,000	-	-	-	-	-	-	-	-
B1004.0000 Recon - Erindale, Dufferin to Princess St	-	660,000	-	660,000	-	-	-	-	-	-	-	-
B1009.0000 Recon - Zina St, First St to Louisa	-	720,000	-	-	-	-	-	-	-	609,000	111,000	-
B1014.0000 Recon - Amanda, Townline to Parsons	-	548,000	-	-	-	-	-	464,000	84,000	-	-	-
B1015.0000 Recon - Amanda, Parsons to Front	-	313,000	-	-	-	-	-	265,000	48,000	-	-	-
B1195.0000 Recon of Edgewild Century to Parkview	-	656,000	-	656,000	-	-	-	-	-	-	-	-
B1273.0000 Recon Bythia St Townline to Church	-	672,000	-	-	-	-	569,000	103,000	-	-	-	-
B1278.0000 Reconstruction of Dufferin Street - Erindale to Ontario	-	546,000	-	546,000	-	-	-	-	-	-	-	-
B1331.0000 C-Line Reconstruction Century to Town Line	-	664,000	-	-	-	-	-	562,000	102,000	-	-	-
B1332.0000 John Street Reconstruction Townline to Corp Limits	-	344,000	-	-	291,000	53,000	-	-	-	-	-	-
B1359.0000 Caledonia Road Reconstruction	-	314,000	-	35,000	236,000	43,000	-	-	-	-	-	-
B1360.0000 Hillside Drive Reconstruction	-	251,000	-	-	-	-	-	-	-	40,000	179,000	32,000
B1414.4000 Fleet Management Plan	-	3,000	3,000	-	-	-	-	-	-	-	-	-



Table A-13 (continued)
Town of Orangeville
Wastewater Capital Budget Forecast and Recommended Capital Financing (inflated \$)

Description	Budget 2024	Total	Forecast									
			2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Capital Expenditures												
B1490.4392 Vehicle 53 Replacement	-	20,000	-	-	-	-	-	-	20,000	-	-	-
B1497.0000 Recon/Widening - Fourth Ave: Third St to Hwy #10	-	637,000	-	-	-	-	56,000	-	492,000	89,000	-	-
B1503.0000 Hybrid Recon - Hillsdale, Goldgate and Darsam	-	241,000	-	-	21,000	186,000	34,000	-	-	-	-	-
B1504.0000 Recon - Church St. John to Bythia	-	354,000	-	-	-	-	-	-	-	49,000	258,000	47,000
B1505.0000 Recon - Bythia: Church to Hillside	-	436,000	-	-	-	44,000	332,000	60,000	-	-	-	-
B1548.0000 Hybrid Reconstruction of Avonmore and Johanna	-	46,000	-	46,000	-	-	-	-	-	-	-	-
B1440.4442 Vehicle 21 Replacement	-	140,000	60,000	-	-	-	-	-	-	80,000	-	-
B1438.4701 Vehicle 27 Replacement	-	185,000	80,000	-	-	-	-	-	-	105,000	-	-
B1475.4822 Vehicle 33 Replacement	-	100,000	-	-	-	-	-	100,000	-	-	-	-
B1565.0000 Dayforce Optimization and Enhancement Initiative	-	5,000	5,000	-	-	-	-	-	-	-	-	-
20389.0000 CRM System Upgrade	-	24,000	24,000	-	-	-	-	-	-	-	-	-
B1407.0000 Website Updates	-	10,000	10,000	-	-	-	-	-	-	-	-	-
Studies:												
WPCP Building Condition Assessment	-	201,000	-	82,000	-	-	-	-	119,000	-	-	-
Growth Related:												
Town-Wide												
11824.0000 Water and Wastewater Rate Study	30,000	-	-	-	-	-	-	-	-	-	-	-
11824.0000 Water and Wastewater Rate Study	-	139,000	-	-	-	-	61,000	-	-	-	-	78,000
11788.1060 CF - Inflow and Infiltrtn Stn -- Water Pollution Control Plant	160,910	-	-	-	-	-	-	-	-	-	-	-
11788.1060 CF - Inflow and Infiltrtn Stn -- Water Pollution Control Plant	-	197,000	-	-	-	-	-	197,000	-	-	-	-
33703.0000 Sanitary Sewer Rehabilitation (I&I)	-	6,067,000	-	-	-	-	938,000	966,000	995,000	1,024,000	1,055,000	1,089,000
26049.1060 Flood Mitigation at the WPCP Water Pollution Control Plant	26,321	474,000	474,000	-	-	-	-	-	-	-	-	-
Sanitary Servicing Assessment	-	133,000	-	133,000	-	-	-	-	-	-	-	-
SCADA Projects												
B1423.0000 SCADA Upgrade	-	2,129,000	100,000	206,000	1,167,000	656,000	-	-	-	-	-	-
20362.0000 CF - SCADA Server Replacement	-	402,000	402,000	-	-	-	-	-	-	-	-	-
Projects with Growth-Related SCADA Component												
26039.0000 Thickening Tank Centre Unit	-	536,000	-	536,000	-	-	-	-	-	-	-	-
33702.0000 Sewage Pumping Station - Pumpi --	47,000	443,000	50,000	52,000	-	-	-	-	283,000	58,000	-	-
B1427.0000 Sewage Pump Station Level Indicator Replacements	-	60,000	60,000	-	-	-	-	-	-	-	-	-
21182.1060 CF - Digester No 2 Refurb -- Water Pollution Control Plant	2,621,169	1,685,000	1,685,000	-	-	-	-	-	-	-	-	-
26040.1060 Sludge Storage Tank Rehabilitation	-	765,000	250,000	515,000	-	-	-	-	-	-	-	-
26042.1060 MLR Pump Replacement Program -- Water Pollution Control Plant	-	229,000	57,000	-	39,000	-	42,000	-	44,000	-	47,000	-
33087.1060 Sludge Transfer Well Rehab -- Water Pollution Control Plant	-	22,000	22,000	-	-	-	-	-	-	-	-	-
B0952.1060 Tertiary Treatment-Travelling Bridge Replacement incl. Pumps	-	702,000	-	-	-	227,000	234,000	241,000	-	-	-	-
B0953.1060 Chlorine, Alum and SBS Tank Replacements - Chemical Building	-	133,000	-	-	-	133,000	-	-	-	-	-	-
B1086.1060 Sludge Loading Pump Replacements	-	127,000	-	-	-	127,000	-	-	-	-	-	-
B1296.1060 Chemical Storage Building Rehabilitation	-	985,000	-	-	133,000	852,000	-	-	-	-	-	-
B1298.1060 Digester 1 Cleanout and Assessment	-	564,000	-	-	-	-	-	-	564,000	-	-	-
B1314.0000 Flare Stack Replacement	-	69,000	-	69,000	-	-	-	-	-	-	-	-
B1315.1060 Admin Building Transformer Replacement	-	348,000	-	-	-	-	-	348,000	-	-	-	-
B1316.1060 Grit Removal System - New Plant	-	308,000	50,000	258,000	-	-	-	-	-	-	-	-
B1317.1060 Aeration Diffuser Piping	-	46,000	-	-	-	46,000	-	-	-	-	-	-
B1325.1060 Turbo Blower Replacements	-	316,000	-	-	-	-	-	-	-	316,000	-	-



Table A-13 (continued)
Town of Orangeville
Wastewater Capital Budget Forecast and Recommended Capital Financing (inflated \$)

Description	Budget 2024	Total	Forecast									
			2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Capital Expenditures												
B1326.1060 WAS Pump Replacement (Old Plant)	-	27,000	-	-	-	-	-	-	-	27,000	-	-
B1327.1060 Flo-Dar Unit Replacements	-	56,000	-	-	-	-	-	56,000	-	-	-	-
B1330.1060 Inlet VFD Replacements	-	107,000	-	-	51,000	-	-	56,000	-	-	-	-
B1493.1060 Digester Feed Grinder	-	196,000	-	196,000	-	-	-	-	-	-	-	-
B1494.1060 Conversion to Ultraviolet (UV) Disinfection	-	9,555,000	-	124,000	9,431,000	-	-	-	-	-	-	-
B1496.1060 Membrane Aerated Biofilm Reactors	-	1,255,000	-	1,255,000	-	-	-	-	-	-	-	-
B1509.1060 Grit Removal System - Old Plant	-	3,096,000	-	-	-	-	1,525,000	1,571,000	-	-	-	-
Capital IT Projects with Growth-Related SCADA Upgrade Component	-	316,000	114,000	17,000	14,000	25,000	19,000	47,000	25,000	14,000	26,000	15,000
Area-Specific												
Hansen Boulevard Trunk Sanitary Sewer	-	588,000	-	588,000	-	-	-	-	-	-	-	-
B0082.0000 Trunk Sewer Capacity Increase (Bredin Pkwy, Third St at Fourth Ave)	-	567,000	-	-	-	-	-	567,000	-	-	-	-
Total Capital Expenditures	6,190,466	46,999,000	6,827,000	6,843,000	11,516,000	3,082,000	3,908,000	5,741,000	3,504,000	2,597,000	1,676,000	1,305,000
Capital Financing												
Canada Community-Building Fund (CCBF)	-	1,552,000	-	-	-	780,000	-	300,000	472,000	-	-	-
Provincial/Federal Grants	-	4,715,500	-	-	4,715,500	-	-	-	-	-	-	-
Town-Wide Development Charges Reserve Fund	183,233	3,311,408	172,303	140,076	341,917	114,710	781,083	305,603	408,864	224,990	344,679	477,184
Area-Specific Development Charges Reserve Fund	-	1,074,315	-	548,738	-	-	-	525,576	-	-	-	-
Non-Growth Related Debenture Requirements	1,804,347	11,350,000	-	3,700,000	4,700,000	-	1,150,000	1,800,000	-	-	-	-
Growth Related Debenture Requirements	-	2,400,000	-	-	-	-	-	500,000	400,000	600,000	500,000	400,000
Wastewater Reserve	4,202,886	22,595,777	6,654,697	2,454,186	1,758,583	2,187,290	1,976,917	2,309,821	2,223,136	1,772,010	831,321	427,816
Total Capital Financing	6,190,466	46,999,000	6,827,000	6,843,000	11,516,000	3,082,000	3,908,000	5,741,000	3,504,000	2,597,000	1,676,000	1,305,000



Table A-14
Town of Orangeville
Schedule of Wastewater Non-Growth-Related Debenture Repayments (inflated \$)

Debenture Year	2024	Principal (Inflated)	Forecast									
			2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
2025		-		-	-	-	-	-	-	-	-	-
2026		3,700,000			277,096	277,096	277,096	277,096	277,096	277,096	277,096	277,096
2027		4,700,000				351,987	351,987	351,987	351,987	351,987	351,987	351,987
2028		-					-	-	-	-	-	-
2029		1,150,000						86,124	86,124	86,124	86,124	86,124
2030		1,800,000							134,803	134,803	134,803	134,803
2031		-								-	-	-
2032		-									-	-
2033		-										-
2034		-										
Total Annual Debt Charges	-	11,350,000	-	-	277,096	629,082	629,082	715,207	850,010	850,010	850,010	850,010

Table A-15
Town of Orangeville
Schedule of Wastewater Growth-Related Debenture Repayments (inflated \$)

Debenture Year	2024	Principal (Inflated)	Forecast									
			2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
2025		-		-	-	-	-	-	-	-	-	-
2026		-			-	-	-	-	-	-	-	-
2027		-				-	-	-	-	-	-	-
2028		-					-	-	-	-	-	-
2029		-						-	-	-	-	-
2030		500,000							37,445	37,445	37,445	37,445
2031		400,000								29,956	29,956	29,956
2032		600,000									44,934	44,934
2033		500,000										37,445
2034		400,000										
Total Annual Debt Charges	-	2,400,000	-	-	-	-	-	-	37,445	67,402	112,336	149,781



Table A-16
Town of Orangeville
Wastewater Reserve/Reserve Fund Continuity (inflated \$)

Description	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Opening Balance	9,523,793	6,671,984	1,258,645	408,536	424,280	21,220	28,475	70,983	583,314	2,167,345	5,441,156
Transfer from Operating	1,440,551	1,216,679	1,596,066	1,766,008	1,783,815	1,983,613	2,350,937	2,724,029	3,313,545	3,998,443	4,794,072
Transfer to Capital	4,202,886	6,654,697	2,454,186	1,758,583	2,187,290	1,976,917	2,309,821	2,223,136	1,772,010	831,321	427,816
Transfer to Operating	220,297	-	-	-	-	-	-	-	-	-	-
Closing Balance	6,541,161	1,233,965	400,525	415,960	20,804	27,917	69,591	571,876	2,124,848	5,334,467	9,807,412
Interest	130,823	24,679	8,011	8,319	416	558	1,392	11,438	42,497	106,689	196,148

Table A-17
Town of Orangeville
Town-Wide Wastewater Development Charges Reserve Fund Continuity (inflated \$)

Description	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Opening Balance	2,375,971	1,351,080	1,170,193	1,073,837	825,914	860,977	276,299	224,173	87,861	166,591	142,404
Development Charge	234,628	1,047,215	1,078,622	1,110,970	1,144,275	1,178,585	1,213,895	1,250,301	1,287,844	1,326,490	1,366,278
Transfer to Capital	183,233	172,303	140,076	341,917	114,710	781,083	305,603	408,864	224,990	344,679	477,184
Transfer to Operating	1,102,778	1,078,743	1,055,957	1,033,171	1,011,384	987,599	964,812	979,472	987,391	1,008,790	1,023,449
Closing Balance	1,324,588	1,147,248	1,052,782	809,719	844,095	270,881	219,778	86,139	163,325	139,612	8,050
Interest	26,492	22,945	21,056	16,194	16,882	5,418	4,396	1,723	3,266	2,792	161

Table A-18
Town of Orangeville
Area-Specific Wastewater Development Charges Reserve Fund Continuity (inflated \$)

Description	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Opening Balance	-	-	-	-	-	-	-	-	-	-	-
Development Charge	-	-	548,738	-	-	-	525,576	-	-	-	-
Transfer to Capital	-	-	548,738	-	-	-	525,576	-	-	-	-
Transfer to Operating	-	-	-	-	-	-	-	-	-	-	-
Closing Balance	-	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-	-	-



Table A-19
Town of Orangeville
Canada Community-Building Fund (Wastewater Portion Only) Reserve Fund Continuity (inflated \$)

Description	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Opening Balance	-	-	-	-	-	-	-	-	-	-	-
Canada Community-Building Fund (Wastewater Portion)	-	-	-	-	780,000	-	300,000	472,000	-	-	-
Transfer to Capital	-	-	-	-	780,000	-	300,000	472,000	-	-	-
Transfer to Operating	-	-	-	-	-	-	-	-	-	-	-
Closing Balance	-	-	-	-	-	-	-	-	-	-	-



Table A-20
Town of Orangeville
Wastewater Operating Budget Forecast (inflated \$)

Description	Budget 2024	Forecast									
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Expenditures											
Operating Costs											
Salaries - FT	846,953	947,411	971,096	995,373	1,020,257	1,045,765	1,071,909	1,098,707	1,126,174	1,154,329	1,183,187
Salaries - PT	-	3,107	3,185	3,264	3,345	3,429	3,515	3,603	3,693	3,785	3,880
Standby Pay	12,525	16,037	16,037	16,037	16,037	16,037	16,438	16,849	17,270	17,702	18,144
OT - Salaries FT	43,000	44,204	44,204	44,204	44,204	44,204	45,309	46,442	47,603	48,793	50,013
Distributed Labour	4,200	4,318	4,318	4,318	4,318	4,318	4,426	4,536	4,650	4,766	4,885
Emp Benefits - FT	273,120	329,738	355,396	376,919	400,739	425,842	436,488	447,400	458,585	470,050	481,801
Emp Benefits - PT	-	390	403	417	432	448	459	471	483	495	507
Memberships/Subscriptions	800	800	800	800	800	800	816	832	849	866	883
Professional Assoc Fees	1,000	1,250	1,500	1,500	1,500	1,500	1,530	1,561	1,592	1,624	1,656
Workshops/Training Courses	15,010	27,130	27,500	28,100	28,700	29,300	29,886	30,484	31,093	31,715	32,350
Conferences	1,375	11,625	11,750	11,750	11,750	11,750	11,985	12,225	12,469	12,719	12,973
Mileage	500	900	900	900	900	900	918	936	955	974	994
Advertising & Promotion	200	200	200	200	200	200	204	208	212	216	221
Water and Sewer Reading / Billing	219,000	219,000	219,000	219,000	219,000	219,000	223,380	227,848	232,405	237,053	241,794
Prof Fees - Engineering	155,600	185,600	185,600	190,600	190,600	196,000	199,920	203,918	207,997	212,157	216,400
Prof Fees - Consulting	7,400	8,600	8,800	10,000	10,000	10,000	10,200	10,404	10,612	10,824	11,041
Prof Fees - Legal	7,500	7,500	7,500	10,000	10,000	10,000	10,200	10,404	10,612	10,824	11,041
Insurance	183,337	200,899	220,990	243,088	267,398	294,137	323,551	355,906	391,496	430,646	473,711
Video Production	1,500	1,500	1,500	1,500	1,500	1,500	1,530	1,561	1,592	1,624	1,656
Computer Operation & Supplies	27,182	27,569	27,972	28,390	28,826	29,279	29,865	30,462	31,071	31,693	32,326
After Hours Dispatch	7,150	7,150	7,150	7,150	7,150	7,150	7,293	7,439	7,588	7,739	7,894
Inter-Departmental	437,064	380,064	380,064	380,064	380,064	380,064	387,665	395,419	403,327	411,393	419,621
Inter-Departmental - IT	114,635	127,212	129,742	132,536	134,087	135,669	138,382	141,150	143,973	146,852	149,790
CVC Contribution	123,835	125,693	130,092	134,645	139,358	144,236	149,284	154,509	159,917	165,514	171,307
CVC Contribution - Special	29,252	68,007	70,387	72,851	75,401	78,040	80,771	83,598	86,524	89,552	92,687
Uniforms	5,300	5,550	6,800	6,800	6,800	6,800	6,936	7,075	7,216	7,361	7,508
Outside Srv	380,000	395,000	402,000	404,500	411,500	429,000	437,580	446,332	455,258	464,363	473,651
Outside Laboratory Srv	29,000	29,000	29,500	29,500	29,500	29,500	30,090	30,692	31,306	31,932	32,570
Telephone/Communications	5,020	7,920	7,920	7,920	7,920	7,920	8,712	9,583	10,542	11,596	12,755
Hydro	449,835	517,310	569,041	625,945	688,540	757,394	833,133	916,447	1,008,091	1,108,901	1,219,791
Mtc Equip	71,000	75,000	77,000	79,000	81,000	81,000	82,620	84,272	85,958	87,677	89,431
Materials & Supplies	41,000	42,000	43,000	43,500	43,500	44,000	44,880	45,778	46,693	47,627	48,580
Software Agreemts	120,680	113,180	120,680	125,680	125,680	125,680	128,194	130,757	133,373	136,040	138,761
Server Mtc	5,000	5,000	5,000	5,000	5,000	5,000	5,100	5,202	5,306	5,412	5,520
SCADA Mtc	51,168	53,214	55,342	57,553	59,854	60,964	62,183	63,427	64,695	65,989	67,309
Srv Agreemt/Equip Repair	2,200	2,200	2,200	2,200	2,200	2,200	2,244	2,289	2,335	2,381	2,429
Small Equip	46,000	47,000	48,000	49,000	50,000	51,000	52,020	53,060	54,122	55,204	56,308
Marsh Monitoring Survey	95,000	70,000	71,400	72,828	74,285	75,770	77,286	78,831	80,408	82,016	83,656
Biosolids Disposal	742,900	792,900	808,758	824,933	841,432	858,260	875,426	892,934	910,793	929,009	947,589
Chemicals	312,000	323,500	327,000	330,000	333,000	336,000	369,600	406,560	447,216	491,938	541,131



Table A-20 (continued)
Town of Orangeville
Wastewater Operating Budget Forecast (inflated \$)

Description	Budget 2024	Forecast									
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Expenditures											
Operating Costs											
Natural Gas	80,359	84,377	88,596	93,026	97,677	102,561	112,817	124,099	136,509	150,160	165,176
Mtc Facilities	5,000	6,000	6,000	6,000	6,000	6,000	6,120	6,242	6,367	6,495	6,624
Janitorial Srv	16,500	16,500	16,500	17,000	17,000	17,000	17,340	17,687	18,041	18,401	18,769
Payment in-lieu of Tax	35,993	35,993	35,993	35,993	35,993	35,993	36,713	37,447	38,196	38,960	39,739
Fuel	4,779	5,093	5,246	5,404	5,566	5,733	6,306	6,937	7,631	8,394	9,233
Vehicle Licenses	1,060	1,081	1,103	1,125	1,148	1,171	1,194	1,218	1,243	1,268	1,293
Leased Vehicle Exp	29,794	30,390	30,998	15,025	15,325	15,712	-	-	-	-	-
Vehicle Mtc Costs/Parts	8,323	8,429	8,547	8,668	9,042	9,242	9,427	9,615	9,808	10,004	10,204
Other Staffing Costs	126,484	256,441	262,852	269,423	276,159	495,233	507,614	520,304	533,312	546,645	560,311
Sub Total Operating	5,176,533	5,668,981	5,855,562	6,029,630	6,220,685	6,648,701	6,899,459	7,183,659	7,487,158	7,811,675	8,159,098
Capital-Related											
Existing Debt (Principal) - Growth Related	640,062	640,062	640,062	640,062	640,062	640,062	640,062	640,062	640,062	640,062	640,062
Existing Debt (Interest) - Growth Related	462,716	438,681	415,895	393,109	371,322	347,537	324,750	301,964	279,927	256,392	233,605
New Growth Related Debt (Principal)	-	-	-	-	-	-	-	16,445	30,292	51,299	69,899
New Growth Related Debt (Interest)	-	-	-	-	-	-	-	21,000	37,109	61,037	79,882
Existing Debt (Principal) - Non-Growth Related	151,578	153,854	150,234	87,281	87,281	87,281	87,281	87,281	87,281	87,281	87,281
Existing Debt (Interest) - Non-Growth Related	68,719	63,165	57,781	53,606	50,635	47,391	44,284	41,177	38,172	34,963	31,855
New Non-Growth Related Debt (Principal)	-	-	-	121,696	281,394	293,212	343,351	416,975	434,488	452,737	471,752
New Non-Growth Related Debt (Interest)	-	-	-	155,400	347,689	335,870	371,855	433,035	415,522	397,273	378,258
Transfer to Canada Community-Building Fund (Wastewater Portion) Reserve Fund	-	-	-	-	780,000	-	300,000	472,000	-	-	-
Transfer to Capital Reserve Fund	1,440,551	1,216,679	1,596,066	1,766,008	1,783,815	1,983,613	2,350,937	2,724,029	3,313,545	3,998,443	4,794,072
Sub Total Capital Related	2,763,626	2,512,441	2,860,038	3,217,162	4,342,197	3,734,967	4,462,521	5,153,969	5,276,399	5,979,486	6,786,668
Total Expenditures	7,940,159	8,181,422	8,715,600	9,246,792	10,562,882	10,383,668	11,361,980	12,337,628	12,763,556	13,791,162	14,945,766
Revenues											
Base Charge	1,539,195	1,781,718	2,068,820	2,398,880	2,781,411	3,224,725	3,738,453	4,333,742	5,023,503	5,822,683	6,748,588
Canada Community-Building Fund (Wastewater Portion) Receipts	-	-	-	-	780,000	-	300,000	472,000	-	-	-
Contributions from Development Charges Reserve Fund	1,102,778	1,078,743	1,055,957	1,033,171	1,011,384	987,599	964,812	979,472	987,391	1,008,790	1,023,449
Contributions from Reserves / Reserve Funds	220,297	-	-	-	-	-	-	-	-	-	-
Total Operating Revenue	2,862,270	2,860,462	3,124,777	3,432,051	4,572,794	4,212,324	5,003,265	5,785,214	6,010,894	6,831,473	7,772,037
Wastewater Billing Recovery - Total	5,077,889	5,320,960	5,590,823	5,814,740	5,990,088	6,171,344	6,358,715	6,552,414	6,752,663	6,959,689	7,173,728



Table A-21
Town of Orangeville
Wastewater Rate Calculation (inflated \$)

Description	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Total Wastewater Billing Recovery	5,077,889	5,320,960	5,590,823	5,814,740	5,990,088	6,171,344	6,358,715	6,552,414	6,752,663	6,959,689	7,173,728
Increasing Block Structure -											
Volume Forecast By Block (m3)											
Block 1	1,351,571	1,346,146	1,347,967	1,348,098	1,348,501	1,349,173	1,350,110	1,351,309	1,352,764	1,354,473	1,356,433
Block 2	334,003	334,003	334,003	334,003	334,003	334,003	334,003	334,003	334,003	334,003	334,003
Total Volume - Residential	1,685,575	1,680,150	1,681,971	1,682,101	1,682,505	1,683,177	1,684,114	1,685,312	1,686,768	1,688,477	1,690,436
Increasing Block Rates (\$/m³) -											
Block 1	1.90	2.00	2.09	2.18	2.24	2.31	2.38	2.45	2.53	2.60	2.68
Block 2	2.57	2.69	2.83	2.94	3.03	3.12	3.21	3.31	3.41	3.51	3.62
Increasing Block Structure - Non-Residential											
Volume Forecast By Block (m3)											
Block 1	519,132	519,132	519,132	519,132	519,132	519,132	519,132	519,132	519,132	519,132	519,132
Block 2	230,825	230,825	230,825	230,825	230,825	230,825	230,825	230,825	230,825	230,825	230,825
Total Volume - Non-Residential	749,957	749,957	749,957	749,957	749,957	749,957	749,957	749,957	749,957	749,957	749,957
Increasing Block Rates (\$/m³) - Non-Residential											
Block 1	1.99	2.09	2.19	2.28	2.35	2.42	2.49	2.57	2.65	2.72	2.81
Block 2	2.69	2.82	2.96	3.08	3.17	3.27	3.37	3.47	3.57	3.68	3.79
Flat Rate (Unmetered)											
Annual Charge	\$612.58	725.85	779.41	832.42	884.79	942.84	1,007.36	1,079.25	1,159.55	1,249.44	1,350.30



Table A-22
Town of Orangeville
Wastewater Rate Forecast Summary

Meter Size	Monthly Block 1 Volume (m3)	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Metered Customers												
Base Charge by Meter Size												
5/8" to 3/4"	<= 20	\$12.51	\$14.39	\$16.54	\$19.03	\$21.88	\$25.16	\$28.94	\$33.28	\$38.27	\$44.01	\$50.61
1"	<= 100	\$16.69	\$19.19	\$22.07	\$25.38	\$29.19	\$33.57	\$38.60	\$44.40	\$51.06	\$58.71	\$67.52
1 1/2"	<= 500	\$25.03	\$28.78	\$33.10	\$38.07	\$43.78	\$50.34	\$57.90	\$66.58	\$76.57	\$88.05	\$101.26
2"	<= 1,000	\$37.54	\$43.17	\$49.65	\$57.09	\$65.66	\$75.51	\$86.83	\$99.86	\$114.84	\$132.06	\$151.87
3"	<= 3,000	\$43.80	\$50.37	\$57.93	\$66.61	\$76.61	\$88.10	\$101.31	\$116.51	\$133.99	\$154.08	\$177.20
4" and Larger	<= 6,000	\$62.57	\$71.96	\$82.75	\$95.16	\$109.44	\$125.85	\$144.73	\$166.44	\$191.40	\$220.11	\$253.13
Volumetric Rate (per m³)												
Residential												
Block 1		\$1.90	\$2.00	\$2.09	\$2.18	\$2.24	\$2.31	\$2.38	\$2.45	\$2.53	\$2.60	\$2.68
Block 2		\$2.57	\$2.69	\$2.83	\$2.94	\$3.03	\$3.12	\$3.21	\$3.31	\$3.41	\$3.51	\$3.62
Non-Residential												
Block 1		\$1.99	\$2.09	\$2.19	\$2.28	\$2.35	\$2.42	\$2.49	\$2.57	\$2.65	\$2.72	\$2.81
Block 2		\$2.69	\$2.82	\$2.96	\$3.08	\$3.17	\$3.27	\$3.37	\$3.47	\$3.57	\$3.68	\$3.79
Unmetered Customers												
Compliant		\$612.58	\$725.85	\$779.41	\$832.42	\$884.79	\$942.84	\$1,007.36	\$1,079.25	\$1,159.55	\$1,249.44	\$1,350.30
Non-Compliant		\$1,837.74	\$2,177.55	\$2,338.22	\$2,497.27	\$2,654.38	\$2,828.53	\$3,022.09	\$3,237.76	\$3,478.65	\$3,748.32	\$4,050.89



Appendix B

Wastewater Financial Plan



Figure B-1
Conversion Adjustments
Statement of Operations (Wastewater)

Modified Cash Basis	Budget 2025	Adjustments		Full Accrual Budget 2025	Accrual Basis
		DR	CR		
Revenues					Revenues
Base Charge Revenue	1,781,718			1,781,718	Base Charge Revenue
Rate Based Revenue	5,320,960			5,320,960	Rate Based Revenue
Transfers from Reserves	1,078,744	1,078,744			
			1,251,046	1,251,046	Earned Development Charges and Canada Community-Building Fund Revenue
Other Revenue	-		24,681	24,681	Other Revenue
Total Revenues	8,181,422			8,378,405	Total Revenues
Expenditures					Expenses
Operating	5,668,981	194,000		5,862,981	Operating Expenses
Capital					
Transfers to Reserves	1,216,679		1,216,679		
Transfers to Capital	-		-		
Debt Repayment (Principal & Interest)	1,295,763		793,916	501,847	Interest on Debt
		861,527		861,527	Amortization
Total Expenditures	8,181,422			7,226,355	Total Expenses
Net Expenditures	-			1,152,050	Annual Surplus/(Deficit)
Increase (decrease) in amounts to be recovered	-			20,596,280	Accumulated Surplus/(Deficit), beginning of year
Change in Fund Balances	-	1,152,050	-	21,748,330	Accumulated Surplus/(Deficit), end of year
TOTAL ADJUSTMENTS		3,286,321	3,286,321		

Note: The combined adjustments above should be balanced and net to \$0 (i.e. Total DR = Total CR)



Figure B-2
Conversion Adjustments
Statements of Financial Position (Wastewater)

Modified Cash Basis	Budget 2025	Adjustments		Full Accrual Budget 2025	Accrual Basis
		DR	CR		
ASSETS					ASSETS
Financial Assets					Financial Assets
Cash	2,374,711			2,374,711	Cash
Accounts Receivable	724,357			724,357	Accounts Receivable
Total Financial Assets	3,099,068			3,099,068	Total Financial Assets
Non-Financial Assets					
Inventory of Supplies	-		-		
Prepaid Expenses	-		-		
Total Non-Financial Assets	-				
LIABILITIES					LIABILITIES
Accounts Payable & Accrued Liabilities	670,229			670,229	Accounts Payable & Accrued Liabilities
Gross Long-term Liabilities	13,518,803			13,518,803	Debt (Principal only)
Deferred Revenue	1,170,194			1,170,194	Deferred Revenue
Total Liabilities	15,359,226			15,359,226	Total Liabilities
Net Assets/(Debt)	(12,260,158)			(12,260,158)	Net Financial Assets/(Debt)
		34,202,488	194,000	34,008,488	Non-Financial Assets
					Tangible Capital Assets
				34,008,488	Total Non-Financial Assets
Municipal Position					
Wastewater Reserves	1,258,645	1,258,645	-		
Canada Community-Building Fund Reserve Fund	-	-	-		
Development Charge Reserve Fund	1,170,194	1,170,194	-		
Amounts to be Recovered	(14,688,997)	-	14,688,997		
Total Municipal Position	(12,260,158)		21,748,330	21,748,330	Accumulated Surplus/(Deficit), end of year
TOTAL ADJUSTMENTS		36,631,327	36,631,327		

Note: The combined adjustments above should be balanced and net to \$0 (i.e. Total DR = Total CR)



Table B-1
Statement of Financial Position: Wastewater Services
UNAUDITED: For Financial Planning Purposes Only
2025-2034

	Notes	Forecast									
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Financial Assets											
Cash	1	2,374,711	1,403,012	1,144,382	682,452	171,497	104,910	428,149	2,089,081	5,286,091	9,653,151
Accounts Receivable	1	724,357	771,651	818,681	935,203	919,336	1,005,953	1,092,334	1,130,044	1,221,025	1,323,250
Total Financial Assets		3,099,068	2,174,663	1,963,063	1,617,655	1,090,833	1,110,863	1,520,483	3,219,125	6,507,116	10,976,401
Liabilities											
Bank Indebtedness		-	-	-	-	-	-	-	-	-	-
Accounts Payable & Accrued Liabilities	1	670,229	692,288	712,868	735,456	786,059	815,705	849,306	885,187	923,554	964,629
Debt (Principal only)	2	13,518,803	16,428,507	20,279,468	19,270,731	19,400,176	20,629,481	19,868,718	19,276,593	18,545,213	17,676,219
Deferred Revenue	3	1,170,194	1,073,839	825,915	860,978	276,299	224,175	87,863	166,592	142,405	8,211
Total Liabilities		15,359,226	18,194,634	21,818,251	20,867,165	20,462,534	21,669,361	20,805,887	20,328,372	19,611,172	18,649,059
Net Financial Assets/(Debt)		(12,260,158)	(16,019,971)	(19,855,188)	(19,249,510)	(19,371,701)	(20,558,498)	(19,285,404)	(17,109,247)	(13,104,056)	(7,672,658)
Non-Financial Assets											
Tangible Capital Assets	4	34,008,488	39,623,127	49,930,982	51,623,605	54,033,584	58,197,321	59,803,075	60,661,791	60,634,306	60,162,657
Total Non-Financial Assets		34,008,488	39,623,127	49,930,982	51,623,605	54,033,584	58,197,321	59,803,075	60,661,791	60,634,306	60,162,657
Accumulated Surplus/(Deficit)	5	21,748,330	23,603,156	30,075,794	32,374,095	34,661,883	37,638,823	40,517,671	43,552,544	47,530,250	52,489,999

Financial Indicators	Total Change	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
1) Increase/(Decrease) in Net Financial Assets	(31,923)	(4,619,423)	(3,759,813)	(3,835,217)	605,678	(122,191)	(1,186,797)	1,273,094	2,176,157	4,005,191	5,431,398
2) Increase/(Decrease) in Tangible Capital Assets	31,925,642	5,771,473	5,614,639	10,307,855	1,692,623	2,409,979	4,163,737	1,605,754	858,716	(27,485)	(471,649)
3) Increase/(Decrease) in Accumulated Surplus	31,893,719	1,152,050	1,854,826	6,472,638	2,298,301	2,287,788	2,976,940	2,878,848	3,034,873	3,977,706	4,959,749



Table B-2
Statement of Operations: Wastewater Services
UNAUDITED: For Financial Planning Purposes Only
2025-2034

	Notes	Forecast									
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Wastewater Revenue											
Base Charge Revenue		1,781,718	2,068,820	2,398,880	2,781,411	3,224,725	3,738,453	4,333,742	5,023,503	5,822,683	6,748,588
Rate Based Revenue		5,320,960	5,590,823	5,814,740	5,990,088	6,171,344	6,358,715	6,552,414	6,752,663	6,959,689	7,173,728
Earned Development Charges and Canada Community-Building Fund Revenue	3	1,251,046	1,744,771	1,375,088	1,906,094	1,768,682	2,095,991	1,860,336	1,212,381	1,353,469	1,500,633
Other Revenue	6	24,681	8,011	4,723,820	415	557	1,393	11,437	42,498	106,689	196,148
Total Revenues		8,378,405	9,412,425	14,312,528	10,678,008	11,165,308	12,194,552	12,757,929	13,031,045	14,242,530	15,619,097
Wastewater Expenses											
Operating Expenses	Sch. B-1	5,862,981	6,087,562	6,043,630	6,245,685	6,728,701	6,984,459	7,506,659	7,593,158	7,837,675	8,252,098
Interest on Debt	2	501,847	473,676	602,115	769,645	730,798	740,890	797,176	770,730	749,664	723,601
Amortization	4	861,527	996,361	1,194,145	1,364,377	1,418,021	1,492,263	1,575,246	1,632,284	1,677,485	1,683,649
Total Expenses		7,226,355	7,557,599	7,839,890	8,379,707	8,877,520	9,217,612	9,879,081	9,996,172	10,264,824	10,659,348
Annual Surplus/(Deficit)		1,152,050	1,854,826	6,472,638	2,298,301	2,287,788	2,976,940	2,878,848	3,034,873	3,977,706	4,959,749
Accumulated Surplus/(Deficit), beginning of year	5	20,596,280	21,748,330	23,603,156	30,075,794	32,374,095	34,661,883	37,638,823	40,517,671	43,552,544	47,530,250
Accumulated Surplus/(Deficit), end of year		21,748,330	23,603,156	30,075,794	32,374,095	34,661,883	37,638,823	40,517,671	43,552,544	47,530,250	52,489,999
Note 5:											
Accumulated Surplus/(Deficit) Reconciliation:		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Reserve Balances											
Reserves: Development Charges		1,170,194	1,073,839	825,915	860,978	276,299	224,175	87,863	166,592	142,405	8,211
Reserves: Canada Community-Building Fund		-	-	-	-	-	-	-	-	-	-
Reserves: Capital/Other		1,258,645	408,536	424,280	21,221	28,475	70,983	583,314	2,167,346	5,441,157	10,003,561
Total Reserves Balance		2,428,839	1,482,375	1,250,195	882,199	304,774	295,158	671,177	2,333,938	5,583,562	10,011,772
Less: Debt Obligations and Deferred Revenue		(14,688,997)	(17,502,346)	(21,105,383)	(20,131,709)	(19,676,475)	(20,853,656)	(19,956,581)	(19,443,185)	(18,687,618)	(17,684,430)
Add: Tangible Capital Assets	4	34,008,488	39,623,127	49,930,982	51,623,605	54,033,584	58,197,321	59,803,075	60,661,791	60,634,306	60,162,657
Total Ending Balance		21,748,330	23,603,156	30,075,794	32,374,095	34,661,883	37,638,823	40,517,671	43,552,544	47,530,250	52,489,999
Financial Indicators	Total Change	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
1) Expense to Revenue Ratio		86%	80%	55%	78%	80%	76%	77%	77%	72%	68%
2) Increase/(Decrease) in Accumulated Surplus	31,893,719	1,152,050	1,854,826	6,472,638	2,298,301	2,287,788	2,976,940	2,878,848	3,034,873	3,977,706	4,959,749



Schedule B-1
Statement of Operating Expenses: Wastewater Services
UNAUDITED: For Financial Planning Purposes Only
2025-2034

	Notes	Forecast									
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Operating Expenses											
Salaries - FT		947,411	971,096	995,373	1,020,257	1,045,765	1,071,909	1,098,707	1,126,174	1,154,329	1,183,187
Salaries - PT		3,107	3,185	3,264	3,345	3,429	3,515	3,603	3,693	3,785	3,880
Standby Pay		16,037	16,037	16,037	16,037	16,037	16,438	16,849	17,270	17,702	18,144
OT - Salaries FT		44,204	44,204	44,204	44,204	44,204	45,309	46,442	47,603	48,793	50,013
Distributed Labour		4,318	4,318	4,318	4,318	4,318	4,426	4,536	4,650	4,766	4,885
Emp Benefits - FT		329,738	355,396	376,919	400,739	425,842	436,488	447,400	458,585	470,050	481,801
Emp Benefits - PT		390	403	417	432	448	459	471	483	495	507
Memberships/Subscriptions		800	800	800	800	800	816	832	849	866	883
Professional Assoc Fees		1,250	1,500	1,500	1,500	1,500	1,530	1,561	1,592	1,624	1,656
Workshops/Training Courses		27,130	27,500	28,100	28,700	29,300	29,886	30,484	31,093	31,715	32,350
Conferences		11,625	11,750	11,750	11,750	11,750	11,985	12,225	12,469	12,719	12,973
Mileage		900	900	900	900	900	918	936	955	974	994
Advertising & Promotion		200	200	200	200	200	204	208	212	216	221
Water and Sewer Reading / Billing		219,000	219,000	219,000	219,000	219,000	223,380	227,848	232,405	237,053	241,794
Prof Fees - Engineering		185,600	185,600	190,600	190,600	196,000	199,920	203,918	207,997	212,157	216,400
Prof Fees - Consulting		8,600	8,800	10,000	10,000	10,000	10,200	10,404	10,612	10,824	11,041
Prof Fees - Legal		7,500	7,500	10,000	10,000	10,000	10,200	10,404	10,612	10,824	11,041
Insurance		200,899	220,990	243,088	267,398	294,137	323,551	355,906	391,496	430,646	473,711
Video Production		1,500	1,500	1,500	1,500	1,500	1,530	1,561	1,592	1,624	1,656
Computer Operation & Supplies		27,569	27,972	28,390	28,826	29,279	29,865	30,462	31,071	31,693	32,326
After Hours Dispatch		7,150	7,150	7,150	7,150	7,150	7,293	7,439	7,588	7,739	7,894
Inter-Departmental		380,064	380,064	380,064	380,064	380,064	387,665	395,419	403,327	411,393	419,621
Inter-Departmental - IT		127,212	129,742	132,536	134,087	135,669	138,382	141,150	143,973	146,852	149,790
CVC Contribution		125,693	130,092	134,645	139,358	144,236	149,284	154,509	159,917	165,514	171,307
CVC Contribution - Special		68,007	70,387	72,851	75,401	78,040	80,771	83,598	86,524	89,552	92,687
Uniforms		5,550	6,800	6,800	6,800	6,800	6,936	7,075	7,216	7,361	7,508
Outside Srv		395,000	402,000	404,500	411,500	429,000	437,580	446,332	455,258	464,363	473,651
Outside Laboratory Srv		29,000	29,500	29,500	29,500	29,500	30,090	30,692	31,306	31,932	32,570
Telephone/Communications		7,920	7,920	7,920	7,920	7,920	8,712	9,583	10,542	11,596	12,755
Hydro		517,310	569,041	625,945	688,540	757,394	833,133	916,447	1,008,091	1,108,901	1,219,791
Mtc Equip		75,000	77,000	79,000	81,000	81,000	82,620	84,272	85,958	87,677	89,431
Materials & Supplies		42,000	43,000	43,500	43,500	44,000	44,880	45,778	46,693	47,627	48,580
Software Agreemts		113,180	120,680	125,680	125,680	125,680	128,194	130,757	133,373	136,040	138,761
Server Mtc		5,000	5,000	5,000	5,000	5,000	5,100	5,202	5,306	5,412	5,520
SCADA Mtc		53,214	55,342	57,553	59,854	60,964	62,183	63,427	64,695	65,989	67,309
Srv Agreemt/Equip Repair		2,200	2,200	2,200	2,200	2,200	2,244	2,289	2,335	2,381	2,429
Small Equip		47,000	48,000	49,000	50,000	51,000	52,020	53,060	54,122	55,204	56,308



Schedule B-1 (continued)
Statement of Operating Expenses: Wastewater Services
UNAUDITED: For Financial Planning Purposes Only
2025-2034

	Notes	Forecast									
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Operating Expenses											
Marsh Monitoring Survey		70,000	71,400	72,828	74,285	75,770	77,286	78,831	80,408	82,016	83,656
Biosolids Disposal		792,900	808,758	824,933	841,432	858,260	875,426	892,934	910,793	929,009	947,589
Chemicals		323,500	327,000	330,000	333,000	336,000	369,600	406,560	447,216	491,938	541,131
Natural Gas		84,377	88,596	93,026	97,677	102,561	112,817	124,099	136,509	150,160	165,176
Mtc Facilities		6,000	6,000	6,000	6,000	6,000	6,120	6,242	6,367	6,495	6,624
Janitorial Srv		16,500	16,500	17,000	17,000	17,000	17,340	17,687	18,041	18,401	18,769
Payment in-lieu of Tax		35,993	35,993	35,993	35,993	35,993	36,713	37,447	38,196	38,960	39,739
Fuel		5,093	5,246	5,404	5,566	5,733	6,306	6,937	7,631	8,394	9,233
Vehicle Licenses		1,081	1,103	1,125	1,148	1,171	1,194	1,218	1,243	1,268	1,293
Leased Vehicle Exp		30,390	30,998	15,025	15,325	15,712	-	-	-	-	-
Vehicle Mtc Costs/Parts		8,429	8,547	8,668	9,042	9,242	9,427	9,615	9,808	10,004	10,204
Other Staffing Costs		256,441	262,852	269,423	276,159	495,233	507,614	520,304	533,312	546,645	560,311
Non TCA - Expenses from Capital Budget	7	194,000	232,000	14,000	25,000	80,000	85,000	323,000	106,000	26,000	93,000
TOTAL OPERATING EXPENSES		5,862,981	6,087,562	6,043,630	6,245,685	6,728,701	6,984,459	7,506,659	7,593,158	7,837,675	8,252,098



Table B-3
Statement of Changes in Net Financial Assets/Debt: Wastewater Services
UNAUDITED: For Financial Planning Purposes Only
2025-2034

	Notes	Forecast									
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Annual Surplus/(Deficit)		1,152,050	1,854,826	6,472,638	2,298,301	2,287,788	2,976,940	2,878,848	3,034,873	3,977,706	4,959,749
Less: Acquisition of Tangible Capital Assets	4	(6,633,000)	(6,611,000)	(11,502,000)	(3,057,000)	(3,828,000)	(5,656,000)	(3,181,000)	(2,491,000)	(1,650,000)	(1,212,000)
Add: Amortization of Tangible Capital Assets	4	861,527	996,361	1,194,145	1,364,377	1,418,021	1,492,263	1,575,246	1,632,284	1,677,485	1,683,649
Sub-Total		(5,771,473)	(5,614,639)	(10,307,855)	(1,692,623)	(2,409,979)	(4,163,737)	(1,605,754)	(858,716)	27,485	471,649
Less: Acquisition of Prepaid Expenses		-	-	-	-	-	-	-	-	-	-
Add: Use of Prepaid Expenses		-	-	-	-	-	-	-	-	-	-
Sub-Total		-	-	-	-	-	-	-	-	-	-
Increase/(Decrease) in Net Financial Assets/(Net Debt)		(4,619,423)	(3,759,813)	(3,835,217)	605,678	(122,191)	(1,186,797)	1,273,094	2,176,157	4,005,191	5,431,398
Net Financial Assets/(Net Debt), beginning of year		(7,640,735)	(12,260,158)	(16,019,971)	(19,855,188)	(19,249,510)	(19,371,701)	(20,558,498)	(19,285,404)	(17,109,247)	(13,104,056)
Net Financial Assets/(Net Debt), end of year		(12,260,158)	(16,019,971)	(19,855,188)	(19,249,510)	(19,371,701)	(20,558,498)	(19,285,404)	(17,109,247)	(13,104,056)	(7,672,658)
Financial Indicators											
1) Acquisition of Tangible Capital Assets (Cumulative)		6,633,000	13,244,000	24,746,000	27,803,000	31,631,000	37,287,000	40,468,000	42,959,000	44,609,000	45,821,000
2) Annual Surplus/Deficit before Amortization (Cumulative)		2,013,577	4,864,764	12,531,547	16,194,225	19,900,034	24,369,237	28,823,331	33,490,488	39,145,679	45,789,077
3) Ratio of Annual Surplus before Amortization to Acquisition of TCAs (Cumulative)		0.30	0.37	0.51	0.58	0.63	0.65	0.71	0.78	0.88	1.00



Table B-4
Statement of Cash Flow – Indirect Method: Wastewater Services
UNAUDITED: For Financial Planning Purposes Only
2025-2034

	Notes	Forecast									
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Operating Transactions											
Annual Surplus/Deficit		1,152,050	1,854,826	6,472,638	2,298,301	2,287,788	2,976,940	2,878,848	3,034,873	3,977,706	4,959,749
Add: Amortization of TCAs	4	861,527	996,361	1,194,145	1,364,377	1,418,021	1,492,263	1,575,246	1,632,284	1,677,485	1,683,649
Less: Earned Deferred Revenue	3	(1,251,046)	(1,744,771)	(1,375,088)	(1,906,094)	(1,768,682)	(2,095,991)	(1,860,336)	(1,212,381)	(1,353,469)	(1,500,633)
Add: Deferred Revenue Proceeds		1,070,160	1,648,416	1,127,164	1,941,157	1,184,003	2,043,867	1,724,024	1,291,110	1,329,282	1,366,439
Change in A/R (Increase)/Decrease		(21,361)	(47,294)	(47,030)	(116,522)	15,867	(86,617)	(86,381)	(37,711)	(90,982)	(102,225)
Change in A/P Increase/(Decrease)		58,221	22,059	20,580	22,588	50,603	29,646	33,601	35,881	38,367	41,075
Less: Interest Proceeds		(24,679)	(8,011)	(8,319)	(416)	(558)	(1,392)	(11,438)	(42,497)	(106,689)	(196,148)
Cash Provided by Operating Transactions		1,844,872	2,721,586	7,384,090	3,603,391	3,187,042	4,358,716	4,253,565	4,701,559	5,471,700	6,251,906
Capital Transactions											
Proceeds on sale of Tangible Capital Assets		-	-	-	-	-	-	-	-	-	-
Less: Cash Used to acquire Tangible Capital Assets	4	(6,633,000)	(6,611,000)	(11,502,000)	(3,057,000)	(3,828,000)	(5,656,000)	(3,181,000)	(2,491,000)	(1,650,000)	(1,212,000)
Cash Applied to Capital Transactions		(6,633,000)	(6,611,000)	(11,502,000)	(3,057,000)	(3,828,000)	(5,656,000)	(3,181,000)	(2,491,000)	(1,650,000)	(1,212,000)
Investing Transactions											
Proceeds from Investments		24,679	8,011	8,319	416	558	1,392	11,438	42,497	106,689	196,148
Cash Provided by (applied to) Investing Transactions		24,679	8,011	8,319	416	558	1,392	11,438	42,497	106,689	196,148
Financing Transactions											
Proceeds from Debt Issue	2	-	3,700,000	4,700,000	-	1,150,000	2,300,000	400,000	600,000	500,000	400,000
Less: Debt Repayment (Principal only)	2	(793,916)	(790,296)	(849,039)	(1,008,737)	(1,020,555)	(1,070,695)	(1,160,764)	(1,192,124)	(1,231,379)	(1,268,994)
Cash Applied to Financing Transactions		(793,916)	2,909,704	3,850,961	(1,008,737)	129,445	1,229,305	(760,764)	(592,124)	(731,379)	(868,994)
Increase in Cash and Cash Equivalents		(5,557,365)	(971,699)	(258,630)	(461,930)	(510,955)	(66,587)	323,239	1,660,932	3,197,010	4,367,060
Cash and Cash Equivalents, beginning of year	1	7,932,076	2,374,711	1,403,012	1,144,382	682,452	171,497	104,910	428,149	2,089,081	5,286,091
Cash and Cash Equivalents, end of year	1	2,374,711	1,403,012	1,144,382	682,452	171,497	104,910	428,149	2,089,081	5,286,091	9,653,151



Wastewater

Notes to Financial Plan

The financial plan format as outlined in Chapter 4 closely approximates the full accrual format used by municipalities (2009 onward) on their audited financial statements. However, the financial plan is not an audited document and contains various estimates. In this regard, Section 3 (2) of O. Reg. 453/07 states the following:

“Each of the following sub-subparagraphs applies only if the information referred to in the sub-subparagraph is known to the owner at the time the financial plans are prepared:

1. Sub-subparagraphs 4 i A, B and C of subsection (1)
2. Sub-subparagraphs 4 iii A, C, E and F of subsection (1).”

The information referred to in sub-subparagraphs 4 i A, B and C of subsection (1) includes:

- A. Total financial assets (i.e., cash and receivables);
- B. Total liabilities (i.e., payables, debt, and deferred revenue);
- C. Net debt (i.e., the difference between A and B above).

The information referred to in sub-subparagraphs 4 iii A, C, E and F of subsection (1) includes:

- A. Operating transactions are cash received from revenues, cash paid for operating expenses and finance charges.
- B. Investing transactions that are acquisitions and disposal of investments.
- C. Changes in cash and cash equivalents during the year.
- D. Cash and cash equivalents at the beginning and end of the year.

In order to show a balanced financial plan in a full accrual format for the Town, some of the items listed above have been estimated given that the Town does not maintain all financial asset and liability data separately for wastewater. Usually, this type of data is combined with the financial assets and liabilities of other departments and services given that there is not a current obligation to disclose this data separately (as there is with revenue and expenses).



The assumptions used have been documented below:

1. Cash, Receivables and Payables

It is assumed that the opening cash balances required to complete the financial plan are equal to:

Ending Reserve/Reserve Fund Balance
Plus: Ending Accounts Payable Balance
Less: Ending Accounts Receivable Balance
Equals: Approximate Ending Cash Balance

For the Town, receivable and payable balances were estimated for each year of the forecast based on the following factors:

- a) Receivables: Based on historical levels of water and wastewater receivables (provided by Town staff) as a percentage of annual water and wastewater revenue earned (as per the 2021 to 2023 Financial Information Returns (F.I.R.s)); and
- b) Payables: Based on historical levels of Town-wide payables as a percentage of annual expenses incurred by the Town (as per the 2021 to 2023 F.I.R.s).

2. Debt

Outstanding wastewater related debt at the beginning of 2025 is approximately \$14.31 million with additional debt proceeds anticipated throughout the forecast period.



Principal repayments over the forecast period are scheduled as follows:

Year	Principal Payments
2025	793,916
2026	790,296
2027	849,039
2028	1,008,737
2029	1,020,555
2030	1,070,695
2031	1,160,764
2032	1,192,124
2033	1,231,379
2034	1,268,994
Total	10,386,499

For financial reporting purposes, debt principal payments represent a decrease in debt liability and the interest payments represent a current year operating expense.

3. Deferred Revenue

Deferred revenue is typically made up of wastewater development charge (D.C.), Canada Community-Building Fund (C.C.B.F.) reserve fund balances which are considered to be a liability for financial reporting purposes until the funds are used to emplace the works for which they have been collected.

The Town collects wastewater D.C.s and uses some funding from the C.C.B.F. for wastewater services. The C.C.B.F. amount budgeted for wastewater expenditures is assumed to be used in the year it is received resulting in a zero balance in the C.C.B.F. reserve fund related to wastewater services over the forecast period.

4. Tangible Capital Assets

- Opening net book value of tangible capital assets includes wastewater related assets in the following categories:
 - i. Facility Assets, including Land;
 - ii. Collection (sanitary sewers and services) Assets; and
 - iii. Machinery and Equipment Assets, including Vehicles.



- Amortization is calculated based on the straight-line approach with half year amortization in the year of acquisition or construction and in the last year of the asset's useful life.
- Write-offs are assumed to equal \$0 for each year in the forecast period.
- Tangible capital assets are shown on a net basis. It is assumed that disposals occur when the asset is being replaced. To calculate the value of each asset disposal, the replacement value (of each new asset that has been identified as a "replacement") has been deflated (by weighted average useful life for all assets on hand in the respective asset category) to an estimated historical cost. This figure was used to calculate disposals only. Future assets are disposed of when fully amortized.
- Gains/losses on disposal are assumed to be \$0 (it is assumed that historical cost is equal to accumulated amortization for all disposals).
- Residual value is assumed to be \$0 for all assets contained within the forecast period.
- Contributed Assets, as described in Section 3.2.1, are deemed to be insignificant/ unknown during the forecast period and are therefore assumed to be \$0.



The balance of tangible capital assets is summarized as follows:

Asset Historical Cost	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Opening Tangible Capital Asset Balance	46,922,527	52,600,386	58,393,752	67,265,833	69,745,536	72,958,024	77,707,479	80,521,873	82,657,575	84,214,699
Acquisitions	6,633,000	6,611,000	11,502,000	3,057,000	3,828,000	5,656,000	3,181,000	2,491,000	1,650,000	1,212,000
Disposals	955,141	817,634	2,629,919	577,297	615,512	906,545	366,606	355,298	92,876	76,067
Closing Tangible Capital Asset Balance	52,600,386	58,393,752	67,265,833	69,745,536	72,958,024	77,707,479	80,521,873	82,657,575	84,214,699	85,350,632
Opening Accumulated Amortization	18,685,512	18,591,898	18,770,625	17,334,851	18,121,931	18,924,440	19,510,158	20,718,798	21,995,784	23,580,393
Amortization Expense	861,527	996,361	1,194,145	1,364,377	1,418,021	1,492,263	1,575,246	1,632,284	1,677,485	1,683,649
Amortization on Disposal	955,141	817,634	2,629,919	577,297	615,512	906,545	366,606	355,298	92,876	76,067
Ending Accumulated Amortization	18,591,898	18,770,625	17,334,851	18,121,931	18,924,440	19,510,158	20,718,798	21,995,784	23,580,393	25,187,975
Net Book Value	34,008,488	39,623,127	49,930,982	51,623,605	54,033,584	58,197,321	59,803,075	60,661,791	60,634,306	60,162,657



5. Accumulated Surplus

Opening accumulated surplus for the forecast period is reconciled as follows:

Wastewater	2025 Opening Accumulated Surplus
Reserve Balances	
Reserves: Development Charges	1,351,080
Reserves: Canada Community-Building Fund	-
Reserves: Capital/Other	6,671,984
Total Reserves Balance	8,023,064
Less: Debt Obligations and Deferred Revenue	(15,663,799)
Add: Tangible Capital Assets	28,237,015
Total Opening Balance	20,596,280

The accumulated surplus reconciliation for all years within the forecast period is contained in Table B-2.

6. Other Revenue

Other revenue consists of miscellaneous revenues such as interest earnings and grants.

7. Operating Expenses

Capital expenditures for items not meeting the definition of tangible capital assets have been reclassified as operating expenses and have been expensed in the year in which they occur.

Subject: Provincial Gas Tax Funding Agreement

Department: Corporate Services

Division: Finance

Report #: CPS-2025-027

Meeting Date: 2025-04-14

Recommendations

That report CPS-2025-027, Provincial Gas Tax Funding Agreement, be received; and

That Council pass a by-law authorizing the Mayor and Clerk to sign a Letter of Agreement with the Ministry of Transportation for 2024-25 funding.

Overview

The Town of Orangeville has received a Letter of Agreement to be signed, for the Provincial Gas Tax funding allocation for the 2024-25 funding program. The Town will receive funding in the amount of \$294,473 for 2025. The Town's allocation is unchanged from the 2023-24 allocation.

Background

Under the *Dedicated Funding for Public Transportation Act, 2013*, the Province of Ontario provides two cents per litre of gasoline tax to municipalities as a permanent funding source for public transit.

The purpose of the Program is to provide dedicated gas tax funds to Ontario municipalities to support local public transportation services, and to increase overall ridership through the expansion of public transportation capital infrastructure and levels of service.

Analysis/Current Situation

Staff received notification from the Province that, for the 2024-25 Program, the Ministry of Transportation will maintain allocations at 2023-24 funding levels which means that the Town of Orangeville will be eligible to receive \$294,473 for the 2024-25 program.

Funding allocations are typically based on a formula of 70% ridership and 30% population with allocations not exceeding 75% of a municipality's own expenditures (i.e. levy funded expenditures). For the 2024-25 program year, the allocation would typically be based on 2023 data, which included a significant increase in ridership because of the Town's fare-free Transit program. This increased ridership will not be reflected in the calculation for the 2024-25 allocation with the Province's decision to hold funding at the previous year's level.

Corporate Implications

Through the 2025 budget process, staff reached out to the Ministry of Transportation for an estimate of the funding allocation for 2024-25. As a result of this discussion, Staff budgeted \$350,000 for Provincial Gas Tax funding in 2025. The actual allocation of \$294,473 is \$55,527 less than contemplated in the budget.

Unspent provincial gas tax funding from previous years has remained in the Provincial Gas Tax Reserve Fund and the balance at the end of 2024 was \$66,335. These funds will be used to cover the shortfall of \$55,527.

Conclusion

Staff recommend that Council authorize the Mayor and Clerk to sign the Letter of Agreement on behalf of the Town.

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

None

Respectfully submitted,

Cheryl Braan, CPA, CMA
CFO/Treasurer, Corporate Services

Reviewed by:

Shane Fedy, CPA, CMA
Deputy Treasurer, Corporate Services

Prepared by:

Rebecca Medeiros, CPA, CA
Supervisor, Financial Planning & Analysis, Corporate Services

Attachment(s): 1. Orangeville – Letter of Agreement – 24-25

**Ministry of
Transportation**

Office of the Minister
777 Bay Street, 5th Floor
Toronto ON M7A 1Z8

Tel: 416 327-9200

**Ministère des
Transports**

Bureau du ministre
777, rue Bay 5^e étage
Toronto ON M7A 1Z8

Tél : 416 327-9200



March 31, 2025

107-2025-148

Mayor Lisa Post
Town of Orangeville
87 Broadway
Orangeville ON L9W 1K1

Dear Mayor Post:

RE: Dedicated Gas Tax Funds for Public Transportation Program Letter of Agreement

This Letter of Agreement between the **Town of Orangeville** (the “Municipality”) and His Majesty the King in right of the Province of Ontario, as represented by the Minister of Transportation (the “Ministry”), sets out the terms and conditions for the provision and use of dedicated gas tax funds under the Dedicated Gas Tax Funds for Public Transportation Program (the “Program”).

Under the Program, the Ministry provides two cents out of the revenue from each litre of gasoline sold in Ontario, in accordance with provincial gas tax statutory requirements, to municipalities to fund improvements to Ontario’s transportation network and supporting economic development in communities for public transportation expenditures.

The Ministry intends to provide dedicated gas tax funds to the Municipality in accordance with the terms and conditions set out in this Letter of Agreement and the enclosed Dedicated Gas Tax Funds for Public Transportation Program 2024-25 Guidelines and Requirements (the “Guidelines and Requirements”).

In consideration of the mutual covenants contained in this Letter of Agreement and the Guidelines and Requirements, which the Municipality has reviewed and understands and are hereby incorporated by reference, and other good and valuable consideration, the receipt and sufficiency of which are expressly acknowledged, the Ministry and the Municipality agree as follows:

1. To support local public transportation services in the Municipality, the Ministry agrees to provide funding to the Municipality under the Program to a maximum amount of up to **\$294,473** (“the “Maximum Funds”) in accordance with, and subject to, the terms and conditions set out in this Letter of Agreement and the Guidelines and Requirements.
2. The Municipality will provide to the Ministry a fully signed copy of this Letter of Agreement and a copy of the authorizing municipal by-law(s) and, if applicable, resolution(s) for the Municipality to enter into this Letter of Agreement no later than **April 30, 2025**.

3. Upon receipt of the documentation identified in Section 2 above, the Ministry will provide the Municipality with 75% of its Maximum Funds. Reporting forms are due for submission by **June 30, 2025**. Upon approval of the reporting forms, the Ministry will provide the Municipality with any remaining payment(s). Any outstanding reporting requirements from previous years of the Program will need to be submitted and approved prior to receiving 2024-25 Gas Tax funding.
4. If another municipality authorizes the Municipality to provide local public transportation services on its behalf and authorizes the Municipality to request and receive dedicated gas tax funds for those services also on its behalf, the Municipality will in the by-law(s) and, if applicable, resolution(s) described in Section 2 confirm that the Municipality has the authority to provide those services and request and receive those funds on behalf of the other municipality.
5. The Municipality agrees that any amount payable under this Letter of Agreement and the Program may be subject, at the Ministry's sole discretion, to any other adjustments as set out in the Guidelines and Requirements.
6. The Municipality will deposit the Maximum Funds received in accordance with the Program into a dedicated gas tax funds reserve bank account and use the Maximum Funds, and any related interest, only in accordance with the Guidelines and Requirements.
7. The Municipality will adhere to all requirements set out in the Guidelines and Requirements, including, but not limited to, reporting and accountability measures. The Municipality will also provide all requested documentation to the Ministry in accordance with the Guidelines and Requirements.
8. The Municipality agrees that the Maximum Funds represent the full extent of the financial contribution from the Ministry and the Province of Ontario under the Program for the 2024-25 Program year.
9. The Ministry may terminate this Letter of Agreement at any time, without liability, penalty or costs upon giving at least thirty (30) days written notice to the Municipality. If the Ministry terminates this Letter of Agreement, the Ministry may take one or more of the following actions: (a) cancel all further payments of dedicated gas tax funds; (b) demand the return of any dedicated gas tax funds remaining in the possession or under the control of the Municipality; and (c) determine the reasonable costs for the Municipality to terminate any binding agreement(s) for the acquisition of eligible public transportation services acquired, or to be acquired, with dedicated gas tax funds provided under this Letter of Agreement, and do either or both of the following: (i) permit the Municipality to offset such costs against the amount the Municipality owes pursuant to paragraph 8(b) of this LOA; and (ii) subject to Section 1, provide the Municipality with funding to cover, in whole or in part, such costs. The funding may be provided only if there is an appropriation for this purpose, and in no event will the funding result in the Maximum Funding exceeding the amount specified under Section 1.
10. Any provisions which by their nature are intended to survive the termination or expiration of this Letter of Agreement including, without limitation, those related to disposition, accountability, records, audit, inspection, reporting, communication, liability, indemnity, and rights and remedies, will survive its termination or expiration.

11. This Letter of Agreement may only be amended by a written agreement duly executed by the Ministry and the Municipality.
12. The Municipality agrees that it will not assign any of its rights or obligations, or both, under this Letter of Agreement.
13. The invalidity or unenforceability of any provision of this Letter of Agreement will not affect the validity or enforceability of any other provision of this Letter of Agreement. Any invalid or unenforceable provision will be deemed to be severed.
14. The term of this Letter of Agreement will commence on the date of the last signature of this Letter of Agreement and shall remain in force and effect until the completion of the 2024-25 Program in accordance with the Guidelines and Requirements.
15. The parties hereby consent to the execution of this Letter of Agreement by means of an electronic signature.

If the Municipality is satisfied with and accepts the terms and conditions of this Letter of Agreement, please print and secure the required signatures, and then deliver a fully signed pdf copy to the Ministry through Transfer Payment Ontario (TPON). Subject to the province's prior written consent, including any terms and conditions the Ministry may attach to the consent, the Municipality may execute and deliver the Letter of Agreement to the Ministry electronically. In addition, all program documents are also to be sent through TPON.

Ministry of Transportation

March 31, 2025



Date

Name: Prabmeet Singh Sarkaria
Title: Minister

I have authority to bind the Ministry.

I have read and understand the terms and conditions of this Letter of Agreement, as set out above, and, by signing below, I am signifying the Municipality's consent to be bound by these terms and conditions.

Municipality

Date

Name (print):
Title (head of council or
authorized delegate):

I have authority to bind the Municipality.

Date:

Name (print):

Title (clerk or authorized delegate):

I have authority to bind the Municipality.



Report

Subject: 2024 Council and Board Member Remuneration and Expenses

Department: Corporate Services

Division: Finance

Report #: CPS-2025-028

Meeting Date: 2025-04-14

Recommendations

That report CPS-2025-028, 2024 Council and Board Member Remuneration, be received.

Background and Analysis

Section 284(1) of the Municipal Act, 2001 as amended provides that:

“the treasurer of a municipality shall in each year on or before March 31 provide to the council of the municipality an itemized statement on remuneration and expenses paid in the previous year to,

(a) each member of council in respect of his or her services as a member of the council or any other body, including a local board, to which the member has been appointed by council or on which the member holds office by virtue of being a member of council;

(b) each member of council in respect of his or her services as an officer or employee of the municipality or other body described in clause (a); and,

(c) each person, other than a member of council, appointed by the municipality to serve as a member of any body, including a local board, in respect of his or her services as a member of the body.”

Due to a number of extenuating technical issues, staff were unable to prepare the report earlier and acknowledge it is not being presented within the prescribed deadline. In terms of information included in the Statement of Remuneration attached to this report, employer paid benefit premiums, which had not been included in prior years' reports, are being identified in 2024 amounts since these types of payments are a form of remuneration.

The Act also requires that the statement shall identify the authorization for the provision of remuneration or the reimbursement of expenses. The statement includes expenses paid directly to officials and amounts paid on their behalf, and notes on corresponding by-laws and authorizations.

Corporate Implications

Remuneration and expenses paid for Members of Council and Members of Local Boards are summarized below. Further details are provided in Attachment 1.

Council / Board	Total Remuneration and Expenses Paid
Orangeville Council	\$362,283
County of Dufferin	\$62,787
Police Services Board	\$29,219
Orangeville Hydro Board	\$20,658
Credit Valley Conservation Board	\$352
Subtotal	\$475,299

Orangeville Council and Police Services Board expenses are included within the Town's annual operating budget. Dufferin County, Orangeville Hydro and Credit Valley Conservation remuneration and expenses are funded through the budgets of each organization. Remuneration and expenses for members of Council, Council members on local boards and/or committees of Council were authorized under by-law 2022-031 and by resolution as applicable.

Conclusion

Staff are recommending that Council receive this report.

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,

Antonietta Minichillo
General Manager, Corporate Services

Reviewed by:

Cheryl Braan
Chief Financial Officer/Treasurer,
Corporate Services

Prepared by:

Shane Fedy,
Deputy Treasurer, Corporate Services

Attachment(s): 1. Schedule of Council Remuneration and Expenses 2024

Attachment 1: Schedule of Council Remuneration and Expenses 2024**Corporation of the Town of Orangeville**

Statement of Remuneration and Expenses Paid to
Members of Council and Members of Local Boards
And Other Bodies Pursuant to Section 284 of the Municipal Act, 2001
Year ending December 31, 2024

	<u>Taxable Pay</u> <u>/ Honorarium</u>	<u>Employer Paid</u> <u>Benefits¹</u>	<u>Internet /</u> <u>Phone /</u> <u>Office</u> <u>Allowance</u>	<u>Conferences,</u> <u>Events and</u> <u>Related</u> <u>Travel</u>	<u>Total</u>
Orangeville Council					
Andy Macintosh	30,967.56	10,965.03	2,160.00	325.61	44,418.20
Debbie Sherwood	30,967.56	5,836.57	2,160.00	5,106.10	44,070.23
Joe Andrews	30,967.56	10,759.20	2,160.00	6,373.90	50,260.66
Lisa Post	57,550.36	13,650.37	2,160.00	5,530.47	78,891.20
Rick Stevens	30,967.56	10,748.90	2,160.00	2,684.31	46,560.77
Tess Prendergast	30,967.56	10,748.90	2,160.00	4,674.03	48,550.49
Todd Taylor	34,256.18	11,197.75	2,160.00	1,917.60	49,531.53

Dufferin County Council (as published in County of Dufferin staff report February 27, 2025)

Lisa Post	27,855.19	not provided		4,655.55	32,510.74
Todd Taylor	27,855.19	not provided		2,420.98	30,276.17

Police Services Board

Jacquelin Weatherbee	2,793.36	126.79		157.50	3,077.65
Ian McSweeney	5,740.04	159.24		1,142.00	7,041.28
Warren Maycock	2,793.36	126.79		198.50	3,118.65
Lisa Post	4,640.04	366.56			5,006.60
Grant Armstrong	2,593.36	110.99		198.50	2,902.85
Todd Taylor	5,689.96	449.51			6,139.47
Ken Kraker	1,846.68	86.29			1,932.97

Council Members Serving on the Board of the Orangeville Hydro

Andy Macintosh	8,523.93	647.92		-	9,171.85
Lisa Post	10,837.82	647.92		-	11,485.74

Credit Valley Conservation

Rick Stevens	352.32				352.32
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This statement includes expenses reimbursed to officials and expenses paid on their behalf.

Notes:

¹ Includes employer paid premiums for CPP, WSIB, and EHT as well as Group Health, Dental and Wellness/counselling benefits.

Subject: Orangeville Transit Route Changes

Department: Infrastructure Services

Division: Transportation and Development

Report #: INS-2025-001

Meeting Date: 2025-04-14

Recommendations

That report INS-2025-001, Orangeville Transit Route Changes, be received; and

That Council approve the route changes and direct staff to implement the changes as shown and outlined in Attachment 3 (Concept No. 2).

Overview

Orangeville Transit currently services Orangeville residents with 3 routes that provide service to approximately 67% of the Municipality. The changes to the routes being proposed by this report outline an option (Concept No.2) that will increase the service area and overall system efficiency.

Routing changes are consistent with an earlier submission to Council outlining some of the future upgrades to Transit including larger buses (40 ft buses) capable of carrying more passengers and having those buses remain on public roadways under the control of the Municipality.

There are 3 attachments in this report that outline the current transit routes, route concept 1 and route concept 2. Staff recommend implementing route concept 2.

Highlights of the proposed changes include:

- Two routes split into four distinct route areas. Service frequency at a given stop will decrease from approximately 30 minutes to 45 minutes.
- Increased service west of Riddell Road, west of Blind Line and Amelia Street.
- Service to significant destinations identified by transit users such as Alder REC. Centre, Tony Rose REC Centre, Westside Market Village, 43 Bythia (from Bythia Street), local high schools, Headwaters Health Centre and various shopping and grocery destinations.

- Only two transit buses are required to operate the recommended route concept, and it is expandable to more service upon completion of the Hansen Boulevard construction.

Background and Analysis

The Town of Orangeville's transit system currently operates with three routes: Blue route servicing the southern areas (west of Dawson and south of Broadway), Green route servicing the north and eastern areas (north of Broadway and east of Highway 10) and Orange Route servicing the central and western areas of Town (north of Broadway, Broadway and west of C-Line).

The current routing system was designed to operate as a "loop system" where the bus leaves the Transit Hub (TH) on Centre Street and returns within a set time frame; in Orangeville's case, traditionally, 30 minutes. Although the core components and driving directions have remained constant, route efficiency has dwindled as the Town grows and more service areas are necessarily added. The current system has operated in Orangeville for over 20 years. Over that period, transit stops and locations have been added to accommodate specific demographics and, in some cases, leading to the addition of new stops that have become redundant over the years. These stops are no longer needed as demand is "zero" in some cases and have led to increased driving times. This exercise has reviewed those locations and, with input (data) from the operator, has identified the redundancies that will be adjusted, subject to Council.

The current transit routes, as shown in Attachment 1, operate at such tight timelines that they constantly run late and arrive late to the TH resulting in constant delays and customers missing transfers to other buses. Over the course of the day, it is not uncommon for a bus to miss a complete cycle resulting in inefficiencies and customer dissatisfaction. There are a number of reasons why the buses run late including:

- Multiple stops that are in close proximity to each other (stops added in time resulting in more stops for buses).
- Buses travelling on narrow roads resulting in long wait times to manoeuvre through certain areas.
- Servicing private roads where the municipality has limited control over surfaces, parked cars, pedestrians, winter maintenance like those at The Fairgrounds Shopping Centre, West Side Market Village and 43 Bythia.
- Buses running longer routes within the same timing windows.

The following demonstrates the current operating distances travelled and times for transit on the respective routes and includes the percentage of punctuality on an average operating day.

Table 1: Current Transit Routes Data

Current Transit Routes			
Route	Blue	Green	Orange
Driving Time (min)	29	26	27
Route Distance (km)	12.2	11.3	12.7
Total Route Driving Distance	36.2		

Notes:

1. The route driving time represents the total time to depart and return to the Transfer Hub for each route. This time does not include traffic, weather or other delays. Historically, route times greater than 22 minutes (for a 30-minute loop) may lead to transfer delays. Current scheduling does not allow for unexpected delays.
2. Transit currently runs 27-to-29-minute cycles and as time delays increase, leads to tardiness and loss of cycles. The route distance shown is the total distance for each transit route. The total route driving distance is the sum of distances from all three routes (blue, orange and green).
3. The bus must leave the transfer Hub, complete one full cycle and return to the hub in under 30 minutes to be considered ahead of schedule.

Orangeville Transit staff have the capability to track performance of transit routes by checking punctuality. Punctuality is measured by the percentage of time in each 30-minute period (or loop) where the bus is on time or ahead of schedule. Time periods are chosen randomly to check performance. September 18-25, 2024, was the most recent time frame chosen to check the performance of the routes. The percentages listed in Table 2 represent the bus being on or ahead of schedule.

Table 2: Current Punctuality of Transit Routes

Punctuality Reports – September 18-25, 2024		
**Punctuality Rates – Percentage of times the bus is on or ahead of schedule		
Blue Route	Orange Route	Green Route
7.6%	7.1%	20.1%

Notes:

1. Table 2 indicates that the blue route and orange route have very low punctuality rates and are constantly late, while the green route does have a higher punctuality rate it is still below industry standards (85-90%).
2. To relate these percentages to how many times these buses are on time for a regular transit day, the blue and orange routes are on time roughly 2 out of 27 route cycles and the green is on time roughly 5 out of 27 route cycles. This is not a reflection of operator performance but rather the design of the system that causes the buses to be late this often.

As part of an on-going improvement process, Staff continuously explore ways to improve transit operations including making transit services more dependable and efficient for all users. The process includes the following:

- Reviewing current route timing.
- Reviewing current coverage area.
- Establishing reasonable and attainable route times.
- Removing redundant stops based on data provided by the Town's transit operator and customer feedback.
- Street proofing to determine best practices.

Based on that review, Staff developed several options that used the current system as a base line with the plan and goal of expanding service areas while attempting to maintain timing and transfers. The design process involved location analysis to establish all major destinations and timing analysis to ensure all designs met timing thresholds. The final results yielded concepts that include:

- Two, 30-minute route options and two, 45-minute route designs that would provide customers with what staff determined to be "good discussion options".

Public Engagement

On November 4, 2024, Staff hosted a Public Information Centre (PIC) in the Town Hall Atrium. This was an open event to receive feedback on the route concepts. In

conjunction with this event, the Communications team launched a public survey to gather data and feedback online.

The PIC and on-line survey netted some good discussion and suggestions for improving the transit system and route design and allowed Staff to narrow the options to the top two concepts. It also yielded a good overview of transit user destinations and reinforced the major destinations that include:

- Shopping centres.
- Arenas.
- Community Centres.
- Banks.
- Hospitals.
- Schools.
- Medical Buildings (Doctor's Appointments)

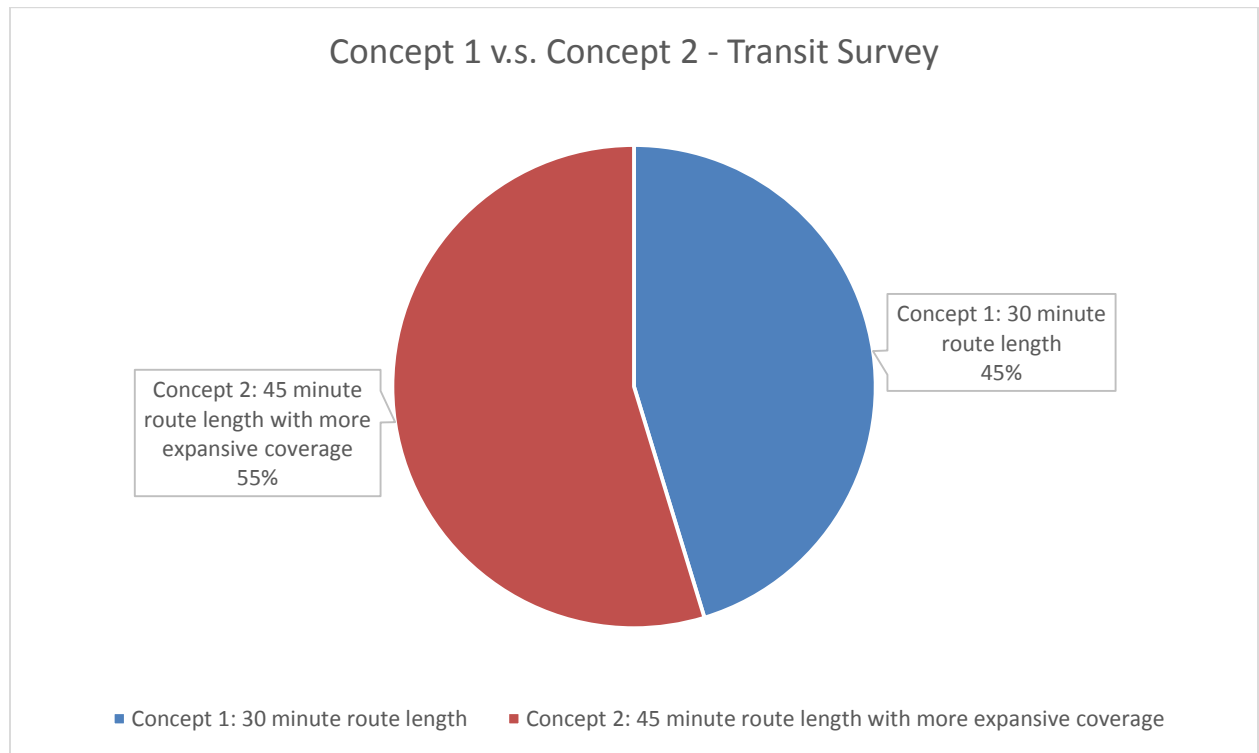
One of the significant challenges Staff faced was designing routes that traveled to all major destinations while remaining on time to facilitate transfers.

In January and February of 2025, a second online survey was published to receive feedback on the top 2 Concepts presented for consideration or options. The results of the feedback received are summarized in Figure 1. Based on the results, Concept 2 was the most desired option. See Figure 1

The highlights include:

- 45-minute route time.
- Made up of two shorter routes.
- The use of two buses rather than the three that are currently used.
- All transit buses will remain on public roads where the Town has direct control of the routes, maintenance, parking, and traffic areas.
- Room for growth and future expansion when Hansen Boulevard is extended to the west.

Figure 1: Transit Survey Comparison (January – February 2025)



Notes:

1. The data from the final public survey held in January/February 2025 shows that concept 2 was favored by 55% of recipients compared to 45% with the other design concept 1.
2. 85 responses received in the first survey and 215 responses received in the second survey. Percentages in Figure 1 based on the second survey results.

Proposed Route Changes

Based on the feedback received and Staff's analysis, the most efficient way to offer transit to Orangeville is outlined by Concept 2, which operates on a 45-minute cycle with four different routes, combined into two overall routes and summarized as follows:

- The Green route runs into and turns into the Pink route at Amelia Street and College Avenue; and
- The Orange route runs into and turns into the Blue route at Dawson Road and Centennial Road.

The proposed route change design allows for maximum coverage and reduces the number of buses in active service at any given time.

Concept 2 can be seen in Attachment 3 of this report. Displayed on this attachment are the main highlights:

- Two routes, split into four distinct route areas
- Orange and Blue routes create full route trip
- Green and Pink routes create full route trip
- Adds service to the west end of Orangeville
- Services Alder Recreation Centre
- Services Westside Market Village
- Services 43 Bythia Street (from the roadway, Bythia Street)
- Close proximity to Senior Centre
- Services Headwaters Healthcare Centre
- Services Orangeville Fairgrounds Shopping Centre
- Services Orangeville Mall on both the north and south sides of Hansen Boulevard
- Adds Service to Amelia Street and College Avenue
- Services both high schools
- Service time from Tony Rose Memorial Sports Centre to Alder Recreation Centre: 15 minutes
- Expandable when Hansen Blvd. is constructed.

These highlights were all recognized as key locations and features during the design phase.

Table 3: Concept #2 (Proposed) Transit Routes Data

Concept #2 Transit Routes				
	Green	Pink	Orange	Blue
Route Driving Time (min)	20	13	15	17
Route Distance (km)	9.5	6.3	9.5	8.8
Total Route Driving Distance	34.1			

Notes:

1. Concept 2 was designed with a few of the following principles in mind: expanding coverage to areas not currently serviced, accommodating the Hansen boulevard extension and other future developments, maintaining coverage to major destinations, and efficient design with ample buffer time to maintain on time performance.
2. Table 3 shows the same information but for Concept 2 and all four routes.

Service Buses

On March 10, 2025, Council received and approved the recommendations outlined in Infrastructure Services report INS-2025-016 directing Staff to enter into an agreement with New Flyer (NFI) for the purchase of two new 40-foot buses. Staff have provided NFI with a letter of understanding to purchase the buses. The buses are expected to take approximately 18 months to receive and begin servicing Orangeville Transit Routes.

The replacement of the 30-ft buses with more robust, heavier duty and larger capacity transit vehicles aligns with Orangeville Transit future readiness planning to offer affordable transportation to residents of all abilities.

Although receipt of the buses will take a considerable amount of time to receive and put into service, the new bus route concept will:

- Reduce the number of buses required to operate the system from three to two.
- Realign the route driving time so the route coverage for the buses will be shorter with more room for unexpected delays.
- Help establish consistency.
- Restore accurate timing.
- Restore confidence and efficiency.
- Allow for future expansion when Hansen Boulevard is constructed and introduced to the Town's Road network.

while maintaining key identified destinations such as 43 Bythia Street (serviced from the roadway), Alder Street Recreation Centre, Westside Market Village, Headwaters Health Centre, Orangeville Fairgrounds Shopping Centre, Orangeville Mall and expanding transit coverage to areas such as Amelia Street and nearby areas, neighbourhoods west of Riddell Road, closer stops for residents west of Blind Line. Concept 2 will also be designed so that transit service further expanded when Hansen Blvd. is completed in the near future.

Table 4 outlines the operating parameters of the proposed route changes.

Table 4: Current Routes versus Concept #2 Routes

	Current Transit Routes	Concept #2 (Proposed) Transit Routes
No. of route cycles per day assuming a 13.5-hour transit day	27 route trips	18 route trips
Total route driving distance. Sum of all route distances.	36.2 kilometers	34.1 kilometers
Total operating distance covered by buses in a single transit day	977.4 kilometers	613.8 kilometers
Total operating time covered by buses in a single transit day	40.5 hours	27 hours

Notes:

1. Total operating distance covered by buses in a regular transit day is calculated by multiplying the number of route cycles per day by the total route driving distance.
2. The total operating distance for all routes is decreasing mainly due to the reduction in the number of buses and less overlap.

Corporate Implications

The 2025-2034 capital program includes a budget of \$105,000 funded from ICIP (\$60,000), Development Charges (\$21,000), and tax supported capital reserves (\$24,000) for transit stop infrastructure including stop pads and shelters. Additionally as part of the 2024-year end reconciliations, Finance staff will determine the amount ICIP grant funding that is required to close out the Transfer Hub project and any unspent grant funding will be recommended to be redirected towards the transit stop infrastructure upgrades and the two new 40-foot buses.

Based on costs to complete similar work in 2024, staff estimate the cost for a new concrete pad and shelter to be \$26,000 (\$12,000 for shelter and \$14,000 for concrete work). AODA compliant concrete bus pads and transit shelters will be important to add to destinations like 43 Bythia. Should the cost of additional shelters exceed approved budgets, staff will bring back an expenditure request to Council through the budget process or a Council report.

The transition to concept 2 will result in 364 kilometers less driven per day. This equates to 107,000 less kilometers driven per year. While these changes are anticipated to result in some decreases in operating costs, the service has experienced modest deficits over the past few years and as such, it is unlikely that the 2026 operating budget will see a decrease.

Changing the transit routes will involve the following departments: Transportation & Development, IT, Communications, Public Works and Customer Service. These departments will be involved in the roll-out process to ensure that the information is communicated correctly and that we have the physical and electronic infrastructure in place to support the changeover.

The Town will also rely on the help of third parties such as First Student and CONSAT Canada. First Student will run test routes to establish timing between stops when developing the schedule and final stop locations. CONSAT Canada will assist the Town with uploading transit feed software data to build the route for its electronic programs. OT already has existing contracts in place with these companies and does not expect the price for these services to be increase substantially.

Conclusion

The Town currently has 4-30-foot transit buses operating 3 routes. The current routes cover approximately 67% of the municipality with Transit's ultimate goal being 100% coverage. Concept 2 route plan is estimated to result in approximately 80-85% coverage.

Growing demand, increased coverage areas and a growing municipality have resulted in delays to service and other unexpected issues with transit operations.

Through Public Information Centres and on-line survey engagements, Staff determine that current transit users take transit to access a number of destinations including shopping centres, schools, medical building, the hospital and places of employment.

This report recommends that Council endorse and approve the recommended route changes as outlined by Concept 2 (Attachment 3) to this report. The highlights of that concept include the use of new 40-foot transit buses mainly running on main roads and avoiding private property where the Town has minimal control and is subject to delays, conflicts with parked vehicles and other unexpected circumstance.

Solidifying Transit routes, setting attainable destination times and schedules restores confidence and makes for a reliable transit system. The routes being proposed allow for future expansion into the west and northwest area of Town.

Strategic Alignment

Strategic Plan

Strategic Goal: Municipal Services

Objective: Optimize transit system for efficiency and greater coverage

Sustainable Neighbourhood Action Plan

Theme: Transportation System

Strategy: Promote more sustainable and efficient transportation options

Notice Provisions

Not Applicable.

Respectfully submitted,

Tim Kocialek
General Manager, Infrastructure Services

Reviewed by:

Tony Dulisse, CET
Manager, Transportation & Development

Prepared by:

Matt Cebrynsky,
Transportation Technologist, Transportation & Development

Attachment(s):

1. Current Orangeville Transit Routes
2. Proposed Transit Route Revision – Concept #1
3. Proposed Transit Route Revision – Concept #2



Map Update - January 24, 2024



ROUTE LEGEND

- Description
- BLUE ROUTE
- GREEN ROUTE
- ORANGE ROUTE

1

Bus Stop No.
(See schedule for times)



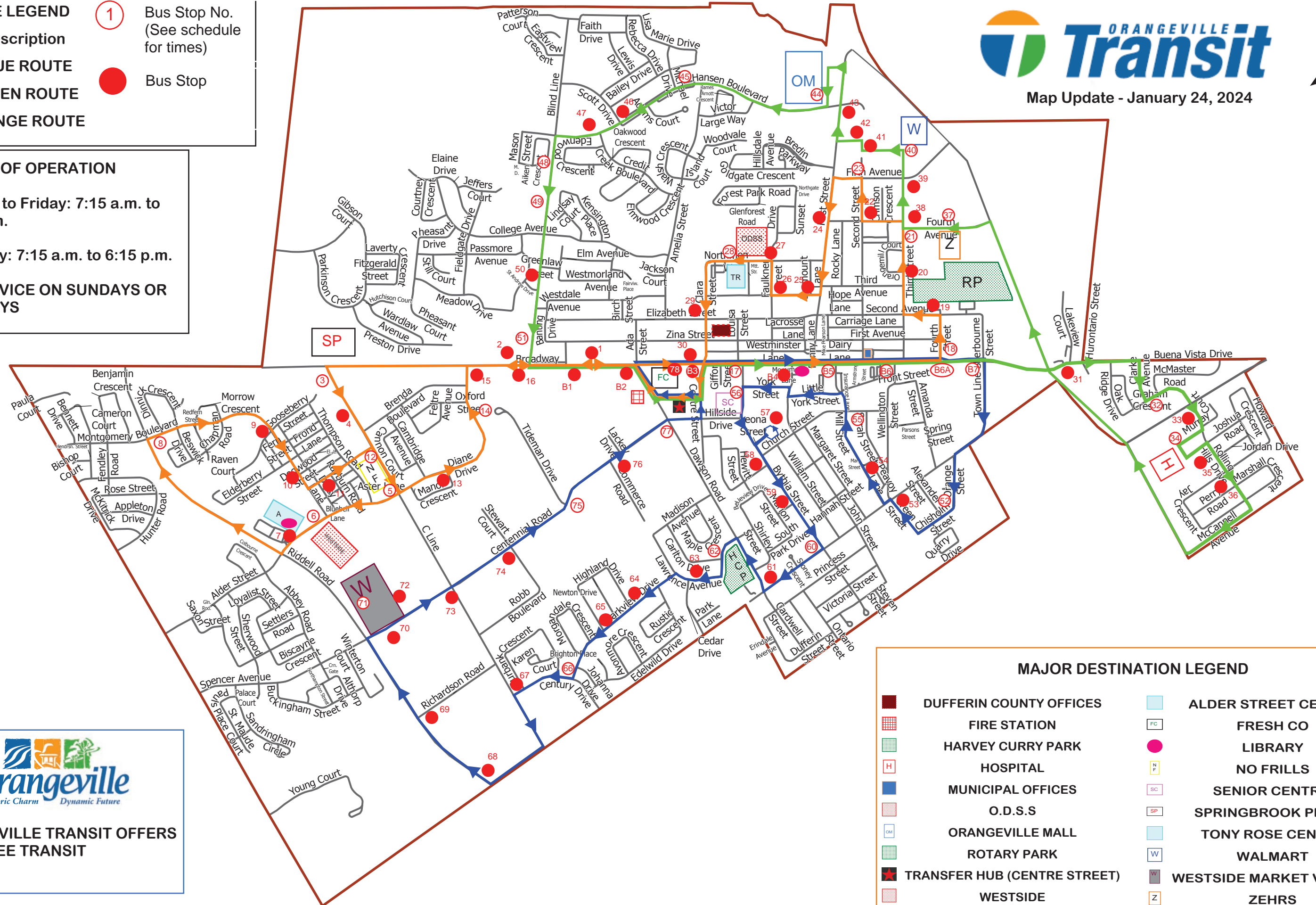
Bus Stop

HOURS OF OPERATION

Monday to Friday: 7:15 a.m. to 8:45 p.m.

Saturday: 7:15 a.m. to 6:15 p.m.

NO SERVICE ON SUNDAYS OR HOLIDAYS



MAJOR DESTINATION LEGEND

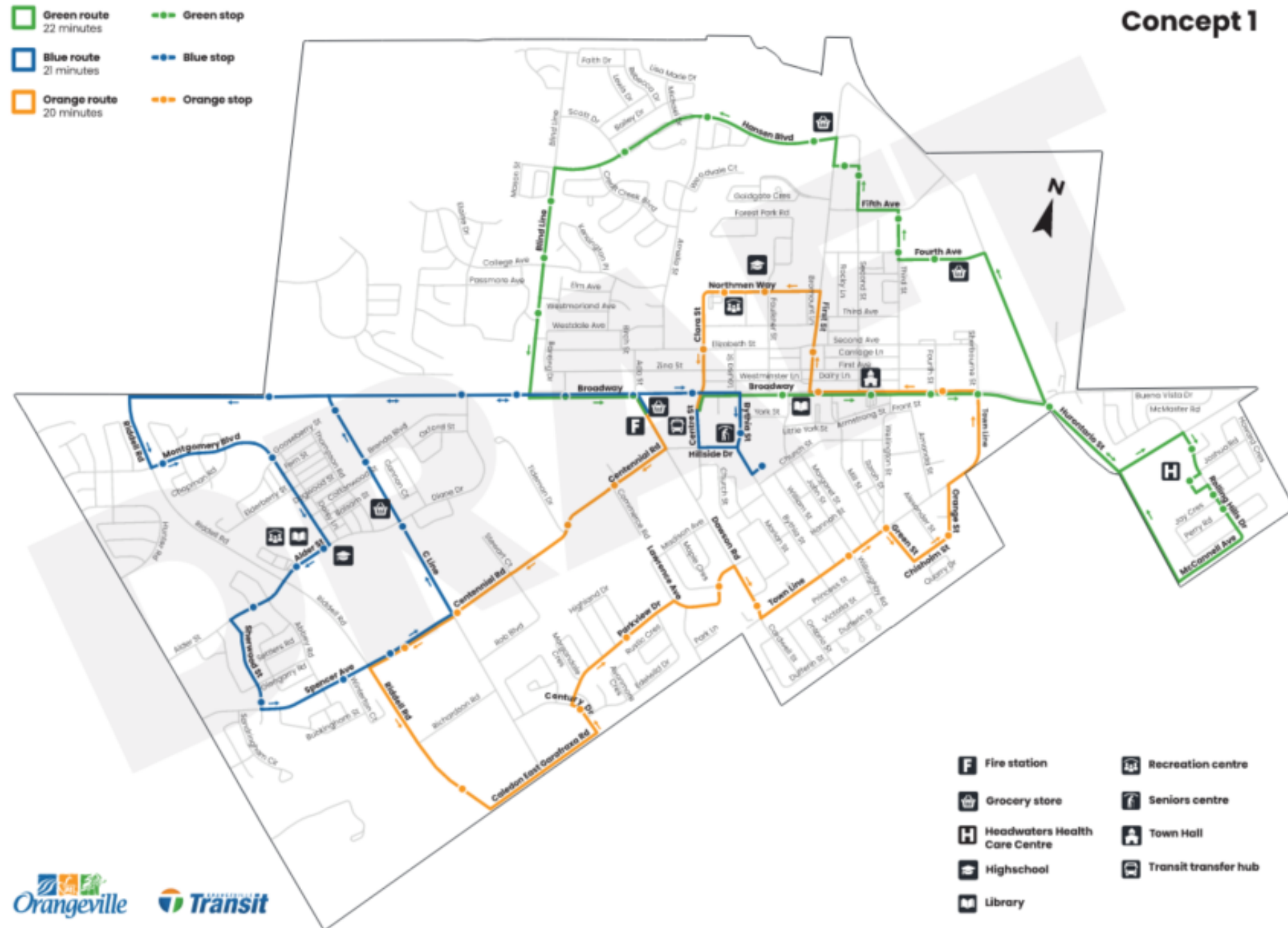
- | | |
|------------------------------|-------------------------|
| DUFFERIN COUNTY OFFICES | ALDER STREET CENTRE |
| FIRE STATION | FRESH CO |
| HARVEY CURRY PARK | LIBRARY |
| HOSPITAL | NO FRILLS |
| MUNICIPAL OFFICES | SENIOR CENTRE |
| O.D.S.S. | SPRINGBROOK PLAZA |
| ORANGEVILLE MALL | TONY ROSE CENTRE |
| ROTARY PARK | WALMART |
| TRANSFER HUB (CENTRE STREET) | WESTSIDE MARKET VILLAGE |
| WESTSIDE | ZEHR'S |



ORANGEVILLE TRANSIT OFFERS
FARE FREE TRANSIT

0 0.5 1 2 Kilometers

Attachment 2

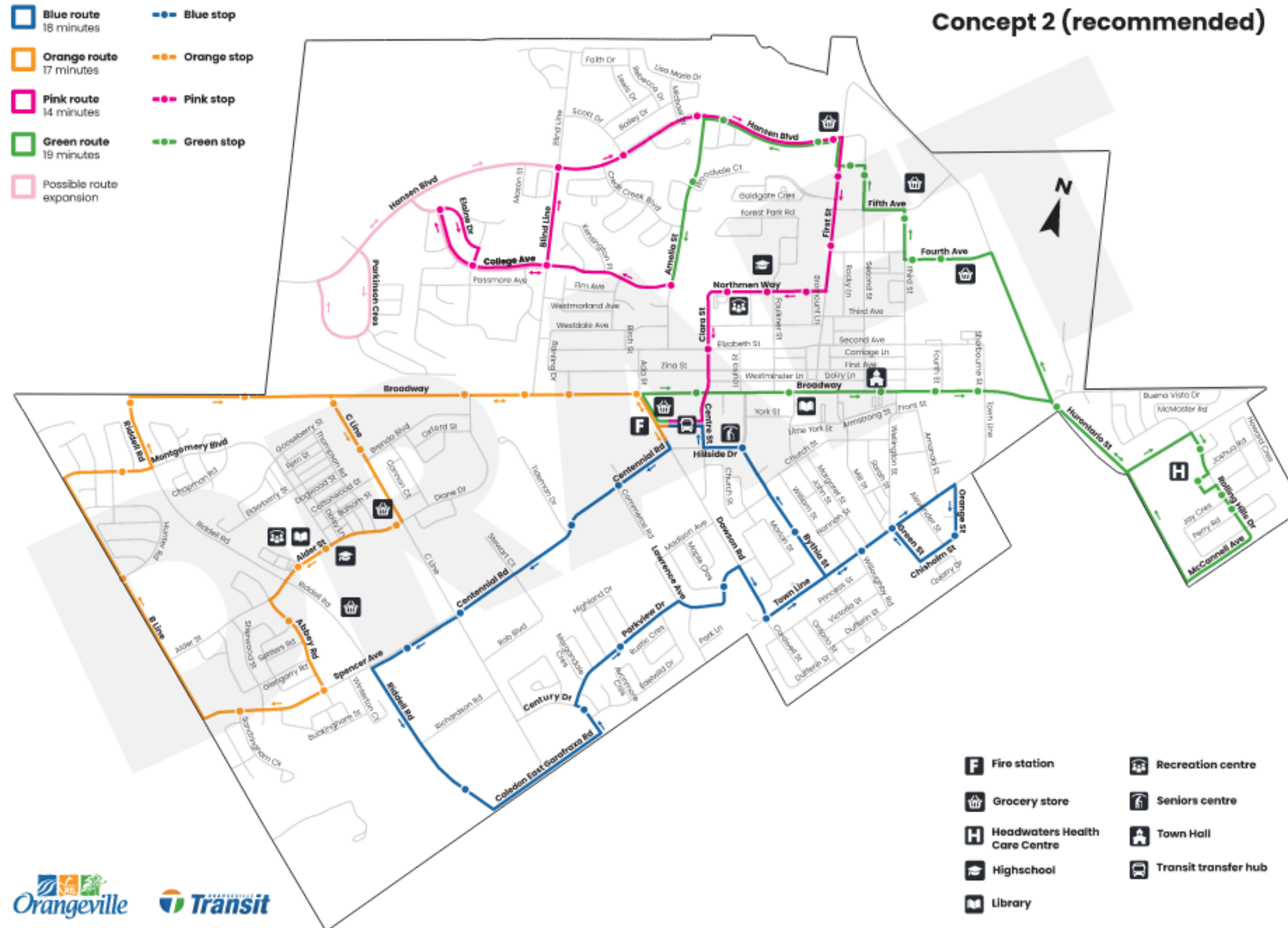


Concept 1 Highlights

- Adds service to the west end of Orangeville
- Services Alder Recreation Centre
- Services 43 Bythia Street & Seniors Centre
- Services Westside Market Village through Orange and Blue routes
- Adds westbound Broadway service from Townline to First Street
- Services Headwaters Health Care Centre
- Services the Orangeville Mall and Orangeville Fairgrounds Shopping Centre
- Services both high schools
- Service time from Tony Rose Memorial Sports Centre to Alder Recreation Centre: 15 minutes

Attachment 3

Concept 2 Highlights



- Two routes, split into four distinct route areas
- Orange and Blue routes create full route trip
- Green and Pink routes create full route trip
- Adds service to the west end of Orangeville
- Services Alder Recreation Centre
- Services Westside Market Village
- Services 43 Bythia Street
- Services Headwaters Healthcare Centre
- Services Orangeville Fairgrounds Shopping Centre
- Services Orangeville Mall on both the north and south sides of Hansen Boulevard
- Adds Service to Amelia Street and College Avenue
- Services both high schools
- Service time from Tony Rose Memorial Sports Centre to Alder Recreation Centre: 15 minutes



Report

Subject: Traffic Bylaw Update – No Parking on Glengarry Road, Installation of PXO for School Crossing

Department: Infrastructure Services

Division: Transportation and Development

Report #: INS-2025-017

Meeting Date: 2025-04-14

Recommendations

That report INS-2025-017, Traffic Bylaw Update – No Parking on Glengarry Road, Installation of PXO for School Crossing, be received; and

That staff be directed to install a Pedestrian Crossover (PXO) on Glengarry Road at the side entrance to the Spencer Avenue School as described in this report; and

That Schedule A of the Traffic Bylaw 078-2005, Parking Restrictions be amended to reflect the recommended changes to parking on Glengarry Road as described in this report; and

That Schedule N of the Traffic Bylaw 078-2005, Community Safety Zones, be amended to include Glengarry Road between Sherwood Street and Saxon Street; and

That Council approve an advancement of the 2026 expenditure budget for project B1533.0000 to 2025 in the amount of \$40,000, funded \$30,000 from Roads & Related Development Charge Reserve Fund and \$10,000 from General Capital Reserve.

Overview

This report recommends the introduction of a Level 2, Type D Pedestrian Crossover (PXO) as identified and described in the Town's Corporate Policy, "Installation of new Pedestrian Crossovers (PXO)" on Glengarry Road at the (side) entrance into the Spencer Avenue School.

A Community Safety Zone will be established on Glengarry Road between Sherwood Street and Saxon Street.

Additional parking restrictions to support the crossing will be established on both sides of the crossing between House No. 51 and the flank of House No. 53 to ensure the area is kept clear of parked vehicles and to maintain proper visibility for motorists and pedestrians.

The estimated cost is expected to be under \$40,000 and can be accommodated within the 2026 Capital Budget allocation, should Council approve the advancement of the budget.

The Town's current Traffic Bylaw, 078-2005 will be updated to reflect the recommended changes to the bylaw including Schedule A and Schedule N. The new facilities will be in place prior to the start of the new school year in September 2025.

Background

As part of the 2025 Budget Process, Council approved a program for the installation of three PXO's, located at Center Street at the Transit Hub, First Street at Fead Street and Blind Line at St Andrew Drive to make crossings for school children and pedestrians safer.

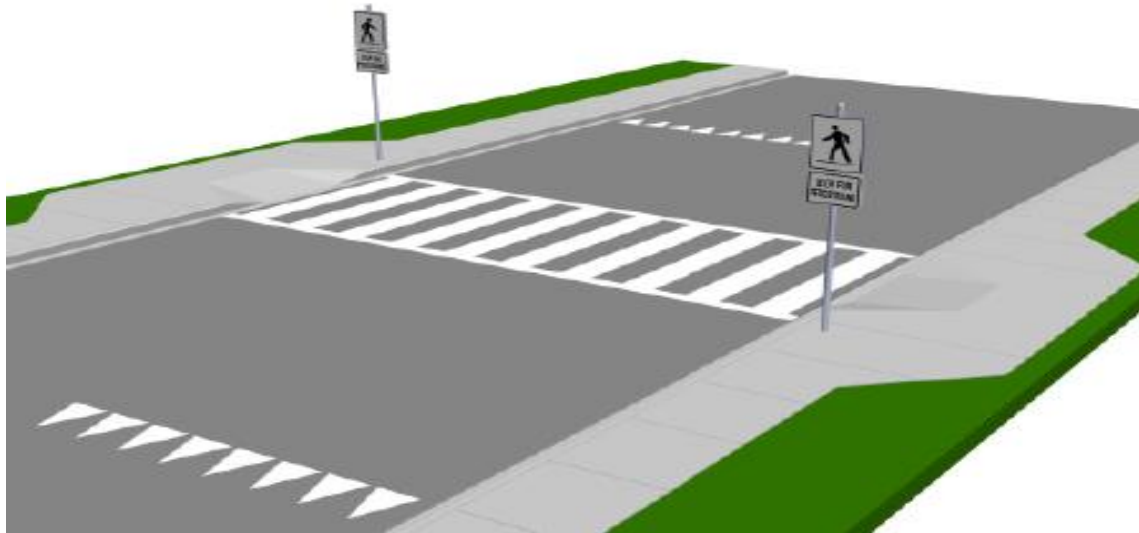
Staff has also received queries from the public including parents of school age children attending Spencer Avenue School. The concerns raised include:

- Concerns with the number of cars parked on Glengarry Road making visibility when crossing the road difficult.
- That lack of a defined crossing area including pavement markings and signage.
- The lack of (caution) signage identifying the well used crossing into the school property.

Staff conducted a field observation and noted that the concerns identified were justified and warranted in accordance with the Ontario Traffic Manual and current municipal policy.

Since the area has some visibility issues that could result in pedestrian vehicle/conflict, the PXO proposed in this area will help mitigate and reduce the risk of this conflict and will accommodate the crossing of elementary school aged children attending Spencer Avenue School. This pedestrian crossing facility (PXO) is being installed in accordance with Corporate Policy "Installation of New Pedestrian Crossovers (PXO's) passed by Council in December 2023. Based on volumes and roadway geometrics, the proposed facility warrants a Level 2 Type D pedestrian crossover. It will be similar to the one shown below in Figure 1.

Figure 1 Level 2 Type D PXO

**Notes:**

Level 2 Type D pedestrian crossovers include the use of regulatory signs, warning signs, and pavement markings.

Analysis/Current Situation

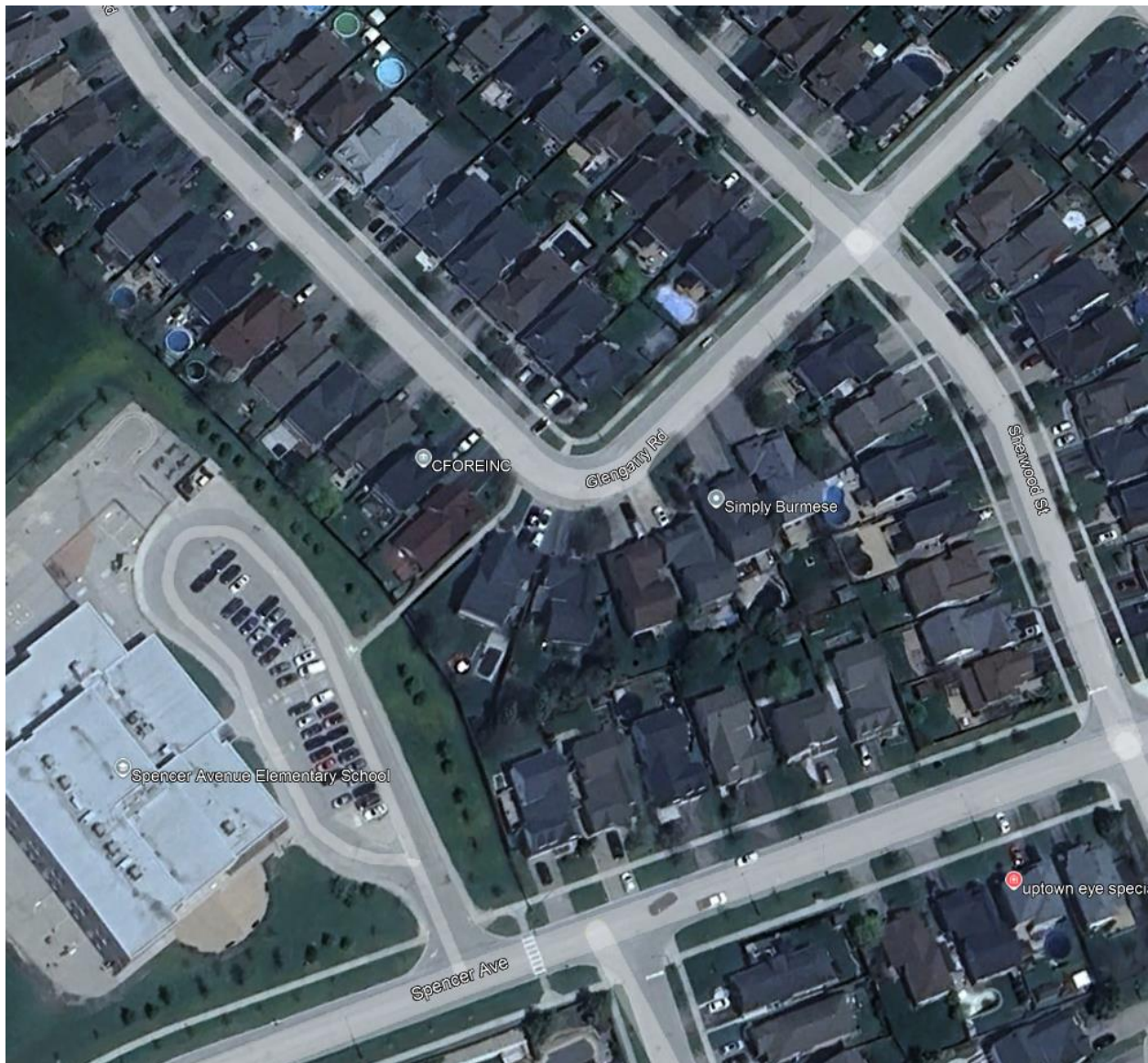
Glengarry Road is used by a number of parents to walk, drive, pick up and drop off children attending school and playground activities. As shown on figure 2, there is an existing walkway leading to the school and playground area from Glengarry Road at the 90-degree bend in the roadway. Currently there are no defined crossing facilities on Glengarry Road leading to the Spencer Avenue School property.

Providing an additional safe crossing area at an established “road crossing” to allow pedestrians, school aged children and others to continue those activities during school hours and when the school sports fields are used is appropriate and would result in minimal impact to the neighbourhood while strengthening safety in neighborhoods.

To properly establish the crossing on Glengarry Road, there are a number of steps to take to ensure compliance with good road safety best practices and established crossing standards including the installation of signs to establish the Community Safety Zone, line markings and signage identifying the PXO. Additional parking restrictions will ensure the area is properly supported, kept clear of parked vehicles and maintain good visibility and site lines through the area so that motorists are able to see the children and pedestrians crossing the road.

New Community Safety Zone Signs will be installed on Glengarry Road at Sherwood Street and at Saxon Street. Parking restrictions (No Parking) would be established on the east and north side of Glengarry Road between House No. 51 and the flank of House No. 53. An area map is shown below for reference.

Figure 2, Area Map-Glengarry Road & Spencer Avenue School



Should Council approve the recommendations of this report, the work is expected to be completed this construction season and the crossing in place by the start of the new school year in September 2025. The pavement markings would be completed as part of the 2025 townwide line painting program and the signs installed by Public Works staff. Since there are no beacons and electrical energy requirements, this installation is relatively straight forward and cost efficient.

Corporate Implications

As part of the 2025-2034 Capital Plan, staff included a provision of \$65,000 in 2026 for the Glengarry Road PXO in Project B1533.0000. Staff are recommending that council approve an advancement of \$40,000 in expenditure budget to be funded \$30,000 from the Roads & Related Development Charges reserve fund and \$10,000 from the General Capital reserve.

The cost to paint the lines, establish the markings, install the Community Safety Zone signs, No Parking signs and adjust the concrete curb and sidewalk is expected to be less than \$40,000. The remaining \$25,000 in 2026 will be removed as part of 2026-2035 capital program development.

Conclusion

Establishing Community Safety Zones where appropriate and providing safe crossing facilities in school and playground areas, like Glengarry Road, makes for safe neighbourhoods and street and reduces conflict between pedestrians and motorists.

Based on feedback and input from Council and residents, Staff recommends establishing a portion of Glengarry Road as a new Community Safety Zone, installing appropriate crossing facilities and supporting the area with no parking restrictions in the immediate area to maintain clear lines and paths of visibility is appropriate in this case. If the recommendations of this report are approved, Staff would begin the process of establishing signage, arranging for the line and pavement markings as soon as ground conditions permit and begin the ground works to adjust concrete sidewalks, curbs and boulevards. The work is expected to be completed this construction season and the crossing in place by the start of the new school year in September 2025.

Strategic Alignment

Strategic Plan

Strategic Goal: Community Vitality

Objective: Sustainability – Vibrancy & Well-being

Sustainable Neighbourhood Action Plan

Theme: Transportation System

Strategy: Promote more sustainable and efficient transportation options

Notice Provisions

Not Applicable.

Respectfully submitted,

Tim Kocialek, P. Eng., PMP
General Manager, Infrastructure Services

Prepared by:

Tony Dulisse, CET
Manager, Transportation & Development

Attachment(s): N/A

Subject: East and West Broadway Corridor Planning Study, Background Report

Department: Infrastructure Services

Division: Planning

Report #: INS-2025-019

Meeting Date: 2025-04-14

Recommendations

That report INS-2025-019, East and West Broadway Corridor Planning Study Background Report, be received; and

That the Background Study dated April 2025 included as Attachment No. 1 to this report, be received.

Overview

In the fall of 2024, the Planning Division retained consultants to undertake a land use planning study for the corridor areas of Broadway, to the east and west of the downtown. This study was initiated in response to increasing development interests, a prevailing form of older, automobile-oriented developments in these areas, and a need to provide an updated policy framework to guide future development and public streetscape improvements.

Phase 1 of this study has been completed with an assessment of current conditions, in terms of development potential related to existing constraints and infrastructure available in the study areas. The review and analysis undertaken in this phase is summarized in the Background Report included as Attachment 1.

Phases 2 and 3 of the study will proceed and establish a future development vision and public realm plan based on a platform of community engagement and the Phase 1 background assessment. This study is expected to be completed by the end of the year.

Background

The Planning Division has retained J.L. Richards and Associates Limited (JLR) and M. Behar Planning and Design Limited (MBPD) to undertake a planning study of the Broadway corridor areas east and west of the downtown. The purpose of this study is to evaluate existing conditions, in terms of infrastructure, development constraints and

opportunities, and create a future development vision and public realm plan for these areas. The study objective is to ensure that these areas evolve into vibrant, sustainable and attractive corridors with their own distinctive community character that compliments the historic character of the downtown.

Current Situation

The study process is divided into three (3) phases:

Phase 1 Information Gathering (November 2024 to present): This phase reviews existing conditions and the current policy framework applicable to the study areas. This background research and community engagement in the form of an online survey and stakeholder interviews informed an analysis of strengths, weaknesses, opportunities and threats for the study areas. The outcome of the study work in this phase is summarized in the Background Report included as Attachment 1 to this report.

Phase 2 Development Vision (April to August 2025): This phase builds on the background analysis and stakeholder engagement completed in Phase 1 to develop the draft development vision and land use framework. This will include recommendations for infrastructure improvements, a preferred streetscape profile, urban design visioning to guide future development and an analysis of associated fiscal impacts. Additional stakeholder engagement in the form of an invitation for written submissions, stakeholder interviews and a public open house will inform this development visioning phase of the project.

Phase 3 Study Implementation (August to November 2025): This will develop the design guidelines and streetscape plans and recommendations for official plan and zoning by-law instruments to implement the development vision established in Phase 2. These tools will be presented to Council for consideration.

Corporate Implications

This report will not generate direct implications. As this study progresses, subsequent report(s) will be presented to Council for approval.

Strategic Alignment

Strategic Plan

Strategic Goal: Future-Readiness

Objective: Confirm applicable governance and policy regimes

Sustainable Neighbourhood Action Plan

Theme: Land Use and Planning

Strategy: Manage and direct land use that creates healthy, liveable and safe communities

Notice Provisions

Not applicable

Respectfully submitted,

Tim Kocialek, P.Eng. PMP
General Manager, Infrastructure Services

Prepared by:

Brandon Ward, MCIP, RPP
Manager, Planning, Infrastructure Services

Attachment(s): 1. East and West Broadway Corridor Background Study (April 2025)

Town of Orangeville East and West Broadway Corridor Background Study April 2025

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1.0 Introduction

April 2025 East and West Broadway Corridor Background Study

1.0 Introduction

1.1 Why Look at East and West Broadway?

Broadway is the primary east and west thoroughfare running centrally across the Town of Orangeville, spanning from Highway 10 to the east and County Road 23 to the west. It traverses the Town's Downtown area, its Central Business District. The Downtown also contains a wealth of cultural heritage resources and is designated as a Heritage Conservation District under the *Ontario Heritage Act*. There have been several studies and plans completed for the Downtown Area, with committed public investments to improve the downtown segment of Broadway. However, there has been less focus on the sections of Broadway on the periphery of the Downtown area, where the design of infrastructure and buildings is reflective of various time periods, resulting in a lack of a cohesive streetscape which does not encourage active transportation. Broadway east of the Downtown Area, is primarily occupied by auto-oriented and service commercial uses whereas Broadway to the west of the Downtown area consists of historical residential and limited commercial uses.



April 2025 East and West Broadway Corridor Background Study

1.0 Introduction

Over the past few years, an increasing number of proposals and planning applications have been submitted for the areas along Broadway, east and west of the Downtown area (Section 3.3). The number of development applications for these areas is expected to increase given Dufferin County's growth forecasts and increased intensification target for the Town. In addition to these pressures, the streetscape and infrastructure for Broadway to the east and west of the Downtown is aging. Thereby necessitating the need for a public realm and land use study to establish a vision for these areas to guide: design, land use and future public investment decisions.

The East Broadway focus area is bound by Highway 10 to the east, Third Street/Wellington Street to the west and is generally south of First Avenue (**Figure 1**).

The West Broadway focus area is bound by lands between Centre Street/Clara Street to the east, the lands between Blind Line to the west, and generally includes the properties fronting the north side of Broadway and to the south, includes the lands between Broadway and the former Orangeville-Brampton Railway line (**Figure 1**).

1.2 What is a Corridor Study?

In the summer of 2023, the Town of Orangeville retained J.L. Richards and Associates Ltd (JLR) and M. Behar Planning and Design Limited (MBPD) to undertake the East and West Broadway Corridor Planning Study. The purpose of the Study is to evaluate the sections of Broadway, to the east and west of the Downtown Area to establish a vision, land use and public realm plan to facilitate the creation of a vibrant, accessible and sustainable corridor, with a character that is distinct from but builds upon the rich character and heritage downtown. This study will be informed by broad community engagement to ensure the plan balances provincial planning objectives and community interests.

1.3 Study Area

The Study Area is divided into two focus areas: East Broadway and West Broadway.

April 2025 East and West Broadway Corridor Background Study

1.0 Introduction

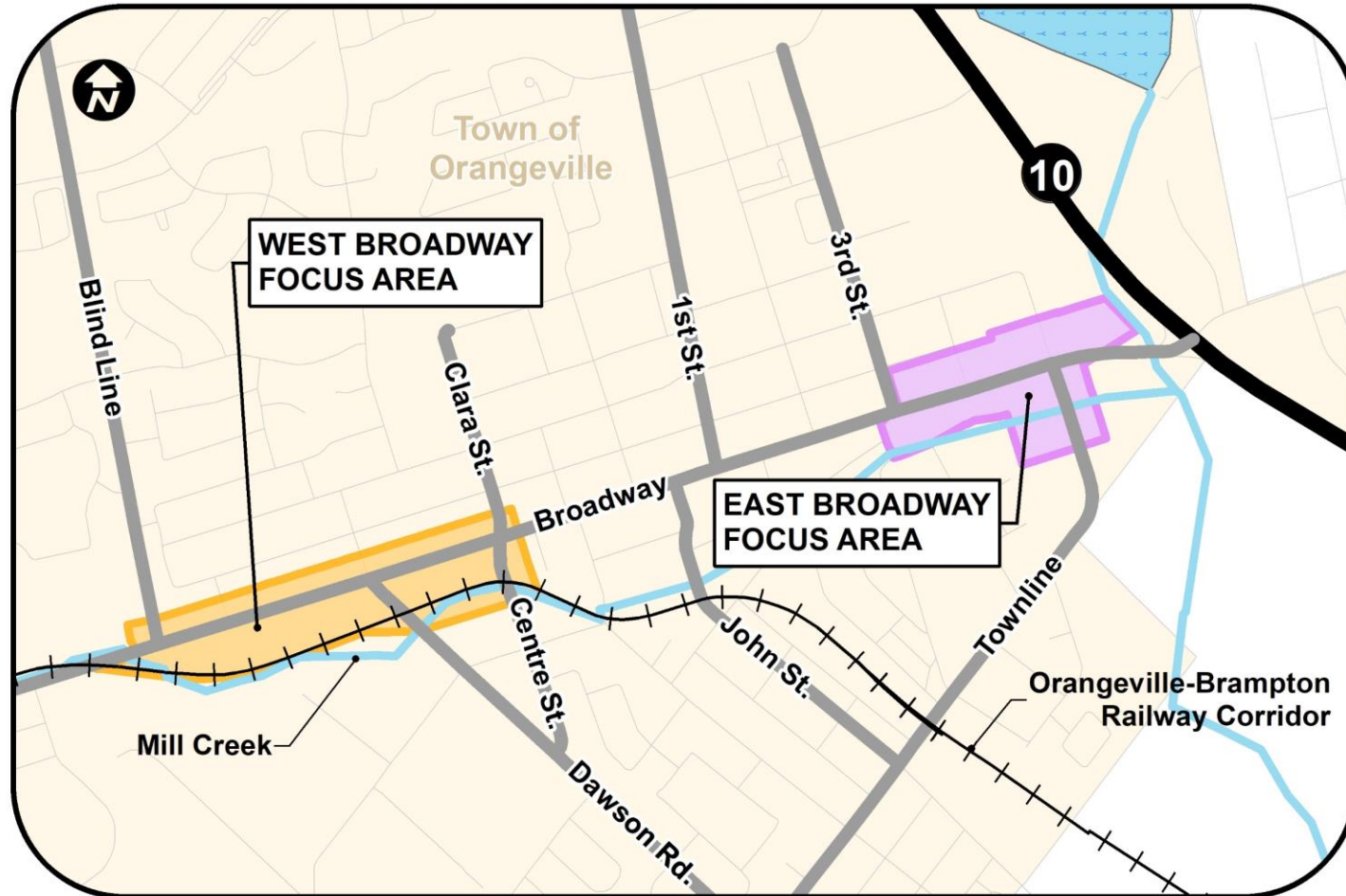


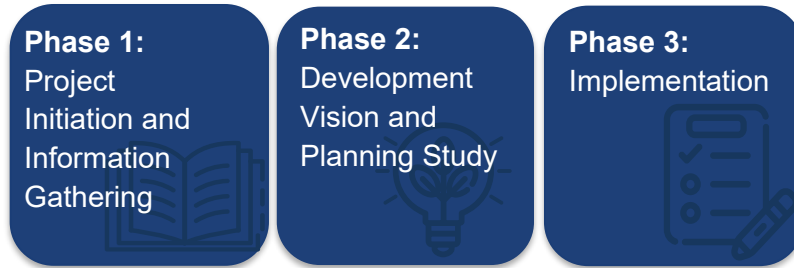
Figure 1: Study Area

April 2025 East and West Broadway Corridor Background Study

1.0 Introduction

1.4 Study Approach

The Study Consists of three (3) main phases:



Phase 1 focuses on undertaking an assessment of the Study Areas existing conditions, legislative and policy framework and infrastructure. In this phase, the background research and community engagement in the form of an online survey, stakeholder interviews and a public open house, informed the strengths, weaknesses opportunities and threats analysis for the study and provides direction for the Visioning and Land Use Framework. This analysis is summarized in this background report. Phase 1 will conclude with a presentation of the background research to Council.

Phase 2 will build on the research and analysis completed in Phase 1 to develop the draft Visioning and Land Use Framework. This will include recommendations for infrastructure improvements, the development of a streetscape profile, a floodplain and water resource strategy, urban design visioning and principles and a fiscal impact analysis. This information will be presented at a public open house for

feedback and will be further refined before it is presented to Council at the end of this phase.

Phase 3 will utilize the Development Vision and Land Use Framework to develop draft design guidelines and streetscape plans, recommended planning instruments and a fiscal strategy. These tools will then be presented to Council for their consideration and will support the development of future precinct plans.

1.5 Purpose of the Background Report

This background report provides an overview and analysis of the legislative and policy framework and existing conditions which effect the study area. Using this information and the feedback provided as part of the initial community engagement opportunities, an initial strengths, weakness, opportunities and threats (SWOT) analysis has been prepared and will provide directions for the development of the Visioning and Land Use Framework in Phase 2.

2.0 Legislative and Policy Review

April 2025 East and West Broadway Corridor Background Study

2.0 Legislative and Policy Review

2.1 Planning Act

The Planning Act, R.S.O. 1990, c.P.13, provides the statutory authority for land use planning in Ontario and provides the basis for municipalities to prepare Official Plans, Zoning By-laws, site plans, and Community Improvement Plans.

Decision makers shall “have regard to” matters of provincial interest as listed in Section 2 of the Act and land use planning decision making must be consistent with the PPS and must conform to / not conflict with provincial plans.

Several updates have been made to the act over the past few years and key changes that impact this study include:

- permitting additional residential units as-of-right in urban areas
- exempting residential development proposals of up to 10 units from site plan control, except where in prescribed areas (i.e. near a waterbody or operating railway line).
- Removing exterior design as a matter subject to site plan control, except where it related to affordable housing units or impacts matters of health, safety, accessibility, sustainable design or the protection of adjoining lands.

2.2 Ontario Heritage Act

The Ontario Heritage Act R.S.O. 1990, Chapter O.18 provides the statutory authority for municipalities designate buildings, properties or areas containing cultural heritage value or interest. It provides municipalities the authority to create a

heritage register under Part III of the Act, designate buildings or properties under Part IV and designate areas or districts under Part V of the Act provided specific criteria is satisfied.

2.3 Bill 212, Reducing Gridlock, Saving You Time Act, 2024

Bill 212, Reducing Gridlock, Saving You Time Act was enacted on November 25, 2024 and changed regulations in regards to separated bicycle lanes along municipal roads. If the design for a bicycle lane would reduce the number of marked lanes available for travel by a motor vehicle, approval from the Province on the road design is required. This will be an important consideration for Phase 2, when streetscape plans are prepared.

2.4 Provincial Planning Statement (2024)

The Provincial Planning Statement (PPS) is issued under Section 3 of the Planning Act and is intended to guide municipalities in making planning decisions. The Planning Act requires that municipal decisions in respect to the exercise of any authority that affects a planning matter “shall be consistent with” the PPS. The PPS replaces both the Provincial Policy Statement 2020 and A Place to Grow: Growth Plan for the Greater Golden Horseshoe. The PPS came into effect on October 20, 2024.

The PPS promotes appropriate development and increasing housing supply across the province while protecting resources

April 2025 East and West Broadway Corridor Background Study**2.0 Legislative and Policy Review**

of provincial interest, public health and safety, and the quality of the natural and built environment, while integrating the principles of strong communities, a clean and healthy environment and economic growth for the long term.

Section 2.1.6 of the PPS states that planning authorities should support the achievement of complete communities by accommodating an appropriate range and mix of land uses, housing options, transportation options, employment, public service facilities, institutional uses, recreation, parks and other uses to meet long term needs. Planning should improve accessibility and social equity for people of all ages and abilities.

Section 3.3.1 of the PPS states that infrastructure and public service facilities shall be provided in an efficient manner while accommodating projected needs. Section 3.3.1 further states that planning for these facilities needs to be coordinated and integrated with land use planning and growth management. This is to ensure that facilities are financially viable and are available to meet projected needs.

As it relates to transportation systems, Section 3.2 of the PPS states that these systems should be safe, energy efficient and facilitate the movement of people and goods and support the use of zero-and low-emission vehicles. The PPS promotes transportation demand management strategies to make efficient use of transportation systems and connectivity within and among transportation systems and modes. Section 3.3 of the PPS requires that railways are appropriately separated and/or buffered from sensitive land uses.

There are natural features within and adjacent to the study area, including a Provincially Significant Wetland to the southeast of the Broadway East Study Area. Section 4.1 of the PPS states that development and site development shall not be permitted in significant wetlands. For significant woodlands and adjacent lands to significant natural features, the PPS states that development and site alteration shall not be permitted unless it has been demonstrated that there will be no negative impacts on the natural features of their ecological functions. Any planning study will need to consider how to facilitate growth while protecting these key natural features.

The PPS requires that protected heritage properties are conserved. As the Study Area is adjacent to a Heritage Conservation District and contains several listed and designated heritage properties, any planning study needs to consider how these properties will be protected for the long term.

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The Study Area is in proximity to Mill Creek and as such some properties are subject to flooding and erosion hazards. Section 5.4 of the PPS required that development is directed away from hazardous lands adjacent to a creek and prohibits development within the floodway. As a result, development will be limited within certain areas of the Study Area to protect the public from hazards.

2.5 Credit Valley Conservation Authority

The Credit Valley Conservation (CVC) Authority administers Ontario Regulation 41/24 under the Conservation Authorities Act to safeguard life and property from flooding, erosion, dynamic beach or unstable soil hazards. The CVC has delegated responsibilities for natural hazards under the PPS and are a commenting agency under the Planning Act.

A portion of the Study Area is located within CVC's Regulated Area due to its proximity to Mill Creek and associated flooding and erosions hazards (Figure 2). Development is not permitted with the floodplain or within any hazard areas.

Development within CVC's Regulated Area requires a permit from the CVC to continue to ensure the development is adequately designed to avoid natural hazards.

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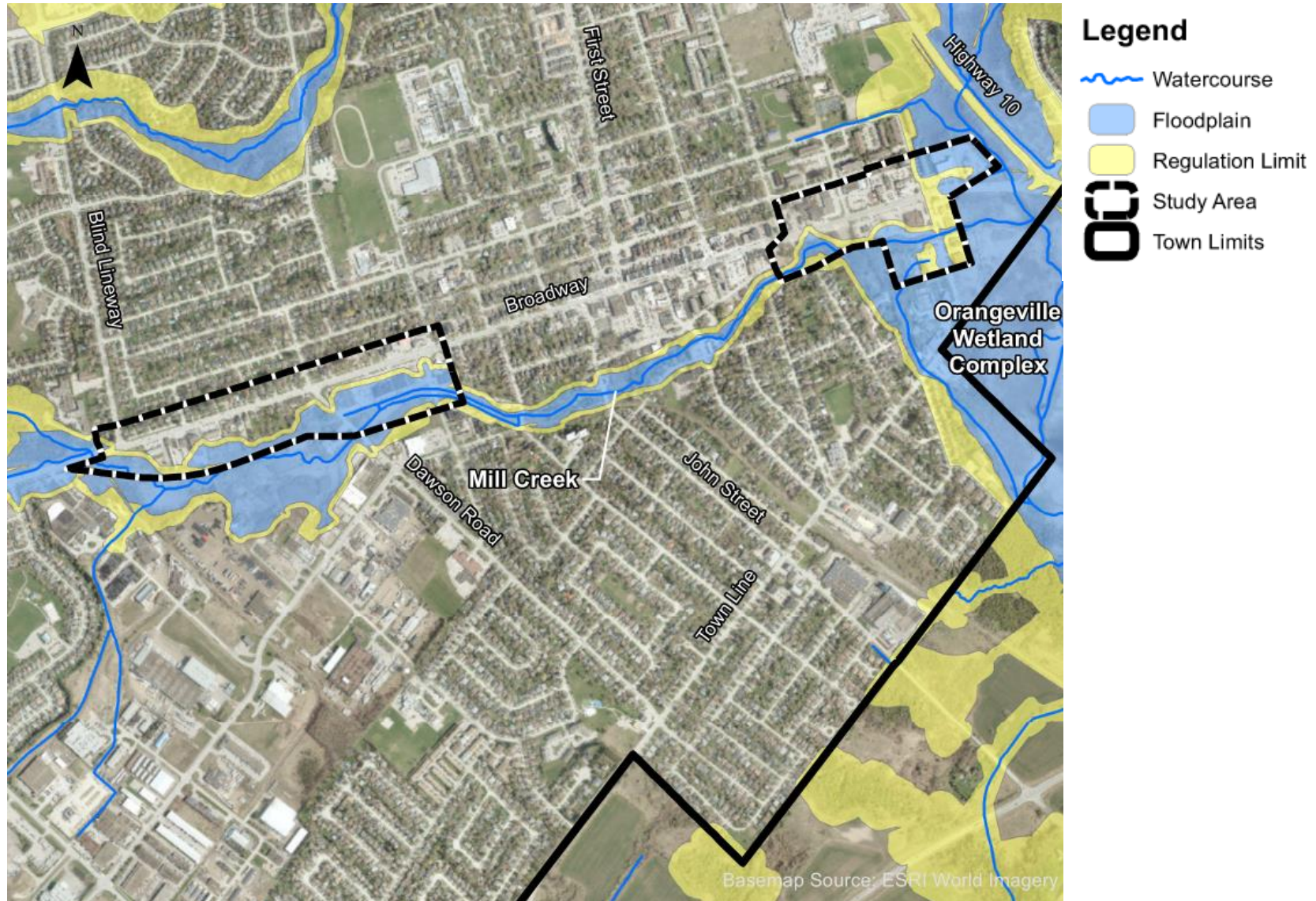


Figure 2: CVC Regulation Limit

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2.6 Dufferin County

2.6.1 Official Plan (July 2017 Office Consolidation)

The Dufferin County Official Plan (DCOP) was approved by the Ministry of Municipal Affairs and Housing (MMAH) on March 27, 2015, and provides the over-arching policy directions on matters of County and Provincial interests. The Town of Orangeville Official Plan, which includes all Town land use policies, must conform to the County's Official Plan.

Within the DCOP, the entire Town of Orangeville, including the study area, is designated an Urban Settlement Area. Population and employment growth for the County will be focused in these Urban Settlement Areas, and County policies intend for these areas to be fully serviced, with a range of land use types and densities, maintained historic downtowns and main streets oriented for pedestrians, and which encourage intensification, infill development, and redevelopment of vacant, underutilized, or brownfield sites (DCOP Section 3.3.2).

The Community Design and Revitalization section of the DCOP identifies policies and guidelines related to safe and attractive neighbourhoods as this contributes to the overall community health of the County.

The County views community design as essential for creating a physical environment where people have the appropriate place to interact, live, work, recreate, and learn. The guidelines

in this section aim to promote appropriate community design through development applications.

The County Official Plan establishes the policies to stimulate or leverage private and/or public sector investment to provide direction to local municipalities to proactively stimulate community improvement, rehabilitation and revitalization and provide various powers to maintain and promote attractive, healthy and safe living and working environments through community improvement.

Please see **Appendix B** for additional policies related to urban design and community improvement.

Municipal Comprehensive Review: County Official Plan Amendments #2, 3 and 4

To address expected population growth, Dufferin County recently completed a three-stage Municipal Comprehensive Review (MCR) consisting of three separate amendments to the DCOP (Official Plan Amendments; OPAs).

The first two of these recent amendments (DCOPA #2 and #3) were approved with modification by MMAH on October 9, 2024. DCOPA#2 updated forecasted populations and allocations for local municipalities. For Orangeville, DCOPA#2 saw increases to:

- the allocated population to 38,500 by the year 2051, from 31,000 people in 2021.

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- the forecasted number of jobs to 21,700 by 2051 from 14,700 jobs estimated in 2021, representing an increase of approximately 33% (7,100 jobs); and,
- the minimum intensification target to 60%, meaning that the majority of new development is required through greater infill, redevelopment, and brownfield redevelopment in existing neighborhoods, including the study area.

DCOPA #2 also established that in Orangeville 74.7 gross hectares of land is required for Commercial, Institutional, or mixed uses by the year 2051.

DCOPA#3 updated schedules and policies of the DCOP related to prime agricultural lands, the County's natural heritage system, and settlement boundary expansions resulting from the population allocation updates of DCOPA#2. This amendment has a lesser impact on Orangeville than did DCOPA#2, as Orangeville's settlement boundary remained unchanged and there are no prime agricultural lands within the Town's boundaries. However, updates to the County's natural heritage system and features, including those within Orangeville and the study area, are in Figure 3 below.

The last amendment (DCOPA #4) was adopted by County Council on March 14, 2024 and is awaiting approval from MMAH. DCOP#4 proposes numerous policy changes to address input received during the MCR process. These changes include policies related to housing, climate change, active transportation, and implementation and interpretation of the DCOP. A final decision from MMAH has not yet been issued at the time of this report.

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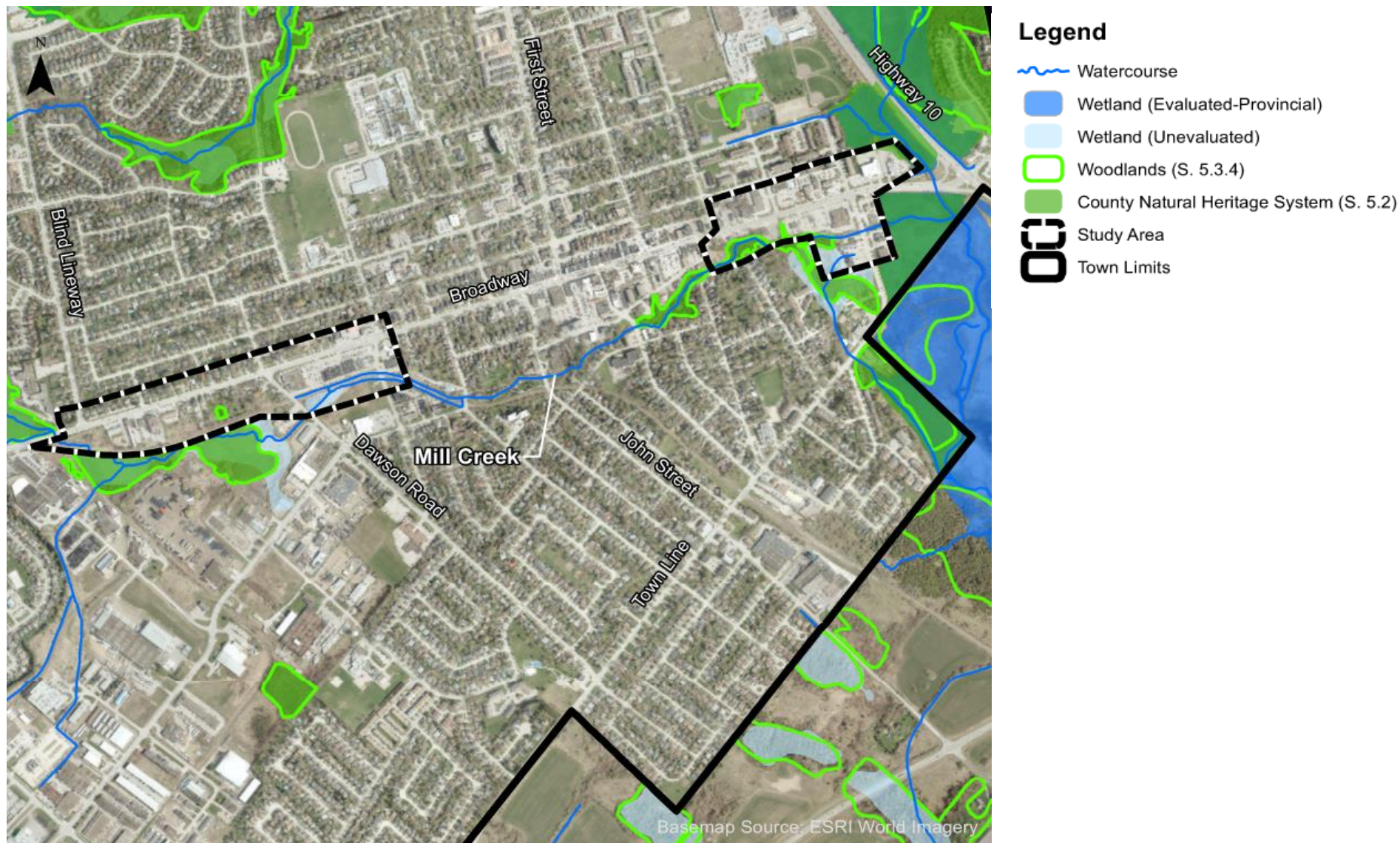


Figure 3 Town of Orangeville Natural Heritage Features

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2.6.2 Dufferin County Transportation Master Plan

In 2023 the County prepared a Transportation Master Plan (TMP) as part of the County's Lands Needs Analysis and MCR. The TMP informed amendments related to transportation and active transportation within DCOPA 4 which was adopted by County Council on March 14th, 2024 and is awaiting approval from the Province.

The study identified multiple alternatives to the existing County Road network and listed recommendations for the preferred alternative (Alternative 3). Relevant to Orangeville, these included:

- Widening Provincial Highway 9 to a four-lane roadway between Highway 10 to Dufferin County Road 18. This would take place at the very end of Orangeville, outside of the Study Areas. Widening County Rd 109 to a four lane section between Dufferin County Road 25 and Riddell and then Riddell/County Road 109 between Broadway and Highway 10

Although neither of the proposed road widenings is within the Study Area nor directly impacts Broadway, both would see traffic diverted to the south of the Town and may have effects on the types of travel which continue via Broadway. **Figure 4** demonstrates an excerpt of Figure 37 of the TMP's recommended approach.

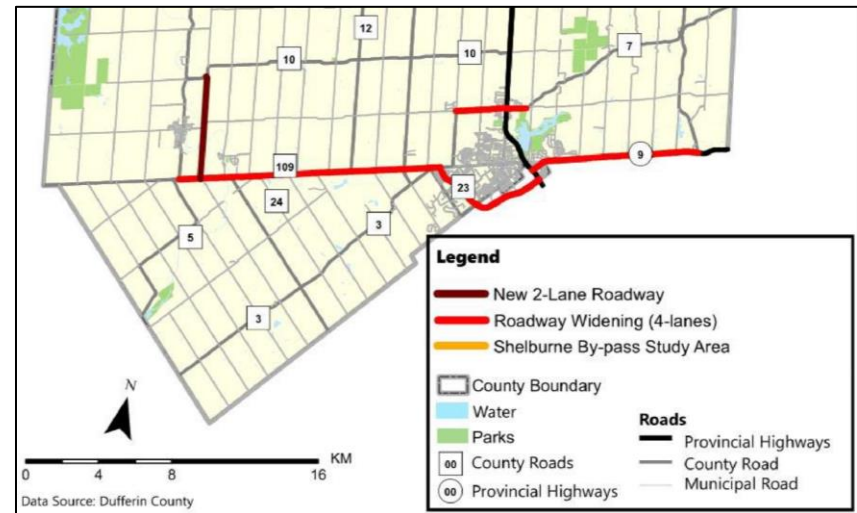


Figure 4 Excerpted Figure 37 of the Dufferin County Transportation Master Plan Alternative 3 Roadway Improvements

In addition, the TMP also included an updated active transportation plan update, transit strategy, and recommendations. The study areas currently are bounded by existing signed bike routes running east-west on 2nd Ave/Elizabeth Street and running north-south along 2nd Street from 2nd Ave to Armstrong. The update to this active transportation network, as shown in **Figure 5**, includes proposed extensions of the signed bike route along Elizabeth St, south on Ada, to Broadway, and then extension south along Dawson St with a dedicated bike lane. In addition, to the south of Broadway, along the former Orangeville-Brampton rail line, a proposed off trail would run east-west a one to two blocks south of the West Broadway Area and connecting with the existing signed bike lane south of the Downtown area. At

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the far east side of the East Study Area, a proposed paved shoulder north along Sherbourne Street from Broadway connecting with the northerly bike route and a proposed bike lane running south from Broadway along Townline would provide a connection for a continuous network surrounding the Downtown and East and West Broadway Study Areas. The proposed network enhancements estimate a proposed length of 37.2 km of active transportation routes, including off-road, paved shoulders, signed routes, and dedicated bike lanes.

Additional recommendations for the active transportation network relevant to the Study Areas or adjacent lands include upgraded cycling infrastructure; “share the road” signage at major intersections with County and Provincial Highways; planned upgrading of cycling facilities with major roadworks; prioritization of the Dufferin Rail trail for pedestrian, cycling, snowmobile and ATV use; higher frequency GO Transit between Orangeville and Brampton; and integration with the existing transit network to support multimodal transportation and “trip-end” opportunities.

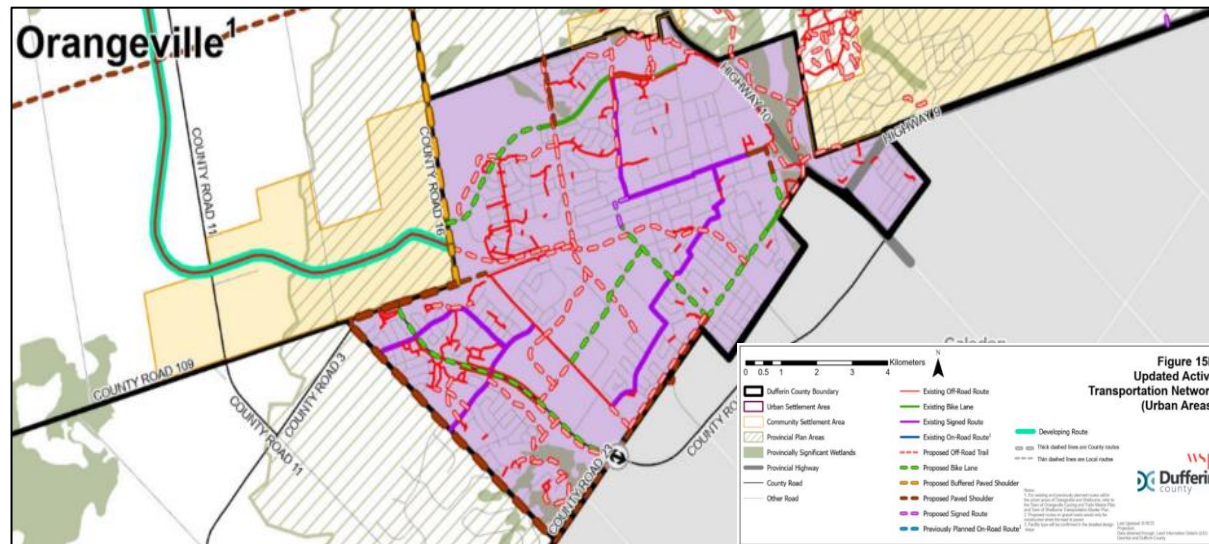


Figure 5 Dufferin County Transportation Master Plan Active Transportation Network

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2.7 Town of Orangeville

2.7.1 Official Plan (December 2025 Office Consolidation)

The Town of Orangeville Official Plan (LOP) was approved by the Ministry of Municipal Affairs and Housing on June 1, 1987 and has undergone a series of amendments and conformity exercises since that time. It was last comprehensively updated in 2010. The LOP is intended to guide the future physical, social and economic development within the Town. The overall goal of the LOP is to improve the overall quality of life, provide an adequate supply of housing, facilitate economic growth, to co-ordinate growth management, promote commercial function, to maximize recreational opportunities, to protect the natural environment and direct development away from hazards.

The east-west components of Broadway are recognized as part of the Town's major commercial structure within the Official Plan. The Official Plan further acknowledges parts of the west study which are serve a limited commercial function in the form of converted residential dwellings.

The Community Form and Identity section of the Official Plan seeks to balance new growth with the existing form and identity of the area. While encouraging redevelopment, growth should protect the Town's unique identity and ensure that all new developments make a positive contribution to the visual quality and character of the Town.

The Town also maintains Neighbourhood Design policies that speak to new and infill developments within existing built-up areas. The Town directs that Council supports the development of commercial areas which are attractive, and which enhance the commercial vitality and community image of Orangeville. Policies in **Appendix B** provide further direction and guidance on the design of new developments in the Study Area.

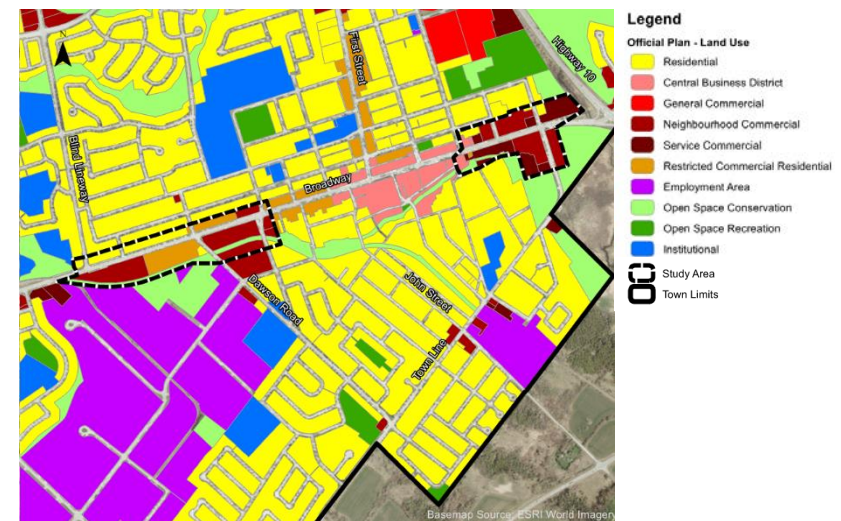


Figure 6 Official Plan Designations Overall Study Area

Lands within the Study Area are designated Service Commercial, Neighbourhood Commercial, Central Business District, Restricted Commercial Residential, Residential and Open Space Conservation (**Figures 6, 7 and 8**). **Appendix A** provides a breakdown of each land use designation, permitted uses and relevant policies.

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Land use designations within the east study area and at the far west of the west study area are primarily auto oriented which are not conducive to the creation of a pedestrian oriented environment.

Most land uses within the Study Area only permit low density development, in a format which does not facilitate the creation of an attractive streetscape. Future planning policies need to consider how future development can contribute to the creation a vibrant streetscape that celebrates the rich heritage of the while facilitating an accessible and sustainable community destination.

The East Broadway focus area is subject to specific policy area E8.62 which prohibits automotive uses on lands designated Service Commercial such as automobile parking depots, automobile dealerships and used car lots. The West Broadway focus area is subject to specific policy area E8.63, which outlines the intent for higher density mixed uses to be considered for the area on the south side of Broadway, west of Dawson Road. Specific policy area E8.63 further outlines the requirement that the character of the adjacent residential neighbourhoods to be respected through architecturally-sensitive forms of redevelopment and screening. It further permits a restaurant at 288 Broadway.

Broadway is identified as Collector Road on Schedule E with a planned right-of-way width of 30 metres, which is intended to accommodate two lanes of traffic as well as sidewalks, bike lanes and centre turning lanes.

Town of Orangeville Official Plan Review

The Town of Orangeville Official Plan is currently under review. It was planned to consist of two phases: Phase 1 would focus on non-growth plan related items and Phase 2 would cover all other conformity requirements related to growth allocation and growth management. It should be noted that since the Town commenced its Official Plan Review project, the Growth Plan for the Greater Golden Horseshoe was replaced with PPS 2024.

The Official Plan Review is currently within Phase 1 and a draft Official Plan Amendment was released for public review in 2021. The draft Official Plan Amendment introduced new policies regarding source water protection, hazards, climate change and air quality, sustainable development, pre-consultation and complete application requirements, height and density bonus provisions and a glossary. It also improved the clarity of existing policies.

As these policies are draft and subject to change, they have not been referenced in this report. However, climate change, sustainable design and hazards are an important consideration for the Planning Study.

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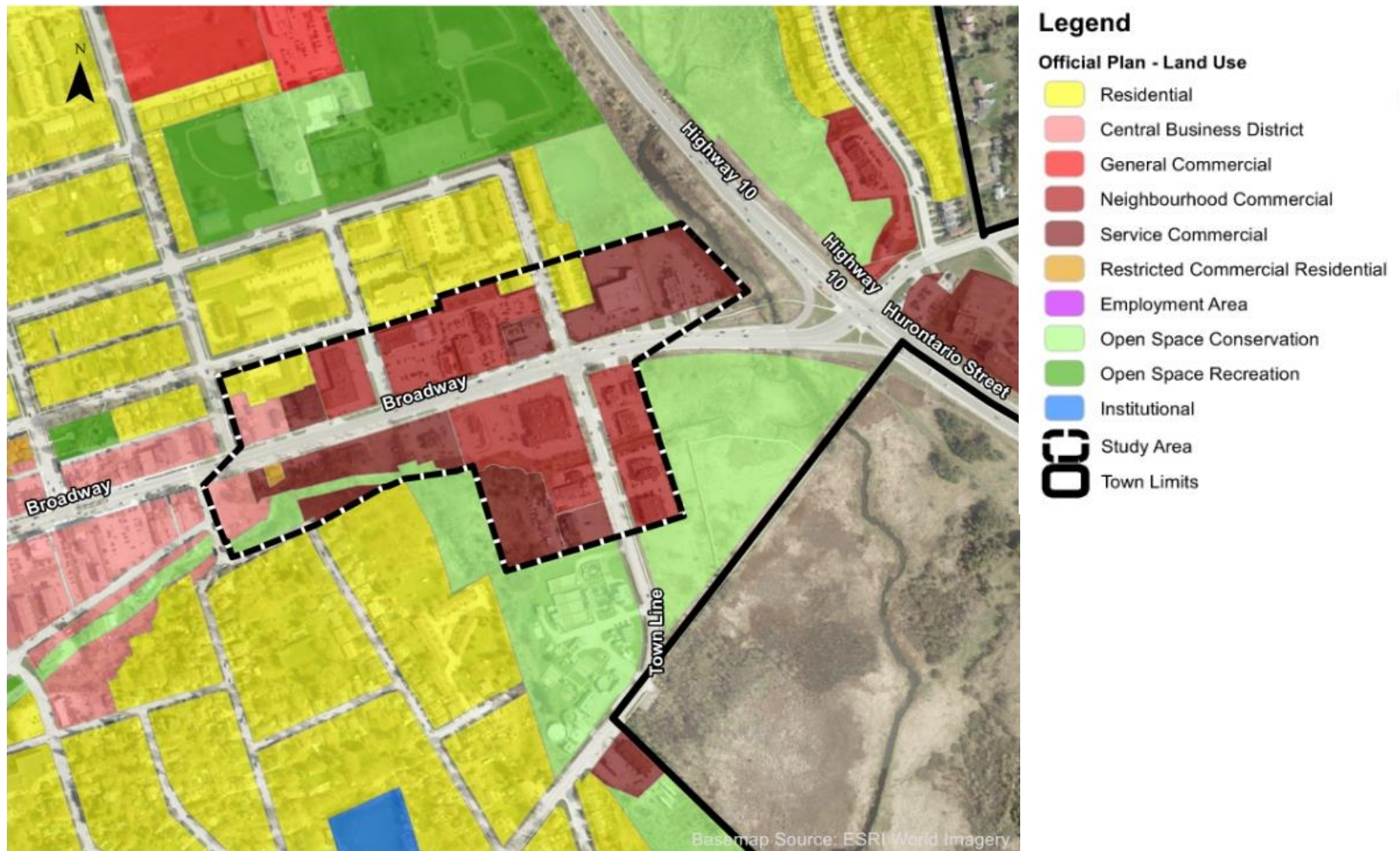


Figure 7 Official Plan Designations West Study Area

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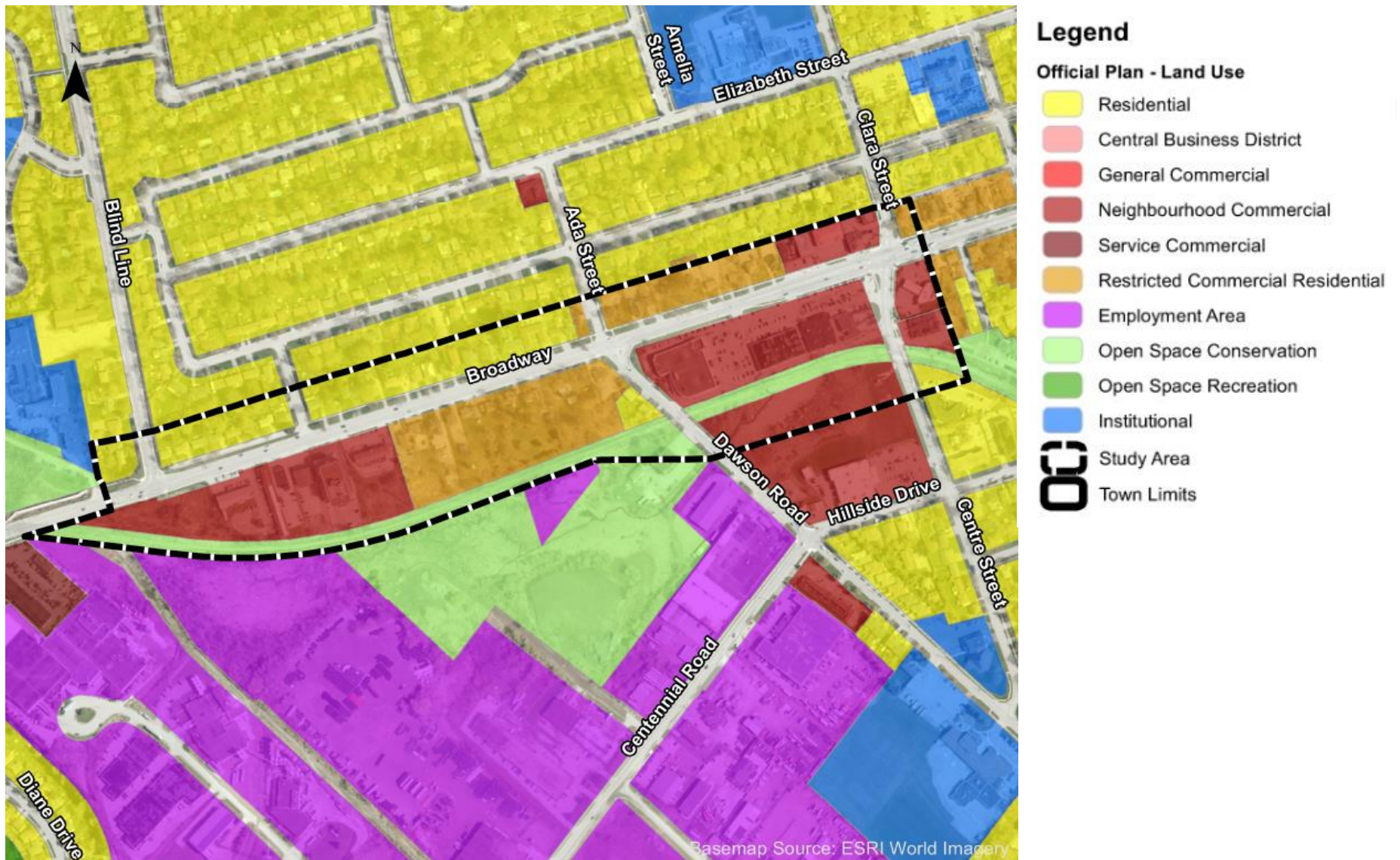


Figure 8 Official Plan Designations East Study Area

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2.7.2 Town of Orangeville Heritage Register and Heritage Conservation District

There are 13 listed heritage buildings and one designated heritage building, part of the Downtown Heritage Conservation District, within the Study Area (**Figure 9**). Buildings listed on the Municipal Heritage Register do not require a heritage permit to make changes, however they may require Town approval to remove or demolish any building or structure on the listed property.

The Town of Orangeville Downtown Heritage Conservation District (DHCD) consists of three main historical building styles: Georgian, Italianate and Second Empire. There are three classes of buildings within the DHCD: Class A properties are the most historically significant; Class B properties contribute to the overall character and aesthetic of the HCD and Class C properties are of recent vintage and have little in common with historical vintage. 63 Broadway is the designated building within the Study Area and is considered a Class A property due to its architectural style and historical significance as a hotel and tavern. Designated properties require a heritage permit to make changes to the property and require council approval to demolish a property.

There are 12 listed buildings within the study area with varying architectural styles. Listed heritage buildings may require council approval to demolish, and development applications are often supported by a Heritage Impact Assessment.

Draft Merchants and Prince of Wales Heritage Conservation District

In 2018, the Town considered designating a new Heritage Conservation District which included part of west Broadway, Zina Street, York Street and Bythia Street as well as First Street and First Avenue. This included 17 properties within the West Broadway Focus Area (**Figure 10**). While the Heritage Conservation District was ultimately not passed, it is important to note that there are buildings within the Study Area which were considered to have cultural heritage value.

Please see **Appendix B** for more detailed urban design direction for the Heritage Conservation District.

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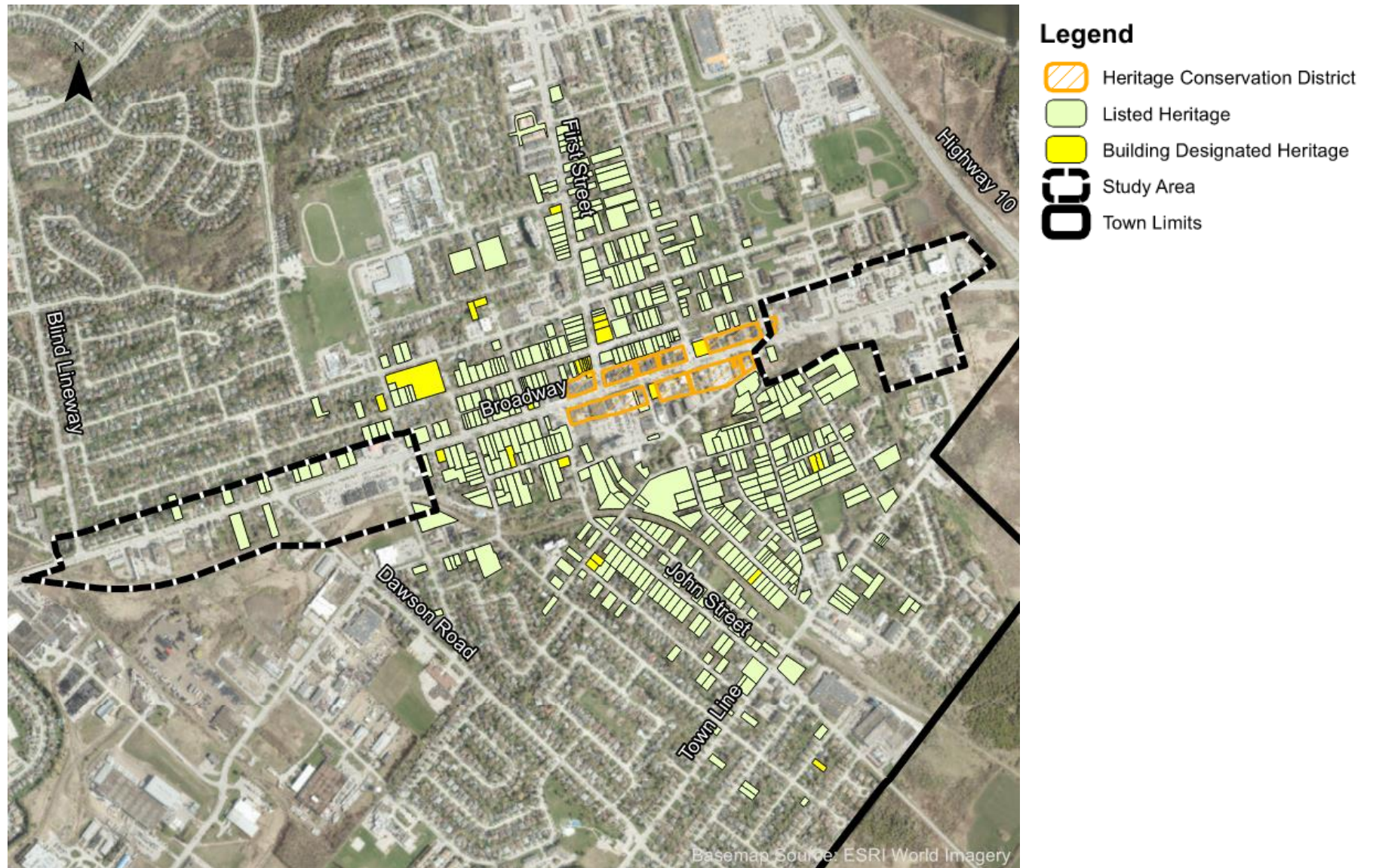


Figure 9 Listed and Designated Heritage Buildings Within Study Area

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Figure 10 Boundaries of Draft Merchants and Prince of Wales HCD

2.7.3 Community Improvement Plan and Design Guidelines

In 2023 the Town established a five-year Community Improvement Plan (CIP). The CIP area (CIPA) includes two priority zones: first, Broadway and First Street (also referred to as the Central Commercial Area/Downtown) and second, Centennial Road Employment Area.

Priority Zone 1 is further divided into sub-areas, including Downtown, East Broadway, West Broadway, and First Street. Although there is some overlap, the boundaries of the CIP and the current project do not correspond exactly. The CIP's

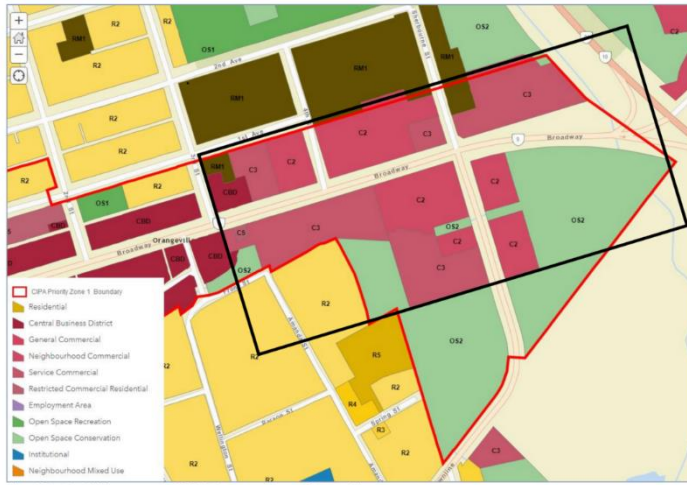
categorization of East Broadway (**Figure 11**) is consistent with the current project's East Broadway Study Area. However, the CIP's West Broadway sub-area excludes the lands to the West of Centre Street to the south of Broadway and west of Ada Street on the north side of Broadway and includes lands north and south of Broadway towards Faulkner Street on the East (**Figure 12**).

The CIP sets goals related to maintaining the Downtown as a walkable and vibrant hub for commercial, residential, and recreational activity; sustaining and increasing the Town's employment base; maintaining heritage features and ensuring heritage buildings remain viable homes and businesses and attract visitors; and to encourage commercial redevelopment and rehabilitation of vacant and brownfield sites.

Incentives within the CIP, applicable to the Study Areas, include grants for façade improvements (including additional funds for buildings on the Town's Heritage Register), major improvements or conversions to buildings, accessibility improvements, and a grant to defer interest of development charges for industrial and commercial development. Additional grants for

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Sierra Planning & Management 2022, Data source: Town of Orangeville

Figure 11 - CIP Boundaries East Broadway Study Area



Sierra Planning & Management 2022, Data source: Town of Orangeville

Figure 12 - CIP Boundaries West Broadway Study Area

Environmental Site Assessments, to reduce planning and building permit fees for industrial development, and a Tax Increment Equivalent Grant for brownfield remediation and affordable housing projects are also applicable throughout the Town's boundaries. Design Guidelines

Along with the adoption of the 2023 CIP, Design Guidelines for the CIP were also developed, and intended to support a high-quality built form for all new and re-development in the CIPA. The guidelines are intended for development or improvements enacted through the CIP, as well as a municipal staff tool for reviewing any new development applications within the CIPA. These guidelines have implications for defining the visual impact of the current project and resulting development and growth along the East and West Broadway Study Areas.

General design guidelines within this document identify 8 key subsections, including:

1. Universal & Age-Friendly Design (2.0)
2. Sustainable & climate Ready Design (2.1)
3. Crime Prevention Through Environmental Design (CPTED) (2.2)
4. Heritage Buildings (2.3)
5. Site Plan Design Guidelines (2.4)
6. Signage & Lighting (2.5)
7. Landscaping (2.6)
8. Built Form Design (2.7)

The document also identifies design guidelines for 7 categorized areas, including:

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1. Downtown

Downtown Orangeville is located within Priority Zone 1 of the Community Improvement Plan. General guidelines in this section are intended to support the goals outlined in the Official Plan and include signage, landscaping, frontages & setbacks, building style & character, height, massing & scale, and new buildings and additions.

2. Commercial Areas

Priority Commercial Areas within the Town are located within Priority Zone 1 of the Community Improvement Plan and include Service Commercial and Neighbourhood Commercial land-use categories, permitting a variety of community and commercial uses and dwelling units on upper floors. Service commercial areas intend to provide specialized products or services relying on greater exposure to the traveling public and are readily accessible to major transportation routes.

3. Restricted Commercial / Residential Transition Areas

These areas provide an interconnecting linkage between the Central Business District and the General Commercial area in the Highway 10 corridor north of Fourth Avenue. The form of development is converted house-form buildings. The following design guidelines relating to the Restricted Commercial/Residential Areas should be read conjunction with the General Design Guidelines.

4. Multiple Residential

Multiple-residential buildings are often divided both vertically and horizontally. Multiple residential developments can be

freehold, rental or condominium in tenure. General guidelines in this section direct development to be street facing, compatible with adjacent land uses and minimize the appearance of parking from the street.

5. Apartments

For the purposes of these guidelines' apartments are described as larger multiple residential buildings that share interior corridors, vertical circulation and entrances, and have multiple units stacked vertically. Apartments may also be designed with lower ground floor units with direct access to grade as well as upper units that gain access from a shared corridor, vertical circulation and entrance. General guidelines in this section are intended to support the creation of a comfortable pedestrian environment, appropriate transitions and an interesting streetscape.

6. Mixed-Use Buildings

The guidelines in this section apply to mixed-use buildings and mixed-use developments. Mixed-use buildings are typically designed with non-residential uses (retail, office, etc.) on the ground floor with the upper floor(s) used for residential or other purposes (i.e. office). Sites which contain both free-standing residential and free-standing commercial buildings are also considered mixed-use developments for the purposes of these guidelines. General guidelines for this section direct buildings to be located close to the street, share parking, screen parking from the street and provide higher ground floor heights.

As there are no employment areas in the study area the 7th category was not included.

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Please see **Appendix B** for further details regarding the design guidelines.

2.7.4 Town of Orangeville Parking Study

In 2017, the Town retained Paradigm Transportation Solutions Limited to complete a Downtown Parking Study to assess supply and demand for parking and provide recommendations for future demand. The study included eight parking counts over a six-month period and identified an estimated 1,642 parking stalls within Downtown, including 14% public on-street, 21% public off-street, in municipally controlled lots, and 65% for private off-street parking.

Findings found that average parking utilization was 35% of total supply on weekdays and 36% on weekends, with the highest average demand for public on-street or municipal lots. Highest demand for parking was typically seen in early afternoon for public parking on weekdays and parking supply was considered sufficient to meet maximum demand. Demand for parking was at its peak during special events in summer months, particularly in municipal lots, where parking reached near capacity. Existing parking supply in Downtown at the time of study was considered sufficient for both average and maximum demand. In addition, public perception of parking in the Downtown was generally positive, with over two thirds of respondents stating no issues or only sometimes having difficulty finding parking and the vast majority (92%) able to find parking within less than a 5-minute walk to their end destination.

Recommendations resulting from the study included:

- a) To optimizing current parking supply through improved wayfinding and signage, special event parking, improved aesthetics and linkages, and stronger enforcements.
- b) To reduce parking demand through promotion of active transportation or implementing a parking price scheme; and,
- c) To increase parking supply through public/private parking partnerships, reconfiguration of existing parking, construction of new parking facilities, and implementing cash-in-lieu of parking.

Please see **Appendix C** for a detailed breakdown of the Parking Study's evaluation of the road network.

Parking Availability

The Town's zoning by-law requires a minimum parking space length of 6.7 meters. Using this measurement as a basis, **Table 1** presents an inventory of parking spaces currently available on local roads adjacent to the study area, totaling 32 spaces.

Table 1 Inventory of Existing Parking Spaces

	Banting Drive	Dawson Road	Clara Street	Third Street
West Side	7	0	4	5
East Side	8	8	0	0
Total	15	8	4	5

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2.7.5 Town of Orangeville Zoning By-law

The Town of Orangeville Zoning By-law 22-90 was approved on February 1, 1996 and has been subject to amendment numerous times, including a recent housekeeping amendment in 2022. Within the East Broadway Study Area, lands are primarily zoned Service Commercial (C3) and Neighbourhood Commercial (C2) with pockets of land zoned Central Business District (CBD), Restricted Commercial Residential, Open Space Conservation (OS2) and Medium Density Residential (RM1) (**Figures 13 and 14**).

Within West Broadway Study Area, the zoning is more diverse, with a fairly even split of land zoned for commercial and residential uses. As shown on **Figure 15**, lands are zoned Neighbourhood Commercial (C2) and Restricted Commercial Residential (C5) east of Dawson Road, and transition to primarily low-density residential zones (R1 and R2) to the west, with pockets of Multiple Residential Medium Density (RM1) and Restricted Commercial Residential zones (C5), then transitions back to Neighbourhood Commercial (C2) on the south side of Broadway as you approach Banting Drive.

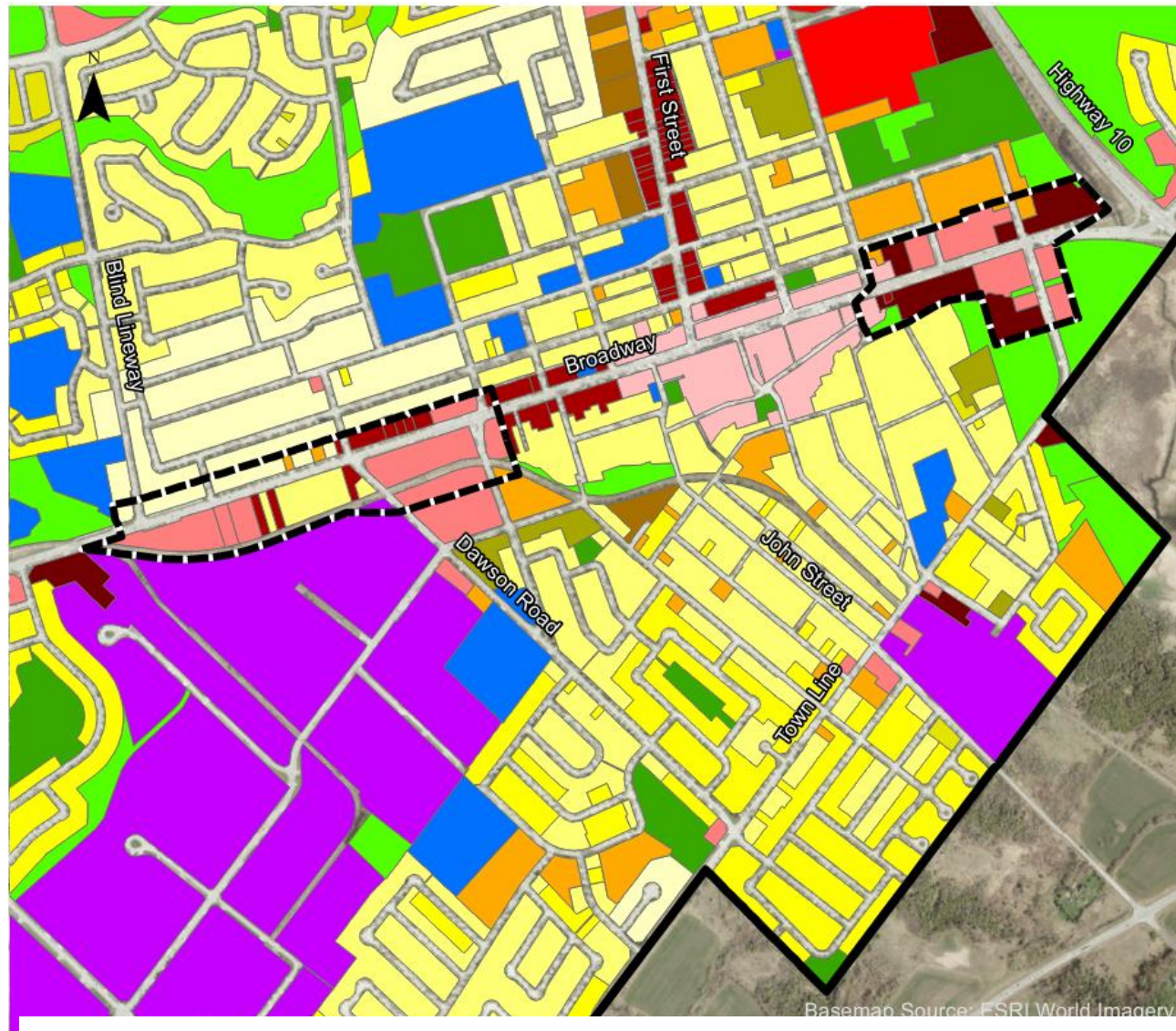
Appendix A provides a breakdown of the different zones within the study area and permitted uses.

Within the residential zones, building heights are restricted to 2-storeys (~ 9.0 m) in R1 and R2 zones and 3-storeys in the RM1 zone. Within the Commercial Zones, the CBD and C3 zones have the maximum building heights of 23 metres, followed by the C2 zone at 12.0 metres and C5 zone at 9.0 metres. Illustrating that within the West Broadway Study Area,

as-of-right building heights are limited to a low-rise built form. Within the East Broadway Study Area, a mid-rise built form is primarily permitted on the edges, transitioning to a low-rise built form in the centre.

As it relates to front yard setbacks, residential zones and the C5 zone typically require a larger front yard setback of 6.0 metres, which is standard across most municipalities to accommodate a driveway with sufficient depth to park a vehicle. For commercial zones, the required front yard setback is smaller varying between 3.5 metres in the C2 and C3 reducing to 0.0 metres within the CBD zone. However, within the C2 and C3 zone, it appears that many buildings provide a larger front yard setback to accommodate parking within the front yard. Parking is not permitted within 3.0 metres of the street within the commercial zones; however, it appears that many existing buildings do not adhere to this standard. It is recommended that the front yard setback provisions be reviewed to ensure consistency across the streetscape.

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Legend

Zoning Districts

- Residential, First Density
- Residential, Second Density
- Residential, Third Density
- Residential, Fourth Density
- Residential, Fifth Density
- Multiple Residential Medium Density
- Multiple Residential High Density
- Central Business District
- Neighbourhood Commercial
- General Commercial
- Restricted Commercial Residential
- Service Commercial
- General Industrial
- Open Space - Conservation
- Open Space - Recreation
- Institutional
- Study Area
- Town Limits

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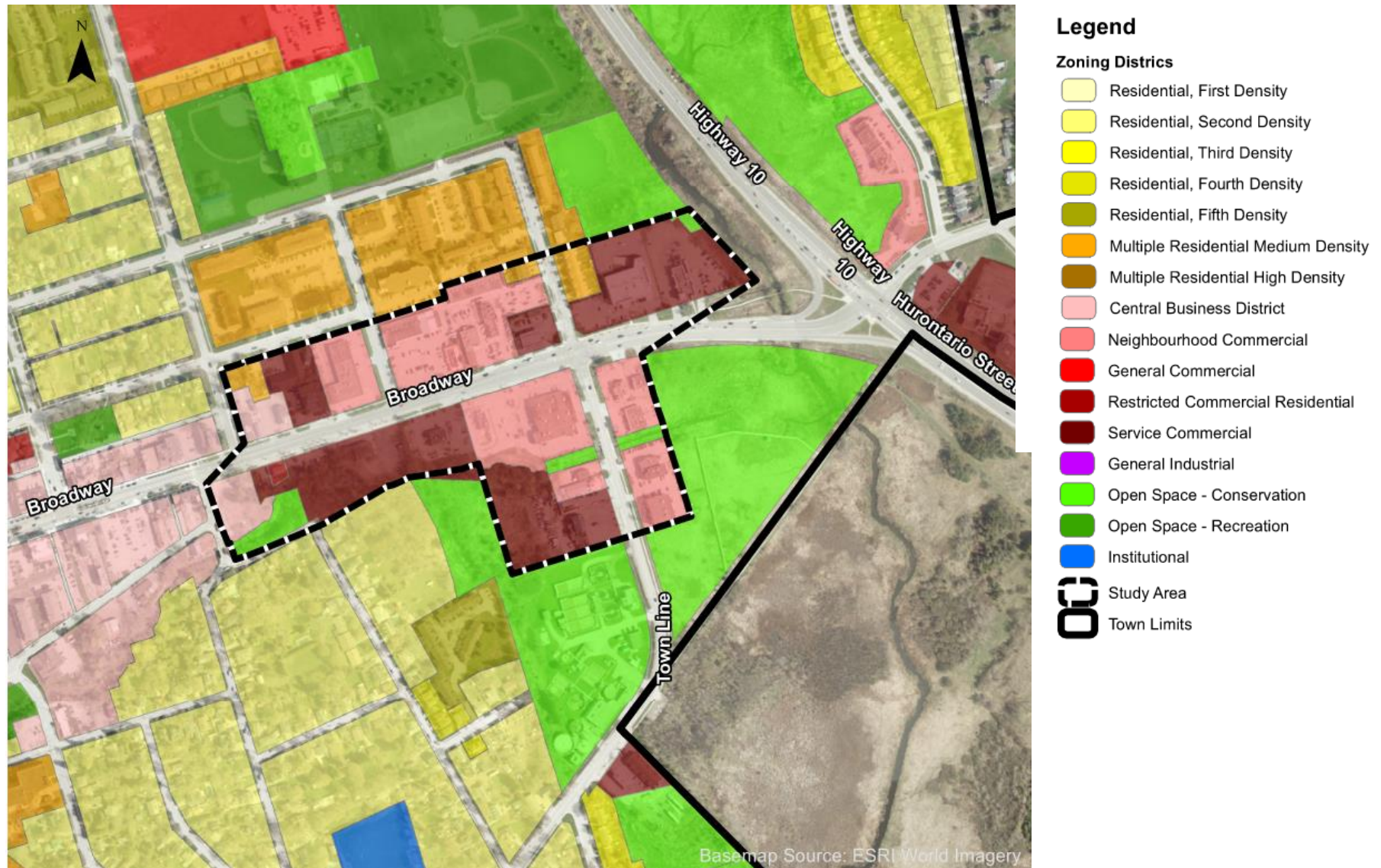


Figure 14 Zoning By-law East Broadway

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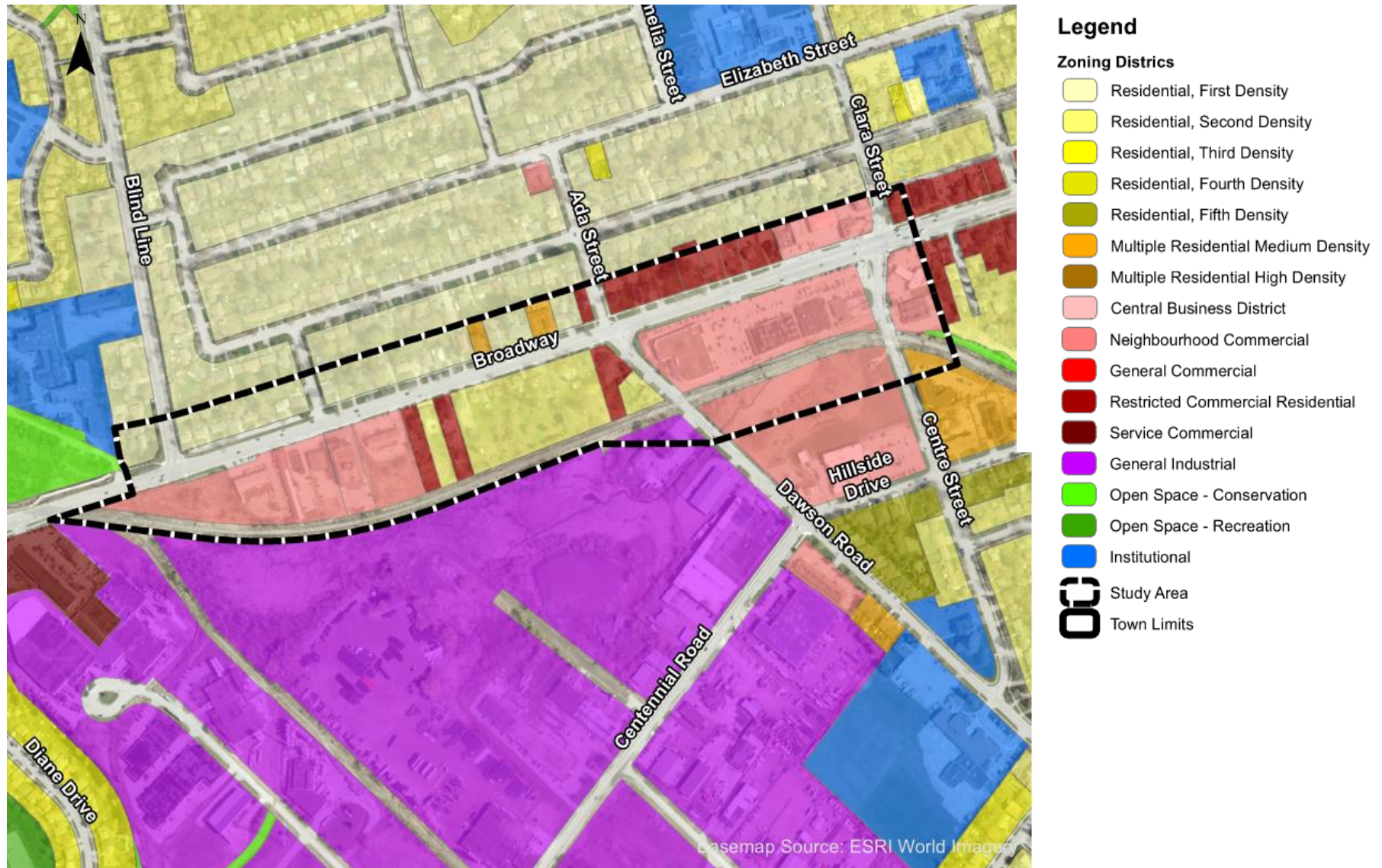


Figure 15 Zoning By-law West Broadway

3.0 Existing Conditions

April 2025 East and West Broadway Corridor Background Study**3.0 Existing Conditions****3.1 Land Use****East Broadway Study Area**

As stated previously, lands within the east Study Area along Broadway are predominantly commercial and are zoned Neighbourhood Commercial (C2), Service Commercial (C3) and Central Business District (CBD). There is a small portion of land within the study area along Mill Creek zoned open space and a small portion of land north of Broadway along Sherbourne Street zoned Multiple residential (RM1). Commercial uses in this area are fairly autocentric and designed to predominantly accommodate customers travelling via the car and include restaurants, offices, retail and personal service uses. Residential uses in this area are medium density, in the form of townhouse buildings.

West Broadway Study Area

The west Study Area features a mix of commercial and residential land uses. Predominantly zoned as Neighbourhood Commercial (C2), Restricted Commercial Residential (C5), Residential Second Density (R2), and Residential First Density (R1), it includes two Multiple Residential Medium Density (RM1) properties with multi-plex buildings.

Between Centre Street and Dawson Road, commercial uses mainly consist of retail, office, restaurant, and personal services, with one recreational facility. These are designed for automobile traffic but transition away near Dawson Road, where commercial uses are in converted residential buildings which primarily contain offices or personal service uses. South

of Banting Drive, commercial uses include restaurants, personal services, a motel, and retail stores. Residential areas are mostly low-density single detached dwellings, with some multi-plex and apartment buildings.

3.2 Built Form**East Broadway Focus Area**

The East Broadway Focus Area contains a variety of 1-2 storey commercial and retail uses. There are public sidewalks on both the north and south side of Broadway, with street trees provided where feasible. Street furniture including benches are present only at the bus stops located at Broadway & Sherbourne/Townline and Broadway and 4th Street. While not included within the study area, the Town-led Broadway Bricks project completed in 2023, added accessible benches, bike racks and bike repair stations within the Downtown, directly west of the East Broadway focus area. The existing built form is currently a product of a previous era, with large front yard setbacks and parking situated between the building and the street.

West Broadway Focus Area

The West Broadway Focus Area contains 1-2 storey commercial and retail uses located in the eastern portion of the focus area; further west is a mix of commercial uses located within 1-2 storey heritage buildings as well as 1-2 storey residential buildings. Street trees are located along the

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3.0 Existing Conditions

boulevard towards the west portion of the focus area with street furniture including benches located only at bus stops located at Broadway and Centre Street, Broadway and Ada Street / Dawson Road, and Broadway and Banting Drive. The commercial built form is similar to the East Focus Area in terms of large setbacks and parking located between the building and the streets. The residential uses maintain a traditional residential approach, which includes direct driveway access and several curb cuts. We note the existence of a newer 4-storey building in this portion of the study area that implements a level of urbanism that a future guidelines document would seek to secure, and where possible, improve upon.

3.3 Current and Recently Approved Development Applications

Table 2 provides a list of current development applications within the study area.

Table 2 Current and Recently Approved Applications

Address	Application Type	Proposal	Status
33-37 Broadway	Site Plan Application	8-storey mixed use building with 97 residential units and 407 square metres of ground floor retail.	Approved
48-52 Broadway	Official Plan Amendment	6-storey, 158-unit mixed-use building with 840 square metres of retail uses at-grade.	In Review
60-62 Broadway	Site Plan Application	5-storey, 56 unit mixed-use building with 670 square metres of commercial space at-grade.	Approved

April 2025 East and West Broadway Corridor Background Study

3.0 Existing Conditions

3.4 Transportation Network

3.4.1 Study Area Overview

The Town of Orangeville is situated within Dufferin County and serves as a regional hub for commerce and community activities. The study focuses on the East and West Broadway Corridor, a key arterial road that supports a mix of commercial, residential, and cultural land uses. The corridor is part of the Town's Community Improvement Plan (CIP) and connects several neighborhoods and critical destinations. The community of Orangeville had a population of approximately 30,000 residents as of the 2021 census, with anticipated growth in residential and mixed-use developments in the coming years. The following intersections will be reviewed as part of the study as illustrated on **Table 3**:

Table 3 Study Area Intersections

West Broadway Area:	East Broadway Area:
• Broadway/Blind Line	• Broadway/Wellington
• Broadway/Banting	• Broadway/Third
• Broadway/Dawson-Ada	• Broadway /Fourth
• Broadway/Centre-Clara	• Broadway/ Sherbourne-Town Line
	• Broadway/Highway 10

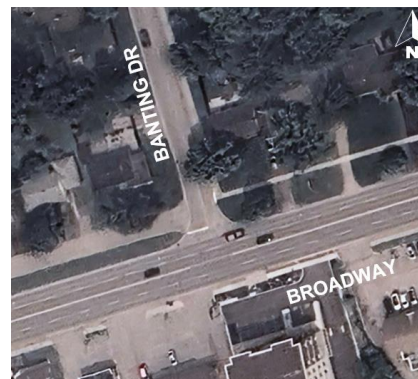
3.4.2 Existing Study Area Intersections

1. Broadway/Blindline



The Broadway/Blind Line intersection is a signalized, three-legged intersection.

2. Broadway/Banting



The Broadway/Banting intersection is an unsignalized, three-legged intersection with STOP control on the minor approach (Banting Drive).

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3.0 Existing Conditions

3. Broadway/Dawson-Ada



The Broadway/Dawson-Ada intersection is a signalized, four-legged intersection.

4. Broadway/Centre-Clara



The Broadway/Centre-Clara intersection is a signalized, four-legged intersection.

5. Broadway/Wellington



The Broadway/Wellington intersection is an unsignalized, three-legged intersection with STOP control on the northbound approach (Wellington Street).

6. Broadway/Third



The Broadway/Third intersection is an unsignalized, three-legged intersection with STOP control on the southbound approach (Third Street). The southbound approach consists of a single shared lane for all movements; however, the southbound left turn is prohibited between 7 AM and 8 PM.

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3.0 Existing Conditions

7. Broadway/Fourth



The Broadway/Fourth intersection is an unsignalized, three-legged intersection with STOP control on the minor approach (Fourth Street).

9. Broadway/Highway 10



The Broadway/Highway 10 intersection is a signalized, four-legged intersection.

8. Broadway/Sherbourne-Town Line



The Broadway/Sherbourne-Town Line intersection is a signalized, four-legged intersection.

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3.0 Existing Conditions

3.4.3 Transit Services

In January 2023, a two-year pilot program was launched as a feasibility study to assess whether fare-free transit would better serve the Town of Orangeville. In September 2024, the pilot program was extended until July 21, 2027. This program allows all passengers to ride Orangeville Transit without paying a fare. The three (3) transit routes serving the town pass through the study areas of this report, as illustrated in **Figure 16** and **Figure 17**. The Broadway corridor not only serves as a roadway for transit routes but also includes several bus stops and is in proximity to major destinations identified by the Town of Orangeville. The Town's Bus Transfer Hub is located along Centre Street, directly south of the West Broadway focus area and abutting the County of Dufferin offices.

GO Transit provides interregional bus connections via route 37 from the Brampton Bus Terminal to the Orangeville Mall operating every hour during peak hours. There are 7 Route 37 stops within the Study Area.

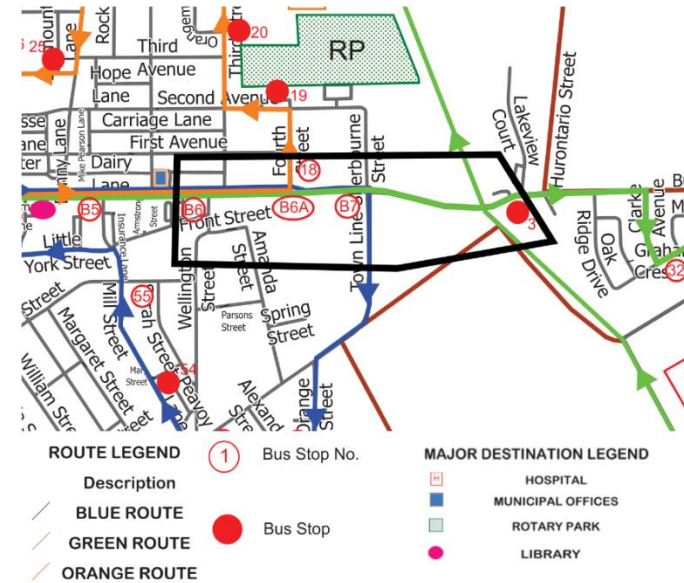


Figure 17 Transit Services - East Broadway

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3.0 Existing Conditions

3.4.4 Existing Traffic System

Existing traffic volumes for the study area intersections were obtained from the Town of Orangeville and are depicted in

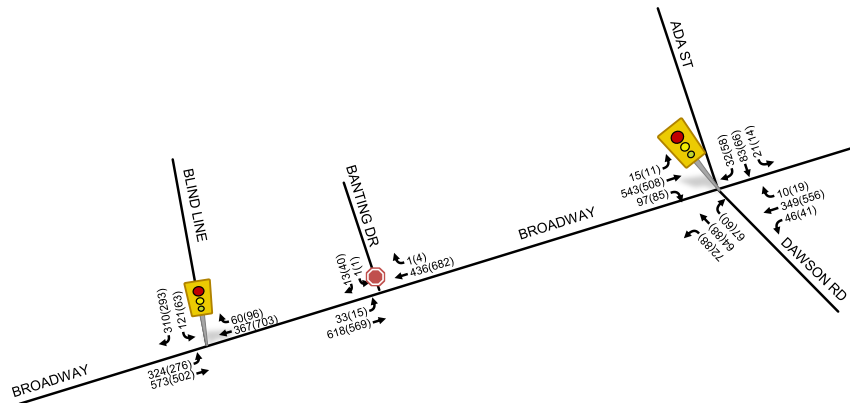


Figure 18 and 19. The study area intersections, including respective traffic control and the year of the most recent turning movement count (TMC) received are summarized in **Table 4**. The detailed traffic counts are provided in **Appendix D**.

Note that the TMC provided by MTO was only provided in peak periods (7:00 am – 9:00 am for the morning peak period and 3:00 pm – 6:00 pm for the afternoon peak period). As traffic analysis is typically completed using peak hour data, these volumes were estimated by dividing the provided peak period counts by the number of hours in each respective peak period (i.e., dividing the peak period volumes by 2 and 3 for the morning and afternoon peak hour, respectively).

Table 4: Available Traffic Data

Intersection	Control	Count Year
West Broadway		
Broadway/Blind Line	Signal	2024
Broadway/Banting	TWSC ¹	2025
Broadway/Dawson-Ada	Signal	2025
Broadway/Centre-Clara	Signal	2025
East Broadway		
Broadway/Wellington	TWSC	2025
Broadway/Third	TWSC	2025
Broadway /Fourth	TWSC	2024 ²
Broadway/Sherbourne-Town Line	Signal	2021 ³
Broadway/Highway 10	Signal	2024 ⁴
¹ – TWSC: Two-way STOP control ² – Excerpt from the TIS 48-50 Broadway Transportation Study Update 2 by Burnside (June 2024) ³ – Excerpt from the TIS 33-37 Broadway Transportation Study by Burnside (June 2021)		

April 2025 East and West Broadway Corridor Background Study 3.0 Existing Conditions

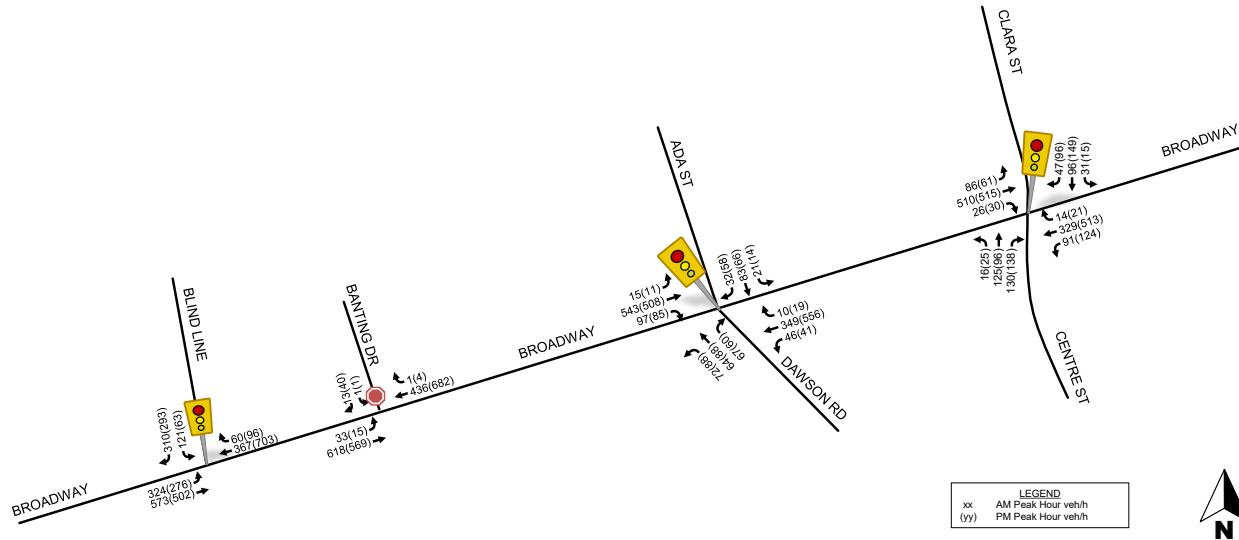


Figure 18 West Broadway - Existing Traffic Volumes

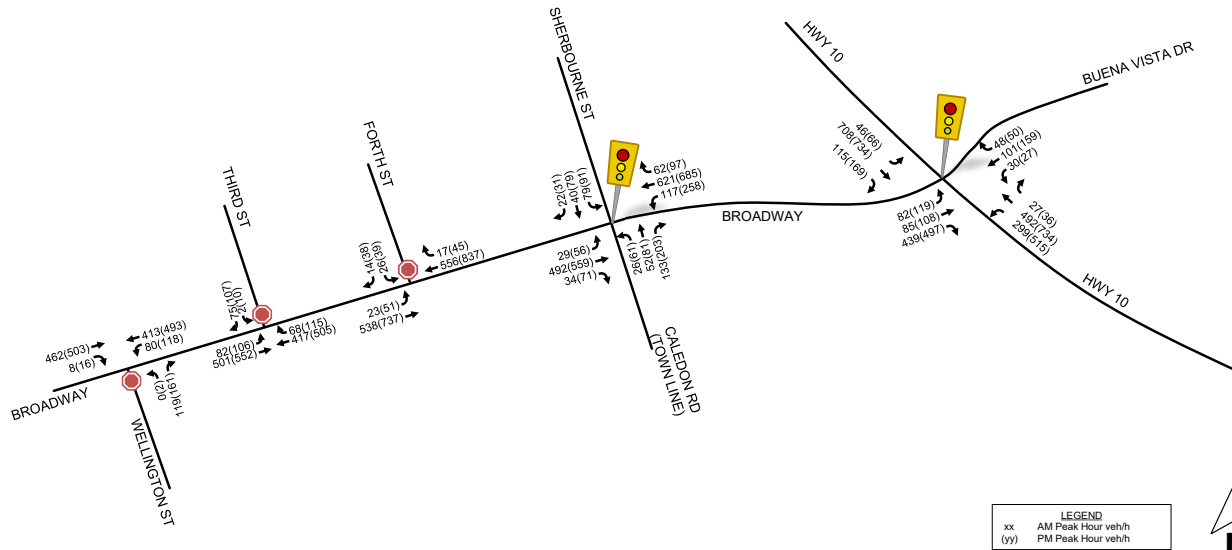


Figure 19 East Broadway - Existing Traffic Volumes

April 2025 East and West Broadway Corridor Background Study

3.0 Existing Conditions

3.4.5 Capacity Analysis at Intersections – Existing Conditions

Using the intersection capacity analysis software Synchro (v11), study area intersections will be assessed in terms of vehicle delay (seconds), 95th percentile queues (meters), a volume-to-capacity ratio (v/c ratio) and a corresponding Level of Service (LOS). It should be noted that the overall performance of an unsignalized intersection is an LOS output from Synchro based on an Intersection Capacity Utilization (ICU) method and each movement is assigned a LOS based on their respective v/c ratio.

As noted in the MTO's Guidelines for the Preparation of Traffic Studies, intersections and individual movements are considered critical under the following conditions:

- The criteria for identifying 'critical' intersections are:
 - Overall intersection v/c ratios greater than 0.85 for signalized intersections.
 - Overall intersection Level of Service exceeds LOS 'E' for unsignalized intersections.
- The criteria for identifying 'critical' movements are:
 - v/c ratios greater than 0.95 for through movements or shared through/turning movements at signalized intersections.
 - v/c ratios greater than 0.85 for individual movements at MTO signalized intersections.
 - The estimated 95th percentile queue length for an individual movement exceeds available turning lane storage.

Please see Appendix D for a detailed breakdown of the Study Area intersection operations. As shown in **Appendix D**, the study area intersections generally operate with an acceptable overall Level of Service (LOS) 'C' during weekday morning and afternoon peak hours.

With regard to critical movements, (i.e., the worst performing movements at each intersection per peak period), all are operating with an LOS 'C' or better during both peak hours, with the exception of the Eastbound through movement of Broadway/Blind Line at the afternoon peak hour which operates with an LOS 'D'.

In terms of 95th percentile queues, the existing storage capacity is sufficient for most movements, with the exception of Broadway/Sherbourne-Town Line where the southbound left-turn storage exceeds capacity by approximately 5 meters (i.e. 1 vehicle) during the afternoon peak hour.

April 2025 East and West Broadway Corridor Background Study**3.0 Existing Conditions****3.5 Infrastructure and Services****3.5.1 Water**

The Town of Orangeville drinking water infrastructure consists of 12 water supply wells, two grade-level water storage reservoirs, one elevated water storage reservoir, one water storage standpipe, approximately 130 km of watermain, 1,121 fire hydrants, and 1,553 watermain valves. The existing system has approximately 10,900 water service connections.

The type of treatment varies by the well and generally consists of disinfection and filtration. Treatment at nine supply wells use ultraviolet (UV) light and liquid hypochlorite for primary disinfection. The remaining three wells use liquid sodium hypochlorite for primary disinfection. Liquid sodium silicate is also used at two wells for iron sequestration. For secondary disinfection throughout the distribution system, the Town uses liquid sodium hypochlorite.

The wells can supply approximately 15,300 m³/day to the Town's system. Based on the 2020 Official Plan, operating experience with some of the existing wells demonstrated that they are not capable of sustaining their originally approved rates. In combination with the available storage capacity, the current supply capacity can service a population of approximately 32,000 people.

In 2023, a Municipal Class Environmental Assessment was completed for Water Storage and Pumping at Well 5/5A (CIMA+, 2023). The study was undertaken to address system

deficiencies if the West Sector Reservoir Elevated Water Tank needed to be taken offline. The recommendation from the Class EA was to construct a new 3,300 m³ standpipe and a booster pump station.

Due to increased water demand, the Town is working to increase their water supply system capacity. In 2022 the Town completed an Environmental Assessment study evaluating the options to increase the Town's water supply and determined that the commissioning of Well 13 (Pullen Well), was determined to be the preferred alternative to provide for near-future projected demand and improve the security of the municipal water supply. The Pullen well is to be located northwest of Orangeville on the Boundary with Amaranth. During the Class EA, it was determined that the well could be pumped to a maximum of 42 L/s (3,628 m³/day). The Town has since submitted a Permit to Take Water Application to the MECP for the operation of Well 13 at the maximum pumping rate determined through the EA and is currently undertaking source water protection modelling studies to update the Wellhead Protection Areas that must be delineated before a drinking water works permit can be obtained. Preliminary design is anticipated to begin in early Q2 of 2025. Following commencement of the preliminary design process, it is anticipated that the commissioning of the new well would take an additional 25-30 months.

East Study Area

Two parallel watermains run along Broadway, one north adjacent and one south adjacent. Watermains were also

April 2025 East and West Broadway Corridor Background Study

3.0 Existing Conditions

identified at each intersection and along Sherbourne Street, Fourth Street, and Townline Road. Installation dates for the watermain within the east study area ranged between 1971 to 1985.

On the north end, watermain sizing varies between 150 mm to 250 mm with Ductile Iron Pipe east of Sherbourne Street and an unknown material west of Sherbourne Street. On the south end, watermain sizing varies between 250 mm to 300 mm with Ductile Iron Pipe east of Sherbourne Street and an unknown material west of Sherbourne Street.

Sherbourne Street is serviced with a 150 mm Polyvinyl chloride (PVC) watermain, Townline Road is serviced with a 200 mm watermain of unknown material, and Fourth Street is serviced with a 300 mm CAS watermain.

West Study Area

West of Ada Street, one watermain pipe runs along Broadway. Watermain were also identified at most intersections and along Clara Street, Centre Street, Ada Street, Banting Drive, and Blind Line. Installation dates for the watermain within the west study area ranged between 1928 to 2008.

East of Ada Street, watermain sizing varies between 200 mm and 300 mm made of PVC. One watermain beyond Centre Street, west of Ada Street, consisted of 150 mm PVCS. On the south end, west of Ada Street, watermain sizing varies between 250 mm to 300 mm made of PVC.

Clara Street is serviced with a 200 mm CAS watermain, Centre Street is serviced with a 300 mm watermain of unknown material, Ada Street is serviced with a 200 mm PVC watermain, Banting Drive is serviced with a 300 mm watermain of unknown material, and Blind Line is serviced with a 300 mm watermain of unknown material.

3.5.2 Sewage

The sewage collection system is owned and operated by the Town in accordance with Environmental Compliance Approval (ECA) No. 108-W601, issued February 28, 2023. The collection system consists approximately 120 km of sewer network, four sewage pumping stations, and approximately 5 km of forcemains which operate together to transport sewage to the Orangeville Water Pollution Control Plant located at 16 Townline.

The Water Pollution Control Plant is a pre-denitrification activated sludge facility that uses the Modifued Ludzack-Ettinger (MLE) process. It has a design capacity of 17,500 m³/day. In 2023, it was operating at approximately 60% of its rated capacity. The Plant is currently undergoing expansion and rehabilitation which include rehabilitation to Secondary Clarifier No.3, upgrades and replacements in Digester No. 2, replacement of heat exchangers, structural rehabilitation of the Detritor, Digester No. 2, and the secondary clarifier No. 3, replacement of the Digester Building Complex roof, and upgrades relating to electrical, instrumentations, and controls. The upgrades are mainly focused on opportunities for energy recovery from the wastewater treatment process in efforts to

April 2025 East and West Broadway Corridor Background Study

3.0 Existing Conditions

reduce the Town's greenhouse emissions. The upgrades will result in an increased capacity for the plant's management of biosolids.

Within the Study Area, sewage flow is anticipated to flow east along Broadway and south along Townline. There were no sewage pumping stations identified within the study area.

East Study Area

Sewer mains run along Broadway with flow towards the east. Sewer mains were also identified at Sherbourne Street, Fourth Street, and Townline Road. Installation dates for the sewer mains within the east study area ranged between 1968 to 1979.

Along Broadway, sewer main sizing varies between 375 mm and 675 mm with materials varying from vitrified clay pipe (VCP), clay pipe (CP), and asbestos concrete (AC). Sherbourne Street is serviced with a 375 mm PVC sewer main; Townline Road is serviced with a 675 AC sewer main; Fourth Street is serviced with a 600 mm CA sewer main.

West Study Area

Sewer mains run along Broadway with flow towards the east. Sewer mains were also identified at Clara Street and Banting Drive. Installation dates for the sewer mains within the west study area ranged between 2005 to 2006.

Along Broadway, sewer main sizing varies between 200 mm and 675 mm with materials varying from asbestos concrete

and polyvinyl chloride. Clara Street is serviced with a 200 mm sewer main of unknown material and Banting Drive is serviced with a 200 mm PVC sewer main.

3.5.3 Stormwater

The Town of Orangeville currently owns, operates, and maintains 32 stormwater ponds, 124 km stormwater sewers, and all other stormwater structures and appurtenances that are essential for providing stormwater management (culverts, catch basins, etc.). According to the Town's 2022 Asset Management Plan, most of the storm sewers are made of concrete. The Town has a stormwater Combined Linear Infrastructure Environmental Compliance Approval (CLI-ECA) No. 108-S701 that covers the municipal storm infrastructure and criteria for pre-authorized alterations to the system.

Within the project Study Area, there are storm sewer mains running along Broadway with various catch basin leads. Five storm sewer catchment networks were identified within the study areas, each with their dedicated outfall. All outfalls direct their discharge towards Mill Creek which forms part of the Little Credit River Watershed.

East Study Area

Two gravity storm sewer catchment networks service the East Study Area, one located near Sherbourne Street and the second near Third Street. Within the storm sewer network near Sherbourne Street, stormwater flows from network branches towards a 300 mm storm sewer running parallel to Broadway. Flow is directed east and then south to an outfall located near

April 2025 East and West Broadway Corridor Background Study

3.0 Existing Conditions

23 Broadway. Uncontrolled discharge flows towards Mill Creek via marshland. Within the network near Third Street, storm water flow is conveyed to an outfall located behind 52 Broadway. Uncontrolled discharge flows towards Mill Creek.

West Study Area

There are three gravity storm sewer catchment networks that service the West Study Area. One located near Clara Street that services the general surrounding area near the intersection of Broadway, Centre Street and Clara Street; one located near Dawson Road, and another near Blind Line.

The storm sewer network near Clara Street directs flows towards an outfall located south of 9 Centre Street, near the Orangeville-Brampton Railway. Uncontrolled discharge flows towards Mill Creek running parallel to the railway.

The storm sewer network near Dawson Road directs flows towards an outfall located east of the Orangeville Fire Department (10 Dawson Road) near the Orangeville-Brampton Railway. Uncontrolled discharge flows towards Mill Creek via a marshland which drains under the Orangeville-Brampton Railway. It is noted that a section of the storm sewer crosses the Orangeville-Brampton Railway on Dawson Road, any alterations required as part of upgrades will require involvement and coordination with respective stakeholders.

The storm sewer network near Blind Line directs flows south towards an outfall located west of the intersection between Blind Line and Broadway. Uncontrolled discharge flows towards Mill Creek via a marshland.

Information pertaining to the sizing and material of the storm sewers were not readily available. There were no identified stormwater management ponds located within the study areas.

3.5.4 Utilities

Downtown Orangeville is served by an extensive network of utilities including hydro operated by Orangeville Hydro, natural gas operated by Enbridge Gas, and telecommunications infrastructure used by multiple service providers.

3.5.5 Source Water Protection

The Clean Water Act, 2006 (CWA) was implemented to protect existing and future sources of drinking water in Ontario. Under the Act, communities protect their drinking water supplies through the development of a regional Source Protection Plan. Source Protection Plans outline the vulnerable areas around municipal drinking water supplies, where activities occurring on the ground can impact the quality and quantity of drinking water. Source Protection Plans also highlight the policies that must be adhered to in those vulnerable areas to ensure the protection drinking water from contamination and depletion. The Town of Orangeville is subject to the Credit Valley- Toronto and Region- Central Lake Ontario (CTC) Source Protection Plan.

The CTC Source Protection Plan came into effect on December 31, 2015. Under the CTC Source Protection Plan, there are several wellhead protection areas (WHPAs) that are associated with the municipality's wells systems. Within the Study Area, for the East Broadway area, a section falls within

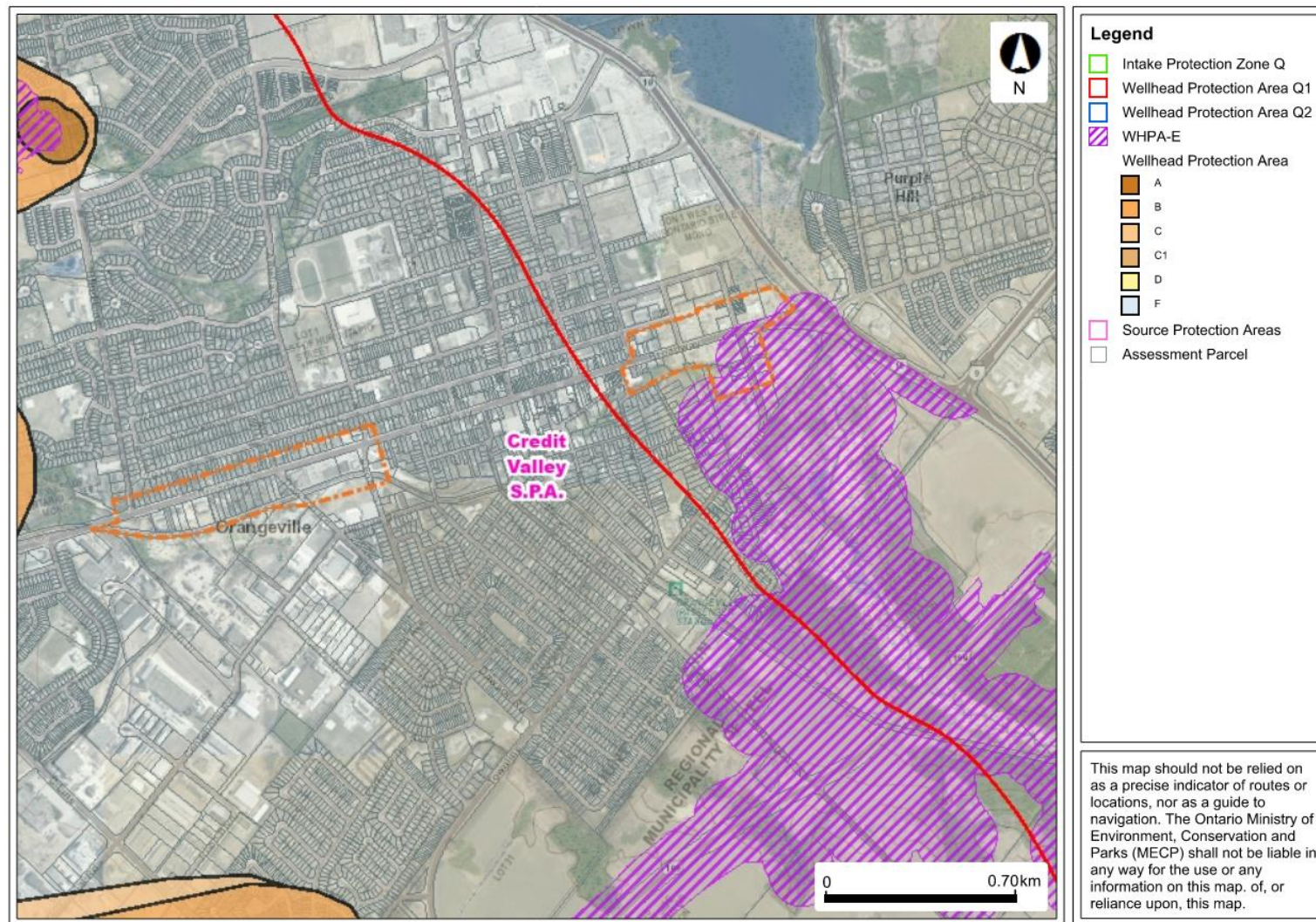
April 2025 East and West Broadway Corridor Background Study**3.0 Existing Conditions**

a Wellhead Protection Area for Quality (WHPA-E) for Town Well 10 (**Figure 20**). A WHPA-E is delineated around municipal wells that are under the direct influence of surface water. Within this area, activities such as the application of road salt, and the handling and storage of chemicals (i.e. Dense Non-Aqueous Phase Liquids and organic solvents) are subject to policies in the CTC Source Protection Plan. Stakeholders proposing these activities in the WHPA-E will need to implement best management practices to reduce risks to drinking water supplies. The West Boundary area falls within a Wellhead Protection Area for Quantity (WHPA-Q1/Q2) (**Figure 20**). In this area, activities that increase impermeable

surfaces and reduce the recharge of groundwater (i.e. new development) can impact water quantity. Stakeholders developing land in this area must implement low impact development practices to preserve infiltration and groundwater recharge rates on their properties. Within the WHPA-Q1/Q2 area, new water takings are also subject to source protection policies, and any new water takings (including new wells or dewatering activities) must demonstrate that there is no impact to existing drinking water supplies. All future development applications located in Wellhead Protection areas must adhere to Source Protection Plan policies and any standards established by the Municipality.

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3.0 Existing Conditions



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Map Created: 4/2/2025

Map Center: 43.91705 N, -80.09625 W

Figure 20 Broadway Source Protection Areas

April 2025 East and West Broadway Corridor Background Study**3.0 Existing Conditions****3.6 Open Spaces**

Section B.2.6 of the Town of Orangeville OP states that the Town will maximize opportunities for recreation on existing spaces and facilities, plan for an integrated parkland system, create integrated, off-street trail system for active transportation, enhance quality and accessibility of Island Lake Conservation Area, and implement the Town's 2008 Trails Master Plan.

Figure 21 shows existing parks and open spaces within and surrounding the study area. Areas shown as Open Space Recreation, as designated in the Town OP, are intended primarily for recreation opportunities and may include indoor and outdoor parks, trails, facilities, clubs, and associated uses. Areas shown as Open Space Conservation, as designated in the OP, include natural features intended for protection and conservation uses. Other permitted uses include public works associated with watercourses, and outdoor recreation, subject to studies of environmental impact.

Within the West Broadway Study Area, as shown on Figure 22, there is currently one park, the Orangeville Community Garden and Orchard (30 Centre Street), which is managed by the Town and offers general and accessible garden plots to members of the public for the growing season between April and October. The former Orangeville-Brampton Railway is located directly south of the Study Area and is planned to accommodate a future public trail. Providing opportunities for further active transportation connections into the Study Area.

The East Broadway Study Area boundaries do not include any established parks, but the area does boast nearby access to Alexandra Park (11 2nd Street) and Dragonfly Park (15A Townline).

Mill Creek runs east-west along the south of both study areas and provides additional open space areas, designated for Open Space Conservation, and permitting outdoor recreation uses.

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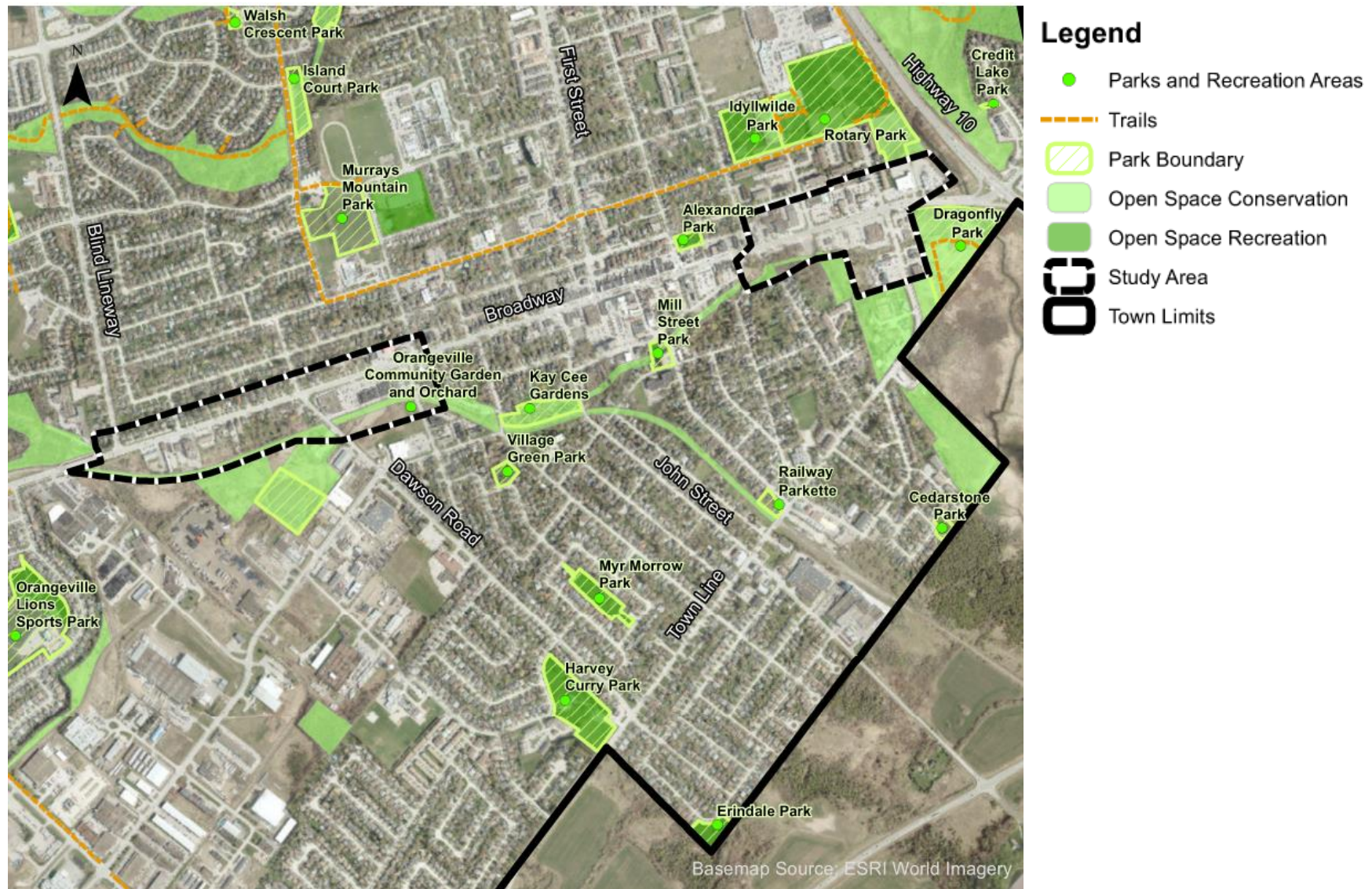


Figure 21 Open Spaces and Parks within Study Area

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3.0 Existing Conditions

3.7 Natural Heritage and Hazards

Figure 22 and 23 shows the natural heritage features and natural hazards which occur within and around the Study Areas. Natural heritage refers to natural areas with significant interest to the Province, Dufferin County, or the Town. As well as waterbodies and watercourses, this includes wetlands, woodlands, and the County's Natural Heritage System.

Within the West Broadway Study Area, Mill Creek runs along the bottom west and east corners of the Area, along with an unevaluated wetland to the east of Dawson Road. A small woodland is also located at the rear of a commercial property fronting along the south of Broadway.

Mill Creek similarly runs along east-west along the south of the East Broadway Study Area. That Study Area is also home to an area of significant woodlands south of Broadway along the west of the study area. An unevaluated wetland is located at the south of the Study Area, across several properties to the west of Townline and a Provincially significant wetland at the north-eastern corner of the Study Area, located to the west of Highway 10. Just outside the East Broadway Study Area boundary, a second Provincially significant Wetland roughly encompasses the property at the southwest corner of Broadway and Highway 10, which includes Dragonfly Park.

Per the County's Official Plan and the Provincial Planning Statement, development is not permitted within the natural features listed above. Lands within 120 metres of these natural features do not permit development unless an Environmental Impact Study is done which demonstrates the development would have no negative impact on the natural features or their ecological function.

The County's Natural Heritage system can be seen adjacent to both study areas and includes the abovementioned woodlands within the Study Area boundaries. The intent of the Natural Heritage System is to ensure protection, restoration, or, where possible, the enhancement of identified natural heritage features and areas, and to promote the overall diversity and interconnectivity of natural heritage features, functions and areas.

Natural Hazards of the area include areas prone to flooding and erosion, both of which impact lands to the south of each Study Area. As shown on **Figure 24**, this includes the floodplains associated with Mill Creek and the surrounding buffers which make up the Regulation Limit of Credit Valley Conservation Authority. Development within these areas is highly restricted and subject to approval from the Conservation Authority.

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 3.0 Existing Conditions

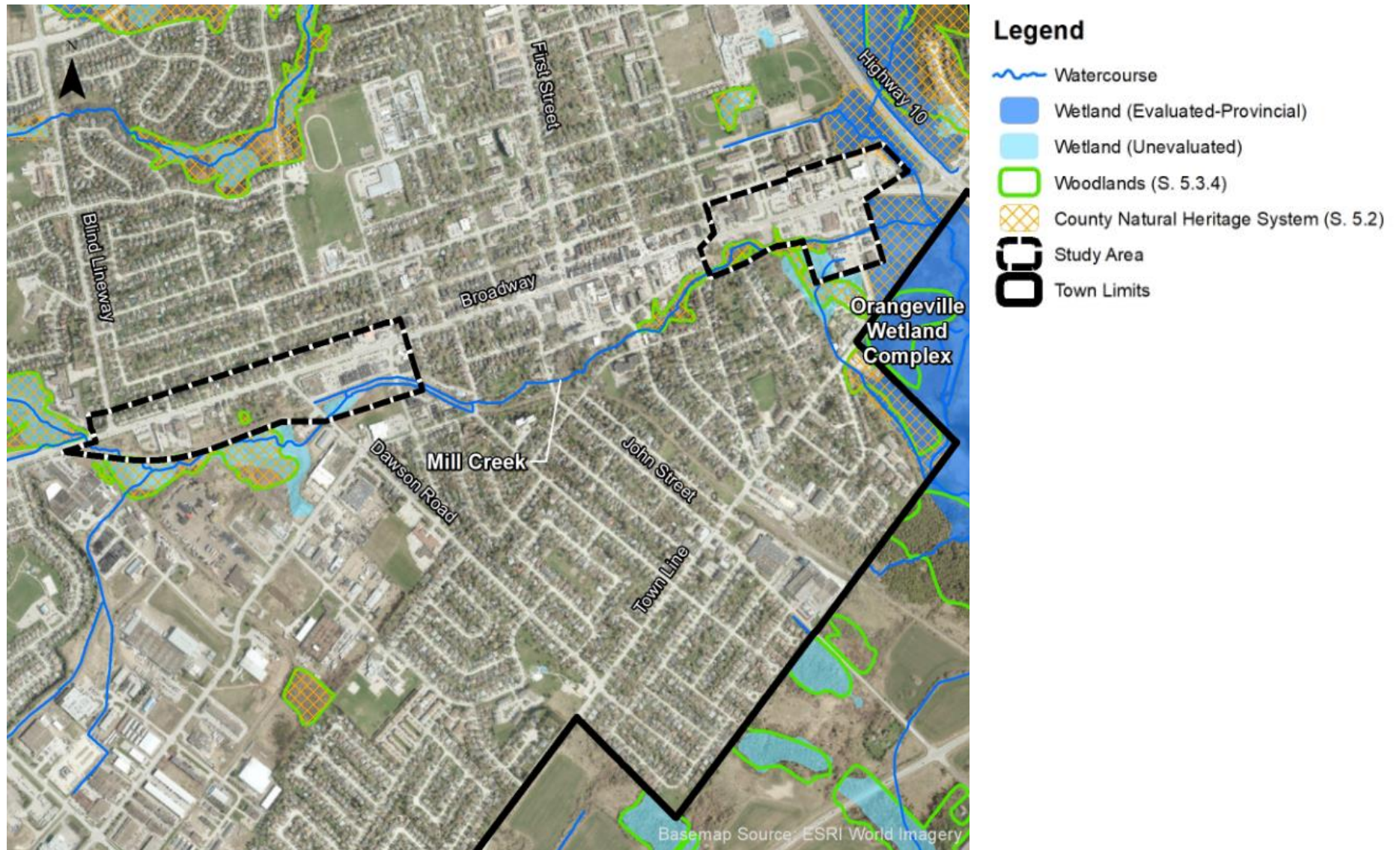


Figure 22 Natural Heritage Features and Areas within Study Area

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3.0 Existing Conditions

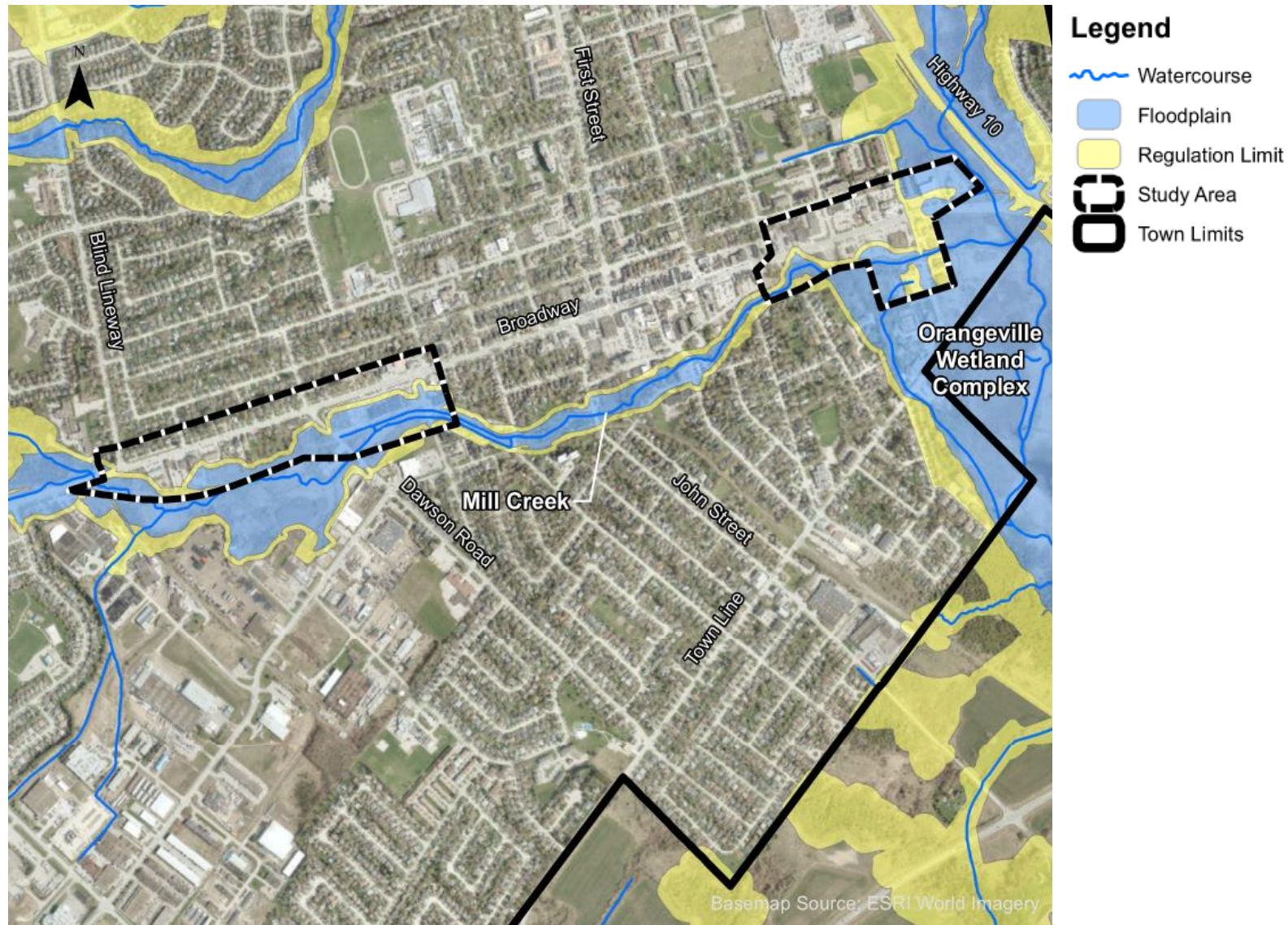


Figure 23 Natural Hazards

4.0 Best Practices

April 2025 East and West Broadway Corridor Background Study

4.0 Best Practices

4.1 Village of Bolton – Queen Street Corridor Study

The Village of Bolton Queen Street Corridor Study was finalized in March 2019 and provided land use and design recommendation to transform Queen Street into a “complete street”, that accommodates various forms of transportation and can thrive while accommodating future growth. The Study covered approximately 10 km of land combined along Regional Road 50/Queen Street stretching from Emil Kolb Parkway to Mayfield Road and along Regional Road 9/King Street between Coleraine Drive and the Humber Valley Trail. Similar to Broadway in the Town of Orangeville, the Queen Street corridor has a rich history, and development represents a variety of different time periods of architecture and planning, resulting in a disconnected streetscape, that can be uncomfortable for pedestrians and other active transportation users. At the time of the Study, the Queen Street corridor was experiencing development pressure to accommodate future growth which necessitated the need for change to support sustainable and compact growth.

To create a multi-modal corridor, which is a corridor that can easily and effectively accommodate various forms of transportation, the corridor study prepared two different options for several segments of the street. Of interest to the East and West Broadway Study area, are the options prepared for the auto-oriented sections of Queen Street.

Figure 24 illustrates the two options prepared for the portion of Queen Street with a significant grade change, similar to

Broadway west of Banting Drive and east of Dawson Road. Option b introduces a street furniture zone and bicycle lane, which provides a separation between the sidewalk and the road, improving pedestrian safety and comfort. Option c proposes a planting zone to provide separation between the road and the sidewalk, but rather than individual cycle lanes, proposes the introduction of a separated cycle track.

Figure 25 illustrates two options prepared for a portion of Queen Street which is similar in built form and land use to Broadway east of Wellington Street. Option b illustrates the potential to replace parking areas and sodded boulevards through development applications, to a comprehensive streetscape that includes planting zones, a dedicated pedestrian sidewalk and cycle tracks. In this option, we see the proposal would improve the microclimate, pedestrian comfort and safety by separating the sidewalk through plantings and lighting. In this option, no vehicular travel lanes are removed. In option, one vehicular travel lane is replaced by a planted median to provide traffic calming and introduces dedicated cycling lanes along the road and provides a wider sidewalk with a wider pedestrian planter that separates the sidewalk from the street.

The need to consolidate driveways and add shade trees and consistent furnishings were identified as key steps to achieving a successful multimodal design.

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4.0 Best Practices

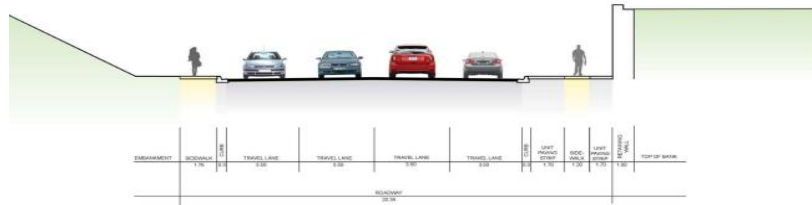


FIGURE 11a
Existing Cross Section South of Elizabeth Street

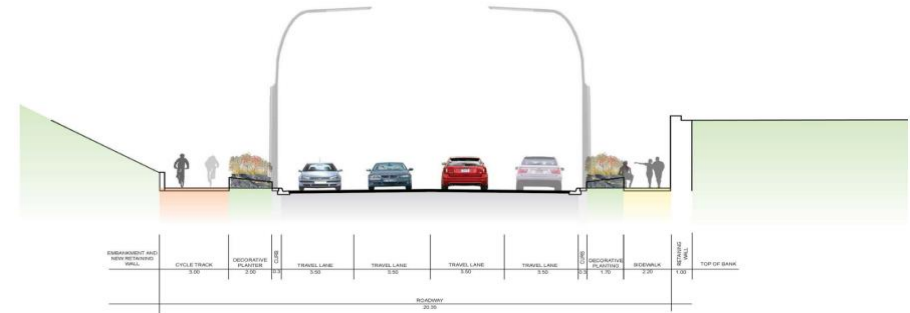


FIGURE 11c
Public Realm Priority Scenario
Cross Section South of Elizabeth Street

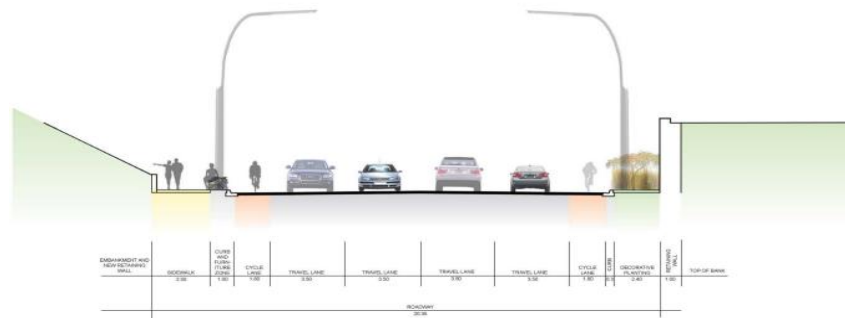


FIGURE 11b
Active Transportation Priority Scenario
Cross Section South of Elizabeth Street

Figure 24 Bolton Queen Street Corridor Study - Elizabeth Street Cross Section Options

April 2025 East and West Broadway Corridor Background Study
4.0 Best Practices

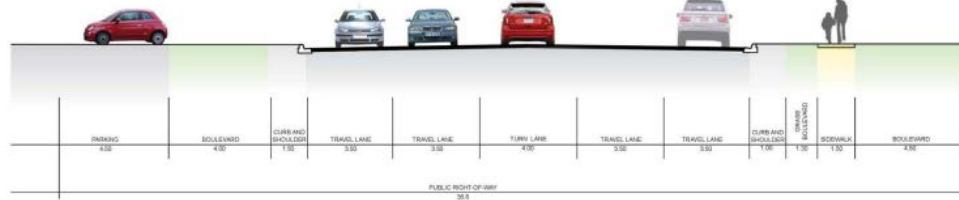


FIGURE 12a
Existing Cross Section Between Railway Bridge
and Ellwood Drive

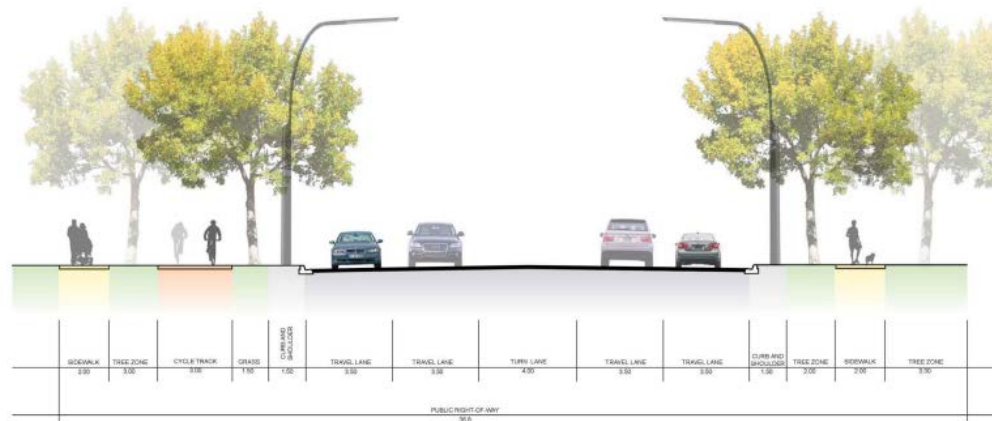


FIGURE 12b
Active Transportation Priority Scenario
Cross Section Between Railway Bridge and
Ellwood Drive

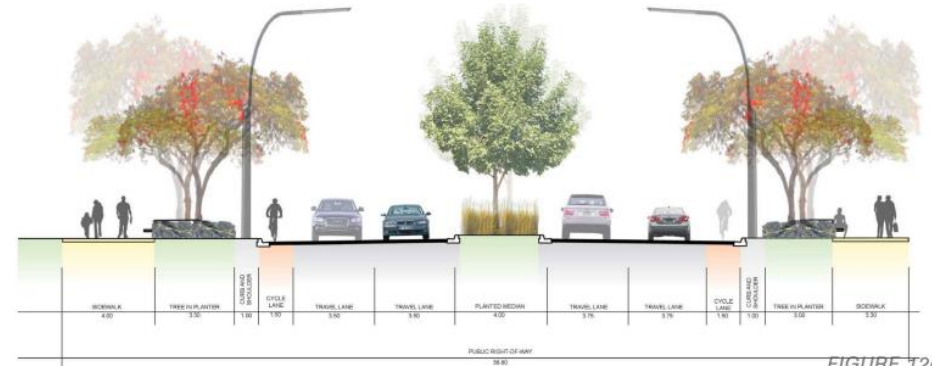


FIGURE 12c
Public Realm Priority Scenario
Cross Section Between Railway Bridge and
Ellwood Drive

Figure 25 Bolton Queen Street Corridor Study - Railway Bridge/ Ellwood Drive Cross Section Options

April 2025 East and West Broadway Corridor Background Study

4.0 Best Practices

4.2 Uptown Waterloo – Streetscape Strategy

In 2010, the City of Waterloo and the Region of Waterloo began work to improve the King Street Streetscape which included improvements to the sidewalks, road, parking, signage, vegetation, street furniture and lighting. The Streetscape Improvement Plan was based on an overall vision to create a people-oriented space that balanced the travel needs of different forms of transportation. Similar to the Town of Orangeville, Uptown Waterloo has rich cultural heritage and several designated and listed heritage buildings.

In terms of land use, Uptown Waterloo has a dense traditional mixed-use core that transitions out to more auto-oriented uses as you approach Young Street. Heights are generally limited to 4-storeys to protect the heritage character of Uptown Waterloo and increase in height to a more high-density built form (12-25 storeys) as you move away from the historic core.

Originally King Street in Uptown Waterloo was a four-lane road with street parking located on both sides. As illustrated on **Figure 26** to improve the overall function King Street, the Uptown Streetscape Improvement Plan included the following recommendations:

- Segregated bike lanes on both sides of King Street.
- New public amenities such as tree planting, landscaping, street furniture and lights.
- Mountable roll-over curbs to improve mobility for cyclists and pedestrians.

- A wider single travel lane (to accommodate emergency vehicles)
- On-street parking on one side of the street.

Streetscape improvements were delayed due to the development of a Light Rail Transit and streetscape improvements did not begin until 2017. However, sometimes delays can result in opportunities for more innovative ideas and in 2017, a new thematic lighting metal ring to surround street trees was added to the plan. Eight years later, these lighting rings have been resilient and are a key placemaking element in the Uptown Waterloo Streetscape.

Of interest to the Study Area, portions of King Street that contain auto-oriented uses, including drive-thru restaurant establishments, through the streetscape improvements have been transformed into a comfortable pedestrian-oriented streetscape (**Figures 27 & 28**). This can be attributed to the reduction of driveways onto King Street, street trees, street furniture bollards and a wider pedestrian boulevard with a dedicated bicycle lane. Further, it can be attributed to the cohesive and connected streetscape that spans King Street in Uptown Waterloo. These changes signalize that King Street is for everyone, not just the automobile

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4.0 Best Practices

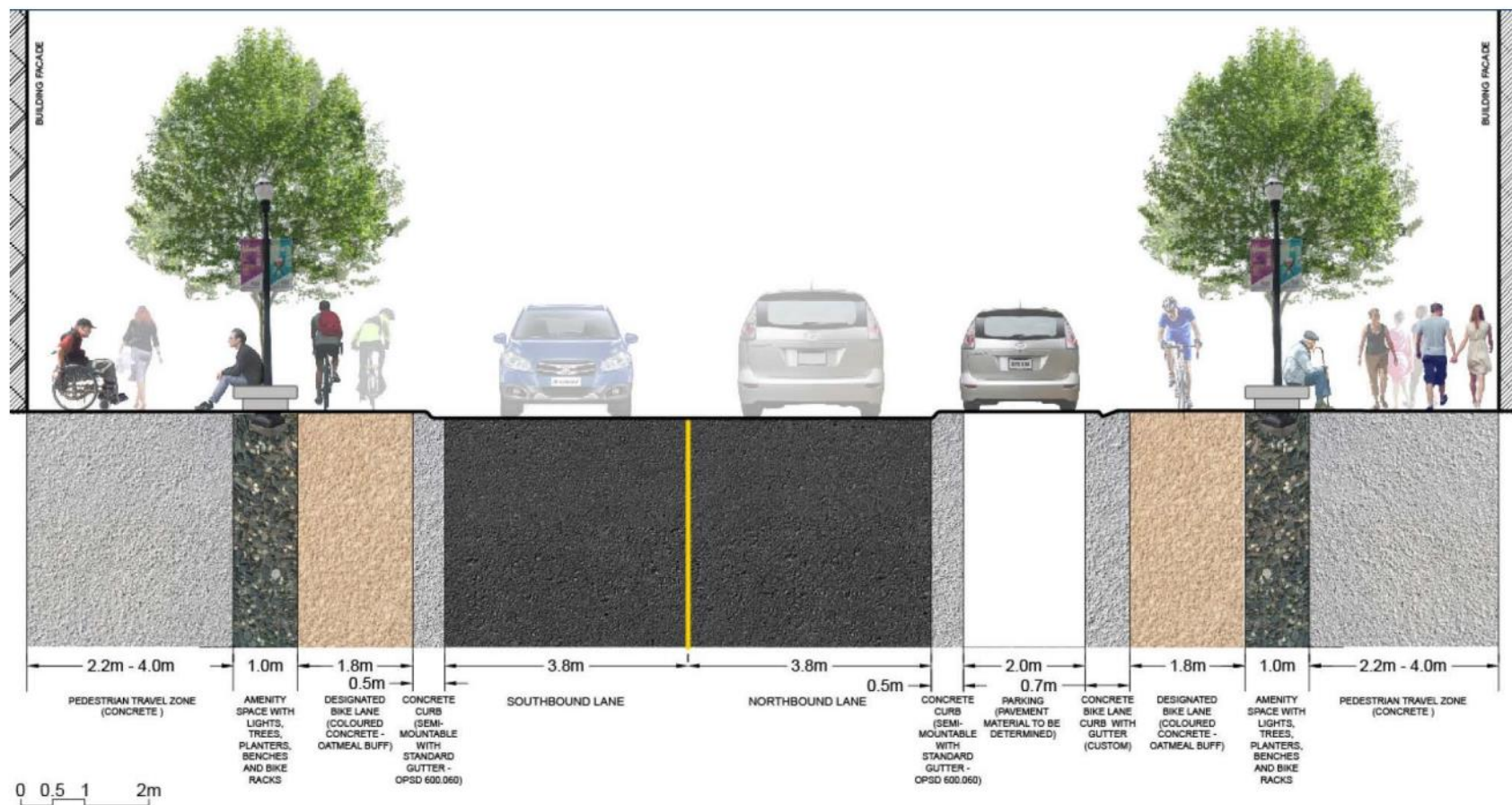


Figure 26 Uptown Waterloo King Street Cross Section

Credit: Uptown Waterloo BIA

April 2025 East and West Broadway Corridor Background Study
4.0 Best Practices



Figure 27 King Street South of Spring Street in 2014 (Left) and 2024 (Right)

Credit: Google Streetview (2014 &2024)

April 2025 East and West Broadway Corridor Background Study
4.0 Best Practices



Figure 28 King Street at Yonge Street in 2014 (Left) and 2024 (Right)

Credit: Google Streetview (2014 &2024)

April 2025 East and West Broadway Corridor Background Study

4.0 Best Practices

4.3 Town of Newmarket – Yonge and Davis Streetscape Master Plan (2015)

In 2016 the Town of Newmarket adopted a Streetscape Master Plan (**Figure 29**) for the intersection of Yonge Street and Davis Drive (Yonge and Davis Streetscape Master Plan; YDSMP). These corridors have been identified by the Province and York Region for substantial intensification and development. The Town aimed to ensure that growth was directed by design principles to enable multi-modal transportation, enhanced public amenities, and a public-private interface that was contextually informed.

The Yonge and Davis intersection is the site of a vivaNext Bus Rapid Transit (BRT) stop as well in addition to four lanes of traffic. The study area focused on portions of Yonge St. and Davis Drive exclusive of the BRT areas, but did include a requirement to ensure a seamless transition of the interface between the BRT and non-BRT streetscapes.

Similar to Orangeville's Broadway, the Yonge-Davis corridors are high-volume arterial roads oriented to vehicle travel and their intersection forms the urban centre for the Town of Newmarket. The portions of Yonge Street and Davis Drive included in the study area provide a useful example for the East and West Broadway area, as these portions are also areas of transition from Newmarket's urban centre to its periphery, and in the case of Davis Drive East, this includes a transition from established lower density uses towards the

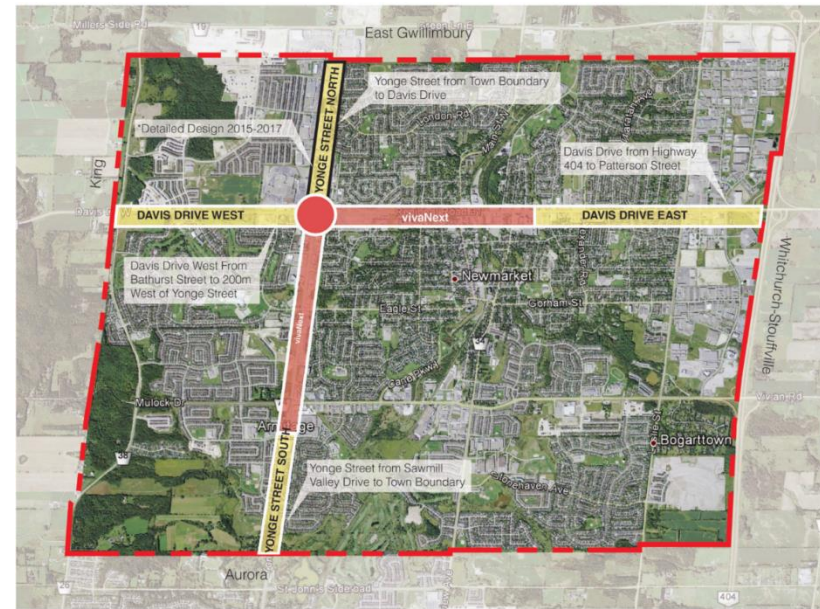


Figure 29 Yonge and Davis Streetscape Master Plan

Credit: Town of Newmarket

Highway 404. As with Broadway, the uses and built form adjacent to the study portions typically include large format commercial, wide setbacks with parking adjacent to the street, and low-rise residential uses.

The YDSMP established a vision for corridors which was a “vibrant, green & active streetscape.” Design objectives for the plan are to:

- Create a Complete Street that caters to all users, not just motorists;
- Provide safe accessible pedestrian sidewalks;

April 2025 East and West Broadway Corridor Background Study

4.0 Best Practices

- Design safe and continuous cycling infrastructure;
- Expand the urban forest;
- Improve community identity and pride; and,
- Implement Low Impact Development sustainable strategies within the public realm.

medians, multi-use paths separated from vehicle traffic by landscape buffering, pedestrian amenities, signature lighting to illuminate all modes of travel, and banners for visual interest, wayfinding, and building a sense of place.

Of interest for Broadway, the final YDSMP developed a dual street typology (**Figure 30**), which allowed for responsiveness to each context's travel and adjacent land uses and could provide a more seamless transition along each corridor.

In areas of closer proximity to the major study intersection (Yonge Street North, and the eastern portion of Davis Drive West) the YDSMP implements the Urban Streetscape Typology. This characterized by distinctive placemaking and public art, street trees and plantings for a sense of place, multi-modal connectivity, and an overall urban feeling. Design features include street trees within grates, understory plantings in planters, a planted median including public art, a separated cycle track and pedestrian sidewalks, occasional landscape buffers separating cycling and pedestrian uses, pedestrian amenities, cycling connections between major intersections to public transportation terminals, and a seamless transition between the public and private realms.

A Green Streetscape Typology was applied to areas with greater separation from the Yonge-Davis Intersection and lower density uses. This typology is characterized by more prominent green infrastructure and multi-modal transportation, including connections to the larger trail system. Key design elements include street trees, softscaping, and planted

April 2025 East and West Broadway Corridor Background Study

4.0 Best Practices

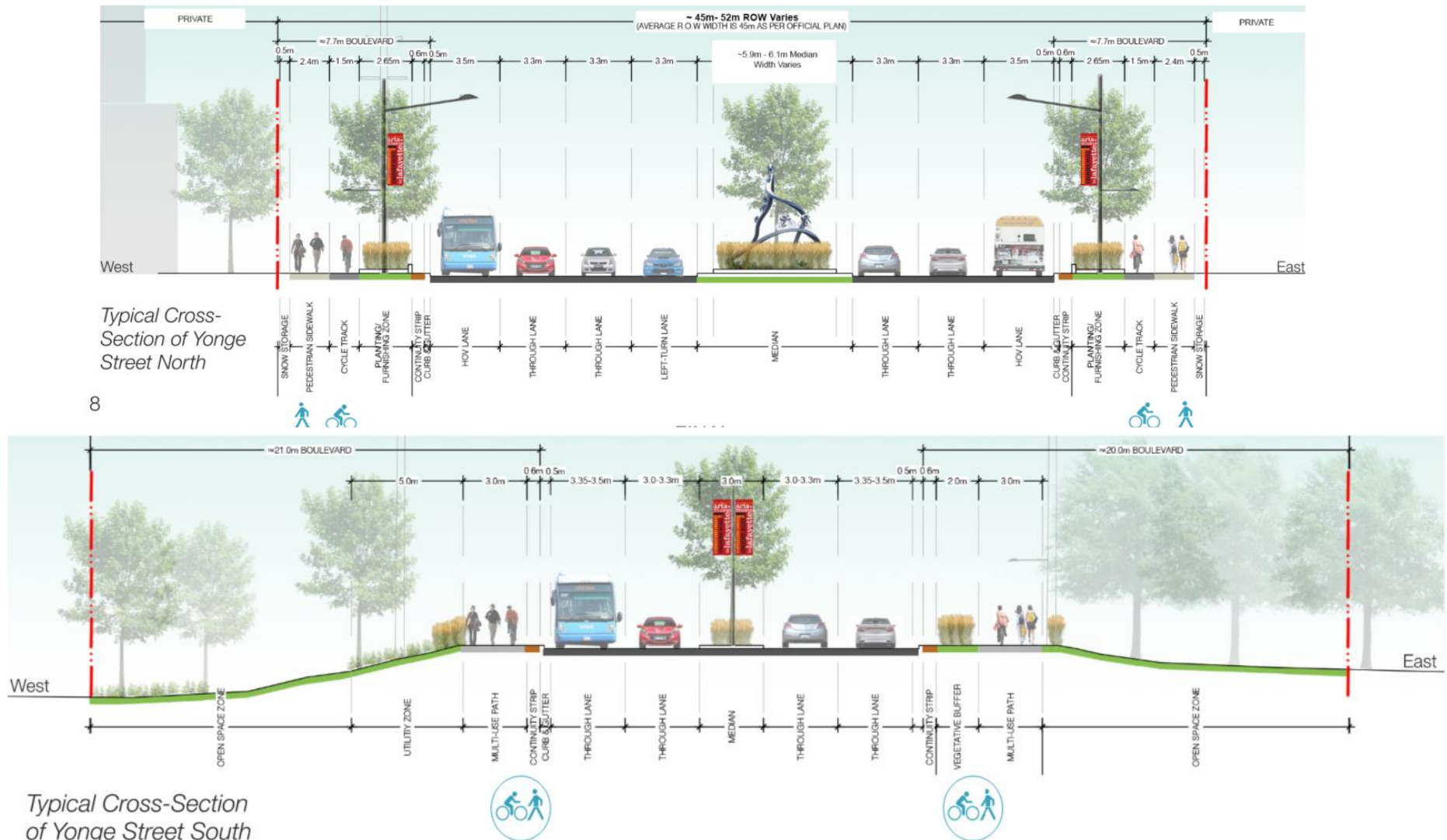


Figure 30 YDSMP Dual Street Typology

Credit: Town of Newmarket

5.0 Consultation

April 2025 East and West Broadway Corridor Background Study

5.0 Consultation

To gather local insight on existing additions and gain an understanding of how residents, employees, businesses and visitors would like to see the Study Area evolve, a public survey was launched on January 17, 2025 and ran for 4 weeks. A total of 120 survey responses were received. The majority of respondents lived in Orangeville (97) and majority of respondents were between the ages of 35-54 (60).

When asked to identify where they visit in the Study Area, many respondents identified the restaurants and shops, with Fresco, Shoppers and LCBO being identified as the most frequented stores and Greystones and Angel's Dinner being the most favoured restaurants. A large proportion of respondents identified places within the downtown area including stores, restaurants, the library, bank and personal service shops.

When respondents were asked what they thought about the study area, key themes included that the focus areas were outdated, unappealing, lacked character, sprawling, not pedestrian friendly, congested and disjointed. However, when respondents were asked what they liked about the focus areas, many sited that these areas were easy to get to, that there were many stores, that they were important for bringing people downtown and had the potential to become a gateway.

When asked how they would like to see the focus areas change or improve, many respondents indicated that they would like to see:

- Improved walkability and cycling amenities

- Improved building face design. Respondents believed it would be advantageous to incorporate the vintage character of Downtown into the design of these areas.
- More green spaces, landscaping and parks
- More housing – with some respondents wanting to see mid-rise (3-5 storey development) and others more resistant to this built form.
- Improved parking
- Improved signage such as a Welcome/Goodbye Sign as you enter/exit Highway 10.
- Improved lighting
- More public buildings and amenities

As shown on **Figure 31**, when asked what would make you spend more time in the focus areas, the most popular answers were more restaurants/cafes, improved architecture and street design, open spaces and public events. These responses were consistent with the responses of the previous question.

April 2025 East and West Broadway Corridor Background Study
5.0 Consultation

Which of the following would make you more likely to spend time in the "focus areas"?

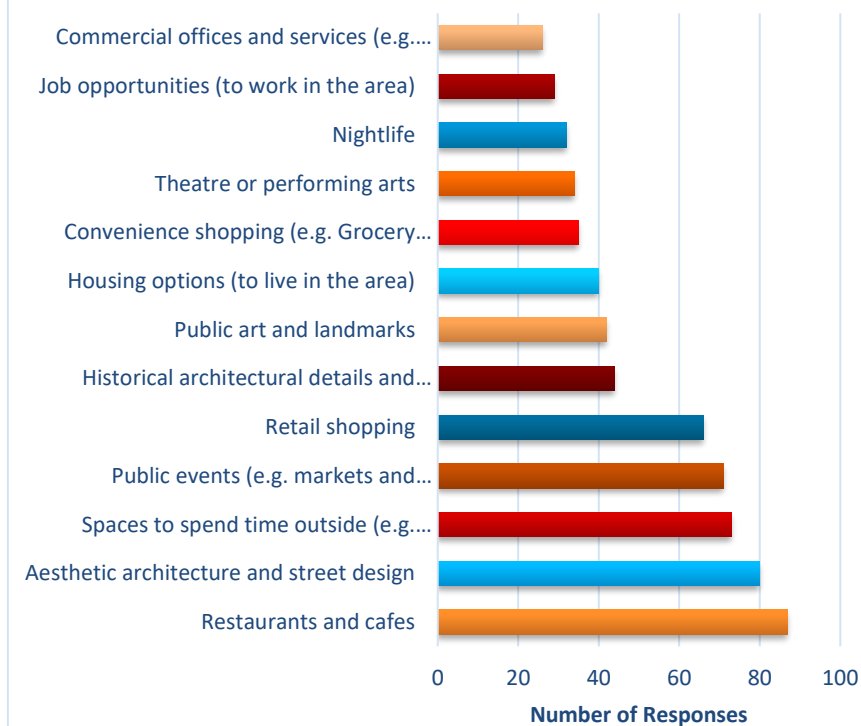


Figure 31 Bar Chart for Survey Question: Which of the Following Would Make You More Likely to Spend Time in the Focus Areas?

What would make walking around the "focus areas" more comfortable and attractive to you?

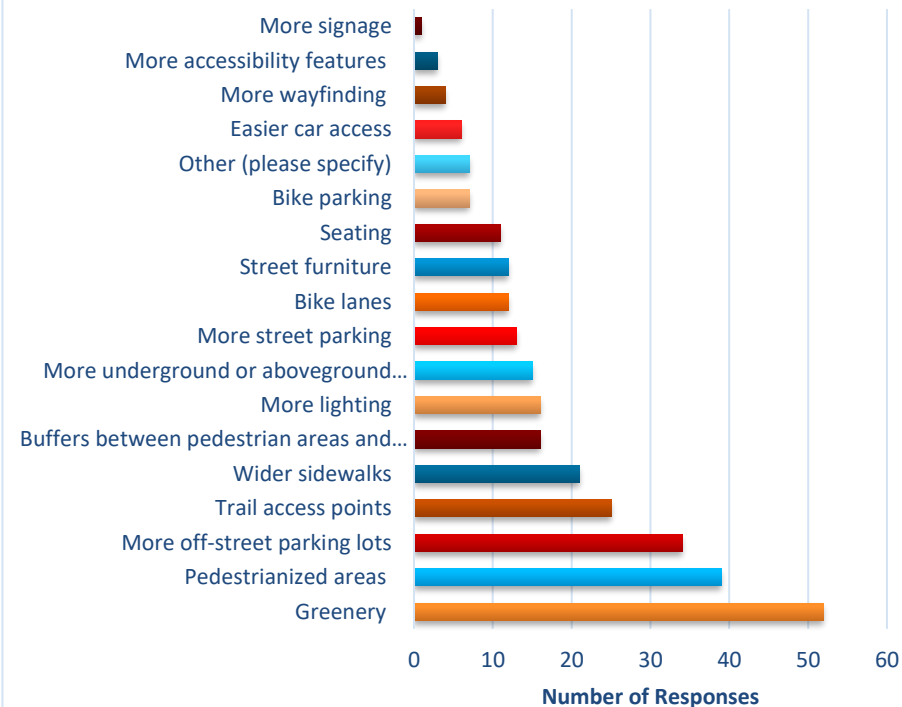


Figure 32 Bar Chart for Survey Question: What Would Make Walking Around the Focus Areas More Comfortable and Attractive to You?

April 2025 East and West Broadway Corridor Background Study**5.0 Consultation**

As illustrated on Figure 32, when asked what would make walking around the focus areas to be more comfortable and attractive, the most popular responses include greenery, pedestrianized areas, more off-street parking and trails.

When respondents were asked if there were any streets, neighbourhoods or urban design from elsewhere that they would like to see incorporated into the focus areas, there were a variety of responses. Many respondents wanted to see pedestrian focused design examples from cities in Europe like Amsterdam where there are narrow roads, dedicated bike lanes and wider sidewalks. Respondents liked the idea of closing specific streets to vehicular traffic similar to some European cities. More locally, respondents said to look to downtown Elora, uptown Waterloo, downtown Collingwood, Unionville, Canmore and downtown Creemore, which were downtown areas. A common theme throughout these examples were larger pedestrian pathways, a mid-rise built form which increased in height as you approached the outskirts, patios and dedicated open space areas along the main street.

When asked if there was any additional information, they would like to share in regard to the study area, many residents want to think long term, they want to make Orangeville more desirable to young people and want to see more things to do. However, respondents also raised concerns with high taxes and implications of any improvements onto their taxes, people raised concerns that Broadway was being used as a primary by-pass through the Town and some respondents raised concerns regarding building heights for apartment buildings.

6.0 swOT Analysis

April 2025 East and West Broadway Corridor Background Study**6.0 SWOT Analysis****6.1 East Broadway Focus Area**

Table 5 provides an analysis of the strengths, weaknesses, opportunities and threats associated with the East Broadway Focus Area.

Table 5 East Broadway SWOT

East Broadway Focus Area	
Strengths	<ul style="list-style-type: none"> • Strong existing policy framework provided by the Dufferin County OP, Orangeville OP, HCD Design Guidelines, and Orangeville CIP, to help promote a community with high design standards for all land uses and a visually dynamic streetscape. • There is a natural slope in the elevation of Broadway that lowers towards the eastern end of this segment. The crest of this hill seems to fall within the existing downtown around First Street or John Street where it temporarily levels off. This results in view corridor opportunities towards the east, potential considerations for increased heights and better design to further emphasize the gateway. The existing lower scale downtown would not block those views, and it could be an important asset for community building. • There is unique public art within the east study area which connects into the Downtown through to the west study area. • Proximity to Highway 10 means that it is a popular destination for travelers. • There are many transit stops and bus shelters throughout the Study Area. This coupled with Orangeville's free public transit service makes the area convenient to access via transit.
Weaknesses	<ul style="list-style-type: none"> • A significant amount of auto-oriented commercial uses has already been built out. These areas characterized by large surface parking areas, parking between the building and the streets, with large front yard setbacks • The existing streetscape has room for improvement. In some instances, the boulevard treatment is somewhat lacking, whether it be planting, AODA sidewalks, medians, lighting, utility coordination.

April 2025 East and West Broadway Corridor Background Study

6.0 SWOT Analysis

East Broadway Focus Area	
	<ul style="list-style-type: none"> Land use policies in the study area prioritize low-density, auto-oriented development, and limits stronger pedestrian and economic activity.
Opportunities	<ul style="list-style-type: none"> The intersection of Broadway and Highway 10 creates the potential opportunity for a gateway node at the east end of this segment of the study area. This could provide immense opportunity for built form, massing, design, streetscape treatments that clearly delineates this corner as an important focal point, and gateway into Orangeville. An opportunity exists to achieve a complete street that incorporates multi-modal forms of transportation. Complete Streets can include: <ul style="list-style-type: none"> ensuring safe and accessible streets for people of all ages and abilities giving people a range of transportation choices creating healthy and livable neighbourhoods creating vibrant and attractive public spaces supporting economic prosperity improving environmental sustainability Land use policies to encourage gentle density and mixed-use buildings could provide opportunity for intensified economic activity and extension of the Central Business District. A series of underutilized parcels represent an opportunity for infill and intensification that would create more attractive and vibrant streetscapes. There is an opportunity to connect both study areas through downtown Orangeville through complimentary streetscape design. Not necessarily the same street designs but rather through creating unique focus areas that are easily accessible via all modes of transportation and are connected through similar design treatments. Opportunity to use community improvement program to encourage streetscape improvements A number of higher density development projects are proposed for the study area which provide the opportunity to improve streetscape and encourage alternative forms of transportation. The proposed Active Transportation Network update of the Dufferin County TMP provides lots of potential pedestrian and active transportation options to increase foot traffic to Broadway businesses

April 2025 East and West Broadway Corridor Background Study**6.0 SWOT Analysis**

East Broadway Focus Area	
	and wider mobility options throughout the study areas and to directly connect the study areas with an off-road route alternative to Broadway.
Threats	<ul style="list-style-type: none"> • The presence of any heritage designations or overlay areas could impact a site's ability to contribute towards a better urbanization of Broadway. • The current lack of pedestrian connections, crossings, public open space and public connections can hinder the creation of a safe, accessible, vibrant and attractive public realm. • Overall lack of density can limit the ability to create an interconnected and active streetscape. • Mill Creek and its associated floodplain pose a constraint to development on the south side of Broadway. • Overhead hydro lines may pose issues for higher density development. • Climate change is likely to continue to create more extreme weather events and extreme heat during summer months.

6.2 West Broadway Focus Area

Table 6 provides an analysis of the strengths, weaknesses, opportunities and threats associated with the West Broadway Focus Area.

Table 6 West Broadway SWOT

West Broadway Focus Area	
Strengths	<ul style="list-style-type: none"> • Strong existing policy framework provided by the Dufferin County OP, Orangeville OP, HCD Design Guidelines, and Orangeville CIP, to help promote a community with high design standards for all land uses and a visually dynamic streetscape.

April 2025 East and West Broadway Corridor Background Study

6.0 SWOT Analysis

West Broadway Focus Area	
	<ul style="list-style-type: none"> The majority of uses are low-rise, maximum 2-storeys in height. These types of uses are typically easier and more cost effective to remove. This could result in increased investment and redevelopment interest. The slope of Broadway continues to rise at the eastern end of the western study area. While it levelled off for a segment, it gradually starts to ramp up towards the east. Further view corridors and opportunities are created that could work in concert with any nodes/gateways. There is unique public art within the east study area which connects into the Downtown through to the east study area. There are many transit stops and bus shelters throughout the Study Area. This coupled with Orangeville's free public transit service makes the area convenient to access via transit.
Weaknesses	<ul style="list-style-type: none"> The existing built form doesn't currently support a strong and safe pedestrian realm along this important corridor. The streetscape, which should be coordinated between private and public lands are somewhat lacking. The streetscape could benefit from a more coordinated approach between these two areas as they equally contribute towards the level of urbanism desired by Council and Staff. Land use policies in the study area prioritize low-density, auto-oriented development, and limits stronger pedestrian and economic activity.
Opportunities	<ul style="list-style-type: none"> The intersection of Broadway and Centre Street could be a potential node/focal point. It would demarcate the end of the traditional downtown and signify entering a new area. Underutilized lots provide opportunities to infill and contextually sensitive intensification with both residential and commercial uses. Opportunity to provide feedback on the existing urban design policies and improve based on specific area locations. A notable trail/Rail corridor follows the southern boundary of the entire length of the study area. There is immense opportunity to utilize this as a multi-purpose trail, which would create good opportunities for pedestrian connections, particularly from any future redevelopment along the south side of Broadway. The rail does not seem to be used by the time it gets to Broadway for rail uses. Also, the original rail corridor that extended west of the study area on the north side of Broadway has

April 2025 East and West Broadway Corridor Background Study

6.0 SWOT Analysis

West Broadway Focus Area	
	<p>already been converted into a multi-use path. If there is an opportunity to convert this into a trail, not only would this assist with overall pedestrian infiltration through the study area, but it would also create opportunities for views into this naturalized area to the south.</p> <ul style="list-style-type: none">• Land use policies to encourage gentle density and mixed-use buildings could provide opportunity for intensified commercial and housing opportunities.• Built form could be coordinated to take full advantage of this potential condition.• Opportunity to use community improvement program to encourage streetscape improvements.• The proposed Active Transportation Network update of the Dufferin County TMP provides lots of potential pedestrian and active transportation options to increase foot traffic to Broadway businesses and wider mobility options throughout the study areas and to directly connect the study areas with an off-road route alternative to Broadway.

April 2025 East and West Broadway Corridor Background Study

6.0 SWOT Analysis

West Broadway Focus Area	
Threats	<ul style="list-style-type: none"> Physical condition of the sidewalks, roads, parking areas and streetscaping may impact attractiveness for the area. At the west end of the study area, along the north side of Broadway, between Banting Drive and Blind Line, there appears to be a private driveway that runs parallel to Broadway. This could prevent that block from being redeveloped in a meaningful way as it appears 6 residences rely on this shared access. The change in grade on the west side of the study area poses a threat from a design perspective and limits certain streetscape improvements. The presence of any heritage designations or overlay areas could impact a site's ability to contribute towards a better urbanization of Broadway. Overall lack of density may limit the ability to create an interconnected and active streetscape. Overhead hydro lines may pose issues for higher density development. Climate change is likely to continue to create more extreme weather events and extreme heat during summer months.

7.0 What We Know & Next Steps



April 2025 East and West Broadway Corridor Background Study**7.0 What We Know and Next Steps**

In conclusion, Broadway is the Town of Orangeville's main thoroughfare connecting the Town to Highway 10 to the east and Regional Road 109 to the west. It is a focal point of the community with a range of services and amenities, including Downtown Orangeville. The East and West Broadway Focus Areas are located directly outside of Downtown Orangeville and were designed to serve a different function in the community, one more focused on serving the needs of the travelling public. This is not dissimilar to other areas in southern Ontario which are in proximity to highways or other key transportation corridors.

Both Focus Areas serve a different function to the community but provide disjointed appearance which reflects different eras of planning and architecture. These areas were designed to cater the needs of the automobile and are uncomfortable to travel through as a pedestrian or cyclist due to the lack of streetscaping, proximity of the sidewalks to the road in specific areas and lack of boulevard plantings and street trees to create a comfortable microclimate which protects non-automobile users from wind, heat and other extreme temperature changes.

The County of Dufferin recently completed its Municipal Comprehensive review and due to the significant population growth expected for the Town and limited expansions opportunities, it established an intensification rate of 60% for the Town of Orangeville. Meaning that 60% of all new development must occur within the Town's built-up area, which includes the Study Area. The Study Area is well positioned to accommodate additional growth due to its proximity to major

transportation corridors (i.e. Highway 10, Regional Road 109) and proximity to amenities and services, including the Downtown. As a result, these areas are experiencing increasing development pressure to leverage their strategic location.

The East and West Broadway Corridor Study is intended to review the existing conditions and provide recommendations from an infrastructure, transportation and planning perspective to ensure the future growth is appropriate, compatible and meets the needs of current and future generations.

Through our background review, it was determined that Town policies within the Study Area were outdated, focusing primarily on serving the needs of the travelling public, which will not result in the creation of a complete community with a distinct character and function. While the Study Area contains some listed and designated heritage buildings, it is not as concentrated as the Downtown and therefore provides an opportunity to focus residential growth in these areas, which will support businesses in both the Study Area and Downtown Orangeville.

Through our review of the existing conditions, upgrades to water infrastructure are needed to accommodate additional growth beyond the year 2031. An Environmental Assessment is underway to address water needs to the year 2051 and will facilitate the creation of a new well. The wastewater plant has capacity to accommodate additional growth, and future wastewater demands will need be evaluated and addressed once

April 2025 East and West Broadway Corridor Background Study**7.0 What We Know and Next Steps**

the plant reaches an operating capacity of 85-90%. Regarding critical road movements, (i.e., the worst performing movements at each intersection per peak period), most intersections are operating at a level of service B (i.e. traffic is operating at a reasonably free flow but speeds are beginning to be impacted by other vehicles and/or traffic conditions). The only exception is the eastbound through traffic of Broadway/Blind Line at the PM peak hour which is operating at a level of service D (i.e. speed and maneuverability of traffic are severely reduced due to the density of vehicles). When reviewing the capacity of traffic signals (i.e. 95th percentile queues), most signal operations are sufficient, apart from Town Line and Broadway, where the southbound left-turn storage exceeds capacity by approximately 5 meters (i.e. 1 vehicle) during the PM peak hour.

The location of the Mill Creek floodplain in the East Broadway Focus Area and the significant changes in grade in the West Broadway Focus Area presents challenges to development within the Study Area. The existing built out development, physical condition of the streetscape (i.e. sidewalks, roads, lack of vegetative buffers) and parking in front of existing buildings, poses a challenge and threat to the creation of an interconnected and comfortable streetscape. However, there are also many strengths and opportunities for the Study Area including opportunities to leverage existing public art, planned pedestrian connections and redevelop underutilized sites with higher density uses which can help facilitate the creation of vibrant streetscape.

Overall, the Study Area does not need to compete with Downtown Orangeville nor mirror it; there is the opportunity to connect the Study Area through Downtown Orangeville through complementary streetscape treatments and uses.

A public survey was conducted to gather feedback on the Study Area, informing the findings of the background review. The most popular suggestion for improvement included improved walkability and active transportation connections, building façade improvements, better signage and lighting and increased housing options. Respondents appreciated the Study Area's accessibility, the presence of frequently visited shops and stores and redevelopment potential. While respondents appreciated the convenience of the Study Area, they wanted an improved streetscape experience and diverse mix of uses. Specifically, they expressed a desire for more greenery, better streetscaping, patios, and pedestrianized areas. This sentiment was echoed in the examples of good streetscapes provided by respondents.

One concern to the development of cohesive and vibrant streetscape is timing; will improvements slowly through redevelopment applications be funded by the developer or will they be town-initiated and financed through other means. Additionally, while streetscape improvements are possible, existing car-oriented uses can sometimes hinder the creation of a comfortable multi-modal streetscape. This was a significant consideration during the background review, recognizing that redevelopment will take time, and some auto-oriented uses may be necessary to support travelers along

April 2025 East and West Broadway Corridor Background Study**7.0 What We Know and Next Steps**

Highway 10. As a result, our best practices review focused on streetscape studies/redevelopment projects with auto-oriented components to understand how this issue has been addressed in the past. A common theme in these case studies was to limit auto access points along the primary street, develop furnishing areas/landscaping areas to separate the sidewalk from the street, and maintain consistency in design.

This report represents the culmination of the initial background research and initial public engagement to inform the East and West Broadway Corridor Study. Next steps in the project include presenting the results of this background research to Council and the public through a formal presentation at a regularly scheduled meeting of Council.

Subsequently, the project will proceed to Phase 2, Development Vision and Planning Study, where the background data will be utilized to develop a land use framework with input from the public that guides future redevelopment of the Broadway corridor.

A summary of next steps for the project is below:

1. Phase 1: Project Initiation and Information Gathering
 - a. Present Background Research (April 2025)
2. Phase 2: Development Vision and Planning Survey
 - a. Draft Visioning and Land Use Framework (April-June 2025)
 - b. Key Informant Interviews (April to June 2025)
 - c. Public Engagement Session (May 2025)

- d. Prepare Draft Report (June to July 2025)
- e. Present Development Vision and Planning Study (July/ August 2025)

3. Phase 3: Implementation

- a. Draft Design Guidelines and Streetscape Plans (August/September 2025)
- b. Draft Planning Instruments (August/September 2025)
- c. Draft Fiscal Strategy (August/September 2025)
- d. Presentation of Implementation Tools (October/November 2025)

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7.0 What We Know and Next Steps

Appendix A

Land Use Designations and Zoning Classification Tables

Town of Orangeville Official Plan Land Use Designations

OP Land Use Designation	Intent	Permitted Uses	Relevant Policies
Service Commercial	Intent is to provide a specific range of commercial uses that are accessible along Orangeville's major transportation routes. They are predominantly automobile oriented uses.	<p>Include automobile service stations, public garages, motels, warehouses, animal hospitals, repair service and rental establishments, commercial recreation uses, private clubs, funeral homes, day care centrals and uses that require large display or storage areas. OPA 96 prohibits specific automobile uses within the study area to reinforce the East Broadway Study Area's role as a gateway into the Downtown Heritage Conservation District.</p> <p>Restaurants, offices, financial institutions, personal services and convenience commercial uses are permitted as secondary uses. Adult entertainment uses are also permitted as a secondary use, subject to restrictions.</p>	General retail uses, departments stores and food supermarkets are not permitted.
Neighbourhood Commercial	To accommodate retail and service commercial uses at moderate scale, usually in the form of shopping centres with consolidated parking.	Include supermarkets, drug stores, hardware stores, service establishments, small scale retail uses, recreational uses, offices and veterinary clinics. Residential uses are permitted within the upper floors of buildings containing other permitted uses.	Generally, to be located on arterial or major collector roads. Establishes maximum sizes for retail uses.

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7.0 What We Know and Next Steps

OP Land Use Designation	Intent	Permitted Uses	Relevant Policies
Central Business District	To act as focal point of the Town with the most diverse concentration of central functions in the Town, including retail, office, service entertainment and other commercial uses.	Include a full range of commercial activities such as offices, personal and business services, retail, cultural, recreation and entertainment facilities, parks, institutions.	<p>The Town in particular wants to see destination retailers, specialty shopping facilities, personal services, government facilities, entertainment facilities and attractions and services for tourists.</p> <p>New development needs to maintain and enhance the attractive historical appears of the downtown.</p>
Restricted Commercial Residential	Areas in transition from residential to commercial uses that provide a linkage between the Central Business District and the general commercial area in the Highway 10 corridor.	Permits a range of commercial and residential uses, alone or in combination.	<p>The form of development is converted house-form buildings. New development needs to have regard to the character of adjacent areas.</p> <p>Lands designated Restricted Commercial Residential on the south side of Broadway, west of Broadway is intended to transition to higher density, mixed-uses over time. It is intended that the character of adjacent residential neighbourhoods shall be respected through architecturally-sensitive forms of development and by properly screening elements such as off-street parking. This corresponds with their identification as an Intensification Area on Schedule B1.</p>
Residential	To provide an adequate supply of living accommodations with a	Appropriate range of housing types such as single detached dwellings, converted dwellings, semi-detached dwellings,	The location of housing types and densities are guided by Schedule C – Residential Density Plan. Low density

April 2025 East and West Broadway Corridor Background Study**7.0 What We Know and Next Steps**

OP Land Use Designation	Intent	Permitted Uses	Relevant Policies
	full range of sizes, types and densities for households of different ages and incomes.	duplex dwellings, triplexes, quadplexes, townhouses and Complementary uses that are compatible with residential uses including institutional uses, supportive housing,	residential is the predominant density permitted in the study area which restricts development to single detached and semi detached dwellings. There are other pockets within the study area which are designated medium density residential and high density residential. These two density categories permit townhouses and Schedule C – Residential Density Plan identified that the majority of lands within the Study Area are low density density of 25 units per hectare. This corresponds with the zone classification in the Zoning By-law. Lands identified as Medium Density have a maximum residential density of 99 units per
<i>Open Space Conservation</i>	To protect natural features and areas and to direct development away from hazards.	Principal use of land shall be the Other permitted uses may include public outdoor recreational uses and accessory All uses are subject to the approval of the	Boundaries of the Open Space Conservation designation may be refined through individual applications and the implementing zoning by-law.

April 2025 East and West Broadway Corridor Background Study**7.0 What We Know and Next Steps****Town of Orangeville Zoning By-law Permitted Uses**

Use	R1	R2	RM1	C2	C3	C5	CBD	OS2
<i>Residential Uses</i>								
Single Detached Dwelling	•	•				•	• (1)	
Semi-Detached Dwelling						•	• (1)	
Duplex Dwelling						•	• (1)	
Triplex Dwelling						•	• (1)	
Townhouse			•				• (1)	
Multiple Dwelling			•				• (1)	
Converted Dwelling house (4+ units)			•					
Converted Dwelling House (no more than 3 dwelling Units)						•		
Dwelling Unit or Units on Upper Floor				•			•	
Mixed-use building (no more than 3 dwelling units)						•		
Home Occupation	•	•	•	•		•	•	
Retirement home			•			•	• (2)	
Group Home	•	•	•			•		
<i>Commercial, Service And Related Uses</i>								

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7.0 What We Know and Next Steps

Use	R1	R2	RM1	C2	C3	C5	CBD	OS2
Automobile Service Station				•				
Business Or Professional Office				•		•	•	
Commercial School				•				
Financial Establishment				•			•	
Medical Centre				•		•	•	
Medical Laboratory				•		•	•	
Personal Service Establishment				•			•	
Recreational Establishment				•	•		•	
Restaurant				•	•		•	
Retail Store				•		•	•	
Repair, Service Or Rental Establishment				•	•		•	
Veterinarian Clinic				•		•	•	
Pet Grooming Establishment					•	•		
Beautician						•		
Hair Care Establishment								
Optometrist						•		
Cinema							•	

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7.0 What We Know and Next Steps

Use	R1	R2	RM1	C2	C3	C5	CBD	OS2
Club House							•	
Communications And Broadcasting Establishment							•	
Hotel Or Motel					•		•	
Parking Lot							•	
Wholesale Establishment								
Automotive Use					•			
Adult Entertainment Parlour					•			
Building Supply Outlet					•			
Club House					•			
Dry Cleaning Or Laundry Establishment					•			
Farm Implement Sales And Service Establishment					•			
Hardware Store					•			
Home Furnishing Or Improvement Retail Use					•			
Kennel					•			
Printing And Photocopying Establishment					•			
Real Estate Office					•			
Variety Store					•			

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Use	R1	R2	RM1	C2	C3	C5	CBD	OS2
Vehicle Storage Facility					•			
Video Film Outlet					•			
Warehouse					•(3)			
Wholesale Establishment					•		•	
Shoe Repair Shop						•		
Tanning Salon						•		
<i>Community And Institutional Uses</i>								
Crisis Care Facility	•	•	•			•	•	
Long Term Care Facility			•				• (2)	
Convalescent							• (2)	
Nursery School				•		•	•	
Art Gallery						•	•	
Art Or Photographic Studio						•		
Funeral Home					•	•	•	
Library							•	
Museum							•	
Religious Establishment						•	•	

April 2025 East and West Broadway Corridor Background Study**7.0 What We Know and Next Steps**

Use	R1	R2	RM1	C2	C3	C5	CBD	OS2
School							•	
Theatre							•	
Assembly Hall					•		•	
<i>Open Space, Recreation And Conservation</i>								
Public Park Or Playground	•	•	•					

- (1) on a lot that does not abut Broadway
- (2) On upper floors, on a lot that does not abut Broadway
- (3) with up to 20% of the ground floor area devoted to an accessory retail store

Appendix B

Relevant Planning Policies, Regulations and Guidelines

April 2025 East and West Broadway Corridor Background Study**7.0 What We Know and Next Steps****Dufferin County Official Plan (2017 Office Consolidation and COPAs #2, 3, 4)*****Urban Design***

- Local municipalities will seek to maintain and improve the physical design characteristics of the urban settlement areas and community settlement areas in the context of new and existing development and promote a high quality of community design and built form (3.9.1.a)
- Local municipalities, through the review of development applications will:
 - i. Promote efficient and cost-effective development patterns that minimize land consumption (3.9.1.b.ii).
 - ii. Promote the improvement of the physical character, appearance and safety of streetscapes, civic spaces, and parks (3.9.1.b.iii).
 - iii. Encourage tree retention or tree replacement (3.9.1.b.iv).
 - iv. Encourage design that considers, and wherever possible continues, existing and traditional street patterns and neighbourhood structure (3.9.1.b.v).
- Local municipalities may require development proponents to submit design and architectural control guidelines with development applications, establishing how the policies of this Plan and the local municipal official plan have been considered and addressed. Such guidelines may also be required to address related issues of streetscaping, landscaping, setbacks, signage, garage placement, and architectural treatment in accordance with any local design guidelines and zoning by-laws (3.9.1.c).
- Local municipalities will encourage the integration and accessibility of community uses including schools, municipal facilities, institutional uses, parks and open spaces and recreational uses through pedestrian, cycling and trail linkages. Local municipalities may require the provision of certain pedestrian, cycling and trail linkages through the development approvals process, in accordance with the policies of this Plan, local municipal official plans and associated master plans (3.9.1.e).
- Local municipalities may undertake the preparation of urban design guidelines to achieve the policies of this Section and local municipal community design policies for all or specific areas (3.9.1.f)

Community Improvement Plans

4. Local municipalities are encouraged to prepare Community Improvement Plans to proactively stimulate community improvement, rehabilitation and revitalization (3.9.2.a).
5. The County may use the Community Improvement provisions of the Planning Act to participate in a Community Improvement Plan of a local municipality (3.9.2.b).
6. The County and local municipalities will be satisfied that its participation in community improvement activities will be within its individual financial capabilities (3.9.2.c)

Town of Orangeville Official Plan (2025 Office Consolidation)

April 2025 East and West Broadway Corridor Background Study**7.0 What We Know and Next Steps****D.7.2 Community Form and Identity**

- New development will be located and organized to fit with its neighbours or planned context. It will frame and support adjacent streets, parks and open spaces to improve the safety, pedestrian interest and casual views to these spaces. (D7.2.1)
- New development will locate and organize vehicle parking, vehicular access, service areas and utilities to minimize their impact on the property and on surrounding properties and to improve the safety and attractiveness of adjacent streets, parks and open spaces. (D7.2.2)
- New development will be massed to fit harmoniously into its surroundings and will respect and improve the local scale and character. It will minimize the impact on neighbouring buildings and open space. (D7.2.3)
- Infill development will respect and reinforce the general physical patterns and character of established neighbourhoods, with particular regard to: (D7.2.4)
 - a) patterns of streets, blocks and lanes, parks and public building sites;
 - b) general size and configuration of lots;
 - c) heights, massing, scale and type of dwelling unit compatible with that permitted by the Zoning By-law for nearby residential properties;
 - d) prevailing building types;
 - e) setbacks of buildings from the street or streets;
 - f) prevailing patterns of rear and side yard setbacks and landscaped open space;

g) continuation of special landscape or built-form features that contribute to the unique character of a neighbourhood; and,

h) conservation of heritage buildings, structures and landscapes.

- Gateway areas will be created at major entrances to the Town, particularly the intersection of Highways 9 and 10. Further development in these areas will generally incorporate architectural, landscaping or other features which emphasize the unique nature of the community. Development and the creation of a Gateway Area at the intersection of Highways 9 and 10 will require the approval of the Ministry of Transportation in accordance with the requirements of the Public Transportation and Highway Improvement Act. (D7.2.5)

E1.9 Neighbourhood Design

7. The Town's neighbourhoods will generally contain a mix of lot sizes in order to achieve visual variety and to accommodate a broader range of households. Concentrations of small lots will be avoided. The actual mix will be determined on a subdivision-specific basis having regard for the mix of lot sizes in the neighbourhood (E1.9.2).
8. When designing new residential neighbourhoods or considering changes to existing ones, Council will seek to integrate local vistas, heritage features, and natural and groomed landscapes to create a sense of place and foster neighbourhood identity. Wherever possible, public parks will enjoy full street frontage on one or more sides. Conservation lands also will enjoy frontage on public streets or will be linked visually and functionally to the adjoining

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neighbourhood by attractive vista strips at strategic locations such as at the head of a street (E1.9.3).

9. Neighbourhood design will promote walking activity to lessen dependence on the automobile, promote human health, and strengthen community bonds by providing opportunities for casual encounters. Accordingly, the Town's neighbourhoods will contain an interconnected street pattern designed to provide a variety of convenient walking routes. In particular, the facilities, schools, places of worship, and bus stops will be designed to be conveniently accessible by foot from all dwellings (E1.9.4).
10. Turning circles will be avoided wherever possible owing to difficulties that have been experienced with snow clearing and removal operations. Where turning circles are inevitable, consideration will be given to the provision of a landscaped parking feature in the centre (E1.9.5).
11. Street trees will be planted at regular intervals to define the character of the street. Where space permits, they will be located between the sidewalk and the curb to foster the creation of the creation of a canopy over the street (E1.9.6).
12. The visual prominence of garages occupying the front of a dwelling will be reduced or minimized by bringing forward other building elements such as porches, the main front wall, or habitable space over the garage, and by controlling garage sizes on small lots. Reduced front yards for the main front wall of the dwelling, or yard encroachments for porches and verandas may also be appropriate, in order that the garage may be recessed relative to other building elements (E1.9.7)
13. The on-street parking supply for new residential neighbourhoods will be addressed prior to the granting of

approval for new subdivision to ensure that adequate parking is available for visitors. Wherever possible, driveways and municipal services will be arranged in a manner that maximizes potential on-street parking space [OPA 63] (E1.9.8).

14. Council may authorize the development of architectural guidelines including, but not necessarily limited to, those relating to the character, scale, appearance and design features of buildings and their suitable design (E1.9.9).

E2.9 Commercial Urban Design

15. Council supports the development of commercial areas which are attractive, and which enhance the commercial vitality and community image of Orangeville. To achieve this goal, Council has undertaken a Community Urban Design Study which resulted in the approval of urban design guidelines for all commercial areas within the Town. It is Council's intent that any and all commercial development, redevelopment, or renovation projects will assist in the implementation and be consistent with the guidelines to the greatest extent possible, and work towards enhancing and reinforcing Orangeville's unique sense of place.
16. It is also Council's intent that the effectiveness and implementation of the urban design policies of this Plan and the urban design guidelines will be reviewed, updated, and/or revised from time to time, as necessary, to ensure that they continue to accomplish the objectives of the Town.

E8 Specific Policy Areas

E8.62 Notwithstanding the Service Commercial designation of the lands located on the north and south sides of Broadway, between Third/Wellington Streets and Highway 10, automotive

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uses such as automobile parking depots, automobile dealerships and used car lots are not permitted, while automobile service stations and public garages are permitted.

The intent of this policy is to reinforce and complement the focus of the east Broadway area as the easterly gateway into Town and the entry into the Downtown Heritage Conservation District, and the Town's continuing efforts to beautify this area. It is anticipated that over time, specific proposals for amendment to the Zoning By-law and redevelopment proposals will be made in accordance with this policy so as to have the effect of relocating those automotive and automotive-related uses that rely on the outdoor storage and display of motor vehicles and equipment to more appropriate areas of Town

E8.63 Notwithstanding the Restricted Commercial/Residential designation of the lands located on the south side of Broadway, west of Dawson Road, a transition to higher density, mixed-uses over time, beyond house-form buildings, can be considered for this area. It is intended that the character of the adjacent residential neighbourhoods shall be respected through architecturally-sensitive forms of redevelopment and by properly locating and screening site elements such as off-street parking. Appropriate development regulations and restrictions shall be established in the Zoning By-law through site-specific amendments, and the process of redevelopment shall be subject to site plan control. Furthermore, a restaurant shall be permitted on the property located on the southwest corner of Broadway and Dawson Road at 288 Broadway.

Orangeville Community Improvement Plan Design Guidelines (August 2022)

Restricted Commercial / Residential Transition Areas

These areas provide an interconnecting linkage between the Central Business District and the General Commercial area in the Highway 10 corridor north of Fourth Avenue. The form of development is converted house-form buildings. The following design guidelines relating to the Restricted Commercial/Residential Areas should be read conjunction with the General Design Guidelines.

- Existing sidewalk widths and materials shall be maintained.
- Typically, access will be limited to one driveway access per property.
- Access driveways should be minimized in width to maximize landscape opportunities.
- For residential units directly accessed from the public realm, efforts should be made to provide privacy and to differentiate between public and private space. This could include raising the entrances to 0.6m to 0.9m higher than the elevation of the abutting sidewalk to provide privacy; incorporating ground floor patio space; and/or providing for increased setbacks.
- Parking areas located in front of buildings or within the front yard is prohibited. The only exception is accessible parking spaces (if necessary).

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- For corner lots, vehicular entrances to parking areas should be located on side streets and entrances along Broadway should be avoided, where possible.
- Outdoor display and open storage areas are not permitted as not to detract from the residential character of the area.
- To maintain the existing streetscape character, tall fences and hedges are discouraged in front yards.
- Efforts shall be made to retain existing mature trees, especially along the street frontage. Where trees are removed for a development application replacement trees shall be provided in accordance with any Town tree by-laws. Example of locating parking lot to side/rear of building screened from the public street.
- Parking areas that are visible from the street (i.e. on corner lots) shall be screened from public view through the use of landscape materials. Low fencing may also be used along property lines to screen parking areas.
- Where new infill development or redevelopment occurs on a site that contains or abuts a building of heritage significance, the Town will require the completion of a Heritage Impact Assessment (HIA) to assess the impact of the proposed development on the built heritage resource.
- A consistent setback forms part of the character within the Restricted Commercial/Residential Areas. New buildings should maintain the predominant setback of the block within which they are located and ideally should match with setbacks of adjacent buildings.

- In addition to building setbacks, a sense of separation should be created between public streets/sidewalks and building entrances with the use of the front lawn and plantings.
- Ensure that design and construction reflect a high level of craftsmanship and are of similar or superior quality to buildings in the immediate context.

Multiple Residential

Multiple-residential buildings are often divided both vertically and horizontally. Multiple residential developments can be freehold, rental or condominium in tenure.

- Building Orientation
 - Design buildings abutting built heritage resources that complement the context and heritage characteristics and that incorporate compatible proportions, rhythm of façade openings and bays, height and setback transitions, enhanced façade articulation and materials.
 - Cluster developments on private roads should be designed with consideration to the public street from which the development is accessed. Where frontage permits, this may include orienting some units to face the public street. Where frontage is only wide enough to accommodate the private access road, landscaping and/or new street trees should be provided to frame the access.
- Height & Massing

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- Additional height for mixed-use buildings may be considered provided it is demonstrated that there are no adverse shadow impacts on existing residential development.
- Any new multiple unit residential buildings should be designed to retain the general massing character of large, detached homes in scale and appearance. The exterior walls should not have the appearance of an overly massive building block.
- Individual residential units should have clear identities through varying architectural treatment. (i.e. varying facades, window sizes/ styles, columns, etc. but should remain consistent in overall theme.
- Design townhouse blocks with a maximum of three storeys in building height and massing.
- Access & Entrances
 - Where possible, accessible entrances should be provided for ground floor units of multiple unit developments.
 - Pedestrian entrances to both single and multiple residential buildings should be spatially and architecturally prominent and welcoming.
 - In multi-tenant development, the use of multiple pedestrian entrances into the building at street level is encouraged.
 - For residential units directly accessed from the public realm, raise the entrances to 0.6m to 0.9m higher than the elevation of the abutting sidewalk to provide privacy. Incorporate stairs or ramps for barrier free access and create semi-private outdoor amenity spaces with landscaping, terraces, and low decorative fencing.
- On streets where multiple driveway accesses are not desired or permitted, consideration should be given to the inclusion of dual frontage townhomes which allow for front doors facing the street and parking in behind.
- Incorporate garage entrances that are flush with or recessed behind the building face and architecturally integrated into the main building massing.
- The use of landscaping at entrances to multiple residential sites is encouraged. Addressing or other signage should be incorporated with the landscaping.
- Parking
 - Parking for stacked and mid-rise row housing should be provided in structured parking garages, surface communal parking lots, or underground; but should not be provided through street-facing garages.
 - Within cluster developments private garages are permitted and encouraged, however accommodation should be made for visitor parking within the overall site design.
- Amenity Space

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- For dual frontage townhomes, private outdoor amenity in the form of front porches, balconies or decks is encouraged. Private amenity areas can be provided along the front or rear façade.
- For each residential unit, incorporate a private outdoor amenity space in the form of a roof terrace or balcony.
- Architecturally integrate balconies and other projections into the structure and detailing of the building. Recess, partially recess or cantilever balconies to provide sun access to the units below.
- Private outdoor amenity areas should be provided for ground floor units, and such areas should be screened for privacy.
- For large, clustered row housing development, a communal outdoor amenity area should be provided.
- In areas that are well served by public parkland the provision of private outdoor amenity area may not be necessary.
- Locate and orient windows, decks and balconies to limit overlook into nearby windows and amenity spaces of adjacent properties while enabling “eyes on the street” for common public areas.
- Privacy fences should be provided alongside and rear lot lines.
- Architectural Details
 - Ensure that design and construction reflect a high level of craftsmanship and are of similar or superior quality to buildings in the immediate context.
 - Building articulation and architectural treatments should be incorporated for exposed building facades. Building facades along streets should include architectural features that provide pedestrian interest.
 - Incorporate cladding materials that include brick, stone, metal, glass, wood, and insitu concrete of high architectural quality. Incorporate high quality stucco only as an accent material. Vinyl siding, plastic, plywood, concrete block, tinted and mirrored glass, and metal siding are strongly discouraged. The use of local materials is encouraged.
 - Reinforce the continuity of the street and create a strong community character by using consistent rhythms of similar pre-existing details and positive architectural elements.
 - Incorporate environmental controls into the building design to regulate sun and wind exposure, such as canopies, awnings and louvers.
 - On exposed end walls along an interior side lot line without openings, use the same building materials and detailing that

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complement the overall building design to prevent undesirable visual appearance.

Apartments

For the purposes of these guidelines' apartments are described as larger multiple residential buildings that share interior corridors, vertical circulation and entrances, and have multiple units stacked vertically. Typically, units are located on both sides of a corridor (double-loaded) and, sometimes, only on one side of a corridor (single-loaded). Apartments may also be designed with lower ground floor units with direct access to grade as well as upper units that gain access from a shared corridor, vertical circulation and entrance. 'Apartments' can be rental or condominium buildings.

- The massing of all proposed apartment buildings should be designed to create a comfortable pedestrian environment, which will be further enhanced through the provision of private amenity space and landscaping.
- Larger, multi-storey buildings should incorporate repeating patterns at a regular rhythm.
- High quality materials including a large amount of glass should be incorporated into the building facades. Repetition of lines and windows through both vertical and horizontal articulations and setbacks can be used to further break up buildings mass.
- Building designs and architectural elements that add variety to rooflines are encouraged.
- Projecting balconies beyond building facades are discouraged. Recessed or partially recessed balconies are preferred.
- Buildings should be designed to address the street and are to include pedestrian entrances from the surrounding public street and/or sidewalk.
- The mass of proposed buildings shall be broken up using a number of massing techniques including projections and recessions; changes in building materials / colours; and the incorporation of varying window sizes. These techniques should be applied to longer buildings to ensure an attractive streetscape.
- Outdoor living spaces of individual units are encouraged in the form of patios, porches, or balconies.
- Where applicable, buildings should be located to frame intersections.
- All building facades will be articulated, with particular attention to building elevations visible from the surrounding public realm. Blank walls are strongly discouraged.
- Outdoor amenity areas associated with apartment developments should be designed in highly visible locations.
- Apartment developments should be designed with common amenity space. In locations where public parkland is not located within walking distance, common outdoor amenity space is strongly encouraged.

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- Orient and design taller buildings to minimize shadows cast on adjacent properties, especially other residential buildings and open spaces.
- Privacy fences should be provided along interior side and rear property lines of apartment developments to ensure that glare from headlights do not spill over onto adjacent properties. This also provides for continued privacy of any adjacent residential properties and provides for shade opportunities on-site.
- For taller buildings, avoid problems of overshadowing by sitting the development away from neighbouring boundaries, stepping back the upper storeys of the building, and/or altering rooflines.

Mixed-Use Buildings

The guidelines in this section apply to mixed-use buildings and mixed-use developments. Mixed-use buildings are typically designed with non-residential uses (retail, office, etc.) On the ground floor with the upper floor(s) used for residential or other purposes (i.e. office). Sites which contain both free-standing residential and free-standing commercial buildings are also considered mixed-use developments for the purposes of these guidelines.

- New residential or mixed-use buildings along major arterial roads should be set close to the street with the intention of eventually creating a more traditional downtown-style street. Maximum setbacks may be imposed through implementing zoning by-laws to achieve this objective.

- Shared parking for commercial and residential uses is encouraged, particularly where visitor parking spaces are required. Commercial uses and visitors often operate with opposite peak times providing for logical sharing opportunities.
- New parking areas should be located within the side and rear yards where possible. Existing front yard parking areas should be screened from the street.
- Mixed-use buildings are encouraged to be designed with higher ground floor ceiling heights and large ground floor windows. Mixed-use buildings are encouraged to be designed with higher ground floor ceiling heights and large ground floor windows.
- Reduced amenity areas may be appropriated is in proximity to parks and commercial uses.
- Privacy fencing should be provided along all interior side and rear lot lines. • When integrating new mixed-use buildings within Commercial areas flat roofs are appropriate.
- If possible, consider having a secondary residential access via the amenity area, in addition to an entrance in the street-facing wall.
- Where residential units are added above an existing commercial or mixed-use building private amenity areas should be incorporated where possible.

Appendix C

Parking Study Details

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7.0 What We Know and Next Steps

7.1 Existing Area Road Network

Broadway is an east-west arterial road that serves as Orangeville's main commercial corridor and is part of the Heritage Conservation District. It begins at its western intersection with County Road 109 (Riddell Road) and extends eastward to its intersection with Highway 10. The road features two travel lanes in each direction in the West Section (from Blind Line to Centre-Clara intersections) and in the East Section (from Third-Wellington to Highway 10 intersections). Sidewalks exist on both sides of the road along the majority of the study area. Stopping and parking are prohibited on both sides of Broadway within the study area. The posted speed limit is 50 km/h.

Blind Line is a north-south collector road with one travel lane in each direction and a central left-turn lane from Broadway to College Avenue. Blind Line begins at the intersection with Broadway and continues north to Highway 10, where it transitions into 2nd Line West. Sidewalks exist along both sides of the road. Parking is prohibited on both sides, except in designated parking bays. The posted speed limit along its urban section is 40 km/h.

Banting Drive is a north-south residential collector road with one travel lane in each direction. It begins at its intersection with Blind Line and extends south-west until its intersection with Broadway. Sidewalks exist along at least one side of the road. Parking prohibition is not posted at any side of the road. Parking restrictions under Council Review are shown in pink on **Figures 34 and 35**. The posted speed limit is 40 km/h.

Dawson Road is a north-south collector road with one travel lane in each direction. It begins at its intersection with Broadway and extends south until the intersection with Townline Street. Sidewalks exist along at least one side of the road. Parking is prohibited on the west side of the road. The posted speed limit is 40 km/h, and truck restrictions apply to certain sections of the road.

Ada Street is a north-south local residential road with one travel lane in each direction. It connects to Broadway on its southern end and serves nearby residential properties. Sidewalks exist along at least one side of the road. Parking is prohibited on both sides. The posted speed limit is 40 km/h.

Centre Street is a north-south collector road with one travel lane in each direction. Sidewalks exist along the west side of the road. Parking is prohibited along most sections of the road. The posted speed limit is 40 km/h, and truck restrictions apply to certain sections.

Clara Street is a north-south residential road with one travel lane in each direction. It begins at its intersection with Broadway and extends south to its intersection with Dawson Road. Sidewalks are present along the west side of the road. Parking is prohibited along both sides of the road from Broadway to Zinc Street. Between Zinc Street and Elizabeth Street, parking is prohibited only on the east side. North of Elizabeth Street, the parking prohibition shifts to the west side of the road. The posted speed limit is 40 km/h.

Wellington Street is a north-south local road with one travel lane in each direction. It begins at its intersection with Townline Street and extends northward until Broadway. Sidewalks exist along at least one side of the road. Parking is prohibited on both sides of the road. The posted speed limit is 40 km/h.

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Third Street is a north-south collector road with one travel lane in each direction. It begins at its intersection with Broadway and extends north until the intersection with 5th Avenue. Sidewalks exist along at least one side of the road. Parking is prohibited on the east side of the road. The posted speed limit is 40 km/h.

Fourth Street is a north-south collector road with one travel lane in each direction. It begins at its intersection with Broadway and extends north until the intersection with 2nd Avenue. Sidewalks exist along the east side of the road. Parking is prohibited on both sides of the road from Broadway to First Avenue. The posted speed limit is 40 km/h.

Townline is regional connector road with one travel lane in each direction. It begins at Broadway and extends southward, continuing as Towline, linking Orangeville to neighboring municipalities. Sidewalks exist at least on one side of the road along certain urban sections of the road. Stopping and parking are prohibited on both sides of the road near Broadway. The posted speed limit is 50 km/h near Broadway and varies between 40 and 50 km/h in urban areas and 80 km/h in rural sections.

Sherbourne Street is a north-south local road with one travel lane in each direction. It begins as a continuation of Townline to the north of Broadway, providing access to housing developments. Sidewalks exist along the east side of the road. Parking is prohibited on both sides of the road. The posted speed limit is 40 km/h.

Highway 10 is a major north-south provincial highway with two travel lanes in each direction. It intersects with Broadway at the eastern end of Orangeville, serving as a key regional route connecting the town to Toronto in the south and Shelburne in the north. Sidewalks are not present along this road. Parking and stopping are prohibited on both sides of the road. The posted speed limit is 80 km/h.

Figures 34 and 35 below show the current parking restrictions across the study area.

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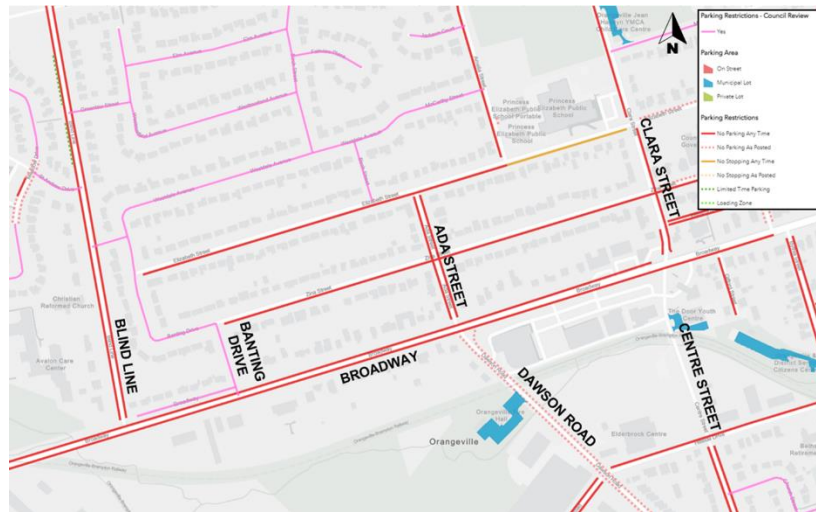


Figure 33 On Street Parking Restrictions West Broadway Study Area

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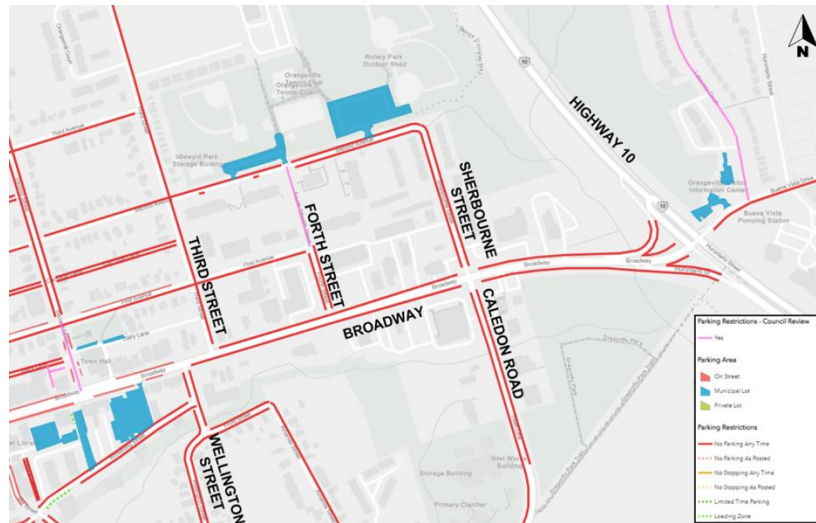


Figure 34 On Street Parking Restrictions East Broadway Study Area

Appendix D

Existing Road

Operation Conditions

April 2025 East and West Broadway Corridor Background Study**7.0 What We Know and Next Steps****Existing Study Area Intersections****Broadway/Blind Line**

The Broadway/Blind Line intersection is a signalized, three-legged intersection. The southbound approach (Blind Line) consists of a left-turn lane and a right-turn lane. The eastbound approach consists of a left-turn lane and a through lane, with the left turn being permitted and protected by a dedicated left-turn signal. The westbound approach features a right-turn/through lane and a through lane.

All turning movements are permitted at this intersection.

**Broadway/Banting**

The Broadway/Banting intersection is an unsignalized, three-legged intersection with STOP control on the minor approach (Banting Drive). The southbound approach consists of a single shared lane that accommodates all movements. The eastbound approach consists of a left-turn/through lane and a through lane, while the westbound approach features a right-turn/through lane and a through lane.

All turning movements are permitted at this intersection.

**Broadway/Dawson-Ada**

The Broadway/Dawson-Ada intersection is a signalized, four-legged intersection. The southbound approach (Ada Street) consists of a single shared lane that accommodates all movements. The northbound approach (Dawson Road) features a left-turn/through lane and a channelized right-turn lane. The eastbound approach consists of a left-turn/through lane and a through lane, while the westbound approach features a right-turn/through lane and a through lane.

All turning movements are permitted at this intersection.



April 2025 East and West Broadway Corridor Background Study**7.0 What We Know and Next Steps****Broadway/Centre-Clara**

The Broadway/Centre-Clara intersection is a signalized, four-legged intersection. The southbound and northbound approaches (Clara Street and Centre Street) each consist of a dedicated left-turn lane and a shared through/right-turn lane. The eastbound and westbound approaches each feature a dedicated left-turn lane, a through lane, and a shared right-turn/through lane. The left turn for the westbound approach is permitted and protected by a dedicated left-turn signal.

All turning movements are permitted at this intersection.

**Broadway/Wellington**

The Broadway/Wellington intersection is an unsignalized, three-legged intersection with STOP control on the northbound approach (Wellington Street). The northbound approach consists of a single shared lane for all movements; however, the northbound left turn is prohibited between 7 AM and 8 PM. The eastbound approach consists of a single shared lane for right-turn and through movements. The westbound approach features a dedicated left-turn lane and a through lane.

**Broadway/Third**

The Broadway/Third intersection is an unsignalized, three-legged intersection with STOP control on the southbound approach (Third Street). The southbound approach consists of a single shared lane for all movements; however, the southbound left turn is prohibited between 7 AM and 8 PM. The eastbound approach consists of a dedicated left-turn lane and a through lane. The westbound approach consists of a dedicated right-turn lane and a through lane.



April 2025 East and West Broadway Corridor Background Study**7.0 What We Know and Next Steps****Broadway/Fourth**

The Broadway/Fourth intersection is an unsignalized, three-legged intersection with STOP control on the minor approach (Fourth Street). The southbound approach consists of a single shared lane that accommodates all movements. The eastbound approach consists of a left-turn/through lane and a through lane, while the westbound approach features a right-turn/through lane and a through lane. All turning movements are permitted at this intersection.

**Broadway/Sherbourne-Town Line**

The Broadway/Sherbourne-Town Line intersection is a signalized, four-legged intersection. The southbound and northbound approaches (Sherbourne Street and Town Line) each consist of a dedicated left-turn lane and a shared through/right-turn lane. The eastbound and westbound approaches each feature a dedicated left-turn lane, a through lane, and a shared right-turn/through lane. The left turn for the westbound approach is permitted and protected by a dedicated left-turn signal. All turning movements are permitted at this intersection.

**Broadway/Highway 10**

The Broadway/Highway 10 intersection is a signalized, four-legged intersection. The eastbound approach consists of a left-turn lane, a through lane, and a channelized right-turn lane. The westbound approach features a dedicated left-turn lane and a shared right-turn/through lane. The northbound approach includes two left-turn lanes, a through lane, and a shared through/right-turn lane. The southbound approach consists of a dedicated left-turn lane, two through lanes, and a channelized right-turn lane. The left turns for the eastbound and northbound approaches are permitted and protected by a dedicated left-turn signal. All turning movements are permitted at this intersection.



April 2025 East and West Broadway Corridor Background Study

7.0 What We Know and Next Steps

Study Area Intersection Operations – Existing Conditions

Dir.	Lanes	Storage Length (m)	AM Peak Hour				PM Peak Hour			
			v/c	Delay (s)	LOS	Queue (m)	v/c	Delay (s)	LOS	Queue (m)
WEST BROADWAY										
Broadway/Blind Line- Semi Act-Uncoord Signal										
EBT	1 T & 1 T/L	-	0.69	11.9	B	56	0.88	12.5	D	51
WBT	1 T & 1 T/R	-	0.23	5.7	A	17	0.42	7.2	A	35
SBL	1 L	-	0.38	24.5	A	27	0.20	22.6	A	17
SBR	1 R	-	0.59	7.7	A	19	0.62	11.2	B	27
Overall			0.54	10.5	A	-	0.62	10.4	B	-
Broadway/Banting - Unsignalized										
EB	1 T/L	-	0.03	1.4	A	1	0.02	0.8	A	0
EBT	1 T	-	0.26	0.0	A	0	0.24	0.0	A	0
WBT	1T	-	0.19	0.0	A	0	0.29	0.0	A	0
WB	1 T/R	-	0.09	0.0	A	0	0.15	0.0	A	0
SB	1 L/R	-	0.02	10.5	A	1	0.07	11.4	A	2
Overall			0.45	0.4	A	-	0.37	0.5	A	-
Broadway/Dawson-Ada - Semi Act-Uncoord Signal										
EB	1 T/L & 1 T/R	-	0.34	7.0	A	33	0.36	7.7	A	30
WB	1 T & 1 T/R	-	0.24	6.9	A	21	0.38	8.5	A	33
NB	1 T/L	-	0.40	23.5	A	30	0.52	26.2	A	38
NBR	1 R	-	0.22	9.2	A	10	0.16	9.1	A	10
SB	1 L/T/R	-	0.35	19.1	A	26	0.33	14.9	A	23

April 2025 East and West Broadway Corridor Background Study

7.0 What We Know and Next Steps

Dir.	Lanes	Storage Length (m)	AM Peak Hour				PM Peak Hour			
			v/c	Delay (s)	LOS	Queue (m)	v/c	Delay (s)	LOS	Queue (m)
Overall			0.29	9.9	A	-	0.34	10.7	A	-
Broadway/Centre-Clara - Semi Act-Uncoord Signal										
EBL	1 L	90	0.24	16.6	A	20	0.20	16.2	A	15
EB	1 T & 1 T/R	-	0.42	15.6	A	45	0.41	15.4	A	45
WBL	1 L	50	0.20	7.1	A	12	0.26	7.6	A	15
WB	1 T & 1 T/R	-	0.20	7.4	A	19	0.30	8.1	A	30
NBL	1 L	30	0.05	19.2	A	6	0.11	20.3	A	8
NB	1 T/R	-	0.56	20.5	A	45	0.50	16.2	A	36
SBL	1 L	30	0.15	21.1	A	10	0.06	19.5	A	6
SB	1 T/R	-	0.35	18.4	A	27	0.55	22.3	A	46
Overall			0.43	14.5	A	-	0.42	13.9	A	-
EAST BROADWAY										
Broadway/Wellington - Unsignalized										
EB	1 T/R	-	0.30	0.0	A	0	0.33	0.0	A	0
WBL	1 L	10	0.08	8.7	A	2	0.13	9.2	A	4
WBT	1 T	-	0.26	0.0	A	0	0.32	0.0	A	0
NBR	1 R	-	0.23	13.5	A	7	0.37	16.8	A	13
Overall			0.44	2.1	A	-	0.37	3.0	A	-
Broadway/Third - Unsignalized										
EBL	1 L	10	0.09	8.8	A	2	0.13	9.5	A	3
EBT	1 T	-	0.32	0.0	A	0	0.35	0.0	A	0
WBT	1 T	-	0.27	0.0	A	0	0.32	0.0	A	0

April 2025 East and West Broadway Corridor Background Study

7.0 What We Know and Next Steps

Dir.	Lanes	Storage Length (m)	AM Peak Hour				PM Peak Hour			
			v/c	Delay (s)	LOS	Queue (m)	v/c	Delay (s)	LOS	Queue (m)
WBR	1 R	-	0.04	0.0	A	0	0.07	0.0	A	0
SBR	1 R	-	0.15	12.6	A	4	0.31	17.5	A	10
Overall			0.35	1.5	A	-	0.35	2.2	A	-
Broadway/Fourth - Unsignalized										
EBT	1T	-	0.03	0.3	A	1	0.07	0.9	A	2
EB	1 T/L	-	0.23	0.4	A	1	0.31	0.8	A	2
WBT	1 T	-	0.13	0.0	A	0	0.21	0.0	A	0
WB	1 T/R	-	0.24	0.0	A	0	0.36	0.0	A	0
SB	1 L/R	-	0.13	17.7	A	4	0.39	32.9	A	14
Overall			0.43	12.4	A	-	0.63	36.0	B	-
Broadway/Sherbourne-Town Line - Semi Act-Uncoord Signal										
EBL	1 L	60	0.09	10.7	A	7	0.20	13.3	A	13
EBT	1 T & 1 T/R	-	0.31	10.4	A	36	0.40	12.2	A	43
WBL	1 L	45	0.23	5.8	A	13	0.60	12.1	A	26
WBT	1 T & 1 T/R	-	0.34	6.4	A	34	0.40	7.4	A	40
NBL	1 L	30	0.11	23.4	A	9	0.25	25.2	A	18
NBT	1 T/R	-	0.47	12.1	A	23	0.65	18.7	B	42
SBL	1 L	30	0.41	30.4	A	23	0.70	52.7	B	35
SBT	1 T/R	-	0.19	17.5	A	14	0.30	20.4	A	24
Overall			0.36	10.1	A	-	0.52	13.8	A	-
Broadway/Hwy 10- Pretimed Signal										
EBL	1 L	180	0.18	31.7	A	32	0.31	33.4	A	44

April 2025 East and West Broadway Corridor Background Study**7.0 What We Know and Next Steps**

Dir.	Lanes	Storage Length (m)	AM Peak Hour				PM Peak Hour			
			v/c	Delay (s)	LOS	Queue (m)	v/c	Delay (s)	LOS	Queue (m)
EBT	1 T	-	0.13	34.1	A	34	0.17	34.7	A	42
EBR	1 R	-	0.56	6.6	A	34	0.63	10.5	B	62
WBL	1 L	25	0.12	50.7	A	19	0.10	50.4	A	18
WBT	1 T/R	-	0.41	51.5	A	67	0.56	58.8	A	95
NBL	2 L	150	0.43	55.0	A	64	0.74	64.0	C	112
NBT	1 T & 1 T/R	-	0.42	37.2	A	90	0.63	42.3	B	141
SBL	1 L	150	0.22	65.0	A	30	0.32	67.3	A	40
SBT	2 T	-	0.76	57.6	C	149	0.79	59.0	C	155
SBR	1 R	150	0.24	8.5	A	18	0.33	11.5	A	29
Overall			0.63	39.7	B	-	0.73	44.1	C	-

From: noreply@esolutionsgroup.ca
To: [Mayor's Office](#)
Subject: [External Email] New Response Completed for Proclamation Request
Date: Friday, March 28, 2025 8:48:00 AM

Hello,

Please note the following response to Proclamation Request has been submitted at Friday March 28th 2025 8:46 AM with reference number 2025-03-28-003.

- **Organization or Business Name**
Orangeville Lions Club
- **Organization or Business Website**
www.orangevillelions.org
- **Date that proclamation event is to begin**
2025-4-25
- **Date that proclamation event ends**
2025-4-27
- **Will you be requesting a community flag raising? If you answer yes, please provide additional details in the section below.**
Yes
- **Proclamation name, details and event information**
From April 25-27 2025, the Orangeville Lions will be hosting the annual Lions District A9 Convention. The theme of the 2025 Convention is "One Team - One Dream" As a group of dedicated Lions we all strive to improve our local community and adhere to the Lions International motto "We Serve". There are 40 Lions Clubs in A9 who will be attending. We expected approximately 150-200 attendees to the Convention bringing some economic benefit to our Town.

Orangeville Lions club was chartered on April 12 1949 - we have served our community for 76 years. Current fundraising projects include our annual Spring Home and Garden Show and Lions TV Bingo. Every dollar raised by the Orangeville Lions is put directly back into the community to support various projects and community groups, including:

- a new Pump Track at the Alder Arena, recently approved by Council
- the Lions Sports Park
- the Idylwyld Pool Building and Multisport pad

Over the past 2 years the following organizations have received funding from the proceeds of Lions TV Bingo

Alzheimers Society
 Bethel Hospice
 Big Brothers and Big Sisters of Dufferin County
 Camp Dorset
 Celiac Canada
 Dufferin Emergency Search and Rescue
 East Wellington Community Services
 Food Cupboard - St. Marks Church
 Headwaters Healthcare Centre
 Hospice Dufferin
 Lion Foundation of Canada - Dog Guides
 Lions Home for the Deaf
 Meals on Wheels - Project Life Saver
 Orangeville Curling Club
 Skate Canada - Orangeville
 The Lighthouse
 Theatre Orangeville

We respectfully request the Mayor and Council to declare April 25-27 "District A9 Lions Convention Weekend" and to hold a flag raising on Friday April 25th @ 4:00 PM. Flag to be raised over the weekend of April 25-27 2025.

Sincerely

Lion Sandy Brown

[REDACTED]

- **Contact Name**

Sandy Brown

- **Email address**

[REDACTED]

- **Phone Number**

[REDACTED]

- **Mailing Address**

[REDACTED]



[This is an automated email notification -- please do not respond]



The Corporation of the Town of Grand Valley

5 Main Street North

Grand Valley, ON L9W 5S6

Tel: (519) 928-5652

Fax: (519) 928-2275

GRAND VALLEY

www.townofgrandvalley.ca

March 28, 2025

Re: Resolution No. 2025-03-43 – Support Resolution – Township of Amaranth – Planning Authority

Please be advised that the Town of Grand Valley, at its meeting held on March 25, 2025, considered the aforementioned resolution and subsequent to discussion, the following was resolved:

Resolution No. 2025-03-43

Moved by: Councillor Latam

Seconded by: Councillor Jonker

BE IT RESOLVED THAT Grand Valley Supports the resolution from the Township of Amaranth regarding Planning Authority

AND FURTHER THAT this resolution be distributed to all Dufferin County Municipalities, Ministry of Municipal Affairs and Housing and MPP, Sylvia Jones.

CARRIED.

Sincerely,

Donna Tremblay

Donna Tremblay

Deputy Clerk/Communications Coordinator

Encl. Township of Amaranth Resolution – Planning Authority

cc. Sylvia Jones, MPP, Dufferin-Caledon – sylvia.jones@pc.ola.org

all Dufferin Municipalities – via email

Ministry of Municipal Affairs and Housing – minister.mah@ontario.ca



374028 6TH LINE • AMARANTH ON • L9W 0M6

March 13, 2025

Ministry of Municipal Affairs and Housing
Office of the Minister
777 Bay Street, 17th Floor Toronto ON M7A 2J3

Sent by email to minister.mah@ontario.ca

Re: Resolution regarding Planning Authority

At its regular meeting of Council held on March 5, 2025, the Township of Amaranth Council passed the following motion:

Resolution #: 6

Moved by: C. Gerrits

Seconded by: A. Stirk

BE IT RESOLVED THAT:

The Township of Amaranth request that the Minister of Municipal Affairs and Housing (MMAH) remove planning authority from Dufferin County as they similarly did with other upper tier municipalities as part of Bill 23: More Homes Built Faster Act in 2022.

For (4): C. Gerrits, S. Graham, B. Metzger, and A. Stirk

Nay (1): G. Little

CARRIED (4 to 1)

Background

Dufferin County was founded in 1881, being created from parts of the counties of Grey and Simcoe, on the north and east, and from the County of Wellington on the south and west. From 1881 until March 27th, 2015 all planning within Dufferin County was completely solely at the local municipal level.

On March 19, 2013 the Province of Ontario amended Regulation 352/02 of the Planning Act (*Mandatory Adoption of Official Plans*), requiring Dufferin County to adopt an Official Plan via Section 1(2) of Regulation 352/02;

(2) If an upper-tier municipality that is named in subsection (1) does not, on March 19, 2013, have an approved official plan, the council of the municipality shall prepare and adopt a plan and submit it for approval on or before March 31, 2015. O. Reg. 101/13, s. 1.

The County's Official Plan was approved by the Ministry of Municipal Affairs and Housing (MMAH) on March 27th, 2015. It should be noted that Regulation 352/02 requires Dufferin County to have an Official Plan but it does not compel Dufferin County, or any of the twenty nine (29) municipalities named under Section 1, to develop a Planning Department. The Province of Ontario does require that all lower tier Official Plans must comply with the upper tier Official Plan.

The County's OP Section 1.1.4 Purpose of the Plan Subsection 5 states that the purpose of the Official Plan is to "Guide private investment through land use and development policies to ensure efficient development approvals and administrative processes consistent with the County's goals and objectives."

Section 3.7.1 Affordable Housing subsection c) further states that it is the policy of the County that "the County will encourage the provision of affordable housing where appropriate, through: iii. supporting the reduction of housing costs by streamlining the development approvals process...."

Dufferin County's Strategic Plan 2023 - 2026 identifies Governance as a priority area with a stated objective to "explore opportunities to ensure effective and efficient service delivery..."

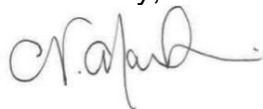
The Township of Amaranth's Strategic Plan was based on the Foundational Pillar: Manage an Efficient and Effective Township.

Council believes that the County having approval authority for planning applications is counter to the stated goals of the County's OP and Strategic Plan as well as the Township of Amaranth's Strategic Plan and Foundational Pillar. It has been observed since the provincial approval of the County's OP that approvals for planning applications take longer and cost the applicant significantly more money than at the Township level. As the Province mandates that all Upper Tier Official Plans cannot be more restrictive than local Official Plans, if a planning application meets the requirements for the local Official Plan it is not possible to fail to meet the requirements of the County's OP and is therefore a complete duplication of effort.

The Planning Department at the County serves a role in providing input and support to local municipalities as well as completing regular conformity reviews and other studies required by the Province and this function should remain at the County level.

Please do not hesitate to contact the office if you require any further information.

Yours truly,



Nicole Martin, Dipl. M.A.
CAO/Clerk



Sent via email: premier@ontario.ca
attorneygeneral@ontario.ca

March 24, 2025

Hon. Doug Ford
Premier of Ontario

Hon. Doug Downey
Attorney General

Hon. Premier Ford and Attorney General Downey:

On March 11th, 2025, Council for the Town of Mono passed the following resolution, calling on the Province of Ontario assist with financial support to the Crime Stoppers program.

Resolution #15-5-2025

Moved by John Creelman, Seconded by Fred Nix

BE IT RESOLVED that Council for the Town of Mono supports the resolution passed by the Township of Amaranth and likewise requests the Province of Ontario assist with financial support for the Crime Stoppers program.

"Carried"

Respectfully,

Fred Simpson

Digitally signed by Fred Simpson
Location: Town of Mono
Date: 2025-03-24 14:48-04:00

Fred Simpson, Clerk

Copy: Honourable Sylvia Jones, Dufferin-Caledon MPP
All Dufferin Municipalities
Association of Municipalities of Ontario



374028 6TH LINE • AMARANTH ON • L9W 0M6

February 21, 2025

The Honourable Doug Ford
Premier of Ontario

The Honourable Doug Downey
Attorney General

Sent by email to premier@ontario.ca, doug.downey@pc.ola.org

Re: Resolution regarding Funding the Crime Stoppers Program

At its regular meeting of Council held on February 19, 2025, the Township of Amaranth Council passed the following motion:

Resolution #: 6

Moved by: S. Graham

Seconded by: A. Stirk

BE IT RESOLVED THAT:

Council requests the Province of Ontario assist with financial support to the Crime Stoppers program and;

That a copy of the motion be circulated to AMO and all County of Dufferin Municipalities.

CARRIED

Please do not hesitate to contact the office if you require any further information.

Yours truly,

Nicole Martin, Dipl. M.A.
CAO/Clerk



374028 6TH LINE • AMARANTH ON • L9W 0M6

March 26, 2025

County of Dufferin
Building Services
30 Centre Street
Orangeville, ON L9W 2X1

Sent By Email To: Sonya Pritchard spritchard@dufferincounty.ca
Becky MacNaughtan bmacnaughtan@dufferincounty.ca
Rajbir Sian rsian@dufferincounty.ca

Re: Building Permit Record Searches

At its regular meeting of Council held on March 19, 2025, the Township of Amaranth Council passed the following resolution:

Moved by: S. Graham
Seconded by: B. Metzger
BE IT RESOLVED THAT:

Council encourage the County of Dufferin to continue to provide services to residents of the Township of Amaranth as required on an ongoing basis.

Council direct Staff to circulate this motion to all Dufferin lower tiers. **CARRIED**

The intent of this resolution is to encourage the County of Dufferin Building Department to continue completing building permit record searches as they have the records and means to charge a fee for this service if requested under a by-law passed by the County of Dufferin.

Please do not hesitate to contact the office if you require any further information on this matter.

Yours truly,

Nicole Martin, Dipl. M.A.
CAO/Clerk



374028 6TH LINE • AMARANTH ON • L9W 0M6

March 5, 2025

ALL ONTARIO MUNICIPALITIES

Re: Resolution regarding “Buy Local and Canadian”

At its regular meeting of Council held on March 5, 2025, the Township of Amaranth Council passed the following resolution:

Resolution #: 10

Moved by: B. Metzger

Seconded by: G. Little

BE IT RESOLVED THAT:

All Township residents be encouraged to “Buy Local and Canadian”;

That a “Buy Local and Buy Canadian” approach for municipal procurement be implemented where feasible and in line with best value principles;

That staff be directed to review current procurement practices and identify opportunities to enhance local purchasing in response to recent U.S. tariffs and economic pressures; and

That staff be directed to prohibit procurement of U.S. goods and services where possible; and

That staff be directed to report back on any opportunities found to modify procurement policies and practices to support “Buy Local and Buy Canadian” where practical.

CARRIED

Please do not hesitate to contact the office if you require any further information on this matter.

Yours truly,

Nicole Martin, Dipl. M.A.
CAO/Clerk

C: AMO



374028 6TH LINE • AMARANTH ON • L9W 0M6

March 26, 2025

The Honourable Doug Ford
Premier of Ontario

The Honourable Doug Downey
Attorney General

Sent by email to premier@ontario.ca, doug.downey@pc.ola.org

Re: Ontario Salt Pollution Coalition (OSPC) campaign for provincial action on salt pollution

At its regular meeting of Council held on March 19, 2025, the Township of Amaranth Council passed the following resolution:

Resolution #: 7

Moved by: G. Little

Seconded by: B. Metzger

BE IT RESOLVED THAT:

Whereas road salt is a known toxic substance designated under the Canadian Environmental Protection Act because of tangible threats of serious or irreversible environmental and health damage from road salt; and

Whereas salt levels in Ontario's groundwater aquifers, creeks, rivers, and lakes have increasingly worsened since the 1970s, seriously affecting municipal drinking water sources and aquatic life; and

Whereas the Ontario and Canadian governments have taken many actions over the past 25 years including setting water quality guidelines, developing voluntary codes of practice, signing the Canada-Ontario Great Lakes Agreement, and holding workshops, yet still the salt problem continues to grow; and

Whereas numerous situation analyses have recommended salt solutions involving liability protection, contractor certification, government-approved Best Management Practices (BMPs) and salt management plans; and

Whereas increased numbers of slips and falls claims, and other injury/collision claims related to snow and ice, are resulting in salt applicators overusing salt beyond levels considered best practices; and

Whereas unlimited contractor liability is making it difficult or expensive for snow and ice management contractors to obtain insurance coverage, resulting in contractors leaving the business, thereby making it difficult for municipalities and private owners to find contractors; and

Whereas the Snow and Ice Management Sector (SMS) of Landscape Ontario is working with the Ontario government to institute a limited liability regime for snow and ice management, including enforceable contractor training/certification and government-approved BMPs for salt application; and

Whereas many Ontario municipalities have Salt Management Plans, but these often require updating in light of improved science and better salt management practices now available.

THEREFORE BE IT RESOLVED THAT:

1. This municipality urges the province of Ontario to work urgently with key stakeholders to develop limited liability legislation, including enforceable contractor training and a single set of provincially-endorsed standard BMPs for snow and ice management; and
2. This municipality urges the province of Ontario to create and fund an expert stakeholder advisory committee to advise the province and municipalities on the best courses of action to protect freshwater ecosystems and drinking water from the impacts of salt pollution; and
3. This municipality commits to the reduction of salt as much as possible while maintaining safety on roads and sidewalks; and
4. This resolution be sent to all municipalities in Dufferin County, Association of Municipalities of Ontario (AMO), local MPPs, Conservation Ontario, Minister Andrea Khanjin (MECP), Interim Minister Todd McCarthy (MECP), Attorney General Doug Downey, Premier Doug Ford, and MP Kyle Seebach.

CARRIED

Please do not hesitate to contact the office if you require any further information.

Yours truly,



Nicole Martin, Dipl. M.A.
CAO/Clerk



The Corporation of

THE TOWNSHIP OF MELANCTHON

157101 Highway 10, Melancthon, Ontario, L9V 2E6

Telephone - (519) 925-5525

Fax No. - (519) 925-1110

Website: www.melancthontownship.ca

Email: info@melancthontownship.ca

March 7, 2025

Township of Amaranth
374028 6th Line
Amaranth, Ontario
L9W 0M6

Attention: Nicole Martin, CAO/Clerk

Dear Nicole:

At the meeting of Council held on March 6, 2025, the following motion was introduced and passed:

Moved by Neilson, Seconded by Moore

Be it resolved that: "Council supports the motion from the Township of Amaranth regarding Funding the Crime Stoppers Program." **Carried.**

Thank you.

Yours truly,

Denise B. Holmes, AMCT
CAO/Clerk

- c. Honourable Doug Ford, Premier of Ontario
Honourable Doug Downey, Attorney General
AMO
All Municipalities in Dufferin County
Crime Stoppers



374028 6TH LINE • AMARANTH ON • L9W 0M6

February 21, 2025

The Honourable Doug Ford
Premier of Ontario

The Honourable Doug Downey
Attorney General

Sent by email to premier@ontario.ca, doug.downey@pc.ola.org

Re: Resolution regarding Funding the Crime Stoppers Program

At its regular meeting of Council held on February 19, 2025, the Township of Amaranth Council passed the following motion:

Resolution #: 6

Moved by: S. Graham

Seconded by: A. Stirk

BE IT RESOLVED THAT:

Council requests the Province of Ontario assist with financial support to the Crime Stoppers program and;

That a copy of the motion be circulated to AMO and all County of Dufferin Municipalities.

CARRIED

Please do not hesitate to contact the office if you require any further information.

Yours truly,

Nicole Martin, Dipl. M.A.
CAO/Clerk



**Minutes of Orangeville Public Library Board
The Corporation of the Town of Orangeville**

November 27, 2024, 5:00 p.m.

Members Present: S. Marks
Councillor J. Andrews
P. LeBlanc
B. Rea
D. Waugh
V. Speirs

Members Absent: Councillor T. Prendergast

Staff Present: D. Fraser, CEO
J. Moule, Administrative Assistant
C. Braan, Chief Financial Officer/Treasurer, Operations,
Corporate Service
R. Patel, Makerspace Specialist

1. Call to Order

Chair S. Marks call the meeting to order at 5:04 p.m. 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.

Recommendation: 2024-029

Moved by Councillor J. Andrews
Seconded by B. Rea

That the agenda be amended to include a presentation by Raghav Patel, Makerspace Specialist.

Carried Unanimously

2. Disclosures of (Direct or Indirect) Pecuniary Interest

None.

3. Adoption of Minutes of Previous Meeting

Recommendation: 2024-030

Moved by D. Waugh

Seconded by V. Speirs

That the minutes of the September 25, 2024 meeting be approved.

Carried Unanimously

4. Presentations

4.1 Raghav Patel, Makerspace Specialist - Makerspace Update

Raghav shared the concept design of the makerspace with board members. Next steps involve working with D+H Architects to create drawings and provide cost estimates.

5. Information Items

Recommendation: 2024-031

Moved by Councillor J. Andrews

Seconded by P. LeBlanc

That the information items be received.

Carried Unanimously

5.1 CEO Report - November

5.2 2024-10-31 Library Operating Financial Report

6. Staff Reports

6.1 Report 24-13 Board Meeting Schedule 2025, 2026

Recommendation: 2024-032

Moved by Councillor J. Andrews

Seconded by P. LeBlanc

That Report 24-13 Board Meeting Schedule 2025/2026 be received; and

That the Board approve the proposed 2025/2026 meeting schedule.

Carried Unanimously

6.2 Report 24-14 Policy Review - Volunteer and Security and Emergency

Recommendation: 2024-033

Moved by V. Speirs

Seconded by Councillor J. Andrews

That the Report 24-14 Policy Review - Volunteer and Security and Emergency be received; and

That the Board approve the Volunteer Policy, as presented in Appendix A; and

That the Board approve the Security and Emergency Policy as presented in Appendix B; and

That the Board directs staff to report back at the February 26, 2025 meeting with a report that includes a timeline to address the training/procedure gaps for staff, identified from the CULC toolkit; and

That the Board directs staff to provide an annual review of the staff training plan and identified gaps.

Carried Unanimously

7. Correspondence

None.

8. Announcements

- Councillor J. Andrews spoke of the partnership between the EDI Committee and the Library. An allocation of \$10,000 has been earmarked to research, support and promote Library initiatives. A report is going to Council in the coming week and will be shared with board members once available.
- MPP Jones office has offered a meeting date on Friday November 29 at 1:00 p.m. Board members are encouraged to attend.
- CEO D. Fraser asked which board members will be attending the OLA Super Conference this year. P. Leblanc, V. Speirs and D. Waugh expressed their interest in attending.

9. Date of Next Meeting

The next meeting is scheduled for Wednesday February 26, 2025. 5:00 p.m.

10. Election of Chair and Vice Chair

10.1 Call for nominations from the Board for the position of Chair.

Recommendation: 2024-034

Moved by S. Marks

Seconded by Councillor J. Andrews

That P. LeBlanc be nominated as the Chair of the Orangeville Public Library Board commencing January 2025.

Carried Unanimously

10.2 Call for nominations from the Board for the position of Vice Chair.

Recommendation: 2024-035

Moved by B. Rea

Seconded by Councillor J. Andrews

That V. Speirs be nominated as the Vice Chair of the Orangeville Public Library Board commencing January 2025.

Carried Unanimously

11. Adjournment

The meeting adjourned at 7:08 p.m.

Darla Fraser, CEO

Sheri Marks, Board Chair



Minutes of Mayor's Youth Advisory Council

December 3, 2024, 4:30 p.m.

Electronic and In-Person Participation - Mayor's Youth Advisory Council

The Corporation of the Town of Orangeville

(Chair and Secretary at Town Hall - 87 Broadway)

Orangeville, Ontario

Members Present: A. Main, Chair
 Mayor L. Post
 A. Al-Shalchi
 J. Barry
 H. Robb
 L. Robinson
 V. Servos

Members Absent: I. Singla

Staff Present: G. Brennan, Legislative Assistant, Corporate Services
 A. Dukovski, Supervisor, Recreation Programs and Events,
 Community Services

1. Call to Order

The meeting was called to order at 4:33 p.m.

2. Disclosures of (Direct or Indirect) Pecuniary Interest

None.

3. Land Acknowledgement

A. Main, 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

2024-009

Moved By J. Barry

That the minutes of the following meeting be approved:

4.1 2024-09-10 - Mayor's Youth Advisory Council - Minutes

Carried

5. Presentations

5.1 Stevie Forbes-Roberts, Dufferin Child & Family Services, GLOWn Ups Keep it CLASSY, 2SLGBTQ+ Caregiver Group

Stevie Forbes-Roberts, Dufferin Child & Family Services, advised the Committee of the work of the GLOWn Ups Keep it CLASSY 2SLGBTQ+ Caregiver Group. They explained the objectives behind the group, in which monthly meetings are held to provide a safe environment for parents and caregivers to connect and collaborate. The Committee asked questions and discussed opportunities to connect with GLOWn Ups on future initiatives. The Committee discussed cosponsoring a community skate in conjunction with GLOWn Ups, and the best ways to effectively promote the event.

2024-010

Moved By J. Barry

That the Mayor's Youth Advisory Council, in conjunction with GLOWn Ups Keep it CLASSY, cosponsor a community skate, and

That \$160 be used from the Mayor's Youth Advisory Council budget, to fund half the cost of the community skate.

Carried

5.2 Ishika Singla - Youth Orangeville Proposal

Ms. Singla was not in attendance.

6. Items for Discussion and Reports

6.1 2025 Mayor's Youth Advisory Council Work Plan

The Committee reviewed and discussed the proposed 2025 work plan. The Committee discussed the various projects and initiatives listed, and the promotional and educational resources available to the Committee to best fulfil the work plan. The Committee discussed the local community partners that could be of interest to the Committee, and the possibility of collaborating during a future Youth Town Hall event.

2024-011

Moved By J. Barry

That the proposed 2025 Mayor's Youth Advisory Council work plan, be approved.

Carried

6.2 2025 Mayor's Youth Advisory Council Meeting Schedule

The Committee reviewed the proposed 2025 meeting schedule.

2024-012

Moved By V. Servos

That the proposed 2025 Mayor's Youth Advisory Council meeting schedule, be approved.

Carried

6.3 Council Updates

Mayor L. Post advised the Committee that two member vacancies have been filled. Additionally, Mayor Post provided details to the upcoming Capital and Operating Budget meetings to be held on Monday, December 9 and Tuesday, December 10 respectively.

7. Correspondence

None.

8. Announcements

A. Duvoski, Supervisor, Recreation Programs and Events, advised that recruitment for summer camp positions for the Town of Orangeville is now open.

Ms. Duvoski discussed the various positions, the qualifications needed, and the steps the Town is undertaking in an effort to retain summer camp staff long term.

9. Date of Next Meeting

The date of the next meeting is Tuesday, March 4, 2025, at 4:30 p.m.

10. Adjournment

2024-013

Moved By J. Barry

That the meeting be adjourned at 5:05 p.m.

Carried



Minutes of Committee of Adjustment

Wednesday, January 8, 2025, 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, Chair
 Ashley Harris, Vice-Chair
 Rita Baldassara
 Michael Demczur (arrived at 6:05 p.m.)
 Brian Wormington

Staff Present: M. Adams, Legislative Co-ordinator
 M. Mair, Planner, Development and Community Improvement
 S. Pottle, Planning Technician
 B. Ward, Manager of Planning

1. **Call to Order**

The Chair called the meeting to order at 6 p.m.

2. **Disclosures of (Direct or Indirect) Pecuniary Interest**

None.

3. **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.

4. **Adoption of Minutes of Previous Meeting**

Moved by Brian Wormington

That the minutes of the following meeting are approved:

4.1 **2024-11-06 Committee of Adjustment Meeting Minutes**

Carried

5. **Statutory Public Hearing**

5.1 **File No. A-01/25 - 51 Centennial Road**

Susan Pottle, Planning Technician, gave an overview of the application and provided a summary of the Planning report. The applicant and agent were in attendance and had no comments. There were no questions from the committee members.

Moved by Rita Baldassara

That Planning Report A-01/25 – 51 Centennial Road be received;

And that the Minor Variance Application (File No. A01/25) to increase the maximum height permitted from 18 metres to 18.5 metres to allow the construction of three silos be approved.

Carried

5.2 File No. A-02/25 - 319 Marshall Crescent

Matthew Mair, Development Planner, gave an overview on the history of the application, and provided a summary of the report outlining the reasons for not recommending approval for the driveway widening. He touched on the comments that were provided by Transportation and Development Division, and their reasons for not supporting the minor variance.

Jatinder Dhanauta, the property owner, spoke and advised that when he purchased the property, the driveway area that was widened was previously dirt, and it appeared to be used as part of the driveway. When he hired a paving company to repave the driveway, he asked them to include the unpaved area.

The committee asked staff if the application can be considered minor in nature, and staff said that it cannot be considered minor in nature. They also asked the applicant if a driveway widening permit was acquired from the municipality, and he responded that he did not acquire one.

Note: The committee recessed from 6:24 p.m. to 6:28 p.m.

Moved by Rita Baldassara

That Planning Report – A02-25 – 319 Marshall Crescent be received;

That Minor Variance Application (File No. A02-25) to increase the maximum driveway width from 5.2 metres to 7.63 metres, be refused.

Carried

6. Items for Discussion

None.

7. Correspondence

None.

8. Announcements

None.

9. Date of Next Meeting

The next meeting is scheduled for February 5, 2025 at 6 p.m.

10. Adjournment

The meeting was adjourned at 6:33 p.m.



Minutes of Orangeville Public Library Board

The Corporation of the Town of Orangeville

January 13, 2025, 5:00 p.m.

Members Present: P. LeBlanc
Councillor J. Andrews (remote)
Councillor T. Prendergast (remote)
B. Rea
V. Speirs
D. Waugh (remote)

Members Absent: S. Marks

Staff Present: J. Moule, Administrative Assistant
H. Savage, General Manager, Community Services

Staff Absent: D. Fraser, CEO

1. Call to Order

Chair P. LeBlanc called the meeting to order at 5:01 p.m.

2. Disclosures of (Direct or Indirect) Pecuniary Interest

None.

3. Closed meeting

Recommendation: 2025-001

Moved by B. Rea

Seconded by D. Waugh

That a closed meeting of the Orangeville Public Library Board be held, pursuant to section 16.1(4) of the Public Library Act for the purposes of considering the following subject matters, labour relations or employee negotiations.

Carried Unanimously

3.1 Role of the Library Chief Executive Officer

4. Rise and Report

Recommendation: 2025-002

Moved by B. Rea

Seconded by Councillor J. Andrews

That the confidential Report 25-02, Role of the Library Chief Executive Officer, regarding labour relations or employee negotiations, be received; and

That the Board approve the Job Description for the Library Chief Executive Officer dated August 2024.

Carried

5. 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.

6. Staff Reports

6.1 Report 25-01 Formation of a CEO Selection Committee

B. Rea offered to take the lead in organizing the retirement event for the incumbent.

Recommendation: 2025-003

Moved by B. Rea

Seconded by Councillor J. Andrews

That Report 25-01 Formation of a CEO Selection Committee be received; and

That the Board formally authorizes the establishment of a 2025 CEO Selection Committee who is provided the delegated authority to undertake the search, complete executive recruitment and secure a candidate for the new CEO of the Orangeville Public Library; and

That the CEO Selection Committee shall remain in place until the position is filled; and

That the committee composition includes the following members and support staff as indicated:

- Board Member P. LeBlanc (Member)
- Board Member B. Rea (Member)
- GM, Community Services (Member)
- HR Representative (Support Staff)
- Administrative support (Support Staff)

; and

That the Board authorize the selection committee to invite an outside current Public Library CEO to serve as an expert on the interview panel who shall be provided an honorarium per interview or per day, that does not exceed the recommended maximum amount.

Carried

7. Adjournment

The meeting adjourned at 5:59 p.m.

Darla Fraser, CEO

Peter LeBlanc, Board Chair



Minutes of Committee of Adjustment

Wednesday, February 5, 2025, 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: Ashley Harris, Vice-Chair
Rita Baldassara

Regrets: Alan Howe, Chair (with notice)
Michael Demczur
Brian Wormington (with notice)

Staff Present: M. Adams, Secretary-Treasurer
L. Russell, Senior Planner

1. Notice

Please be advised that the February 5th, 2025, Committee of Adjustment meeting was not convened due to the lack of quorum. The date of the next meeting is Wednesday, March 5th, 2025, at 6 p.m.



MINUTES – OBIA Board of Management Meeting

Thursday, February 20th, 2025, at 0700

Town Hall Council/Multipurpose Room (Main Floor), 87 Broadway,
Orangeville, ON, L9W1K1| Hybrid format via Teams with notice.

Accessibility information and how to attend 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, T. Brett, R. Hough, S. Koroscil, J. Patterson, T. Taylor

Regrets: J. Emanuele, D. Nairn, B. Luhar

1. Call to Order – 7:07 am
2. Approval of Agenda
Moved by T. Taylor, S. Koroscil **Carried.**
That the agenda and any addendums for the OBIA Board of Management’s February 20th meeting 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 J. Patterson, S. Koroscil **Carried.**
That the OBIA Board Budget Meeting Minutes of January 16, 2025, be approved.
7. AGM Meeting Minutes
Moved by T. Taylor, S. Koroscil **Carried.**
That the 2025 Annual General Meeting Minutes of January 28th, 2025, be approved and posted on www.DowntownOrangeville.ca Member page.
8. Equity, Diversity & Inclusion – Draft policy was introduced for Board review/approval.
9. Event Promotion & Streetscape Décor – All event elements including décor and event names will be reviewed and determined during the event planning process and with consideration given to stakeholder feedback.
10. Charitable Support & 3rd Party Solicitation – Deferred to March meeting.
11. AGM Breakout Session Feedback Discussion & Next Steps – Special meeting to be held on Thursday, March 6th to review and discuss next steps.
12. Optimist Club Meeting Recap – BIA Chair and ED were warmly welcomed opened the door to future collaboration with the Optimist Club. Board members will help make introductions and ED will reach out to other groups (Rotary, Lions, and Probus clubs as well as the Theatre Orangeville Board) to better engage with local community organizations.
13. Council Budget Presentation Report – Council approved OBIA’s 2025 Budget.
14. BIA Office Lease Agreement – ED to renew.
15. Mayor’s Prayer Breakfast Invitation, Wednesday, April 30th – M. Beattie, R. Hough, S. Koroscil, J. Patterson, T. Brett will attend on behalf of the BIA. ED will send RSVP’s on

their behalf.

16. 37 Armstrong Street Variance Application – All parking requirements should be met but the BIA supports an off-site parking arrangement as part of the site plan agreement.
17. 48 – 52 Broadway 4th Submission Application – The BIA has no issues with the application as submitted.
18. Purchasing U.S. Goods and Services – Staff purchases BIA member and local products and services whenever possible as part of its regular procurement process. Going forward, Canadian products and services will be favoured whenever possible. Staff will research Canadian alternative for current online service subscriptions.
19. Vendor Hut Rental Program – Defer to April 2025
20. 82 & 86-90 Broadway parking lot agreements – Deferred to April 2025
21. 82 & 86-90 parking lot development – Deferred to April 2025
22. Staff Reports
 - 16.1. Better Together Task Force Report
 - 16.2. Executive Director's Report
 - 16.3. Ambassador's Report
 - 16.4. Marketing Report
 - 16.5. Farmers' Market/Event Coordinator's Report
 - 16.6. Financial Report – not available.

Moved by T. Brett, R. Hough **Carried.**
That the monthly staff reports be received.
23. New Business – None.
24. Adjournment

Moved by T. Brett, S. Koroscil **Carried.**
That February 20th, 2025, OBIA Board meeting be adjourned at 8:55 am. Next meeting is scheduled for 7 am, Thursday, March 20th at 87 Broadway, Orangeville (Town Hall Council/Multipurpose Room – Main Floor).



**Minutes of Orangeville Public Library Board
The Corporation of the Town of Orangeville**

February 26, 2025, 5:00 p.m.

Members Present: P. LeBlanc
S. Marks
Councillor J. Andrews
Councillor T. Prendergast
B. Rea
V. Speirs
D. Waugh

Staff Present: D. Fraser, CEO
J. Moule, Administrative Assistant
R. Patel, Makerspace Specialist
C. Braan, Chief Financial Officer/Treasurer, Operations
R. Medeiros, Financial Analyst, Operations

1. Call to Order

The meeting was called to order at 5:01 p.m.

2. Disclosures of (Direct or Indirect) Pecuniary Interest

None.

3. 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.

4. Adoption of Minutes of Previous Meeting

Recommendation: 2025-005

Moved by Councillor J. Andrews

Seconded by Councillor T. Prendergast

That the minutes of the following meeting are approved:

4.1 2024-11-27 Library Board Minutes

4.2 2025-01-13 Library Board Minutes

4.3 2025-01-13 Library Board Closed Minutes

Carried Unanimously

Recommendation: 2025-006

Moved by B. Rea

Seconded by Councillor J. Andrews

Chair P. LeBlanc requested that the order of items on the agenda be amended;
and

That items 6.2 and 7.3 be discussed next.

Carried

6.2 2024-12-31 Library Operating Financial Report

Recommendation: 2025-007

Moved by Councillor J. Andrews

Seconded by Councillor T. Prendergast

The 2024-12-31 Library Operating Financial Report be received.

Carried Unanimously

7.3 Report 25-05 Project Update - Exploratorium

The Board decided to have a special meeting on Thursday March 6, at 4 p.m. to discuss the construction budget. Staff will provide a fulsome report that includes the procurement process.

Recommendation: 2025-008

Moved by D. Waugh

Seconded by V. Speirs

That Report 25-05, Project Update - Exploratorium be received.

Carried Unanimously

5. Presentations

None.

6. Information Items

Recommendation: 2025-009

Moved by B. Rea

Seconded by Councillor J. Andrews

That the information items listed as 6.1 and 6.3 be received.

Carried Unanimously

6.1 CEO Report - February 2025

6.3 2025 Collection Agreements

7. Staff Reports

7.1 Report 25-03 2025 Schedule A – Circulation Policy Fees and Fines

Recommendation: 2025-010

Moved by Councillor J. Andrews

Seconded by Councillor T. Prendergast

That Report 25-03, 2025 Schedule A – Circulation Policy Fees and Fines be received.

Carried Unanimously

7.2 Report 25-04 Review of Safety and Security Measures

Recommendation: 2025-011

Moved by D. Waugh

Seconded by S. Marks

That Report 25-04 Review of Safety and Security Measures be received.

Carried Unanimously

8. New Business

8.1 CEO Selection Committee Vacancy

Recommendation: 2025-012

Moved by Councillor J. Andrews

Seconded by B. Rea

That the Board change the name of the CEO Selection Committee to Succession Planning Working Group.

Carried Unanimously

Chair P. LeBlanc left the meeting and Vice Chair V. Speirs assumed the role of Chair for this matter.

Recommendation: 2025-013

Moved by B. Rea

Seconded by Councillor J. Andrews

That the Board accept the resignation of Board Member P. LeBlanc from the Succession Planning Working Group; and

That the Board appoint David Waugh and Councillor Prendergast as Board Member representatives on the Succession Planning Working Group.

Carried Unanimously

Chair P. LeBlanc returned and resumed the role of Chair.

9. Announcements

The Chair recognized Board Member Bill Rea for receiving the King Charles III Coronation Medal on January 14, 2025. This honor acknowledges individuals who have made a significant impact or outstanding achievement in their community. Mr. Rea was nominated by Parkinson's Canada for his work in developing Pedaling for Parkinson's in Orangeville.

10. Date of Next Meeting

The Chair called a special meeting on March 6, 2025 at 4 p.m. The next regular meeting is scheduled for March 26, 2025 at 5 p.m.

11. Adjournment

The meeting adjourned at 6:53 p.m.

Darla Fraser, CEO

P. LeBlanc, Board Chair



Minutes of Mayor's Youth Advisory Council

March 4, 2025, 4:30 p.m.

In-Person Participation

The Corporation of the Town of Orangeville

Town Hall - 87 Broadway

Orangeville, Ontario

Members Present: A. Main, Chair
 T. Sword, Vice-Chair
 Mayor L. Post
 A. Al-Shalchi
 J. Barry
 V. Servos

Members Absent: E. Biber
 H. Robb
 L. Robinson
 I. Singla

Staff Present: G. Brennan, Legislative Assistant, Corporate Services
 A. Dukovski, Supervisor, Recreation Programs and Events,
 Community Services

1. Call to Order

The meeting was called to order at 4:33 p.m.

2. Disclosures of (Direct or Indirect) Pecuniary Interest

None.

3. Land Acknowledgment

A. Main, 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

2025-001

Moved By J. Barry

That the minutes of the following meeting be approved:

4.1 2024-12-03 - Mayor's Youth Advisory Council - Minutes

Carried

5. Presentations

None.

6. Items for Discussion and Reports

6.1 Member Introduction

A. Main, Chair, welcomed new member(s) to the Committee. Committee members introduced themselves and discussed their background and motivation for volunteering to serve on the Mayor's Youth Advisory Council.

6.2 Appointment of Vice-Chair

The Committee discussed the roles and responsibilities of a Vice-Chair and the learning opportunities available. The Committee highlighted the need for the Vice-Chair to help facilitate the transition of the Committee and ensure that future members are up to date with the mandate and goals of the Committee.

2025-002

Moved By V. Servos

That T. Sword be appointed Vice-Chair of the Mayor's Youth Advisory Council.

Carried

6.3 Youth Town Hall Event

Mayor L. Post discussed the successful outcomes of previous Mayoral Youth Town Hall events. The Committee discussed the potential date, location, and topics that could be covered during the next event and suggested new methods of communication to bring awareness to the event. The Committee discussed the possibility of including youth centric topics during the Mayor's Town Hall rather than trying to schedule an additional Youth Town Hall event. The consensus of the Committee was to move forward with including youth centric during Mayor Post's September Town Hall event.

6.4 Council Update

Mayor L. Post advised the Committee of a recent cybersecurity incident in the Town of Orangeville. Mayor Post discussed the incident and the collaboration occurring with cybersecurity experts and local authorities to understand the nature and full scope of the incident. Additionally, Mayor Post provided details of her Notice of Motion put forward during the [February 10th, 2025 Council meeting](#), in which Council directed staff to review the Town of Orangeville's procurement policies and procedures to ensure that priority is given to Canadian companies and products, where feasible and compliant with trade agreements.

7. Correspondence

7.1 Meeting Minutes Review Procedure

G. Brennan, Legislative Assistant, advised the Committee of the new meeting minute review procedure.

8. Announcements

- A. Main, Chair, advised the Committee of the upcoming vacancies on the Committee in part of various members attending post-secondary institutions in the fall of 2025. The Chair discussed the options for the Committee to promote and ensure that potential applicants have a better understanding of the roles and responsibilities of the Committee. The Committee discussed scheduling a meeting in April or May to help facilitate the transition of the Committee and create promotional materials to assist in the recruitment of volunteers. The Committee discussed the feasibility of opening recruitment before the Tuesday, June 3rd, 2025, meeting. G. Brennan, Legislative Assistant advised the Committee that he

will take back this information to Staff to determine the best course of action.

- A. Dukovski, Supervisor, Recreation Programs and Events, advised the Committee that interviews are currently underway for various summer camp positions within the Town of Orangeville.
- Additionally, A. Dukovski advised the Committee that the Town has ordered a new neighbourhood block box that assists in promoting recreational programs for the Town of Orangeville.

9. Date of Next Meeting

The next scheduled meeting is Tuesday, June 3rd, 2025, at 4:30 p.m.

2025-003

Moved By V. Servos

That the Committee schedule a meeting for a date to be determined in April or May 2025.

Carried

10. Adjournment

2025-004

Moved By J. Barry

That the meeting be adjourned at 5:18 p.m.

Carried



Minutes of Committee of Adjustment

Wednesday, March 5, 2025, 6:00 p.m.

In-Person Participation

The Corporation of the Town of Orangeville

Town Hall - 87 Broadway

Orangeville, Ontario

Members Present: Alan Howe, Chair
Ashley Harris, Vice-Chair
Rita Baldassara
Michael Demczur
Brian Wormington

Staff Present: M. Adams, Secretary-Treasurer
L. Russell, Senior Planner

1. Call to Order

The Vice-Chair called the meeting to order at 6 p.m.

2. Disclosures of (Direct or Indirect) Pecuniary Interest

None.

3. Land Acknowledgment

The Vice-Chair acknowledged the treaty lands and territory of the Williams Treaty Nations and the Mississaugas of the Credit First Nation. The Vice-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

Moved by Alan Howe

That the minutes of the following meeting be approved:

4.1 2025-01-08 Committee of Adjustment Meeting Minutes

Carried

Moved by Rita Baldassara

That the minutes of the following meeting be approved:

4.2 2025-02-05 Committee of Adjustment Meeting Minutes

Carried

5. Statutory Public Hearing

5.1 File No. A-03/25 - 37 Armstrong Street

Larysa Russell, Senior Planner, provided the committee with an overview of the Planning report.

Robbie Mair identified himself as the applicant. He advised the committee that he has secured a 10-year lease with another property on the street for one parking space. This space will provide a parking space for one of the residential units.

Debbie Greer, owner of 72 Broadway, spoke to the committee and shared her concerns which included:

- applicant's contractors parking on her property;
- vehicles blocking the Town-owned laneway leading to her property; and
- damage to the asphalt on her property as described in her submitted correspondence.

Alan Howe advised Ms. Greer that the committee is unable to assist her with her concerns and that she should seek legal advice.

Mr. Howe asked the applicant if he owns the offsite property. Mr. Mair advised that he does not own the property.

Mr. Howe asked if the parking spaces on his property will be designated spaces. Mr. Mair advised they will be designated spaces.

Rita Baldassara asked for clarification on how many parking spaces will be on site. Mr. Mair confirmed there will be three parking spaces on site and one offsite.

She asked if the 10-year lease will be placed on title of the property. Mr. Mair said it will not be on title. She expressed her concerns about the lease not being on title, and the fact that it expires in ten years.

She asked if the offsite property meets the required parking for the uses on site. Ms. Russell said she did not have that information.

Note: The committee recessed from 6:25 p.m. to 6:34 p.m.

Moved by Rita Baldassara

That Planning Report – A03-25 – 37 Armstrong Street be received;

And that the Minor Variance Application (File No. A03-25) to reduce the total parking required from 5 spaces to 4 spaces be refused.

Carried

5.1.1 Correspondence received from the Orangeville Business Improvement Area regarding Minor Variance Application A-03/25 - 37 Armstrong Street

5.1.2 Correspondence received from Debbie Greer regarding Minor Variance Application A-03/25 - 37 Armstrong Street

6. Items for Discussion

None.

7. Correspondence

None.

8. Announcements

None.

9. Date of Next Meeting

The next meeting is scheduled for April 2, 2025.

10. Adjournment

The meeting was adjourned at 6:36 p.m.



MINUTES - OBIA Board of Management SPECIAL Meeting

Thursday, March 6th, 2025, at 0700

Town Hall Council/Multipurpose Room (Main Floor), 87 Broadway, Orangeville, ON, L9W1K1| Hybrid format via Teams with notice.

Accessibility information and how to attend 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, T. Brett, R. Hough (remote), S. Koroscil, D. Nairn, J. Patterson, T. Taylor

Regrets: B. Luhar, J. Emanuele

1. Call to Order – 7:03 am
2. Approval of Agenda
Moved by T. Taylor, T. Brett
That the agenda and any addendums for the OBIA Board of Management's March 6th Special Meeting 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. Strategic Plan Annual Review – Good progress has been made considering inflation pressures and staffing challenges.
7. AGM Breakout & Retail Sector Feedback Review – Feedback was very consistent and revealed some great short term and longer term ideas.
8. 2025 Priorities & Budget Discussion - 2025 action items will include low cost, easy to implement activities that support the AGM and Retail feedback priorities as identified. If necessary, staffing and staff budget will be adjusted appropriately. ED to prepare a 2026 strategic priorities presentation and request for Council which will requests to invest in long-term parking solutions; visitor-focused investments in median beautification, streetscape improvements, and tourism marketing; etc.
9. Adjournment
Moved by R. Hough, T. Brett **Carried.**
That the March 6th, 2025, OBIA Special Board Meeting be adjourned at 8:51 am. Next meeting is scheduled for 7 am, Thursday, March 20th at 87 Broadway, Orangeville (Town Hall Council/Multipurpose Room – Main Floor).



**Minutes of Orangeville Public Library Board
The Corporation of the Town of Orangeville**

March 6, 2025, 4:00 p.m.

Members Present: P. LeBlanc
Councillor J. Andrews (remote)
Councillor T. Prendergast (remote)
B. Rea
V. Speirs
D. Waugh (remote)

Members Absent: S. Marks

Staff Present: D. Fraser, CEO
J. Moule, Administrative Assistant
R. Patel, Makerspace Specialist
C. Braan, Chief Financial Officer/Treasurer, Operations (remote)
R. Medeiros, Financial Analyst, Operations (remote)

1. Call to Order

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

2. Disclosures of (Direct or Indirect) Pecuniary Interest

None.

3. 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.

4. Staff Reports

4.1 Report 25-06 Project Update – Exploratorium

Recommendation: 2025-014

Moved by B. Rea

Seconded by D. Waugh

That Report 25-06, Project Update - Exploratorium be received; and

That the Board approve the Exploratorium Policy as amended as follows:

- Policy Statement, change the first sentence to “The community makerspace operated by The Orangeville Public Library will be marketed as the Exploratorium.”
- Section 1. Access and Hours - Remove "beverages must be in lidded containers" and change to "No food or drink is allowed." ;and

That the Board approve an expenditure increase of \$124,950 for the Library Creation Lab project 20381.1200 to be funded by a Friends of the Library Donation (\$2,500), and the Library Capital Reserve (\$122,450).

Carried Unanimously

5. Date of Next Meeting

The next meeting is scheduled for Wednesday, March 26, 2025, 5 p.m.

6. Adjournment

The meeting adjourned at 4:43 p.m.

Darla Fraser, CEO

Peter LeBlanc, Board Chair



Minutes of a Community Improvement Committee Meeting

Electronic Participation

March 18, 2025, 8:00 a.m.

In-Person Participation Only

The Corporation of the Town of Orangeville

Town Hall - 87 Broadway

Orangeville, Ontario

Members Present: Deputy Mayor T. Taylor
J. Jackson
G. Sarazin
S. Koroscil
J. Large

Regrets: W. Speirs

Staff Present: M. Mair, Planner, Community and Development
B. Hostrawser, Secretary

1. Call to Order

The meeting was called to order at 8:07 a.m.

2. Disclosures of (Direct or Indirect) Pecuniary Interest

None.

3. Land Acknowledgment

The Chair, James Jackson 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

Resolution: 2025-001

Moved by J. Jackson

That the minutes of the following meeting are approved: 2024-10-17, Community Improvement Plan Committee Meeting Minutes.

Carried

4.1 Approved Minutes of Previous Meeting

5. Presentations

None.

6. Items for Discussion and Reports

6.1 Proposed 2025 Meeting Schedule

Due to scheduling conflicts with the Economic Development & Culture Committee meetings, discussion is open for a change of date/time of CIP Committee meetings. Matthew Mair suggests moving to every third Wednesday. Todd Taylor has conflict on Wednesdays, suggests moving to Mondays. Discussion about possible conflicts due to Statutory Holidays on Mondays. Committee suggests keeping the meeting date the same but moving the time to 12:00 p.m. Committee in agreement of this new time. Matthew Mair opened discussion for closing application intake between June and August in order to keep reserve fund healthy and allow more applications to be submitted in spring and fall. Press release and information to be posted on website and social media platforms, committee to work with the BIA as well. Committee agrees to pause application intake from June to August.

Resolution: 2025-002

Moved by J. Jackson

Motion to move Community Improvement Plan Committee Meetings to every third Tuesday of the month at 12:00 p.m.

Carried

7. Correspondence

None.

8. Announcements

None.

9. Date of Next Meeting

The next meeting is scheduled for April 15, 2025 at 12:00 p.m.

10. Adjournment

The meeting was adjourned at 8:29 a.m.



Minutes of the Official Plan Steering Committee

April 1, 2025, 12:00 p.m.

In-Person Participation Only

The Corporation of the Town of Orangeville

Town Hall - 87 Broadway

Orangeville, Ontario

Members Present:	Mayor Post Deputy Mayor Taylor L. Addy J. Jackson P. Janssen S. Koroscil
Members Absent:	A. Harris J. Patterson G. Peters A. Vandervoort A. Waugh
Staff Present:	B. Ward, Manager, Planning B. Hostrawser, Administrative Assistant, Planning & Building L. Russell, Senior Planner

1. Call to Order

The meeting was called to order at 12:06 p.m.

2. Disclosures of (Direct or Indirect) Pecuniary Interest

None.

3. Land Acknowledgment

Mayor L. Post 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:

4.1 2024-11-05 Official Plan Steering Committee Minutes

Item referred to the next scheduled meeting.

5. Presentations

None.

6. Items for Discussion and Reports

6.1 2025 Meeting Schedule

Item to be discussed at the next meeting.

6.2 Broadway Corridor Study

Consultants from J.L. Richards presented their findings from their East and West Broadway Corridor Study. The study included a survey from both residents and non-residents of Orangeville and an analysis of the current land use in these areas. Discussion was had between committee members on the findings and their opinions on future development in this area. Committee members agreed they would like to see these areas become more pedestrian friendly, with a focus on greenery and beautification.

6.3 Notice of Adoption - OPA 132 & 135

Larysa Russell, Senior Planner, Infrastructure Services, provided an update on OPAs 132 and 135 related to pre-application consultation/complete application policies and source water protection policies, respectively. The OPAs were adopted by Council on January 27, 2025, and are subject to approval from the County of Dufferin.

6.4 Notice of Adoption - OPA 133

Larysa Russell, Senior Planner, Infrastructure Services, provided an update on OPA 133 related to additional residential unit policies. The OPA was adopted by Council on February 10, 2025.

6.5 Official Plan Review - Request for Proposals - Verbal Update

Larysa Russell, Senior Planner, Infrastructure Services, provided an update on the RFP for the Official Plan Review. Staff anticipate posting the RFP in June 2025.

7. Correspondence

None.

8. Announcements

None.

9. Date of Next Meeting

The next meeting is scheduled for Tuesday, June 3, 2025 at 12:00 p.m.

10. Adjournment

The meeting was adjourned at 1:23 p.m.



Minutes of Sustainable Orangeville

April 3, 2025, 6:00 p.m.

In-Person Participation Only

The Corporation of the Town of Orangeville

Town Hall - 87 Broadway

Orangeville, Ontario

Members Present: Councillor Prendergast, Vice Chair
G. Spence
M. Smith
M. O'Connor
W. Speirs
J. Elchyshyn
J. Pickering
E. Whitfield
Emily McAuley

Members Absent: A. Waugh
G. Bryan
M. Rowley, Chair

Staff Present: J. Lavecchia-Smith, Deputy Clerk
E. McAuley, Senior Climate and Sustainability Specialist,
Infrastructure Services

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 Acknowledgment

The Vice Chair acknowledged the treaty lands and territory of the Williams Treaty Nations and the Mississaugas of the Credit First Nation. The Vice 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: 2025-004

Moved by G. Spence

That the minutes of the following meeting, be received for information:

4.1 2025-02-06 - Sustainable Orangeville - Minutes

Carried

5. Presentations

5.1 Sara MacRae, Manager of Climate & Energy & Kylie-Anne Grube, Climate Engagement Specialist, County of Dufferin, Follow up to the Community Resilience Hub Project

Kylie-Anne Grube, Climate Engagement Specialist and Sara MacRae, Manager of Climate and Energy from the County of Dufferin provided an update on the community resilient hub project. They highlighted two designs for the committee to consider and provide feedback on. Both designs were developed based on community consultation, that defined the vision of resilience for this project. They advised that the hub will be located at the Edelbrock Centre and is being transformed into a health and human services hub. Ms. MacRae provided comments and feedback of what has been received so far based on the initial concept designs. They concluded their presentation identifying next steps with the aim to obtain County Council approval in the summer.

G. Spence joined the meeting at 6:10 p.m.

Members of committee asked questions and received responses from Ms.Grube and Ms. McRae.

5.2 Emily McAuley, Senior Climate and Sustainability Specialist, Town of Orangeville, Tree Preservation Framework

Emily McAuley, Senior Climate and Sustainability Specialist for the Town of Orangeville provided a presentation on the tree preservation framework. She outlined the purpose of having a tree preservation by-law and advised on feedback received from completing a public survey that residents are favourable to protect trees on private property. She concluded her presentation highlighting next steps including a feedback report to Council, public meeting, and proposed by-law for consideration.

Members of committee asked questions and received responses from Ms. McAuley and Ms. Lavecchia-Smith.

6. Items for Discussion and Reports

6.1 Community Sustainability Grants Program

Members of Committee discussed and provided comment on the grant application and guide.

Recommendation: 2025-005

Moved by M. Smith

That the community sustainability grant application be approved as amended, as follows:

- Clarify ineligible expenses,
- Remove that applications cannot be submitted subsequent years,
- Amend funding and eligibility,
- Add two categories to the scoring matrix,
 - How does this serve the community?
 - How do you meet the eligibility criteria?
- Remove funding threshold.

Carried

6.2 Earth Day Tree Planting Event in Conjunction with the CVC

Councillor Prendergast shared details on the Earth Day Tree Planting Event. The event will be held on Saturday, April 26th at 9:30 a.m. at Mill Creek. She highlighted various communication campaigns to promote the event such as a commercial and radio interview.

6.3 Tree Sapling Giveaway - Promotion at Farmers Market

Councillor Prendergast discussed having a booth at the Farmers Market to promote the Tree Sapling Giveaway event. The committee discussed which weekend to attend the Farmers Market and determined either the May 3rd or May 10th weekend would be best.

6.4 Bird Nerdin' Project

Member Pickering announced to the committee that he will be leading a bird hike in the morning on Saturday, May 10th. Member Pickering will order the items to make up the bird kits, and he will complete the communications intake form to promote this event.

6.5 Bee City Canada, Renewal Application

Member Spence to complete and submit the application form in consultation with Ms. McAuley.

6.6 Hydroponic Food Tower

Member Smith discussed the opportunity for the Westminster Church to complete the TD Friends of the Environment Grant. The Committee discussed preparing a letter of support if the Westminster Church submits a grant application.

6.7 Baby Tree Program Ceremony

Ms. Lavecchia-Smith highlighted that the 2023-2024 tree planting ceremony was cancelled in the Fall of 2024. Town staff reached out to the invitees to gauge interest if they wanted the ceremony to be rescheduled in the spring of 2025. The tree was planted in September 2024 at Harvey Curry Park, displaying the dedication plaque of the baby's names who participated in the program for the 2023-2024 year. Families have had the opportunity to visit the tree and the plaque since the cancellation of the ceremony. Several respondents had indicated that a formal ceremony was not necessary.

Recommendation: 2025-006

Moved by J. Pickering

That the ceremony for the 2023-2024 Baby Tree Program not be rescheduled.

Carried

6.8 Active Transportation

Chair Rowley who requested this item be on the agenda was not in attendance, therefore it is being added to the May 1st meeting agenda.

6.9 Urban Harvest Program

Chair Rowley who requested this item be on the agenda was not in attendance, therefore it is being added to the May 1st meeting agenda.

7. Correspondence

7.1 Meeting Minutes Review Procedure

8. Announcements

Member Smith advised that he is in the process of logging all bike rack locations located on public and private property throughout Town with the intention of integrating this information into a map.

Member O'Connor sought clarification on the location of the Seed Library and received a response from Ms. McAuley.

9. Date of Next Meeting

The next meeting is scheduled for May 1, 2025 at 6 p.m.

10. Adjournment

Recommendation: 2025-007

Moved by W. Speirs

That the meeting adjourn at 8:03 p.m.

Carried

Notice of Motion

Submitted by: Lisa Post

Date Submitted: 4/7/2025

Meeting Date: 4/14/2025

Subject: Community Recognition Program

Proposed motion

WHEREAS municipalities across Ontario have implemented Community Recognition Programs to celebrate the outstanding contributions of individuals, groups, and organizations who help make their communities vibrant, inclusive, and resilient; and

WHEREAS the Town of Orangeville benefits from the dedication of countless community champions whose efforts deserve recognition and appreciation; and

WHEREAS recognizing these contributions publicly helps build community pride, engagement, and a culture of civic participation;

THEREFORE BE IT RESOLVED THAT Council direct staff to develop a framework for a **Community Recognition Program** for the Town of Orangeville;

AND THAT the program include open nominations from the public, with clear and transparent parameters to guide the nomination and selection process;

AND THAT staff report back to Council no later than **May 26, 2025**, with a proposed structure, eligibility criteria, award categories, timelines, and implementation plan for Council's consideration;

AND THAT the goal be to hold the **first Community Recognition Awards presentation in September/October 2025**.

Background Information

[Civic Recognition - City of Burlington](#)

[Community Recognition Awards - Town of Aurora](#) (This one is kind of neat because they do just one intake per year but they have categories and this has the potential to include our accessibility champion, arts and culture, etc awards into one great event)



The Corporation of the Town of Orangeville

By-law Number 2025-

A by-law to regulate and licence Mobile Food and Refreshment Vending in the Town of Orangeville

WHEREAS Section 9 of the *Municipal Act, 2001, S.O. 2001, c.25*, as amended hereinafter referred to as the “*Municipal Act*” provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising the authority under the Act; and

WHEREAS Section 8 (3) of the *Municipal Act* authorizes a municipality to provide for a system of licences and a licence includes a permit; and

WHEREAS Section 11 of the *Municipal Act* authorizes a municipality to pass a by-law respecting the health, safety and well-being of persons and respecting the protection of persons and property including consumer protection; and

WHEREAS Sections 9, 11 and 391 of the *Municipal Act* authorizes a municipality to impose fees and charges on persons; and

WHEREAS Section 23.1, 23.2 and 23.3 of the *Municipal Act* authorizes a municipality to delegate its powers and duties under the Act to a person; and

WHEREAS Section 151 of the *Municipal Act*, provides that a municipality may provide for a system of licences with respect to a business and may:

- a) prohibit the carrying on or engaging in the business without a licence;
- b) refuse to grant a licence or to revoke or suspend a licence;
- c) impose conditions as a requirement of obtaining, continuing to hold or renewing a licence;
- d) impose special conditions on a business in a class that have not been imposed on all the businesses in that class in order to obtain, continue to hold or renew a licence;
- e) impose conditions, including special conditions, as a requirement of continuing to hold a licence at any time during the term of the licence; and
- f) licence, regulate or govern real and personal property used for the business and the persons carrying it on or engaged in it; and

WHEREAS Section 425 (1) of the *Municipal Act* authorizes a municipality to pass by-laws providing that a person who contravenes a by-law of a municipality passed under the *Municipal Act* is guilty of an offence; and

WHEREAS Section 431 of the *Municipal Act* authorizes that where any by-law of a municipality under the *Municipal Act* is contravened and a conviction entered, in addition to any other remedy and to any penalty imposed by the by-law, the court in which the conviction has been entered and any court of competent jurisdiction thereafter may make an order prohibiting the continuation or repetition of the offence by the person convicted and requiring the person convicted to correct the contravention; and

WHEREAS Section 436 of the *Municipal Act* authorizes a municipality to pass a by-law providing that the municipality may enter on land to conduct inspections; and

WHEREAS Sections 444 and 445 of the *Municipal Act* authorizes a municipality to make orders to discontinue, or to correct, the contravention of a by-law; and

WHEREAS Section 446 of the *Municipal Act* authorizes a municipality to do a matter or thing in default of it being done by the person directed or required to do it; and

WHEREAS the Council for the Town of Orangeville deems it desirable and in the public interest to enact a By-law to regulate and licence Mobile Food Vendors;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF ORANGEVILLE HEREBY ENACTS AS FOLLOWS:

1. DEFINITIONS

1.1. In this By-law:

- a) **“Central Business District”** means the area outlined in Schedule “D” attached hereto;
- b) **“Charitable Organization”** means an organization which is created primarily for a charitable object or purpose in Ontario, is operated **not for profit**, and includes a religious organization or minor sports group;
- c) **“Chip Truck”** means a vehicle or trailer of sufficient size to allow a **person** to prepare therein french fried potatoes, and from within which french fried potatoes, hamburgers, hot dogs, hot or cold beverages, non-hazardous pre-packaged foods, such as potato chips, popcorn, nuts, candy bars and similar non-hazardous confections may be sold or provided for consumption;
- d) **“Clerk”** means the Clerk for the **Town** or any **person** designated by the Clerk;
- e) **“Food Cart”** means a cart which is propelled by muscular power and is equipped with cooking or barbeque grills on which to prepare hot food, and such pushcart shall not exceed an overall dimension of 75 centimetres in width and 1.5 meters in length;
- f) **“Ice Cream Bicycle”** means an insulated container for storing and transporting frozen ice cream, propelled totally by muscular power without motorized

assistance and from which ice cream and other frozen confections may be sold or provided for consumption;

- g) **"Ice Cream Truck"** means a vehicle modified to transport frozen ice cream from place to place, which is duly licensed by the Ministry of Transportation and is capable of being driven on highways or within municipalities and from which ice cream and other frozen confections may be sold or provided for consumption;
- h) **"Licence"** means a licence issued pursuant to this By-law;
- i) **"Licence Issuer"** means a **Town** employee responsible for issuing a **licence**;
- j) **"Licensee"** means a **person** issued a current valid **licence**;
- k) **"Market on Broadway"** means a group of vendors operating refreshment vehicles or refreshment stands from the approved market location;
- l) **"Mobile Lunch Truck"** means a vehicle modified to transport food preparation and serving equipment from place to place, which is duly licensed by the Ministry of Transportation and is capable of being driven on highways or within municipalities;
- m) **"Non-resident"** means the applicant/business does not own, rent or lease a permanent building in the **Town**;
- n) **"Not for Profit"** for the purposes of this By-law means a charitable or non-profit organization including a club, society or association that is organized and operated exclusively for social welfare, civic improvement, recreation or any other purpose except profit, and any profits or economic advantages which are received by it are used to promote its objectives and not used for the personal gain of any of its members or of any other **person**;
- o) **"Officer"** means a police officer, municipal law enforcement officer, or any other **person** appointed by by-law to enforce the provisions of this By-law;
- p) **"Person"** includes an individual, sole proprietorship, partnership, limited partnership, trust, corporation, and an individual in his or her capacity as a trustee, executor, administrator, or other legal representative;
- q) **"Proof of insurance"** means a certified copy of a policy of insurance or a certificate of insurance issued by a company authorized to carry on the business of insurance in the Province of Ontario in accordance with the Insurance Act, R.S.O. 1990, c.I.8., as amended, that shows proof of liability coverage as required by this by-law;
- r) **"Refreshment Vehicle"** means any vehicle from which food and refreshments are for sale, sold or provided for consumption by the public, and includes, without limiting the generality of the foregoing, a **chip truck, food cart, ice**

- cream bicycle, ice cream truck and mobile lunch truck**, irrespective of the type of power employed to move the refreshment vehicle from one point to another;
- s) "**Refreshment Stand**" means any facility (other than a restaurant or similar permanent establishment) from which food and refreshments are for sale, sold or provided for consumption by the public on a seasonal basis, but does not include a refreshment vehicle;
 - t) "**Special Event Permit**" means a permit issued by the Community Services to hold an event on municipal property under the control of the Parks and Recreation Department;
 - u) "**Special Function**" means an event occurring on private property, located outside the boundaries of the Town of Orangeville's Business Improvement Area (BIA), which does not satisfy the criteria for obtaining a **Special Event Permit** from the Parks and Recreation Department;
 - v) "**Special Fund Raising**" means an event occurring on private property for the purposes of fund-raising endeavours to benefit a non-profit entity, and for which the majority of funds raised are used for charitable purposes.
 - w) "**Town**" means the Corporation of the Town of Orangeville or the land within the geographic limits of the Corporation of the Town of Orangeville as the context requires;
 - x) "**Vulnerable Sector Check**" means the original search results of a Police Vulnerable Sector Check, enhanced screening for those employed in positions working with vulnerable **persons**, from each police service's jurisdiction in Canada in which the applicant has been a resident during the prior three hundred and sixty-five (365) days, dated no more than sixty (60) days prior to the submission of the Application;
 - y) "**Waste**" includes food, disposable eating utensils, paper, wooden, cardboard, plastic, glass or metal products used in the preparation, serving or consumption of the food or beverages offered for sale from a refreshment vehicle or refreshment stand;
 - z) "**Zoning By-law**" means any by-law passed by a municipality pursuant to Section 34 of the Planning Act, R.S.O. 1990, c. P.13, as amended.

2. GENERAL ADMINISTRATION AND EXEMPTIONS

2.1. The Short Title of this By-law is the "Mobile Food Vendor By-law".

2.2. This By-law applies throughout the whole of the **Town**.

3. GENERAL PROHIBITIONS AND REGULATIONS

- 3.1. No **person** shall operate or permit the operation of any **refreshment vehicle** or **refreshment stand** within the **Town**, unless a **licence** is obtained in accordance with the requirements of this by-law or is otherwise exempt under the provisions of this by-law.
- 3.2. No **licence** issued under the provisions of this By-law shall be assigned, transferred, leased or granted the right to use to any other **person**.
- 3.3. No **person** shall carry on business other than in the name that appears on a **licence**.
- 3.4. No **person** shall alter, erase, modify or permit such alteration, erasure or modification of a **licence**.
- 3.5. No **person** shall represent to the public that the **person** is **licensed** under this By-law if the **person** is not so licensed.
- 3.6. No **person** shall own, operate or permit the operation of a **Mobile Food Vendor** other than in accordance with the terms and conditions of a **licence** and this By-law.
- 3.7. The number of **licences** issued annually to permit the operation of an **ice cream bicycle, ice cream truck, chip truck, mobile lunch truck** or **refreshment stand** shall not be limited.
- 3.8. The number of **licences** issued annually to permit the operation of a **food cart** shall be limited to a maximum of six (6), with a maximum of three (3) of the six (6) **licences** being issued for locations in the **Central Business District**.
- 3.9. **Refreshment vehicles** or **refreshment stands** may be permitted to operate only in CBD, C1, C2, C3 and M1 Zones, as defined in the **Town's** Zoning By-law.
- 3.10. Notwithstanding Section 3.9, at the discretion of the **Licence Issuer**, **refreshment vehicles** or **refreshment stands** may be permitted to operate in an Institutional (INST) Zone during a **special function** with a **licence** provided that the attendance of such refreshment vehicle or stand provides a benefit the institution.
- 3.11. No **person** shall operate any **refreshment vehicle** or **refreshment stand** from any property except a location or location approved by the **Licence Issuer** and as listed on the **licence** for such **refreshment vehicle** or **refreshment stand**.
- 3.12. No **person** shall operate a **refreshment vehicle** or **refreshment stand** on any municipal property, which shall, for the purposes of this By-law, include road allowances, municipal parks, parking lots, Operations Centre and recreation facilities, except as described in Sections 3.13, 3.20.

- 3.13. The operation of a **refreshment vehicle** or **refreshment stand** may be permitted in a municipal park or facility under the control of the Parks and Recreation Department during a special event/tournament for which a **Special Event Permit** has been obtained.
- 3.14. Licensed vendors who wish to operate at a Council-sanctioned community event at a location outside the **Central Business District** must obtain the express written permission of the event organizers and provide a copy of such letter of permission to the **Licence Issuer** at least one (1) week in advance of the event.
- 3.15. No **person** shall operate a **refreshment vehicle** or **refreshment stand** within 8 metres (26 feet) of the vehicular entrance to the property or in any location which will obstruct the flow of vehicles.
- 3.16. No **person** shall operate a **refreshment vehicle** or **refreshment stand** within 90 metres (295 feet) of any other **refreshment vehicle**, **refreshment stand** or restaurant:
- a) with the exception of the three (3) locations listed in Section 3.20 and as otherwise exempt;
 - b) unless a letter in a form as provided by the **Town** is submitted to the **Licence Issuer** from any and all owner(s) of a **refreshment vehicle(s)**, **refreshment stand(s)** and restaurant(s) located within 90 metres of the proposed location of the **refreshment vehicle** indicating they do not object to the said **refreshment vehicle** being located within 90 metres of their **refreshment vehicle**, **refreshment stand** or restaurant.
- 3.17. A letter referred to in Section 3.16 (b) is required upon making an application for renewal of a **licence**.
- 3.18. Every **person** applying for a **licence** to permit the operation of a **refreshment vehicle** or **refreshment stand** who intends to operate from private property shall submit with the application a letter of permission with respect to the proposed use from the registered property owner or his authorized agent.
- 3.19. Notwithstanding anything in Section 3, the owner of a **mobile lunch truck**, which has the sole purpose of travelling from place to place to serve a number of private locations is permitted to serve his clients in any zone and shall not be required to provide letters of permission from the property owners.
- 3.20. In the **Central Business District** one **food cart** is permitted to operate from the sidewalk at each of the following locations:
- Northwest corner of First Street and Broadway
 - South side of Broadway, between 114 and 136 Broadway
 - Northwest corner of Second Street and Broadway

4. DUTIES AND RESPONSIBILITY

4.1 A licensee shall:

- 4.2 Every licensee shall ensure that where a vehicle is powered by propane, or where propane is utilized for food preparations, a minimum five (5) pound ABC dry chemical fire extinguisher or other such extinguisher as required by the Fire Chief or his designate, is attached to the vehicle at all times and the operator of such vehicle at all times and the operator of such vehicle shall be knowledgeable in the proper use of such fire extinguisher. In all cases, where a licensee requires any food heating capability, he shall be adequately equipped with a fire extinguisher in accordance with the provisions of the Fire Code, O. Reg. 388/97.
- 4.3 No **person** shall fail to keep his **refreshment vehicle** or **refreshment stand** in a clean and sanitary condition.
- 4.4 No **person** shall offer for sale or sell from a **refreshment vehicle** or **refreshment stand**, any goods, wares, merchandise or other item other than refreshments, food stuffs and confections.
- 4.5 No **person** operating a **refreshment vehicle** or **refreshment stand** shall be under the influence, consume, or have in his possession, any alcohol or drugs other than any drugs prescribed by a duly qualified medical practitioner which do not and may not impair his ability to operate the vehicle/stand while in charge of the same.
- 4.6 No **person** shall operate a **refreshment vehicle** or **refreshment stand** between the hours of 12:00 midnight and 6:00 a.m. on any day.
- 4.7 No licensee shall permit any individual other than a bona fide employee to operate the **refreshment vehicle** or **refreshment stand**.
- 4.8 No **person** shall operate a **mobile lunch truck**, **chip truck** or **ice cream truck** unless it has been equipped with an audible reversing alarm to alert the public when the vehicle is backing up.
- 4.9 No **refreshment vehicle** or **refreshment stand** shall be equipped with any flashing lights or sounding device for attracting attention.
- 4.10 No **person** shall operate a **refreshment vehicle** or **refreshment stand** at the **Market on Broadway** without the approval of the Market Manager.
- 4.11 Any **person** operating a **refreshment vehicle** or **refreshment stand** shall:
- a) Provide a waste receptacle of an adequate size to contain all waste generated from the operation of the **refreshment vehicle** or **refreshment stand**.

- b) Ensure that all waste in the vicinity of the **refreshment vehicle** or **refreshment stand** is placed in such container before leaving the area.
- c) Remove such receptacle and its contents before leaving the area.
- d) Ensure that no waste generated by the operator or contained in his waste receptacle is deposited in any **Town**-owned waste containers; and
- e) Maintain the designated area and the pavement, sidewalk and boulevard adjacent thereto in a clean and sanitary condition free from grease, papers, rubbish and debris.

5. APPLICATION FOR A LICENCE

5.1. A **person** making an application for a **licence** or renewal of a **licence** shall submit to the satisfaction of the **Licence Issuer**:

- a) a complete application in the form provided by the **Town**;
- b) where the applicant is a corporation, a copy of the articles of incorporation or other incorporating documents issued by the Province of Ontario or the Government of Canada, and the business name registration, when applicable;
- c) where the applicant, is a sole proprietor, a copy of the business name registration, when applicable;
- d) where the applicant, is a registered partnership, a copy of the registered declaration of partnership, the names and addresses of each member of the partnership as well as the name under which the partnership intends to carry on business and a copy of the business name registration;
- e) the applicable **licence** fee;
- f) any documents, and obtain all required approvals and inspections from the appropriate approval authority having jurisdiction as outlined on Schedule "A" to this By-law;
- g) any other documents as may be required by the **Licence Issuer**.

5.2. A **person** submitting an application for **licence** renewal shall submit:

- a) a complete application (a licensee is not required to submit on renewal of a licence the items listed in sections 5.1 (b), 5.1 (c) or 5.1 (d) provided no changes have occurred in the information contained in those documents)
- b) the applicable licence fee

- c) all required documents as outlined in Schedule "A" at least fourteen (14) days prior to the expiry of the current licence. Applications for renewal submitted after fourteen (14) days shall be considered a new licence application.

6. FEES

- 6.1. A fee for a **licence** shall be as prescribed in Schedule "C" of this By-law.
- 6.2. Fee payable with an application for a **licence** shall not be pro-rated.
- 6.3. Every fee paid is non-refundable;
- 6.4. Acceptance of the **licence** fee does not constitute approval of the application or oblige the **Town** to issue a **licence**.

7. FEE REDUCTION AND EXEMPTIONS

- 7.1. **Not-for-profit** community associations, **charitable organizations**, service clubs and other organizers of special fund-raising events carried on solely for the benefit of a particular charity or **not-for-profit** organization are required to obtain a **licence** to operate any **refreshment vehicle** or **refreshment stand** and comply with the requirements of this By-law. Provided that the **person**, organization, association or service club is directly responsible for the vending operation, the fee for such **licence** shall be reduced as set out in Schedule "C" to this By-law.
- 7.2. The **Market on Broadway**, the Orangeville Business Improvement Area (BIA) and organizers of **Town** initiated events are required to obtain a **licence** to permit the operation of **refreshment vehicles** and **refreshment stands** from the market location and during outdoor events organized by the BIA or initiated by the **Town**.
- 7.3. The **Market on Broadway**, the BIA and own-initiated events are exempt from the provisions of this By-law limiting the number of vendors permitted to operate in the **Central Business District**.
- 7.4. Participating vendors will not be required to obtain individual **licences** provided they do not operate outside the Market, the BIA or the area specified for a **Town** initiated event. The **licence** fee for the **Market on Broadway**, the BIA and **Town** initiated events shall be waived.
- 7.5. For greater clarification, all **persons** operating any **refreshment vehicle** or **refreshment stand** in areas other than or in addition to the **Market on Broadway**, BIA outdoor events or at a **Town** initiated event are required to obtain a **licence**, pay the prescribed fee and comply with the requirements of this By-law.

8. DELEGATED AUTHORITY

- 8.1. The **Licence Issuer** is hereby delegated authority to administer this By-law and to issue a **licence** in accordance with the provisions of this By-law and the applicable Schedules to this By-law.
- 8.2. The **Licence Issuer** is hereby delegated authority to impose additional terms and conditions on a **licence** that in the opinion of the **Licence Issuer** are reasonable and take into consideration:
- a) the health, safety and well-being of **persons**;
 - b) the past conduct of an applicant or **licensee**.
- 8.3. The **Licence Issuer** is hereby delegated authority to revoke, suspend, refuse to issue, or refuse to renew a **licence**, where the applicant or **licensee** would not be entitled to a **licence**, or to the renewal of a **licence**, on any grounds set out in this By-law.
- 8.4. The **Licence Issuer** may cancel a **licence** at any time upon the written request of the **licensee**.
- 8.5. The **Licence Issuer** shall not issue or renew a **licence** to a **person** if:
- a) the **Town** is aware that the applicant has two or more related convictions within the last year concerning the licensed business or **person**;
 - b) overdue by-law fines, penalties or other monies owing to the **Town**;
- 8.6. The **Appeal Tribunal** shall have the same powers as the **Licence Issuer** pursuant to this By-law for the purpose of authorizing the issuing of a **licence**.

9. LICENCE

- 9.1. A **licence** shall be issued by the **Licence Issuer** upon being satisfied that the requirements of this By-law have been met.
- 9.2. A **licence** shall expire on the 31st day of January of each year unless otherwise suspended or revoked in accordance with the provisions of this By-law.
- 9.3. Every **licence** shall remain at all times the property of the **Town** and no **person** shall enjoy a vested right in a **licence** or the continuance of a **licence**.
- 9.4. The issuing of a **licence** does not relieve a **person** from any responsibility to obtain all other approvals that may be required from any level of government or authority or agencies thereof having jurisdiction.
- 9.5. Upon receipt of each application completed in accordance with the requirements of this By-law, the **Licence Issuer** shall request comments or reports from other **Town** departments as appropriate or make such other inquiries and obtain and

review such other information and documents relevant to the application as the **Licence Issuer** considers necessary for the proper processing of the application.

9.6. A **licence** is not transferable.

10. LICENCE – TERMS AND CONDITIONS – GENERAL

10.1.A **Licensee** shall notify the **Licence Issuer** within seven (7) days:

- a) of any change of name, address or any other change to the information related to the **licence**;
- b) where the **Licensee** is a corporation, of any change in the names and addresses of officers and directors, the location of the corporate head office and change of ownership of shares;
- c) where the **Licensee** is a registered partnership, of any change in the names and addresses of each member of the partnership;
- d) and if necessary, the **licence** shall be returned immediately to the **Licence Issuer** for amendment.

10.2.A **Licensee** shall operate in compliance with this By-law, the terms and conditions of a **licence** including the terms and conditions outlined in the applicable Schedule(s) to this By-law and all federal and provincial legislation.

10.3.A **Licensee** in carrying out a business licensed under this By-law shall provide services that are free from discrimination and respect all grounds protected by the Ontario Human Rights Code.

10.4.A **Licensee** upon the request of the **Licence Issuer** or an **Officer** shall submit documents and records required to be kept in accordance with this By-law.

10.5.The operator shall ensure that the **licence** issued pursuant to this by-law is available for inspection at all times.

10.6.The licence sticker issued in respect of a **licence** for a refreshment vehicle shall be securely affixed to the vehicle in a visible location.

11. LICENCE – ADMINISTRATIVE SUSPENSIONS

11.1.Where required in accordance with this By-law a **Licensee's** policy of liability insurance expires, is cancelled, or is otherwise terminated; then the applicable **licence** shall be automatically suspended effective on the date of such expiration, cancellation, revocation or termination and shall remain so until such insurance has been reinstated.

11.2.An administrative suspension of a **licence** without a hearing shall be imposed for fourteen (14) days if the **Licence Issuer** is satisfied that the continuation of the

business poses an immediate danger to the health and safety of any **person** or to any **premise** or in accordance with Section 11. Before any suspension is imposed, the **Licence Issuer** shall provide the **licensee** with the reasons for the suspension, either orally or in writing, and an opportunity to respond to them.

11.3. An administrative suspension imposed under Section 10.2 may be imposed on such conditions as the **Licence Issuer** considers appropriate.

12. LICENCES – GROUNDS FOR REFUSAL, REVOCATION OR SUSPENSION

12.1. An applicant or **licensee** is entitled to a **licence** upon meeting the requirements of this By-law except where:

- a) the past or present conduct of any **person**, including any partner, the officers, directors, employees or agents of a corporation affords reasonable cause to believe that the **person** will not carry on or engage in the business in respect of which the application is made in accordance with the law or with honesty or integrity; or
- b) the applicant or **licensee** has past breaches or contraventions of any law or any provision of this By-law or any other municipal by-law or Provincial or Federal Statute associated with the carrying on of such business; or
- c) the financial position of the applicant or **licensee** affords reasonable grounds to believe that the activity for which he is licensed or to continue to be licensed in accordance with law will not be carried on in a financially responsible manner; or
- d) the applicant or **licensee** has failed to pay a fine, or fines imposed by a Court for convictions for breach of this or any other municipal by-law; or
- e) the applicant or **licensee** has failed to comply with any term, condition or direction of the **Licence Issuer** or **Officer** or has failed to permit any investigation or inspection by the **Licence Issuer** or **Officer**; or
- f) the applicant or **licensee** has failed to comply with the requirements set out in this By-law or any of the applicable Schedules to this By-law; or
- g) the issuing of a **licence** would be contrary to the public interest with respect to health and safety or consumer protection; or
- h) the applicant or **licensee** has submitted an application or other documents to the **Town** containing false statements, incorrect, incomplete, or misleading information; or
- i) the applicant or **licensee** is carrying on or engaging in activities on or off the **premise** that are or will be if the applicant or **licensee** is licensed, in contravention of this By-law, any other applicable law or is unsafe; or

- j) the applicant or **licensee** has exhibited discriminatory behaviour against a **person** on any grounds protected by the Ontario Human Rights Code; or
- k) the applicant or **licensee** has not paid the required **licence** fees.

12.2. The **Licence Issuer** may revoke, suspend, refuse to issue, or refuse to renew a **licence**, where the applicant or **licensee** would not be entitled to a **licence**, or to the renewal of a **licence**, on any grounds set out in this By-law.

12.3. Where the application for a **licence** has been refused, revoked, suspended or cancelled, the fees paid by the applicant or **licensee**, in respect of the **licence**, shall not be refunded.

12.4. Where a **licence** has been revoked, suspended, or cancelled the **licensee** shall return the **licence** to the **Licence Issuer** within two (2) days of service of the notice of the decision.

12.5. When a revoked, suspended or cancelled **licence** has not been returned, an **Officer** may enter upon the **premise** for the purpose of receiving, taking or removing the said **licence** and no **person** shall refuse to return the **licence** or in any way obstruct or prevent the **Licence Issuer** or **Officer** from obtaining the **licence**.

12.6. No **person** shall re-apply to obtain or renew a **licence** for a minimum of one (1) year from the later of:

- a) the date of the **Licence Issuer's** decision to refuse to issue, renew or revoke a **licence**;
- b) where the decision of the **Licence Issuer** is appealed, the date of the **Appeal Tribunal's** decision if the **Appeal Tribunal** upholds the decision to refuse to issue, renew or revoke the **licence**.

13. LICENCES – GROUNDS FOR REFUSAL, REVOCATION OR SUSPENSION – TERMS AND CONDITIONS – RIGHT TO A HEARING

13.1. With the exception of Section 10, before a **licence** is refused, revoked, suspended, cancelled or issued with terms or conditions, written notice shall be given by the **Licence Issuer** to the applicant or **licensee**.

13.2. Notice shall be served to the applicant's or **licensee's** last known address or email address filed with the **Town** and shall:

- a) contain sufficient information to specify the nature of or reason for, any recommendation;
- b) inform the applicant or **licensee** of entitlement to a hearing before the **Appeal Tribunal**, if a request in writing for a hearing is returned to the **Clerk** within fourteen (14) days after the date of service of the notice; and

- c) inform the applicant or **licensee** that if no written request is received, the **Appeal Tribunal** may proceed and make any decision with respect to the **licence**.

13.3. On receipt of a written request for a hearing from an applicant or **licensee**, the **Clerk** shall:

- a) schedule a hearing; and
- b) give the applicant or **licensee** notice of the hearing at least twenty (20) days prior to the hearing date; and
- c) post notice of the hearing on the **Town's** website at least twenty (20) days prior to the hearing date.

13.4. Service of any notice on the applicant or **licensee** under this by-law shall be made by personal delivery, ordinary mail or email transmission. The notice shall be deemed to have been served on the fourth (4th) day after the day of mailing on the date of personal service or the date of the email transmission.

14. ESTABLISHMENT OF APPEAL TRIBUNAL

14.1. The **Appeal Tribunal** shall hear and render decisions regarding the refusal, revocation or suspension of a **licence**, and the imposing of terms and conditions on a **licence**.

14.2. The decision of the **Appeal Tribunal** shall be final and binding.

15. HEARING PROCESS

15.1. The provisions of the *Statutory Powers and Procedures Act, R.S.O. 1990, c. S. 22*, as amended, shall apply to all hearings conducted under this By-law.

15.2. A hearing shall be held in public unless determined otherwise in accordance with the *Statutory Powers and Procedures Act, R.S.O. 1990, c. S. 22*, as amended, and the **Appeal Tribunal** shall hear the applicant or **licensee** and every other **person** who desires to be heard, and the **Appeal Tribunal** may give its decision orally or adjourn the hearing and reserve its decision but in any case, the decision shall be provided in writing.

15.3. The decision of the **Appeal Tribunal**, shall be in writing and shall set out the reasons for the decision, and shall be signed.

15.4. Any authority or permission granted by the **Appeal Tribunal** may be for such time and subject to such terms and conditions as the **Appeal Tribunal** considers advisable and as are set out in the decision.

15.5. When a **person** who has been given written notice of a hearing does not attend at the appointed time and place, the **Appeal Tribunal** may proceed with the

hearing in his absence, and the **person** shall not be entitled to any further notice of the proceedings.

15.6. The **Clerk** shall no later than ten (10) days from the making of the decision send one (1) copy of the decision to:

- a) the applicant or **licensee**;
- b) each **person** who appeared in **person** or by Counsel or by Agent at the hearing and who filed with the **Clerk** a written request for notice of the decision.

16. ORDERS

16.1. If an **Officer** has reasonable grounds to believe that a contravention of this By-law or the terms and conditions of a **licence** has occurred, the **Officer** may make an Order requiring the **person** who contravened this By-law or the terms and conditions of a **licence** or who caused or permitted the contravention to occur to:

- a) discontinue the contravening activity; and/or
- b) do work or take action to correct the contravention.

16.2. An Order under section 15.1 shall set out:

- a) reasonable particulars of the contravention adequate to identify the contravention;
- b) the location of the **premise** on which the contravention occurred; and
- c) either:
 - i. in the case of an Order under section 15.1 (a), the date by which there must be compliance with the Order; or
 - ii. in the case of an Order under section 15.1 (b), the action to be done and the date by which the action must be done.

16.3. An Order made under this By-law may be served personally, by ordinary mail to the last known address or by email transmission to:

- a) the **person** the **Officer** believes contravened this By-law; and
- b) such other **persons** affected by the Order as the **Officer** making the Order determines.

16.4. The Order shall be deemed to have been served on the fourth (4th) day after the date of mailing or on the date of personal service or on the date of email transmission.

16.5. An **Officer** who is unable to effect service of an Order pursuant to this By-law shall place a placard containing the Order in a conspicuous place on the **premise** and the placing of the placard shall be deemed to be sufficient service. The placing of the placard of the Order shall be deemed to be served on the date of placing the placard.

17. ENFORCEMENT AND PENALTY PROVISIONS

17.1. The enforcement of this By-law shall be conducted by an **Officer**.

17.2. An **Officer** may enter on land or a **premise** at any reasonable time for the purpose of carrying out an inspection to determine whether or not:

- a) the By-law is complied with;
- b) the **licence**, or the term or condition of a **licence**, or this By-law is complied with;
- c) a direction or Order made under the *Municipal Act, S.O. 2001, c.25*, as amended, or this By-law is complied with.

17.3. For the purposes of an inspection under this By-law, an **Officer** may:

- a) require the production for inspection of documents or things relevant to the inspection;
- b) inspect and remove documents or things relevant to the inspection for the purpose of making copies or extracts;
- c) require information from any **person** concerning a matter related to the inspection; and
- d) alone or in conjunction with a **person** possessing special or expert knowledge, make examinations or take tests, samples or photographs necessary for the purposes of the inspection.

17.4. All documents and records shall be kept in a good and business-like manner for review by the **Officer** at their request.

17.5. A receipt shall be provided for any document or thing removed under this By-law and the document or thing shall be promptly returned after the copies or extracts are made.

17.6. A sample taken under this By-law shall be divided into two parts, and one part shall be delivered to the **person** from whom the sample is taken, if the **person** so requests at the time the sample is taken and provides the necessary facilities.

- 17.7. If a sample is taken under this By-law and the sample has not been divided into two parts, a copy of any report on the sample shall be given to the **person** from whom the sample was taken.
- 17.8. Every **person** who contravenes any provision of this By-law, including failing to comply with an Order issued pursuant to this By-law, is guilty of an offence and is liable to a fine, and such other penalties, as provided for in the Provincial Offences Act, R.S.O. 1990, c. P. 33, as amended, and the Municipal Act, 2001, as amended.
- 17.9. Every **person** who is charged with an offence under this By-law or an Order issued pursuant to this By-law or every director or officer of a corporation, who knowingly concurs in the contravention, by the laying of an Information under Part III of the Provincial Offences Act, R.S.O. 1990, c. P. 33, as amended and is found guilty of the offence is liable pursuant to the Municipal Act, 2001, as amended to the following:
- a) on a first offence, to a fine of not more than \$50,000.00; and
 - b) on a second offence and each subsequent offence, to a fine of not more than \$100,000.00
- 17.10. Every **person** who is issued a Part 1 offence notice or summons and is convicted is guilty of an offence under this By-law shall be subject to a fine, to a maximum as provided for in the *Provincial Offences Act, R.S.O. 1990, c. P. 33*, as amended.
- 17.11. No **person** shall hinder or obstruct, or attempt to hinder or obstruct, any **Officer** exercising a power or performing a duty under this By-law.
- 17.12. Every **person** who is alleged to have contravened any of the provisions of this By-law shall identify themselves to an **Officer** upon request, failure to do so shall be deemed to have hindered or obstructed an **Officer** in the execution of his or her duties.
- 17.13. Upon conviction any penalty imposed under this By-law may be collected under the authority of the *Provincial Offences Act, R.S.O. 1990, c. P. 33*, as amended.
- 17.14. If a **person** is convicted of an offence under this By-law, the court in which the conviction has been entered and any court of competent jurisdiction may, in addition to any other remedy and to any penalty imposed, make an order prohibiting the continuation or repetition of the offence by the **person** convicted.

18. SEVERABILITY

- 18.1. If a court of competent jurisdiction declares any section or part of this By-law invalid, it is the intention of **Council** that the remainder of this By-law shall continue in force unless the court makes an order to the contrary.

19.INTERPRETATION

19.1.References in this By-law to any statute or statutory provision include references to that statute or statutory provision as it may from time to time be amended, extended or re-enacted.

19.2.In this By-law, unless the context otherwise requires words importing the singular shall include the plural and use of the masculine shall include the feminine, where applicable.

19.3.The Schedules appended to this By-law are incorporated into and form part of this By-law.

20.TRANSITIONAL RULES

20.1.By-law 102-2008, as amended, shall continue to apply to any enforcement proceedings commenced prior to the effective date of this By-law.

21.REPEAL

21.1.By-law 102-2008, 120-2009, 2021-047 and 2023-041 are hereby repealed.

22.EFFECTIVE DATE

22.1.This By-law shall come into effect on April 14, 2025.

READ three times and finally passed this 14th day of April, 2025.

Lisa Post, Mayor

Jordyn Lavecchia-Smith, Deputy Clerk

SCHEDULE 'A' to BY-LAW 2025-

MOBILE FOOD VENDOR LICENCE REQUIREMENTS

1. APPLICATION REQUIREMENTS

1.1. In addition to the requirements set out in Section 4 of this By-law, every new application will require, prior to issuance of a license:

- a) written confirmation of authorization to issue a **licence** from the Public Health Office, the Orangeville Fire Division, and any other department of the Town as the **Licence Issuer** considers necessary;
- b) confirmation that the **premises** where the **restaurant** operates is in compliance with any applicable **Zoning By-law** and Site Plan Agreement;
- c) proof of valid insurance in an amount not less than two (2) million dollars naming the Town as additional insured;
- d) **Vulnerable Sector Check** from each police service's jurisdiction in Canada in which the applicant has been a resident during the prior three hundred and sixty-five (365) days, dated no more than sixty (60) days prior to the submission of the Application;
- e) a letter of permission with respect to the proposed use from the registered property owner or his authorized agent;
- f) any other documents as may be required by the Licence Issuer.

1.2. Renewal

- a) Every application for renewal of a licence under this By-law shall be made in a form satisfactory to the Licence Issuer and shall include:
 - i. The fully completed application form
 - ii. The applicable renewal fee as set out in Schedule C of this By-law
 - iii. Proof of valid insurance in an amount not less than two (2) million dollars naming the Town as additional insured.
- b) A renewal application must be approved by all of the approval bodies set out in section 1.1 (a) in the event the conditions of the original application have changed.
- c) Where a **person** fails to renew the **licence** within fourteen (14) days after the expiry of such **licence**, the **person** shall no longer be entitled to renew but must apply for a new **licence**.

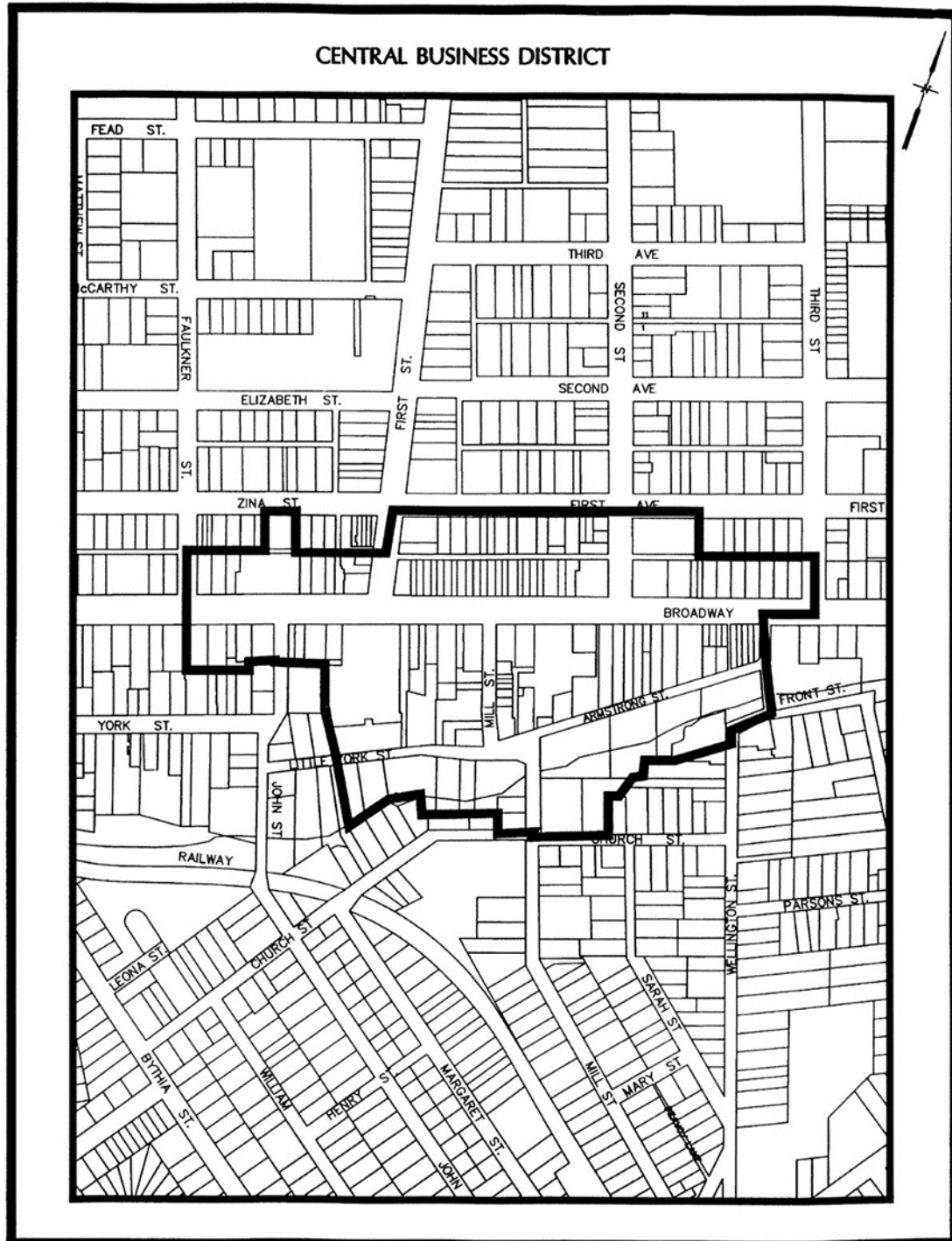
- d) The holder of a **licence** for the operation of a **food cart** in the **Central Business District** in the previous year shall have the right of first refusal before the said licence is offered to a new applicant, provided that the holder of the **licence** has made an application for renewal no later than January 15th of the following year in which the **licence** was first issued.

SCHEDULE 'B' to BY-LAW 2025-

FEES

	Resident	Non Resident
Type of Mobile	Fee per	Fee per
Chip truck per year	\$500.00	\$600.00
Food cart per year	\$500.00	\$600.00
Ice cream bicycle per year	\$100.00	\$120.00
Ice cream truck per year	\$500.00	\$600.00
Mobile lunch truck per year	\$500.00	\$600.00
Refreshment stands per year	\$500.00	\$600.00
Food vendors selling at a special function		
per event	\$120.00	\$160.00
Administration Fee (special fund-raising events only)		
per event	\$25.00	\$25.00

SCHEDULE 'C' to BY-LAW 2025-





The Corporation of the Town of Orangeville

By-law Number 2025-

A by-law to authorize the execution of the Letter of Agreement with the Ministry of Transportation for the provision and use of dedicated gas tax funds

Whereas the *Municipal Act, 2001*, S.O. 2001, c.25, S.9 provides a municipality with the powers of a natural person for the purpose of exercising its authority under this or any other Act; and

Whereas Council deems it expedient to execute the letter of agreement for the provision and use of dedicated gas tax funds under the Dedicated Tax Funds for Public Transportation Program;

Be it therefore enacted by the municipal Council of the Corporation of the Town of Orangeville as follows:

1. That the Mayor and Clerk be authorized to sign the Letter of Agreement and any other document required for the provision and use of dedicated gas tax funds under the Dedicated Gas Tax Funds for Public Transportation Program, between The Corporation of the Town of Orangeville and His Majesty the King in right of the Province of Ontario, as represented by the Minister of Transportation.

Read three times and finally passed in open Council this 14th day of April, 2025.

Lisa Post, Mayor

Jordyn Lavecchia-Smith, Deputy Clerk



The Corporation of the Town of Orangeville

By-law Number 2025-

A by-law to amend By-law 078-2005, being a by-law to regulate traffic in the Town of Orangeville, for the purpose of establishing parking restrictions and a Community Safety Zone on Glengarry Road

Whereas the *Municipal Act, 2001*, c.25, S.11(3) authorizes a municipality to pass by-laws respecting matters within the jurisdiction of highways, including parking and traffic on highways; and

Whereas Council passed By-law 078-2005 on the 29th day of August 2005, to regulate traffic in the Town of Orangeville; and

Whereas Council deems it expedient to amend By-law 078-2005, to include parking restriction on Glengarry Road between house No. 51 and the flank of house No. 53; and

Whereas Council deems it expedient to further amend By-law 078-2005, to establish a Community Safety Zone on Glengarry Road between Saxon Street and Sherwood Street;

Be it therefore enacted by the municipal Council of The Corporation of the Town of Orangeville as follows:

1. That Schedule A (Parking Restrictions) of Bylaw 078-2005, be amended by adding the following clause:

Street Name	From	To	Parking Restrictions
Glengarry Road	51 Glengarry Road	53 Glengarry Road	No parking on east and north side of Glengarry Road between House No. 51 and the flank of House No. 53

2. That Schedule N (Community Safety Zone) of Bylaw 078-2005, be amended by adding the following clause:

Column 1 Highway	Column 2 Between	Column 3 Times
Glengarry Road	Sherwood Street	Saxon Street

Read three times and finally passed this 14th day of April, 2025.

Lisa Post, Mayor

Jordyn Lavecchia-Smith, Deputy Clerk



The Corporation of the Town of Orangeville

By-law Number 2025-

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 April 14, 2025

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; and

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 closed and regular Council Meeting held on April 14, 2025, 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 14th day of April, 2025.

Lisa Post, Mayor

Jordyn Lavecchia-Smith, Deputy Clerk