



Monday, June 9, 2025, 7:00 p.m.

Electronic and In-Person Participation - Council

The Corporation of the Town of Orangeville

(Mayor and Clerk at Town Hall - 87 Broadway)

Orangeville, Ontario

NOTICE

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

Members of the public wishing to view the Council meeting or raise a question during the public question period will have the option to attend in-person in Council Chambers, located at Town Hall, 87 Broadway, Orangeville; or by calling 1-289-801-5774 and entering Conference ID: 452 151 242. 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

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Pages

1. Call To Order

2. Approval of Agenda

Recommendations:

That the agenda and any addendums for the June 9, 2025 Council Meeting, be approved.

3. Disclosure of (Direct and Indirect) Pecuniary Interest

4. Closed Meeting

None.

5. Singing of National Anthem

6. 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.

7. 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.

8. Adoption of Minutes of Previous Council Meeting

10 - 21

Recommendations:

That the minutes of the meeting be May 26, 2025 Council meeting be approved.

9. 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.

10. Presentation, Petitions and/or Delegation

10.1 Public Delegations/Petitions

***10.1.1 Mark Hicks, D&H Architects re: 11A York Street**

22 - 29

10.2 Staff/Consultant Presentations

**10.2.1 Rob Koekkoek, Amy Long and Gia DeJulio - Orangeville
Hydro 2024 Annual Report
In-person**

30 - 114

Recommendations:

That the Orangeville Hydro 2024 Annual Report be received;
and

That Council approve the proposed resolution listed in the
Orangeville Hydro Limited Agenda for the Annual Shareholders
Meeting scheduled for June 19, 2025; and

That Council appoint _____ as proxy, and _____ as proxy
in the absence of Proxy 1, to attend and to vote for The
Corporation of the Town of Orangeville at the Annual
Shareholder's Meeting to be held on June 19, 2025 and at any
adjournments thereof, revoking any proxy previously given;
and

That Council direct such proxy to vote [in favour/opposing] of
the proposed resolution listed in the Orangeville Hydro Limited
Agenda for the Annual Shareholder's Meeting scheduled for
June 19, 2025; and

That the Mayor and Clerk be authorized to execute the Proxy
Resolution for the Annual Shareholder's Meeting of Orangeville

Hydro Limited.

- | | | |
|-----------------|--|------------------|
| *10.2.2 | Jennifer Payne, CSWB Co-Chair - 2025-2028 Dufferin Community Safety and Well Being Plan
In-person | 115 - 160 |
| *10.2.3 | Brandon Ward, Manager, Planning, Town of Orangeville - 11A York Street Official Plan and Zoning By-law Amendment Application
In-Person | 161 - 168 |
| 10.2.3.1 | 11A York Street, Decision Recommendation, OPZ-2023-01, INS-2025-020

Recommendations:
That report INS-2025-020, 11A York Street, Recommendation Report, OPZ-2023-01, be received; and

That the Official Plan Amendment and Zoning By-law Amendment Application (OPZ-2023-01) be approved; and

That Council pass the following By-laws as included in the By-laws section of this Council Meeting Agenda, to permit a 12-unit townhouse development on the subject lands known municipally as 11A York Street:

<ol style="list-style-type: none">1. A By-law to adopt Official Plan Amendment No. 136 to re-designate the subject lands from "Low Density Residential" to "Low Density Multiple" (Schedule 'C') with Specific Area Policy E8.82 (Schedule 'B') and re-designate the southeast portion of the site to "Open Space Conservation" (Schedule 'A'); and2. A By-law to amend Zoning By-law 22-90, as amended, to re-zone the subject lands to "Residential Fifth Density (R5)" Zones, with Special Provision 24.241 and Holding (H) Symbol", and rezone the southeast corner of the subject lands to "Open Space Conservation (OS2)". | 169 - 205 |

11. 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 11.1 Staff Reports, 11.2 Correspondence, and 11.3 Committee/Board Minutes, be received or approved as presented with the exception of the items removed for individual consideration.

Items removed:

11.1 Staff Reports

- | | | |
|---------------|---|-----------|
| 11.1.1 | Donation of Artwork, CAO-2025-004
Recommendations:
That report CAO-2025-004 Donation of Artwork be received;
and

That the donation of a framed engraving of Queen Alexandra be accepted by Council as outlined in this Report; and

That the proper steps be completed to accept the donation as outlined by the Town's Artworks Policy and as clarified within this Report; and

That the donated artwork be displayed at Town Hall (87 Broadway, Orangeville, ON) on the main level. | 206 - 209 |
| 11.1.2 | Commemorations Policy, CMS-2025-009
Recommendations:
That report CMS-2025-009, Commemorations Policy, be received; and

That Council adopt the updated Commemorations Policy as outlined in Attachment 1; and

That Council delegate primary authority to the Community Services General Manager and secondary authority to Community Services Divisional Managers to approve and implement commemoration requests. | 210 - 219 |
| 11.1.3 | Proposed Community Recognition Program, CMS-2025-010
Recommendations:
That report CMS-2025-10, Proposed Community Recognition Program be received; and

That Council approve the implementation of a staff working group to develop a framework and process for a Community Recognition Program; and

That Staff include a community recognition program in the 2026 Operating Budget and 2026 Community Services, Recreation & Events workplan; and | 220 - 222 |

	That the staff working group report back to Council in Q4 2025 with a proposed recognition program for Council approval.	
11.1.4	2024 Fourth Quarter Operating Fund Variance Report, CPS-2025-030 Recommendations: That report CPS-2025-030 regarding the 2024 Fourth Quarter Operating Fund Variance be received; and That staff allocate 2024 operating budget surpluses and fund deficits in accordance with the Corporate Operating Budget Surplus Allocation and Deficit Funding policy.	223 - 230
11.1.5	2024 Fourth Quarter Capital Progress Report, CPS-2025-033 Recommendations: That report CPS-2025-033, 2024 Fourth Quarter Capital Progress Report, be received.	231 - 243
11.1.6	Corporate Operating Budget Surplus Allocation and Deficit Funding Policy, CPS-2025-051 Recommendations: That report CPS-2025-051, Corporate Operating Budget Surplus Allocation and Deficit Funding Policy, be received; and That the Corporation of the Town of Orangeville adopt this Corporate Operating Budget Surplus Allocation and Deficit Funding Policy for fiscal 2024 and future years.	244 - 250
*11.1.7	Corporate brand and style guide, CPS-2025-050 Recommendations: That report CPS-2025-050, Corporate brand and style guide, be received.	251 - 288
11.1.8	Initiation of a Housing Needs Assessment, INS-2025-033 Recommendations: That report INS-2025-033, Initiation of a Housing Needs Assessment, be received; and That staff report back to Council with the final Housing Needs Assessment following its completion and submission to the Association of Municipalities of Ontario (AMO) in accordance with Canada Community-Building Fund (CCBF) requirements.	289 - 294
11.2	Correspondence	
11.2.1	County of Dufferin - Critical Ground Report Recommendations: That the correspondence from the County of Dufferin regarding a support resolution for the Critical Ground Report, be received.	295 - 297

11.2.2	<p>Proclamation Request - National Dental Care Day Foundation</p> <p>Recommendations:</p> <p>Whereas The National Dental Care Day Foundation is a volunteer-led initiative that has delivered over a decade of free dental services across Ontario. Its goal is to establish a unified national movement—National Dental Care Day—in which dentists from all backgrounds commit to one day of service annually, restoring dignity through smiles; and</p> <p>Whereas on October 10, participating dental clinics across Canada will open their doors to provide one free dental procedure—cleaning, filling, or extraction—to any patient in need, with no insurance or income documentation required. Clinics will also host oral health education, community outreach, and volunteer engagement activities to amplify the spirit of compassion and care; and</p> <p>Whereas this initiative will raise public awareness about the importance of oral health, reduce barriers to essential dental care, and inspire civic pride through volunteerism—demonstrating Orangeville’s commitment to advancing compassion, dignity, and healthcare equity for all; now</p> <p>Therefore, be it resolved that the Council of the Town of Orangeville recognizes October 10, 2025 as National Dental Care Day.</p>	298 - 299
11.2.3	<p>Proclamation Request - Orangeville Northmen Lacrosse Alumni Weekend</p> <p>Recommendations:</p> <p>That the Council of the Town of Orangeville hereby recognizes the weekend of July 2 - 6, 2025 to honour the Orangeville Northmen during the Annual Northmen Alumni weekend celebrating the 30th Anniversary of Orangeville Northmen National Minto Cup Championship (1995) and the 30th Anniversary of Northmen Women’s Field program.</p>	300 - 301
*11.2.4	<p>MP Kyle Seeback - 11A York Street</p> <p>Recommendations:</p> <p>That the correspondence from MP Kyle Seeback regarding 11A York Street, be received for information.</p>	302 - 303
*11.2.5	<p>Karey and Zoë Shinn - OPZ-2023-01 and INS-2025-020</p> <p>Recommendations:</p> <p>That the Correspondence from Karey Shinn and Zoë Shinn regarding OPZ-2023-01 and INS-2025-01 be received for</p>	304 - 309

information.

- *11.2.6 Ted Gerber - 11A York Street 310 - 310**
Recommendations:
That the correspondence from Ted Gerber regarding 11A York Street be received for information.
- *11.2.7 Mary Jane Gerber - 11A York Street 311 - 313**
Recommendations:
That the correspondence from Mary Jane Gerber regarding 11A York Street be received for information.
- *11.2.8 Steve Scott - 11A York Street 314 - 318**
Recommendations:
That the correspondence from Steve Scott regarding 11A York Street be received for information.

11.3 Committee/Board Minutes

- *11.3.1 2025-04-23 Orangeville Public Library Board Minutes 319 - 322**
Recommendations:
That the 2025-04-23 Orangeville Public Library Board Minutes be received.
- 11.3.2 2025-05-20 Community Improvement Plan Meeting Minutes 323 - 324**
Recommendations:
That the 2025-05-20 Community Improvement Plan Meeting Minutes be received.
- 11.3.3 2025-06-03 Mayor's Youth Advisory Council Minutes 325 - 325**
Recommendations:
That the 2025-06-03 Mayor's Youth Advisory Council Minutes be received.
- *11.3.4 2025-05-07 Committee of Adjustment Minutes 326 - 329**
Recommendations:
That the 2025-05-07 Committee of Adjustment Minutes be received.

12. Notice of Motion Prior to Meeting

- 12.1 Councillor Sherwood - MPAC Assessment Cycle 330 - 331**
Recommendations:
WHEREAS the assessment cycle is an essential process for maintaining the fairness and predictability of property taxes in our province; and

WHEREAS the pause in the reassessment cycle has created uncertainty and instability in property taxation, impacting both residential and commercial property owners; and

WHEREAS the government has delayed an assessment update again in 2025, resulting in Ontario's municipalities continuing to calculate property taxes using 2016 property values; and

WHEREAS both current and outdated assessments are inaccurate, increase volatility, and are not transparent; and

WHEREAS frequent and accurate reassessments are necessary to stabilize property taxes and provide predictability for property owners, residents and businesses alike; and

WHEREAS that the MPAC Municipal Property Assessment Corporation recognizes the importance of ensuring accurate evaluations for all properties within the Province of Ontario; and

WHEREAS the Government has announced a review of the property assessment and taxation system with a focus on fairness, equity and economic competitiveness, and therefore further deferring new property assessment valuations;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of Orangeville hereby calls upon the Premier to promptly resume the assessment cycle to ensure the stability and predictability of property taxes while the Government conducts its review of the property assessment and taxation system, or respond with an alternative method for every municipality in Ontario to achieve fair taxation; and

THAT the Town of Orangeville Council requests that all Municipalities in Ontario apply pressure to the Premier and Ministers and their local MPP to resume the reassessment cycle immediately; and

THAT a copy of this resolution be forwarded to the Premier, applicable provincial ministries, the Association of Municipalities in Ontario, Municipal Property Assessment Corporation and all municipalities in Ontario for their consideration to make changes as quickly as possible.

13. Notice of Motion at Meeting

14. Announcements

15. 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.

- | | | |
|-------------|--|------------------|
| 15.1 | A by-law to amend Zoning By-law No. 22-90 as amended, with respect to Plan 138,Block 10, Part of Lots 5 & 7, municipally known as 11A York Street | 332 - 335 |
| 15.2 | A by-law to Adopt Amendment No. 136 to the Official Plan | 336 - 343 |

15.3 A by-law to confirm the proceedings of the Council of The Corporation of the Town of Orangeville at its regular Council meeting held on June 9, 2025 344 - 344

16. Adjournment

Recommendations:

That the meeting be adjourned.



Council Meeting Minutes

May 26, 2025, 6:00 p.m.

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

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

Staff Present: D. Currie, Manager, Capital Works
T. Dulisse, Manager, Transportation and Development
J. Hawkins, System Administrator
T. Kocialek, Acting CAO, General Manager, Infrastructure Services
J. Lavecchia-Smith, Deputy Clerk
R. Martell, Town Clerk
A. Minichillo, General Manager, Corporate Services
H. Savage, General Manager, Community Services
Sharon Doherty, Manager, Recreation and Events
Tim Thompson, Compliance Officer - Water, Infrastructure Services
Ryan Ondusko, Manager, Public Works

1. Call To Order

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

2. Approval of Agenda

Resolution 2025-096

Moved by Councillor Sherwood

Seconded by Councillor Macintosh

That the agenda and any addendums for the May 26, 2025 Council Meeting, be approved.

Carried

3. Disclosure of (Direct and Indirect) Pecuniary Interest

None.

4. Closed Meeting

Resolution 2025-097

Moved by Councillor Andrews

Seconded by Councillor Prendergast

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:

Carried

4.1 Closed Meeting Minutes of April 14, 2025

4.2 Community Recognition Candidate

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

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

6. Singing of National Anthem

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

7. Land Acknowledgement

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

8. Announcements by Chair

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

9. Rise and Report

Resolution 2025-098

Moved by Councillor Stevens

Seconded by Councillor Macintosh

That the minutes of the April 14, 2025 Closed Council Meeting, be approved; and

That the Community Recognition Candidate discussion, be received; and

That staff proceed as directed.

Carried

10. Adoption of Minutes of Previous Council Meeting

Resolution 2025-099

Moved by Councillor Andrews

Seconded by Councillor Prendergast

That the minutes of the following meeting be approved:

10.1 Council Meeting Minutes of May 12, 2025

Carried

11. Open Forum

James Jackson, Carleton Drive, requested that Council consider collaborating with Dufferin County and the Town of Shelburne to conduct a pilot program with Wheel Trans to offer wheelchair accessible transit services on private property

within the Town of Orangeville. His request is in relation to agenda item 13.1.5 staff report INS-2025-025 Orangeville Transit Route Update.

Mayor Post advised that she will bring this forward with staff at Dufferin County. She shared a recent service expansion offering transit services from the Town of Shelburne to the Town of Orangeville.

12. Presentation, Petitions and/or Delegation

12.1 Public Delegations/Petitions

12.1.1 Sandy Doerfler and Sandra Wellman - Fees associated with fitness classes at Orangeville recreation centres

Resolution 2025-100

Moved by Mayor Post

Seconded by Councillor Macintosh

That staff be directed to look into and report back in July 2025 on the feasibility to offer a quarterly fitness pass that will accommodate the needs of a variety of participants, including seniors and non residents.

Carried Unanimously

Sandy Doerfler, Pheasant Court and Sandra Wellman, Mulmur provided a delegation to Council on the fees associated with fitness classes at Orangeville recreation centres. They shared a comparison of membership fees in the surrounding area and requested that Council offer a monthly or annual membership fitness pass.

12.2 Staff/Consultant Presentations

12.2.1 Darla Fraser, Library CEO and Peter LeBlanc, Chair, Orangeville Public Library Board - Annual Survey and Valuing Ontario Libraries Toolkit (VOLT)

Darla Fraser, Library CEO and Peter LeBlanc, Chair of the Orangeville Public Library Board, presented the Orangeville Public Library 2024 recap and highlighted the 2024 social return on investment calculation developed by the Ontario Library Service and NORDIK Institute.

12.2.2 Tim Thompson, Water Works Compliance Officer - Update on Uncommitted Water Supply Capacity

Resolution 2025-101

Moved by Councillor Stevens

Seconded by Deputy Mayor Taylor

That Council waive the requirements of section 7.6.4.2 of the procedure by-law to extend the time limit for the presentation.

Carried

Tim Thompson, Water Works Compliance Officer, Infrastructure Services provided an update on the municipal water supply performance and uncommitted capacity. He noted that the presentation is supplementary to staff report INS-2025-026.

12.2.2.1 Update on Uncommitted Water Supply Capacity, INS-2025-026

Resolution 2025-102

Moved by Councillor Andrews

Seconded by Deputy Mayor Taylor

That report INS-2025-026, Update on Uncommitted Water Supply Capacity, be received.

Carried Unanimously

13. Consent Agenda

Resolution 2025-103

Moved by Councillor Prendergast

Seconded by Councillor Andrews

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 and 13.3.5

Carried

13.1 Staff Reports

13.1.1 2023-2027 Corporate Strategic Plan – Strategic Progress Report, CAO-2025-002

Resolution 2025-103

That report CAO-2025-002, be received.

Carried through consent.

13.1.2 Government Relations Advocacy Plan, CAO-2025-005

Resolution 2025-104

Moved by Councillor Andrews

Seconded by Councillor Stevens

That report CAO-2025-005, Government Relations Advocacy Plan, be received; and

That Council adopt the 2025/2026 Advocacy Workplan (Appendix A) as presented; and

That Council adopt the 2025/2026 Advocacy Priorities (Appendix B) as presented; and

That staff be directed to request delegations with the appropriate Ministers during the Association of Municipalities of Ontario (AMO) Conference from August 17-20, 2025, on the following four priorities:

- 1. Infrastructure - Pullen Well,**
- 2. Municipal Growth - Ontario Municipal Partnership Fund,**
- 3. Transit - Provincial Gas Tax,**
- 4. Ontario Provincial Police (OPP) - OPP Costing; and**

That Council direct staff to report back annually on the advancement of advocacy priorities.

Carried Unanimously

13.1.3 Clean Yards By-law Proposal, CPS-2025-042

Resolution 2025-103

That report CPS-2025-042, Clean Yards By-law Proposal, be received; and

That Council direct staff to draft a Clean Yards By-law.

Carried through consent.

13.1.4 Additional Funding Required – Engineering Services – Green, Edelwild, Johanna and Avonmore Road Reconstruction, INS-2025-021

Resolution 2025-103

That report INS-2025-021 Additional Funding Required – Engineering Services – Green, Edelwild, Johanna and Avonmore Road Reconstruction, be received, and

That Council authorize additional expenditure budget for Project #B1548.0000 in the amount of \$122,812, funded \$73,688 from the General Capital Reserve, \$24,562 from the Water Capital Reserve and \$24,562 from the Wastewater Capital Reserve.

Carried through consent.

13.1.5 Orangeville Transit Route Update, INS-2025-025

Resolution 2025-103

That report INS-2025-025, Orangeville Transit Route Update, be received; and

That Council direct Staff to begin implementing the new routes as outlined in this report recognizing that some of the bus stop locations may need to be adjusted to accommodate specific site conditions and for efficiency of transit operations.

Carried through consent.

13.1.6 Appointment of Risk Management Official and Risk Management Inspector under Part IV of the Clean Water Act, INS-2025-027

Resolution 2025-103

That report INS-2025-027, Appointment of Risk Management Official and Risk Management Inspector under Part IV of the Clean Water Act, be received; and

That Council pass a by-law to appoint Irena Kontrec as the Town's Risk Management Official and Risk Management Inspector pursuant to subsection 47(6) of the Clean Water Act, 2006 (the Act) for the purposes of enforcing Part IV of the Act; and

That Council pass a by-law to amend Schedule "A" to By-law 2022-075, as amended, to delegate authority to the General Manager of Infrastructure Services, or their designate, to appoint Risk Management Official(s) and Risk Management Inspector(s); and

That the Clerk be directed to:

i) Circulate the by-law appointing the Town's Risk Management Official and Risk Management Inspector to the Credit Valley Source Protection Authority; and

ii) Issue a certificate of appointment bearing the Clerk's signature, to the appointed Risk Management Official and Risk Management Inspector pursuant to subsection 47(7) of the Act.

Carried through consent.

13.1.7 Reallocation of Road Project Capital Funds, INS-2025-028

Resolution 2025-103

That report INS-2025-028, Reallocation of Road Project Capital Funds, be received; and

That Council approve the re-allocation of expenditure budget in the amount of \$600,000 from project #31123.0000 Dufferin Street funded from the Canada Community Building Fund Reserve Fund to project 30005.0000 Road Resurfacing Program; and

That Council approve the re-allocation of expenditure budget in the amount of \$400,000 from project #31128.0000 Bythia Court funded from the General Capital Reserve to a new capital project for a Sidewalk Replacement Program.

Carried through consent.

13.2 Correspondence

13.2.1 Proclamation Request - 50th Anniversary of Franco-Ontarian Flag

Resolution 2025-103

That the request from Conseil Scolaire Viamonde to celebrate the 50th anniversary of the Franco-Ontarian flag, be approved.

Carried through consent.

13.2.2 Town of Mono - Bill 5

13.2.3 Town of Shelburne - Opting out of Strong Mayor Powers

13.2.4 Town of Shelburne - Responsible Growth and Opposition to Elements of Bill 5

13.2.5 Township of Amaranth - BetterHomes Dufferin Program

13.2.6 Township of Melancthon - Proposal to End Daylight Savings Time in Ontario

13.2.7 Township of Mulmur - BetterHomes Dufferin

13.3 Committee/Board Minutes

13.3.1 2025-04-02 Committee of Adjustment Minutes

13.3.2 2025-04-22 Orangeville OPP Detachment Board Minutes

13.3.3 2025-05-06 Mayor's Youth Advisory Council Minutes

Resolution 2025-103

That Council endorse the following resolutions:

Re: Item 6.1 Media Campaign Options for Member Transition

That funds from the Mayor's Youth Advisory Council budget be reallocated to fund the promotional video opportunity to raise awareness and promote upcoming vacancies.

Re: Item 6.2 Mayor's Youth Town Hall Meetings

That the Mayor's Youth Town Hall Meeting be scheduled on November 12, as part of Mayor Lisa Post's quarterly scheduled town halls.

Re: Items 6.3 Youth Engagement Initiatives and 6.4 Town of Orangeville Promotional Campaigns

That agenda item 6.3 regarding Youth Engagement Initiatives and item 6.4 regarding Town of Orangeville Promotional Campaigns be deferred to the September 2, 2025 meeting.

Carried through consent.

13.3.4 2025-05-15 Heritage Orangeville Minutes

13.3.5 2025-05-20 Age Friendly Committee Minutes

Resolution 2025-105

Moved by Councillor Macintosh
Seconded by Councillor Stevens

That Council endorse the following resolution:

Re: Item 7 Correspondence

That in support of June being Seniors Month in the Province of Ontario, that the Town of Orangeville Age Friendly Committee support up to three one-time, complimentary activity visits per person for recreation programs to individuals 55+ years of age who have never participated in a Town recreation activity in the past as a try-it program.

Carried

14. Notice of Motion Prior to Meeting

None.

15. Notice of Motion at Meeting

Councillor Sherwood announced her intention of bringing forward a notice of motion to the June 9th Council meeting regarding the MPAC Assessment Cycle.

16. Announcements

Councillor Andrews expressed his thanks to Mayor Post for her leadership during the Rooted in Community Food Drive and further thanked members of the community for contributing to the success of the event. He further announced that the Affordable Housing Task Force is hosting a community open house on June 18th at the Tony Rose Memorial Centre in the Upper Boardroom.

Councillor Stevens announced that this week is National Accessibility Week and that free swims are being offered at the Alder Community Centre.

Councillor Macintosh announced that the Seniors Luncheon will be held on June 18th.

Deputy Mayor Taylor announced that the Blues and Jazz Festival is this weekend.

Councillor Prendergast announced that the Sustainable Orangeville Grant Application is open until July 1st.

17. By-Laws

Resolution 2025-106

Moved by Councillor Sherwood

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 amend By-law 2022-075 being a By-law to delegate certain powers and duties under the Municipal Act, 2001, S.O, 2001, c.25

17.2 A by-law to Appoint Irena Kontrec as Risk Management Official and Risk Management Inspector under Part IV of the Clean Water Act, 2006

17.3 A by-law to confirm the proceedings of the Council of The Corporation of the Town of Orangeville at its regular and closed Council meeting held on May 26, 2025

18. Adjournment

Resolution 2025-107

Moved by Councillor Macintosh

Seconded by Councillor Prendergast

That the meeting be adjourned at 8:54 p.m.

Carried

Lisa Post, Mayor

Raylene Martell, Town Clerk

LIST OF REQUIRED REPORTS

- LEGAL SURVEY
- ARCHITECTURAL ELEVATIONS
- ARCHITECTURAL RENDERINGS
- CONCEPTUAL SITE PLAN
- GEOTECHNICAL REPORT
- FUNCTIONAL SERVICING REPORT
- HYDROGEOLOGICAL REPORT
- LOW IMPACT DEVELOPMENT BRIEF
- PLANNING JUSTIFICATION REPORT
- STORMWATER MANAGEMENT REPORT
- TRAFFIC IMPACT STUDY
- URBAN DESIGN REPORT
- WATER BALANCE REPORT

ADDITIONAL REPORTS REQUESTED

- HERITAGE IMPACT ASSESSMENT
- SHADOW STUDY
- ENVIRONMENTAL IMPACT ASSESSMENT

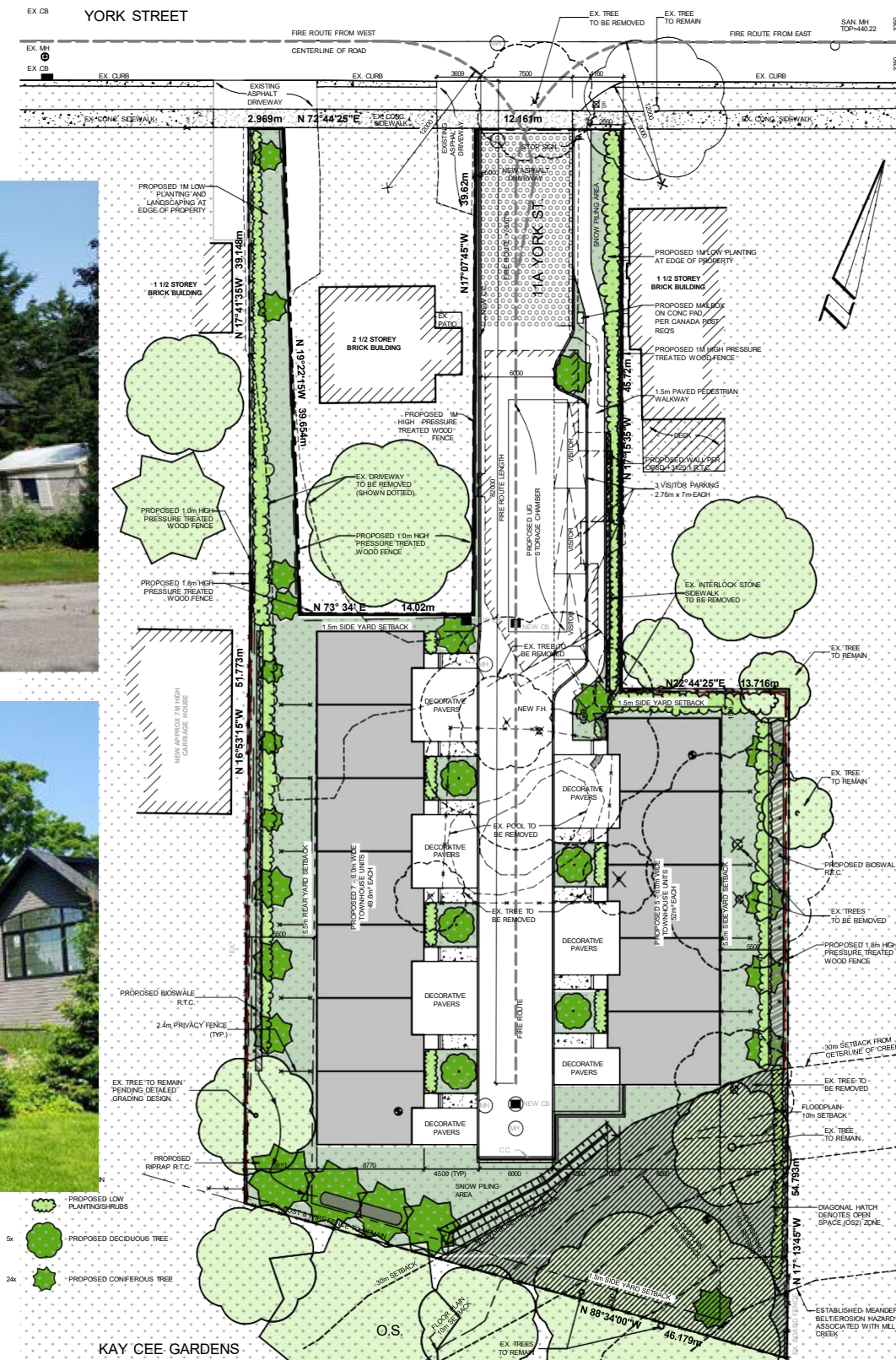
OFFICIAL PLANNING POLICIES

- PLANNING ACT, RSO 1990 - Proposed plan successfully addresses the requirements of the Planning Act.
- PROVINCIAL PLANNING STATEMENT, 2024 - The proposed development is consistent with the Provincial Planning Statement, 2024.
- COUNTY OF DUFFERIN OFFICIAL PLAN, 2017 - The proposed development conforms to the Dufferin County Official Plan.
- TOWN OF ORANGEVILLE OFFICIAL PLAN, 2020 - The proposed development conforms to the general intent and purpose of the Town of Orangeville Official Plan.

POSITIVE IMPACTS

- The proposed development will assist the Town in achieving intensification and housing goals.
- The proposed development will assist in providing housing options close to amenities to achieve complete community.
- The proposed development is appropriate within the neighbourhood context.
- The proposed development will connect to full municipal services.
- The proposed development will result in protected Open Space lands.
- The proposed development thoughtfully increases the use of underutilized land while having minimal impact on neighboring properties.
- The proposed development contributes to the town’s intensification objectives and creates more accessible housing options for future growth and the next generation.











EXISTING - MARCH 21 9AM

NEW - MARCH 21 9AM



EXISTING - MARCH 21 3PM

NEW - MARCH 21 3PM



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Orangeville Hydro 2024 Annual Report

Rob Koekkoek, P.Eng
President and CEO
Orangeville Hydro Limited

Amy Long, CPA, CGA
Chief Financial Officer
Orangeville Hydro Limited

Gia DeJulio, LLM, B.A.Sc., P.Eng. C.Dir.
Board Chair
Orangeville Hydro Limited

If you require an accessible copy of this document, please
call 519-942-8000 or email info@orangevillehydro.on.ca

Organizational Structure

Unanimous Shareholders Agreement 2008



Chair, Gia DeJulio
Vice-Chair, Mary Caputi
Director, Lisa Post (Mayor, Orangeville)
Director, Steve Soloman (Mayor, Grand Valley)
Director, Andy Macintosh (Councillor, Orangeville)
Director, Bob Long
Director, Soussanna Karas

Our Mission

To provide safe, reliable, efficient delivery of electrical energy while being accountable to our shareholders...the citizens of Orangeville and Grand Valley.

Our Vision

To be acknowledged as a leader among electric utilities in the areas of safety, reliability, customer service, customer satisfaction, sustainability, and financial performance.

Our Goals

To continue as a profitable electricity distribution enterprise the following principles are core features of our Company:

- We value professionalism and safety in our service and our work;
- We value people - our customers, employees, board members, and shareholders;
- We value our community - its environment and its economic progress;
- We value integrity, honesty, respect, and communications;
- We value local control, local accountability, local employment, and local purchasing; and
- We value easy accessibility to our ratepayers.



2024 Activities

- Continued strong reliability statistics compared to historical provincial average
- Cost of Service rate application approved by the Ontario Energy Board
- Continued efforts to electrify corporate owned carbon emitting equipment
- Enhanced cyber security capabilities and remote work capabilities
- Conducted safety training throughout the entire organization

Customer Service Highlights



Worked with the Town of Orangeville on AMI water meter replacement project



\$260,993

Provided in assistance for Ontario Electricity Support Program



\$21,244

Distributed through the Low-Income Energy Assistance Program

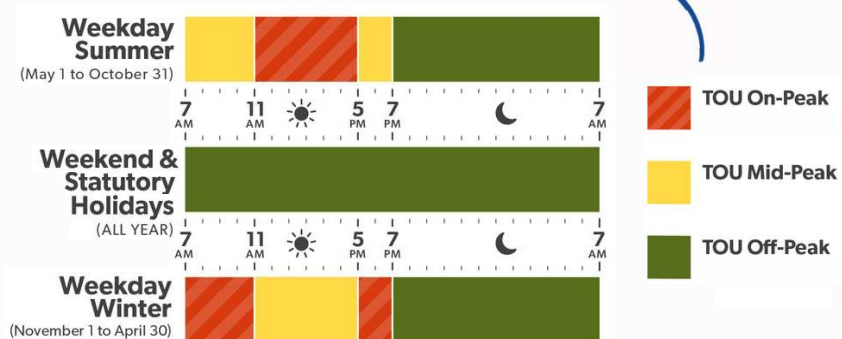


2024 Capital Projects

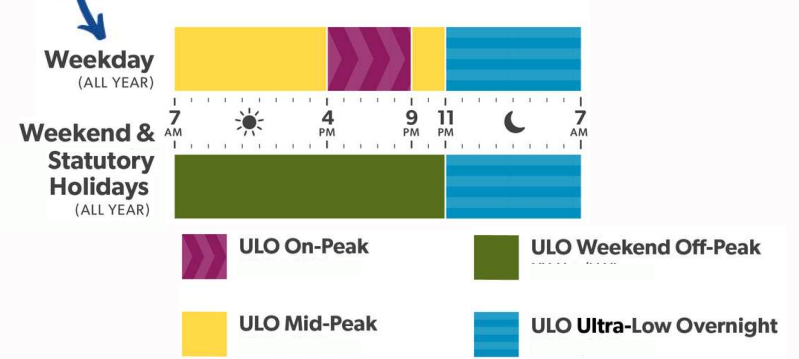
- Conversion of MS#2 South feeder: Maple, Madison, and Edelwild, Rustic, Cedar, Lawrence
- Feeder Tie – Armstrong St
- Transformer corrosion refurbishment
- Continuation of pole replacement program and replacement of failed transformers and meters
- Connections of new homes in Orangeville and Grand Valley

Regulated Price Plans

Time-of-Use (TOU)



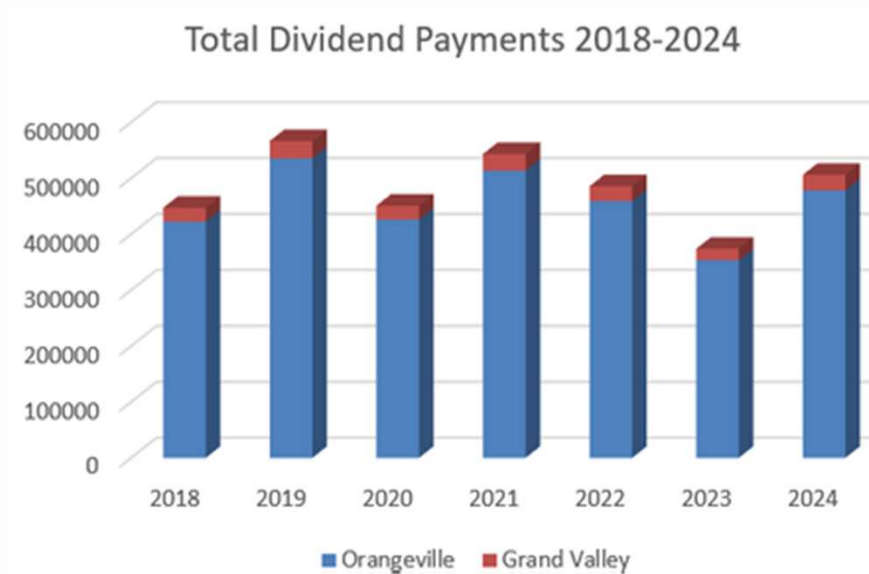
Ultra-Low Overnight (ULO)



Tiered



Dividend Payments



Orangeville Hydro has paid the Town of Orangeville \$22,035,285 since incorporation in 2000 and the Town of Grand Valley \$561,793 since amalgamation in 2007.

Orangeville Hydro's dividend policy is payment to the shareholders of 50% of prior year audited net income.

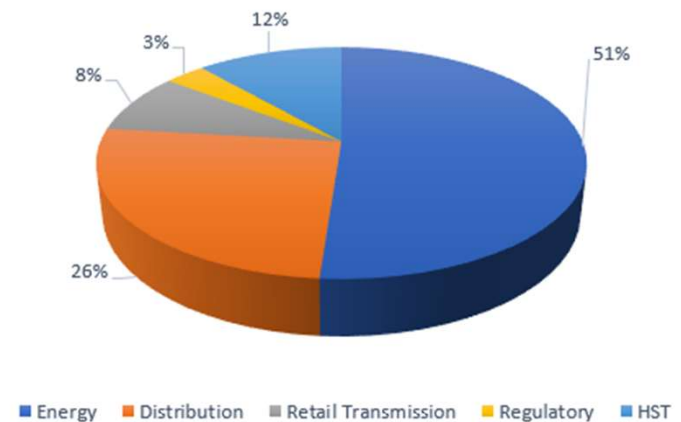
In 2024, dividends paid were \$506,016 (\$478,185 to Town of Orangeville and \$27,831 to Town of Grand Valley).

This was 50% of the 2023 Audited Net Income for the year and net movement in regulatory balances.

2024 Rate Application

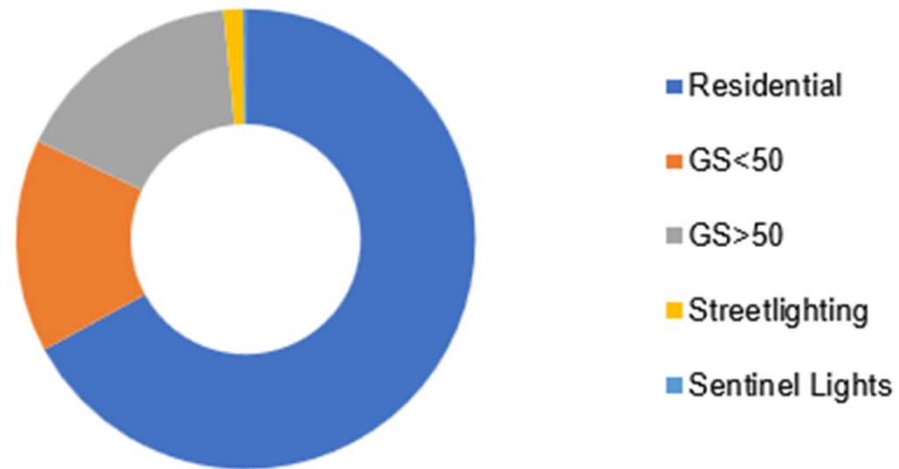
- Average residential customer: monthly increase of \$5.10 (3.62%)
- Average general service < 50kW customer: monthly increase of \$4.29 (1.2%)
- Average general service > 50kW customer: monthly increase of \$69.58 (2.25%)

Breakdown of Bill for Residential Customer consuming 750 kWh/month



Distribution Revenue by Customer Class

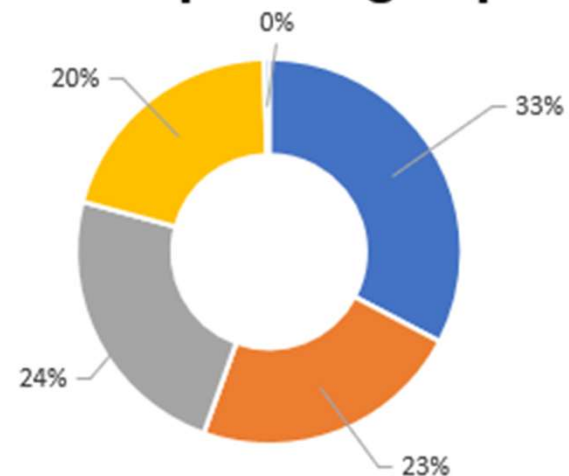
% Breakdown of Distribution Revenue



Operating Expenses

Operating expenses are the costs associated with the day-to-day operations, maintenance and administration (OM&A) of the utility, comprising of labour, material, equipment, purchased services, as well as depreciation of fixed assets.

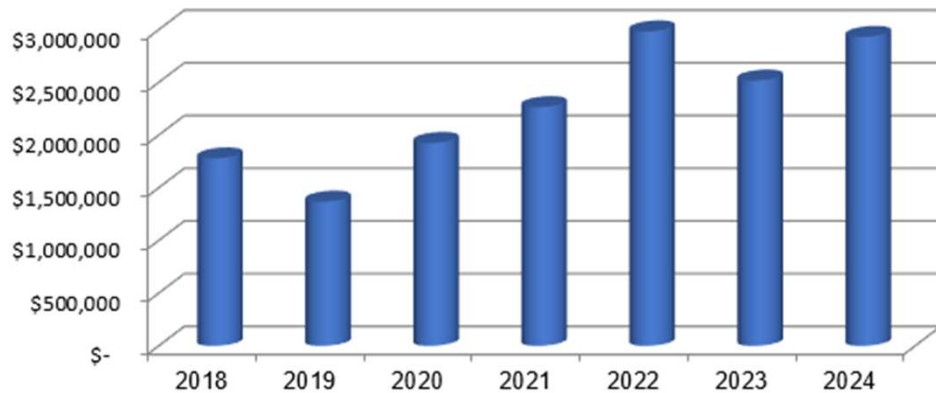
Type of Expense as a % of Total Operating expenses



- General and administrative
- Billing and collecting
- Operating and maintenance
- Depreciation and amortization
- Loss (gain) on disposal of PPE

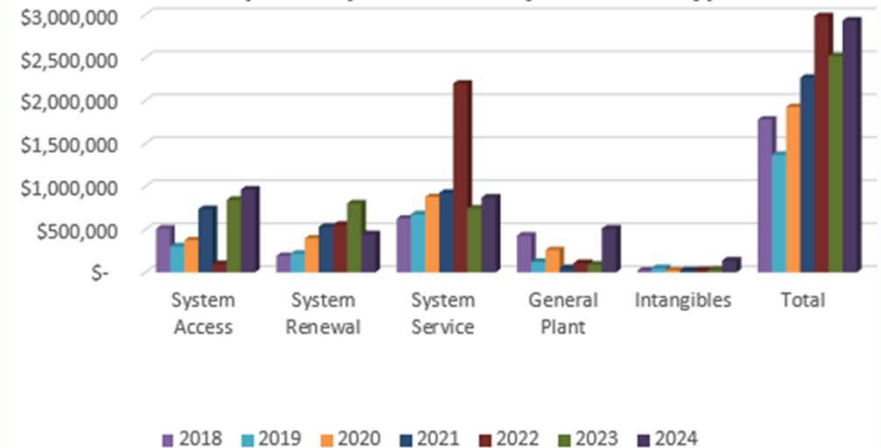
Capital Expenditures

Capital Expenditures by Year



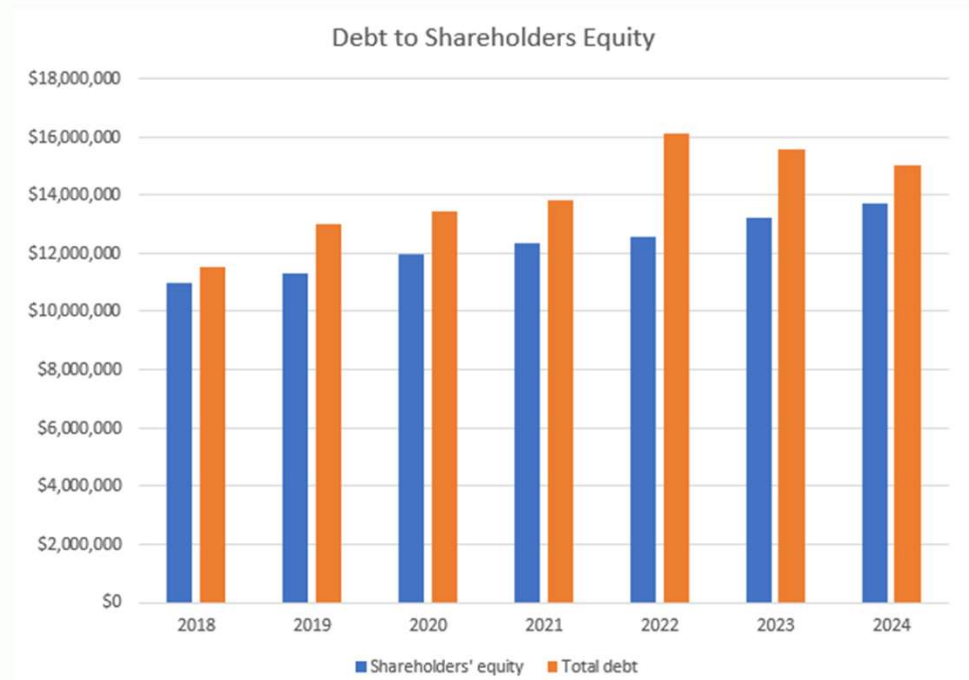
Job Type	Cost	% of total
System Access	\$ 964,291	33%
System Renewal	\$ 445,639	15%
System Service	\$ 871,505	30%
General Plant	\$ 511,198	17%
Intangibles	\$ 138,709	5%
Total	\$ 2,931,342	100%

Capital Expenditures by Year and Type



Debt to Shareholders' Equity

In 2024, total debt was at a favourable level of 52% compared to total shareholders' equity of 48%.

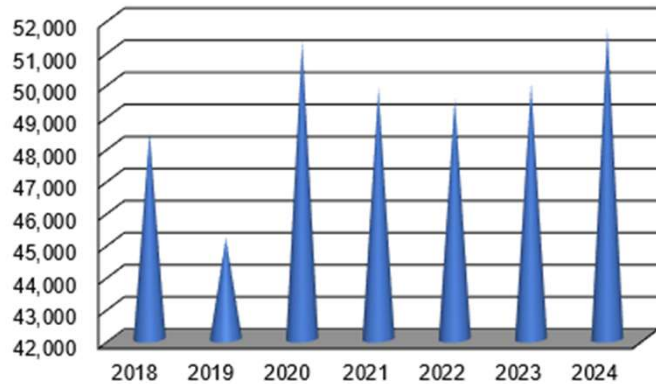


Financial Statistics

	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
Sale of energy	\$30,406,079	\$31,873,671	\$32,072,635	\$34,801,304
Distribution revenue	\$5,796,532	\$5,588,004	\$6,033,323	\$6,515,089
OM&A expenses	\$3,386,801	\$3,690,996	\$3,961,088	\$4,255,590
Capital expenditures	\$2,265,235	\$2,983,010	\$2,516,930	\$2,931,342
Total comprehensive income	\$908,964	\$747,579	\$1,012,026	\$964,692
Shareholders' equity	\$12,331,444	\$12,593,359	\$13,231,593	\$13,690,269
Total debt	\$13,805,822	\$16,131,608	\$15,587,649	\$15,041,775
Capital assets (PP&E)	\$22,952,526	\$24,798,240	\$26,130,264	\$27,836,344
Annual Dividends to shareholders	\$543,259	\$485,664	\$373,792	\$506,016
Cumulative Dividends Paid	\$21,231,612	\$21,717,276	\$22,091,068	\$22,597,084
Number of customers	12,885	12,956	13,077	13,128
Number of employees (FTE)	20	21	20	20

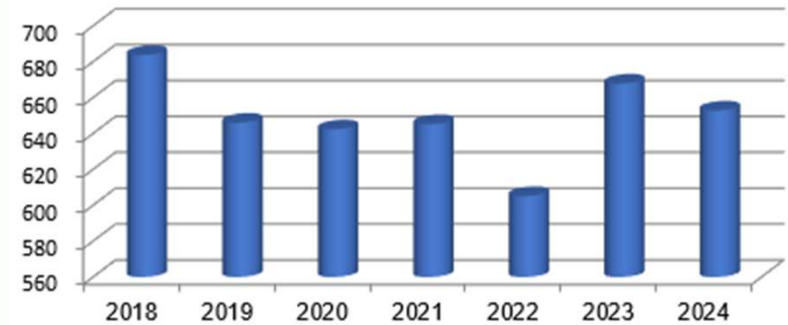
	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
Return on Equity (Financials)	7.37%	5.94%	7.65%	7.05%
Return on Equity (Regulated)	9.46%	5.71%	8.25%	7.24%
Debt %	53%	56%	54%	52%
Equity %	47%	44%	46%	48%
Debt to Equity	1.12	1.28	1.18	1.10
Debt to Assets %	39%	46%	44%	40%
Debt to Capital Assets %	60%	65%	60%	54%
OM&A expenses/customer	\$263	\$285	\$303	\$324
Customers/employee	645	605	668	653

Peak Demand



Factors that affect the system peak include our voltage conversion projects, hotter summers, as well as the industrial and commercial economy within our service area.

Number of Customers Served by Employee

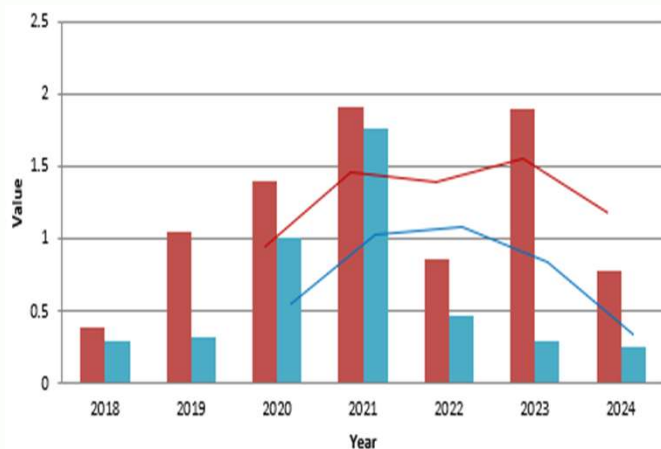


The number of customers served per employee is 653 in 2024.

Company Profile

Orangeville Hydro SAIDI

System Average Interruption Duration Index
(excluding Major Event Days)



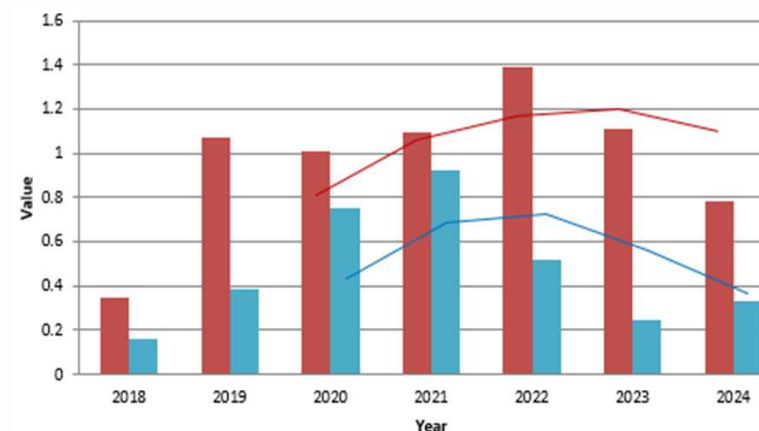
■ including Loss of Supply
■ excluding loss of supply
— 3 per. Mov. Avg. (including Loss of Supply)
— 3 per. Mov. Avg. (excluding loss of supply)

Reliability

SAIDI is the average length of time of all outages and SAIFI is the average number of outages that occur through the year.

Orangeville Hydro SAIFI

System Average Interruption Frequency Index
(excluding Major Event Days)



■ including Loss of Supply
■ excluding loss of supply
— 3 per. Mov. Avg. (including Loss of Supply)
— 3 per. Mov. Avg. (excluding loss of supply)

Reliability



February 28, 2024



December 10, 2024

Scorecard

Performance Outcomes	Performance Categories	Measures	2019	2020	2021	2022	2023	2024	Target	
									Industry	Distributor
Customer Focus Services are provided in a manner that responds to identified customer preferences.	Service Quality	New Residential/Small Business Services Connected on Time	100.00%	100.00%	99.24%	100.00%	99.24%	99.48%	90.00%	
		Scheduled Appointments Met On Time	100.00%	100.00%	99.25%	100.00%	99.24%	99.49%	90.00%	
	Customer Satisfaction	Telephone Calls Answered On Time	99.90%	99.11%	99.21%	99.26%	99.43%	99.08%	65.00%	
		First Contact Resolution	99.90%	99.90%	99.83%	99.62%	99.67%	99.76%		
		Billing Accuracy	100.00%	99.84%	99.82%	99.73%	99.79%	99.89%	98.00%	
		Customer Satisfaction Survey Results	78.2	76	76	76	76	76		
Operational Effectiveness Continuous improvement in productivity and cost performance is achieved; and distributors deliver on system reliability and quality objectives.	Safety	Level of Public Awareness	85.50%	85.50%	84.50%	84.50%	83.70%	83.70%		
		Level of Compliance with Ontario Regulation 22/04	C	C	C	C	C	C		C
		Serious Electrical Incident Index	0	0	1	0	0	0		0
		Rate per 10, 100, 1000 km of line	0.000	0.000	0.450	0.000	0.000	0.000		0.063
	System Reliability	Average Number of Hours that Power to a Customer is Interrupted	0.33	1.01	1.75	0.47	0.29	0.25		0.55
		Average Number of Times that Power to a Customer is Interrupted	0.39	0.75	0.91	0.52	0.24	0.33		0.65
	Asset Management	Distribution System Plan Implementation Progress	96%	102%	87%	156%	110%	93%		
	Cost Control	Efficiency Assessment	2	2	1	1	1	n/a		
		Total Cost per Customer	\$568	\$535	\$550	\$605	\$661	n/a		
		Total Cost per Km of Line	\$32,501	\$30,612	\$31,921	\$35,340	\$38,970	n/a		
Public Policy Responsiveness Distributors deliver on obligations mandated by government (e.g., in legislation and in regulatory requirements imposed further to Ministerial directives to the Board).	Connection of Renewable Generation	New Micro-embedded Generation Facilities Connected On Time							90.00%	
Financial Performance Financial viability is maintained; and savings from operational effectiveness are sustainable.	Financial Ratios	Liquidity: Current Ratio (Current Assets/Current Liabilities)	1.74	1.41	0.78	1.39	1.03	1.53		
		Leverage: Total Debt (includes short-term and long-term debt) to Equity Ratio	1.15	1.12	1.12	1.28	1.18	1.10		
		Profitability: Regulatory Return on Equity	9.36%	9.36%	9.36%	9.36%	9.36%	9.21%		
		Deemed (included in rates) Achieved	10.36%	11.83%	9.46%	5.71%	8.25%	7.24%		



Thank You

Rob Koekkoek, P.Eng
President and CEO
Orangeville Hydro Limited

Amy Long, CPA, CGA
Chief Financial Officer
Orangeville Hydro Limited

Gia DeJulio, LLM, BAsC, P.Eng., C.Dir.
Board Chair
Orangeville Hydro Limited

400 C-Line, Orangeville, ON, L9W 3Z8
(519) 942-8000
info@orangevillehydro.on.ca



Shareholders' Meeting

**Thursday, June 19, 2025
4:00 p.m.**

**ANNUAL SHAREHOLDERS’ MEETING
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ORANGEVILLE HYDRO LIMITED

400 C Line, Orangeville, Ontario

AGENDA**ANNUAL SHAREHOLDERS' MEETING****Thursday, June 19, 2025 – 4:00 p.m.****1 Chairman's welcome and opening remarks****2 Approval of Agenda**Proposed resolution

RESOLVED the agenda as printed and circulated be approved.

3 Adoption of MinutesAdoption of Minutes of June 27th, 2024 Annual Shareholders' Meeting.Proposed resolutionRESOLVED that the Minutes of June 27th, 2024 Annual Shareholders' Meeting as printed and circulated be adopted.**4 Adoption of Financial Statements & Annual Report**Proposed resolution

RESOLVED that the audited financial statements for the fiscal year ended December 31, 2024, together with the report of the Board, thereon be adopted.

5 Appointment of AuditorsProposed resolution

RESOLVED that KPMG LLP be appointed as the auditors of the Corporation until the next annual meeting of the Shareholder, or until a successor is appointed at a remuneration to be fixed by the Board of Directors.

6 AdjournmentProposed resolution

RESOLVED that there being no further business, we now adjourn.

ORANGEVILLE HYDRO LIMITED

Minutes of an Annual Shareholders' Meeting held at 4:00 p.m. on Wednesday, June 27, 2024 at 400 C Line, Orangeville, ON

Present:

Shareholders:

Town of Orangeville
Councillor A. Macintosh

Town of Grand Valley
Mayor S. Soloman

Hydro Board Members:

M. Caputi
G. DeJulio
S. Karas
R. Long

Hydro Staff:

K. Brooks, Manager of Customer Service
R. Koekkoek, President and CEO
A. Long, CFO
J. Monk, Manager of Engineering and Metering
P. Page, Lines Supervisor

Regrets:

Mayor L. Post

1. The Chair, R. Long, called the meeting to order at 4:01 p.m. and welcomed those in attendance.

2. APPROVAL OF AGENDA

Resolution 2024-01	Moved by:	Mayor S. Soloman
	Seconded by:	Councilor A. Macintosh

RESOLVED the agenda as printed and circulated be approved.

CARRIED

3. ADOPTION OF MINUTES

Resolution 2024-02	Moved by:	Councilor A. Macintosh
	Seconded by:	Mayor S. Soloman

RESOLVED that the Minutes of June 15th, 2023 Annual Shareholders' Meeting as printed and circulated be adopted.

Financial Statements of

**ORANGEVILLE HYDRO
LIMITED**

And Independent Auditor's Report thereon

Year ended December 31, 2024


KPMG LLP

120 Victoria Street South
Suite 600
Kitchener, ON N2G 0E1
Canada
Telephone 519 747 8800
Fax 519 747 8811

INDEPENDENT AUDITOR'S REPORT

To the Shareholder of Orangeville Hydro Limited

Opinion

We have audited the financial statements of Orangeville Hydro Limited (the Entity), which comprise:

- the statement of financial position as at December 31, 2024
- the statement of comprehensive income for the year then ended
- the statement of changes in equity for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of material accounting policy information

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Entity as at December 31, 2024 and its financial performance and its cash flows for the year then ended in accordance with IFRS Accounting Standards as issued by the International Accounting Standards Board.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the ***"Auditor's Responsibilities for the Audit of the Financial Statements"*** section of our auditor's report.

We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.



Page 2

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with IFRS Accounting Standards as issued by the International Accounting Standards Board, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.



Page 3

- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

A handwritten signature in black ink that reads 'KPMG LLP'. The signature is written in a cursive, stylized font and is underlined with a single horizontal stroke.

Chartered Professional Accountants, Licensed Public Accountants

Kitchener, Canada

April 25, 2025

ORANGEVILLE HYDRO LIMITED

Statement of Financial Position

December 31, 2024, with comparative information for 2023

	2024	2023
Assets		
Current assets:		
Cash	\$ 371,378	\$ 439,680
Accounts receivable (note 3)	5,074,198	5,175,906
Income taxes receivable	43,684	-
Unbilled revenue	3,392,574	3,087,796
Inventory	502,006	452,655
Prepaid expenses	299,648	193,664
Total current assets	9,683,488	9,349,701
Non-current assets:		
Property, plant and equipment (note 4)	27,507,144	25,924,403
Intangible assets (note 5)	329,200	205,861
Total non-current assets	27,836,344	26,130,264
Total assets	37,519,832	35,479,965
Regulatory debit balances (note 7)	1,580,034	3,257,885
Total assets and regulatory balances	\$ 39,099,866	\$ 38,737,850

See accompanying notes to financial statements.

ORANGEVILLE HYDRO LIMITED

Statement of Financial Position (continued)

December 31, 2024, with comparative information for 2023

	2024	2023
Liabilities		
Current liabilities:		
Accounts payable and accrued liabilities (note 8)	\$ 5,435,122	\$ 4,995,668
Income taxes payable	-	108,890
Long-term debt due within one year (note 9)	560,614	3,638,054
Customer deposits	125,000	150,000
Other payables	191,256	186,292
Total current liabilities	6,311,992	9,078,904
Non-current liabilities:		
Long-term debt (note 9)	14,481,161	11,949,595
Employee future benefits (note 10)	326,225	452,416
Customer deposits	347,942	338,547
Contributions in aid of construction (note 11)	3,171,493	2,736,694
Deferred tax liability (note 6)	749,582	561,380
Total non current liabilities	19,076,403	16,038,632
Total liabilities	25,388,395	25,117,536
Equity:		
Share capital (note 12)	8,290,714	8,290,714
Accumulated other comprehensive income (loss)	67,255	(14,964)
Retained earnings	5,332,300	4,955,843
	13,690,269	13,231,593
Regulatory credit balances (note 7)	21,202	388,721
Total liabilities, equity and regulatory balances	\$ 39,099,866	\$ 38,737,850

See accompanying notes to financial statements.

On behalf of the Board:

Director

Director

ORANGEVILLE HYDRO LIMITED

Statement of Comprehensive Income

Year ended December 31, 2024, with comparative information for 2023

	2024	2023
Revenue:		
Sale of energy (note 13)	\$ 34,801,304	\$ 32,072,635
Distribution revenue (note 13)	6,515,089	6,033,323
Other (note 13)	446,274	382,968
	6,961,363	6,416,291
	41,762,667	38,488,926
Operating expenses:		
Cost of power purchased	33,221,181	30,272,632
Operating and maintenance	1,272,322	1,134,731
Billing and collection	1,225,110	1,154,191
General and administrative	1,758,159	1,672,166
Depreciation and amortization	1,097,299	1,029,373
Loss on sale of property, plant and equipment and intangible assets	22,011	19,141
	5,374,901	5,009,602
	38,596,082	35,282,234
Income from operating activities	3,166,585	3,206,692
Finance costs (note 15)	(738,525)	(707,537)
Finance income (note 15)	80,607	57,217
Income before income taxes and undernoted items	2,508,667	2,556,372
Income tax expense (note 6)	(712,939)	(718,762)
Earnings before the undernoted items	1,795,728	1,837,610
Other income (expenses):		
Net movement in regulatory balances (other)	(1,310,332)	(1,176,653)
Tax on net movement in regulatory balances	397,077	351,069
	(913,255)	(825,584)
Net income for the year and net movement in regulatory balances	882,473	1,012,026
Other comprehensive income		
Remeasurement of post-employment benefits, net of tax	82,219	-
Other comprehensive income for the year	82,219	-
Total comprehensive income for the year	\$ 964,692	\$ 1,012,026

See accompanying notes to financial statements.

ORANGEVILLE HYDRO LIMITED

Statement of Changes in Equity

Year ended December 31, 2024, with comparative information for 2023

	Share capital	Retained earnings	Accumulated other comprehensive income (loss)	Total
Balance at January 1, 2023	\$ 8,290,714	\$ 4,317,609	\$ (14,964)	\$ 12,593,359
Net income and net movement in regulatory balances	-	1,012,026	-	1,012,026
Dividends	-	(373,792)	-	(373,792)
Balance at December 31, 2023	\$ 8,290,714	\$ 4,955,843	\$ (14,964)	\$ 13,231,593
Balance at January 1, 2024	\$ 8,290,714	\$ 4,955,843	\$ (14,964)	\$ 13,231,593
Net income and net movement in regulatory balances	-	882,473	-	882,473
Other comprehensive income	-	-	82,219	82,219
Dividends	-	(506,016)	-	(506,016)
Balance at December 31, 2024	\$ 8,290,714	\$ 5,332,300	\$ 67,255	\$ 13,690,269

See accompanying notes to financial statements.

ORANGEVILLE HYDRO LIMITED

Statement of Cash Flows

Year ended December 31, 2024, with comparative information for 2023

	2024	2023
Cash provided by (used in):		
Operating activities:		
Net Income and net movement in regulatory balances	\$ 882,473	\$ 1,012,026
Items not involving cash:		
Depreciation and amortization	1,194,828	1,130,699
Loss on sale of property, plant and equipment and intangible assets	22,011	19,142
Net finance costs	657,918	650,320
Income tax expense	712,939	718,762
Tax on net movement in regulatory	(397,077)	(508,112)
Employee future benefits	(14,329)	17,942
Contributions received from customers revenue recognized	(84,033)	(73,015)
	2,974,730	2,967,764
Changes in non-cash operating working capital:		
Accounts receivable	101,708	(739,700)
Unbilled revenue	(304,778)	153,775
Inventory	(49,351)	(2,124)
Prepaid expenses	(105,984)	(25,420)
Accounts payable and accrued liabilities	439,454	(1,338,777)
Customer deposits	(15,605)	-
Other payables	4,964	1,951
Customer deposits	-	(11,367)
Income taxes payable	(12,000)	-
	58,408	(1,961,662)
Regulatory balances	1,310,332	1,333,696
Interest paid	(738,525)	(707,537)
Interest received	80,607	57,217
Income tax recovered (paid)	(297,877)	62,816
	3,387,675	1,752,294
Financing activities:		
Repayment of long-term debt	(545,874)	(543,959)
Dividends paid	(506,016)	(373,792)
	(1,051,890)	(917,751)
Investing activities:		
Purchase of property, plant and equipment	(2,777,925)	(2,450,750)
Proceeds on disposal of property, plant and equipment	11,000	-
Purchase of intangible assets	(155,994)	(31,113)
Contributions received from customers	518,832	491,764
	(2,404,087)	(1,990,099)
Decrease in cash	(68,302)	(1,155,556)
Cash, beginning of year	439,680	1,595,236
Cash, end of year	\$ 371,378	\$ 439,680

See accompanying notes to financial statements.

ORANGEVILLE HYDRO LIMITED

Notes to Financial Statements

Year ended December 31, 2024

Reporting entity:

Orangeville Hydro Limited (the "Company") is a rate regulated, municipally owned hydro distribution company incorporated under the laws of Ontario, Canada. The address of the Corporation's registered office is 400 C Line, Orangeville, Ontario.

The Corporation delivers electricity and related energy services to residential and commercial customers in the Town of Orangeville and Town of Grand Valley. The Corporation is owned by the Town of Orangeville and Town of Grand Valley.

The financial statements are for the Corporation as at and for the year ended December 31, 2024.

1. Basis of presentation:

(a) Statement of compliance:

The Corporation's financial statements have been prepared in accordance with IFRS Accounting Standards as issued by the International Accounting Standards Board ("IFRS").

The financial statements were approved by the Board of Directors on April 17, 2025.

(b) Basis of measurement:

These financial statements have been prepared on the historical cost basis, unless otherwise stated.

(c) Functional and presentation currency:

These financial statements are presented in Canadian dollars, which is the Corporation's functional currency.

(d) Use of estimates and judgments:

The preparation of financial statements in conformity with IFRS requires management to make judgments, estimates and assumptions that affect the application of accounting policies and the reported amounts of assets, liabilities, income and expenses and disclosure of contingent assets and liabilities. Actual results may differ from those estimates.

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognized in the year in which the estimates are revised and in any future years affected.

ORANGEVILLE HYDRO LIMITED

Notes to Financial Statements (continued)

Year ended December 31, 2024

1. Basis of presentation (continued):

(d) Use of estimates and judgments (continued):

Information about assumptions and estimation uncertainties that have a significant risk of resulting in material adjustment is included in the following notes:

- (i) Note 2(b) - measurement of unbilled revenue
- (ii) Notes 4, 5 - estimation of useful lives of its property, plant and equipment and intangible assets
- (iii) Note 7 - recognition and measurement of regulatory balances
- (iv) Note 10 - measurement of defined benefit obligations: key actuarial assumptions
- (v) Note 16 - recognition and measurement of provisions and contingencies

(e) Rate regulation:

The Corporation is regulated by the Ontario Energy Board ("OEB"), under the authority granted by the Ontario Energy Board Act, 1998. Among other things, the OEB has the power and responsibility to approve or set rates for the transmission and distribution of electricity, providing continued rate protection for electricity consumers in Ontario, and ensuring that transmission and distribution companies fulfill obligations to connect and service customers. The OEB may also prescribe license requirements and conditions of service to local distribution companies ("LDCs"), such as the Corporation, which may include, among other things, record keeping, regulatory accounting principles, separation of accounts for distinct businesses, and filing and process requirements for rate setting purposes.

Rate setting

Distribution revenue

For the distribution revenue included in sale of energy, the Corporation files a "Cost of Service" ("COS") rate application with the OEB every five years where rates are determined through a review of the forecasted annual amount of operating and capital expenditures, debt and shareholder's equity required to support the Corporation's business. The Corporation estimates electricity usage and the costs to service each customer class to determine the appropriate rates to be charged to each customer class. The COS application is reviewed by the OEB and interveners and rates are approved based upon this review, including any revisions resulting from that review.

ORANGEVILLE HYDRO LIMITED

Notes to Financial Statements (continued)

Year ended December 31, 2024

1. Basis of presentation (continued):

(e) Rate regulation (continued):

Rate setting (continued)

Distribution revenue (continued)

In the intervening years an Incentive Rate Mechanism application ("IRM") is filed. An IRM application results in a formulaic adjustment to distribution rates that were set under the last COS application. The previous year's rates are adjusted for the annual change in the Gross Domestic Product Implicit Price Inflation for Final Domestic Demand ("GDP IPI-FDD") net of a productivity factor and a "stretch factor" determined by the relative efficiency of an electricity distributor.

As a licensed distributor, the Corporation is responsible for billing customers for electricity generated by third parties and the related costs of providing electricity service, such as transmission services and other services provided by third parties. The Corporation is required, pursuant to regulation, to remit such amounts to these third parties, irrespective of whether the Corporation ultimately collects these amounts from customers.

The Corporation last filed a COS application in September 2023 for rates effective May 1, 2024 to April 30, 2025.

Electricity rates

The OEB sets electricity prices for low-volume consumers once each year based on an estimate of how much it will cost to supply the province with electricity for the next year. All remaining consumers pay the market price for electricity. The Corporation is billed for the cost of the electricity that its customers use and passes this cost on to the customer at cost without a mark-up.

ORANGEVILLE HYDRO LIMITED

Notes to Financial Statements (continued)

Year ended December 31, 2024

2. Significant accounting policies:

The accounting policies set out below have been applied consistently in all years presented in these financial statements.

(a) Financial instruments:

At initial recognition, the Corporation measures its financial assets at fair value plus, in the case of a financial asset not at fair value through profit or loss, transaction costs that are directly attributable to the acquisition of the financial asset. Transaction costs of financial assets carried at fair value through profit or loss are expensed in profit or loss.

Subsequent measurement of the financial asset depends on the classification determined on initial recognition. Financial assets are classified as either amortized cost, fair value through other comprehensive income or fair value through profit or loss, depending on its business model for managing the financial assets and the contractual cash flow characteristics of the financial assets. Financial assets are not reclassified subsequent to their initial recognition, unless the Corporation changes its business model for managing financial assets.

Financial liabilities are initially measured at fair value, net of transaction costs incurred. They are subsequently carried at amortized cost using the effective interest rate method; any difference between the proceeds (net of transaction costs) and the redemption value is recognized as an adjustment to interest expense over the period of the borrowings.

The Corporation has not entered into derivative instruments.

Hedge accounting has not been used in the preparation of these financial statements.

Cash equivalents include short-term investments with maturities of three months or less when purchased.

(b) Revenue recognition:

Sale and distribution of electricity

The performance obligations for the sale and distribution of electricity are recognized over time using an output method to measure the satisfaction of the performance obligation. The value of the electricity services transferred to the customer is determined on the basis of cyclical meter readings plus estimated customer usage since the last meter reading date to the end of the year and represents the amount that the Corporation has the right to bill. Revenue includes the cost of electricity supplied, distribution, and any other regulatory charges. The related cost of power is recorded on the basis of power used.

ORANGEVILLE HYDRO LIMITED

Notes to Financial Statements (continued)

Year ended December 31, 2024

2. Significant accounting policies (continued):

(b) Revenue recognition (continued):

Sale and distribution of electricity (continued)

For customer billings related to electricity generated by third parties and the related costs of providing electricity service, such as transmission services and other services provided by third parties, the Corporation has determined that it is acting as a principal for these electricity charges and, therefore, has presented electricity revenue on a gross basis.

Capital contributions

Developers are required to contribute towards the capital cost of construction of distribution assets in order to provide ongoing service. The developer is not a customer and therefore the contributions are scoped out of IFRS 15 Revenue from Contracts with Customers. Cash contributions, received from developers are recorded as deferred revenue. When an asset other than cash is received as a capital contribution, the asset is initially recognized at its fair value, with a corresponding amount recognized as deferred revenue. The deferred revenue, which represents the Corporation's obligation to continue to provide the customers access to the supply of electricity, is amortized to income on a straight-line basis over the useful life of the related asset.

Certain customers are also required to contribute towards the capital cost of construction of distribution assets in order to provide ongoing service. These contributions fall within the scope of IFRS 15 Revenue from Contracts with Customers. The contributions are received to obtain a connection to the distribution system in order receive ongoing access to electricity. The Corporation has concluded that the performance obligation is the supply of electricity over the life of the relationship with the customer which is satisfied over time as the customer receives and consumes the electricity. Revenue is recognized on a straight-line basis over the useful life of the related asset.

Other revenue

Revenue earned from the provision of services is recognized as the service is rendered.

Government grants and the related performance incentive payments under CDM programs are recognized as revenue in the year when there is reasonable assurance that the program conditions have been satisfied and the payment will be received.

(c) Inventory:

Inventory, the majority of which is consumed by the Corporation in the provision of its services, is valued at the lower of cost and net realizable value, with cost being determined on an average cost basis, and includes expenditures incurred in acquiring the materials and supplies and other costs incurred in bringing them to their existing location and condition.

ORANGEVILLE HYDRO LIMITED

Notes to Financial Statements (continued)

Year ended December 31, 2024

2. Significant accounting policies (continued):

(d) Property, plant and equipment:

Items of property, plant and equipment ("PP&E") used in rate-regulated activities and acquired prior to January 1, 2015 are measured at the deemed cost (carrying value as elected under IFRS 1) established on the transition date, less accumulated depreciation. All other items of PP&E are measured at cost, or, where the item is contributed by customers, its fair value, less accumulated depreciation.

Cost includes expenditures that are directly attributable to the acquisition of the asset. The cost of self-constructed assets includes contracted services, materials and transportation costs, direct labour, overhead costs, borrowing costs and any other costs directly attributable to bringing the asset to a working condition for its intended use.

Borrowing costs on qualifying assets are capitalized as part of the cost of the asset based upon the weighted average cost of debt incurred on the Corporation's borrowings. Qualifying assets are considered to be those that take in excess of 12 months to construct.

When parts of an item of PP&E have different useful lives, they are accounted for as separate items (major components) of PP&E.

When items of PP&E are retired or otherwise disposed of, a gain or loss on disposal is determined by comparing the proceeds from disposal, if any, with the carrying amount of the item and is included in profit or loss.

Major spare parts and standby equipment are recognized as items of PP&E.

The cost of replacing a part of an item of PP&E is recognized in the net book value of the item if it is probable that the future economic benefits embodied within the part will flow to the Corporation and its cost can be measured reliably. In this event, the replaced part of PP&E is written off, and the related gain or loss is included in profit or loss. The costs of the day-to-day servicing of PP&E are recognized in profit or loss as incurred.

The need to estimate the decommissioning costs at the end of the useful lives of certain assets is reviewed periodically. The Corporation has concluded it does not have any legal or constructive obligation to remove PP&E.

Depreciation is calculated to write off the cost of items of PP&E using the straight-line method over their estimated useful lives, and is generally recognized in profit or loss. Depreciation methods, useful lives, and residual values are reviewed at each reporting date and adjusted prospectively if appropriate. Land is not depreciated. Construction-in-progress assets are not depreciated until the project is complete and the asset is available for use.

ORANGEVILLE HYDRO LIMITED

Notes to Financial Statements (continued)

Year ended December 31, 2024

2. Significant accounting policies (continued):

(d) Property, plant and equipment (continued):

The estimated useful lives are as follows:

Asset	Rate
Buildings	20 to 60 years
Distribution equipment	15 to 60 years
Vehicles	8 to 15 years
Other tools and equipment	10 to 60 years
Computer equipment	5 years

(e) Intangible assets:

Intangible assets used in rate-regulated activities and acquired prior to January 1, 2015 are measured at deemed cost (carrying value as elected under IFRS 1) established on the transition date, less accumulated amortization. All other intangible assets are measured at cost.

Computer software that is acquired or developed by the Corporation after January 1, 2015, including software that is not integral to the functionality of equipment purchased which has finite useful lives, is measured at cost less accumulated amortization.

Payments to obtain rights to access land ("land rights") are classified as intangible assets. These include payments made for easements, right of access and right of use over land for which the Corporation does not hold title. Land rights are measured at cost. Management has determined that land rights have an indefinite life. Land rights are tested for impairment when events or circumstances indicate their carrying amount exceeds their fair value. As at December 31, 2024, management has not identified any events or circumstances indicating that land rights are impaired.

Amortization is recognized in profit or loss on a straight-line basis over the estimated useful lives of intangible assets from the date that they are available for use. Amortization methods and useful lives of all intangible assets are reviewed at each reporting date and adjusted prospectively if appropriate. The estimated useful lives are:

Asset	Rate
Computer software	5 years

ORANGEVILLE HYDRO LIMITED

Notes to Financial Statements (continued)

Year ended December 31, 2024

2. Significant accounting policies (continued):

(f) Impairment:

(i) Financial assets measured at amortized cost:

A loss allowance for expected credit losses on financial assets measured at amortized cost is recognized at the reporting date. The loss allowance is measured at an amount equal to the lifetime expected credit losses for the asset.

(ii) Non-financial assets:

The carrying amounts of the Corporation's non-financial assets, other than materials and supplies and deferred tax assets, are reviewed at each reporting date to determine whether there is any indication of impairment. If any such indication exists, then the asset's recoverable amount is estimated.

(ii) Non-financial assets (continued):

For the purpose of impairment testing, assets are grouped together into the smallest group of assets that generates cash inflows from continuing use that are largely independent of the cash inflows of other assets or groups of assets (the "cash-generating unit" or "CGU"). The recoverable amount of an asset or CGU is the greater of its value in use and its fair value less costs to sell. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset.

An impairment loss is recognized if the carrying amount of an asset or its CGU exceeds its estimated recoverable amount. Impairment losses are recognized in profit or loss.

An impairment loss is reversed only to the extent that the asset's carrying amount does not exceed the carrying amount that would have been determined, net of depreciation or amortization, if no impairment loss had been recognized.

(g) Customer deposits:

Customer deposits represent cash deposits from electricity distribution customers and retailers to guarantee the payment of energy bills. Interest is paid on customer deposits.

Deposits are refundable to customers who demonstrate an acceptable level of credit risk as determined by the Corporation in accordance with policies set out by the OEB or upon termination of their electricity distribution service.

ORANGEVILLE HYDRO LIMITED

Notes to Financial Statements (continued)

Year ended December 31, 2024

2. Significant accounting policies (continued):

(h) Provisions:

A provision is recognized if, as a result of a past event, the Corporation has a present legal or constructive obligation that can be estimated reliably, and it is probable that an outflow of economic benefits will be required to settle the obligation. Provisions are determined by discounting the expected future cash flows at a pre-tax rate that reflects current market assessments of the time value of money and the risks specific to the liability.

(i) Regulatory balances:

Regulatory deferral account debit balances represent costs incurred in excess of amounts billed to the customer at OEB approved rates. Regulatory deferral account credit balances represent amounts billed to the customer at OEB approved rates in excess of costs incurred by the Corporation.

Regulatory deferral account debit balances are recognized if it is probable that future billings in an amount at least equal to the deferred cost will result from inclusion of that cost in allowable costs for rate-making purposes. The offsetting amount is recognized in net movement in regulatory balances in profit or loss or OCI. When the customer is billed at rates approved by the OEB for the recovery of the deferred costs, the customer billings are recognized in revenue. The regulatory deferral debit balance is reduced by the amount of these customer billings with the offset to net movement in regulatory balances in profit or loss or OCI.

The probability of recovery of the regulatory deferral debit account balances is assessed annually based upon the likelihood that the OEB will approve the change in rates to recover the balance. The assessment of likelihood of recovery is based upon previous decisions made by the OEB for similar circumstances, policies or guidelines issued by the OEB, etc. Any resulting impairment loss is recognized in profit or loss in the year incurred. When the Corporation is required to refund amounts to ratepayers in the future, the Corporation recognizes a regulatory deferral account credit balance. The offsetting amount is recognized in net movement in regulatory balances in profit or loss or OCI. The amounts returned to the customers are recognized as a reduction of revenue. The regulatory deferral credit balance is reduced by the amount of these customer repayments with the offset to net movement in regulatory balances in profit or loss or OCI.

ORANGEVILLE HYDRO LIMITED

Notes to Financial Statements (continued)

Year ended December 31, 2024

2. Significant accounting policies (continued):

(j) Post-employment benefits:

(i) Pension plan:

The Corporation provides a pension plan for all its full-time employees through Ontario Municipal Employees Retirement System ("OMERS"). OMERS is a multi-employer pension plan which operates as the Ontario Municipal Employees Retirement Fund ("the Fund"), and provides pensions for employees of Ontario municipalities, local boards and public utilities. The Fund is a contributory defined benefit pension plan, which is financed by equal contributions from participating employers and employees, and by the investment earnings of the Fund. To the extent that the Fund finds itself in an under-funded position, additional contribution rates may be assessed to participating employers and members.

OMERS is a defined benefit plan. However, as OMERS does not segregate its pension asset and liability information by individual employers, there is insufficient information available to enable the Corporation to directly account for the plan. Consequently, the plan has been accounted for as a defined contribution plan. The Corporation is not responsible for any other contractual obligations other than the contributions. Obligations for contributions to defined contribution pension plans are recognized as an employee benefit expense in profit or loss when they are due.

(ii) Post-employment benefits, other than pension:

The Corporation provides some of its retired employees with life insurance and medical benefits beyond those provided by government sponsored plans.

The obligations for these post-employment benefit plans are actuarially determined by applying the projected unit credit method and reflect management's best estimate of certain underlying assumptions. Remeasurements of the net defined benefit obligations, including actuarial gains and losses and the return on plan assets (excluding interest), are recognized immediately in other comprehensive income. When the benefits of a plan are improved, the portion of the increased benefit relating to past service by employees is recognized immediately in profit or loss.

ORANGEVILLE HYDRO LIMITED

Notes to Financial Statements (continued)

Year ended December 31, 2024

2. Significant accounting policies (continued):

(k) Leased assets:

At inception of a contract, the Company assesses whether a contract is, or contains, a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

For leases and contracts that contain a lease, the Corporation recognizes a right-of-use asset and a lease liability at the lease commencement date. The right-of-use asset is initially measured at cost which comprises the initial amount of the lease liability adjusted for any lease payments made at or before the commencement date, plus any initial direct costs incurred and an estimate of costs to dismantle and remove the underlying asset or to restore the underlying asset or the site on which it is located, less any lease incentives received.

The right-of-use asset is subsequently depreciated using the straight-line method from the commencement date to the earlier of the end of the useful life of the right-of-use asset or the end of the lease term. The estimated useful lives of right-of-use assets are determined on the same basis as those of property, plant and equipment. Subsequent to initial recognition, the right-of-use asset is recognized at cost less any accumulated depreciation and any accumulated impairment losses, adjusted for certain remeasurements of the corresponding lease liability.

The lease liability is initially measured at the present value of lease payments plus the present value of lease payments that are not paid at the commencement date, discounted using the interest rate implicit in the lease, or if that rate cannot be readily determined, the Corporation's incremental borrowing rate.

The lease liability is subsequently measured at amortized cost using the effective interest method. It is remeasured when there is a change in future lease payments arising from a change in an index or rate, if there is a change in the Corporation's estimate of the amount expected to be payable under a residual value guarantee, or if the Corporation changes its assessment of whether it will exercise a purchase, extension or termination option. When the lease liability is remeasured in this way, a corresponding adjustment is made to the carrying amount of the right-of-use asset, or is recorded in profit or loss if the carrying amount of the right-of-use asset has been reduced to zero.

Short-term leases and low value assets:

The Corporation has elected not to recognize right-of-use assets and lease liabilities for short-term leases that have a lease term of 12 months or less and leases of low-value assets. The Corporation recognizes the lease payments associated with these leases as an expense on a straight-line basis over the lease term.

ORANGEVILLE HYDRO LIMITED

Notes to Financial Statements (continued)

Year ended December 31, 2024

2. Significant accounting policies (continued):

(l) Finance income and finance costs:

Finance income is recognized as it accrues in profit or loss, using the effective interest method. Finance income comprises interest earned on cash.

Finance costs comprise interest expense on borrowings and net interest expense on post-employment benefits. Finance costs are recognized in profit or loss unless they are capitalized as part of the cost of qualifying assets.

(m) Income taxes:

The income tax expense comprises current and deferred tax. Income tax expense is recognized in profit or loss except to the extent that it relates to items recognized directly in equity, in which case, it is recognized in equity.

The Corporation is currently exempt from taxes under the Income Tax Act (Canada) and the Ontario Corporations Tax Act (collectively the "Tax Acts"). Under the Electricity Act, 1998, the Corporation makes payments in lieu of corporate taxes to the Ontario Electricity Financial Corporation ("OEFC"). These payments are calculated in accordance with the rules for computing taxable income and taxable capital and other relevant amounts contained in the Tax Acts as modified by the Electricity Act, 1998, and related regulations. Prior to October 1, 2001, the Corporation was not subject to income or capital taxes. Payments in lieu of taxes are referred to as income taxes.

Current tax comprises the expected tax payable or receivable on the taxable income or loss for the year, using tax rates enacted or substantively enacted at the reporting date, and any adjustment to tax payable in respect of previous years.

Deferred tax is recognized in respect of temporary differences between the tax basis of assets and liabilities and their carrying amounts for accounting purposes. Deferred tax assets are recognized for unused tax losses, unused tax credits and deductible temporary differences to the extent that it is probable that future taxable profits will be available against which they can be used. Deferred tax is measured at the tax rates that are expected to be applied to temporary differences when they reverse, using tax rates enacted or substantively enacted, at the reporting date.

ORANGEVILLE HYDRO LIMITED

Notes to Financial Statements (continued)

Year ended December 31, 2024

3. Accounts receivable:

	2024	2023
Trade customer accounts receivable	\$ 4,984,638	\$ 4,729,298
Other receivables	134,560	481,608
Provision uncollectible accounts	(45,000)	(35,000)
	\$ 5,074,198	\$ 5,175,906

ORANGEVILLE HYDRO LIMITED

Notes to Financial Statements (continued)

Year ended December 31, 2024

4. Property, plant and equipment:

	Land and buildings	Distribution equipment	Other fixed assets	Construction- in-progress	Total
<i>Cost of deemed cost</i>					
Balance at January 1, 2024	\$ 2,224,128	\$ 30,781,305	\$ 1,722,639	-	\$ 34,728,072
Additions	325,034	2,264,150	186,164	2,577	2,777,925
Disposals/ retirements	(20,849)	(34,190)	(53,874)	-	(108,913)
Balance at December 31, 2024	\$ 2,528,313	\$ 33,011,265	\$ 1,854,929	\$ 2,577	\$ 37,397,084
Balance at January 1, 2023	\$ 2,156,960	\$ 28,414,271	\$ 1,697,003	\$ 35,065	\$ 32,303,299
Additions	67,168	2,393,013	25,636	-	2,485,817
Disposals/ retirements	-	(25,979)	-	(35,065)	(61,044)
Balance at December 31, 2023	\$ 2,224,128	\$ 30,781,305	\$ 1,722,639	-	\$ 34,728,072
<i>Accumulated depreciation</i>					
Balance at January 1, 2024	\$ 794,185	\$ 6,891,071	\$ 1,118,413	-	\$ 8,803,669
Depreciation	80,365	940,770	141,038	-	1,162,173
Disposals	(8,891)	(17,067)	(49,944)	-	(75,902)
Balance at December 31, 2024	\$ 865,659	\$ 7,814,774	\$ 1,209,507	-	\$ 9,889,940
Balance at January 1, 2023	\$ 721,205	\$ 6,012,334	\$ 977,146	-	\$ 7,710,685
Depreciation	72,980	889,865	141,267	-	1,104,112
Disposals	-	(11,128)	-	-	(11,128)
Balance at December 31, 2023	\$ 794,185	\$ 6,891,071	\$ 1,118,413	-	\$ 8,803,669
<i>Carrying amounts</i>					
At December 31, 2024	\$ 1,662,654	\$ 25,196,491	\$ 645,422	\$ 2,577	\$ 27,507,144
At December 31, 2023	1,429,943	23,890,234	604,226	-	25,924,403

ORANGEVILLE HYDRO LIMITED

Notes to Financial Statements (continued)

Year ended December 31, 2024

5. Intangible assets:

	Computer software		Land rights		Total
<i>Cost of deemed cost</i>					
Balance at January 1, 2024	\$	284,261	\$	139,807	\$ 424,068
Additions		138,709		17,285	155,994
Balance at December 31, 2024	\$	422,970	\$	157,092	\$ 580,062
<i>Cost of deemed cost</i>					
Balance at January 1, 2023	\$	271,373	\$	139,807	\$ 411,180
Additions		31,113		-	31,113
Disposals		(18,225)		-	(18,225)
Balance at December 31, 2023	\$	284,261	\$	139,807	\$ 424,068
<i>Accumulated amortization</i>					
Balance at January 1, 2024	\$	218,207	\$	-	\$ 218,207
Amortization		32,655		-	32,655
Balance at December 31, 2024	\$	250,862	\$	-	\$ 250,862
<i>Accumulated amortization</i>					
Balance at January 1, 2023	\$	205,554	\$	-	\$ 205,554
Amortization		26,588		-	26,588
Disposals		(13,935)		-	(13,935)
Balance at December 31, 2023	\$	218,207	\$	-	\$ 218,207
<i>Carrying amounts</i>					
At December 31, 2024	\$	172,108	\$	157,092	\$ 329,200
At December 31, 2023		66,054		139,807	205,861

ORANGEVILLE HYDRO LIMITED

Notes to Financial Statements (continued)

Year ended December 31, 2024

6. Income tax expense:

Current tax expense (recovery):

	2024	2023
Current tax expense (recovery)	\$ 554,380	\$ 570,077
Deferred tax expense	158,559	148,685
Income tax expense	\$ 712,939	\$ 718,762

Reconciliation of effective tax rate:

	2024	2023
Income before taxes	\$ 2,508,667	\$ 2,556,372
Statutory income tax rates	26.5 %	26.5 %
Expected tax provision on income at statutory rates	\$ 664,797	\$ 677,439
Increase (decrease) in income taxes resulting from:		
Permanent differences	2,812	3,957
Other	45,330	(2,514)
Adjustment for prior years	-	39,880
Income tax expense	\$ 712,939	\$ 718,762

Significant components of the Corporation's deferred tax balances:

	2025	2024
Deferred tax assets (liabilities):		
Property, plant and equipment	\$ (845,707)	\$ (690,611)
Post-employment benefits	86,450	119,890
Other	9,675	9,341
	\$ (749,582)	\$ (561,380)

ORANGEVILLE HYDRO LIMITED

Notes to Financial Statements (continued)

Year ended December 31, 2024

7. Regulatory account balances:

Reconciliation of the carrying amount for each class of regulatory balances:

Regulatory deferral account debit balances	January 1, 2024	Additions	Recovery/ reversal	December 31, 2024	Remaining recovery/ reversal years
Retail settlement variances	\$ 2,084,774	\$ (156,634)	\$ (1,670,779)	\$ 257,361	1
IFRS transition	176,058	2,687	(178,745)	-	-
Regulatory variances					
disposition	338,016	146,217	-	484,233	-
Deferred income tax	561,512	188,070	-	749,582	-
Other	97,525	50,839	(59,506)	88,858	-
	\$ 3,257,885	\$ 231,179	\$ (1,909,030)	\$ 1,580,034	

Regulatory deferral account debit balances	January 1, 2023	Additions	Recovery/ reversal	December 31, 2023	Remaining recovery/ reversal years
Retail settlement variances	\$ 3,613,156	\$ (477,643)	\$ (1,050,739)	\$ 2,084,774	-
IFRS transition	168,651	7,407	-	176,058	-
Regulatory variances					
disposition	306,945	31,071	-	338,016	-
Deferred income tax	414,450	147,062	-	561,512	-
Other	2,298	36,790	58,437	97,525	-
	\$ 4,505,500	\$ (255,313)	\$ (992,302)	\$ 3,257,885	

Regulatory deferral account credit balances	January 1, 2024	Additions	Recovery/ reversal	December 31, 2024	Remaining recovery/ reversal years
Change in asset useful lives	20,093	-	(20,093)	-	-
Other	368,628	3,588	(351,014)	21,202	-
	\$ 388,721	\$ 3,588	\$ (371,107)	\$ 21,202	

ORANGEVILLE HYDRO LIMITED

Notes to Financial Statements (continued)

Year ended December 31, 2024

7. Regulatory account balances (continued):

Regulatory deferral account credit balances	January 1, 2023	Additions	Recovery/ reversal	December 31, 2023	Remaining recovery/ reversal years
Retail settlement variances \$	- \$	740,633 \$	(740,633) \$	-	-
Change in asset useful lives	20,093	-	-	20,093	-
Other	439,589	(129,398)	58,437	368,628	-
	\$ 459,682	\$ 611,235	\$ (682,196)	\$ 388,721	

The regulatory balances are recovered or settled through rates approved by the OEB which are determined using estimates of future consumption of electricity by its customers. Future consumption is impacted by various factors including the economy and weather. The Corporation has received approval from the OEB to establish its regulatory balances.

Settlement of the Group 1 deferral accounts is done on an annual basis through application to the OEB. A COS application has been approved by the OEB to recover \$1,666,708 for the Group 1 deferral accounts and \$113,029 for the Group 2 deferral accounts for the 2024 rate application. The OEB requires the Corporation to estimate its income taxes when it files a COS application to set its rates. As a result, the Corporation has recognized a regulatory deferral account for the amount of deferred taxes that will ultimately be recovered from/paid back to its customers. This balance will fluctuate as the Corporation's deferred tax balance fluctuates.

Regulatory balances attract interest at OEB prescribed rates, which were based on Bankers' Acceptances three-month rate plus a spread of 25 basis points to September 30, 2024 and based on the three-month T-Bill rate plus a spread of 25 basis points from October 1, 2024 to December 31, 2025. In 2024, the rate ranged from 4.40% to 5.49% (2023 - 4.73% to 5.39%). Commencing in 2025, the rate will be based on the three-month T-Bill rate plus a spread of 25 basis points from January 1, 2025 to March 31, 2025 and based on the Bloomberg ticker BVCAUA3M BVLI Index (3-month) from April 1, 2025 onward.

8. Accounts payable and accrued liabilities:

	2024	2023
Accounts payable – energy purchases	\$ 2,569,932	\$ 2,378,347
Water and sewer charges payable	1,217,902	892,810
Other	1,647,288	1,724,511
	\$ 5,435,122	\$ 4,995,668

ORANGEVILLE HYDRO LIMITED

Notes to Financial Statements (continued)

Year ended December 31, 2024

9. Long-term debt:

	2024	2023
TD Bank term loan payable, interest at 4.87%, payable in monthly instalments of \$16,642, due 2027	\$ 1,874,842	\$ 1,979,893
TD Bank term loan payable, interest at 5.07%, payable in monthly instalments of \$10,284 plus interest, due 2027	2,159,574	2,282,979
TD Bank term loan payable, interest at 5.68%, payable in monthly instalments of \$20,040, due 2029	3,092,180	3,183,994
TD Bank term loan payable, interest at 3.60%, payable in monthly instalments of \$10,118, due 2027	1,553,610	1,617,684
TD Bank term loan payable, interest at 4.20%, payable in monthly instalments of \$10,780, due 2029	1,691,524	1,748,342
TD Bank term loan payable, interest at 2.58%, payable in monthly instalments of \$4,409, due 2025	856,897	887,208
TD Bank term loan payable, interest at 3.62%, payable in monthly instalments of \$5,071, due 2031	919,965	946,894
TD Bank term loan payable, interest at 4.92%, payable in monthly instalments of \$15,961, due 2027	2,893,183	2,940,655
	15,041,775	15,587,649
Less current portion of long-term debt	560,614	3,638,054
	\$ 14,481,161	\$ 11,949,595

The TD Bank term loans holds as security a general security agreement representing a first charge on all assets and undertakings of the Corporation and assignment of general liability insurance for the Corporation.

The agreement with respect to the TD Bank term loans contain certain covenants regarding (i) leverage, (ii) liquidity, (iii) change in status of business, (iv) change in ownership, and (v) limitations on additional debt and encumbrance of assets.

The agreement with TD Bank also contains financial covenants that require the Corporation to maintain a maximum debt to capital ratio of 0.60 to 1 and a minimum debt service coverage ratio of 1.20x to be tested and calculated on a quarterly basis. The Corporation is in compliance with these covenants as at December 31, 2024.

ORANGEVILLE HYDRO LIMITED

Notes to Financial Statements (continued)

Year ended December 31, 2024

9. Long-term debt (continued):

Principal repayments are due as follows:

2025	\$	560,614
2026		1,374,564
2027		7,965,895
2028		205,966
2029		4,165,468
Thereafter		769,268
	\$	15,041,775

10. Post-employment benefits:

(a) OMERS pension plan:

The Corporation provides a pension plan for its employees through OMERS. The plan is a multi-employer, contributory defined pension plan with equal contributions by the employer and its employees. In 2024, the Corporation made employer contributions of \$226,298 to OMERS (2023 - \$197,916), of which has been recognized in profit or loss. The Corporation estimates that a contribution of \$240,280 to OMERS will be made during the next fiscal year.

As at December 31, 2024, OMERS had approximately 600,000 members, of whom 20 are current employees of the Corporation. The most recently available OMERS annual report is for the year ended December 31, 2024, which reported that the plan was 98% funded, with an unfunded liability of \$2.9 billion. This unfunded liability is likely to result in future payments by participating employers and members.

ORANGEVILLE HYDRO LIMITED

Notes to Financial Statements (continued)

Year ended December 31, 2024

10. Post-employment benefits (continued):

(b) Post-employment benefits other than pension:

The Corporation pays certain medical and life insurance benefits on behalf of some of its retired employees. The Corporation recognizes these post-employment benefits in the year in which employees' services were rendered. The Corporation is recovering its post-employment benefits in rates based on the expense and remeasurements recognized for post-employment benefit plans.

Reconciliation of the obligation	2024	2023
Defined benefit obligation, beginning of year	\$ 452,416	\$ 434,474
Included in profit or loss:		
Current service cost	7,397	18,316
Interest cost	5,271	12,554
	12,668	30,870
Included in OCI		
Actuarial gains arising from:		
Changes in financial assumptions	(111,862)	-
	353,222	465,344
Benefits paid	(26,997)	(12,928)
	\$ 326,225	\$ 452,416
Actuarial assumptions	2024	2023
Discount (interest) rate	4.75 %	3.00 %
Medical costs	5.10 %	4.90 %
Dental costs	5.40 %	5.10 %

A 1% increase in the assumed discount rate would result in the defined benefit obligation decreasing by \$42,600. A 1% decrease in the assumed discount rate would result in the defined benefit obligation increasing by \$55,800.

ORANGEVILLE HYDRO LIMITED

Notes to Financial Statements (continued)

Year ended December 31, 2024

11. Contributions in aid of construction:

	2024	2023
Contributions in aid of construction, beginning of year	\$ 2,736,694	\$ 2,317,945
Contributions in aid of construction received	518,832	491,764
Contributions in aid of construction recognized as other revenue	(84,033)	(73,015)
	<u>\$ 3,171,493</u>	<u>\$ 2,736,694</u>

12. Share capital:

	2024	2023
Authorized:		
Unlimited number of common shares		
Issued:		
1,000 common shares	\$ 8,290,714	\$ 8,290,714

13. Revenues:

	2024	2023
Collection and other service charges	\$ 127,004	\$ 87,655
Water and sewer billing services	72,471	77,348
Rent	88,683	85,895
Other	158,116	132,070
Total other revenue	<u>\$ 446,274</u>	<u>\$ 382,968</u>

ORANGEVILLE HYDRO LIMITED

Notes to Financial Statements (continued)

Year ended December 31, 2024

13. Revenues (continued):

In the following table, sale of energy and distribution revenue is disaggregated by type of customer.

	2024	2023
Residential	\$ 18,448,572	\$ 15,929,952
Commercial	22,631,051	21,853,827
Other	236,770	322,179
	<u>\$ 41,316,393</u>	<u>\$ 38,105,958</u>

14. Employee salaries and benefits:

	2024	2023
Salaries, wages and benefits	\$ 2,319,696	\$ 2,034,639
CPP and EI remittances	98,274	82,366
Contributions to OMERS	226,298	197,916
	<u>\$ 2,644,268</u>	<u>\$ 2,314,921</u>

15. Finance income and costs:

	2024	2023
Finance income:		
Interest income on bank deposits	\$ 80,607	\$ 57,217
Finance costs:		
Interest expense on long-term debt	(697,832)	(669,429)
Interest expense on customer deposits	(40,693)	(38,108)
	<u>(738,525)</u>	<u>(707,537)</u>
Net finance costs recognized in profit or loss	<u>\$ (657,918)</u>	<u>\$ (650,320)</u>

ORANGEVILLE HYDRO LIMITED

Notes to Financial Statements (continued)

Year ended December 31, 2024

16. Commitments and contingencies:

Cornerstone Hydro Electric Concepts ("CHEC"):

CHEC is an association of fifteen LDCs modelled after a co-operative to share resources and proficiencies (note 17).

The Corporation may terminate its membership at any time upon the following terms:

- (a) giving written notice 60 days in advance of termination; and
- (b) by making a prepayment in full of the balance of its contract service costs to CHEC. The amount of prepayment cost shall be the total cost which the Corporation would have paid over the three year term of the agreement less amounts already paid by it to the date of the termination. The current three year term for CHEC commitment goes to December 31, 2026. The prepayment cost of termination is a settlement of the Corporation's obligation under the agreement by reason of termination of its membership before the expiry of the term. The amount is liquidated damages and not a penalty for early termination and is intended to leave the remaining members in the same position as if the Corporation had not terminated the agreement. As at December 31, 2024, the obligation to CHEC includes the 2025 to 2027 membership dues of approximately \$48,000 per year, \$144,000 total.

Utility Collaborative Services Inc. ("UCS"):

The Corporation has the right to redeem its shares in UCS (note 17) by retraction upon the following terms:

- (a) notice of such retraction shall be given 120 days prior to the effective date; and
- (b) a redemption fee shall be paid equal to the previous three years' worth of average purchases from UCS for services or products; or in alternative to paying such fees, the Corporation may elect in writing to provide three years' written notice of the retraction, provided that the Corporation continues to receive services at the same or greater average volume as those received at the time the notice was given.

General Liability Insurance:

The Corporation is a member of the Municipal Electric Association Reciprocal Insurance Exchange ("MEARIE"). MEARIE is a pooling of public liability insurance risks of many of the LDCs in Ontario. All members of the pool are subjected to assessment for losses experienced by the pool for the years in which they were members, on a pro-rata basis based on the total of their respective service revenues. As at December 31, 2024, no assessments have been made.

ORANGEVILLE HYDRO LIMITED

Notes to Financial Statements (continued)

Year ended December 31, 2024

17. Related party transactions:

(a) Parents and ultimate controlling party:

The common shares of Orangeville Hydro Limited are owned by the Town of Orangeville and Town of Grand Valley, the ultimate parents.

(b) Outstanding balances with related parties:

	2024	2023
Town of Orangeville - receivable	\$ 157,512	\$ 137,044
Town of Grand Valley - receivable	6,069	7,686
Town of Orangeville - payable	(1,183,721)	(860,836)
Town of Grand Valley - payable	(34,993)	(31,974)
	<u>\$ (1,055,133)</u>	<u>\$ (748,080)</u>

(c) Transactions with ultimate parents:

The Corporation provides water and sewage billing and collection services to the customers of the Town of Orangeville and Town of Grand Valley, as well as supplying street light energy and street lighting maintenance services to the Town of Orangeville and Town of Grand Valley. Revenue includes \$496,497 (2023 - \$455,854) from the Town of Orangeville and \$44,003 (2023 - \$39,357) from the Town of Grand Valley for these services.

The Corporation delivers electricity to the Town of Orangeville and Town of Grand Valley throughout the year for the electricity needs of the Towns and its related organizations. Electricity delivery charges are at prices and under terms approved by the OEB. The Corporation also provides additional services to the Towns, including streetlight maintenance services, sentinel lights and water and waste water billing and customer care services.

ORANGEVILLE HYDRO LIMITED

Notes to Financial Statements (continued)

Year ended December 31, 2024

17. Related party transactions (continued):

(d) Transactions with related parties:

The Corporation paid \$84,809 (2023 - \$71,668) in membership fees and shared GIS services to Cornerstone Hydro Electric Concepts Association Inc. ("CHEC"). CHEC is an association of fifteen electricity distribution utilities modelled after a cooperative to share resources and proficiencies.

The Corporation owns 100 common shares, at a cost of \$100, in Utility Collaborative Services Inc. (UCS) which represents a 10% interest. At the time of purchase, due to the immaterial amount, the investment was expensed. The Corporation paid \$241,579 (2023 - \$211,490) in fees to UCS. UCS offers standards-based back office services and the collaboration allows leverage in the reduction of costs for items such as information technology hosting and software licensing.

(e) Key management personnel:

The key management personnel of the Corporation have been defined as members of its board of directors and executive management team members. The compensation paid during the year is \$563,424 (2023 - \$510,296).

18. Financial instruments and risk management:

Fair value disclosure:

The carrying values of cash, accounts receivable, unbilled revenue, due from/to related parties and accounts payable and accrued liabilities approximate fair value because of the short maturity of these instruments. The carrying value of the customer deposits approximates fair value because the amounts are payable on demand.

The fair value of the TD Bank long-term debt at December 31, 2024 is \$15,180,431. The fair value is calculated based on the present value of future principal and interest cash flows, discounted at the current rate of interest at the reporting date. The interest rate used to calculate fair value at December 31, 2024 was 4.48%.

Financial risks:

The Corporation understands the risks inherent in its business and defines them broadly as anything that could impact its ability to achieve its strategic objectives. The Corporation's exposure to a variety of risks such as credit risk, interest rate risk, and liquidity risk, as well as related mitigation strategies are discussed below.

ORANGEVILLE HYDRO LIMITED

Notes to Financial Statements (continued)

Year ended December 31, 2024

18. Financial instruments and risk management (continued):

(a) Credit risk:

Financial assets carry credit risk that a counterparty will fail to discharge an obligation which could result in a financial loss. Financial assets held by the Corporation, such as accounts receivable, expose it to credit risk. The Corporation earns its revenue from a broad base of customers located in the Town of Orangeville and Town of Grand Valley.

The carrying amount of accounts receivable is reduced through the use of an allowance for impairment and the amount of the related impairment loss is recognized in profit or loss. Subsequent recoveries of receivables previously provisioned are credited to profit or loss. The balance of the allowance for impairment at December 31, 2024 is \$45,000 (2023 - \$35,000). An impairment loss of \$84,033 (2023 - \$39,482) was recognized during the year.

The Corporation's credit risk associated with accounts receivable is primarily related to payments from distribution customers. At December 31, 2024, approximately \$156,890 (2023 - \$189,105) is considered 60 days past due. The Corporation has over 12,000 customers, the majority of whom are residential. Credit risk is managed through collection of security deposits from customers in accordance with directions provided by the OEB and through credit insurance. As at December 31, 2024, the Corporation holds security deposits in the amount of \$472,942 (2023 - \$488,547) which also includes deposits received from developers.

(b) Market risk:

Market risks primarily refer to the risk of loss resulting from changes in commodity prices, foreign exchange rates, and interest rates. The Corporation currently does not have any material commodity or foreign exchange risk. The Corporation is exposed to fluctuations in interest rates as the regulated rate of return for the Corporation's distribution business is derived using a complex formulaic approach which is in part based on the forecast for long term Government of Canada bond yields. This rate of return is approved by the OEB as part of the approval of distribution rates.

A 1% increase in the interest rate at December 31, 2024 would have increased interest expense on the long-term debt by \$150,418 (2023 - \$158,596), assuming all other variables remain constant. A 1% decrease in the interest rate would have an equal but opposite effect.

ORANGEVILLE HYDRO LIMITED

Notes to Financial Statements (continued)

Year ended December 31, 2024

18. Financial instruments and risk management (continued):

(c) Liquidity risk:

The Corporation monitors its liquidity risk to ensure access to sufficient funds to meet operational and investing requirements. The Corporation's objective is to ensure that sufficient liquidity is on hand to meet obligations as they fall due while minimizing interest exposure. The Corporation has access to a \$3,500,000 credit facility and monitors cash balances daily to ensure that a sufficient level of liquidity is on hand to meet financial commitments as they become due. As at December 31, 2024, the Corporation has \$3,500,000 available on this credit facility.

The Corporation also has a facility for \$1,329,291 (the "LC" facility) for the purpose of issuing letters of credit mainly to support the prudential requirements of the IESO, of which \$nil has been drawn and posted with the IESO (2023 - \$nil).

The majority of accounts payable, as reported on the statement of financial position, are due within 30 days.

(d) Capital disclosures:

The main objectives of the Corporation, when managing capital, are to ensure ongoing access to funding to maintain and improve the electricity distribution system, compliance with covenants related to its credit facilities, prudent management of its capital structure with regard for recoveries of financing charges permitted by the OEB on its regulated electricity distribution business, and to deliver the appropriate financial returns.

The Corporation's definition of capital includes equity and long-term debt. As at December 31, 2024, equity amounts to \$13,690,269 (2023 - \$13,231,593) and long-term debt amounts to \$15,041,775 (2023 - \$15,587,649).



Orangeville Hydro Limited

Annual Report

2024

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Chair's Message to the Shareholders

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As shareholders of Orangeville Hydro Limited ("OHL"), you can be very pleased with the success of OHL and the effectiveness of its Board of Directors ("the Board").

Communication is critical to working effectively, and OHL's President and CEO, Rob Koekkoek, is an excellent communicator. Management and staff exhibit tremendous respect for Rob's leadership, and the consequence of his ability to engage and motivate employees is a well-functioning and safely operating local distribution company that brings its shareholders and customers industry-leading reliability, top-notch customer service, and solid financial performance.

As your new Chair of the Board, I take my cue from Rob and my predecessor Chairs, by welcoming clear, open and direct communication amongst the Board members. They have continued to delight me with their sage advice, intelligent curiosity, honesty, and full support. This is a group of directors who make valuable contributions to the success of OHL, including Mayor Lisa Post, Councillor Andy Macintosh and Mayor Steve Soloman, who translate their intimate knowledge of the communities we serve into values espoused in the work of the Board and of OHL.

It has been an honour to also work with expert independent directors, Bob Long, Mary Caputi and Soussanna Karas, whose contributions raise the performance level of the Board. I want to personally thank Bob Long for his leadership as past-Chair, as he continues to bring wisdom, insights and excellent questions to every board meeting.

The Board has excellent senior staff support from President and CEO, Rob Koekkoek, Chief Financial Officer, Amy Long, Customer Service Manager, Kim Brooks, and Supervisor of Engineering and Metering, Jamie Monk. Peter Page, Lines Supervisor, retired from OHL on April 30, 2025 after 27 years of going quietly and professionally about his business of keeping the lights on in Orangeville and Grand Valley. We wish Peter a long, happy and healthy retirement.

Speaking of retirement, we were successful in wooing Jeff Hunter out of too-early retirement from Hydro One (which was subsequent to his career at Alectra/PowerStream/Richmond Hill Hydro) to join our senior staff as Lines Supervisor on March 24, 2025, and he hit the ground running when we experienced a severe ice storm on March 29-30, 2025. It was instrumental to have Jeff's experience, confidence and capabilities available to lead line staff through this challenging event and then encourage the five line staff to help our neighbours, InnPower and Hydro One, until those LDCs were back in service. Please know that staff's time supporting those other utilities was paid for by InnPower and Hydro One.

Amy Long and the finance team successfully filed another incentive rate-setting mechanism ("IRM") rate application at the Ontario Energy Board ("the OEB") in mid-November, 2024. On March 20, 2025, we received the OEB Decision and Rate Order for rates effective May 1, 2025. As a result of this Rate Order, almost all customer classes will see a rate decrease (exclusive of taxes and the Ontario Electricity Rebate) starting May 1, 2025.



Chair's Message to the Shareholders

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I'm also very happy to report that 2025 dividend payments, based on 2024 total comprehensive income of \$964,692, will amount to \$482,346, i.e., 50% of the prior year's income. The amount payable is \$26,529 to the Town of Grand Valley and \$455,817 to the Town of Orangeville, both of which will be paid out over eight equal monthly payments.

The main work of OHL is comprised of its 'meat and potatoes' job of distributing electricity safely and reliably to its customers. But there is always something new and different being undertaken. As part of our separate water meter contract with the Town of Orangeville, in which we read meters and bill for water and sewer usage, we are now 'immersed' in a smart water meter project whereby 9,350 out of 9,950 manually read meters have been successfully replaced and new AMI meters deployed.

OHL, subject to an OEB order, must provide customers with the ability to access their electricity data for the purpose of knowing, analyzing and possibly conserving their own electricity consumption. This will be provided via a customer portal that is currently being tested and eventually integrated into our systems.

As part of the province of Ontario's electrification efforts and encouragement, OHL now has two electric vehicles ("EVs") in our fleet of nine, where five vehicles (large trucks) do not yet have commercially available electric replacements. OHL has a Kia Soul EV, purchased in 2019, and a Ford F150 Lightning EV pickup truck, purchased in 2024. We are considering replacing one more gasoline pickup truck with an EV pickup truck in 2026.

On behalf of my Board colleagues, I would like to thank you for your confidence in us, and the opportunity to have served OHL well, and to continue to serve for the upcoming year. As Chair, I truly appreciate the professionalism of my Board colleagues and management, and I commend our employees for their diligence, hard work and keen desire to do what's best for OHL. I would also like to acknowledge the timely, professional support services, provided by our auditors KPMG and our legal team at Stutz, Brown and Self.

If I may be of further service, please let me know.

Respectfully submitted,

Gia M. DeJulio, Chair
Orangeville Hydro Limited

President & CEO's Message to the Shareholders

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It continues to be an honour to write the President & CEO's message each year. I would like to take this opportunity to thank the Board of Directors and Shareholders for your support, trust, and confidence in the entire team at Orangeville Hydro.

I'm proud of what was accomplished by the Orangeville Hydro staff, Board, and our trusted contractors. Everyone at Orangeville Hydro remains focused on the safety of the public and staff while delivering safe, reliable, and cost-efficient electricity.

In 2024, our Cost-of-Service rate application was approved by the Ontario Energy Board and implemented for May 1, 2024 rates. While the significant application and regulatory process required efforts from all staff, we would not have been as successful without the dedication and drive from the Finance and Regulatory team. Amy Long (CFO), Suzanne Presseault (Senior Accountant), and Erinn Halls (Finance & Regulatory Analyst) championed the application to ensure regulatory compliance as well as ensuring Orangeville Hydro receives the revenue required needed to serve our customers effectively.

Orangeville Hydro worked closely with the Town of Orangeville and their contractors throughout the year on the Town's Smart Water Meter Replacement program. The deployment is nearing completion and has been considered a success and value-add program for everyone involved. The Town's new advanced metering infrastructure is fully integrated with our existing systems and processes, which has strengthened our long-standing partnership with the Town of Orangeville and improved our ability to provide this service to both of our Shareholders. Orangeville Hydro's efforts on the project were led by Kim Brooks (Manager of Customer Service) and Abbey Faris (Customer Service Representative).



President & CEO's Message to the Shareholders

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Reliability (Adjusted for Loss of Supply and Major Events):

Orangeville Hydro's distribution system provided reliable service throughout the year. Our average customer experienced less than 15 minutes of power outages due to issues within Orangeville Hydro's service area.

Efficiency:

Orangeville Hydro is a cost effective and efficient company. Our regulated revenue per customer is the 13th lowest in Ontario. Our customers benefit from having lower distribution costs than most areas of the province. We are an efficient organization with only 20 employees serving over 13,128 customers.

Financial Performance:

Orangeville Hydro achieved a Net Income of \$964,692 and a Regulatory Return on Equity of 7.24%. This is within the deadband of plus or minus 3% of our Deemed Return on Equity of 9.21%.

Looking forward to 2025, Orangeville Hydro will continue to focus on exceeding our customers' expectations as challenges arise such as concerns of economic uncertainty and the potential of rising costs from tariffs. Orangeville Hydro will continue to work closely with the Town of Orangeville and their contractors throughout the remainder of the Water Meter Replacement program and deployment of a water meter portal for hourly-usage data. The valuable information received from our customers through our March 2025 customer satisfaction survey, social media channels, open house, and day-to-day comments will drive our initiatives to improve our customers' experience and ensure we are providing the service they expect and deserve from their electric utility.

While we are proud of what we accomplished at Orangeville Hydro last year and the 107 years before that, we strive to continue to improve the lives of our customers and our communities.

Thank you for the opportunity to serve you!

Rob Koekkoek, P.Eng.
President & CEO
Orangeville Hydro Limited

About Us

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Orangeville Hydro was established in 1916 serving its customers under the regulatory control of Ontario Hydro. The Electricity Act was passed in 1998 and Orangeville Hydro Limited was incorporated on October 1, 2000 and is now regulated by the Ontario Energy Board (“OEB”). On January 1, 2009, Orangeville Hydro Limited and Grand Valley Energy Inc. officially amalgamated the two service territories to form the new Orangeville Hydro Limited.

Orangeville Hydro must operate its business in compliance with all applicable laws, including the Electricity Act, 1998, the Ontario Energy Board Act, 1998, the Ontario Business Corporations Act, and the rules, policies and requirements of the OEB including the Distribution System Code, the Affiliate Relationships Code, the Retail Settlement Code, the Standard Supply Service Code, the Accounting Procedures Handbook and the Uniform System of Accounts as well as the applicable Rate Handbook and Filing Requirements.

Vision Statement

To be acknowledged as a leader among electric utilities in the areas of safety, reliability, customer service, customer satisfaction, sustainability, and financial performance.

Mission Statement

To provide safe, reliable, efficient delivery of electrical energy while being accountable to our shareholders...the citizens of Orangeville and Grand Valley.

While we must operate as a business and be profitable for our shareholders, our main reason for existing is to provide safe, reliable, and economic electricity services to the people of the Town of Orangeville and the Town of Grand Valley. That is what distinguishes us from other large, remotely owned and controlled energy companies.

Values Statement

- To continue into the future as a profitable electricity distribution enterprise the following principles are core features of our Company:
- We value professionalism and safety in our service and our work;
 - We value people - our customers, employees, Board members, and shareholders;
 - We value our community - its environment and its economic progress;
 - We value integrity, honesty, respect, and communications;
 - We value local control, local accountability, local employment, and local purchasing; and
 - We value easy accessibility to our ratepayers.

At a Glance

42
GENERATION

20.11
EMPLOYEES

13,128
TOTAL CUSTOMERS

\$27,836,344
FIXED ASSETS

1,700
POLES

3
MUNICIPAL
SUBSTATIONS

1,376
TRANSFORMER
LOCATIONS

11,696 
RESIDENTIAL

1,198 
GENERAL SERVICE <50KW

127 
GENERAL SERVICE >50KW

Electricity Distribution

268,645,939 kWh
Total Supplied to Orangeville Hydro

265,035,130 kWh
Total Delivered to Customers

8,172 kWh
Average Residential Annual Consumption

51,685 kW
2024 System Peak Demand

51,685 kW
All-Time System Peak Demand 2024 of 344

Service Territory

70 km
Overhead Circuit Wires

155 km
Underground Cable

17 Km²
Total Service Area

2024 Rate Application

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In 2024, Orangeville Hydro rates were set utilizing the Cost of Service method. This highly scrutinized method allows the utility to set its rates based on projected expenses for the test year of 2024. Moving forward until the next Cost of Service, rates will be set by the Price Cap IR method, which is a mechanistic approach to rate increases based on productivity and inflation.

After approval by the OEB, these rates came into effect May 1, 2024.

The average residential customer using 750 kWh a month saw an increase on their total bill of \$5.10 or 3.62% on their bill. Small general service customers using a monthly average of 2,000 kWh saw an increase of \$4.29 or 1.20% on their bill. Larger commercial, institutional and manufacturing businesses using a monthly average demand of 60kW saw an increase of \$69.58 or 2.25% on their bill.

Orangeville Hydro 400 C Line
Orangeville, ON. L9W 3Z8
www.orangevillehydro.on.ca

Account Number: 12345678-01
Due Date: Apr 15, 2025
Amount Due: \$188.81

Amount Enclosed: \$

MR. & MRS. HYDRO
123 ANYWHERE ST
ORANGEVILLE ON L9W L9W

How Much Do I Owe?

Category	Amount
Balance Forward	\$0.00
New Charges	\$188.81
Total Amount Owning	\$188.81

See reverse for a summary of your charges.

When is it Due?

Apr 15, 2025

If payment is not received by Apr 15, 2025, a late payment charge of 1.5% compounded monthly (19.56% per year) will be calculated from the due date and applied to your account.

How Much Electricity Did I Use?

Date	Days	kWh	Avg./Day	
Current month	Feb 2025	28	598	21.36
Same period last year	Feb 2024	29	549	18.93

How Much Water Did I Use?

Water (m3)

MR. & MRS. HYDRO
Account Number: 12345678-01
This statement was issued on: Mar 10, 2025
For the period of: Feb 01, 2025 - Mar 01, 2025
Service Address: 123 ANYWHERE ST
Account Type: RESIDENTIAL

Page 1 of 2
www.orangevillehydro.on.ca

Energizing Our Community's Future

Charges and Rates

Orangeville Hydro purchases electricity from the wholesale market administered by the Independent Electricity System Operator ("IESO") or Hydro One during load transfers; and pays transmission costs to Hydro One.

Distribution Rates – Service charges and Distribution volumetric charges - these are revenues kept by Orangeville Hydro to fund ongoing operating and capital expenditures and achieve a regulated rate of return.

Pass Through Charges – paid to the IESO and Hydro One

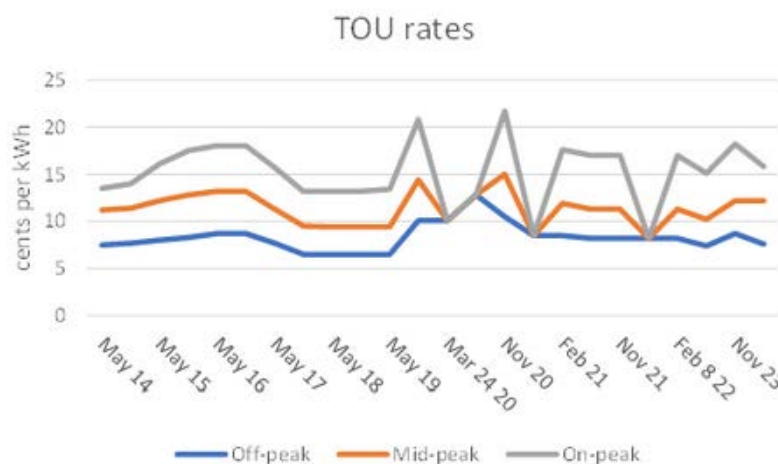
- Commodity Cost of Electricity – Time of Use ("TOU"), Tiered, Ultra-Low Overnight ("ULO"), Hourly Ontario Energy Price ("HOEP"), Global Adjustment ("GA")
- Retail Transmission Rates - Low Voltage, Network and Connection rates
- Wholesale Market Service Charge and Smart Meter Entity Charge

Deferral and Variance Account Disposition – The differences between the expenses paid to the IESO and Hydro One and the associated charges billed to customers, are recovered from customers or refunded to customers through future billing.

The Regulated Price Plan (“RPP”) prices for Time of Use (“TOU”), Tiered, and Ultra-Low Overnight (“ULO”) are updated once yearly on November 1st. Customers are able to compare the rate options using historical usage and choose their rate structure on the OHL website, using Customer Connect and the TOU Optionality Calculator. TOU is the default rate structure for RPP customers, but customers can opt into Tiered or ULO rates through Customer Connect. There has been significant variation in the rate pricing over the last 10 years, as shown in the graphs below.

Time of Use

Time of use rates vary depending on the time of day that the electricity is used. The rates are cheapest when demand is lowest: during the evenings, on weekends and on holidays. These time bands change at different times of the year, and on weekends and statutory holidays.



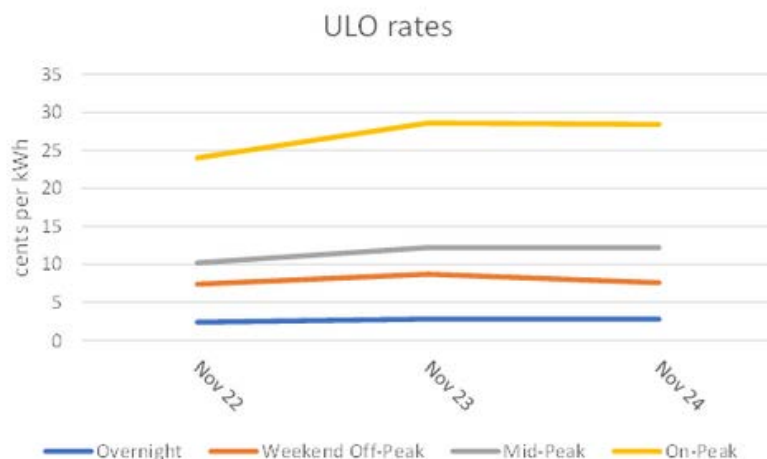
Tiered

Some Ontario electricity customers are billed using tiered rates. Under tiered rates, a customer can use a certain amount of electricity each month at a lower rate. Once that limit is exceeded, the rate increases to the Tier 2 rate.



Ultra-Low Overnight

ULO prices are the lowest throughout the night. There are three other increasing rates on this rate option; weekend off-peak, mid-peak and the highest being on-peak.

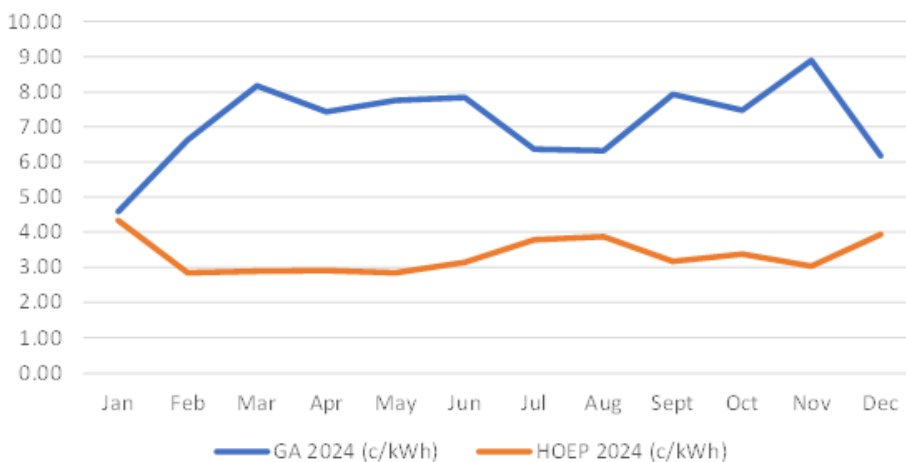


HOEP and Global Adjustment⁵³

The Hourly Ontario Energy Price ("HOEP") is charged to local distribution companies ("LDC"s) who recover it from the class of customers that pay the market price. Commercial customers that use more than 250,000 kWh a year pay the hourly price. The HOEP is also the basis for regulated rates charged to residential and small business customers. Due to the IESO market renewal program, HOEP will change to the Ontario Electricity Market Price ("OEMP") as of May 1, 2025.

Global Adjustment ("GA") is a charge on a customer's electricity bill that reflects the difference between the market price of electricity and the rates paid to regulated and contracted generators, and for demand management programs and conservation programs.

2024 HOEP vs GA

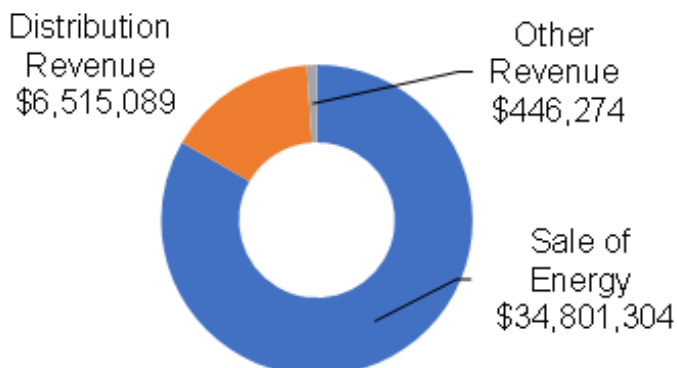


The GA charge fluctuates in relation to changes in the market price; when the market price for electricity is lower, the GA is higher to cover additional costs that were not already received through the market price, and accordingly, when the market price is higher, the GA is lower.

Financial Results

Total Comprehensive Income

Components of Total Revenue



Total comprehensive income for 2024 amounted to \$964,692 compared to \$1,012,026 in 2023. This amount was lower than last year, with the decrease attributed to higher operating expenses. Expenses were higher in 2024 mainly due to increased labour and conference costs, a one-time regulatory expense and higher bad debt.

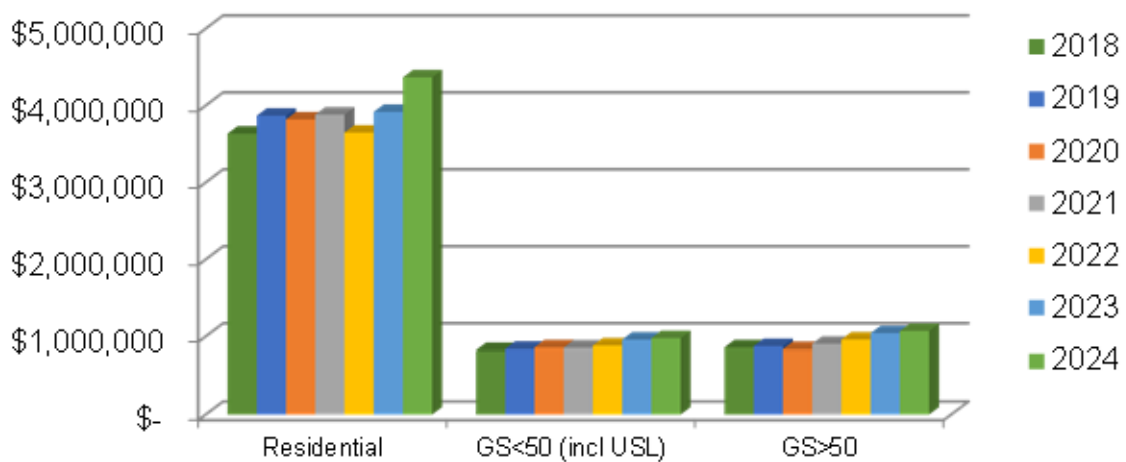
Distribution Revenue and Other Revenue

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Distribution revenue is the revenue received from customers to operate our business and represents the revenue requirement that is approved by the OEB during a cost of service rate application. In 2024, distribution revenue amounted to \$6,515,089, an increase from \$6,033,323 in 2023.

The revenue increase over the previous year was mainly due to an increase in approved fixed and variable rates.

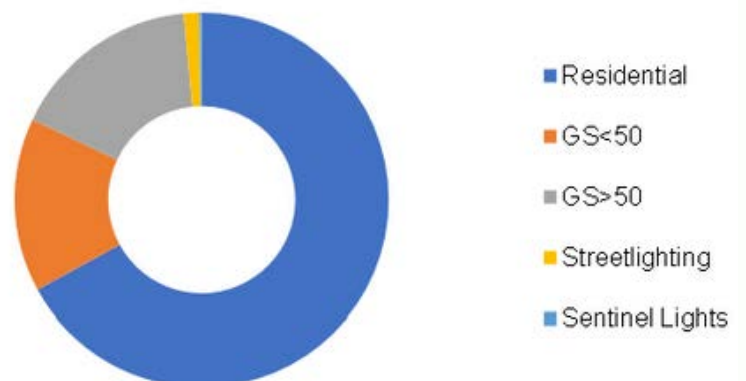
Distribution Revenue by Customer Class



This chart shows the breakdown of distribution revenue between the different customer classes, highlighting that 67% of distribution revenue is derived from residential customers, and 31% comes from General Service less than 50kW ("GS<50") and General Service greater than 50kW ("GS>50") customers.

Other revenue amounted to \$446,274 in 2024 compared to \$382,968 in 2023. 2024 other revenue was higher than the prior year due to higher late payment revenues and higher water and streetlight billing revenues.

% Breakdown of Distribution Revenue



Sale of energy for 2024 was \$34,801,304, which was higher than the 2023 sale of energy of \$32,072,635 due to an increase in Residential and Commercial electricity sales, as well as Wholesale Market Services, Network, Connection and Low Voltage revenues.

Total electricity sales include a pass-through of the cost of power that Orangeville Hydro pays the IESO for energy, wholesale market service charges and rural rate assistance as well as to Hydro One Networks for transmission network and connection charges, and low voltage charges. Sale of energy accounts for 83% of Total Revenues.

Operating Expenses

Operating expenses are the costs associated with the day-to-day operations, maintenance and administration ("OM&A") of the utility, comprising of labour, material, equipment, purchased services, as well as depreciation of capital assets. The total OM&A expenses amounted to \$4,255,590 in 2024, compared with \$3,961,088 in 2023. 2024 expenditures were 3% higher than the budgeted amount of \$4,129,821.

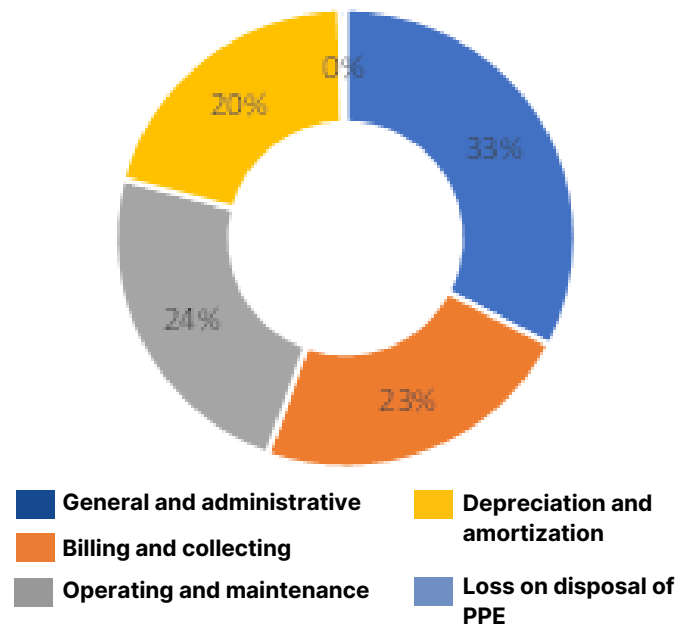
Expenses were higher in 2024 over 2023 due to increased internal labour cost increases, as well as higher conference and training costs. There was a one-time regulatory expense in 2024 which impacted operating expenses and bad debt was higher in 2024 than 2023.

Orangeville Hydro management and staff scrutinize operating costs and work diligently during the course of the year to keep costs at a stable level.

Depreciation of property, plant and equipment ("PP&E") increased to \$1,097,299 in 2024, up from \$1,029,373 in 2023.

In 2024, OM&A expenses per customer increased to \$324 per customer from \$303 in 2023.

Type of Expense as a % of Total Operating Expenses



Cost of Power Purchased

The total cost of power purchased in 2024 was \$33,221,181, a 10% increase from the 2023 cost of power purchased of \$30,272,632. This increase is mainly due to higher electricity rates paid to the IESO over the year as well as higher Wholesale Market Service, Network, Connection and Low Voltage costs charged by Hydro One.

Capital Expenditures

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In 2024, gross capital expenditures amounted to \$2,931,342, compared to \$2,516,930 in 2023. These expenditures were 11% lower than the budgeted capital expenditures of \$3,302,200. This increase over 2023 actuals was mainly due to the cost to replace the roof over the office section of the building, as well as voltage conversion capital work.

System Access projects represent customer driven requests for service upgrades, service connections and subdivisions.

System Renewal projects are designed to replace/refurbish assets to extend the original service life of the assets in order to improve the reliability of the system.

System Service consists of projects planned to ensure the distribution system continues to meet operational objectives, while addressing future needs.

General Plant consists of non-distribution assets. **Intangibles** include land rights and computer software.

Job Type	Cost	% of total
System Access	\$ 964,291	33%
System Renewal	\$ 445,639	15%
System Service	\$ 871,505	30%
General Plant	\$ 511,198	17%
Intangibles	\$ 138,709	5%
Total	\$ 2,931,342	100%

2024 Major Projects

Conversion of MS#2 South feeder

Maple/Madison

Conversion of MS#2 South feeder

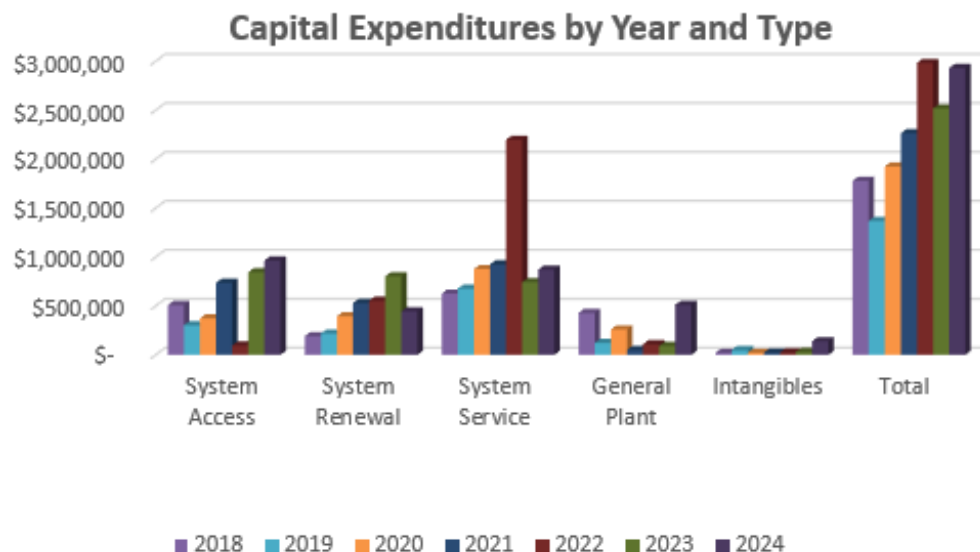
Edelwild/Rustic/Cedar/Lawrence

Feeder Tie – Armstrong St

Transformer corrosion refurbishment

Continuation of pole replacement program and replacement of failed transformers and meters

Connections of new homes in Orangeville and Grand Valley

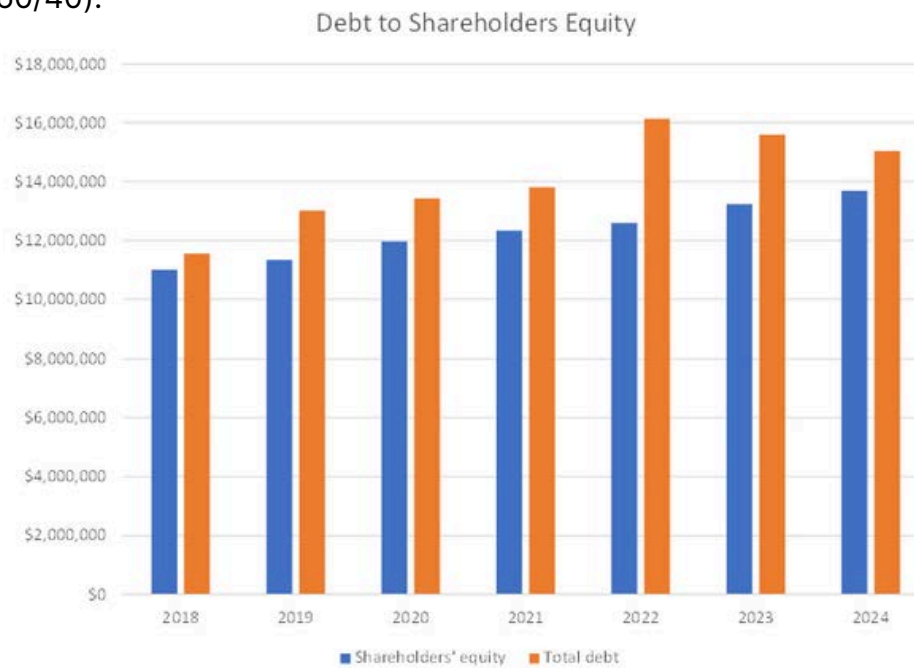


Debt and Shareholder's Equity

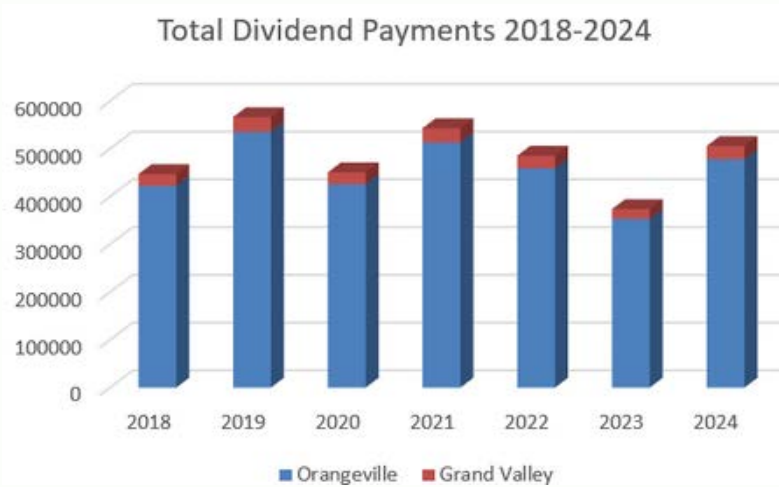
In 2024, total debt was at a favourable level of 52% compared to total shareholders' equity of 48%. Additional debt is generally taken to finance general operating requirements as well as capital expenditures, and to fund increasing regulatory variances.

The debt-to-equity ratio is a financial ratio indicating the relative proportion of shareholders' equity and debt used to finance a company's assets. The Ontario Energy Board ("OEB") uses a deemed capital structure of 60% debt, 40% equity for electricity distributors when establishing rates. This deemed capital mix is equal to a debt-to-equity ratio of 1.5 (60/40).

Orangeville Hydro continues to maintain a debt-to-equity structure that closely resembles the ratio expected by the OEB.



Dividends



Orangeville Hydro has paid the Town of Orangeville \$22,035,285 since incorporation in 2000 and the Town of Grand Valley \$561,793 since amalgamation in 2007.

Dividends were paid in 2024 in accordance with the Orangeville Hydro dividend policy, in the amount of \$506,016, which were over the budgeted dividends of \$402,781.

Financial Statistics

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	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
Sale of energy	\$30,406,079	\$31,873,671	\$32,072,635	\$34,801,304
Distribution revenue	\$5,796,532	\$5,588,004	\$6,033,323	\$6,515,089
OM&A expenses	\$3,386,801	\$3,690,996	\$3,961,088	\$4,255,590
Capital expenditures	\$2,265,235	\$2,983,010	\$2,516,930	\$2,931,342
Total comprehensive income	\$908,964	\$747,579	\$1,012,026	\$964,692
Shareholders' equity	\$12,331,444	\$12,593,359	\$13,231,593	\$13,690,269
Total debt	\$13,805,822	\$16,131,608	\$15,587,649	\$15,041,775
Capital assets (PP&E)	\$22,952,526	\$24,798,240	\$26,130,264	\$27,836,344
Annual Dividends to shareholders	\$543,259	\$485,664	\$373,792	\$506,016
Cumulative Dividends Paid	\$21,231,612	\$21,717,276	\$22,091,068	\$22,597,084
Number of customers	12,885	12,956	13,077	13,128
Number of employees (FTE)	20	21	20	20
	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
Return on Equity (Financials)	7.37%	5.94%	7.65%	7.05%
Return on Equity (Regulated)	9.46%	5.71%	8.25%	7.24%
Debt %	53%	56%	54%	52%
Equity %	47%	44%	46%	48%
Debt to Equity	1.12	1.28	1.18	1.10
Debt to Assets %	39%	46%	44%	40%
Debt to Capital Assets %	60%	65%	60%	54%
OM&A expenses/customer	\$263	\$285	\$303	\$324
Customers/employee	645	605	668	653

	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Sale of energy	\$30,048,911	\$28,491,290	\$29,164,689	\$33,148,280
Distribution revenue	\$5,219,614	\$5,444,878	\$5,674,628	\$5,664,418
OM&A expenses	\$3,328,900	\$3,229,776	\$3,492,710	\$3,285,656
Capital expenditures	\$2,551,610	\$1,778,360	\$1,368,228	\$1,924,938
Total comprehensive income	\$1,070,150	\$1,152,374	\$901,542	\$1,086,517
Shareholders' equity	\$10,289,603	\$10,994,885	\$11,329,992	\$11,965,738
Total debt	\$12,043,169	\$11,554,844	\$13,009,817	\$13,418,780
Capital assets (PP&E)	\$19,850,847	\$20,620,014	\$20,934,988	\$21,786,371
Annual Dividends to shareholders	\$646,294	\$447,092	\$566,435	\$450,771
Cumulative Dividends Paid	\$19,224,055	\$19,671,147	\$20,237,582	\$20,688,353
Number of customers	12,462	12,690	12,766	12,808
Number of employees (FTE)	15	19	20	20
	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Return on Equity (Financials)	10.40%	10.48%	7.96%	9.08%
Return on Equity (Regulated)	10.60%	11.92%	10.34%	11.83%
Debt %	54%	51%	53%	53%
Equity %	46%	49%	47%	47%
Debt to Equity	1.17	1.05	1.15	1.12
Debt to Assets %	37%	38%	41%	39%
Debt to Capital Assets %	61%	56%	62%	62%
OM&A expenses/customer	\$267	\$255	\$274	\$257
Customers/employee	831	684	646	642

Customer Service

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Orangeville Hydro now serves 13,128 valuable customers in the Town of Orangeville and Town of Grand Valley. Our amazing team adapts quickly to the regularly changing electricity sector and continues to serve our customers with knowledge, efficiency, and empathy.

Advanced Metering Infrastructure

Orangeville Hydro worked with the Town of Orangeville, Neptune Technologies, Diameter, NorthStar and EARTH to implement Advanced Metering Infrastructure (“AMI”) as part of the Town’s water meter replacement project. The new water meters are non-mechanical and are being read remotely, improving accuracy and helping to optimize their water usage. In the Fall of 2025, customers will be able to access an online portal to view real-time water usage data and receive customized alerts, which will help them to optimize their water usage and help them identify potential leaks.

Orangeville Hydro worked closely with EARTH Corporation to tailor a platform for the connection between Orangeville Hydro and Neptune. This platform is referred to as EOS and it gave Orangeville Hydro the ability to streamline and make necessary adjustments within the implementation process of meter changes. This helped in the smooth transition of mass meter changes on a town wide scale, with the project nearing completion.

After the new water meters are installed, Orangeville Hydro is able to utilize the Neptune 360 portal as a tool to allow OHL to reach out to customers on an individual basis who were reporting continuous water or high usage. This gives us the ability to help customers with water conservation and cost savings by addressing issues in a matter of days, as opposed to months later.

2024 Canada Post Strike

The strike began on November 15th, 2024, and was suspended on December 17th, 2024. During the postal strike, Orangeville Hydro saw an increase in customers signing up for e-billing as well as pre-authorized payments.

Ontario Electricity Support Program

The Ontario Electricity Support Program (“OESP”) provides ongoing assistance by lowering bills for lower income electricity consumers based on household income and household size. The OESP credits are applied directly to eligible customers’ bills. In 2024, \$260,993 was credited to eligible customers.

RPP Rates

RPP rates were reduced effective November 1st, 2024. The forecasted average supply cost for RPP consumers decreased by 11%, due to a lower-than-forecasted supply cost over the previous RPP period, and a decrease in Global Adjustment payments to nuclear and natural gas generators. The overall bill impact was offset by a decrease in the Ontario Electricity rebate for qualifying residential and small business customers.

TOU pricing November 1, 2024:

- On-Peak decreased 2.4c/kWh to 15.8 c/kWh.
- Mid-Peak remained the same at 12.2 c/kWh.
- Off-Peak decreased 1.1c/kWh to 7.6 c/kWh.

ULO pricing November 1, 2024:

- ULO On-Peak decreased 0.2 c/kWh to 28.4 c/kWh.
- ULO Mid-Peak remained the same at 12.2 c/kWh.
- ULO Weekend Off-Peak decreased 1.1 c/kWh to 7.6 c/kWh
- ULO Overnight remained the same at 2.8 c/kWh.

Tiered pricing November 1, 2024:

- Tier 1 decreased 1.0 c/kWh to 9.3 c/kWh.
- Tier 2 decreased 1.5 c/kWh to 11.0 c/kWh.

On November 1, 2024, the Ontario Rebate for Electricity ("OER") decreased by 6.2%, from 19.3% to 13.1%.

Low Income Energy Assistance Program

Customer Service staff continue to work with Dufferin County Community Services to assist Low-income energy customers ("LEAP").

Effective March 1st, 2024, the OEB made changes to the program to ensure that LEAP continues to provide an appropriate level of assistance to vulnerable consumers in a timely and effective manner.

These changes included:

- Income eligibility thresholds are in alignment with OESP income thresholds.
- Grant amounts increased to \$650 and \$780 (electric heating).

- Program funding - no eligible LEAP EFA applicant will be denied assistance due to lack of funding.
- Intake agencies have flexibility to accept documents in lieu of a lease or mortgage document (e.g., letter from MPP, attestation from a legal clinic or letter from a landlord).
- Distributors and required to regularly communicate with consumers about LEAP EFA.

In 2024, Orangeville Hydro provided a total of \$21,244 to the County of Dufferin. The program assisted 38 qualifying customers and on average the program allocated \$481.97 per customer.

Community Events

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Orangeville Hydro attended the Orangeville Farmer's Market on Saturday, May 4th providing bucket truck rides. The event was a huge success! Our Engineering Technician was able to check one off his 'bucket' list.

On Saturday, May 25th, Orangeville Hydro attended the Grand Valley Lions 27th Annual Duck Race.

On Saturday, July 20th, OHL attended KidsFest at the 15th Annual Rotary Ribfest, offering free bucket truck rides, swag, and colouring activities. As always proceeds from the Rotary Ribfest will be used for the new play area featured in the Rotary Park Conceptual plan, aiming to update the beloved park.

On Tuesday, September 10th, OHL hosted our annual Educate, Engage, Energize ("EEE") Event. This year we opted to host the event in our back parking lot to allow for more room to have our trucks and some transformers out for our customers to see. OHL hosted community partners such as the County of Dufferin, Town of Orangeville Water, Police Services, Grand Valley Fire, Dufferin County Emergency Preparedness, Hazard Hamlet and Save-On-Energy from the IESO. We provided lots of pizza, freezies, juice boxes and fruit snacks for our customers. The remaining pizza was donated to Choices Youth Shelter and Orangeville Food Bank. We had an amazing turnout with 57 kids and adults going up in the bucket truck.

On Saturday, November 16th we participated in the Orangeville Santa Claus parade, which was organized by the Orangeville BIA. The theme of this year's parade was Rocking around the Christmas Tree.



Grand Valley Duck Race



Orangeville Hydro EEE Event



Orangeville Santa Claus Parade

Staff Donations



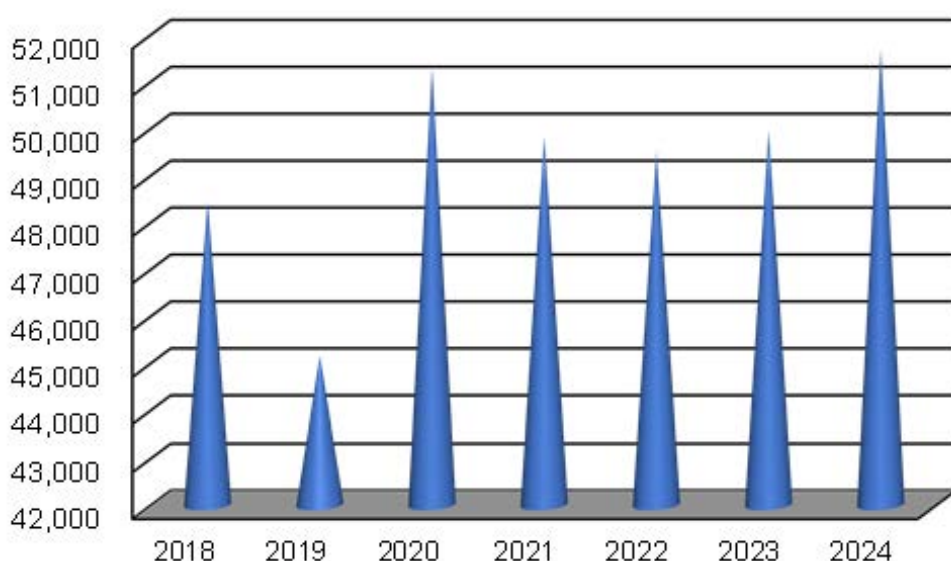
Annually, Orangeville Hydro staff holds its Christmas Cheer Week. With the generous contributions from our vendors for our Silent Auction, Orangeville Hydro was able to raise \$4,828 for the Orangeville Food Bank.

Operating Statistics

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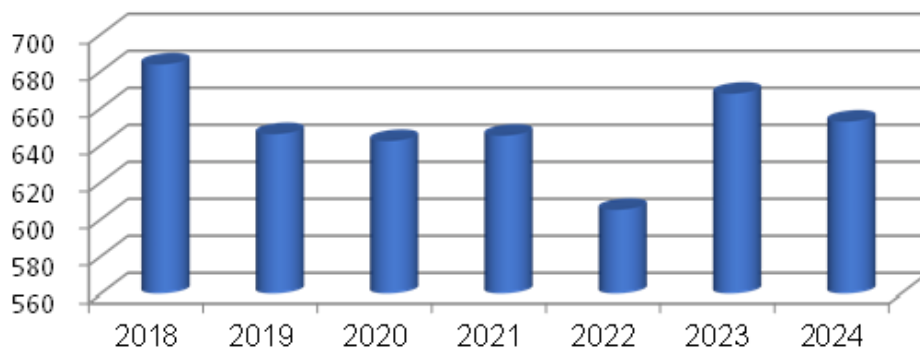
The system peak of 51,685 kilowatts occurred in June 2024. This is an increase from the 2023 system peak of 49,960 kilowatts which occurred in September, and has become the new system peak, higher than our last overall system peak of 51,287 kilowatts in July 2020. Factors that have an effect on the system peak include our voltage conversion projects, hotter summers, as well as the industrial and commercial economy within our service area.

Peak Demand



The number of customers served per employee has decreased to 653 in 2024. Our number of customers increased over 2023, and the number of full-time equivalent staff ("FTE"), which includes part-time staff, also increased from 19.58 in 2023 to 20.11 in 2024. Orangeville Hydro continues to train staff for progression and succession planning in order to plan for future retirements.

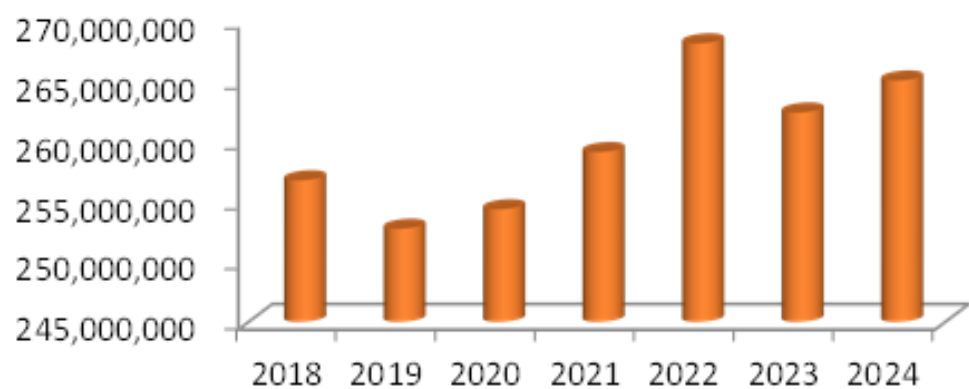
Number of Customers Served by Employee



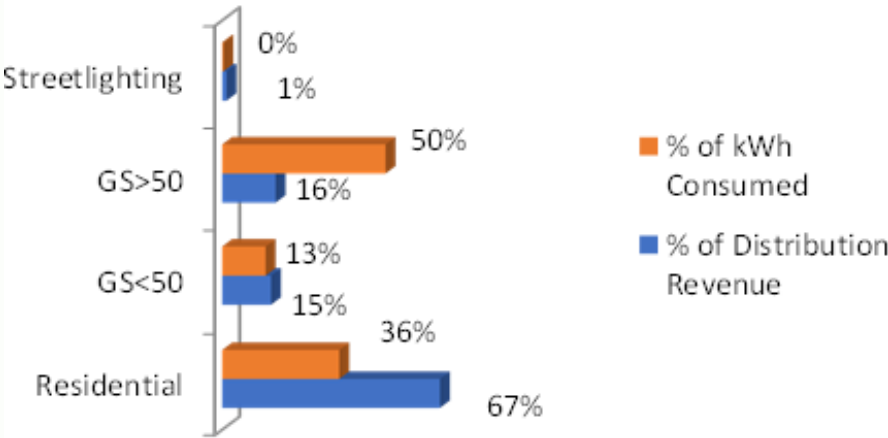
Customer Profile and Electricity Consumption

At the end of 2024, Orangeville Hydro had 13,128 customers. Orangeville Hydro’s customer base has increased by an additional 51 customers from 2023. OHL’s customers consumed a total of 265,035,130 kilowatt hours in 2024, an increase from 2023 due to higher consumption in most customer classes.

Annual kWh Consumption



kWh Consumed Compared to Revenue



As illustrated in the chart below, the residential customer class consumes a smaller percentage of the overall consumption as compared to the industrial class even though they represent 89% of our number of customers. Residential customers also account for 67% of our Distribution Revenue.

System Reliability

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Orangeville Hydro's mission is to provide safe and reliable electricity to our customers. Each year Orangeville Hydro analyzes the overall system reliability performance as well as the root cause of every outage. In 2024, Orangeville Hydro's system had another strong year for reliability performance excluding loss of supply and major event days.

In 2024, there were three significant outage events that caused 89% of customer interruptions. These events were:

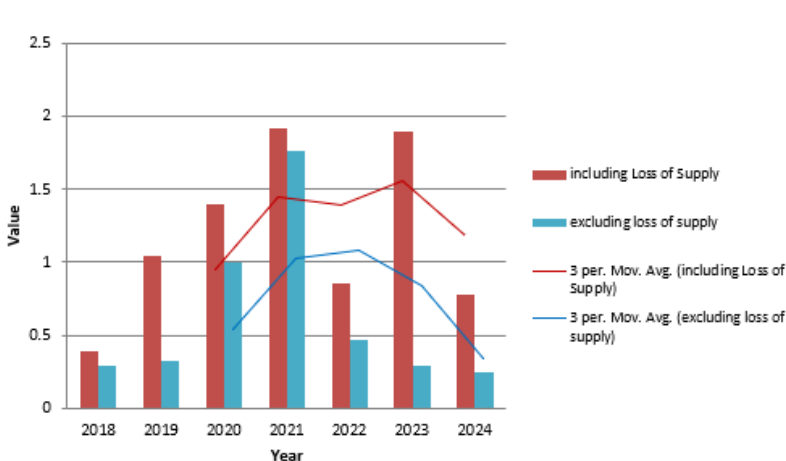
- February 28th, 2024: a large tree branch fell on powerlines during windy conditions impacting 3,140 customers
- July 30th, 2024: a loss of supply from Hydro One impacted 3,140 customers
- December 10th, 2024: a loss of supply from Hydro One impacted 2,898 customers

System Average Interruption Duration Index ("SAIDI")

SAIDI is the average outage duration for each customer served. The average outage duration a customer experienced in 2024 including a loss of supply from Hydro One was 0.78 hours and 0.25 hours excluding outages caused by loss of supply. Both values exclude the Major Event Day outage statistics.

Orangeville Hydro SAIDI

System Average Interruption Duration Index
(excluding Major Event Days)

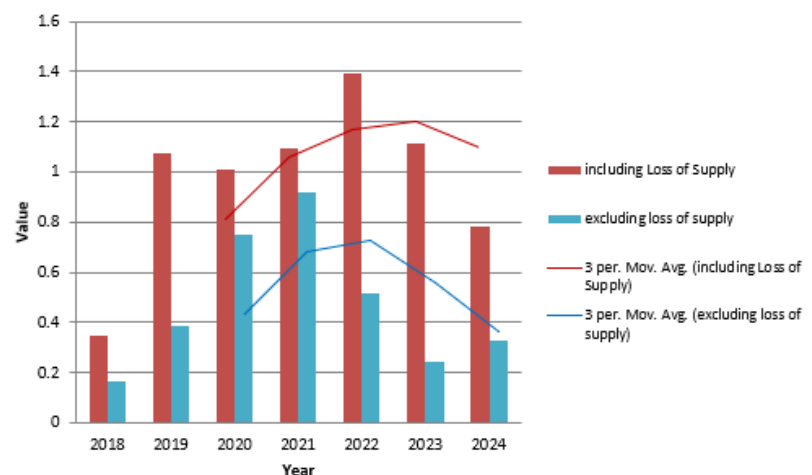


System Average Interruption Frequency Index ("SAIFI")

SAIFI is the average number of interruptions that a customer experiences. The average number of interruptions that an Orangeville Hydro customer experienced in 2024 including a loss of supply from Hydro One was 0.79 and 0.33 excluding outages caused by loss of supply. Both values exclude the Major Event Day outage statistics.

Orangeville Hydro SAIFI

System Average Interruption Frequency Index
(excluding Major Event Days)



OHL Scorecard

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Utilizing the scorecard approach designed by the Ontario Energy Board, Orangeville Hydro monitors its performance in key areas as compared to other utilities.

The standardized scorecard encourages electricity distributors to operate effectively, continually improve productivity, and focus on improvements that customers value by evaluating utilities based on a series of standard metrics. The summary below demonstrates Orangeville Hydro's commitment to exceptional customer service, strong reliability and financial stability in 2024.

Performance Outcomes	Performance Categories	Measures	2019	2020	2021	2022	2023	2024	Target	
									Industry	Distributor
Customer Focus Services are provided in a manner that responds to identified customer preferences.	Service Quality	New Residential/Small Business Services Connected on Time	100.00%	100.00%	99.24%	100.00%	99.24%	99.48%	90.00%	
		Scheduled Appointments Met On Time	100.00%	100.00%	99.25%	100.00%	99.24%	99.49%	90.00%	
		Telephone Calls Answered On Time	99.90%	99.11%	99.21%	99.26%	99.43%	99.08%	65.00%	
	Customer Satisfaction	First Contact Resolution	99.90%	99.90%	99.83%	99.62%	99.67%	99.76%		
		Billing Accuracy	100.00%	99.84%	99.82%	99.73%	99.79%	99.89%	98.00%	
		Customer Satisfaction Survey Results	78.2	76	76	76	76	76		
Operational Effectiveness Continuous improvement in productivity and cost performance is achieved; and distributors deliver on system reliability and quality objectives.	Safety	Level of Public Awareness	85.50%	85.50%	84.50%	84.50%	83.70%	83.70%		
		Level of Compliance with Ontario Regulation 22/04	C	C	C	C	C	C		C
		Serious Electrical Incident Index	0	0	1	0	0	0		0
		Rate per 10, 100, 1000 km of line	0.000	0.000	0.450	0.000	0.000	0.000		0.063
	System Reliability	Average Number of Hours that Power to a Customer is Interrupted	0.33	1.01	1.75	0.47	0.29	0.25		0.55
		Average Number of Times that Power to a Customer is Interrupted	0.39	0.75	0.91	0.52	0.24	0.33		0.65
	Asset Management	Distribution System Plan Implementation Progress	96%	102%	87%	156%	110%	93%		
	Cost Control	Efficiency Assessment	2	2	1	1	1	n/a		
		Total Cost per Customer	\$568	\$535	\$550	\$605	\$661	n/a		
		Total Cost per Km of Line	\$32,501	\$30,612	\$31,921	\$35,340	\$38,970	n/a		
Public Policy Responsiveness Distributors deliver on obligations mandated by government (e.g., in legislation and in regulatory requirements imposed further to Ministerial directives to the Board).	Connection of Renewable Generation	New Micro-embedded Generation Facilities Connected On Time							90.00%	
Financial Performance Financial viability is maintained; and savings from operational effectiveness are sustainable.	Financial Ratios	Liquidity: Current Ratio (Current Assets/Current Liabilities)	1.74	1.41	0.78	1.39	1.03	1.53		
		Leverage: Total Debt (includes short-term and long-term debt) to Equity Ratio	1.15	1.12	1.12	1.28	1.18	1.10		
		Profitability: Regulatory Return on Equity	9.36%	9.36%	9.36%	9.36%	9.36%	9.21%		
		Achieved	10.36%	11.83%	9.46%	5.71%	8.25%	7.24%		

Health and Safety

Orangeville Hydro is committed to the health and safety of its employees, customers, contractors, and the public. The health and well-being of every employee is of primary importance and our ultimate objective is to eliminate injuries and losses at work and at home.

In 2024 there were zero loss time incidents. We strive to maintain a healthy and safe work environment by providing suitable training, attending safety meetings, and following directions from our Joint Health and Safety Committee (“JHSC”). We also recognize the importance of the involvement and commitment of the Board of Directors and Management to achieve success. Management and staff have increased safety-related training and awareness for all employees.

All employees of Orangeville Hydro strive to adhere to the safe work practices of the Infrastructure Health and Safety Association (“IHSA”), all applicable health and safety legislation and our own specific health and safety guidelines, policies, and procedures.

Training that took place in 2024:

- CPR/First Aid/AED
- Fall Protection
- Pole Top/Bucket Rescue
- May Day Procedure
- Violence and Harassment
- Construction Verification Program
- Chainsaw Safety
- WHMIS
- Forklift Certification
- Propane Safety
- Basics of Supervision
- Online Supervisor Health and Safety Awareness
- Joint Health & Safety Committee Training

In accordance with the Occupational Health and Safety Act (“OHSA”), organizations with 20 employees are required to have two certified Joint Health & Safety Committee members, however, to create a safe and healthy work environment Orangeville Hydro has provided training to all our employees. The JHSC at Orangeville Hydro ensured that in 2024 all new staff members received Joint Health & Safety Committee training as well as a refresher course for all existing employees. It is notable that all employees will continue to receive the training to keep their membership status and all future employees will receive the same training.

2024 GOALS

1	Discuss and recommend effective actions to prevent workplace incidents.	On-going
2	Promote awareness of health and safety issues	On-going
	✓ Improve Near Miss Reporting	On-going
	✓ Quarterly Newsletter to all Staff	Goal Not Met
	✓ Front office staff site visit	Achieved Goal
	✓ Encourage Staff to participate in Safety Culture at OHL	On-going
3	Promote an atmosphere of cooperation between all employees.	On-going
	✓ Safety Appreciation lunch for Staff	Achieved Goal
	✓ Continue JH&S certification for all new staff.	Achieved Goal
4	Help identify issues.	On-going
	✓ Have staff involved in monthly workplace inspections.	Goal Not Met
	✓ Safety Meetings for Inside Staff twice per year: Spring & Fall	Achieved Goal
	✓ Ensure completion of workplace inspections monthly	Achieved Goal
5	Formulate policy and procedures.	On-going
6	Monitor and improve workplace health and safety.	On-going

Orangeville
Hydro Limited

Annual Report

2024

Orangeville
Hydro



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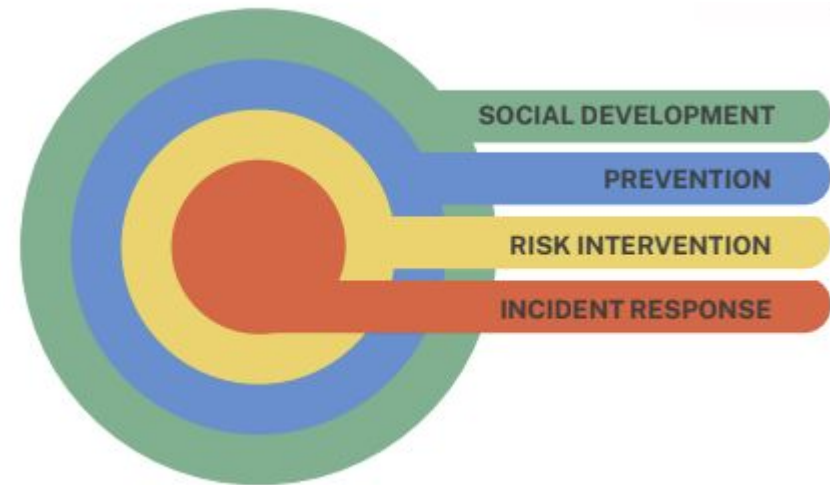
Dufferin County Community Safety and Well-Being Plan



Presentation to:
Town of Orangeville
Page 115 of 344

Dufferin CSWB Plan

- Province mandated CSWB Plans in 2021 and review in 2025
- Community reports have been done since 2012
- Four-year plan (2025 – 2028)
- Shared plan for all of Dufferin County
- Strengths-based
- Focus on risk and protective factors
- Leverage community resources
- Approved by County Council May 2025



Dufferin CSWB Integration Table

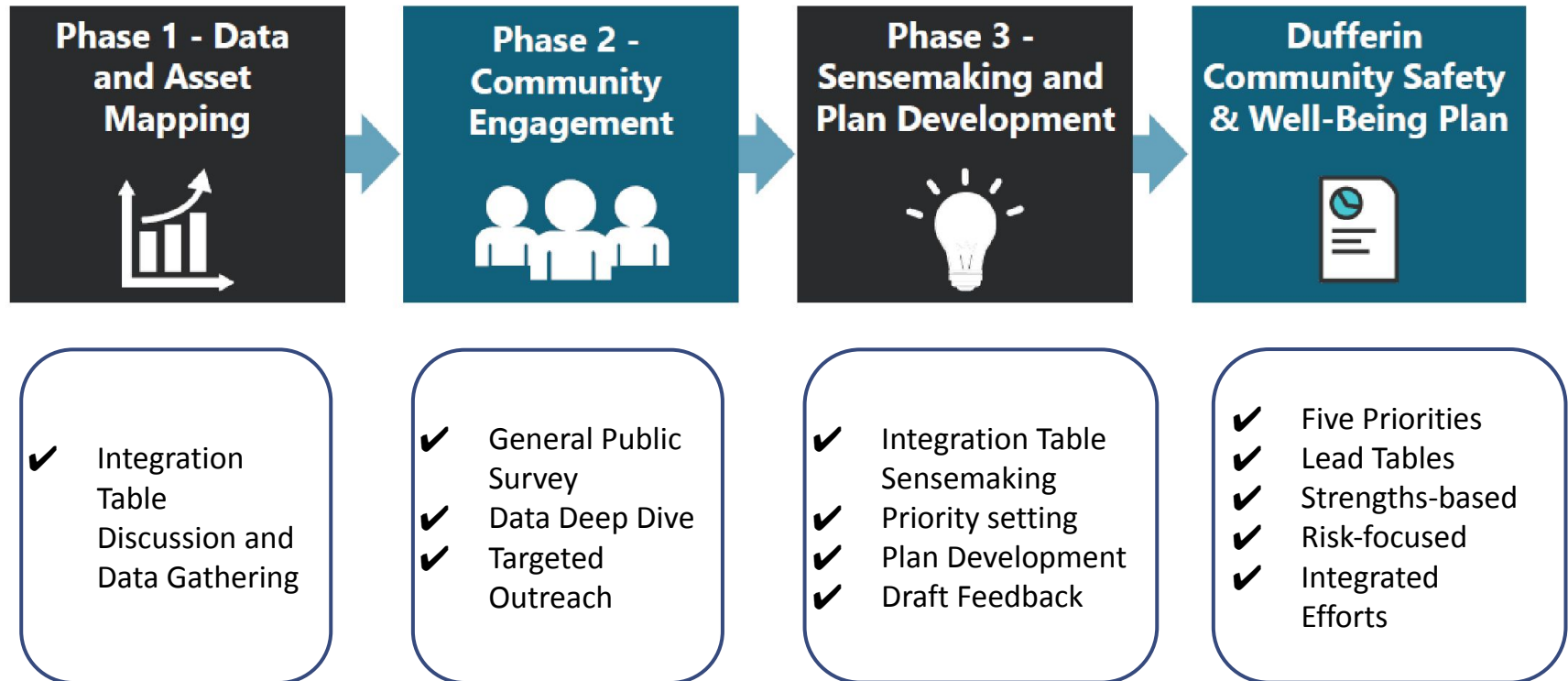
Alzheimer's Society - Dufferin County
Caledon\Dufferin Victim Services
Canadian Mental Health Association
Peel Dufferin
Community Living Dufferin
County of Dufferin
Domestic Assault Review Team
Dufferin Area Family Health Team
Dufferin Child and Family Services
Dufferin Community Foundation
DC MOVES
Dufferin Paramedic Services
Family Transition Place

Hills of Headwaters Ontario Health Team
Headwaters Communities in Action
Dufferin Ontario Provincial Police
Dufferin OPP Detachment Boards:




- Mono/Mulmur/Melancthon
- Orangeville
- Shelburne
- Southwest (East Garafraxa, Amaranth, Grand Valley)

Polycultural Immigrant & Community Services
Services and Housing In the Province
Wellington-Dufferin-Guelph Public Health

Development of the Plan



General Public Survey

- Conducted between December 2023 and February 2024
- 607 responses  Confidence Interval (CI): 3.96% 
- Demographic mix of respondents aligned with Census for Dufferin 
- Questions included self-reporting on QOL / SDH factors and perception / community priority questions.

Respondents from municipality	2023/2024 Survey	2020 Survey	Population % of Dufferin
Amaranth	7.7	3.6	6.5
East Garafraxa	6.8	3.0	4.2
Grand Valley	9.6	17.4	5.8
Melancthon	5.9	3.0	4.7
Mono	11.2	13.2	14.2
Mulmur	5.4	7.4	5.4
Orangeville	34.6%	36.3%	45.5%
Shelburne	11.5	5.7	13.6

Priority Areas for the CSWB Plan

COMMUNITY SAFETY



HOUSING & HOMELESSNESS



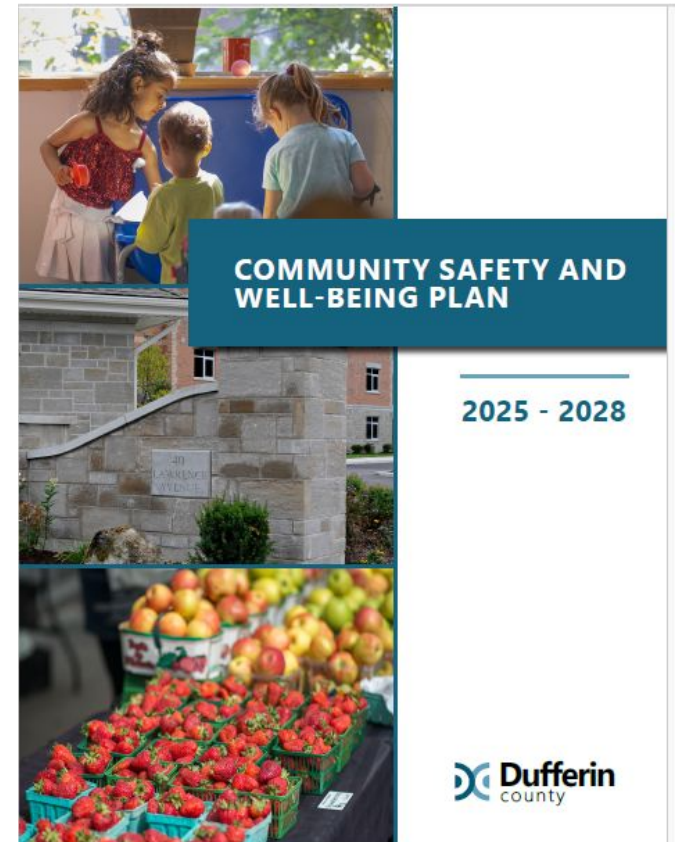
MENTAL HEALTH & WELL-BEING



FAMILY SUPPORT



FOOD INSECURITY



Priority Area Profiles

Situation	<i>What we heard and what we know</i>
Strengths	<i>What is working well</i>
Risks	<i>What we heard</i>
Plan	<i>What we'll do and what we aim to see</i>
Lead	<i>Who holds knowledge in this area</i>
Outcomes	<i>What does success look like</i>
Measures	<i>How will we know we are successful</i>
Actions	<i>What will we do to ensure success</i>
Statement of Change	

CSWB Lead Tables

Priority Area	Lead Table
Community Safety	Dufferin OPP, on behalf of Detachment Boards*
Housing and Homelessness	Dufferin County Equity Collaborative – Housing & Homelessness Work Group
Mental Health & Well-Being	Hills of Headwaters Ontario Health Team Mental Health and Addictions Community Working Group
Family Support	Dufferin Child and Family Services
Food Insecurity	Dufferin County Equity Collaborative – Dufferin Food Access Subcommittee

CSWB Integrated Efforts

PRIORITY AREA	FOCUS
Integrated Efforts	<p>Build understanding and connection within the CSWB Integration Table</p> <ul style="list-style-type: none">• Provide a place for connection, sharing information, breaking silos, promoting programs and updating data.• Identify points of alignment among priority areas and action plans. <p>Support information sharing between CSWB Integration Table partner organizations.</p> <p>Engage all CSWB Integration Table members in sharing stories highlighting their ongoing work and potential areas of alignment and intersection across the CSWB framework.</p> <ul style="list-style-type: none">• Support data sharing and evidence-informed decision making.• Build relationships and advocate for community-wide action.• Socialize the plan to municipalities, police detachment boards, community groups and individuals.

Intersecting Priority Areas

“

Living with food insecurity affects my health in so many ways. I constantly feel tired and weak because I'm not getting the nutrients I need. It also takes a toll on my mental health. The stress of not knowing if I will have enough to eat is overwhelming. I developed anxiety and depression, which makes it even harder to take care of myself and my family. It feels like a never-ending cycle of struggle and despair.

”

– VOICES Member

COMMUNITY SAFETY



HOUSING & HOMELESSNESS



MENTAL HEALTH & WELL-BEING



FAMILY SUPPORT



FOOD INSECURITY



COMMUNITY SAFETY



HOUSING & HOMELESSNESS



MENTAL HEALTH & WELL-BEING



FAMILY SUPPORT

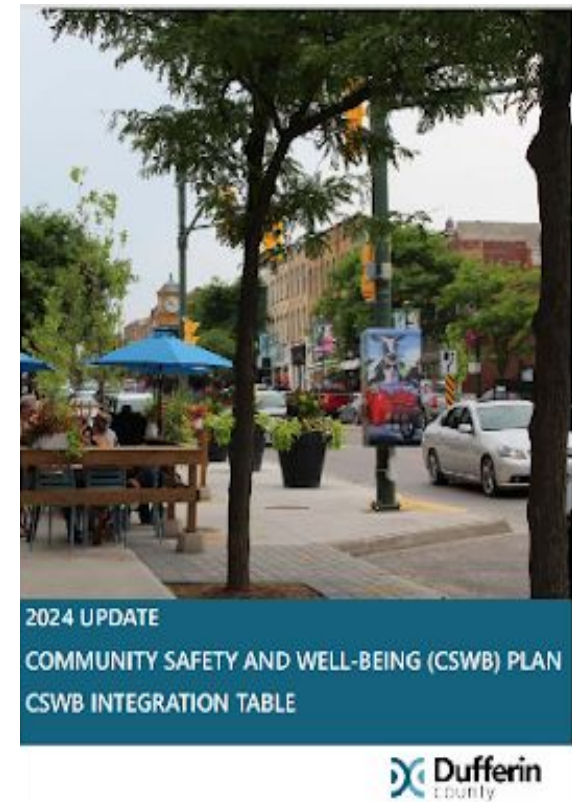


FOOD INSECURITY



Performance Measurement Framework

1. Outcomes and performance measures for each of the priority areas
2. Performance measurement dashboard
3. Annual report
 - June of each year
 - Priority area updates
 - 2024 Update Report focused on updates from the Lead Tables and wrap up of the 2021-24 CSWB Plan



Role for Local Municipalities

Working with CAOs to identify the actions being taken/that your municipality can take to assist with moving the CSWB Plan forward

- Make link to CSWB Plan on Council reports and in strategic plans
- Maintain staff mental health and well-being programs
- Provide workplace training related to the priority areas
- Work on the Official Plan
- Consider including in policies, and by-laws
- Support CSWB communications and spread the word

- Invest in municipal infrastructure that is ready for growth and improves mobility safety
- Work on trails, sidewalks, roads, lighting
- Speed reduction/enforcement initiatives
- Housing initiatives
- Seek out opportunities to integrate efforts and collaborate

Next Steps

- Quarterly meeting of the CSWB Integration Table
- Implementation and Communication Strategies and Annual Action Plans
- Develop Relationships
- CSWB Plan 2026 Update Report (June)
- Conduct the 2027 community survey
- Develop the next four-year CSWB Plan (Q1 and Q2 2028)

thank you!

Keep in touch: cswb@dufferincounty.ca



COMMUNITY SAFETY
AND WELL-BEING



COMMUNITY SAFETY AND WELL-BEING PLAN

2025 - 2028



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MESSAGE FROM THE WARDEN

On behalf of the County of Dufferin, I am pleased to present Dufferin County's Community Safety and Well-Being (CSWB) Plan for 2025-2028. This is a revision to Dufferin's 2021-2024 CSWB Plan.

Safety and well-being are meaningful to all those in our community. This Plan represents that understanding. The CSWB Plan is a great opportunity to highlight the collaboration and integration of services in Dufferin. Many in our community are engaged in this meaningful work.

This work continues to improve the quality of life for Dufferin residents. The CSWB Plan incorporates lessons learned in the last four years and I am pleased to see the CSWB Integration Table striving to achieve new and exciting goals.

Many community partners across Dufferin County came together to develop this Plan. I would like to thank all partners for their efforts. The County of Dufferin is a vibrant community, and this work supports it.



JANET HORNER
Warden, County of Dufferin

MESSAGE FROM THE CHAIRS

Dufferin County is a connected community. For many years, service providers, agencies, governments, businesses, community groups and individual residents have recognized the importance of working together to improve the overall quality of life for the people who call this county, its towns and townships home.

There are many aspects that go into making, and keeping, a community safe and thriving, and many things to consider when deciding what to focus on in this moment and for the next few years. What matters most to people right now? What are our strengths locally? Where do we see risks? What can we do? What does success look like?

In a complex ecosystem such as a community, with many layers and many moving parts, we must consider the interconnections and potential impacts of our actions. We must plan at multiple levels, integrate our efforts and invite everyone to see a role for themselves in taking action, so that while we attend to our most urgent needs, we also take steps to prevent them in the future.

The Community Safety and Well-being (CSWB) Plan is a vital framework for ensuring that residents of Dufferin County are safe, healthy, connected, and have access to essential services. We are pleased to present the 2025-2028 Plan, which builds upon the 2021-2024 Plan and outlines the Integration Table's approach for the next four years.

This Plan would not have been possible without the dedication and collaboration of many partners and community members. Throughout 2024, community partners and residents contributed valuable insights through a county-wide survey.

On November 25, 2024, during the Integration Table's Data Deep Dive, we analyzed the survey results alongside key data from trusted sources. Experts from Dufferin O.P.P., Wellington-Dufferin-Guelph Public Health, and County of Dufferin Community Services presented on emerging themes and community trends. Attendees examined data, validated survey findings, and provided critical perspectives to shape the Plan.

After extensive planning sessions and collaboration, we are proud to introduce this revised Plan, ready for implementation in 2025. On behalf of the Integration Table, we extend our sincere thanks to the individuals and partners who contributed to its development. We look forward to working together as we transition from planning to action in 2025.



JENNIFER PAYNE
CSWB Co-Chair,
Headwaters Communities In
Action



ANNA VANDERLAAN
CSWB Co-Chair,
Wellington-Dufferin-Guelph
Public Health

COMMUNITY SAFETY AND WELL-BEING IN ONTARIO: An Overview

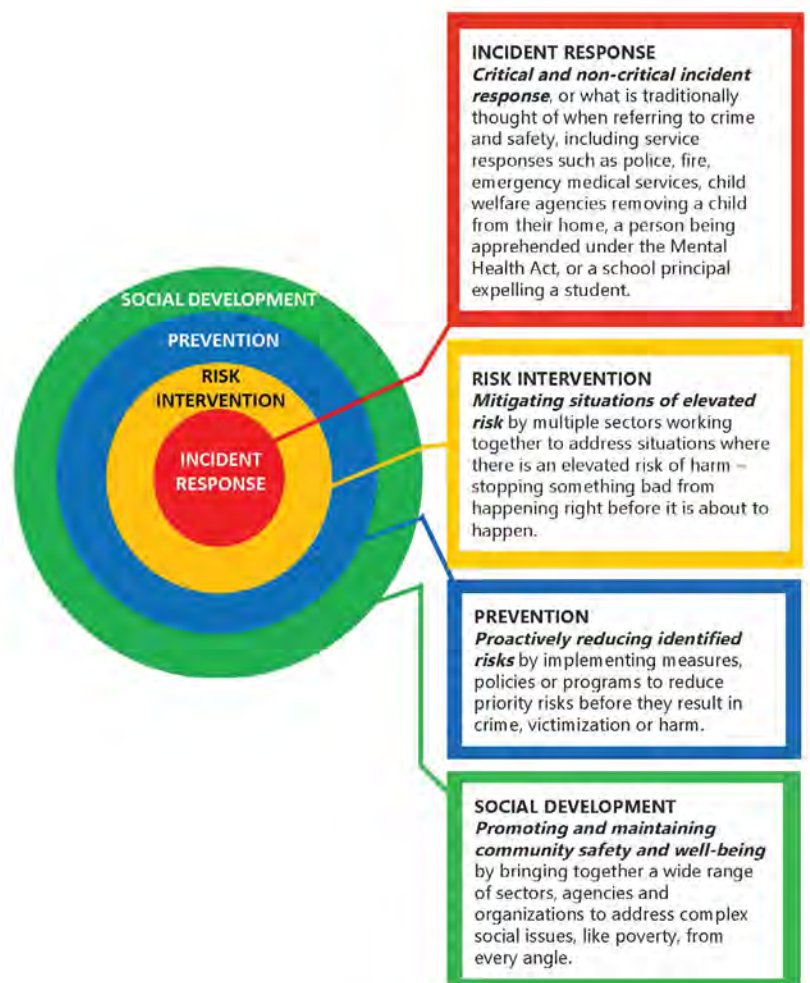
Community Safety and Well-being Plans are mandated by the province of Ontario. Section 248 of the [Community Safety and Policing Act, 2024](#) (formerly the Police Services Act), compels municipalities to “...prepare and, by resolution, adopt a community safety and well-being plan.”

Although updated, this legislation speaks to similar requirements that led to the development of Dufferin’s 2021-2024 CSWB Plan. In the new Act, a review of the Plan is required before July 1, 2025. The County of Dufferin has not only completed a review but has chosen to revise the Plan. The revised Plan now speaks to the next four years (2025-2028).

CSWB Planning Framework

The province provides guidance on CSWB planning. Guidance can be found here: [Section 2 - The Community Safety and Well-being Planning Framework | Community safety and well-being planning framework: Booklet 3 - A shared commitment in Ontario | ontario.ca](#). The province continues to guide municipalities to develop their plans around the four areas of Social Development, Prevention, Risk Intervention, and Incident Response.

The Framework specifically mentions that efforts should be focused on Social Development, Prevention, and Risk Intervention. In other words, the Plan is to concentrate on upstream planning.



THE DUFFERIN CONTEXT



Total Population:

2016 → 61,735
2021 → 66,257

>7.3% increase



Population Across Urban Centres:

2016 → 65%
2021 → 64.6%

- Grand Valley
- Shelburne
- Orangeville



Median Household Income:

2016 → \$89,600
2021 → \$108,000

Population Who Travel Outside of Municipality to Work:



2016 → 73%
2021 → 69.3%

Located in Central Ontario, Dufferin County offers an exceptional quality of life, combining picturesque landscapes with a welcoming community.



*Data source - Census 2016, 2021.

Visible Minority:

2016 → 8%
2021 → 15.8%

Median Age in Dufferin:

2016 → 41 years
2021 → 40.4 years

Children 5 & Under Who Live in Low-Income Households:



2016 → 11%
2021 → 7%



Average Cost of Dwelling:

2016 → \$496,451
2021 → \$877,000



BRIEF SUMMARY OF THE JOURNEY: METHODOLOGY

Community Engagement Survey Findings

In December 2023, the Dufferin County Community Safety and Well-Being Integration Table launched a comprehensive Community Safety and Well-being (CSWB) Survey aimed at gathering insights to improve quality of life in the community.

The information gathered through this survey played a crucial role in Community Safety and Well-being. This was a rare opportunity to go beyond census division stats and get very local data and perspectives that can be used by anyone to find local solutions.

Ten CSWB elements were covered in the Survey: Health, Standard of Living, Housing, Activities, Learning and Education, Sense of Belonging, Community Safety, Democratic Engagement, Accessibility of Programs, Services, and Supports, and the Environment. Members of the Integration Table and its partners distributed the CSWB Survey and facilitated a response across all the communities of Dufferin. The data was analyzed and distributed to the Integration Table for input. The Integration Table noted the respondent profile in this survey was more diverse than the previous survey. They would like to seek additional engagement of specific demographic groups next survey

Five emerging themes were identified in the CSWB Survey. The following were analyzed as the top priorities (Order from 1-5):

1. **Criminal Activity**
2. **Housing and Homelessness**
3. **Mental Health and Well-being**
4. **Family Support**
5. **Food Insecurity**

These emerging themes were examined further at the CSWB Data Deep Dive.

Data Deep Dive

For the first time, the Integration Table held a Data Deep Dive on November 25, 2024. The event was attended by Integration Table members, as well as partner organizations. Jennifer Payne, the Co-Chair of CSWB, gave opening remarks to kick things off.

The event explored the results of the community survey and added relevant data from key sources. County of Dufferin CSWB Consultant, County of Dufferin Community Services, Dufferin O.P.P., and WDG Public Health, presented on a variety of emerging themes and community contexts.

In Conversation Circles, attendees examined trends and interpreted, validated, and challenged survey results to establish new insights. This was led by individuals across the Integration Table and concluded with the entire group participating in sense-making discussions. This experience was valuable in creating our next plan and marks a key moment of collaboration.

Perceptions - Sensemaking

The Integration Table shifted to monthly meetings to end 2024 and begin 2025. Meetings were set to prioritize the establishment of the 2025-2028 CSWB Plan. Two sense-making meetings were held to discuss the Data Deep Dive. These sessions helped transition our focus from sense-making to prioritizing and planning.



2025-2028 PLAN STRUCTURE

From 2021-2024, five priorities were actioned in the CSWB Plan. Mental Health and Well-being, Housing and Homelessness, Substance Use and Addiction, Discrimination Marginalization and Racism, and Community Safety and Violence Prevention. Established community working groups led each of these priorities as Lead Tables.

The Integration Table included members from these Lead Tables as well as other community partners with various roles. Within the Integration Table, a Chair Table assisted with facilitating Integration Table actions, scheduling, progress reporting, and navigating challenges. The Integration Table, Chair Table, and Lead Tables came together regularly to implement the CSWB Plan.

New Structure

For 2025-2028, The CSWB Integration Table moved forward with a similar structure of Lead Tables, Integration Table, and Chair table. Through sense-making exercises and planning sessions, further collaboration and integration, and performance measures, were identified as areas of focus for the Integration Table. Members sought ways to integrate further than the 2021-2024 CSWB Plan. In 2025-2028, the CSWB Plan will include outcomes and performance measures for the Integration Table, as well as Lead Tables. This new component of the Plan will encourage further integration across the priority areas and provide a goal-oriented approach for all the members of the Integration Table.

The current structure of the Integration Table utilizes existing community working groups. These working groups represent each of the current priority areas. Each table has its own Co-Chairs. Priority areas in the Plan are subject to change, and the Terms of Reference will be updated to reflect this. The Lead Table duties include:

- Providing data and updates as needed to the Integration Table.
- Bringing information from the Integration Table back to their Lead Tables.
- Representing the identified priority area for the Integration Table.
- Responding to communications from the Integration Table.
- Reviewing reports.
- Notifying the Integration Table of changes to the Lead Table (Chair change etc.).
- Sharing funding opportunities.

Priority Areas

The Integration Table elected to move ahead with five priorities that were congruent with data gathering and sense-making findings.



FIVE PRIORITY AREAS

The five priority areas for the 2025-2028 Community Safety and Well-being Plan are:

COMMUNITY SAFETY



HOUSING & HOMELESSNESS



MENTAL HEALTH & WELL-BEING



FAMILY SUPPORT



FOOD INSECURITY



Following these, a new Integrated Efforts section highlights ways that the Integration Table itself can best support the priority areas, as well as Intersecting Priority Areas showing some of the ways that the priority areas impact each other.

COMMUNITY SAFETY



SITUATION	<i>What we heard, and what we know</i>
STRENGTHS <i>What is working well?</i>	<p>Groups such as (not complete list): Domestic Assault Review Team (DART), Drug Strategy, Police Detachment Boards, Anti-human Trafficking Community of Practice and Mobile Crisis Response Teams.</p> <p>OPP programs such as: CamSafe, Project Lifesaver, Community Watch, Safe Guard, Dufferin Detachment's Community Response Unit (CRU) presentations.</p> <p>Community programs such as: The Arson Prevention Program for Children (TAPP-C), Youth Anti-Trafficking.</p> <p>Availability of crime statistics:</p> <ul style="list-style-type: none"> Actual criminal activity appears lower than public perception, and overall crime rates in Dufferin County are much lower than provincial or national rates. The Crime Severity Index is a measure of police-reported crime that considers both the volume and severity of crimes, assigning weights based on the seriousness of offenses. The Crime Severity Index in 2023 was 36.56 in Dufferin County, 60.88 in Ontario, and 80.45 in Canada. Crime rates and severity are down in nearly all categories in Dufferin, over the past 3 years.
RISKS <i>What we heard.</i>	<p>Media coverage and communication about policy and legislation affect public perception.</p> <p>Social determinants of health (like food insecurity) correlate with certain types of crime.</p> <p>Perception that crime is up in general; stigma of "criminal activity."</p> <p>Concerns from the survey included opioids (mainly fentanyl), auto thefts, concerns from marginalized community members.</p> <p>Increase in violent crime categories</p> <ul style="list-style-type: none"> Intimate Partner Violence (IPV) was recently declared an epidemic by the County of Dufferin. Data interpretation requires fuller context. <p>Growing communities impacting road/mobility safety.</p> <p>Mobility safety (see specific measures on page 11).</p>

COMMUNITY SAFETY CONT.

PLAN	<i>What we'll do, and what we aim to see</i>
LEAD <i>Who holds knowledge in this area?</i>	Dufferin OPP, on behalf of Detachment Boards
OUTCOMES <i>What does success look like?</i>	<ul style="list-style-type: none"> • The public has an improved understanding of policing and justice systems. • Continued proactive police engagement with our communities. • Building on outcomes from the previous plan. • Municipal Infrastructure that is ready for growth and improves mobility safety.
MEASURES <i>How will we know we are successful?</i>	<p>Dufferin County residents have improved perceptions of personal and community safety</p> <p>Measured by CSWB Community Survey, Well-Being and Health Youth (WHY) Survey, Crime Severity Index and OPP data</p> <ul style="list-style-type: none"> • Percentage of residents who are very satisfied or satisfied with personal safety in their community • Percentage of residents who feel very safe or safe from hate and prejudice • Percentage of youth involved in risky behaviours (carrying a weapon, harming others, etc.) • Percentage of youth who feel safe in their community • Percentage of youth who say their neighbours care about them • Trends in local crime severity index and OPP data <p>Dufferin County residents have decreased mobility related injuries and deaths</p> <p>Measured by CSWB Community Survey, IntelliHEALTH Ontario data sources and OPP data</p> <ul style="list-style-type: none"> • Percentage of residents who feel very safe or reasonably safe when asked about different components of mobility safety in their community (e.g., pedestrian infrastructure, roadway design, driving under the influence, distracted driving, speeding) • Number of injury related emergency department visits, hospitalizations and mortality in Dufferin County (these statistics can be further broken down by pedestrian and cyclist injuries, motor vehicle, falls etc.) • Number of pedestrians, cyclists and motor vehicle collisions • Number of road safety countermeasures introduced (e.g., automated speed enforcement, community safety zone, traffic calming measures)
ACTIONS <i>What will we do to ensure success?</i>	<p>Integrated efforts on preventive measures through addressing social determinants.</p> <p>Continue efforts to engage with the community on issues of crime, including intimate partner violence (IPV), and mobility safety.</p> <p>Continue to advocate for road and mobility safety through infrastructure solutions and injury prevention efforts.</p> <p>Continue to participate in national, provincial and local traffic safety initiatives.</p>

COMMUNITY SAFETY CONT.

Statement of Change:

If the Dufferin OPP and Detachment Boards, with support from CSWB partners, continue to share information and engage with the public about crime and safety issues, we expect that the community will better understand local crime and available programs, so that people feel safer.

If governments continue to invest in road infrastructure and traffic calming technologies (e.g., speed enforcement, red light cameras etc.), we expect that increases in traffic anticipated from the growing population will be better accommodated so that mobility safety will improve.



HOUSING & HOMELESSNESS



SITUATION	<i>What we heard, and what we know</i>
STRENGTHS <i>What is working well?</i>	<p>Significant attention on the issue at all levels and a well-coordinated system of services and programs utilizing a “no wrong door approach.”</p> <p>Committees and Workgroups:</p> <ul style="list-style-type: none"> • Dufferin County Equity Collaborative (DCEC) Housing & Homelessness Work Group • Dufferin Homelessness Task Force • Coordinated Access Table (CAT) • Community Advisory Board (CAB) <p>County of Dufferin:</p> <ul style="list-style-type: none"> • Dufferin Master Housing Strategy • Economic Development Strategy • Reaching Home • Homelessness Prevention Program (HPP) • Dufferin County Supportive Housing • Rent supplements and allowances • Home Ownership Program • Housing Access Dufferin (HAD) • Coordinated Access Transitional Housing (CATH) <p>Choices Shelter and Support Services</p> <ul style="list-style-type: none"> • Men’s Shelter • Out of the Cold program • Youth Shelter <p>Family Transition Place</p> <ul style="list-style-type: none"> • Emergency Shelter • Second Stage Housing • Support Within Housing Programs <p>Services and Housing In the Province</p> <ul style="list-style-type: none"> • 236 First Street • Dufferin Services Team <p>Dufferin OPP/Headwaters Health Care Centre Mobile Crisis Response Team (MCRT)</p>

HOUSING & HOMELESSNESS CONT.

SITUATION	What we heard, and what we know
RISKS <i>What we heard.</i>	<p>Increased Shelter Use</p> <p>In 2023, 0.3% of Dufferin’s population accessed one of the three community shelters. Both the Men’s and Women’s Shelter are facing longer-than-average stays due to a lack of safe and affordable housing options for transition, placing additional pressure on an already vulnerable emergency response system. For women accessing the shelter, this issue is compounded by the fact that many women are accompanied by children and may require more space.</p> <p>Encampments</p> <p>Encampments are a national crisis as a result of the lack of safe and affordable housing. In 2024, Dufferin County experienced 12 encampments with 14 people, mostly located in Orangeville. This is a marked increase in our community. As a result of service interventions this number has been reduced to one encampment with two people.</p> <p>Lack of Affordable Housing Options</p> <p>Average market rents have been steadily increasing over the past decade in Dufferin.</p> <p>Only half (50%) of the households in the County can afford the average market rent.</p> <p>In Dufferin County there are currently over 670 applicant households on the Housing Access Dufferin Centralized Waiting List, with an average wait of five years.</p> <p>Approximately 45% of renters and 21% of homeowners spend more than a third of their household income on shelter.</p> <p>Approximately 2,120 households currently have unmet housing needs based on core housing need data because they are below the affordability standard.</p> <p>Vacancy rates are falling. Approximately 85% of the existing housing mix in Dufferin County are detached houses, and many households cannot afford the average resale price. With the lack of rental options, individuals and families may be forced into home ownership situations that are beyond their budgets. In addition, lack of alternative housing influences these individuals to migrate to urban areas in search of adequate and supportive housing.</p>

HOUSING & HOMELESSNESS CONT.

SITUATION	<i>What we heard, and what we know</i>
RISKS Continued <i>What we heard.</i>	<p>Increased use of more costly services</p> <p>Those who are unhoused tend to use emergency services more frequently due to several factors such as lack of primary healthcare, exposure to harsh conditions, mental health crisis, safety concerns, substance use issues and chronic health problems. The frequent reliance on these services is more costly and less effective than preventative care such as stable housing and social support programs. However, without adequate support in place, emergency services will continue to be a first point of contact. The Dufferin County PiT Count suggested that in comparison to the general population, local people experiencing homelessness were:</p> <ul style="list-style-type: none"> 11x more likely to use ambulatory services 10x more likely to visit the emergency room 6x more likely to be hospitalized overnight



71.8% of survey respondents indicated that more affordable housing is needed and 42.9% said that more housing support is needed for people to keep housing.



HOUSING & HOMELESSNESS CONT.

PLAN	<i>What we'll do, and what we aim to see</i>
LEAD <i>Who holds knowledge in this area?</i>	DCEC Housing & Homelessness Work Group
OUTCOMES <i>What does success look like?</i>	<p>Individuals and households will have equitable access to safe and attainable housing.</p> <p>Increase understanding and awareness of:</p> <ul style="list-style-type: none"> • the lack of safe and attainable housing • homelessness • the impact on the community
MEASURES <i>How will we know we are successful?</i>	<p>Housing affordability increases, and waitlists are reduced.</p> <p>Measured by CSWB Survey, Realtor Data, other sources as listed:</p> <ul style="list-style-type: none"> • Access to Affordable Housing Metric • Annual Average Home Cost Dufferin County • Percentage of households in Core Housing Need • Housing Access Dufferin - waitlists and wait-times for housing • SHIP - waitlists and wait-times for supportive housing <p>Reported reductions in homelessness.</p> <ul style="list-style-type: none"> • Monthly average of individuals on the BND list • Point In Time (PIT) Count • Shelter Usage – HIFIS
ACTIONS <i>What will we do to ensure success?</i>	<ul style="list-style-type: none"> • Strengthen housing as human right declaration • Engage developers for affordable housing • Create housing/homelessness services dashboard • Secure additional funding • Improve service coordination • Enhance public awareness of available services <p>Continue to explore:</p> <ul style="list-style-type: none"> • How to track displacement from the area • Accuracy of point-in-time counts and By-Name Data Lists • True extent of rural homelessness

Statement of Change:

If all levels of government recognize housing as a human right and commit funding to meet the housing needs of Dufferin County, we expect that all members of the community will have equitable access to safe and affordable housing.

MENTAL HEALTH & WELL-BEING



SITUATION	<i>What we heard, and what we know</i>
STRENGTHS <i>What is working well?</i>	<p>Hills of Headwaters Collaborative Ontario Health Team Mental Health and Addictions Working Group brings together organizations from across Dufferin County working on this issue.</p> <p>The Community was recently successful with campaigns to bring both a Homelessness and Addiction Recovery Treatment (HART) Hub and a Youth Wellness Hub.</p> <p>Dufferin OPP and Headwaters Health Care Centre have an established Mobile Crisis Response Team (MCRT)</p> <p>According to the 2024 WHY Survey:</p> <ul style="list-style-type: none"> • 83% of youth in Dufferin report knowing where to get help with problems. This has increased dramatically compared to 2020 rates (53%). • 77% of Dufferin youth report their mental health as good, very good, or excellent. This has increased compared to 2020 (72%).
RISKS <i>What we heard.</i>	<ul style="list-style-type: none"> • Approximately 18% of CSWB Survey respondents rated their mental health as fair or poor; which was similar to 2020 results. • Approximately 1 in 3 Dufferin youth report low resilience and 25% report not seeking professional support for a mental health concern when it was needed. • Nearly a quarter of Dufferin youth report struggling with pressure from peers. This rate has increased compared to 2020 (15%). • The current mental health system focuses on reacting to mental health concerns rather than fostering resilience and preventing issues proactively.



MENTAL HEALTH & WELL-BEING CONT.

PLAN	<i>What we'll do, and what we aim to see</i>
LEAD <i>Who holds knowledge in this area?</i>	Hills of Headwaters Ontario Health Team Mental Health and Addictions Community Working Group
OUTCOMES <i>What does success look like?</i>	Dufferin residents have improved mental health and wellbeing. Mental health services in Dufferin County are available and effective.
MEASURES <i>How will we know we are successful?</i>	<p>Adults in Dufferin County report improved mental health and belonging. Measured by CSWB Survey and the Canadian Community Health Survey (CCHS):</p> <ul style="list-style-type: none"> Percentage of Dufferin residents who report good, very good, or excellent mental health. Percentage of Dufferin residents who describe their feeling of belonging to their local community as strong or very strong. <p>Youth in Dufferin County report improved mental health and wellbeing. Measured by WHY Survey:</p> <ul style="list-style-type: none"> Percentage of youth who reported good, very good, or excellent mental health Percentage of youth who reported low resilience Percentage of youth who did not seek professional help when it was needed Percentage of youth who know where to get help for a problem
ACTIONS <i>What will we do to ensure success?</i>	<ul style="list-style-type: none"> Develop clear definition of mental health for the community. Promote community awareness of the importance of building resilience in order to improve overall mental wellbeing. Establish better data collection on service usage and effectiveness. Focus on youth mental health services. Continue to evaluate the future needs of Dufferin's growing population to ensure that local services are designed to meet those needs.

Statement of Change:

If the Hills of Headwaters Ontario Health Team Mental Health and Addictions Working Group and other community partners work together to gather local data and improve coordinated action, we expect that Dufferin County residents will have improved access to information and services that will enable them to improve overall rates of mental health and wellbeing.

FAMILY SUPPORT



SITUATION	<i>What we heard, and what we know</i>
STRENGTHS <i>What is working well?</i>	<ul style="list-style-type: none"> • Strong organizational support from Dufferin Child & Family Services, Dufferin Parent Support Network and other local organizations • The Dufferin Coalition for Kids (DuCK) is a local collaborative of community service providers working together to develop a community plan to enable children and youth in Dufferin County to achieve their full potential. • The majority of CSWB Survey respondents (84%) strongly agreed or agreed that they had people in their life to support them when they needed it most. • According to the 2024 WHY survey: <ul style="list-style-type: none"> ◦ 59% of Dufferin youth report high levels of family communication ◦ 70% of Dufferin youth report high levels of family support ◦ 69% of Dufferin youth report spending quality time with their families ◦ All three indicators have increased when compared to 2020 rates.
RISKS <i>What we heard.</i>	<ul style="list-style-type: none"> • One-third of CSWB Survey respondents struggle with program or service access. The most commonly reported challenges were related to service awareness and accessibility • Service providers report a lack of family-centered services • The CSWB Survey highlighted resident concerns about community belonging: <ul style="list-style-type: none"> ◦ 11% of survey respondents report a weak or very weak sense of belonging. This number has increased compared to 2020 results (8%). ◦ 25% feel out of place some or most of the time based on their identity or a physical or mental condition. These rates have also increased compared to the 2020 CSWB Survey.



FAMILY SUPPORT CONT.

PLAN	<i>What we'll do, and what we aim to see</i>
LEAD <i>Who holds knowledge in this area?</i>	Dufferin Child and Family Services
OUTCOMES <i>What does success look like?</i>	<p>Adults in Dufferin County report feeling supported by their local community and community service providers.</p> <p>Youth in Dufferin County report improved connections with family and peers.</p>
MEASURES <i>How will we know we are successful?</i>	<p>Adults in Dufferin County report feeling supported by their local community. Measured by CSWB Survey and the Canadian Community Health Survey (CCHS):</p> <ul style="list-style-type: none"> Percentage of Dufferin County residents who agree or strongly agree with the statement "I have people on whom I can call for help when I need it most" Percentage of Dufferin County residents who feel out of place some or most of the time based on their identity or a physical or mental condition <p>Youth in Dufferin County report improved connections with family and peers. Measured by the WHY Survey:</p> <ul style="list-style-type: none"> Percentage of youth who report high levels of family communication. Percentage of youth who report high levels of family support. Percentage of youth who spend quality time at home with family members.
ACTIONS <i>What will we do to ensure success?</i>	<ul style="list-style-type: none"> Local organizations continue to increase their focus on building family-centered care models. Create service awareness campaigns. Consider the neighborhood support network model. Establish grassroots parent outreach programs. Analyze program access data and identify if there are populations who are underutilizing community supports. If there are gaps in program usage, consider how to better reach missing populations. Share information among service providers about pathways to access different types of family supports.

Statement of Change:

If local community partners who support families work together to improve coordinated action and monitor local data trends, we expect that Dufferin County residents will have improved will have more resources to help them build stronger connections with family and neighbours, and overall feel better supported by their community.

FOOD INSECURITY



SITUATION	<i>What we heard, and what we know</i>
STRENGTHS <i>What is working well?</i>	<p>Headwaters Food Charter outlines food access and equity goals.</p> <p>DC Equity Collaborative Health Equity Work Group established a Food Access Subcommittee in early 2024. Members are exploring innovative ideas across a continuum of actions from root causes to immediate needs, informed by input from people with lived experience of food insecurity.</p> <p>WDG Public Health is conducting needs assessment research in Dufferin to help direct efforts for best impact.</p> <p>The work of Headwaters Food & Farming Alliance and its 17 Hub members aligns with this priority.</p> <p>Dufferin has local programming that reduces barriers and stigma. E.g. universal access student nutrition programs, community gardens/meals, gift cards vs. vouchers, and home delivery.</p> <p>Dufferin has a strong local food environment and infrastructure for growing and cooking.</p>
RISKS <i>What we heard.</i>	<ul style="list-style-type: none"> • 26.3% of CSWB survey respondents have eaten less at least once in the last year (9% do so at least once per month) because of a lack of food or money for food. • 23.4% of households in WDG are food insecure, and research estimates that only 20.6% of food insecure households access food banks. (University of Toronto). The true scale of the problem is hidden, yet the food bank system is already strained under increased demand. • 5-9% Low-income measure in communities throughout Dufferin. (Rural Ontario Institute) • Cycle of poverty and Food Insecurity starts early in life. 1/3 of food bank recipients are children. • Widening impacts: more homeowners and full-time workers are requiring food support than ever before. Orangeville Food Bank reports that 15% of clients are employed. <p>Individuals particularly at risk for food insecurity include:</p> <ul style="list-style-type: none"> • Low-income households • Renters and households with limited assets • Black, Indigenous households and other cultural/racial groups • Female-led lone parent households • Households reliant on income supports (other than public pensions)¹

1. Li T, Fafard St-Germain AA, Tarasuk V. (2023) Household food insecurity in Canada, 2022. Toronto: Research to identify policy options to reduce food insecurity (PROOF). Retrieved from <https://proof.utoronto.ca/wp-content/uploads/2023/11/Household-Food-Insecurity-in-Canada-2022-PROOF.pdf/>

FOOD INSECURITY CONT.

“ Addressing food insecurity requires a multi-faceted approach that includes community-based solutions, supportive policies, and empowerment of individuals. By focusing on sustainable practices, fostering community engagement, and advocating for systemic change, we can create a future where everyone has access to nutritious food. ”

- VOICES of Lived Experience Framework (unpublished),
Chapter 10 Creative Food Approach

PLAN	<i>What we'll do, and what we aim to see</i>
LEAD <i>Who holds knowledge in this area?</i>	Dufferin Food Access Subcommittee (DCEC-Health Equity Working Group)
OUTCOMES <i>What does success look like?</i>	<ul style="list-style-type: none"> • Community members are aware of the issue of food insecurity. • Food insecure community members do not experience stigma. • Food insecure community members gain a sense of social connection through food access initiatives. • Food insecure community members can access food barrier free. • Local food infrastructure (e.g., inspected community kitchen, food storage) supports food access programs across Dufferin County. • Growing opportunities exist across Dufferin County to grow food for food programs and for those facing food access challenges and have an interest in growing food. • Families are not financially constrained and can afford foods that meet their households needs.



FOOD INSECURITY CONT.

PLAN	<i>What we'll do, and what we aim to see</i>
<p>MEASURES</p> <p><i>How will we know we are successful?</i></p>	<p>Prevalence of food insecurity is reduced Measured by Canadian Income Survey, CSWB Survey, WDGPH research</p> <ul style="list-style-type: none"> Percentage of households in WDG that are food insecure decreases. <p>People are better connected to and aware of a range of options to alleviate food access challenges</p> <ul style="list-style-type: none"> Percentage of survey respondents who eat less because of lack of food or money for food decreases. Increase in awareness of the issue of food insecurity in Dufferin County. Reduction in stigma experienced by food insecure community members. Increase in community connection and a decrease in social isolation through food access initiatives. Decrease in the number of barriers experienced by food insecure community members when accessing food programs. Food infrastructure is sustained and/or expanded across Dufferin County to better support food access. Sustained and/or increased growing opportunities exist across Dufferin County to grow food for food programs and for those facing food access challenges who have an interest in growing food. Increase in awareness and action by decision makers on policies that are proven to reduce food insecurity. <p>The measures above are general. Once the work plan has been developed specific metrics will be collected that connect to these measures above.</p>
<p>ACTIONS</p> <p><i>What will we do to ensure success?</i></p>	<p>Collect and review data ongoing.</p> <ul style="list-style-type: none"> Conduct Dufferin County Food Insecurity Needs Assessment to inform regional planning. <p>Develop a work plan of key activities based on recommendations.</p> <p>Continue to meet as a subcommittee and move the work forward:</p> <ul style="list-style-type: none"> Advocate for income-based solutions. Bring attention to broader impacts of food insecurity on social connections and well-being. Expand programs that protect dignity like universal access school food programs and community growing/meals. Identify immediate actions that can be taken to meet outcomes. <p>Continue to explore</p> <ul style="list-style-type: none"> Need for culturally appropriate food data and local statistics How to gather data from most affected populations Definition and availability of local food Consider tracking youth food insecurity using the WHY survey Enhancing surveys to better understand root causes of food insecurity and further inform local planning.

FOOD INSECURITY CONT.

Statement of Change:

If members of the DFAS take action by gathering more local data and facilitating groups to work together, we expect that programs and conditions will improve so that people experiencing food insecurity in Dufferin will have better access to the food they need as well as social and community connectedness.



INTEGRATED EFFORTS



SITUATION	<i>What we heard, and what we know</i>
STRENGTHS <i>What is working well?</i>	<p>Commitment of the CSWB Integration Table members to collaborate and integrate efforts.</p> <p>Active participation from more than 30 organizations to build the 2025-2028 CSWB Plan.</p> <p>This work leverages existing collaborative networks in Dufferin County (e.g., DC MOVES) and avoids duplication of efforts.</p>
RISKS <i>What we heard.</i>	<p>This impetus for this work is based on the provincial mandate to create local CSWB plans. This work may rely on that mandate staying in effect.</p> <p>No additional funding has been allocated to municipalities to help with convening the CSWB Integration Table and enacting the local CWSB plans.</p> <p>CSWB partner priorities could shift over time based on external environmental and political factors(e.g., the need to respond to new emergencies such as was done during the COVID-19 pandemic).</p>

“In order for local plans to be successful in making communities safer and healthier, municipalities, First Nations and their partners need to refocus existing efforts and resources in a more strategic and impactful way to enhance collaboration, information sharing and performance measurement.”

- Ontario's Community Safety and Well-being Planning Framework

PLAN	<i>What we'll do, and what we aim to see</i>
LEAD <i>Who holds knowledge in this area?</i>	CSWB Integration Table, led by Co-Chair Team
OUTCOMES <i>What does success look like?</i>	<p>CSWB Integration Table Membership is reflective of current priority areas and ongoing community action.</p> <p>Member organizations report improved information sharing and use of local data sources as a result of their participation in the CSWB Integration Table.</p> <p>Increased alignment of efforts related to the CSWB framework across Dufferin County.</p>

INTEGRATED EFFORTS CONT.

PLAN	<i>What we'll do, and what we aim to see</i>
<p>MEASURES</p> <p><i>How will we know we are successful?</i></p>	<p>Attendance remains consistent or grows year-over-year.</p> <p>Measured by:</p> <ul style="list-style-type: none"> • Number of members and number of organizations represented • Number of meetings and average attendance • Number of new partners added <p>CSWB Integration Table members are actively engaged in meetings and other information sharing activities.</p> <p>Measured by:</p> <ul style="list-style-type: none"> • Number of presentations given to socialize the CSWB plan • Number of members reporting that their membership on the Integration Table or involvement with Lead Tables adds value and alignment to their existing work (gathered through survey of CSWB members and other relevant partners) • Number of members reporting an expanded understanding of priority areas (gathered through survey of CSWB members and other relevant partners)
<p>ACTIONS</p> <p><i>What will we do to ensure success?</i></p>	<p>Build understanding and connection within the CSWB Integration Table</p> <ul style="list-style-type: none"> • Provide a place for connection, sharing information, breaking silos, promoting programs and updating data. • Identify points of alignment among priority areas and action plans. <p>Support information sharing between CSWB Integration Table partner organizations</p> <ul style="list-style-type: none"> • Engage all CSWB Integration Table members in sharing stories highlighting their ongoing work and potential areas of alignment and intersection across the CSWB framework. • Support data sharing and evidence-informed decision making. <p>Build relationships and advocate for community-wide action</p> <ul style="list-style-type: none"> • Socialize the plan to municipalities, police detachment boards, community groups and individuals.

Statement of Change:

If the CSWB Integration Table takes action by championing for implementation of the plan and facilitating integrated efforts, we expect that strategies and work plans will be more aligned so that communities feel safer and well-being will improve for the people of Dufferin County.

INTERSECTING PRIORITY AREAS



Intersections

It is important to consider that the priority areas identified in this report are very interrelated and impact each other. For example:

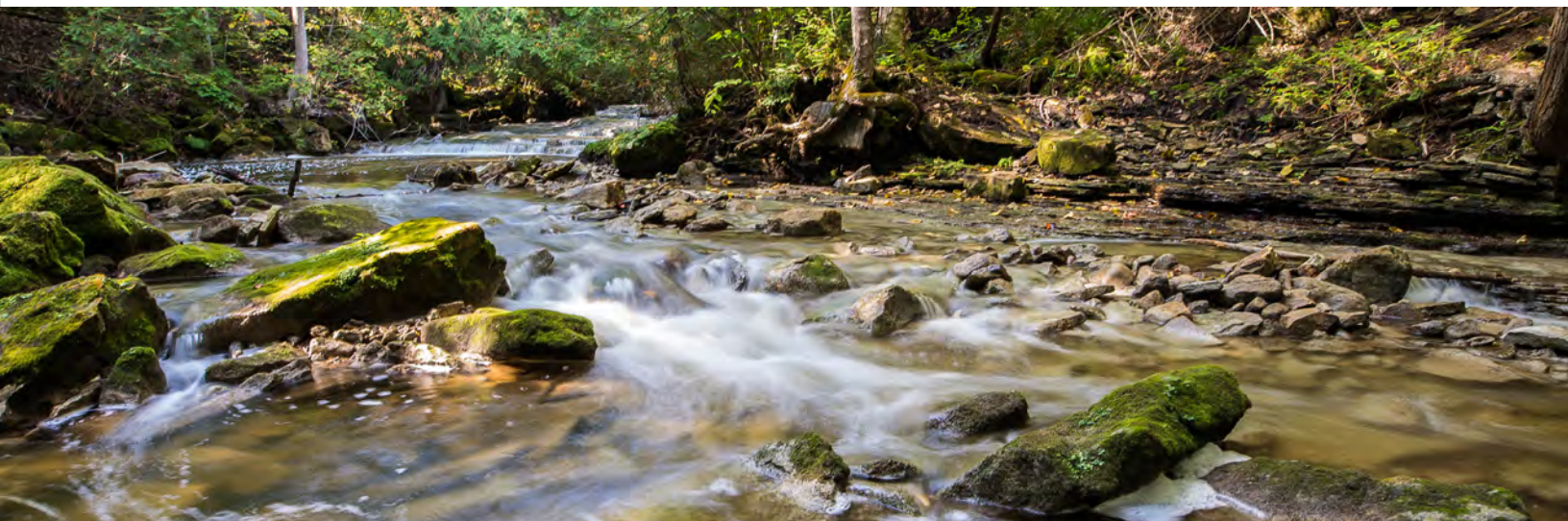
- Policing is primarily a response, with involvement in risk intervention and prevention efforts as well. Crime prevention should take an approach rooted in the social determinants of health.
- Crime can correlate with food insecurity (e.g. shoplifting)
- Perceptions of crime correlate with mental wellbeing.
- Mental wellbeing can be improved through family support and housing stability.
- Food insecurity affects mental, emotional and physical health including stress, worry, and weakness from lack of nutrition.
- Income levels correlate with food insecurity, crime, mental health and housing.

“Living with food insecurity affects my health in so many ways. I constantly feel tired and weak because I’m not getting the nutrients I need. It also takes a toll on my mental health. The stress of not knowing if I will have enough to eat is overwhelming. I developed anxiety and depression, which makes it even harder to take care of myself and my family. It feels like a never-ending cycle of struggle and despair.”

– VOICES Member

NEXT STEPS - ACTION PLAN

New to this Plan, the Integration Table will provide an annual report to Council, that also includes an annual Action Plan for the subsequent year. Action Plans will provide a brief outline of current Plan actions and/or updates for the year to come.



INTEGRATION TABLE MEMBER ORGANIZATIONS

- Alzheimer's Society - Dufferin County
- Caledon/Dufferin Victim Services
- Canadian Mental Health Association Peel Dufferin - CMHA
- Community Living Dufferin - CLD
- County of Dufferin
- Domestic Assault Review Team - DART
- Dufferin Area Family Health Team - DAFHT
- Dufferin Child and Family Services - DCAFS
- Dufferin Community Foundation - DCF
- Dufferin County Managing Organizing Validating Engagement Strategy - DC MOVES
- Dufferin Ontario Provincial Police - OPP
- Dufferin OPP Detachment Boards:
 - Mono/Mulmur/Melancthon
 - Orangeville
 - Shelburne
 - Southwest (East Garafraxa/Amaranth/Grand Valley)
- Dufferin Paramedic Services - DPS
- Family Transition Place - FTP
- Headwaters Communities In Action - HCIA
- Headwaters Ontario Health Team - OHT
- Polycultural Immigrant & Community Services
- Services and Housing In the Province - SHIP
- Wellington-Dufferin-Guelph Public Health - WDG Public Health

Our Municipal Partners:

- Town of Grand Valley
- Town of Mono
- Town of Orangeville
- Town of Shelburne
- Township of Amaranth
- Township of East Garafraxa
- Township of Melancthon
- Township of Mulmur

GLOSSARY OF TERMS

BND List: Formerly the BNL (By-Name List), the By-Name Data List provides an accurate account of individuals experiencing homelessness in Dufferin County.

CAB: Community Advisory Board is a steering committee with members from public, not for profit and private sectors. The CAB develops plans to end homelessness in Dufferin County.

CamSafe: A security video and CCTV registry program. Police may utilize registered cameras within the community to investigate crimes.

CAT: The Coordinated Access Table works together to assess people's housing related needs and connect them to available supports to find and keep housing.

CATH: Coordinated Access Transitional Housing provides those who are identified as chronic on the BND List with a transitional unit for up to three months.

CCHS: The Canadian Community Health Survey covers general health, and specific health topics. It is a joint effort between Health Canada, the Public Health Agency of Canada, Statistics Canada, and the Canadian Institute for Health Information (CIHI).

Community Watch: A Partnership between community and police that includes information sharing and assessments.

COHB: Canada-Ontario Housing Benefit is a portable housing benefit that can be used throughout Ontario. In exchange for this benefit, recipients agree to be removed from the wait list.

Core Housing Need: A situation where a household's housing falls below at least one of the following standards:

- Adequacy: The housing doesn't have enough bedrooms or needs major repairs.
- Suitability: The housing is not suitable for the household's needs.
- Affordability: The household would have to spend 30% or more of its before-tax income to access local housing that meets the above standards.

CSI: The Crime Severity Index is a measure of police-reported crime that considers both the volume and severity of crimes, assigning weights based on the seriousness of offenses.

CSWB Survey: A survey developed and utilized by the CSWB Integration Table to gather local data within Dufferin County.

Dufferin County Supportive Housing: A collaboration with SHIP, 10 units at 236 First St.

Dufferin Housing and Homelessness Task Force: In late 2024, County Council adopted a motion for the creation of the Dufferin County Homelessness Task Force. The mandate of the Dufferin County Homelessness Task Force is to identify innovative and sustainable options that will provide housing and support services to the unhoused in Dufferin County.

GLOSSARY OF TERMS CONT.

Dufferin Services Team – Services and Housing In the Province: A multi-service team of 11 staff, supporting over 150 clients (including 67 units of supportive housing), across 6 programs providing counselling and case management for individuals with mental illness and addictions concerns.

Economic Development Strategy: The County's Economic Development Strategy and Action Plan serves as an integral extension of the County's broader Strategic Plan, which emphasizes sustainable growth, enhanced quality of life, and fostering community resilience.

Emergency Shelter- Family Transition Place: A safe and comfortable place to stay for women (16 years of age or older) and their children who have experienced abuse or homelessness. Pets are also welcome.

Food Insecurity: Inadequate or insecure access to food because of financial constraints. Refers to the inability to acquire or consume an adequate diet (quality, quantity, and uncertainty).

HPP: Homelessness Prevention Program provides a wide range of programs that offer financial support to stop people losing their housing or to help them get housing.

Home Ownership Program: Provides moderate income individuals and families with an interest-free down payment assistance loan to help them in purchasing their own home.

HAD: Housing Access Dufferin is the service which maintains the Centralized Wait List for community housing in Dufferin.

HART Hub: Homeless and Addiction Recovery Treatment hubs are designed to connect individuals experiencing homelessness, addiction, and/or mental health issues with comprehensive services.

HIFIS: Homeless Individuals and Family Information System is a comprehensive data collection and case management system allowing multiple service providers to access real-time homelessness data.

IPV: Intimate Partner Violence refers to multiple forms of harm caused by a current or former intimate partner or spouse.

Low Income Measure: A household is considered low income if its income is below 50% of median household incomes. It is, therefore, a relative measure of low income. In the 2021 census, median household income in Dufferin was \$108,000, so the low income measure would be \$54,000.

Master Housing Strategy: A comprehensive plan designed to address the evolving housing needs of Dufferin's residents.

Men's Shelter - Choices: In the spring of 2023, Choices opened a shelter for male identifying individuals experiencing homelessness aged 25 and older.

GLOSSARY OF TERMS CONT.

MCRT: A Mobile Crisis Response Team is a police-led crisis response model, in which a police officer and a mental health worker respond together when police are called to respond to a person in crisis.

OPHI: Ontario Priorities Housing Initiative provides funding to ensure housing retention, greater self-reliance, and social inclusion for tenants.

Out of the Cold - Choices: Choices offers a program for all Dufferin residents who wish to access a low barrier emergency program between November 1 to March 31.

PiT Count: A Point-in-Time Count is a coordinated event where persons experiencing homelessness are counted at a given time.

Police Detachment Boards: Oversee how policing is provided in their local community. They contribute to their community's safety and well-being by working with local citizens and organizations to make sure their community receives the appropriate policing it needs.

Project Lifesaver: A program that assists families with those who may wander. This might include individuals living with Alzheimer's, autism, or other cognitive impairments.

Project Safeguard: A community-based crime prevention program to reduce break and enters and provide "target hardening" to community members.

Reaching Home: Reaching Home is a federal initiative under Canada's Housing Plan and the National Housing Strategy that provides funding and support to communities to address their local homelessness needs. Dufferin County is a Designated Community and is the Community Entity that flows funding from the Federal government to projects that have been approved by the Community Advisory Board as initiatives to reduce and eliminate chronic homelessness in Dufferin County. This funding is currently being utilized to provide Housing Support Workers, Community Outreach, and a Landlord Liaison in collaboration through Choices, Family Transition Place, and the County of Dufferin.

Second Stage Housing – Family Transition Place: Supportive, temporary housing (up to one year) to help with the transition to independent living.

Social Determinants of Health: The non-medical factors that influence health outcomes.

Support Within Housing Programs – Family Transition Place: Support for women who have experienced trauma due to abuse who are also managing moderate to severe mental health issues that are impacting their ability to find or maintain housing.

TAPP-C: The Arson Prevention Program for Children involves community agencies and fire departments. It provides strategies to deal with fire play amongst children.

GLOSSARY OF TERMS CONT.

Visible Minority: A term used in the Canadian Census defined by the Employment Equity Act as “persons, other than Aboriginal peoples, who are non-Caucasian in race or non-white in colour.” The main groups designated as visible minorities are South Asian, Chinese, Black, Filipino, Arab, Latin American, Southeast Asian, West Asian, Korean and Japanese.

VOICES: VOICES of Lived Experience Dufferin is an equity-based poverty advocacy group consisting of people with lived experience of poverty.

WHY Survey: The Well-being and Health Youth Survey collects information from youth, parents, and school staff about youth health and well-being. These surveys identify issues to be addressed by schools, school boards, and local service providers.

Youth Shelter - Choices: Supports youth aged 16-24.

Youth Wellness Hub: A hub that connects youth aged 12 to 25 and their families in the community to mental health and primary care services, close to home.

236 First Street – Services and Housing In the Province: The newly developed site that opened in May 2024 provides a crucial response to housing and homelessness. The 27-unit building includes 25 studio units for individuals and 2 two-bedroom units for families. The residents have access to onsite services designed to support stability and well-being through collaboration between SHIP, County of Dufferin and Family Transition Place (FTP).



11A York Street

Planning Recommendations for an Official Plan and Zoning By-law amendment application (OPZ-2023-01)

Report No: INS-2025-020

Monday June 9, 2025

Brandon Ward, Manager of Planning
Infrastructure Services

The Process

2022-2023

2024

2025

Pre-Consultation
February 2022
November 2023

Preliminary
Submission

1st review by
staff, agencies,
peer reviewers

**Formal OPZ
Application**

**June 2024
Public Meeting**

2nd review by
staff, agencies,
peer reviewers

**Submission
response**

3rd review by staff
peer reviewers

**Response (3rd)
Submission**

**Final staff
review**

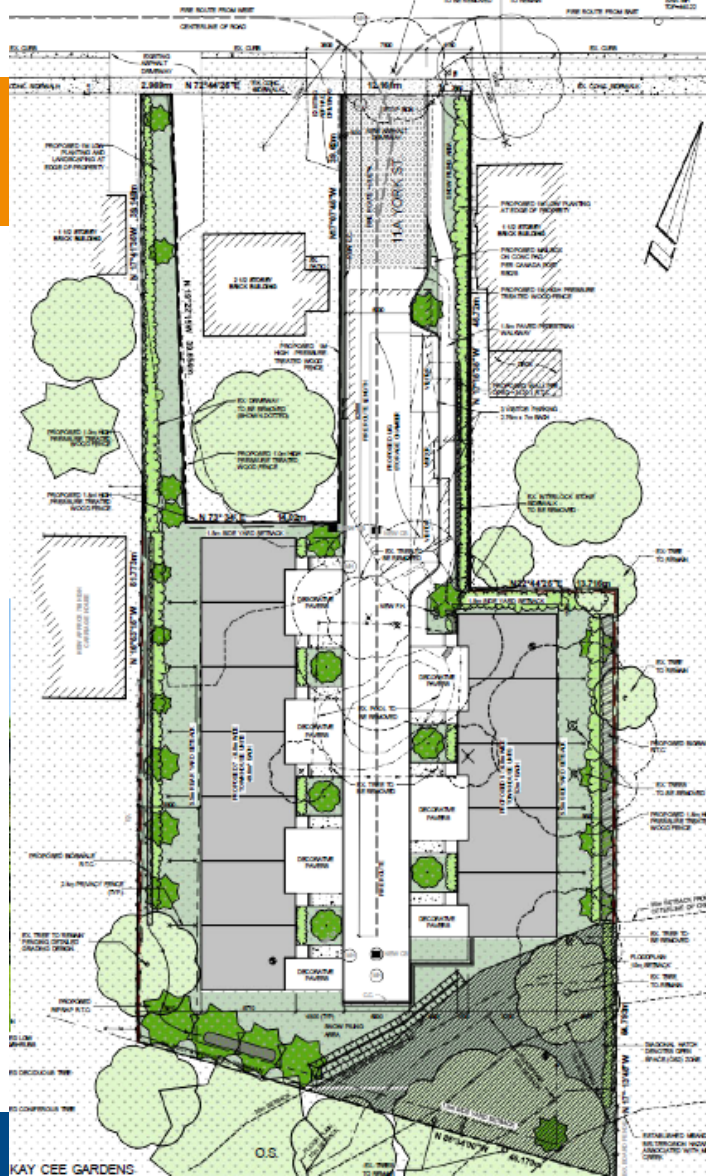
**Council
Decision**

**Notice of Decision
/ Appeal Period**

 Applicant

 Town Staff

 Council



Proposed Development



Concern	Analysis	Reviewed by	Sign-off?
Inappropriate density and incompatibility with adjacent properties	<ul style="list-style-type: none"> Proposed density is appropriate and within OP range (41 UPH) Townhouse rear yard setback are consistent with similar developments Zone standards will prohibit rear balconies and encroachments Building height meets existing zoning permissions Shadow simulations show no change for adjacent properties 	Planning Division	✓
Compromising heritage attributes and neighbourhood character	<ul style="list-style-type: none"> Downward grade minimizes views from street Views to Kaycee Gardens are <u>improved</u> No negative impacts to adjacent Heritage resources. No resources being altered or removed. Architectural design must be similar to surrounding building character 	Planning Division	✓
		Urban Design Peer Review Consultant	✓
		Heritage Peer Review Consultant	✓
Traffic, access and parking challenges	<ul style="list-style-type: none"> Traffic Impact Study shows development-generated traffic is acceptable for road network Access will not impact on-street parking - emergency vehicles can access site without conflicts. 	Traffic Peer Review Consultant	✓
		Transportation & Development Division	✓
		Planning Division	✓
		Orangeville Fire	✓
Environmental impacts	<ul style="list-style-type: none"> Natural hazard portion of site will be designated as conservation lands and protected/undisturbed EIS found no negative impacts to any adjacent Natural features Site design will ensure pre-development water infiltration is maintained Water and wastewater infrastructure can support development 	CVC	✓
		Planning Division	✓
		Transportation & Development Division	✓
Site layout issues	<ul style="list-style-type: none"> Mailbox moved from street, now inward on private lane Garbage collection will be internal and via private contractor Sufficient internal snow storage provided, or to be removed via condominium 	Planning Division	✓
		Urban Design Peer Review Consultant	✓

The development conforms to many Provincial and County policies

Provincial Planning Statement (2024):

- ✓ Provides a **range and mix of housing options** to current and future residents (2.2.1)
- ✓ **Efficiently uses land, resources**, and optimizes use of existing infrastructure and public services. Supports active transportation. (2.3.1.2)
- ✓ Uses existing sewer and water services without needing expansions or upgrades (3.6.2)

Meets County Official Plan direction:

- ✓ Helps **achieve our intensification target** (3.4.2)
- ✓ Redevelopment and **intensification is encouraged – at a compatible scale and character** (3.1)
- ✓ Providing **diverse and affordable housing opportunities** (3.7.1)



The development meets several Town planning policies

Town of Orangeville Official Plan:

- ✓ Preserves existing heritage attributes. **No negative impacts** to adjacent and surrounding heritage features. (D4.3.1)
- ✓ Development is oriented and organized to fit with its neighbours. (D7.2.2)
- ✓ Improves casual views to Kaycee Gardens from the street. (D7.2.2)
- ✓ Provides appropriate vehicle access/parking to mitigate impacts to the street. (D7.2.2)
- ✓ Provides a broader range of housing types close to the downtown core (E1.2.3)
- ✓ Represents an appropriate intensification that maximizes use of the Town's limited land and infrastructure resources. (E1.2.5)



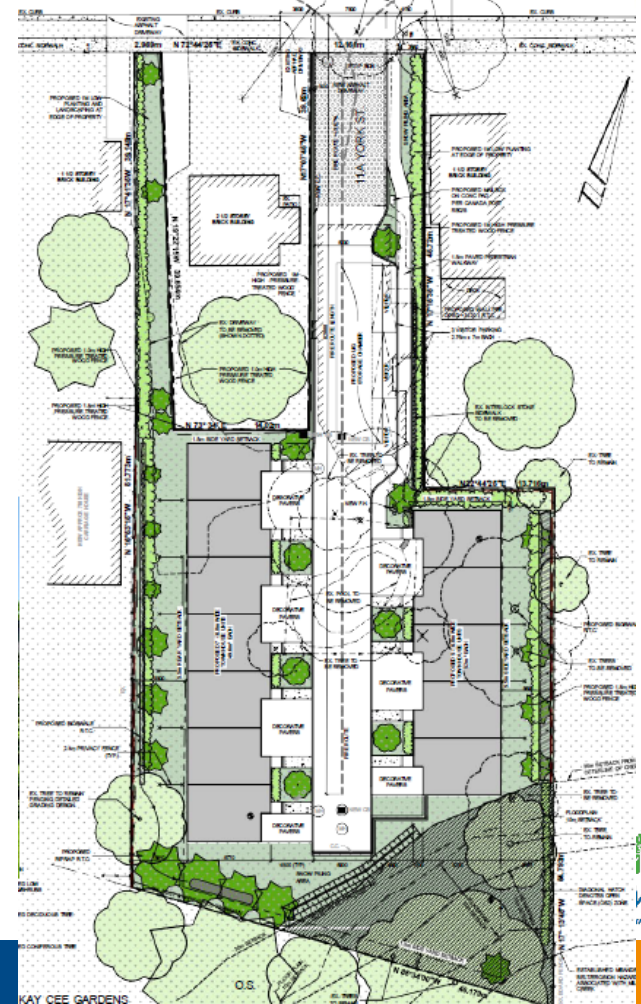
The development meets our Urban Design Guidelines (2022)

Example of a multiple residential cluster development (page 45) that supports the goals of our Official Plan:



Example of cluster development on private road with minimal
frontage.

Current Development Proposal:



The Decision

Approval (Recommended)

- Decision conforms to many Provincial, County and Town planning policies.
- All issues and concerns raised are addressed to the satisfaction of staff and peer review experts
- Next steps:
 - ✓ Site plan approval/Holding (H) Symbol removal
 - ✓ Condominium approval
 - ✓ Building permits
 - ✓ New home construction

Refusal (Not Recommended)

- Decision not supported by Provincial, County and Town planning policies.
- Applicant may appeal decision to OLT:
 - Final decision now with OLT
 - Need to defend Council's decision
 - OLT hearings are costly for everyone involved
 - Would cost the Town in legal and consulting fees



Report

Subject: 11A York Street, Decision Recommendation, OPZ-2023-01

Department: Infrastructure Services

Division: Planning

Report #: INS-2025-020

Meeting Date: 2025-06-09

Recommendations

That report INS-2025-020, 11A York Street, Recommendation Report, OPZ-2023-01, be received; and

That the Official Plan Amendment and Zoning By-law Amendment Application (OPZ-2023-01) be approved; and

That Council pass the following By-laws as included in the By-laws section of this Council Meeting Agenda, to permit a 12-unit townhouse development on the subject lands known municipally as 11A York Street:

- 1) A By-law to adopt Official Plan Amendment No. 136 to re-designate the subject lands from “Low Density Residential” to “Low Density Multiple” (Schedule ‘C’) with Specific Area Policy E8.82 (Schedule ‘B’) and re-designate the southeast portion of the site to “Open Space Conservation” (Schedule ‘A’); and
- 2) A By-law to amend Zoning By-law 22-90, as amended, to re-zone the subject lands to “Residential Fifth Density (R5)” Zones, with Special Provision 24.241 and Holding (H) Symbol”, and rezone the southeast corner of the subject lands to “Open Space Conservation (OS2)”.

Overview

The following report provides an analysis and recommendation on an application received by the Town for Official Plan Amendments and Zoning By-law Amendments to permit a 12-unit townhouse development on the property municipally known as 11A York Street. The subject lands consist of a large parcel on the south side of York Street and contain an existing detached bungalow. The proposed amendments seek to re-designate and re-zone the property from “Low Density Residential” to Low Density Multiple” on Schedule C of the Official Plan, and from the R2 Zone to R5 Zone in the

Zoning By-law, and to re-designate and re-zone the southeast portion of the site within the Mill Creek flood limit to “Open Space Conservation.” A Public Meeting was held, and comments and concerns were received from residents and Council members, which have been addressed through the review process, and are summarized within the report. The analysis finds that the proposed amendments to permit the development are consistent with and conform with all applicable Provincial, County, and Town planning policies, and comments and concerns received through the review and processing of this application have been addressed to the satisfaction of Town staff.

Staff recommended the application to be approved, and that Council pass the corresponding by-laws included under By-laws section of this Council meeting agenda, to adopt Official Plan Amendment 136 and amend the Zoning By-law, to facilitate this development.

Background

The land subject to this application is comprised of one parcel located on the south side of York Street, mid block between John Street and Bythia Street. The subject property is legally described as Plan 138, Block 10, Part of Lots 5 & 7, and is municipally known as 11A York Street. The property is “U” shaped, with two frontage parts on York Street, with 11 York Street in the middle. Access to the property is from a single driveway on the western frontage on York Street and wrapping around 11 York Street towards the interior of the site. The depth of the property varies anywhere from 87.9 metres to 100.6 metres. The subject land has a total area of approximately 0.296 hectares (0.73 acres).

The property contains a mid-century single-storey detached house built in the 1970’s, which is setback from the street and is located within a mature tree-lined residential neighbourhood with a variety of historic detached dwellings on lots with different frontages and depths. Immediately south of the subject property is Kay Cee Gardens, a 2.7 acre public park that contains conservation lands including Mill Creek. A location map of the subject property is included as **Attachment 1**.

York Street contains several properties on the municipal heritage register. Of the 27 properties with frontage on York Street, two (2) are individually designated under Part IV of the *Ontario Heritage Act (OHA)*, these being 20 York Street and 8 John Street (corner of John and York Street). Seventeen (17) properties are listed non-designated on the municipal heritage register and eight (8) properties, including the subject 11A York Street property, have no heritage status.

In May of 2017, Town Council endorsed the Merchants and Prince of Wales Heritage Conservation District Study. The Study Area covered historic properties along 1st Street, Broadway, Zina Street, Faulkner Street, and York Street, including the subject property. The Study concluded that there was sufficient cultural heritage value within this area to warrant a designation under Part V of the OHA as a Heritage Conservation District (HCD). A draft plan for the Merchants and Prince of Wales Heritage Conservation

District was developed and a designating by-law drafted in 2018, but it was never adopted by Town Council.

On November 27th, 2023, Council received a delegation from York Street residents requesting that Council renew the HCD study and pursue a designation specifically for the York Street area.

Proposed Development

On December 21, 2023, D+H Architects Inc. submitted an Official Plan and Zoning By-Law Amendment application on behalf of the property owners Brenda and Terry Giles for the subject property. Following a pre-submission review and some minor revisions to the application package, the submission was deemed complete by Town staff on April 18th, 2024. The application proposes to amend the Town's Official Plan and Zoning By-law to permit the development of 12 townhouse units on a private road accessed via York Street, with shared common elements and lay-by visitor parking.

The proposed development consists of two townhouse blocks flanking an internal private road, with 7 units along the west side and 5 units on the east side. The townhouse blocks are 9 metres in height, with each unit having 3 bedrooms and a total floor area of approximately 150 sq metres (1600+/- sq ft), and 2 parking spaces, with an additional 3 visitor spaces to service the development. The proposed development would require the demolition of the existing 1-storey detached dwelling, and a new access from York Street to allow a private road to service the development.

Attachment 2 includes the development concept plan.

The Official Plan Amendment (OPA) seeks to re-designate the south portion of the subject property from "Residential" to "Open Space Conservation" on Schedule 'A' of the Official Plan (Land Use Plan), which reflects the limits of the floodplain area associated with Mill Creek. It also seeks to re-designate the subject property from "Low Density Residential" to "Low Density Multiple" designation on Schedule 'C' of the Official Plan (Residential Density Plan). The Zoning By-law Amendment (ZBLA) proposes to rezone the lands from "Residential Second Density (R2) Zone to "Residential Fifth Density" (R5) Zone, with site-specific regulations to permit the development as proposed, and rezone the south portion of the site from "Residential Second Density (R2) Zone to "Open Space Conservation (OS2) Zone. A Holding (H) Zone symbol will also be applied to the site through this amendment, which would require removal in order for development to proceed and would be contingent upon satisfying certain conditions prerequisite to its removal. Further planning approvals would be required to facilitate this development, including but not limited to applications for Site Plan Approval and a Plan of Condominium. By-laws to adopt proposed Official Plan Amendment No. 136, and to amend Zoning By-law 22-90 (as amended), to permit the proposed development, are included under the By-laws Section of the Council meeting agenda containing this Report.

Analysis

Subsection 3(5) of the Planning Act states that where a municipality is exercising its decision-making authority affecting a planning matter, such decisions “shall be consistent with” policy statements issued under the Act and “shall conform to”, or “shall not conflict with” the provincial plans that are in effect on that date. The following sections provide an analysis of the proposal’s adherence to provincial, County and Town planning policy in support of the recommendation for Council’s decision concerning this application.

Provincial Planning Statement (2024)

The Provincial Planning Statement (PPS) is issued under Section 3 of the *Planning Act*, and provides policy direction on matters of provincial interest related to land use planning and development. The 2024 PPS came into effect on October 20, 2024, and merges the previous Provincial Policy Statement (2020) and Growth Plan for the Greater Golden Horseshoe (2019).

The proposed application has been deemed consistent with the policies of the PPS due to the proposal assisting with the following policy objectives:

- Provide for an appropriate range and mix of housing option and densities to meet projected needs of current and future residents of the regional market area (Section 2.2.1);
- Land use patterns which efficiently use land and resources, optimize existing and planning infrastructure and public services, and support active transportation (Section 2.3.1.2);
- Efficiently use existing municipal sewer and water services without the need for expansion to service the proposed development (Section 3.6.2);
- Directing development to areas outside of hazardous lands adjacent to river, stream and small inland lake systems which are impacted by flooding hazards and/or erosion hazards (Section 5.2.3).

The proposed Official Plan and Zoning By-law amendment is consistent with the above referenced policies of the PPS because it will create new housing options aside from detached dwellings and will do so in a built-up area that is close to amenities, supports active transportation options, and will efficiently use existing services.

County of Dufferin Official Plan

The Town of Orangeville is designated an “Urban Settlement Area” on Schedule ‘B1’ in the County of Dufferin Official Plan (County OP). The policies for this designation are found in Section 3.0 “Growth and Settlement Areas” and identify urban settlement areas as focal points for growth, which are intended to accommodate a broad range of uses. These areas are comprised of lands that provide full municipal services (i.e., sewage, water and stormwater management) and support a broad range of land uses and densities, including a mix of housing types.

This Official Plan and Zoning By-law amendment application is consistent with the policies of the Dufferin County Official Plan as the approval of this amendment would assist with the following County policy objectives:

- Foster the creation of complete, healthy, and vibrant communities and enhance the quality of life for all residents by directing the majority of growth and development to the settlement areas to conserve and protect natural heritage features and areas and agricultural areas. (Section 3.1-a);
- Promote development patterns in settlement areas that efficiently use land, resources, infrastructure, and public service facilities, through compact urban forms, a mix of land uses and appropriate densities (Section 3.1-d);
- Encourage opportunities for redevelopment, revitalization and intensification in appropriate locations and of a scale and character of development that is compatible with the community (Section 3.1-e);
- achieving the minimum intensification target that applies to the County of Dufferin for all residential development occurring annually within settlement areas (Section 3.4.2); and
- providing for diverse and affordable housing opportunities, and maintaining a stable residential housing market (Section 3.7.1)

Town of Orangeville Official Plan

The Town's Official Plan (OP) designates the subject property as 'Residential' (Schedule 'A': Land Use Plan) and 'Low-Density Residential' (Schedule 'C': Residential Density Plan). The Low-Density Residential designation permits single detached and two-unit dwellings to a maximum density of 25 units per net developable hectare (Section E1.3 and Section E1.4.2). The current application seeks to amend the Official Plan to designate the subject lands 'Low-Density Multiple' which would permit townhouses to a maximum density of 49 units per hectare. The proposed development has a density of approximately 41 units per hectare.

The other relevant policies that apply to the subject property and how the proposed development would conform to those policies are outlined below:

Heritage Resources

- D4.3.1 – Council will seek to ensure that heritage resources are maintained and enhanced within a compatible context. Council will address this objective as part of its consideration of any application for development approval that affects the property occupied by a heritage resource, or an adjoining property.
- D4.3.13 - Development and site alteration on lands adjacent to protected heritage properties may be permitted where it has been demonstrated that the identified heritage attributes will be conserved and protected, wherever possible. Mitigative measures and/or alternative development approaches may be required to conserve those heritage attributes.

The proposed development would respect policies surrounding Heritage Resources (Section D4) as the submitted Heritage Impact Assessment has not identified significant impacts to the surrounding heritage properties. The applicant has made changes to the submission as per recommendations in the report to incorporate heritage features in the design of the proposed townhouses. In addition, Town staff have included site specific provisions in the proposed Official Plan Amendment No. 136 that will explicitly require traditional architectural features to be incorporated in any future development on the subject lands:

“(E8.82) to ensure the established built form character and heritage attributes of the surrounding neighbourhood is maintained, development on the land to which this policy applies shall incorporate the following design principles:

- Use of traditional building materials such as brick and shake siding which generally match those used in surrounding heritage buildings;
- Inclusion of distinctive architectural features that are similar to, and compliment those features exhibited in the surrounding neighbourhood, such as gable mill work, brick banding, traditional porch columns; and
- Any modern building materials used such as vinyl siding should incorporate neutral colours which generally match those used in surrounding heritage buildings.

The intent of this policy is to ensure that any future development or redevelopment of the subject lands will incorporate architectural design elements that are sympathetic to surrounding heritage attributes and implements any recommendations set out in a heritage impact assessment that has been accepted by the Town.”

Community Form and Identity

- D7.2.1 – 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.
- D7.2.2 - 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.
- D7.2.3 - 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.

The proposed development conforms with policies on Community Form and Identity (Section D7), as the applicant has worked to minimize the impact of the development on the established character along York Street. The townhouses will be set back from the street and the sloping grade downwards to the back of the site will mitigate any impact of the development on the streetscape. In addition, the removal of the existing detached dwelling and the proposed private road will create a more open view towards the Open Space in Kaycee Gardens from York Street than what currently exists.

Residential Land Use

- E1.2.2 – The Municipality shall encourage developments of good quality construction and design.
- E1.2.3 - An appropriate range of housing types shall be encouraged to meet a variety of needs in terms of size, type, ownership status, affordability and location. More specific objectives include the encouragement of areas of higher priced single detached housing as well as moderate priced housing, condominium and rental projects oriented towards an aging population, and the increase of residential densities within and in proximity to the Town's Commercial Core.
- E1.2.4 - Council supports the provision of a broad range of housing types and forms suitable to both owners and renters of varying household size and income level.
- E1.2.5 - Council supports the intensification of previously developed areas where appropriate in order to maximize the use of the Town's limited land and infrastructure resources.

The policies for Residential Land Use (Section E1) seek to encourage quality developments that create a broader range of housing types. The proposed development will provide 12 additional dwelling units available to future new residents to the neighbourhood and provide another family-sized ground-oriented housing option for this area, which is appropriate for the neighbourhood and is within walking distance of the Downtown core.

Natural Environment, Water Resources, and Natural Hazards

- E5.1-b & c - direct development generally away from lands that are impacted by flooding and/or erosion hazards AND away from ecologically significant or sensitive lands that support natural features and functions.

The proposed development will conform with policies regarding the Natural Environment (Section E5), as the development will be setback 30 metres from Mill Creek and will be outside the designated "Flood-Prone Area" identified in Schedule 'B' of the Official Plan. In addition, the applicant has worked with Town staff and CVC to ensure that the natural hazard lands within the site will be redesignated to "Open Space Conservation" as shown in proposed amendments. The Site Plan design includes Low Impact Development (LID) features, through the provision of bio-swales, which will assist with ground water retention and mitigate impacts of run-off into the Mill Creek. A by-law to

adopt the proposed Official Plan Amendment (OPA No. 136) is included under the By-laws section of the subject Council meeting agenda containing this report.

The proposed Official Plan and Zoning By-law amendment will conform with the policy objectives outlined above, as the change in designation to “Low Density Multiple” will allow intensification of the subject property to achieve multiple policies related to the efficient utilization of existing infrastructure, creating greater housing options, creating complete and walkable communities, and conforms to policies related to protecting existing natural features.

Town of Orangeville Zoning By-law, 22-90

The subject property is zoned “Residential Second Density” (R2) on Schedule ‘A’ in Zoning By-law No. 22-90, as amended. The R2 Zone permits residential uses including:

- single detached dwelling
- home occupation
- a public park
- crisis care facility
- group home

The current application seeks to amend the Zoning By-law to rezone the subject lands to “Residential Fifth Density” (R5), which would permit a wider range of residential uses, including the following:

- Single detached dwelling
- Semi-detached dwelling
- Duplex dwelling
- A converted dwelling house
- Triplex dwelling
- Townhouse dwelling
- Home Occupation
- Public Park
- Crisis Care Facility
- Group Home
- Long-Term Care Facility
- Retirement Home

The application is seeking a special provision (SP 24. 241) to permit site-specific zone standards for the development as proposed. The following table provides a summary of the existing R2 Zone standards, the general R5 Zone standards and the proposed site-specific R5 regulations to accommodate this development:

Regulation	Existing R2 Zone	Parent R5 Zone – For Townhouses	R5 Zone-SP.24.241 (Proposed)
Lot Area (min)	464 sq metres	180 sq m./ dwelling unit	110 sq m./ dwelling unit
Lot Frontage (min)	15 metres	6.0 m./ dwelling unit	6.0 m./ dwelling unit
Front Yard (min)	6.0 metres	6.0 metres	4.5 metres
Exterior Side Yard (min)	3.5 metres	3.5 metres	3.5 metres

Interior Side Yard (min)	1.5 metres	1.2 metres (one storey) 1.5 metres (above one storey)	1.5 metres
Rear Yard (min)	7.0 metres	7.0 metres	5.5 metres
Building Height (max)	9.2 metres	9.2 metres	9.2 metres
Coverage (max)	40% - one storey 35% - two or more storeys	N/A	N/A

In addition, as part of this Zoning By-law amendment, a Holding (H) Symbol will be applied to the site which will have specific conditions for Holding Removal that must be met before any development of the subject property can proceed. The amending By-law is included under the By-laws section of the Council meeting agenda containing this report.

Additional Applications Required

In addition to the Official Plan Amendment and Zoning By-law Amendment approvals for the subject lands, the following applications will be required:

1. **Site Plan Approval** to facilitate the proposed development. The site plan review and approval process will address the exterior elements of the development in detail, including site servicing, drainage and stormwater management, architectural design, lighting, and landscaping, as applicable. These site design measures can also be used to mitigate any potential impacts and assist in maintaining compatibility with surrounding uses. An executed Site Plan Agreement between the Town and the applicant will be required prior to the commencement of construction. A Site Plan Application has not been submitted to date in conjunction with this development proposal.
2. **Plan of Condominium Exemption** will be required to establish the common elements (i.e. private road, visitor parking, landscaped areas, protected open space) that will form the condominium.
3. **Residential Demolition Permit** to facilitate the demolition of the existing dwelling on the subject land prior to development.
4. **Lifting of the Holding (H) Symbol** to facilitate the removal of the Holding (H) Symbol that is placed on the land as part of the Zoning By-law Amendment. The purpose of the (H) symbol is to ensure the appropriate servicing capacity needed to accommodate the proposed development is formally allocated to the development before it proceeds. In this case, additional holding provisions have been added as shown in the list below. An application to remove the Holding (H) Symbol will be required after Site Plan approval has been granted.

Holding Provisions
1. there is sufficient water supply and sewage treatment capacity to service the development or portion thereof as the case may be.
2. a detailed Construction Management Plan has been submitted to the satisfaction of the Town.
3. To ensure future development design features will be sympathetic to the heritage attributes of the surrounding neighbourhood, and implements recommendations set out in a satisfactory heritage impact assessment, the owner shall submit an application for site plan approval that addresses the following design features to the satisfaction of the Town: <ol style="list-style-type: none"> a. Use of traditional building materials which generally match those exhibited in surrounding heritage buildings. b. Inclusion of distinctive architectural features that are similar to features exhibited in the surrounding neighbourhood.

Review and Consultation

Internal Departments and External Agencies

The applications and supporting documentation were circulated to internal departments and external agencies for comment, pursuant to the mandate and technical area of expertise of each reviewing department/agency. The application has gone through 4 rounds of submissions and reviews to address comments.

This review included a peer-review of the Traffic Impact Study, Urban Design Report, and Heritage Impact Assessment by third-party consultants with expertise in these disciplines.

Comments from the following agencies and Town departments have been adequately addressed and/or expressed no concerns with the application, or have provided conditions to be included as part of the future Site Plan Approval application:

- Infrastructure Services, Planning
- Infrastructure Services, Building
- Infrastructure Services, Transportation and Development
- Community Services, Fire
- Credit Valley Conservation Authority
- Dufferin Peel Catholic District School Board
- Enbridge Gas
- Orangeville Hydro

- Hydro-One
- Canada Post
- Bell Canada
- Rogers

No additional comments have been received from internal departments or external public agencies with respect to this application.

Public Consultation

A public information meeting was held in accordance with the Planning Act requirements on June 17, 2024. The purpose of this public meeting was to provide an opportunity for the applicant to present their application to the public and Council, to receive comments, and answer any questions and concerns raised about the proposed development.

There were multiple questions and concerns raised by residents and members of Council at the public meeting. In addition, Town staff received many written submissions from residents ahead of the public meeting. The comments received expressed concerns with the proposal related to such issues as traffic impacts, heritage considerations and impact to the historic streetscape character, privacy and overlook concerns, environmental impacts to the creek and adjacent conservation lands, as well as concerns over the increase in density and how the site would function. In response to these concerns, Council passed a motion to require that the applicant submit a Heritage Impact Assessment (HIA) and an Environmental Impact Study (EIS) as part of a revised submission for staff review.

All comments received from Council and residents have been catalogued on file and are summarized in the attached Comment Matrix with corresponding Staff Responses addressing each comment, included as **Attachment 3**.

Issues/Concerns During Review and Consultation

The review and consultation process resulted in multiple comments and concerns to be addressed by the applicant. There was some overlap between the comments raised by internal and external review parties and those raised by residents and Council. These have all been categorized in the below subsections, with a general summary of the comments and concerns raised and how they have been addressed through multiple revisions to the proposed development.

1. Traffic and Access

There were comments and concerns to be addressed related to traffic and the proposed access to the development via a private road connecting to York Street. The narrow frontage of the subject property results in the proposed road being situated closely to the adjacent property lines. This configuration raised issues such as the lack of landscape buffering between the access and adjacent lots, the potential for conflict with adjacent driveways leading into the town right-of-way, concern over impact to on-street

parking and future residents parking along York Street and general concerns expressed by residents with the amount of traffic being generated by the proposed development and impacts to the wider neighbourhood.

As part of the application, a Traffic Impact Study was submitted which has been peer-reviewed by the Town's third-party consultant. The study went through multiple revisions in response to the peer-review comments to ensure all necessary information and data was provided. The study concluded that the local road network could accommodate the increase in trips generated by the 12-townhouses proposed, and that the surrounding network would continue to operate at an acceptable level of service taking into consideration projected future increases in traffic volumes.

In addition, the Town required the applicant to prepare a "Vehicle Swept Path Assessment" which demonstrated that emergency vehicles could safely access the proposed development and shows the turning radius to limit any encroachment on the accesses to neighbouring properties. This assessment was overlayed onto the existing conditions on York Street to confirm that the on-street parking along the street would not be impacted, as shown in **Figure 1** below.

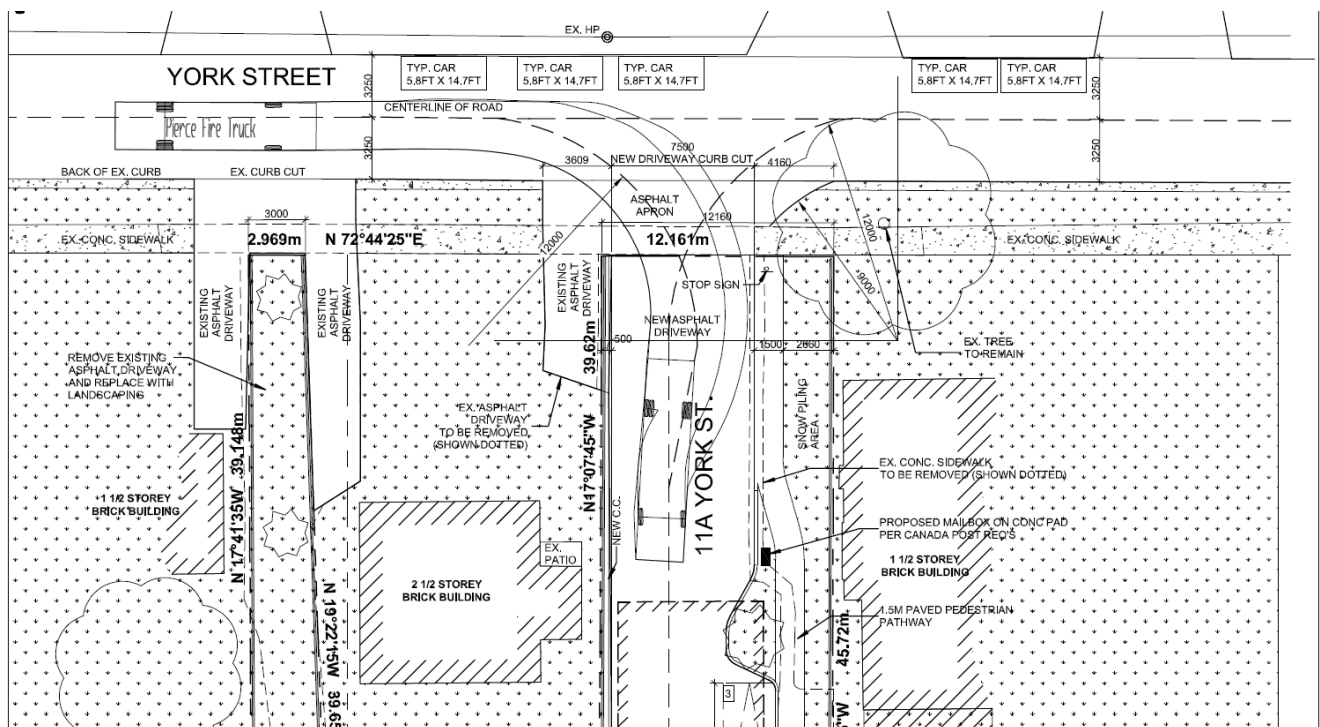


Figure 1. Vehicle Swept Path Assessment

The proposed access has been reviewed by the Town's Planning, Transportation & Development and Fire Divisions, and all comments have been addressed through revised submissions. These revisions included adjusting the entrance to allow additional landscape buffering between the adjacent lot and adjusting the radii of the throat of the access to limit encroachment on the adjacent accesses.

Regarding concerns with parking, the proposed development provides 2 parking spaces per dwelling unit, and 3 visitor parking spaces, which meets the requirements in the Zoning By-law, and it has been confirmed that the existing on-street parking will not be impacted.

Therefore, Town staff are satisfied that the applicant has adequately addressed concerns related to parking, traffic, and site access.

2. Heritage

There have been comments and concerns expressed from both residents and Council on the potential impacts of the proposed development on surrounding heritage features and the historic streetscape and the desire to pursue a Heritage designation for the neighborhood.

Heritage Orangeville was circulated pertinent submission materials and also raised these concerns, as well as additional concerns regarding site design and compatibility with adjacent properties. Compatibility and site design matters are addressed later in this report.

As outlined in the background section of this report, the York Street neighbourhood was included in a 2017 study to explore designation as part of a wider Heritage Conservation District (HCD). Following the application on the subject property, many residents have expressed an interest in having the Town pursue an HCD designation of the York Street neighbourhood. In response, the Town has retained a consultant, as directed by Council to determine the feasibility and cost of undertaking this process. A project work plan and budget allocation were approved by Council on February 10, 2025 to proceed with the HCD study process, which the consultant is currently working on. However, it is important to note that this is a separate planning process from the subject applications, and any future HCD designation does not preclude redevelopment of the subject property.

When Town staff initially reviewed the applicant's development concept, a Heritage Impact Assessment (HIA) was not requested as part of the submission, as the subject property is not designated, nor is it adjacent to any designated heritage property(ies) that would trigger planning policy requirements for a supporting HIA. However, a motion was passed by Council at the June 17th public meeting to require an HIA, which the applicant has submitted as part of their revised submission. The Town retained third-party consultants with Planning and Heritage expertise to peer-review the HIA to ensure it met criteria outlined in the *Ontario Heritage Act*.

The HIA assessed the proposed development against the relevant policy framework, including the *Ontario Heritage Act (2005)*, *The Planning Act (1990)*, *Provincial Planning Statement (2024)*, and *The Town of Orangeville Official Plan (2020)*. The report summarized the heritage resources contained within the York Street neighbourhood such as the variety of architectural styles, including Italianate, Gothic Revival, Craftsman, and Edwardian Classicism. It also assessed the adjacent properties at 7, 11,

and 15/17 York Street for “potential heritage value,” identifying several heritage attributes.

The impact assessment in the report was informed by guidelines provided by the Ontario Ministry of Citizenship and Multiculturalism (MCM), and assessed for the following potential impacts to the adjacent properties with heritage value:

- **Destruction** of any, or part of any, significant heritage attributes or features;
- **Alteration** that is not sympathetic, or is incompatible, with the historic fabric and appearance;
- **Shadows** created that alter the appearance of a heritage attribute or change the viability of a natural feature or plantings, such as a garden;
- **Isolation** of a heritage attribute from its surrounding environment, context or a significant relationship;
- **Direct or indirect obstruction** of significant views or vistas within, from, or of built and natural features;
- A **change in land use** such as rezoning from open space to residential use;
- **Land disturbances** such as a change in grade that alters soils, and drainage patterns that adversely affect an archaeological resource; and
- **Other** potential impacts

The HIA concluded the only potential impacts would be the “indirect obstruction” of some southernly and westerly views from portions of the properties at 11 and 7 York Street. Further, the report noted that these views would not be impacted during the summer months due to presence of mature trees and this would only occur during the winter months. The report noted the proximity of the proposed development to the property at 15/17 York Street, but found the views from this property would not be impacted due to the existing two-storey carriage house along the property line with the subject site. In addition, the HIA found the potential for “other” indirect impacts to the adjacent properties such as noise and vibration from construction activities, if these activities are not monitored and staged appropriately.

The peer-review of the HIA recommended that the report be revised to include an assessment of the heritage significance of the physical attributes of surrounding properties, and that the Landscape Plan be updated to retain more existing trees where possible and add more trees and plantings along the property lines to create a vegetative buffer to mitigate indirect impacts on adjacent properties. These revisions to the HIA and the Landscape Plan have been made by the applicant.

The HIA concludes with recommendations for mitigating these indirect impacts of the proposed development, which fall into the following three categories:

- **Landscape Plan – Tree Protection or Replacement**
As noted in the peer-review, it was recommended that the Landscape Plan includes as much vegetative buffer as feasible, and increased retention or replacement of existing trees be considered.

- **Architectural Design Elements**

The HIA recommends that architectural features that are sympathetic to the surrounding built context are included, based on the significant physical features found on surrounding heritage “listed” buildings, such as red and buff brick banding, shake siding within gable-ends, and a medium-to-dark grey or taupe colour siding.

- **Construction Staging Area Setback and Construction Monitoring**

The report recommends that noise and vibration are actively monitored during construction by the Project Supervisor, and a designated construction staging area, setback from the heritage building at 11 York Street, should be clearly outlined and agreed upon prior to the commencement of any construction.

These recommendations have been considered by the applicant, and the Landscape Plan has been revised as noted above. The applicant has provided conceptual renderings which now show many of the architectural features noted in the HIA, as shown in **Figure 2** below. In addition, Town planning staff have incorporated site-specific policies in the Official Plan Amendment, which would require future development of these lands to incorporate these specific architectural design elements which are sympathetic to the surrounding heritage buildings. This policy approach will strengthen implementation of such features to be enforced through the detailed site plan design process. The recommendations for construction monitoring and staging area setback would also be a requirement of Site Plan Approval, through which a satisfactory Construction Management Plan would be submitted.

In conclusion, planning staff are satisfied that the applicant has adequately addressed comments and concerns related to potential heritage impacts at this land-use planning stage. Additional design details can be confirmed at the Site Plan stage.



Figure 2. Conceptual Rendering

3. Neighbourhood Character

There were concerns raised during the public meeting related to the perceived lack of compatibility of the proposed development with the surrounding neighbourhood. Further, it was commented that it would set a precedent for change that will lead to further development and that the density is too high for an area of predominantly detached homes.

These concerns were considered during the review process, and the applicant has made multiple revisions to the conceptual design in response to Town comments related to compatibility. In addition, an Urban Design peer-review of relevant submission materials was undertaken by a third-party consultant to provide further feedback on the overall site design, and made suggestions for minor changes, many of which have been incorporated. However, the peer-review did not highlight any major concerns with the applicant's submission. In addition, planning staff note that the irregular shape of the subject property, which opens up behind the adjacent properties, is unique and allows the proposed townhouse blocks to be setback from the view of the street. The grade of the subject site, which slopes down from the north entrance at York Street towards the back of the property, also assists in mitigating the view of the proposed townhouses from the street, as shown in the below conceptual rendering.



Figure 3. Rendering showing grade change on site

These unique characteristics of the site mitigate potential impacts the development would have on the established streetscape and character of the neighbourhood. Furthermore, staff note that this proposed land-use change would apply only to the subject property, and any potential application for future intensification development would undergo the same process and would be reviewed on its own merits. Therefore, a precedent is not set, as the policies of the Official Plan that apply to the rest of the neighbourhood would remain unchanged.

Finally, as mentioned in the above section on Heritage, the conceptual design of the townhomes has been revised to incorporate architectural features which are consistent with characteristics the surrounding neighbourhood. The proposed Official Plan Amendment no. 136 provides a site-specific policy provision which will require the proposed development to incorporate architectural elements that will better match the

neighbourhood character on York Street. In addition, the maximum permitted density is currently 25 units per hectare, whereas the proposed amendment would permit a maximum of 41 units per hectare, which is considered to be a similar order of magnitude and appropriate for a low-density neighbourhood.

It is planning staff's opinion that the Specific Area Policy requirements through the OPA, in combination with the revisions made to the conceptual design of the townhouse block and the unique configuration of the site, will limit any negative impacts the proposed development may have on the established neighbourhood character.

4. Site Design

The review of the applicant's submission included comments related to site plan design and function that are often detailed at a Site Plan Approval stage, but given the sensitivity of the subject site, Town staff wanted to confirm certain details to inform the land-use decision. Town staff also received comments from residents with concerns related to certain site plan details such as landscaping, snow removal, garbage pick-up, mailbox location, and others.

The initial Site Plan proposed a walkway through the small strip of land running between the adjacent lots at 13 York Street and 11 York Street, currently used as the driveway for the subject property. The plans also proposed garbage pick-up and mail-box area at York Street where the current driveway is. This raised concerns for residents due to future foot traffic through the walkway, and the garbage pick-up for 12 units which could allow garbage to accumulate at the public right-of-way between the properties. Town staff suggested the walkway, garbage pick-up, and mailbox be removed. The Site Plan has been revised to remove these elements and provide additional trees and plantings within the strip of land as shown in **Figure 4** below. The applicant has stated the future condominium would have private garbage pick-up, and a mail-box area has been provided internally.

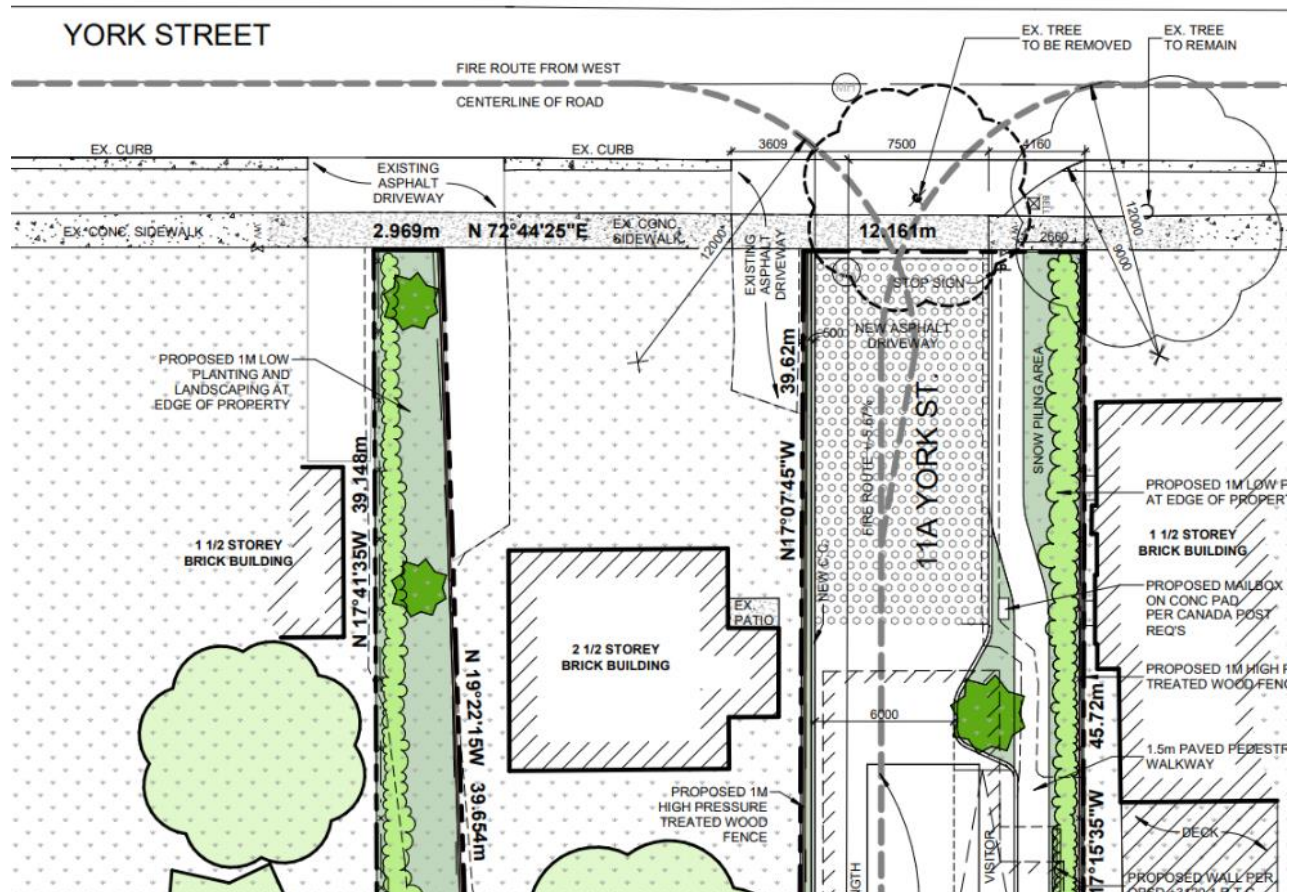


Figure 4. Excerpt from Landscape Plan showing updated plantings and mail-box area

In addition, Town staff received comments regarding the snow removal for the proposed development. The applicant has identified snow storage areas on the submitted Site Plan which can accommodate routine snow maintenance. In the event of excess snow fall, the applicant has stated that snow would be removed from the site. The details for this maintenance would be specified in a future Site Plan Agreement and condominium approvals. The applicant has made other minor revisions to address Town staff comments related to site design such as additional landscape buffering along the property lines, specifying the mailbox area which can meet Canada Post requirements, and confirming details on how the development would be serviced.

The application has gone through 4 submissions and rounds of review, with many revisions made to address comments related to site plan design. These details that have been reviewed are typically confirmed at the Site Plan Approval stage but have been required at this stage to ensure feasibility of the overall development concept to inform the land-use decision. In the opinion of Town staff, these revisions have adequately addressed all review comments and concerns raised by residents related to the conceptual site design.

5. Compatibility with adjacent properties

The present application seeks a Zoning By-law amendment to re-zone the property to R5 to permit townhomes, with special provisions for reduced rear-yards and lot area minimums. This is common for such an infill development, however the proximity of the proposed townhomes to the property lines and the perceived increase in height has raised overlook and privacy concerns that could negatively impact adjacent properties.

In addition to privacy and overlook concerns, Council also raised concerns with the potential shadow impacts of the proposed development on adjacent properties and Kaycee Gardens.

The proposed townhouse blocks are flanking a private street and will be oriented along the east and west property lines, therefore what was originally the side-yard of the subject property will be the rear-yards for the proposed townhouse lots. The original submission sought a reduction of the standard R5 rear-yard minimum from 7 metres to 5 metres. In response to resident concerns of overlook and privacy, Town staff have requested the applicant revise the proposed rear yard to 5.5 metres which is more appropriate and still allows an efficient unit design. This would change the existing side yard setback from 1.5 metres to a rear-yard setback of 5.5 metres and still ensure at least 7 metres of separation between any future buildings on adjacent lots.

In addition to this revised rear yard setback, Town staff have added special provisions to the proposed amending By-law, which would not allow any encroachments of balconies, stairs, porches, or decks into the rear yard and limit the height of any accessory structures to 2.1 metres. This will limit the uses in the rear-yard of the townhomes to ground-oriented patios or decks and mitigate against potential overlook conditions into adjacent properties.

The height of the proposed townhouse blocks is 9 metres, which meets the 9.2 metre height limit of the existing R2 zoning on the subject property. Therefore, the townhomes will be no higher than what is currently permitted, and as mentioned in sections above, the sloping grade of the site will mitigate the view of the townhomes from adjacent properties. The existing R2 zoning, which applies to most of the neighbourhood, would permit a detached building with up to three dwelling units, and of a similar footprint to the proposed townhouse blocks, provided the minimum height and setbacks were met. The existing zoning also permits large detached accessory structures for garages and/or additional dwelling units, such as the carriage house constructed on the adjacent lot at 15/17 York Street (**Figure 5** below), which can be constructed as-of-right within 1.5 metres of the property line.



Figure 5. Carriage house constructed on adjacent lot at 15-17 York Street.

It is planning staff's opinion that the 5.5 metre rear-yard setback, sloping grade of the site, and special provisions to limit any encroachments such as balconies or decks and accessory structures over 2.1 metres, will adequately mitigate potential overlook and privacy issues.

At the public meeting, members of Council raised concerns about potential shadow impacts from the proposed 3-storey townhouse blocks, and suggested a Shadow Impact Analysis be required. As mentioned, the proposed townhouse blocks are 9 metres in height, whereas the existing R2 Zone permits building heights of 9.2 metres. The Town's approved 2022 Design Guidelines state that a Sun Shadow Analysis should typically only be required when the proposed development is 6-storeys or more in height and in close proximity to a shadow sensitive area. The proposed development does not meet this criteria and a Shadow Analysis was not requested by Planning staff. However, in response to concerns raised, the applicant has prepared a Shadow Analysis which uses software modelling to illustrate the anticipated shadow impacts from the proposed development during the seasonal peak shadow days of March and September. Plans illustrating existing and post-development shadow conditions are included as **Attachment 4**.

The findings of the analysis show that there will be limited change in shadow impact from the existing and post-development conditions. The analysis shows minor shadow impacts on the rear yard of the adjacent property to the west at 15/17 York Street. The existing conditions show that the trees on the subject site and surrounding area already produce significant shadowing, therefore the massing of the proposed townhouse

blocks does not result in a significant increase in shadows. Further, the orientation of the site means that the shadows are cast to the north towards York Street, and the grade change limits this shadowing, and there are no shadow impacts to Kaycee Gardens. The demolition of the existing building will result in less shadowing at certain times of day on the adjacent lots at 11 York and 9 York Street. Due to the townhouse blocks being situated in the rear yard of the existing property, the grade change on site, and the orientation of the development, the shadow impacts are negligible.

6. Environmental Impacts

The subject property is located in close proximity to the adjacent Mill Creek and Kaycee Gardens, and a portion of the property is within the CVC regulation limits. As such, the application was reviewed by CVC to ensure the development would not adversely impact the watercourse. The adjacent natural features were a major concern during public consultation, with residents and Council commenting on potential environmental impacts, including increase in impervious areas and salt run-off to the creek, effects on adjacent natural habitat, removal of trees, and impacts of sanitary servicing.

In response to these concerns, Council passed the motion at the Public Meeting to require an Environmental Impact Study (EIS) be submitted by the applicant to ensure potential impacts to Mill Creek and Kaycee Gardens Park are mitigated. The EIS assessed the site and development to ensure compliance with all applicable policies including the following:

- Provincial Planning Statement (2020)
- Endangered Species Act (2007)
- Fisheries Act (1985)
- Migratory Bird Convention Act (1994) & Migratory Bird Regulations (2022)
- Conservation Authorities Act (2024)
- Greenbelt Plan (2017)
- Dufferin County Official Plan (2017 consolidation)
- Town of Orangeville Official Plan (2020 consolidation)
- Town of Orangeville Zoning By-law 22-90 (2022)

The EIS demonstrates compliance with all of the above listed Policies, aside from the Town's Official Plan and Zoning By-law which the application seeks to amend to permit the proposed development.

The EIS findings concluded that impacts would be minimal, such as the removal of vegetation and grading on-site, and provides a list of recommended mitigation measures that would ensure no negative impacts to the surrounding natural features. The recommendation are as follows:

1. Prepare and implement an Erosion and Sediment Control (ESC) Plan as part of detailed design, for protection of the Mill Creek.

2. Minimize tree loss through the completion of a Tree Protection Plan at detailed design stage, including the installation of a silt and sediment control barrier.
3. Complete all vegetation clearing and grubbing outside of the Generalized Breeding Bird Nesting Period from April 1 to August 31 and the bat maternity window of April 1-September 30.
4. The area of construction disturbance shall be kept to a minimum.
5. Equipment is to be limited to the construction allowance area and is not to encroach within adjacent natural features.
6. Works and equipment storage are to be located as far as possible from the existing natural features.
7. Implement a Salt Management Plan to mitigate impacts from runoff to the adjacent natural communities.
8. Provide educational materials to residents to foster natural heritage stewardship.

These recommendations are considered minor, and many of them are included as part of the Town's requirements for Site Plan Approval. The applicant has prepared and submitted the ESC Plan as part of this application and has agreed to a 3:1 tree replacement ratio, as shown in their revised Landscape Plan.

In addition to the Salt Management Plan that will also be required at the Site Plan Approval stage, the applicant has included Low Impact Design (LID) features through the provision of bio-swales in the conceptual site design and an accompanying LID Brief outlining their design. These bio-swales will assist with managing run-off from the subject property into the adjacent Mill Creek and increase water infiltration on site to ensure it meets pre-development levels to offset the increased impervious area. The design of these LIDs has been reviewed by Town staff and deemed sufficient.

The remaining recommendations can all be enforced at the Site Plan stage through provisions in the Site Plan Agreement that would need to be executed with the Town before any construction can proceed. The recommendations related to construction would be detailed in the Construction Management Plan that is submitted as part of that approval process. Therefore, Town staff are confident all recommendations in the EIS can be adhered to for the proposed development.

As mentioned in the policy section of this report, Town staff and CVC have added the requirement that the portion of the subject property within the natural hazards lands is redesignated and re-zoned to "Open Space Conservation" through the present Official Plan and Zoning By-law amendments. This will provide a 30-metre buffer between any future development and the adjacent Mill Creek and ensure this part of the subject

property remain unaltered. This buffer is sufficient and meets the requirements of applicable regulations through the CVC and in the Town's Official Plan.

Another concern raised by residents related to potential environmental impacts of the development is the proposed sanitary servicing. The topography of the site which slopes away from York Street, does not permit the proposed development to be serviced via a gravity-fed sanitary sewer. Therefore a "pumping station" and force-main is required to which the sanitary waste from the townhouse blocks would run to be pumped up to the sanitary main running along York Street. This is a common piece of infrastructure used to service developments that are situated below grade of existing services. The maintenance of the pumping infrastructure would be the responsibility of the future condominium corporation and would have backflow prevention valves and a back-up pump to ensure operation in the event of failure. These technical details have been reviewed by Town staff and deemed sufficient and would be confirmed at the detailed design stage.

To conclude, the applicant was required to prepare and submit an EIS, despite the policies that would normally trigger this requirement not applying to the proposed development. The EIS found no potential for significant environmental impact and provided minor recommendations to be followed through the Site Plan Approval process. In addition, the submission materials have been reviewed by CVC due to proximity to the Mill Creek, and all plans and reports reviewed have received clearance. The proposed Official Plan and Zoning By-Law amendment will result in a portion of the site being re-designated to Open Space Conservation, which will assist in preserving the adjacent natural features. Therefore, it is Town staff's opinion that all comments and concerns related to potential environmental impacts have been adequately addressed.

Corporate Implications

The Planning Act prescribes responsibilities to planning authorities, including Council, when exercising its authority in making decisions affecting planning matters. Such decisions must be consistent with provincial policy statements, conform to provincial plans (where applicable) and the upper-tier official plan. Such decisions must also conform-to and implement relevant policies of the municipal official plan.

The recommendations provided in this report are based on staff's assessment of the application in accordance with the applicable provincial, county and Town planning policy framework. Based on this assessment, staff are of the opinion that the application meets these policy considerations and therefore recommend approval of proposed Official Plan Amendment 136 and Zoning By-law amendment to permit the proposed development.

Following Council's decision on the application, a notice of the decision must be issued within 15-days, and in the manner prescribed by the Planning Act. Only certain parties

have rights to appeal this decision within 20-days of the notice, including the applicant/subject land owner, “specified persons” (i.e. electrical or gas utility companies, railway operators, telecommunications infrastructure provider operating in the area, etc.) or public bodies (i.e. a municipality, local board, ministry, agency, etc.).

Should Council proceed with an alternative decision from the recommendations provided in this report, there are financial impacts anticipated, as there may be a likelihood of appeal in this situation. In this scenario, there would be additional costs and further financial impacts anticipated for the Town’s legal Counsel representation and legal support to Council in defending its position in an appeal. It may also be necessary to hire external consultants to provide testimony and evidence to support any such decision of Council.

Strategic Alignment

Strategic Plan

Strategic Goal: Economic Resilience

Objective: Readiness - Ensure availability and affordability of employment lands and housing

Sustainable Neighbourhood Action Plan

Theme: Land Use and Planning

Strategy: Co-ordinate land use and infrastructure planning to promote healthy, liveable and safe communities.

Notice Provisions

The application was received on December 21th, 2023 and deemed complete by Planning Division staff on April 18th, 2024. In accordance with the requirements of the Planning Act, on April 26th, 2024, a joint Notice of Complete Application and Public Meeting was:

- i. circulated to all property owners within 120 metres of the subject property;
- ii. advertised in the Orangeville Citizen;
- iii. published to the Town website; and
- iv. posted via signage on the subject property

Respectfully submitted,

Tim Kocialek
General Manager, Infrastructure Services

Reviewed by:

Brandon Ward, MCIP, RPP
Manager, Planning

Prepared by:

Matthew Mair, MA, BURPI
Planner, Development & Community Improvement, Planning

Attachment(s):

1. Location Map
2. Site Plan
3. Comment Response Matrix
4. Sun Shadow Analysis Plans

Comments from Credit Valley Conservation Authority	
Comment	Staff Response
<ul style="list-style-type: none"> - The submitted plan for a trail connection needs more discussion as the connection is within regulated hazard areas. It is recommended that the trails system for this area of development within the Town be informed by higher level studies, such as a municipal trails Strategic Plan, as the intent appears to be to link multiple communities together in a planned way. Further detail and discussion is required to ensure that the concept routing can be agreed to in principle. Consultation with appropriate Town and CVC staff should occur, including an agency site visit to help ensure routing is feasible and acceptable. 	<ul style="list-style-type: none"> - After review by Town staff concerns were highlighted with the connection and it was also a concern from local residents related to pedestrians cutting through the area. As a result, Town staff have suggested it be removed from the conceptual site plan, and the applicant has revised accordingly.
<ul style="list-style-type: none"> - The natural hazard portions of the lands and their associated setbacks should be placed under an appropriate zoning and designation. Please update the proposed Zoning/ Official Plan Schedules accordingly. 	<ul style="list-style-type: none"> - The proposed Zoning By-law amendment has been revised to show the natural hazard lands re-zoned as Open Space Conservation (OS2) Zone, and the Official Plan Amendment has been revised to show these lands designated as Open Space Conservation. All related application materials have been revised to reflect these changes
<ul style="list-style-type: none"> - CVC recommends that the portion of the subject property containing the natural hazards and their associated setbacks be dedicated to the municipality. 	<ul style="list-style-type: none"> - The Town has considered this suggestion internally and given the irregular shape of the hazard lands and established vegetation/fencing between the subject site and Kaycee Gardens, have determined that conveyance to the Town would not be preferable. The conservation portion of the site will also serve as passive amenity space for the proposed development.
Comments from the Public	
Comment	Staff Response
<ul style="list-style-type: none"> - Residents expressed concerns with the proposed development being incompatible with the surrounding neighbourhood character and established streetscape. 	<ul style="list-style-type: none"> - The applicant has demonstrated the grade change on the site results in the streetview of the proposed townhomes being obscured, and setback from the frontage. The development layout of the site improves visibility from the street through to Kaycee Gardens immediately to the south of the property. In addition, the design of the proposed townhomes seeks to match heritage features found within the existing neighbourhood.
<ul style="list-style-type: none"> - Residents have stated a concern that approval of this proposed development 	<ul style="list-style-type: none"> - The applicant has noted that the proposed concept is specific to this site, and that there are very few

<p>would set a precedent for change that could lead to further negative impacts to heritage resources in the area through further development.</p>	<p>parcels that could accommodate a similar concept in the area. Furthermore, staff note that this proposed land-use change would apply only to the subject property, and any future intensification proposals that may be brought forward within this neighbourhood would be reviewed independently on its own merits.</p>
<ul style="list-style-type: none"> - The majority of residents in the area have expressed the desire to have York Street be designated a Heritage Conservation District. 	<ul style="list-style-type: none"> - In response to these public comments, the Town has retained a consultant to pursue a Study process for designating the York Street neighbourhood as an HCD. The same consultant has also peer-reviewed the Heritage Impact Study (HIA) submitted with this application and did not raise any concerns with the development negatively impacting the heritage characteristic of this neighbourhood. Staff note that this HCD process is a separate planning matter, and any future HCD designation of the street does not obstruct the proposed development from proceeding. <p>Both items are intended to proceed independently and follow their prescribed separate processes. Land use approvals of this development should not influence or jeopardize the fate of the HCD process.</p>
<ul style="list-style-type: none"> - All dwellings on York St. are detached, residents have invested heavily in their properties, and will not be motivated to continue investing if the neighbourhood will change dramatically 	<ul style="list-style-type: none"> - Town staff are of the opinion that the unique shape of the lot allows the townhouse blocks to be tucked from view of the street thus limiting any impacts to York Street's established streetscape of large, detached homes with heritage characteristics.
<ul style="list-style-type: none"> - The majority of residents have expressed a general concern that the density is too high and not appropriate, with more specific concerns such as overlook into adjacent properties being cited. 	<ul style="list-style-type: none"> - The proposed Official Plan and Zoning By-law amendment seeks to amend the land use designation from "Low Density Residential" to "Low Density Multiple" which would allow a density of 49 units per hectare as opposed to the current 25 units. The proposal has density of 41 units per hectare. In addition, the applicant has increased the rear-yard setback of the proposed townhomes from 5m to 5.5m to address the overlook concerns.
<ul style="list-style-type: none"> - It was noted that 12 new homes will be created by the proposal, however 30 homes on the street will be directly impacted 	<ul style="list-style-type: none"> - The applicant has cited the need for additional housing due an ongoing housing crisis, and the submitted Planning Justification Report outlines the Provincial Planning Policy that support intensification through infill to create more housing options. The applicant also noted that adjacent properties have made major additions and created in-law suites and carriage houses along the street, and that despite the proposed increase in density, the development will

	open a viewpoint towards Kaycee Gardens along York Street.
<ul style="list-style-type: none"> - The proposed density will result in a significant increase in traffic on York Street which is already a concern, and parking will spill out onto York Street. 	<ul style="list-style-type: none"> - The applicant has submitted a Traffic Impact Study which has been peer-reviewed by a third-party consultant with expertise in this discipline, to confirm traffic impacts to York Street and adjacent road networks would be acceptable. The projected trips generated would still allow the local network to operate at an acceptable level of service. In addition, as swept path analysis for emergency vehicles was provided to confirm there would be no impact to the on-street parking along the north side of York Street. Finally, the 2 parking spaces per dwelling unit and 0.25 visitor spaces per unit meets the Zoning By-law requirements for townhouses.
<ul style="list-style-type: none"> - Residents have concerns over light pollution from the proposed development and that traffic coming and going will negatively impact adjacent properties. 	<ul style="list-style-type: none"> - The conceptual design of the proposed townhouses incorporates low downlights to limit light pollution spilling from the site. While the site design cannot fully control for light pollution from vehicles entering the development, the Traffic Impact Study has confirmed that York Street can handle the additional trips generated by the development.
<ul style="list-style-type: none"> - There are concerns that the snow removal will be noisier/more disruptive than the current snow removal on York Street. 	<ul style="list-style-type: none"> - The applicant has confirmed that off-site snow removal may need to occur with excessive snowfall, otherwise a snow storage area has been shown on the Site Plan at the south of the site. Snow removal and winter maintenance provisions would be implemented through Site Plan and Condominium approvals.
<ul style="list-style-type: none"> - The private road access creates safety concerns for access of emergency/delivery vehicles etc. 	<ul style="list-style-type: none"> - The applicant has worked with Town staff to revise the proposed entrance and turning radius into the site to ensure adequate access for emergency vehicles, which was demonstrated through “vehicle swept path assessment” showing turning radii of emergency vehicles into the site. This was confirmed as adequate by Town staff and the Town’s traffic engineering peer-reviewer.
<ul style="list-style-type: none"> - Garbage disposal creates concerns as proposed; smell, visually unappealing, etc. 	<ul style="list-style-type: none"> - The applicant has addressed concerns related to garbage disposal by revising the site plan to remove the proposed garbage pick-up along York Street and to confirm that private pick-up would service the future residents, with specific details to be required during SPA stage.

<ul style="list-style-type: none"> - Residents expressed multiple concerns regarding potential environmental impacts from the proposed development, including salt run-off to the creek, removal of trees, increase in impervious areas and increased run-off, light pollution. 	<ul style="list-style-type: none"> - The applicant has worked to address these concerns. In addition, Council required an Environmental Impact Study (EIS) be undertaken, which the applicant has submitted to the satisfaction of the Town. The Landscape Plan has been revised to show a 3:1 tree replacement ratio for the trees being removed from site. The applicant will be required to prepare a “Salt Management Plan” at the Site Plan Approval stage, as per recommendations in the EIS. The applicant has prepared a Low Impact Development (LID) brief which outlines the design and implementation of LID features such as bio-swales which will run along each side of the site to mitigate run-off and improve infiltration on the site. As mentioned, the proposed lights are low downlights to mitigate light pollution, and a Lighting Plan would be required as part of a Site Plan Approval submission. The submission materials have also been reviewed by CVC given proximity to the Mill Creek, and all relevant comments related to impacts to the creek have been addressed.
<ul style="list-style-type: none"> - There are concerns that this change to the lot configuration will eliminate an appropriate buffer between houses and the creek that the deep lots along the south side of York Street have provided. 	<ul style="list-style-type: none"> - Town staff are satisfied that the proposed landscape plan, and the re-zoning of the natural hazard lands at the south the site to Open Space Conservation will result in the appropriate vegetative buffer between the proposed development and the park. There will be 30m maintained between any development and the Mill Creek.
<ul style="list-style-type: none"> - There are concerns over the sanitary pumping station shown in the proposed Servicing Plan and impacts to the creek in the event of failure. 	<ul style="list-style-type: none"> - The proposed pumping station is a common piece of sanitary infrastructure to service areas where a gravity fed sewer is not feasible. The system would have back-up pumps should the pump fail. This proposed servicing has been reviewed to the satisfaction of the Town. Further details will be confirmed at the Site Plan Approval stage, in addition to provisions related to the maintenance of these pumps can be included in the Site Plan Agreement.

Comments from Council

Comment	Staff Response
<ul style="list-style-type: none"> - Council has concerns about the impact to views from Kaycee Gardens, and mentioned potential overlook issues, should a Shadow Study be conducted? 	<ul style="list-style-type: none"> - The applicant has increased the ratio of tree replacement on the site which will be planted to create a buffer between the proposed development and Kaycee Gardens. - The Town’s approved 2022 Urban Design Guidelines provide direction for shadow study requirements, stating they should be submitted where a

	development proposal exceeds six (6) storeys and may affect “shadow sensitive areas” (i.e. primary living spaces, public amenity space, etc.). The proposed development does not meet these criteria warranting a shadow analysis. Notwithstanding this, the applicant has provided plans simulating shadow effects under existing and post-development conditions, demonstrating no significant change in shadow impacts compared to existing treed conditions of the area.
- There were concerns expressed around water supply, and summer peak flows being an issue.	- Staff responded during the Public Meeting to confirm that small scale infill projects such as the proposed development do not pose a risk to the Town’s water supply. In addition, the proposed development would still have to receive formal “allocation” of water supply and services based on available capacity before any construction occurs.
- Council highlighted a discrepancy between the landscape drawing and what is shown in other drawings/renderings, for a walkway proposed between two adjacent properties.	- All plans have been updated to be consistent in the details shown in proposed Site Plan. The proposed walkway along strip of land between two adjacent lots has been removed and replaced with landscaped area and replacement trees.
- Given the surrounding context within the historic York Street neighbourhood, Council passed a motion to require a Heritage Impact Assessment to demonstrate how impacts to surrounding heritage features would be mitigated.	- The applicant had a Heritage Impact Assessment (HIA) prepared which was peer-reviewed by the Town’s heritage consultant. The HIA did not identify major impacts to the surrounding heritage features, given the subject site’s location setback from York Street and the existing building on the site not being of Heritage value. There were minor potential indirect impacts identified such as obstruction of some views from the adjacent properties during the winter months. Recommendations were made to mitigate potential impacts, such as traditional design elements being included in the proposed building façade, additional tree replacement and landscaping to create a vegetative buffer, and appropriate construction staging and monitoring when construction occurs. The applicant has incorporated these changes, and a satisfactory Construction Management Plan would be required as part of a future Site Plan Approval application.
- Council has major concerns with the potential impact to the adjacent Mill Creek and passed a motion to require an Environmental Impact Study (EIS).	- The applicant has prepared an Environmental Impact Study which demonstrates the proposed development complies with all applicable planning and conservation policies. In addition, the report outlines

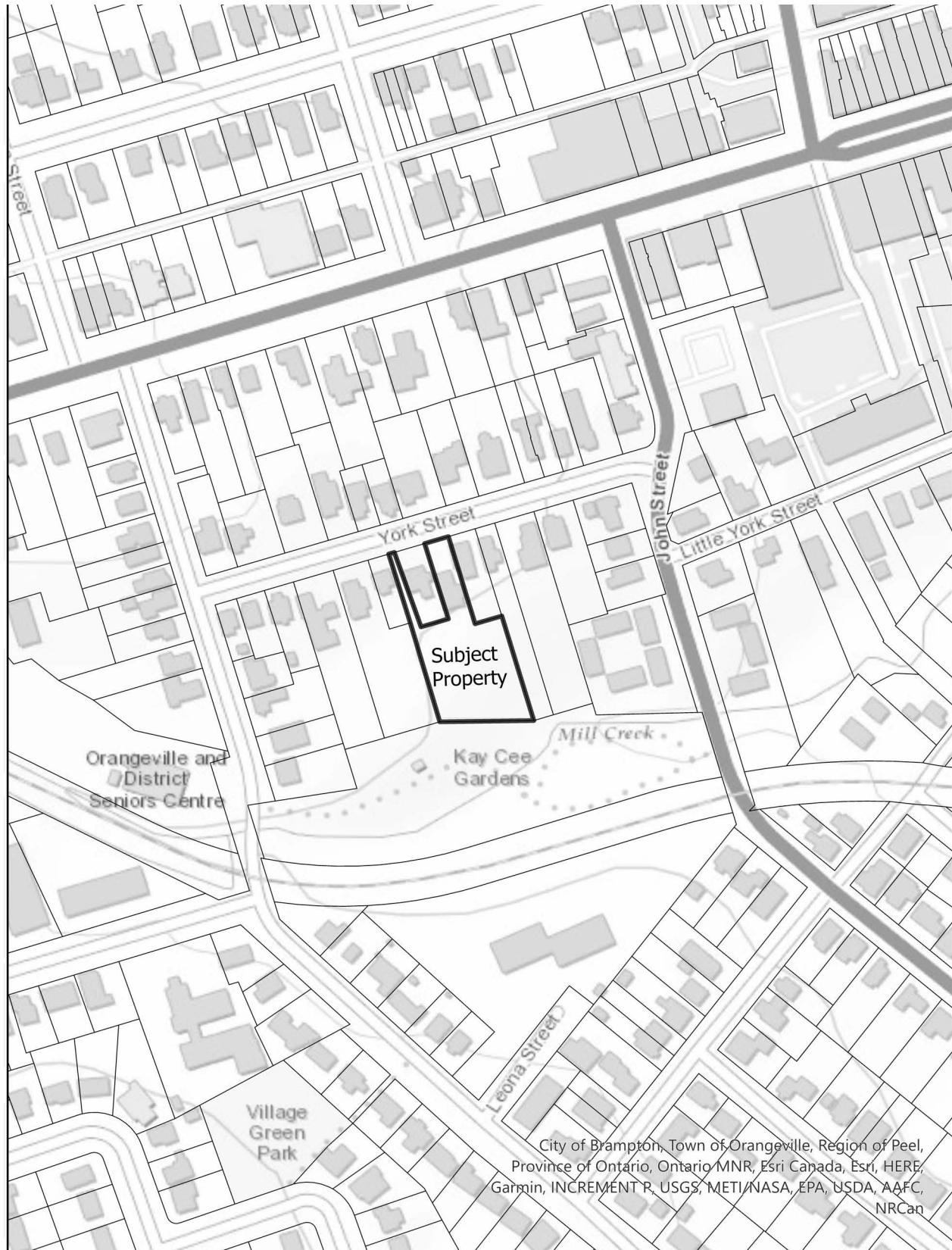
	eight (8) recommendations for mitigating environmental impacts which will be required at the Site Plan Approval stage.
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Location Map

File: OPZ-2023-01 - 11A York Street

Applicant: Terry and Brenda Giles

Agent: D+H Architects



PROPERTY LINE

BUILDING SETBACKS

LANDSCAPING SETBACKS

CONC. CURB

CONC. CURB & GUTTER

WATER MAIN

SANITARY SEWER

STORM SEWER

WEAVING TILE

MANHOLE

CATCH BASIN

CATCH BASIN/MANHOLE

FIRE HYDRANT

EXISTING ELEVATION

NEW ELEVATION

SWALE

SLOPE

HYDRO POLE

WALL-PACK LIGHT FIXTURE

LIGHT STANDARD

OVERHEAD HYDRO

BELL TELEPHONE

GAS LINE

RELOCATED DRIVE WAY LIGHTS

NEW DRIVE WAY LIGHTS

BOREHOLE

TEST PIT

BARRIER FREE PARKING SPACE

LEGAL DESCRIPTION

11A YORK STREET, TOWN OF ORANGEVILLE, COUNTY OF DUFFERIN

SITE INFORMATION WAS BASED ON SURVEY PREPARED BY VAN HARTEN SURVEYING INC.

SITE DESCRIPTION

ZONING (NEW): RESIDENTIAL (R5), AND OPEN SPACE (OS2) WITHIN 30M SETBACK FROM CENTERLINE OF CREEK

BUILDING CLASSIFICATION

OCCUPANCY: RESIDENTIAL

CLASSIFICATION: C

BUILDING STATISTICS

GROSS FLOOR AREA (GFA)

EXISTING 213.54 m² 2,298 S.F.

PROPOSED 166.5 x 12 1,792 x 12 21,504

GFA - TOTAL 21,504

NUMBER OF PARKING SPACES REQUIRED

PARKING REQUIREMENT: 2 SPACES / DWELLING VISITOR = 0.25 / DWELLING = 3 SPACES = 24 SPACES

TOTAL PARKING SPACES PROVIDED: 27 SPACES

TYPICAL PARKING SPACE: 2.7m x 5.5m

LOADING SPACE REQUIREMENT: N/A

SITE STATISTICS

EXISTING LOT AREA: 216.0m² 20 m

LOT FRONTAGE (MIN): 20 m

LANDSCAPED OPEN SPACE LOT COVERAGE (MAXIMUM): - %

FRONT YARD SETBACK (MIN): 6 m

SIDEYARD SETBACK (MIN): HALF HT OF BLDG

REARYARD SETBACK (MIN): 10.0 m

LANDSCAPE BUFFER: N/A

LOT DEPTH: N/A

BUILDING HEIGHT (MAX): 9.2 m

DENSITY: 49 UNITS/HA

R2 REQUIREMENTS 180m²/DWELLING 6m/DWELLING

R5 REQUIREMENTS 180m²/DWELLING 6m/DWELLING

R5+SP24.XXX 180m²/DWELLING 6m/DWELLING

PROPOSED 247.8m²/DWELLING 6m/DWELLING

46 %

50.2 %

4.5 m

1.5 m

5.5 m

3.0 m

87.9 m (VARIES)

9 m

41 UNITS/HA

*SPECIAL PROVISION

SITE LEGEND

1 : 1

SITE INFORMATION

1 : 10

CMC TYPE II 3312

CMC PEDESTAL 3395

30 1/2

17 3/4

33 1/2

28 1/2

12

6

Mailbox Details

1 : 10

FINAL MAILBOXES TO BE DETERMINED DURING SPA PHASE IN COORDINATION WITH CANADA POST

EXISTING CONDITION 642.0m²

FUTURE DEVELOPMENT 1595.5m²

HARDSURFACE AREA 2317.0m²

LANDSCAPE AREA 1363.5m²

SITE PLAN

1 : 200

KEY MAP

N.T.S.

NOTES:

1. SITE PLAN TO BE READ IN CONJUNCTION WITH GRADING AND SITE SERVING PLANS PREPARED BY VAN HARTEN SURVEYING, DECEMBER 19, 2023

2. GARBAGE COLLECTION: PRIVATE

DIMENSIONS & SCALE NOTICE:

CHECK AND VERIFY ALL DIMENSIONS BEFORE PROCEEDING WITH THE WORK. DO NOT SCALE THIS DRAWING. ANY DISCREPANCY OBSERVED SHOULD BE REPORTED IMMEDIATELY TO D+H ARCHITECTS INC.

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PROJECT NORTH

ACTUAL NORTH

6

REISSUED FOR OPA/ZBA

2025.03.28

5

REISSUED FOR OPA/ZBA

2025.02.14

4

REISSUED FOR OPA & ZBA

2024.11.08

3

REISSUED FOR OPA & ZBA

2023.03.22

2

ISSUED FOR OPA & ZBA

2023.12.21

1

ISSUED FOR PRECONSULTATION

2023.11.03

No.

Description

Date

D+H ARCHITECTS INC.

45 MILL ST, ORANGEVILLE, ON, L9W 2M4 519-941-0912

CONSULTANT

PROJECT

TOWNHOUSE UNIT FOR PARKVIEW ESTATES

ORANGEVILLE 11A YORK STREET ONTARIO

SHEET TITLE

CONCEPTUAL SITE PLAN

PROJ. NO.

21-124

DATE

MARCH 2025

DRAWN BY

JM

CHECKED

MH

SCALE

As indicated

DATE PLOTTED

2025-03-27 4:06:41 PM

DRAWING NO.

A1.0

ONTARIO ASSOCIATION OF ARCHITECTS

Mark A. Hicks

MARK A. HICKS

LICENCE 4673

Page 201 of 344

Z:\2021\21-124 Giles Residential Study\01 - Conceptual\3D Modeling\21-124 - Giles Residential Study - Site Plan.rvt



EXISTING - MARCH 21 9AM



NEW - MARCH 21 9AM



EXISTING - MARCH 21 3PM



NEW - MARCH 21 3PM



EXISTING - MARCH 21 6PM



NEW - MARCH 21 - 6PM



EXISTING - SEPTEMBER 21 9AM



NEW - SEPTEMBER 21 9AM



EXISTING - SEPTEMBER 21 3PM



NEW - SEPTEMBER 21 3PM



EXISTING - SEPTEMBER 21 6PM



NEW - SEPTEMBER 21 - 6PM

Subject: Donation of Artwork

Department: Administration

Division: CAO

Report #: CAO-2025-004

Meeting Date: 2025-06-09

Recommendations

That report CAO-2025-004 Donation of Artwork be received; and

That the donation of a framed engraving of Queen Alexandra be accepted by Council as outlined in this Report; and

That the proper steps be completed to accept the donation as outlined by the Town's Artworks Policy and as clarified within this Report; and

That the donated artwork be displayed at Town Hall (87 Broadway, Orangeville, ON) on the main level.

Overview

An individual has offered to donate a framed engraving to the Town of Orangeville. Staff have reviewed the artwork and determined its suitability is in alignment with the Town's Artworks Policy and objectives by enhancing municipal spaces.

Background

The Town was contacted by Judith James who is in possession of a framed engraving depicting Queen Alexandra. Ms. James would like to donate this artwork to the Town of Orangeville, and in particular Town Hall, as the parkette at Town Hall is named for Queen Alexandra.

This artwork originally hung in the front hall of The Alexandra Palace, which was a luxury apartment building constructed in 1904 located on the west side of University Avenue in Toronto. The building was converted to an apartment style hotel in the 1920s, and in the 1950's the building was remodelled to be a modern office building and the furnishings, including the artwork, were sold to buyers. Ms. James' father

purchased the artwork and presented it as a gift to Ms. James' at her "Coming Out" celebration in 1953.

The artwork is an engraving from the original painting which hangs in the State Drawing Room at Buckingham Palace and was presented by Queen Alexandra as a birthday gift to His Majesty King Edward VII.

Analysis/Current Situation

The Town's Artwork Policy outlines the procedures followed in receiving donations from individuals or organizations. The policy indicates that the Town shall make a decision related to the acceptance of donations, demonstration of ownership, completion of release forms, arrangement for costs associated with the transportation and mounting of a donation, and acknowledgment of the donor.

In accordance with the Artworks Policy, the donor has provided background information on who the original painting was painted by and who created the engraving from the original painting. The Town is satisfied that Ms. James is the owner of the engraving.

Pursuant to the Artworks Policy, the donor and the Town shall enter into a Release, which states, in part, that: "As Town property, the item can be stored, exhibited, disposed of or deaccessioned at the direction of the Town." While the Town will make every reasonable effort to display the painting in accordance with the donor's wishes, the location of the artwork may change from time to time, and may eventually be disposed of or deaccessioned.

Staff will work with Ms. James to receive the artwork and hang the engraving on the main level at Town Hall (87 Broadway).

Corporate Implications

This report will not generate direct implications. If future actions related to this report will have a corporate impact, a report will be presented to Council for approval, if required.

Conclusion

In accordance with the Artworks Policy, all steps have been or will be taken to ensure the proper procedure has been followed to accept the donated artwork.

Strategic Alignment

Strategic Plan

Strategic Goal: Community Vitality

Objective: Vibrancy – Build a more inclusive community, and ensure citizen involvement

Sustainable Neighbourhood Action Plan

Theme: Economic Development and Culture

Strategy: Further establish Orangeville's identity through the preservation and expansion of tourism, culture and heritage.

Notice Provisions

Not Applicable

Respectfully submitted,

David Smith
CAO

Prepared by:

Tracy Barry,
Executive Assistant, Mayor and CAO

Attachment(s): 1. Photo of artwork



Subject: Commemorations Policy

Department: Community Services

Division: CMS

Report #: CMS-2025-009

Meeting Date: 2025-05-26

Recommendations

That report CMS-2025-009, Commemorations Policy, be received; and

That Council adopt the updated Commemorations Policy as outlined in Attachment 1; and,

That Council delegate primary authority to the Community Services General Manager and secondary authority to Community Services Divisional Managers to approve and implement commemoration requests.

Overview

The Town of Orangeville recognizes the importance of providing an opportunity for residents to commemorate individuals, teams, groups, or events. Historically, commemoration opportunities were offered informally and primarily in response to unsolicited requests. This approach resulted in a limited and inconsistent range of commemoration options and required staff to seek Council approval for each individual request.

The purpose and goal of the revised Commemorations Policy is as follows:

- Provide residents with a formal opportunity to honour individuals who currently reside or have previously resided within the community.
- Provide a simplified procedure for the submission and approval of commemoration.
- Designate approved locations in Town parks, cemetery, and trailways.
- Offer consistent and accessible commemoration options that are appropriate for public spaces.
- Ensure all associated costs, including installation are the responsibility of the applicant.
- Incorporate asset management and lifecycle protocols.

Background

The Commemorations Policy, established in 2001, has several gaps, including unclear objectives, a lack of specific criteria, and no formal process for receiving, reviewing and approving commemoration requests.

The updated Commemorations Policy simplifies the process while still providing residents with a meaningful opportunity to honour individuals, teams, groups, and events in public spaces.

Analysis/Current Situation

Currently, there is no process for submitting commemoration requests and the former policy does not address the maintenance or lifespan of commemorative items. These issues highlight the need for a revision to improve the application process, account for resource sustainability and adhere to asset management protocols. Moving forward, the commemoration application process will be clearly outlined on the Town's website, with inquiries directed to the Community Services Department.

In the updated Commemorations Policy, applicants will purchase a package from the Town that includes a bench, a plaque with their choice of wording and a selection of designated locations in various parks, cemetery, and trailways across Orangeville. All locations are pre-determined by the Parks Division.

Trees are no longer an option as tree planting programs are offered through Sustainable Orangeville in partnership with Credit Valley Conservation (CVC) as part of the Town's broader environmental and tree canopy initiatives.

Standalone plaques and tree-related memorials have been excluded in the Commemoration policy due to frequent damage and the higher level of maintenance they require.

Residential Criteria

Like the original policy, applicants must meet at least one of the following criteria:

- Individuals – Must have been a resident of the Town of Orangeville or have spent most of their life living in the Town of Orangeville.
- Team – 75% of the members of the team must be residents of Town of Orangeville.
- Group – 75% of the group members must be residents of Town of Orangeville.
- Event – Must have taken place in the Town of Orangeville.

Commemoration requests are accepted if the applicant meets the above criteria and if there is a vacant, designated location available.

The Town reserves the right to repeal the posted commemorative should information arise that individual(s) was involved in the following.

- Criminal activity.
- Participated in or was a member of group or association that did not foster equality, reduce discrimination and accessibility for all individuals.
- Other behavior that was/is considered detrimental and in line with the Town of Orangeville's code of conduct.

Process

The commemoration form will be available on the Town's website. Should commemorative submissions come from outside the immediate family, Town staff will require consent from the family to ensure they approve of the commemoration.

If the applicant meets the Residential Criteria, Staff will then contact them to confirm the location and collect payment.

Staff will make every attempt to install the bench and plaque in the same year the request was made. Town Staff and will ensure size, look and style remain consistent with Town standards and are suitable for the location.

The Town will not host a commemoration event such as a groundbreaking or unveiling of the plaque unless directed by Council or CAO.

Contributions

The cost of the commemoration will be the responsibility of the applicant and will range between \$1,700 to \$2,300 plus HST. The commemoration package includes the bench, plaque, and installation.

The Town will oversee installation and will maintain the bench and bench plaque until it reaches its lifespan which on average is 15 years. At the end of the bench's lifespan the bench is removed, the plaque is returned to the family and the location return to the Commemoration inventory.

Corporate Implications

The Commemorations Policy program will be incorporated into the proposed 2026 Rates and Fees By-law 2024-074 to ensure cost recovery for the installation and ongoing maintenance of commemoration, with all associated expenses being the responsibility of the proponent. The program will be administered by the Community Services Department.

Conclusion

The updated Commemorations Policy establishes a formal framework that standardizes the request and approval process for commemorating individuals, teams, groups, or events while ensuring thoughtful, sustainable placement options that align with best practices in asset management and the long-term stewardship of public spaces.

Strategic Alignment

Strategic Plan

Strategic Goal: Community Vitality

Objective: Fostering community unity by honouring the contributions of individuals, teams, groups, and events through meaningful commemoration.

Notice Provisions

The updated Commemorations Policy has completed its management circulation and is now submitted for Council's consideration.

Respectfully submitted,

Heather Savage
General Manager, Community Services

Prepared by:

Laura Bradley
Executive Assistant, Community Services

Attachment(s): 1. Commemorations Policy – CMS-2025-012



Corporate Policy

Commemorations Policy

Department: Community Services

Approved

by Council or CAO:

Resolution No.

Replaces: Previous Policy dated 2001

1. Policy Statement

The Town of Orangeville acknowledges residents' desire to honour individuals, teams, groups, or events. The main objective is to provide a structured method for installing a park bench with an accompanying plaque as a means of commemorating these entities.

2. Purpose

The purpose and goal of the **Town's Commemorations Policy** is as follows:

- Provide residents with a formal opportunity to honour individuals who currently reside or have previously resided in Orangeville.
- Provide a simplified procedure for the submission and approval of **commemoration**.
- Designate approved locations in **Town** parks, cemetery, and trailways.
- Offer consistent and accessible **commemoration** options that are appropriate for public spaces.
- Ensure all associated costs, including the purchase of the bench, plaque, and installation are the sole responsibility of the **Applicant**.

3. Definitions

Applicant: the person or group who requests the **commemoration** of an individual, team, group, or event.

Commemoration: to honour an individual, team, group, or important event in a special way.

Town: the term "Town" refers to The Corporation of the Town of Orangeville.

4. Scope

This policy applies to all members of the **Town's** organization including members of Council, full-time, part-time and contract staff, members of Advisory Boards and Committees and volunteers.

This policy replaces the original **Commemorations** Policy enacted by Resolution Number 23 on June 25, 2001 and is in addition to the 'Artworks Policy' enacted by Resolution Number 20 on July 8, 2005 and the 'Private Memorials on Public Property' policy enacted by Resolution Number 16 on February 21, 2005.

The **Commemorations** Policy establishes a framework to recognize individuals, teams, groups, or events. The policy applies to applicants wanting to commemorate an Orangeville individual, team, group, or event that meets the following criteria:

- Individuals – Must be a resident of the Town of Orangeville or have spent most of their life living in the **Town**.
- Team – 75% or more of the team members must be residents of the Town of Orangeville.
- Group – 75% or more of the group members must be residents of the Town of Orangeville.
- Event – Must have taken place in the Town of Orangeville.
- The person, team, group, or event being honoured is in agreement with the method of **commemoration** (scale, scope, place, type, etc.) if they are living, or agreement by their next of kin, should they be deceased.

5. Policy

Honouring an individual, team, group, or event can be made by dedicating a bench with plaque at a park, cemetery, or trailway. All requests must be submitted by online application through the Orangeville.ca website, or in writing to the Community Services Department at 87 Broadway, Orangeville, L9W 1K1.

5.1 General Guidelines

- 5.1.1 The Town of Orangeville **commemoration** application process will be outlined on the **Town** website and inquiries will be directed to the Community Services Department.
- 5.1.2 The costs of the commemorative bench and plaque will be the responsibility of the **Applicant** who submitted the application form. All fees to be incurred by the **Applicant** will be listed on the website.
- 5.1.3 Staff will pre-determine commemorative locations in parks, cemetery and trailway and ensure size, materials, look and style remain consistent with the **Town** standards.

- 5.1.4 Benches and **commemoration** plaque will be installed by **Town** staff in the designated area and will coincide with the general scheme for the park, cemetery or trailway.
- 5.1.5 The **commemoration** is specific to that location and will be recognized for the duration of the bench's lifespan, which is typically up to 15 years.
- 5.1.6 Staff shall be responsible for the maintenance of the bench in the same manner as other park, cemetery, and trailway benches. In the event that the dedication bench and plaque is damaged or destroyed, the **Town** shall be responsible for the replacement if the damage occurred within the normal lifespan of the bench.
- 5.1.7 Once the bench and/or plaque reaches the end of its lifespan, Staff will inform the applicant and remove the items. The location then goes back into the inventory of available spots.
- 5.1.8 There are limited number of locations in **Town** parks, cemetery, and trailways for commemorative benches. If there is more interest than availability, the **Applicant** will be waitlisted until a location becomes available.
- 5.1.9 Staff shall contact the **Applicant** once the bench has been installed. Benches will only be installed when ground conditions are suitable, which typically occurs during the frost-free period from May to November each year.
- 5.1.10 Staff will make every attempt to install the bench and plaque in the same year it was requested
- 5.1.11 The **Town** will not host a **commemoration** event such as a groundbreaking or unveiling of the plaque, unless directed by Council or CAO.

5.2 Funding

All costs associated with honouring an individual, team, group, or event must be fully funded by the **Applicant**. Every bench includes a personalized engraved plaque. The bench will be installed at the **Town's** discretion, in one of the **Town's** parks, cemetery or on its network of trails. **Town** staff will ensure that the bench is maintained to meet the lifespan (15 years). If the commemorative item becomes damaged or deteriorated, the **Town** reserves the right to remove or relocate the item without notice and without obligation for repair or replacement.

5.3 Request Process

Requests are to be received in writing and will outline why the person(s) should be considered for recognition under the policy, what form the recognition will take

and the preferred location of the pre-approved list available. Not all parks, cemetery, and trailway areas are suitable for commemorative bench placement; however, every effort will be made to try to accommodate the request of the contributor provided it is at a pre-determined location. The **Town** reserves the right to determine and limit the locations of a bench.

5.4 Plaque/Engraving

To ensure suitability for display in a public space, messages are to contain the honouree's name, the date of the donation, and a brief reason for recognition.

Once the recognition of a person, team, group, or event is drafted, the proposed message for any commemorative plaque must be submitted to the **Town**, and applicable departments for final approval.

5.4.1 Examples of acceptable wording include:

“This bench was donated by [Name], May 26, 2025.”

“This bench was funded through the kind donation of [Name or Organization].”

“This plaque is presented in recognition of the outstanding community work by [Team or Organization Name], May 26, 2025.”

Messages that do not adhere to these standards or that contain inappropriate, promotional, or personal content may be modified or rejected.

Report Approval Details

Document Title:	Commemorations Policy - CMS-2025-012.docx
Attachments:	
Final Approval Date:	May 16, 2025

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

Brandon Ward

Naythan Nunes

Charles Cosgrove

Derek Currie

Ryan Ondusko

Tony Dulisse

Julie Rawn

Darla Fraser

Katrina Lemire

John Snider

Sharon Doherty

Laura Bradley

Cheryl Braan

Jenn Austin

Jacqueline Moore

Tim Kocialek

Heather Savage

No Signature - Task assigned to Antonietta Minichillo was completed by workflow administrator Jordyn Lavecchia-Smith

Antonietta Minichillo

Tracy Barry

David Smith

Subject: Proposed Community Recognition Program

Department: Community Services

Division: CMS

Report #: CMS-2025-010

Meeting Date: 2025-06-09

Recommendations

That report CMS-2025-10, Proposed Community Recognition Program be received; and

That Council approve the implementation of a staff working group to develop a framework and process for a Community Recognition Program; and

That Staff include a community recognition program in the 2026 Operating Budget and 2026 Community Services, Recreation & Events workplan; and

That the staff working group report back to Council in Q4 2025 with a proposed recognition program for Council approval.

Overview

This report serves as a follow-up to the Notice of Motion directing staff to develop a framework for a Community Recognition Program in the Town of Orangeville. The objective is to establish a structured program that acknowledges the contributions of individuals and organizations that positively impact our community.

Background

At the April 14, 2025 Council Meeting, Mayor Post presented a Notice of Motion that was unanimously supported by Council directing staff to develop a framework for a Community Recognition Program in the Town of Orangeville and report back in June and host an event in Fall of 2025.

Analysis/Current Situation

Staff from Community Services, Corporate Services, and the Office of the CAO have met to discuss the development of a framework and process for a recognition program. Staff have completed a preliminary review of existing and past Town of Orangeville recognition and awards and have begun a benchmarking exercise of other municipal programs.

Staff have determined that executing a robust community recognition program for implementation in the Fall of 2025 would not be feasible based on budget and time constraints. Rather, staff intend to develop a comprehensive recognition program that may include, but not limited to, a call for nominations, a selection process based on set criteria, a committee of evaluators, and an annual event to honour the various recipients.

Corporate Implications

To ensure an appropriate Community Recognition Program is developed, budget implications must be considered. Inclusion in the 2026 budget and workplan will create an opportunity to be developed and implement a comprehensive program that reflects the Town's Strategic Plan.

Conclusion

It is recommended that Council consider implementing a staff working group to establish a framework for a Community Recognition Program and that the working group report back to Council in Q4, 2025 with a proposed recognition program for Council approval. Consideration of this program to be included in the 2026 budget and Community Services, Recreation & Events Division workplan.

Strategic Alignment

[Strategic Plan](#)

Strategic Goal: Community Vitality

Objective: Vibrancy, build a more inclusive community, ensure citizen involvement.

- Encourage community ambassadors and volunteerism.

Notice Provisions

Not Applicable

Respectfully submitted,

Reviewed by:

Heather Savage
General Manager, Community Services

Sharon Doherty-Gaudin
Manager, Recreation & Events

Prepared by:

Laura Bradley
Executive Assistant, Community Services

Attachment(s): Not Applicable



Report

Subject: 2024 Fourth Quarter Operating Fund Variance Report

Department: Corporate Services

Division: Finance

Report #: CPS-2025-030

Meeting Date: 2025-05-12

Recommendations

That report CPS-2025-030 regarding the 2024 Fourth Quarter Operating Fund Variance be received; and

That staff allocate 2024 operating budget surpluses and fund deficits in accordance with the Corporate Operating Budget Surplus Allocation and Deficit Funding policy.

Overview and Background

The purpose of this report is to provide Council with a summary of the preliminary operating position for the 2024 budget year and includes commentary relating to significant variances that have been identified in the property tax supported budget, water and wastewater budgets, and self-funded programs (Building and Cemetery). This report and the explanations provided are intended to highlight insights for Council awareness. It should be noted that these results are preliminary and subject to change as staff work through the final year-end entries and audit process.

The 2024 consolidated operating budget position resulted in a total surplus of \$6.76 million. The following table outlines the operating budget position according to funding source:

	Variance	% of Tax / User Rate / Self- funded revenue
Property Tax Supported Budget (excluding Police)	\$4.604	13.3%
Police Services	0.543	12.4%
Library Services	0.104	4.7%
Water Services	0.445	5.7%
Wastewater Services	1.128	16.6%
Building Services	(0.143)	(31.8%)
Cemetery Services	0.081	81.9%
	\$6.763	

There are a number of factors contributing to 2024 variances that are considered one-time in nature and are not anticipated to continue into 2025 or future years. Other factors that had a sustainable impact on operating budgets were captured during the development of the 2025 operating budget, to the extent known. Details regarding operating variances by source are provided in the body of this report.

As part of the audit and financial statement preparation process, staff will finalize surplus and deficit amounts for the operating budgets identified in the table above. Once finalized, staff will allocate surpluses and fund deficits in accordance with the new Corporate Operating Budget Surplus Allocation and Deficit Funding policy on today's Council meeting agenda, subject to Council approval of the policy.

Analysis/Current Situation

The 2024 preliminary consolidated operating budget position shows an overall favourable variance of approximately \$6.76 million, primarily due to higher than planned revenues including interest income, and lower than planned expenditures across various divisions. Table 1 below summarizes the annual operating fund results by broad category.

Table 1 – 2024 Q4 Preliminary Operating Fund Variance

\$ Millions	Actuals \$	Budget \$	Variance \$	Variance %
Revenues	(\$70.34)	(\$67.57)	\$2.77	4.10%
Expenses	54.77	58.91	4.14	7.03%
Internal Transfers	8.81	8.66	(0.15)	(1.73%)
Total Operations	(\$6.76)	\$0.00	\$6.76	

For reference, revenues higher than budget and expenses less than budget result in a positive (+) or favourable variance, and revenues less than budget and expenses higher than budget result in a negative (-) or unfavourable variance.

Consolidated annual revenues were \$2,771,977 higher than the 2024 budget forecast. Revenues represent approximately 104% of the annual budget and were 5% higher than revenues in 2023.

Consolidated annual expenditure was \$4,140,387 lower than the 2024 budgeted allocation. Expenditures represent approximately 93% of the annual budget and were 2% higher than expenditures in 2023.

Consolidated annual internal transfers were \$149,591 higher than the 2024 budgeted allocation. Internal transfers represent approximately 102% of the annual budget and were 14% higher than the internal transfers in 2023.

Attachment 1 “2024 Fourth Quarter Operating Fund Variance by Division” provides a comparison of the actual operating results to the operating budget allocations for the year ended December 31, 2024, by division. Significant variances that are greater than 15% or \$100K are described below:

1. Property Tax Supported Budget:

- | | |
|-------------|---|
| \$120,949 | Committees – This favourable variance was due to lower levels of spending across the majority of board, committee, and task forces, including the recent dissolution of the Homelessness Task Force, Honours Committee, and Equity, Diversity and Inclusion Committee. Through the 2025 budget process, board, committee, and task force budgets were reviewed to align with their approved workplans. Therefore, it is not anticipated that significant underspending will continue past 2024. |
| \$69,736 | By-Law – This favourable variance was primarily driven by an additional \$79K in revenue from POA funds and cost recoveries. Other minor variances had an offsetting effect on this position. |
| \$2,845,029 | Corporate Allocations – This positive variance was driven by the following significant variances: <ul style="list-style-type: none"> • \$1.659M more in interest income due to elevated interest rates • \$561K more in ORDC interest income due to elevated interest rates • \$811K less in debt charges due to timing of debt issuance. Debt is anticipated to be issued in 2025, and the budget capacity will be used for those issuances • Supplementary taxes collected were \$441K below budget, partially offsetting this position. |

\$116,374	Finance – This favorable variance was mainly attributable to lower compensation expenditures which were due to temporary vacancies totaling \$126K. Other minor variances had an offsetting effect.
\$79,537	Crossing Guards – This favorable variance was mainly attributable to lower compensation expenditures which were due to position vacancies totalling \$72K.
(\$126,034)	Recreation and Events – This unfavorable variance was largely attributable to aquatic programming, as Alder Recreation generated \$290K less in revenue in that service. This was partially offset by an additional \$140K in aquatic revenue from Tony Rose, along with a modest positive impact from summer camp program registration, which brought in \$22K more than forecasted.
\$103,530	Library – This favourable variance was attributable to the following sources: <ul style="list-style-type: none"> • \$55K more in administrative fee revenue (i.e. non-resident fees, cost recoveries) • \$34K less for compensation expenditure due to full-time position vacancies • \$10K less for expenditure related to facilities management
\$1,196,257	Public Works – This favourable variance was attributable to the following sources: <ul style="list-style-type: none"> • \$482K less for sanding/salting (this was primarily due to a change in accounting practice where salt and sand are now inventoried, resulting in a one-time variance.) • \$176K less for resurfacing and patching • \$162K less for catch basin, curbs, and storm sewers • \$135K less for snow removal • \$97K more in external cost recoveries • \$77K less in compensation expenditure due to • \$43K less for sidewalk maintenance
\$83,883	Capital Works – This favorable variance was primarily attributable to lower compensation expenditures which were due to full-time position vacancies totalling \$91K. Other minor variances had an offsetting effect on this position.
\$543,683	Ontario Provincial Police – This favourable variance was primarily driven by an additional \$511K in unbudgeted grant revenue.

2. User Rates/Self-Funded Budgets (no levy funding):

- (\$142,790) **Building** – This unfavourable variance was primarily driven by lower building permit revenues which were \$179K below forecast. This position was offset by lower compensation expenditures of \$18K, and jointly lower expenditures for service agreements and computer operation of an additional \$18K.
- \$444,787 **Water** – This favourable variance was attributable to the following sources:
- \$165K more in administrative revenues, primarily related to water billing
 - \$111K less in compensation expenditure
 - \$109K less for outside services for meters and conservation
 - \$65K less for fleet management
- \$1,128,210 **Wastewater** – This favourable variance was attributable to the following sources:
- \$613K of additional eligible debt service cost recoveries from development charges as set out in the 2024 Development Charge Study
 - \$248K more in cost recoveries at the Water Pollution Control Plant
 - \$197K less in compensation expenditure due to full-time position vacancies
 - \$94K less for software agreements under SCADA

Corporate Implications

Preliminary results show a favourable variance of approximately \$6.76 million for the year ending December 31, 2024. The final 2024 financial position will be determined once final year-end entries are recorded and the audit is complete, currently anticipated for June. Should the Town's final 2024 position result in a surplus, it will be allocated based on the Corporate Operating Budget Surplus Allocation and Deficit Funding Policy on the June 9 Council meeting agenda, subject to Council approval of that policy.

Based on the preliminary results included in this report, and subject to Council approval of the Corporate Operating Budget Surplus Allocation and Deficit Funding Policy, 2024 fiscal results would be allocated to reserves as follows:

Reserve	Target Balance	Current Balance	Difference	Allocation of 2024 surplus/ (funding of deficit)	Ending Balance
Stabilization Reserves					
Tax Stabilization Reserve	\$4,189,540	\$936,907	\$3,252,633	\$3,252,633	\$4,189,540
Water Stabilization Reserve	\$1,164,000	\$1,164,000	\$0	\$0	\$1,164,000
Wastewater Stabilization Reserve	\$1,022,000	\$1,022,000	\$0	\$0	\$1,022,000
Building Reserve	\$200,000	\$118,993	\$81,007	(\$142,790)	(\$23,797)
Cemetery Reserve	\$28,000	\$20,772	\$7,228	\$7,228	\$28,000
Capital Reserves	note: capital reserves have a contribution target not a balance target				
General Tax Supported Reserve				\$1,999,240	
Water Capital Reserve				\$444,787	
Wastewater Capital Reserve				\$1,128,210	
Cemetery Capital Reserve				\$73,464	
Subtotal				\$6,762,772	

It should be noted that the 2024 financial results presented in this report are preliminary and subject to change as staff work through the final year-end entries and audit process. As a result, final reserve allocations identified in the table above may be slightly different than presented in this report.

The deficit for the Building reserve will be provided for in the 2026 budget, if required.

Strategic Alignment

Strategic Plan

Strategic Goal: Future-Readiness

Objective: Due Diligence

Notice Provisions

Not Applicable

Respectfully submitted by

Cheryl Braan, CPA, CMA
Chief Financial Officer / Treasurer,
Corporate Services

Reviewed by

Shane Fedy, CPA, CMA
Deputy Treasurer, Corporate Services

Prepared by

Rocky Kaura, BBA
Financial Analyst, Corporate Services

Attachment(s): 1. 2024 Fourth Quarter Operating Fund Variance by Division

Attachment 1. 2024 Fourth Quarter Operating Fund Variance by Division

For the year ending December 31, 2024

	December	December	YTD	YTD	Annual	2024	2024	December
	2024	2024	Budget	Budget	2024	Budget	Budget	2023
	YTD Budget	YTD Actuals	\$ Variance	% Variance	Budget	Remaining	% Remaining	YTD Actuals
Council	398,144	379,339	18,805	4.7%	\$398,144	\$18,805	4.7%	371,548
Committees:								
Access Orangeville Committee	25,022	1,128	23,894	95.5%	25,022	\$23,894	95.5%	2,291
Emergency Committee	10,400	-	10,400	100.0%	10,400	10,400	100.0%	-
Heritage Orangeville	10,507	5,909	4,598	43.8%	10,507	4,598	43.8%	3,887
Honours Committee	2,000	-	2,000	100.0%	2,000	2,000	100.0%	250
Sustainability Action Team (OSAT)	30,000	9,094	20,906	69.7%	30,000	20,906	69.7%	22,427
Mayor's Youth Advisory Council	10,000	-	10,000	100.0%	10,000	10,000	100.0%	-
Seniors Advisory Forum	10,000	656	9,344	93.4%	10,000	9,344	93.4%	-
Homelessness Task Force	10,000	133	9,867	98.7%	10,000	9,867	98.7%	-
Equity Diversity and Inclusion	10,000	-	10,000	100.0%	10,000	10,000	100.0%	-
Police Service Board	95,492	75,552	19,940	20.9%	95,492	19,940	20.9%	75,133
Committees Sub-Total	213,421	92,472	120,949	56.7%	213,421	120,949	56.7%	103,988
Administration	1,340,775	1,293,916	46,859	3.5%	1,340,775	46,859	3.5%	631,453
Corporate Allocations	(34,123,606)	(36,968,635)	2,845,029	8.3%	(34,123,606)	2,845,029	(8.3%)	(39,098,314)
Ontario Provincial Police	4,378,544	3,834,681	543,863	12.4%	4,378,544	543,863	12.4%	8,246,062
Corporate Services								
By-Law Enforcement	414,996	345,260	69,736	16.8%	414,996	69,736	16.8%	354,450
Clerks	968,581	919,400	49,181	5.1%	968,581	49,181	5.1%	771,712
Communications	445,611	495,936	(50,325)	(11.3%)	445,611	(50,325)	(11.3%)	464,744
Human Resources	884,382	806,130	78,252	8.8%	884,382	78,252	8.8%	792,671
Finance	1,870,947	1,754,573	116,374	6.2%	1,870,947	116,374	6.2%	1,529,848
Information Technology	1,963,616	2,033,487	(69,871)	(3.6%)	1,963,616	(69,871)	(3.6%)	2,029,482
Community Services								
Crossing Guards	518,746	439,209	79,537	15.3%	518,746	79,537	15.3%	397,286
Economic Development & Culture	722,343	669,555	52,788	7.3%	722,343	52,788	7.3%	659,188
Facilities	2,485,632	2,521,616	(35,984)	(1.4%)	2,485,632	(35,984)	(1.4%)	1,901,264
Parks	1,377,115	1,296,204	80,911	5.9%	1,377,115	80,911	5.9%	1,053,876
Recreation & Events	1,445,816	1,571,850	(126,034)	(8.7%)	1,445,816	(126,034)	(8.7%)	1,239,217
Fire	4,388,343	4,341,340	47,003	1.1%	4,388,343	47,003	1.1%	4,165,627
Library Services	2,195,216	2,091,686	103,530	4.7%	2,195,216	103,530	4.7%	1,902,673
Infrastructure Services								
Planning	593,860	534,499	59,361	10.0%	593,860	59,361	10.0%	558,899
Public Works	6,125,651	4,929,394	1,196,257	19.5%	6,125,651	1,196,257	19.5%	5,143,225
Capital Works	571,982	488,099	83,883	14.7%	571,982	83,883	14.7%	364,050
Cemetery	-	(80,692)	80,692	0.0%	-	-	-	(68,078)
Transit	819,886	878,116	(58,230)	(7.1%)	819,886	(58,230)	(7.1%)	1,130,853
Building	-	142,790	(142,790)	0.0%	-	-	-	-
Water	-	(444,787)	444,787	0.0%	-	-	-	-
Wastewater	-	(1,128,210)	1,128,210	0.0%	-	-	-	-
Total Operations		(6,762,772)	6,762,772					(5,354,276)



Report

Subject: 2024 Fourth Quarter Capital Progress Report

Department: Corporate Services

Division: Finance

Report #: CPS-2025-033

Meeting Date: 2025-05-12

Recommendations

That report CPS-2025-033, 2024 Fourth Quarter Capital Progress Report, be received;

Overview

The purpose of this report is to provide Council with a summary of the status of capital projects as of December 31, 2024, and to report on variances that have been identified for each project to the end of the fourth quarter.

Background

This report and the attached tables provide a snapshot in time that compares actual life to date expenditures with the approved life to date budget for individual capital projects. Commentary has been provided by the project managers where applicable. As many capital projects span more than one year, the projects have been organized into three categories: Completed, In Progress or To Be Initiated. It should be noted that the progress of capital projects may be affected by the impacts of inflation, supply chain disruptions and weather conditions, among others.

Analysis/Current Situation

As of the fourth quarter of 2024, 27% of all approved capital projects were completed, 70% are in progress and 4% have yet to be initiated. In comparison, by the fourth quarter of 2023, 7% of approved capital projects were completed, 89% were in progress and 4% had yet to be initiated.

Table 1: Capital Projects Completed as of December 31, 2024

Table 1 (attached) provides the actual capital spending by project, for those projects that were completed during the fourth quarter, compared to the approved budget. Overall, the financial performance of these projects was favourable with projects being completed under budget by 36% or \$2,261,941. This favourable variance is driven largely by the Wastewater division underspend of \$1.6M and the Public Works division underspend of \$403K.

Figure 1 below shows the aggregate variance by Division for the completed projects in the fourth quarter of 2024.

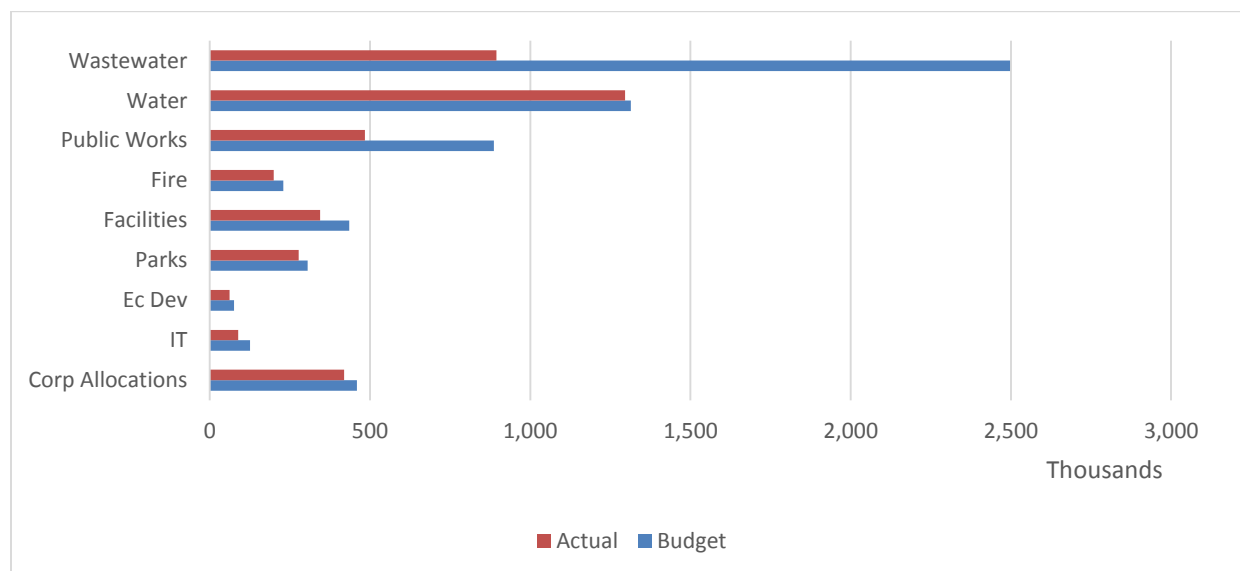
**Figure 1: Aggregate Variance by Division of Completed Projects as of December 31, 2024****Table 2: Capital Projects in Progress as of December 31, 2024**

Table 2 (attached) compares actual expenditures to budget for on-going projects as of the fourth quarter 2024. As of December 31, 2024, approximately 41% of the approved budget for on-going projects has been utilized. There are five (5) divisions driving this, Facilities (utilized 81% of division budget, and 3% of total town budget), Fire (28% division and 6% Town), Public Works (52% division and 13% Town), Water (35% division and 10% Town), and Wastewater (66% division and 5% of Town). Lower spending in remaining divisions, which account for approximately 3% utilization of the total Town budget.

It is worth noting that, while some divisions appear to be significantly under their budget allocation, much of this allocation has already been committed. For example, the Water Meter and Billing Upgrade project has \$2.63M remaining, but \$2.44M of this has been committed through contracts for construction and consulting. Due to our current reporting systems, it is difficult to determine how much of the total Town budget has

been committed for all projects. Staff will be exploring potential options in the future for commitment reporting. A measure that will somewhat mitigate larger carryforward of project commitments is the implementation of the Financial Management by-law which allows for the presentation of capital project expenditure for multi-year project to align with anticipated cash flow of the project rather than having the total amount shown in the year of initiation for approval purposes.

Figure 2 below shows the year-to-date budget utilized, by division for on going projects as of December 31, 2024.

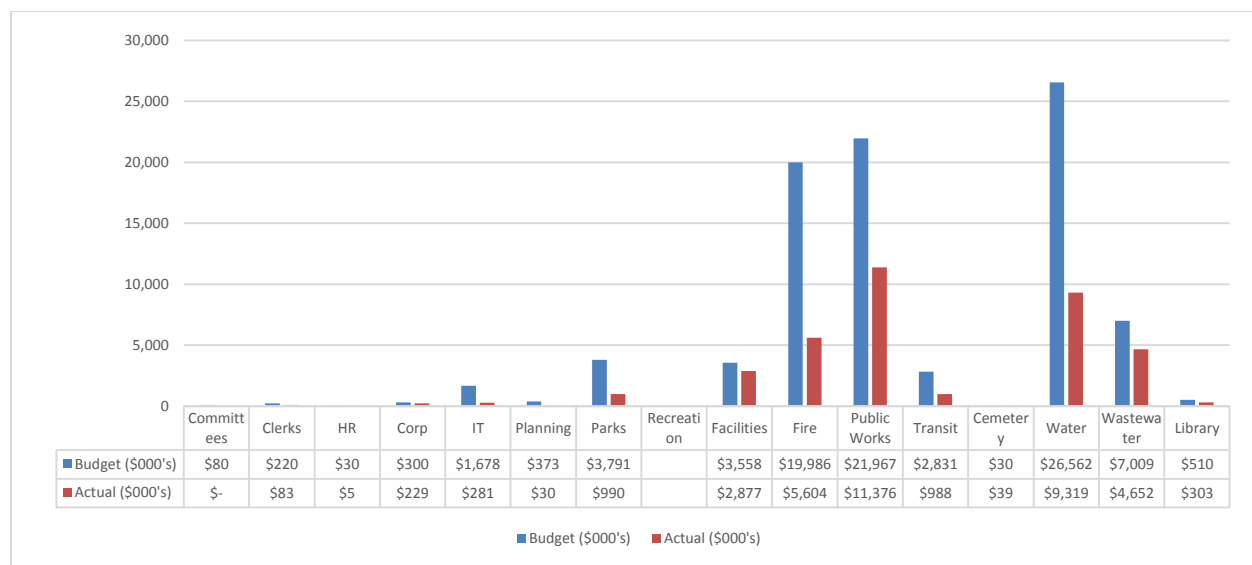


Figure 2: Budget Utilized by Division for Projects in Progress as of December 31, 2024

Table 3: Capital Projects To Be Initiated as of December 31, 2024

Table 3 (attached) shows the capital projects that are yet to be initiated as of December 31, 2024. In total, there were \$4.82 million dollars of capital projects approved but not yet started as of the fourth quarter of 2024. Commentary with respect to the anticipated timing and reasons for deferral (where applicable) are provided by the project managers with several of the projects on hold or deferred until related projects are completed.

Figure 3 below shows the percentage of amount by dollars to be initiated by Division.

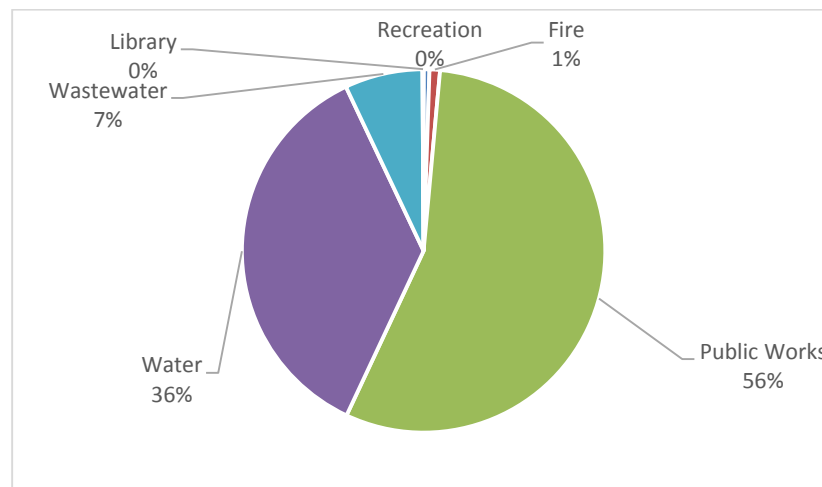


Figure 3: Projects to be initiated as of December 31, 2024 by Division

Corporate Implications

Projects not completed by the end of the year will be carried forward into the 2025 Capital Budget, and will continue to utilize approved funding until completion of the project. Projects that require additional funding to be completed will be addressed through a report to Council.

Conclusion

It is recommended that Council receive this report. Staff will continue to report back to Council on 2025 Capital Progress throughout the year.

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

Notice Provisions

Not Applicable

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. Capital Progress

Table 1: Capital Projects Completed as of December 31, 2024

Division	Project Name	Total Capital Budget	Actual Expenditures as of December 31, 2024	Budget Remaining/ (Overspend)	Project Manager Comments
Corp	Workforce Planning	\$ 53,060	\$ 37,957	\$ 15,103	Completed. Rolled out to staff Jan 2025. No further expenses.
Corp	HRIS/Payroll Information Systems	\$ 405,884	\$ 380,896	\$ 24,988	Completed. Project 20304.0000 will initiate in Q2 2025 to address system issues
IT	GIS Strategy	\$ 125,000	\$ 88,531	\$ 36,469	Completed. IT is developing the operational GIS workplan from the strategy
Ec Dev	Economic Development Strategy	\$ 75,000	\$ 61,033	\$ 13,967	Completed
Parks	Alexandra Park Developement Plan	\$ 10,000	\$ -	\$ 10,000	Completed
Parks	Kin Family Park Tennis / Basketball Courts	\$ 155,000	\$ 133,273	\$ 21,727	Completed
Parks	Jean Hamlyn Parking Lot	\$ 140,000	\$ 144,235	\$ (4,235)	Completed
Facilities	Exterior Door & Frame Replacement - Alder	\$ 20,000	\$ 19,736	\$ 264	Completed
Facilities	Town Hall Elevator	\$ 255,000	\$ 226,907	\$ 28,093	Completed
Facilities	Exterior Painting Steel Structures	\$ 83,000	\$ 35,879	\$ 47,121	Completed
Facilities	Tony Rose Repairs to Roof	\$ 60,000	\$ 45,640	\$ 14,360	Completed
Facilities	Wayfinding Signage -- Town Hall	\$ 7,500	\$ 7,593	\$ (93)	Completed
Facilities	Wayfinding Signage -- Alder Rec Ctr	\$ 9,000	\$ 8,618	\$ 382	Completed
Fire	Community Risk Assessment	\$ 60,000	\$ 27,277	\$ 32,723	Completed
Fire	Bunker Gear	\$ 36,000	\$ 38,875	\$ (2,875)	Completed
Fire	Replace Rescue/Stabiliz Equip	\$ 95,000	\$ 94,075	\$ 925	Completed
Fire	Rescue Airlifting Bags	\$ 38,291	\$ 38,753	\$ (462)	Completed
Public Works	SWM6 - Oversized SWM Pond Mono Developments, Built Capacity	\$ 136,200	\$ -	\$ 136,200	Completed
Public Works	Townline widening at Broadway	\$ 750,000	\$ 483,536	\$ 266,464	Completed
Water	Water and Wastewater Rate Study	\$ 90,000	\$ 81,399	\$ 8,601	Completed
Water	Dawson Rd watermain extension from existing to Broadway	\$ 686,400	\$ 677,628	\$ 8,772	Completed
Water	Watermain and Valve Replacement - Rotary Park	\$ 537,700	\$ 537,289	\$ 411	Completed
Wastewater	Detritor Centre Unit Replacement	\$ 945,000	\$ 86,665	\$ 858,335	Completed. Larger replacement project scheduled in capital plan.
Wastewater	Clarifier 3 Centre Unit Replacement	\$ 1,420,000	\$ 677,614	\$ 742,386	Completed
Wastewater	Digester Heat Exchanger Pump Replacements	\$ 112,000	\$ 112,000	\$ -	Completed
Wastewater	MLR Pump Replacement Program	\$ 20,000	\$ 17,686	\$ 2,314	Completed

Total Projects Complete as of December 31, 2024 \$ 6,325,035 \$ 4,063,094 \$ 2,261,941

Table 2: Capital Projects in Progress as of December 31, 2024

Division	Project Name	Total Capital Budget	Actual Expenditures as of December 31, 2024	Budget Remaining/ (Overspend)	Project Manager Comments
Committees	Community Diversity and Inclusion Strategy	\$ 80,000	\$ -	\$ 80,000	Iterative planning and strategy execution to continue
Clerks	RIM Software Application	\$ 220,289	\$ 83,162	\$ 137,127	Phase 1 in progress, working on determining future phases of the project. RIM Strategy needed to address policies & procedures.
HR	Job Competencies Review	\$ 30,000	\$ 4,670	\$ 25,330	Project is on hold; to be re-initiated in Q2 or Q3 2025
Corp	Development Charge Study	\$ 100,000	\$ 79,737	\$ 20,263	Presented to Council September & By-Law passage Oct 2024. By-law amendment January 2025
Corp	Asset Management Plan Study	\$ 200,000	\$ 149,350	\$ 50,650	2024 AMP on non-core assets presented & approved July 8 2024. Working on continuous improvements. The next AM Plan, to be presented July 2025, will develop proposed levels of service and state of infrastructure.
IT	Phone System Upgrades	\$ 5,000	\$ -	\$ 5,000	IT is currently working to identify a replacement telephone system. Project is expected to be delivered in 2025
IT	Computer Hardware	\$ 436,060	\$ 190,015	\$ 246,045	On going project
IT	Parking Management System	\$ 150,000	\$ 22,465	\$ 127,535	Project is in the Execution Phase. Project delays due to credit card processing configuration issues with the vendor. Expected completion in Q2 2025
IT	CRM System Upgrade	\$ 100,000	\$ -	\$ 100,000	Customer Service policy and standards work has begun. The process to identify a right sized CRM Solution will begin once requirements are documented
IT	Tax & Financial Accounting System	\$ 208,551	\$ -	\$ 208,551	Requirements gathering has begun and will continue into 2025
IT	Enterprise Asset Management System	\$ 455,688	\$ -	\$ 455,688	The project is currently underway. Project expected to be complete by Q2 2026
IT	Security and Data Integrity	\$ 322,400	\$ 68,066	\$ 254,334	On going project
Planning	Official Plan Review	\$ 195,221	\$ 595	\$ 194,626	OPA's 132, 133 and 135 pending approval. Consultant to be retained for overall OP update project Q2 2025.
Planning	East and West Broadway Precinct Planning Study	\$ 150,000	\$ 29,011	\$ 120,989	Phase 1 underway, expected completion Q1 2025. Full project completion by Q4 2025.
Planning	Municipal Heritage Register Review	\$ 28,000	\$ -	\$ 28,000	Consultant retained to prioritize listed properties for further review, hiring Student to assist with designations
Parks	Trail Development Plan -- Phase 2	\$ 2,190,000	\$ 835,941	\$ 1,354,059	The final scope is being developed, received comment back from CVC. Tender to be completed in 2025.
Parks	Parks 1-17 Truck	\$ 159,000	\$ -	\$ 159,000	Waiting on delivery of truck
Parks	Play Structure Replacement - Rotary Park	\$ 75,000	\$ -	\$ 75,000	Watermain line part of the project through IS has been complete, play structure to be complete in 2025 as part of the redevelopment
Parks	Rotary Park Redevelopment	\$ 1,000,000	\$ 49,310	\$ 950,690	First and Second Phase. Playground design being completed looking for installation to be completed later in 2025

Table 2: Capital Projects in Progress as of December 31, 2024

Division	Project Name	Total Capital Budget	Actual Expenditures as of December 31, 2024	Budget Remaining/ (Overspend)	Project Manager Comments
Parks	Dog Park	\$ 50,000	\$ -	\$ 50,000	Working with GIS to get the layout of the park at the Humberlands looking to complete in Q3 of 2025
Parks	Play Structure Replacement - Lion's Park	\$ 100,000	\$ -	\$ 100,000	Project has been awarded and structure being built. Installation late Q2 or early Q3 2025
Parks	BMX Park Consultant	\$ 30,000	\$ 7,378	\$ 22,622	Concept design completed waiting on a Geotechnical Report. Construction project was approved through the 2025 Budget. Expected tender in Q2 of 2025 completion late Q3 or Q4 2025
Parks	Shade Shelters	\$ 70,000	\$ -	\$ 70,000	These are being manufactured and installation slated for Q2 2025
Parks	Rotary Park Washroom Upgrades	\$ 30,000	\$ 15,197	\$ 14,803	Some items have been replaced but since have had vandalised. Still on going, Q1 2025 completion
Parks	Park Fencing	\$ 87,000	\$ 81,962	\$ 5,038	On going project
Recreation	Projector and drop-down screen - Saputo Ctr (Computer Hardware)	\$ 15,000	\$ -	\$ 15,000	Equipment ordered to be installed in Q1 2025, second phase equipment to be installed in Q2 2025
Facilities	Alder Structural Assessment	\$ 300,000	\$ 102,100	\$ 197,900	Reporting complete. 2025 work will be addressing the recommendations
Facilities	AV System for Meeting Rooms -- Alder Rec Ctr	\$ 10,000	\$ -	\$ 10,000	Quote signed, install date in January 2025
Facilities	Police Building Upgrades Design	\$ 1,333,000	\$ 1,154,335	\$ 178,665	Working with Colliers and Architect final design in progress work to be completed Q4 2025
Facilities	HVAC System -- Town Hall	\$ 342,000	\$ 340,651	\$ 1,349	Waiting for substantial sign off by consultant. The unit is operating, still managing deficiencies. To be completed Q2 2025
Facilities	Security Cameras -- Alder Rec Ctr	\$ 60,000	\$ 48,183	\$ 11,817	Policy changes to support public and staff privacy. Project to support upgrade of technology, replace damages and removal of various cameras is ongoing
Facilities	Digital Flat Screen TV & software	\$ 60,000	\$ 43,659	\$ 16,341	Ongoing project, staff looking into software installation in 2025
Facilities	Red and Green Sprinkler Pipe replacement	\$ 75,000	\$ 7,169	\$ 67,831	Awaiting annual report to see the recommendations to sprinkler system before completing repairs.
Facilities	Fan Coil Units	\$ 150,000	\$ 68,503	\$ 81,497	Investigation completed and found that not all need to be replaced, necessary repairs being completed. Anticipated to be \$60K under budget just finishing this up should be completed late Q2 2025
Facilities	Evaporative Condenser Alder	\$ 525,000	\$ 501,300	\$ 23,700	To be completed in Q1 2025
Facilities	WPCP Roof Projects	\$ 404,076	\$ 343,954	\$ 60,122	Ongoing annual replacement project, estimated completion in 2029. Current year replacements have been completed. Working on 2025 roofs
Facilities	LED Lighting for Wells, Reservoirs, Dungeons.	\$ 48,500	\$ -	\$ 48,500	To be completed in Q1 2025
Facilities	Patio Furniture Alder	\$ 40,000	\$ 36,629	\$ 3,371	Some items have been purchased. Assessing final needs of the patio before final items are purchased.

Table 2: Capital Projects in Progress as of December 31, 2024

Division	Project Name	Total Capital Budget	Actual Expenditures as of December 31, 2024	Budget Remaining/ (Overspend)	Project Manager Comments
Facilities	Workforce Accomodation Plan	\$ 50,000	\$ 53,611	\$ (3,611)	Multi-year project. Design and layouts have been signed off, deliverables arrived in Q4 with install planned.
Facilities	Project Manager - Facilities	\$ 150,000	\$ 168,717	\$ (18,717)	Ongoing. Colliers has been hired. They are currently working on the Fire Hall and OPP projects to completion.
Facilities	Train Station Tables and Chairs	\$ 10,000	\$ 8,629	\$ 1,371	Some tables and chairs are in place. There may be a need for extra. Working internally on change of use of the facility.
Fire	Land Mobile Radio	\$ 400,000	\$ -	\$ 400,000	Vendor selected, contracts signed - work to begin Q2 2025
Fire	Fire Radio Replacement Program	\$ 425,000	\$ 135,913	\$ 289,087	Procurement process initiated - expect RFQ to be released in Q2 2025
Fire	PFAS Foam Removal	\$ 12,500	\$ -	\$ 12,500	Research being done for alternative foams, anticipated completion in 2025.
Fire	Replacement of Fire Department Ladder Truck	\$ 2,635,632	\$ 1,424,640	\$ 1,210,992	Expected delivery in 2026.
Fire	Fire Station	\$ 16,512,440	\$ 4,043,946	\$ 12,468,494	Fire Station Committee looking at cost saving measures and will report back to council.
Public Works	Transportation Study	\$ 75,000	\$ 21,836	\$ 53,164	Consultant engaged, study has begun, completions expected in 2025
Public Works	Transit Study	\$ 25,000	\$ -	\$ 25,000	Consultant engaged, study has begun, completions expected in 2025
Public Works	Engineering Standards Update	\$ 75,000	\$ 33,092	\$ 41,908	Consultant engaged, study has begun, completions expected in 2025
Public Works	Road Network Study	\$ 55,000	\$ 41,713	\$ 13,287	Survey is completed. Balance of funds required to pay for software in 2025/2026
Public Works	Holistic Condition Survey	\$ 225,000	\$ 155,768	\$ 69,232	Project ongoing. Estimated completion Q1 2025.
Public Works	Flood Hazard ID & Mapping Project - CVC	\$ 75,000	\$ -	\$ 75,000	Funding has been approved, in progress with CVC
Public Works	Truck 1 Replacement - Aerial Bucket	\$ 315,000	\$ -	\$ 315,000	On order. Delivery expected Q4 2025 or Q1 2026.
Public Works	Replacement of Truck 2-Snow Plow	\$ 310,000	\$ -	\$ 310,000	On order. Delivery expected by Q4 2025.
Public Works	Replacement of Truck 5-Snow Plow	\$ 400,000	\$ 214,714	\$ 185,286	On order. Delivery expected by Q4 2025.
Public Works	3 Bay Expansion - Operations Ctr	\$ 1,680,000	\$ 128,338	\$ 1,551,662	Project is currently being procured. Construction anticipated to be completed by end of 2025
Public Works	Streetlights	\$ 120,000	\$ 75,274	\$ 44,726	Ongoing programme
Public Works	Traffic Signal Upgrades	\$ 204,000	\$ -	\$ 204,000	2024 programme to be initiated, Contractor in place, completion Q1 2025
Public Works	John St at Townline Upgrades	\$ 615,000	\$ 8,178	\$ 606,822	Work to be deferred
Public Works	Urban Forestry	\$ 681,600	\$ 263,160	\$ 418,440	Ongoing programme
Public Works	Noise Fence	\$ 180,000	\$ 143,983	\$ 36,017	2024 construction completed some minor deficiencies to address, pending invoice
Public Works	Planting of additional trees	\$ 90,000	\$ 35,906	\$ 54,094	On going programme
Public Works	Flood Mitigation at the WPCP	\$ 500,000	\$ 105,647	\$ 394,353	Phase 1 work, installation of culverts under Townline is complete. Phase 2, berming along the west side of the WPCP to be completed in 2025

Table 2: Capital Projects in Progress as of December 31, 2024

Division	Project Name	Total Capital Budget	Actual Expenditures as of December 31, 2024	Budget Remaining/ (Overspend)	Project Manager Comments
Public Works	Assessment of Existing Snow Dump	\$ 75,000	\$ 27,226	\$ 47,774	Study continues and is expected to be completed in Q1 2025
Public Works	PXO Cross Broadway Wellington	\$ 305,000	\$ 293,605	\$ 11,395	Construction complete, minor expenditures anticipated in 2025
Public Works	Road Resurfacing Program	\$ 1,000,000	\$ 750,747	\$ 249,254	Ongoing programme. 2024 Project has been completed, currently in warranty period, carryforward unspent into 2025
Public Works	Mill Creek Stabilization	\$ 1,779,000	\$ 34,371	\$ 1,744,629	Design and discussion with CVC continues, work expected in Q2 2025
Public Works	Rehab - Dawson, Centre to Hillside	\$ 143,000	\$ -	\$ 143,000	Work to be deferred to 2025 and combined with Road Resurfacing project
Public Works	Recon - Church St.	\$ 2,727,000	\$ 2,311,337	\$ 415,663	Some minor work remains, project close out is expected in Q2 2025
Public Works	Recon - Victoria St. - Ontario to John	\$ 3,024,814	\$ 2,228,186	\$ 796,628	Work has started in 2024, construction to be completed by end of July 2025
Public Works	Recon - Ontario St. Victoria to Princess	\$ 1,062,400	\$ 71,061	\$ 991,339	Work has started in 2024, construction to be completed by end of July 2025
Public Works	Recon Cardwell St, Princess to Townline	\$ 1,295,910	\$ 1,007,159	\$ 288,751	Construction has been completed - substantial completion has been issued, with warranty period to start, invoices still outstanding
Public Works	Recon Cardwell St, Princess to Dufferin	\$ 66,090	\$ 2,035	\$ 64,055	Remainder of work to be deferred until 2027
Public Works	Recon - Dufferin St, John to Ontario	\$ 90,000	\$ 24,545	\$ 65,455	Engineering/Contract Admin work to be completed in 2025 - Construction planned for 2025
Public Works	Recon - Third Ave, 1st St to 2nd St	\$ 123,893	\$ 28,448	\$ 95,445	Engineering/Contract Admin work to be completed in 2025 - Construction planned for 2025
Public Works	Recon - Third Ave, 2nd St to 3rd St.	\$ 123,893	\$ 26,132	\$ 97,761	Engineering/Contract Admin work to be completed in 2025 - Construction planned for 2025
Public Works	Recon - Steven Street	\$ 90,000	\$ 47,392	\$ 42,608	Engineering/Contract Admin work to be completed in 2025 - Construction planned for 2025
Public Works	Recon - Andrew St	\$ 90,000	\$ 40,642	\$ 49,358	Engineering/Contract Admin work to be completed in 2025 - Construction planned for 2025
Public Works	Bythia Street (Court) Reconstruction	\$ 75,000	\$ 13,865	\$ 61,135	Engineering/Contract Admin work to be completed in 2025 - Construction planned for 2025
Public Works	Recon - Bythia St - Dufferin to Victoria	\$ 800,000	\$ -	\$ 800,000	Engineering/Contract Admin work to be completed in 2025 - Construction planned for 2025
Public Works	Hansen Blvd Bridge-Lower Monora Creek	\$ 3,132,000	\$ 3,043,243	\$ 88,757	Construction complete, discussions with contractors ongoing
Public Works	Rehab John Street Bridge	\$ 338,000	\$ 198,294	\$ 139,706	Completion expected in 2025
Transit	Meter Low Floor Buses and Route Expansion	\$ 1,598,294	\$ -	\$ 1,598,294	2 Buses ordered, delivery expected Q2 2026
Transit	Transit Transfer Station	\$ 971,068	\$ 901,051	\$ 70,017	Project substantially completed, however, several deficiencies being worked out and minor adjustments in 2025
Transit	Transit Shelters and Bus Stop	\$ 156,171	\$ 51,262	\$ 104,909	Ongoing, dependent on route established through the Route Expansion Report to Council in April and May 2025

Table 2: Capital Projects in Progress as of December 31, 2024

Division	Project Name	Total Capital Budget	Actual Expenditures as of December 31, 2024	Budget Remaining/ (Overspend)	Project Manager Comments
Transit	Transit Security Camera	\$ 40,000	\$ 35,214	\$ 4,786	Cameras purchased and installed. Activation and memory storage to be initiated.
Transit	Bus Stop Equipment and Kiosks	\$ 30,000	\$ -	\$ 30,000	Ongoing, dependent on route established through the Route Expansion Expected implementation 2026
Transit	Purchase of Rest Room Facilities for Operators at New Transfer Point	\$ 35,000	\$ -	\$ 35,000	Concrete pad installed, awaiting facilities. Rest room to be installed 2025.
Cemetery	Archaeological Study and Disinterment	\$ 30,000	\$ 38,605	\$ (8,605)	Continuously on going project, additional funds requested in 2025 budget
Water	Water Optimization Strategy	\$ 350,000	\$ -	\$ 350,000	RFP to be issued Q3 2025
Water	SCADA Master Plan	\$ 150,000	\$ 46,583	\$ 103,417	Plan is finalized
Water	Rehabilitation & Optimization of Existing Sources of Supply Study	\$ 281,000	\$ 45,466	\$ 235,534	RFP to be issued Q1 2025
Water	Pullen Well	\$ 3,150,000	\$ 1,510,748	\$ 1,639,252	Work is underway for Tier 3 update, current step to be completed Q1 2025, full project to be complete in 2027, PTTW application was submitted on December 20, 2024
Water	Water Meter and Billing Upgrade	\$ 6,375,000	\$ 3,748,246	\$ 2,626,754	Project on track for completion in Q2 2025
Water	SCADA Systems	\$ 1,110,146	\$ 528,178	\$ 581,968	Ongoing, proposal to Council for 2025 budget based on Master Plan Results
Water	Well 5/5A Variable Frequency Drive	\$ 40,000	\$ 13,033	\$ 26,967	Tied in with GUDI Well Treatment Upgrades
Water	Electrical & Mechanical Upgrades	\$ 579,000	\$ -	\$ 579,000	Deferred to 2030 as part of the 2025 Budget Process
Water	Generator -- Reservoirs	\$ 396,000	\$ 104,094	\$ 291,906	Project on hold, add'l funding approved in 2025-2034 Capital Plan budget
Water	High Lift Pump Rehabilitation/Replacement	\$ 785,000	\$ 24,303	\$ 760,697	Engineering/consultant hired, design work underway for MECP permit application for upgrades
Water	Disinfection - UV Replacements	\$ 312,000	\$ 11,524	\$ 300,476	Part of the High Lift Pump Replacement project
Water	Filter Media Rehabilitation	\$ 214,000	\$ 69,206	\$ 144,794	Tender posted, contract award January 2025, estimated completion Q4 2025
Water	Well Rehab and Pump Replacement Program	\$ 150,000	\$ 143,549	\$ 6,451	2024 Rehabilitation and inspections started in July 2024, Well 10 and 11 rehabilitation work completed.
Water	Well 10 WTP Clear Baff Curtain	\$ 198,000	\$ 25,992	\$ 172,008	Tender posted, contract award January 2025, estimated completion Q4 2025
Water	GUDI Well Treatment Upgrades (Well 5/5A)	\$ 8,244,000	\$ 2,808,488	\$ 5,435,512	Construction underway, anticipated completion Q3 2025 (based on equipment delivery timelines)
Water	West Sector Reservoir	\$ 4,115,000	\$ 220,931	\$ 3,894,069	Work cannot commence until the Well 5/5A water storage and pumping facility is operating
Water	Dudgeon Generator Replacement	\$ 113,000	\$ 19,039	\$ 93,961	Part of the High Lift Pump Replacement project
Wastewater	Inflow and Infiltration Study - WPCP	\$ 332,000	\$ 251,831	\$ 80,169	Waiting for final I&I report that will provide a 10 year Capital expenditure forecast - work to begin in 2025
Wastewater	SCADA Master Plan	\$ 150,000	\$ -	\$ 150,000	Final plan approved.
Wastewater	SCADA Server Replacement	\$ 566,346	\$ 164,183	\$ 402,163	Part of the SCADA upgrade project.

Table 2: Capital Projects in Progress as of December 31, 2024

Division	Project Name	Total Capital Budget	Actual Expenditures as of December 31, 2024	Budget Remaining/ (Overspend)	Project Manager Comments
Wastewater	Digester No. 2 Refurbishment	\$ 5,230,000	\$ 4,072,170	\$ 1,157,830	Construction ongoing, estimated completion Q2 2025
Wastewater	Headworks - Pumping Equipment	\$ 16,000	\$ 11,497	\$ 4,503	Looking to purchase in 2025
Wastewater	Elevated Walkway	\$ 77,000	\$ 5,088	\$ 71,912	To be installed in Q1 2025
Wastewater	New Plant - Mixers #1, #2 & #3 - Replacements	\$ 54,000	\$ 21,113	\$ 32,887	Looking to purchase in 2025
Wastewater	Sewage Pumping Station - Pumping Equipment - Replacement	\$ 284,000	\$ 60,568	\$ 223,432	Purchased a pump and equipment, to purchase add'l equipment in 2025
Wastewater	Sanitary Sewer Rehabilitation Program	\$ 300,000	\$ 66,048	\$ 233,952	Waiting for final I&I report that will provide a 10 year Capital expenditure forecast - work to begin in 2025
Library	Library Collections	\$ 281,092	\$ 202,007	\$ 79,085	Annual Replacement Program. Progression as expected
Library	Furniture & Equip -- Public Library	\$ 66,469	\$ 6,444	\$ 60,025	Annual Replacement Program. Funds for Makerspace Furniture Q2 2025
Library	Computer Hardware	\$ 72,160	\$ 37,835	\$ 34,325	Some Equip Purchased. Estimated Completion Q3 2025
Library	Library Creation Lab	\$ 30,400	\$ 12,035	\$ 18,365	Some Equip Purchased. Estimated Completion Q1 2025
Library	Security Inventory System Library RFID	\$ 40,000	\$ 43,381	\$ (3,381)	Equipment in place in 2024, further equipment to be purchased in 2025.
Library	Library Modernization	\$ 20,000	\$ 1,217	\$ 18,783	Modernization of spaces. Estimated Completion Q3 2025

Total Projects in Progress as of December 31, 2024 \$ 88,939,103 \$ 36,775,625 \$ 52,163,478

Table 3: Capital Projects to be Initiated as of December 31, 2024

Division	Project Name	Total Capital Budget	Actual Expenditures as of December 31, 2024	Budget Remaining/ (Overspend)	Project Manager Comments
Recreation	Lions Sports Park - Multi-Court Improvements	\$ 25,000	\$ -	\$ 25,000	Staff looking into work, to be completed in 2025
Fire	Mini Pumper	\$ 45,000	\$ -	\$ 45,000	Project deferred until new station is built due to size constraints.
Public Works	Climate Change Risk Assessment	\$ 50,000	\$ -	\$ 50,000	Anticipated to begin Q1 2025
Public Works	County Rd 16 & Hansen Blvd Traffic Signals	\$ 200,000	\$ -	\$ 200,000	To be initiated when Hansen Blvd is extended.
Public Works	SWM5 - Pond Retrofits	\$ 880,531	\$ -	\$ 880,531	Engineering RFP being developed in 2025 for construction in 2026
Public Works	Public Works Shed	\$ 100,000	\$ -	\$ 100,000	Additional funding required and deferred to 2028
Public Works	Flood Mitigation Implementation Project	\$ 500,000	\$ -	\$ 500,000	To be used towards Mill Creek realignment. Q1 2025 start, completion Q3 2025
Public Works	Green Street Rehabilitation	\$ 154,000	\$ -	\$ 154,000	Engineering/Contract Admin work to be completed in 2025 - Construction planned for 2026
Public Works	Centre Street Culvert Rehabilitation	\$ 791,000	\$ -	\$ 791,000	Work to be deferred to 2025 as part of Mill Creek Works
Water	South Sector Generator Replacement	\$ 98,000	\$ -	\$ 98,000	Project on hold, moved to 2028 to align with other work at SSR
Water	Well 5 Building & Drainage	\$ 455,000	\$ -	\$ 455,000	Work on hold until Well 5/5A storage and pumping facility are operating
Water	Well 10 Pump House Generator Replacement	\$ 134,000	\$ -	\$ 134,000	Project on hold, tied in with Reservoir Generators
Water	Well 6 and 11 Treatment Analysis	\$ 235,000	\$ -	\$ 235,000	On hold. Scope to be determined after rehab & optimization of supply project complete
Water	South Sector Reservoir Inspection and Upgrades	\$ 80,000	\$ -	\$ 80,000	Deferred to 2028, part of a larger project.
Water	United Lands Well Decommissioning Study	\$ 50,000	\$ -	\$ 50,000	On hold, to be tied in with the optimization study
Water	Filter PLC Project	\$ 375,000	\$ -	\$ 375,000	To be included in the SCADA Master Plan work plan recommendations
Water	PRV Replacement Program	\$ 90,000	\$ -	\$ 90,000	On hold until 2029.
Water	Watermain Rehabilitation Program	\$ 217,500	\$ -	\$ 217,500	Deferred to 2026
Wastewater	Thickening Tank Centre Unit	\$ 72,000	\$ -	\$ 72,000	On hold. Construction with Digester has to be complete prior to this work getting underway
Wastewater	Sludge Storage Tank Rehabilitation	\$ 250,000	\$ -	\$ 250,000	On hold. RFP to be issued Q1 2025
Wastewater	Sludge Transfer Well Rehabilitation	\$ 12,000	\$ -	\$ 12,000	On hold for the Digester No. 2 project to be done
Library	Makerspace Upgrades	\$ 5,000	\$ -	\$ 5,000	Needed for Exploratorium in 2025. Estimated Completion Q2 2025

Total Projects to be Initiated as of December 31, 2024 \$ 4,819,031 \$ - \$ 4,819,031



Report

Subject: Corporate Operating Budget Surplus Allocation and Deficit Funding Policy

Department: Corporate Services

Division: Finance

Report #: CPS-2025-051

Meeting Date: 2025-06-09

Recommendations

That report CPS-2025-051, Corporate Operating Budget Surplus Allocation and Deficit Funding Policy, be received; and

That the Corporation of the Town of Orangeville adopt this Corporate Operating Budget Surplus Allocation and Deficit Funding Policy for fiscal 2024 and future years.

Overview

The purpose of a Corporate Operating Budget Surplus Allocation and Deficit Funding Policy (Policy) is to provide clear and consistent direction to staff for how to treat operating surpluses and deficits in a manner that supports elements of the Town's Integrated Long-Term Financial Strategy and is in accordance with the Municipal Act. The proposed policy seeks to ensure surpluses and deficits are managed within respective budgets according to funding source. Operating surpluses or deficits derived from the property tax supported budget are allocated to or funded from reserves that support property tax supported areas.

A similar approach is proposed for self-funded programs (Water, Wastewater, Building and Cemetery). The underlying approach in the Policy is to use surpluses to top-up stabilization reserves to established target levels first, and then allocate the remaining surplus, if any, to capital reserves. The rationale for this approach is that operating surpluses are considered one-time in nature and should not be relied upon to fund future ongoing operating items.

Background

Development of the Town's Integrated Long-Term Financial Strategy is a multi-year initiative that builds a framework to assist Council and staff in reaching strategic goals and objectives for the organization in a financially sustainable manner.

Operating surpluses represent a source of revenue for future costs. To support many aspects of the Town's Integrated Long-Term Financial Strategy, staff propose to implement a Policy whereby operating surpluses are allocated to reserves that provide a stabilization function or that provide a source of funding for capital in a manner prescribed in the policy. In particular, this Policy helps to support the Reserve and Reserve Fund Policy framework endorsed by Council through CPS-2024-061, dated October 7, 2024 and will further support the Town's Asset Management Plan to the extent surpluses are allocated to capital reserves.

Analysis/Current Situation

The proposed Policy incorporates several guiding principles:

- According to the Municipal Act, year-end operating deficits must be funded either from previous revenue (reserves) or future revenue (property tax levy, user rates or user fees, as applicable).
- Year-end operating surpluses for Tax-Supported and Non-Tax Supported Budgets represent one-time funding that cannot be relied on to recur on an ongoing basis. Therefore, any year-end operating surplus should only be allocated to fund one-time, non-recurring expenditures such as capital, or one-time operating initiatives or be used as stabilization funding for future unforeseen events.
- Unstable or unpredictable tax levies can adversely affect residents and businesses within the Town of Orangeville. To maintain stable and predictable levies, the Town sets reserve and reserve fund targets that build sufficient reserves and reserve funds to manage the impact of unusual or unplanned cost increases or revenue reductions over multiple budget cycles.
- Municipalities are responsible for the acquisition/construction and maintenance/renewal of municipal infrastructure over the useful life of those assets. Municipalities are required to maintain asset management plans that outline infrastructure needs over a long-term planning horizon. To cover funding gaps between the level of funding needed to support asset management and the level of funding provided in the operating budget, the Town plans to use debt as a financing tool. To reduce the Town's debt requirements, operating surpluses can be allocated to capital reserves to replace debt and reduce future debt burden.
- The year-end operating surplus for Tax Supported and Non-Tax Supported budgets will be allocated to respective reserves and reserve funds for those funding sources.

The order in which final year-end operating positions are treated in the proposed Policy are as follows:

- Deficits will be funded from stabilization reserves based on funding source. If insufficient reserve capacity exists, the deficit will be added to the next budget to be adopted by Council.
- Surpluses will be allocated to reserves based on funding source. The priority sequence will be to first top up stabilization reserves to their targeted levels per the Reserve and Reserve Fund Policy and then to respective capital reserves.

Corporate Implications

While this report will not generate direct implications, the Corporate Operating Budget Surplus Allocation and Deficit Funding Policy will streamline year-end processes by providing clear and consistent direction to staff for the treatment of year-end operating results.

Conclusion

If approved, staff will allocate 2024 operating surpluses and fund 2024 deficits in accordance with the Policy.

Strategic Alignment

Strategic Plan

Strategic Goal: Future-Readiness

Objective: Sustainability

Sustainable Neighbourhood Action Plan

Theme: Corporate and Fiscal

Strategy: Create and integrate sustainability principles into Town policies, processes and practices

Notice Provisions

Not Applicable

Respectfully submitted,

Antonietta Minichillo
General Manager, Corporate Services

Prepared and Reviewed by:

Cheryl Braan
Treasurer/Chief Financial Officer,
Corporate Services

Attachment(s): 1. Corporate Operating Budget Surplus Allocation and Deficit Funding Policy



Corporate Policy

Corporate Operating Budget Surplus Allocation and Deficit Funding Policy

Department: Corporate Service

Approved

**by Council:
Resolution No.**

1. Policy Statement

It is the policy of the Town of Orangeville to allocate any year-end operating surplus that may arise from the Tax Supported or Non-Tax Supported Budgets in a manner that is consistent with Council's view of long-term financial sustainability and in line with financial management best practices.

2. Purpose

To establish a priority framework for the allocation of any operating surpluses and funding for any operating deficits and set guidelines for the allocation of any year-end operating surplus for the Tax Supported budget and Non-Tax Supported budgets, including local boards. This policy seeks to formalize past practices with respect to the approach taken by Town staff in recommending the allocation of the prior year's surplus.

3. Definitions

“Non-Tax Supported Budgets” - a budget that is self-sustaining and does not require a transfer from property taxes to support its operations. The current Town Non-Tax Supported budgets are Water Services, Wastewater Services, Cemetery and Ontario Building Code Administration. This list is subject to change.

“Tax Supported Budgets” - a budget that is partially or wholly reliant on a transfer from property taxes to support its operations. The Tax Supported Budgets include the Towns local boards (Police and Library).

“Year-end Operating Surplus” - occurs when there is an excess of revenue over expenditure in a particular year. Year-end surpluses generally arise from two circumstances - higher than budgeted revenues, including one-time only revenues and/or lower than budgeted expenditure.

“Year-end Operating Deficit” - occurs when there is a shortfall of revenue versus expenditure in a particular year. Year-end deficits generally arise from two circumstances - lower than budgeted revenue and/or higher than budgeted expenditure.

4. Scope

This policy applies to all year-end operating budget surpluses or deficits occurring in Non-Tax Supported budgets and Tax Supported Budgets.

5. Policy

5.1 Guiding Principles

- 5.1.1 According to the Municipal Act, year-end operating deficits must be funded either from previous revenue (reserves) or future revenue (property tax levy, user rates or user fees, as applicable).
- 5.1.2 Year-end operating surpluses for Tax-Supported and Non-Tax Supported Budgets represent one-time funding that cannot be relied on to recur on an ongoing basis. Therefore, any year-end operating surplus should only be allocated to fund one-time, non-recurring expenditures such as capital, or one-time operating initiatives or be used as stabilization funding for future unforeseen events.
- 5.1.3 Unstable or unpredictable tax levies can adversely affect residents and businesses within the Town of Orangeville. To maintain stable and predictable levies, the Town sets reserve and reserve fund targets that build sufficient reserves and reserve funds to manage the impact of unusual or unplanned cost increases or revenue reductions over multiple budget cycles.
- 5.1.4 Municipalities are responsible for the acquisition/construction and maintenance/renewal of municipal infrastructure over the useful life of those assets. Municipalities are required to maintain asset management plans that outline infrastructure needs over a long-term planning horizon. To cover funding gaps between the level of funding needed to support asset management and the level of funding provided in the operating budget, the Town plans to use debt as a financing tool. To reduce the Town's debt requirements, operating surpluses can be allocated to capital reserves to replace debt and reduce future debt burden.
- 5.1.5 The year-end operating surplus for Tax Supported and Non-Tax Supported budgets will be allocated to respective reserves and reserve funds for those funding sources.

5.2 Priority Allocation

5.2.1 Deficits: The Town will fund operating deficits from reserves or from the next budget to be adopted by Council, as the case may be. For greater clarity the operating deficits will be funded as follows:

- a. For the Tax Supported budget, the deficit will be funded from the Tax Stabilization Reserve.
- b. For Water Services, operating deficits will be funded from the Water Rate Stabilization Reserve.
- c. For Wastewater Services, operating deficits will be funded from the Wastewater Rate Stabilization Reserve.
- d. For Cemetery Services, operating deficits will be funded from Cemetery Stabilization Reserve.
- e. For Building services, operating deficits will be funded from Building Permit Stabilization Reserve.
- f. For of a) to e) above, in the event there are insufficient reserves to cover the deficit, the amount of the deficit will be added to the next budget to be adopted by Council.

5.2.2 Surpluses: The Town will allocate operating surpluses to reserves supporting respective operating budgets.

- a. For the Tax Supported budget, the operating surplus will be allocated as follows:
 - i. used to top up the Tax Stabilization Reserve to its targeted amount as defined in the Town's Reserve and Reserve Fund policy (target is 10% of prior year's general property tax levy); and;
 - ii. allocate any remaining amounts to the General Capital Reserve.
- b. For Water Services, operating surpluses will be allocated as follows:
 - i. used to top up the Water Rate Stabilization Reserve to its targeted amount as defined in the Town's Reserve and Reserve Fund policy (target is 15% of prior year's water operating revenue); and;
 - ii. allocate any remaining amounts to the Water Capital Reserve.
- c. For Wastewater Services, operating surpluses will be allocated as follows:
 - i. used to top up the Wastewater Rate Stabilization Reserve to its targeted amount as defined in the Town's Reserve and Reserve Fund policy (target is 15% of prior year's water operating revenue); and;
 - ii. allocate any remaining amounts to the Wastewater Capital Reserve.
- d. For Cemetery Services, operating surpluses will be allocated as follows:
 - i. used to top up the Cemetery Stabilization Reserve to its targeted amount as defined in the Town's Reserve and Reserve Fund policy (target is 30% of prior year's cemetery operating expenses); and;
 - ii. allocate any remaining amounts to the Cemetery Capital Reserve.
- e. For Building services, operating surpluses will be allocated to the Building Permit Stabilization Reserve.



Report

Subject: Corporate brand and style guide

Department: Corporate Services

Division: Communications

Report #: CPS-2025-050

Meeting Date: 2025-06-09

Recommendations

That report CPS-2025-050, Corporate brand and style guide, be received.

Overview

The Town of Orangeville is enhancing foundational documents that help guide organizational direction and ensure future readiness. This report updates council on the development of the Town of Orangeville Corporate Brand and Style Guide, including a logo refresh. It is important to note that while the Town is taking steps to modernize its logo, it is not a rebranding exercise; staff intentionally incorporated heritage details from the existing logo while maintaining the meaning of the logo's iconography.

These key foundational tools will support service excellence, collaboration, and future readiness by ensuring a consistent approach to the Town of Orangeville's brand identity. They will empower those responsible for upholding and adhering to brand standards across all communication methods. This work, led by the Communications division in consultation with the Senior Leadership Team, is guided by best practices in municipal branding and accessibility to develop a comprehensive guide. This guide outlines the tone, voice, logo use, design, and written style standards, and will provide templates to ensure the development of consistent, professional communications.

A phased approach to implementing the new guide and assets will commence in the second half of 2025. Digital assets will be updated first, followed by physical/printed assets as they become refreshed or replaced, ensuring a fiscally responsible approach to implementation. There are no direct financial or operational impacts at this stage. Any future actions requiring council approval will be presented in a separate report.

Background

In the Town's 2023-2027 strategic plan, **Objective 3 – Collaboration** supporting **Goal 1 – Corporate Capacity**, identified a need to improve internal and external communications to help ensure the Town is organized, resourced, positioned and ready to deliver on its mandate.

The communications landscape in Orangeville and the expectations of the community are shifting; the Town's communications needs have evolved. The existing guide no longer meets the Town's needs, leading to inconsistencies in tone, formatting, visual identity, accessibility, and written style across the organization and its platforms.

A refresh of the Town's existing logo is deemed necessary to enhance accessibility while preserving the logo's meaning and its iconography.

Analysis/Current Situation

The Communications division is finalizing the development of a Town of Orangeville Corporate Brand and Style Guide (Attachment 1) to:

- strengthen and unify Town communications
- define and document voice, tone, personality and accessibility guidelines that reflect Town values
- refresh and re-establish visual identity standards including colour palette, typography, logo use, photography and design templates
- create writing style guidance for reports, web content, social media and promotional materials
- support internal consistency and empower staff with the tools to create effective, inclusive and on-brand professional communications

As part of this work, a logo refresh (Attachment 2) is necessary to modernize the logo and align it with current best practices, which include addressing deficiencies in accessibility like font style, colour contrast, level of iconography detail and more. It was thoughtfully designed to maintain nods to heritage details found in the original logo and not disrupt logo recognition. As part of this work, the Town will also refresh sub-branded logos, including Transit, Recreation and Fire Services, to ensure improved alignment with the primary brand. It will not include changes to Love, Orangeville or Orangeville Public Library branding.

Implementation of the Town of Orangeville Corporate Brand and Style Guide, including refreshing the logo, will be strategically implemented in phases. Initially, digital tools and documents will be updated, with existing physical or printed brand assets updated gradually as part of replenishment, refurbishment or replacement lifecycles.

This work has and will continue to be completed in-house with no requirement for new funding. The Communications division proactively provided an update regarding this

work to the Accessibility Committee to ensure any concerns were addressed. No additional public engagement is required.

Corporate Implications

If future actions related to this report, such as updates to facility signage, uniforms or other applications of the brand, carry a corporate impact, these will be considered and brought to council through separate reports and budget processes, if required.

The development and implementation of the guide and logo refresh are being managed within existing staff capacity and budget allocations.

The Communications division will work with the Information Technology division to ensure support for the distribution of digital brand assets at a systems level. Both teams will collaborate during the planned website redevelopment project to ensure the Corporate Brand and Style Guide is reflected in the final product.

Conclusion

The Town of Orangeville Corporate Brand and Style Guide project, along with the logo refresh, will strengthen the organization's ability to communicate clearly, professionally and consistently with the Orangeville community, partners and other audiences.

The development of this toolset, including a refreshed logo, supports the Town's 2023-2027 Strategic Plan by improving internal and external communications processes, while supporting transparency and enhancing accessibility and professionalism. It aligns with best practices in public sector communications and reflects the Town's guiding principles.

The final Town of Orangeville Corporate Brand and Style Guide will be introduced to staff later in 2025, with a strategically planned implementation beginning with digital assets followed by a gradual rollout of remaining elements and assets. No council action is needed currently.

Strategic Alignment

Strategic Plan

Strategic Goal: Corporate Capacity

Objective: Collaboration

Notice Provisions

Not applicable

Respectfully submitted,

Antonietta Minichillo
General Manager, Corporate Services

Reviewed by:

Jenn Austin
Manager, Communications

Prepared by:

Jenn Austin,
Communications Manager, Corporate Services

Attachment(s):

1. Town of Orangeville – Brand and style guide
2. Town of Orangeville – Logo refresh

Town of Orangeville

Brand and style guide draft



Defining our brand

Our brand is more than a logo or a colour palette—it’s how we present ourselves, share our story and build trust with the community. This section outlines the core elements that shape the Town of Orangeville’s identity. It explains how we communicate with purpose, why word choices matter and how consistency across all touchpoints strengthens recognition, connection and credibility.

What is a brand?

A brand is more than a logo or a tagline—it’s the personality of our organization and everything we do. It shapes how people see us, feel about us and interact with our programs and services. This personality is reflected in the look and feel of imagery, voice and expected experience. The Town of Orangeville strives to create a meaningful brand by invoking positive emotional responses about the Town, our staff, our residents and our businesses.

In this guide

In the Town of Orangeville Corporate Brand and Style Guide, you will find direction and guidance related to:

- Section title
- Section title
- Section title
- Section title
- Section title



Our brand: how we build trust through identity

Who we are

The Town of Orangeville is a progressive and service-focused municipality, rooted in our heritage and committed to building a vibrant, inclusive and sustainable future for all community members.

Our brand story

Dynamic Future. Historic Charm.

In Orangeville, municipal leadership is about more than providing public services. It's about doing what's right—creating a place where people feel supported, connected and proud to live, work and play. We are a vibrant and vital urban hub delivering high-quality public services to Orangeville and our surrounding communities. We do so with warmth, integrity and genuine small-town charm.

We deliver reliable, fiscally responsible core services, maintain essential infrastructure and protect the natural beauty that define our identity. We look forward—planning how to sustainably grow our community, build inclusive spaces, remove barriers to access and support programs that help build a sense of belonging for community members.

From our vibrant downtown to our trail systems, fire safety to fare-free transit and programming to business supports, Orangeville is a town where innovation and care go hand-in-hand.

Here, we honour our heritage by using it as a foundation to grow, evolve and thrive together.

We are rooted in community and growing toward the future.

Breaking down the phrase

Dynamic Future

This phrase represents the Town's active commitment to sustainable growth, innovation and responsiveness. Whether it's exploring new ways to deliver community services, affordable housing efforts or climate action, this is about future-focused municipal governance.

The phrase and the thinking it inspires help to position the Town as a progressive, adaptable municipal leader.

- Dynamic means evolving, inclusive and bold—with a strong sense of civic purpose and commitment to progress.
- We are preparing for tomorrow's challenges through today's investments.

Historic Charm

This represents Orangeville's character, rooted in its natural beauty, preserved heritage and small-town pride. Historic charm is more than nostalgia. It reflects our character, rooted in heritage, community spirit and a deep sense of place.

This phrase, and the thinking it inspires, speaks to stewardship, heritage, downtown vitality, community pride and culture.

- Charm means belonging. A sense of place. Community spirit.
- Our past is not a constraint—it's our path forward. A guide to growing thoughtfully.

How to use Dynamic Future. Historic Charm.

The tagline “Dynamic Future. Historic Charm.” speaks to the Town of Orangeville’s identity as both a future-focused and deeply rooted community. We encourage embedding consistent and creative use of these phrases across Town communications, services and programs for all departments.

Brand usage tips

- Do**
- Use both elements (“Dynamic Future. Historic Charm.”) together to reflect balance. If using only one part (“Dynamic Future” or “Historic Charm”, it must have appropriate and meaningful context provided.
 - Tie messages back to community outcomes and lived experience.
 - Use the tagline as a lens for storytelling, not as a replacement for context.

- Don’t**
- Use the tagline in a sarcastic, ironic or overly casual tone.
 - Overuse the tagline as a stamp—embed it thoughtfully.
 - Use the tagline in legal notices.

How to integrate across Town departments

In internal culture and operations

We encourage staff to see their roles through the lens of the tagline and how it connects with and supports our internal Growing Orange values of Respect, Integrity, Team and Excellence.

Examples

“Each department contributes to a dynamic future—through strategic planning, innovation and excellent service delivery. It’s the right thing to do for our community.”

“Our people-first culture is rooted in our community’s historic charm. We see it in the way we care for and respect each other, and how we lead from a place of integrity.”

In communications and engagement

Use the tagline, to frame public communications.

Examples

“This year’s investments continue to balance the needs of a dynamic future with the historic charm our community is rooted in.”

“Park upgrades reflect our commitment to a dynamic future while supporting play and exploration for our community.”

In descriptions and messaging

Use the tagline in messaging for new or existing programs and initiatives to connect them to the overall brand and organizational vision for our community.

Examples

“Our Cultural Plan protects historic charm through community arts, heritage preservation and placemaking”

“The Town of Orangeville’s Capital Works projects are supporting a dynamic future by planning for and building infrastructure for the next generation.”

“Active Orangeville is part of our investment in a dynamic future, helping all residents access recreation, wellness and connection.”

“The Facade Improvement Grant supports the historic charm of our downtown by empowering small businesses to restore heritage character.”

Our voice: how we communicate with purpose

Warm. Future-focused. Rooted in community.

Our voice reflects who we are: a growing, vibrant town with a dynamic future and historic charm. We're guided by community values and driven by progress. Whether we're communicating with residents, businesses, developers, contractors or visitors, our goal is always the same—build trust, foster connection and grow pride in Orangeville.

Our personality

We are

- **Approachable and professional:** we speak clearly, listen often and value two-way communication.
- **Authentic:** we don't put on a show—we show up with heart, honesty and community pride.
- **Forward-thinking:** we plan with purpose, act with care and always ask "what's next?" for our community, our environment and future generations.
- **Community-rooted:** our programs and policies begin with our community in mind. We communicate with compassion, equity and clarity.
- **Inspired by our past:** we are inspired by and honour our heritage and promote what makes Orangeville special.
- **Trusted stewards:** we are transparent, reliable, consistent and clear in our communications. We protect our resources, balance our budgets and serve with accountability.

Our tone

When we speak or write, our tone should be

- **Welcoming, clear and confident:** we use plain, simple, accessible and jargon-free language that invites everyone in and supports understanding.
- **Professional yet personable:** we balance credibility with community warmth.
- **Respectful:** we honour our history, culture, identity and diverse experiences.
- **Optimistic and empowering:** we focus on opportunity, resilience and growth.
- **Authentic:** we work to reflect the true voice and values of Orangeville.

Our voice in action

Here are a few examples of how we bring our personality and tone to life in our communications.

Instead of this

"Residents are encouraged to submit their inquiries via the following contact form"

"The Town offers programming and services to support residents of all ages."

"Residents must adhere to the bylaws as outline in the municipal code."

"Construction activities will occur between the hours of 9 a.m. and 6 p.m."

"Orangeville Transit routes have been updated effective May 1."

Try this

"Have a question? We're here to help—reach out using our contact form."

"From kids to seniors, our programs are built to bring people together."

"Our bylaws help keep Orangeville safe and welcoming. Here's what you need to know."

"We're making improvements to your neighbourhood. Work will take place between 7 a.m. and 6 p.m. Thanks for your patience."

"New transit routes are rolling out May 1. Get where you're going with fewer stops and smoother rides."

Tone and personality checklist

When writing or speaking on behalf of the Town, ask

- Is the message short and to the point?
- Can background or extra detail be trimmed?
- Is the language plain and easy to understand?
- Is the message clear and engaging?
- Is the information useful and relevant?
- Is there a clear call to action or next step?
- Does it reflect the tone of our brand?
- Is the content inclusive and welcoming?
- Have you double-checked spelling, grammar and punctuation?

Design elements

This section outlines how to use the Town’s brand assets—including our logo, colours and typography—clearly and consistently. It also includes examples to guide correct usage and support a unified visual identity.

Town crest

The historic crest of the Town of Orangeville remains a formal symbol of municipal authority and tradition. It will continue to be used on official documents where it represents the Town’s binding authority.

Use of the crest should be reserved for Town Council and official documents such as bylaws and certificates. It should not be used in place of the Town logo for general communications, promotional materials or day-to-day use.

To maintain its integrity, the crest must never be altered. Always use approved artwork and ensure high-quality reproduction.



Our logo

The Town of Orangeville’s logo is one of our most recognizable brand elements. Used consistently, it builds trust, strengthens our visual presence and reinforces the Town’s role in delivering public services and value.

All programs, services and initiatives funded or supported by the Town must feature the official logo and/or name. This ensures alignment, credibility and a clear connection to the community we serve.

Any use or adaptation outside these guidelines must be reviewed and approved by the Town’s Communications division.

The full logo includes the Orangeville wordmark, the tagline Dynamic Future. Historic Charm., and three icons.

The first icon represents the hills and headwaters that define our landscape—most notably the Credit River, and Monora and Mill Creeks.

The second icon reflects Orangeville’s architectural and cultural heritage, from our downtown buildings to the creative spirit that runs through our public spaces.

The third icon symbolizes the connection to nature, including the parks, trails and green spaces that enrich our community.



Tagline vs. no tagline

Our logo is available in two approved versions—with or without the tagline. Both are part of the official visual identity.

Use the tagline version when space allows and legibility is clear—such as on banners, signage and posters. The tagline reinforces our brand message and highlights the balance between progress and heritage.

Use the no-tagline version in smaller or space-constrained formats—such as digital graphics, promotional items, or small print materials—where clarity takes priority.

Tagline



No tagline



Logo checklist

Before publishing or sharing materials, ask

- Am I using the correct version for the background (full-colour on white, or one-colour with strong contrast)?
- Have I left enough clear space around the logo?
- Is the file high quality (not a screenshot or low-resolution image)?
- Has the logo been kept intact (not stretched, cropped, recoloured or edited)?
- Is the tagline version used only when it’s clearly readable?
- Does the logo have strong contrast and visibility?

Logo usage guidelines

Full-colour logo

Use the full-colour version whenever possible, but only on a white background. Avoid placing the full-colour logo over photos unless it sits on a clearly white area. This protects the logo’s clarity and ensures brand integrity.

One-colour logo (white, blue and black)

Use the one-colour white, blue or black version when placing the logo over photographs or coloured backgrounds from the approved brand palette.

- Ensure strong contrast to keep the logo legible and clear.
- Blue and black versions may be used interchangeably, depending on the design context.

Note: always use the black version when black-and-white reproduction is required.



Placement with partner logos

Preferred placement

When the Town of Orangeville logo appears with partner or sponsor logos, maintain balance, clarity and brand integrity. Whenever possible, position the Town logo in the anchoring spot—either first or last in the row.

Size and scale

Match the Town logo to the approximate visual size of other logos. If the Town is the lead partner, the logo may appear slightly larger to reflect its leadership role.

Spacing

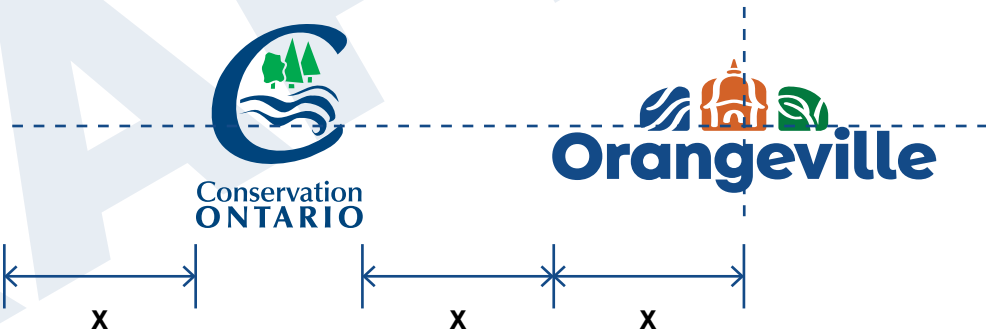
Leave consistent spacing between all logos—ideally, about half the width of the Town logo.

Alignment

Align all logos along a shared horizontal centre line. Avoid stacking logos vertically unless space is limited.

Do not alter logos

Never stretch, recolour, crop or apply effects to the Town or partner logos. Always use original, approved files.



Spacing and sizing

Minimum size

To keep the logo clear and legible, always meet the minimum size requirements.

With tagline: at least 3.5 inches wide in print or 250 pixels wide on screen

Without tagline: at least 1.5 inches wide in print or 150 pixels wide on screen

These are minimum—not preferred—sizes and should be used only when space is limited. In all applications, the logo must remain crisp, readable and free from visual clutter.



Clear space

To protect visibility, always surround the logo with clear space equal to the height of the lowercase "e" in the wordmark. No text, images or graphics may appear within this area. This space ensures the logo stands out and maintains visual impact.



Logo misuse

To protect the integrity of the Town's brand, avoid the following

Do not use the wordmark or icons on their own.



Do not apply shadows, bevels or special effects.



Do not stretch, squeeze or distort the logo.



Do not rotate or reposition any part of the logo.



Do not use colours outside the approved palette.



Do not add new icons, symbols or type.



Do not adjust transparency.



Do not recreate the logo using other fonts.



Brand architecture

Brand architecture defines how our programs, services and initiatives relate to and support the primary Town brand. It ensures everything we do is visually and strategically aligned—strengthening recognition, trust and connection with our community.

From a “house of brands” to a “branded house”

In the past, the Town followed a more decentralized or “house of brands” approach, where departments and initiatives often created distinct logos and visual identities. While these efforts were well-intentioned, they led to brand fragmentation and weakened our overall presence.

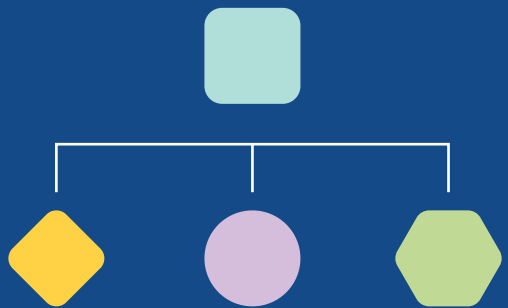
We are now shifting to a branded house model. This means that all departments, programs and services are visually and strategically connected to the core Town of Orangeville brand.

Why it matters

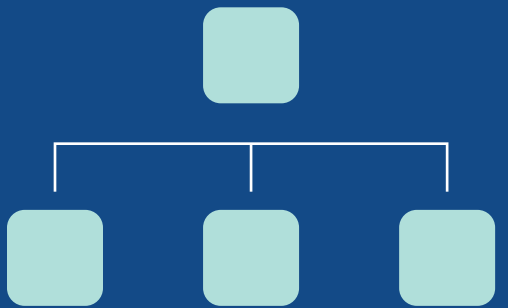
A unified brand

- builds recognition and trust through consistent visuals and messaging.
- reinforces the Town’s goals, priorities and values.
- helps residents clearly connect programs and services with the Town that delivers them.
- enhances the perceived value of Town services by showing the full scope of what’s provided through tax contributions.

If your project or initiative requires a unique visual treatment (e.g., a campaign or special event), contact the Communications team to explore approved options within the brand system.



House of brands



Branded house



Live and play the Orangeville way



Remove the tagline when the logo is scaled smaller than 3.5 inches wide to maintain legibility and clarity.



Some brands within our branded house have their own dedicated style guides.



Understanding our colour palette

Our colour palette reflects who we are—vibrant, grounded in community and proud of our heritage. It’s made up of two parts:

- core colours: the foundation of our visual identity
- complementary colours: supporting shades that add flexibility, emotional tone and visual interest

Instead of assigning rigid percentages, we group complementary colours by emotion and theme. This helps teams make intuitive, on-brand choices that support the tone and purpose of their content.

Inspired by a local landmark

Our palette is inspired by one of Orangeville’s most recognizable landmarks—our historic Town Hall. Built in 1875 to serve many purposes, it remains a hub of civic life and the cherished home of the Opera House.

Just like Town Hall, our colours reflect character, charm and local flavour. They’re designed to work together to express the unique spirit of Orangeville—warm, welcoming and full of genuine small-town charm.

Using colour accurately

Consistent colour use helps build recognition, trust and credibility across all communications. Always use the approved colour values when reproducing the Town logo or designing materials for Town programs and services.

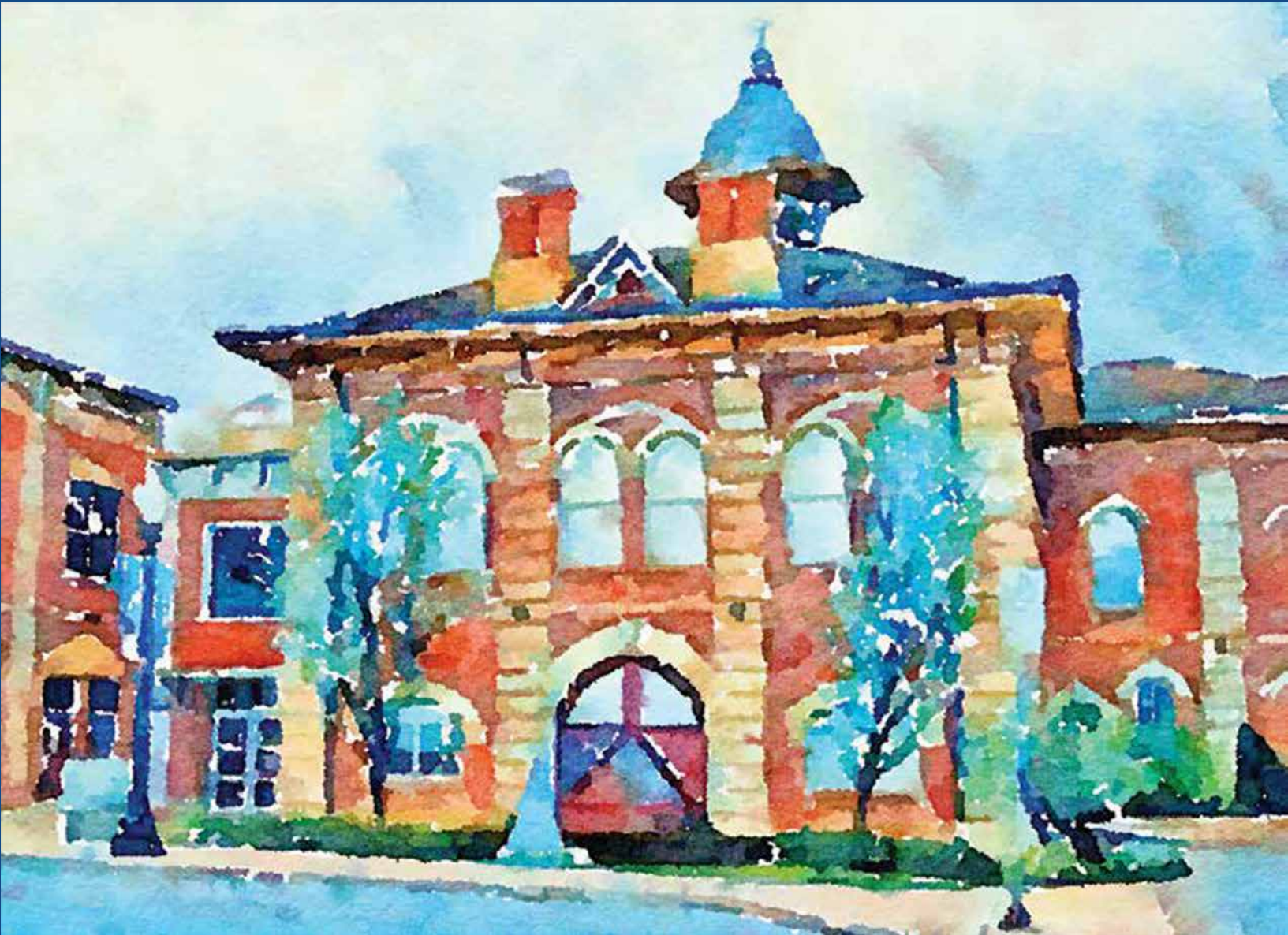
Choosing the right colour values

To maintain accuracy across print and digital applications, always use the proper format

- CMYK: for print jobs using four-colour process. Work with your print vendor to match PMS colours as closely as possible.
- RGB/HEX: for digital use only (web, email, video).
- Pantone (PMS): best for print when spot colours are available, offering the highest consistency.

Colour use tips

- Use no more than three to four colours per layout to keep designs clean and focused.
- Use white or neutral space to give colours room to breathe.
- Choose colours that reflect the emotional tone of your message.
- Be consistent—reuse colour pairings where possible.
- Ensure all text meets accessibility contrast standards.






Core colours

Our core colours are the heart of our visual identity. They bring consistency and recognition to everything we create, helping people instantly associate materials with the Town of Orangeville. These colours should appear in every design and be used thoughtfully to anchor the overall look and feel.

Use core colours for:

- one-colour logos
- backgrounds and large sections
- headings, buttons and key calls to action

			
Pantone	2186C	3005C	
CMYK	100/56/0/32	100/35/0/2	0/0/0/0
RGB	0/73/134	0/119/205	255/255/255
HEX #	004986	0077CD	FFFFFF

Complementary colours

Complementary colours support and enhance the core palette. They add flexibility and emotional tone, helping us communicate with clarity and creativity while staying true to our brand.

These colours act as accents—enhancing content, creating contrast and shaping mood. They should always support, not compete with, the core palette.

Guidelines for use

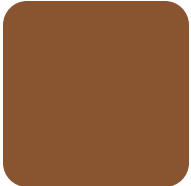
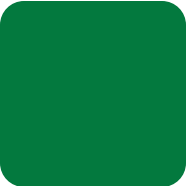



- Always anchor your design with at least one core blue.
- Use complementary colours to highlight content or convey emotion.
- Keep a balanced visual hierarchy—complementary shades should not overpower the core palette.

Complementary colours are grouped by emotion and theme to guide meaningful, on-brand use. These groupings include:






- professional and corporate
- nature and sustainability
- friendly and engaging
- creative and energetic
- alerts (low, medium and high severity)

Please select and work within a single colour grouping.






Nature and sustainability

					
Pantone	7567C	356C	2277C	2275C	573C
CMYK	11/59/80/41	91/0/100/26	61/0/100/18	23/0/49/0	24/0/11/0
RGB	138/85/52	0/123/52	85/148/28	195/221/156	182/228/229
HEX #	8A5534	007B34	55941C	C3DD9C	B6E4E5






Professional and corporate

					
Pantone	260C	256C	356C	573C	123C
CMYK	60/100/0/22	11/24/0/0	91/0/100/26	24/0/11/0	0/100/76/13
RGB	101/38/109	215/191/236	0/123/52	182/228/229	187/15/51
HEX #	65266D	D7BFEC	007B34	B6E4E5	BB0F33




Friendly and engaging

					
Pantone	717C	715C	122C	712C	573C
CMYK	0/69/100/2	0/50/93/0	0/9/80/0	0/19/40/0	24/0/11/0
RGB	212/93/0	245/140/53	254/211/76	252/201/164	182/228/229
HEX #	D45D00	F58C35	FED34C	FCC9A4	B6E4E5

Creative and energetic

					
Pantone	3560C	573C	7647C	715C	122C
CMYK	99/0/52/0	24/0/11/0	20/87/7/11	0/50/93/0	0/9/80/0
RGB	0/165/151	182/228/229	168/60/121	245/140/53	254/211/76
HEX #	00A597	B6E4E5	A83C79	F58C35	FED34C

Alerts

			
	High severity	Medium severity	Low severity
Pantone	185C	130C	7719C
CMYK	0/100/89/0	0/32/100/0	96/4/46/38
RGB	228/0/50	242/169/0	0/109/108
HEX #	E40032	F2A900	006D6C

Need a new colour?

If your project requires a colour that is not part of the approved library, contact the Communications team for guidance and approval.

Gradient guidelines

Gradients can add depth, energy and visual interest when used thoughtfully. To ensure consistency, a set of approved gradients is included in this guide.

All gradients in the Town’s library are linear, set at angles of 0, 45 or 90 degrees. The colour shift begins in the last 25 per cent of the gradient bar, creating a subtle, balanced fade that aligns with the brand’s professional and approachable tone.

When to use gradients

- As backgrounds for web, print or digital materials.
- As photo overlays to improve text legibility or unify tone and style.
- In graphic elements such as buttons, icons or highlight areas.

Best practices

- Use gradients sparingly to avoid visual clutter.
- Ensure strong contrast between text and background to support accessibility.
- Do not stretch, rotate or change gradient direction unless needed for layout or clarity.
- Avoid using multiple gradients in a single design.
- Pair gradients with flat colour elements for visual balance.

Need a new gradient?

If your project requires a gradient not found in the approved library, contact the Communications team for guidance and approval.



Type on background colours or photos

- To ensure legibility and accessibility
- Regular text (17pt and below) should only ever appear in black or white.
 - Large text (18pt and above) can use approved brand colour combinations.
 - Avoid placing text over busy or detailed areas of photos.
 - When needed, apply a subtle overlay or gradient to photos to improve contrast.

Large text

Regular text

Black

Dark blue

Purple

Dark fuchsia

Black

White

Light blue

Light green

White

White

Light blue

Light purple

White

Black

Dark blue

Blue

Black

White

Black

White

Black

White

Black

White

Black

White

Black

White

Black

Black

White

Black

White

Dark green

Black

Black

Purple

Black

Black

Black

Black

Alerts

Alerts are used to share time-sensitive updates that help residents take action or stay informed. They should be clear, concise and purposeful.

We use a three-level alert system based on urgency and impact.

1. **High severity:** errors, outages and critical warnings.
Used for critical issues that require immediate attention or significantly affect public services.

Examples

Road closures, watermain breaks, emergency warnings, system outages

2. **Medium severity:** maintenance alerts and required action soon.
Used for planned disruptions or notices that require timely action.

Examples

Scheduled roadwork, facility closures, boil water advisories

3. **Low severity:** system messages, info alerts and reminders.
Used for helpful notices or general reminders that don't require immediate action.

Examples

Program registration, parking reminders

How to use alerts effectively

- Be clear about what to do next: every alert should include a relevant call to action. Tell people what's expected of them and where to find more information.
- Use plain language: keep alerts simple, direct and free of jargon.
- Prioritize accessibility: maintain high contrast, avoid all caps and ensure alerts are screen reader-friendly.
- Keep it short: focus on the what, where, when and what now – with minimal text.

High severity

Medium severity

Low severity

Black

White

Black

White

Black

Black

White

White

Typography

Typography plays a key role in building a strong and cohesive visual identity. We use consistent fonts across departments and platforms to help make the Town of Orangeville's brand recognizable, professional and accessible.

Our official typefaces are Mont and Merriweather. This pairing offers flexibility and clarity across both print and digital formats. Please do not use other fonts without speaking to Communications division.

Official typefaces

Mont

Mont is a modern, geometric sans serif font that offers a clean and approachable look.

Available weights: heavy, bold, regular

Best for: headlines, subheads, body text, buttons and digital content

Merriweather

Merriweather is a readable serif font, adding contrast and personality to short-form content.

Available weight: bold

Best for: callouts, pull quotes and sidebars

Type hierarchy

Follow these steps to ensure a consistent typographic hierarchy in both print and digital formats:

Step 1 – Headline

Use Mont heavy. Make it prominent in your layout. Don't be afraid to go big.

Step 2 – Subhead

Use Mont bold. Set the point size to 60% of the headline size.

Step 3 – Secondary subhead

Use Mont bold. Set the point size to 40% of the headline size.

Step 4 – Body copy

Use Mont regular. Set the point size to 30% of the headline size.

- Minimum size: 11pt for print, 16px for web.
- If the 30% rule results in smaller type, increase to meet minimum size.

Step 5 – Callouts/sidebars

Use Merriweather bold. Set the point size to 50% of the headline size.

Headline

Font: Mont heavy
Leading: auto
Tracking: optical +10
Colour: dark blue (PMS 2186C)

Subhead

Font: Mont bold
Leading: 125% of point size
Tracking: optical +10
Colour: blue (PMS 3005C)

Secondary subhead

Font: Mont bold
Leading: 125% of point size
Tracking: optical +10
Colour: black

Body copy

Font: Mont regular
Leading: 125% of point size
Tracking: optical +10
Colour: black

Sidebar or callout

Font: Libre Baskerville bold
Leading: 125% of point size
Tracking: optical +10
Colour: black

Protecting our environment for future generations

Taking care of the environment is everyone's responsibility. Small, everyday actions can make a big difference when it comes to preserving natural resources and reducing pollution.

Sustainable choices, lasting impact

Making sustainable choices in our daily lives can lead to lasting positive effects. From reducing waste and conserving water to choosing eco-friendly products, these small actions contribute to a healthier environment.

Why it matters

Preserving natural resources and minimizing pollution not only protect wildlife and ecosystems but also ensure that future generations can enjoy a clean and thriving environment.

How you can help

- Reduce single-use plastics by opting for reusable alternatives.
- Support local businesses that prioritise sustainability.

Did you know

- Recycling one aluminium can saves enough energy to power a TV for three hours.
- Planting just one tree can absorb up to 48 pounds of carbon dioxide per year.

Type formatting basics

To maintain visual harmony and brand integrity, follow these guidelines:

Alignment

Left-aligned text is preferred for both print and digital to support readability and a clean layout.

Sentence case

Use sentence case across all applications to support clarity and readability.

Text emphasis

Use bold and underline purposefully. Avoid overuse, as it can create visual noise and weaken impact.

Use of all caps

Use all caps sparingly for short headings or emphasis. Avoid applying it to long text blocks, as it reduces readability.

All caps formatting

Font: Mont

Minimum size: 13pt for print, 18px for web

Leading: equal to font size (e.g., 24pt text = 24pt leading)

Tracking: optical +25

Example

WHY IT MATTERS

Accent line

The accent line is a visual style element that adds emphasis to headline text. The accent line starts at the point where the bounding box of the text begins and extends beyond the end of the text.

Specifications

Offset: 0.125 inches below the baseline of the headline

Right indent: 0.125 inches beyond the end of the text

Line weight: 5 pt

Line colour: use an approved brand colour with strong contrast

Example

Why it matters

Using our brand fonts

Whether you're writing a report, creating a presentation or designing a poster, using the approved fonts reinforces our identity and helps us show up clearly and consistently.

Working in Microsoft 365

Mont and Merriweather are installed on Town desktop devices, but they are not supported in Microsoft 365 online apps (like Word Online or PowerPoint Online).

To make sure fonts appear correctly

- start and finish all branded documents in the desktop version of Word, PowerPoint or Excel.
- you can continue working or reviewing in browser apps but always return to the desktop version to finalize formatting.
- save files to OneDrive or SharePoint so they stay accessible across devices and with your team.
- export to PDF before sharing externally to lock in formatting.

Using the right fonts

To maintain a cohesive brand

- avoid using substitute fonts (such as Arial or Calibri).
- don't edit branded templates unless the correct fonts are installed on your device.
- contact IT if fonts are missing or not displaying correctly.

Divider line

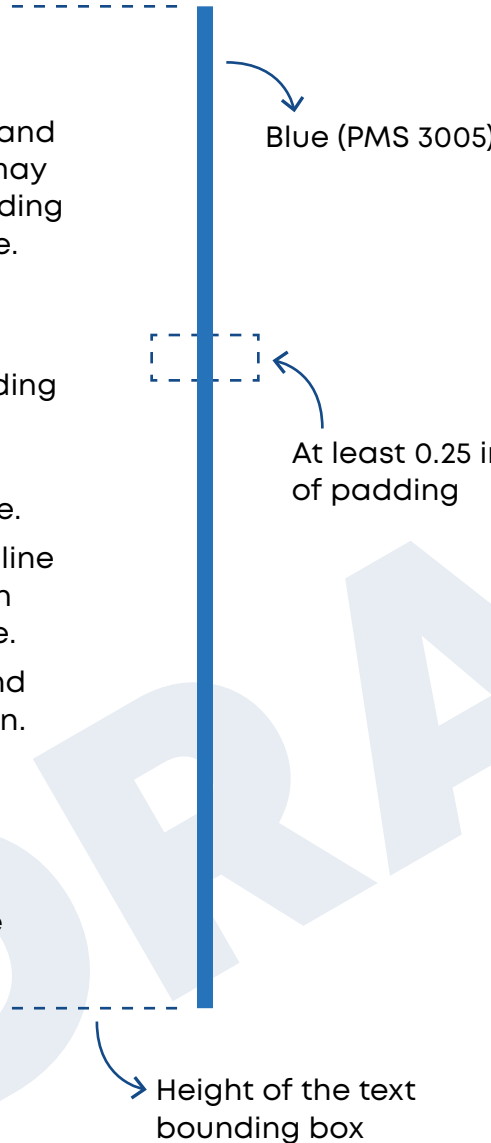
Divider lines help organize content and add visual clarity to layouts. They may run horizontally or vertically, depending on the design and content structure.

Usage guidelines

- Divider lines should span the full width or height of the text bounding box they are separating.
- Maintain at least 0.25 inches of padding on either side of the line.
- Choose between two approved line weights: 5pt or 1pt, depending on layout needs and visual balance.
- Use sparingly to avoid clutter and maintain a clean, focused design.

Colour guidance

- On white or light backgrounds, use blue (PMS 3005).
- On dark backgrounds, use white or light teal (PMS 573) for strong contrast and accessibility.



Photography

Telling a story in pictures

Photography is a powerful tool for visual storytelling. Strong, authentic images help express the Town's identity and connect with the community.

Use real, candid and high-quality photos whenever possible—especially those that reflect the people, places and experiences of Orangeville.

Strong imagery should

- Show real people interacting, receiving services or participating in the community.
- Highlight improvements, infrastructure changes or draw attention to the topic of your post.
- Capture the unique character of the community or landscapes.
- Include high-resolution renderings or visuals when showcasing planned developments. These must meet accessibility requirements.
- Photos from Town events or services are preferred, but stock imagery may be used when needed. Refer to the stock image guide below.

Avoid

- Overly posed or staged images.
- Photos lacking diversity or context.
- Abstract, generic or pixelated images.
- Unfamiliar or irrelevant locations.

Photographing people and kids

Always ask permission before taking photos and post signs at events where photos will be taken. Always make sure parents give the okay for kids to have their photos taken and confirm it's okay to use on the website, social media or print materials.

If you are not part of a team responsible for social media or public communications, please contact the Communications division for public photography support.

Avoid AI use for photography

You should not use photography produced or edited by generative AI under any circumstances due to legal and ethical reasons.

Refer to IT policies for best practices in AI use.

Stock photography 101

Stock photography can be a great alternative when there are no Town photos relevant to what you are communicating.

- Use stock photography sites that are free for commercial use, like Pexels or Pixabay.
- Avoid using Google to search for images—most images are under copyright or may have been taken without permission from the copyright holder.
- Tag in Communications for help—they have a commercial license for a bigger library of stock photos.
- Choose stock photos that feel natural, diverse and relevant.



Photography checklist

- photo is clear and of good quality (e.g. 1080 pixels wide)
- cropped photos focus on the main point of interest
- photo tells a story or shows something useful
- the community and people who live here are reflected
- demonstrates how to access a service or do something
- photo feels real and thoughtful—not cliché or generic

Did you know?

You can take high-quality pictures by changing the settings in your camera. Make sure they are set to 'high' or a minimum of 1080 pixels, depending on the camera.

Colour overlays

Colour overlays are a helpful design tool. When used thoughtfully, they can unify images with brand colours, enhance mood or improve text legibility over photographs. Overlays should always support the content—never overpower it.

When to use colour overlays

Use overlays to

- improve text readability on images.
- create a cohesive brand feel across a series of visuals.
- draw attention to a focal point or add depth to a layout.
- bring visual consistency when working with images of varying tone.

Avoid overlays when

- the image is already dark or low contrast.
- it reduces clarity or creates an artificial appearance.
- it makes text harder to read.

Colour overlay options

Colour wash on black and white images

- Use 60% to 90% opacity.

Multiply blend on full-colour images

- Use 50% to 100% opacity.
- Apply the multiply blending mode in Adobe InDesign, Illustrator or Photoshop.
- Do not use any other filters or effects (e.g., sepia, vignette, blur).



Original image



75% opacity colour wash over black and white image



75% multiply blend over full-colour image

Accessibility

Accessibility is a vital part of clear, inclusive communication. This section outlines best practices to help ensure all Town materials—print, digital and web—can be understood and used by as many people as possible. It includes guidance on accessible writing, image descriptions, tagging and digital standards to support clarity, usability and compliance across all platforms.

Accessibility in writing and on the website

We are committed to making our communication easy to understand and accessible for everyone—both staff and the public. We follow the Accessibility for Ontarians with Disabilities Act (AODA), not just because we have to, but because it helps us serve everyone fairly. When we communicate clearly, it builds trust and helps us reach more people. We work hard to meet AODA standards, and we also try to go beyond them by using inclusive practices that remove barriers.

What do AODA requirements apply to?

- **Web content:** text, images, audio and video content.
- **Digital documents:** PDFs, word-processing documents, spreadsheets and presentations, including images and navigation.
- **Printed materials:** brochures, pamphlets, flyers, reports and studies distributed in print form.
- **Graphics and imagery:** graphs, tables, charts, maps, photographs and infographics.
- **Internal communications:** emails, newsletters, documents, memos, reports and studies.
- **Forms:** online and paper based.
- **Signage and labels:** physical signage and labels.
- **Training materials:** educational content, manuals and guides for staff or public use.

These requirements apply to all kinds of communication, online, printed and written materials.

Fonts and writing styles

Font selection

All documents and graphics should follow the Town of Orangeville's Corporate Brand and Style Guide and use the Town's official fonts. These approved fonts meet accessibility requirements.

The Town of Orangeville's fonts are:

- Mont
- Merriweather

Font size

Font sizes are incredibly important for accessibility. Best practice is to ensure a font size of no smaller than 11 points is used. However, here are some things to keep in mind

- Where is the document or graphic being used, and how large will it be? You can make an ad with a size 11 font, but when it runs in the newspaper for example, the size of the ad means the font may appear much smaller. To make sure it is readable, the final font size should be based on the size the ad will print. Any print ads running from the Town should be reviewed by the Communications division.
- Online and mobile devices show graphics at different sizes. A graphic posted to Facebook will appear a different size on a computer and a cell phone. The font size should be larger on the images to account for different platforms.
- Refer to **[PAGE NUMBER]** of the Corporate Brand and Style Guide to review how to use the fonts and font sizes.

Writing style and tone

How we write considers our audience first. Knowing who the audience is means you can make sure your writing is accessible for them.

For example, a development study is written for planning or building staff and developers. It uses technical terms and professional language. This kind of writing isn't easy for the public to understand.

If we want to share information about this study with the general public, we need to write in clear, plain and jargon-free language.

Instead of this	Try this
Utilize	Use
Implement a strategy	Make a plan
Facilitate	Help
Right-of-way	Public sidewalks and road edges
Comprehensive plan	Long-term and detailed plan
Quorum	The minimum number of members needed for a meeting
Ordinance	A law passed by the local government
Resolution	Formal decision made by council

Writing for different audiences on the same project

Many of our projects involve different groups of people who need to hear the same message. To make sure we're reaching each group the right way, we use different methods for each audience.

Here are some examples of how to share messages with different types of audiences.

- **Report/study:** the full study and report can be provided to the experts it applies to, such as developers, builders, legal experts and council.
- **High-level/executive summary:** this is usually a one or two-page, simplified overview of the report or study. It removes most jargon/technical language and breaks down key messages in a simplified way. This can be provided to staff or council.
- **Simplified summary:** taking it a step further, this summary highlights only the most important information. It is written in simple, plain language with no jargon or technical language, at an eighth grade reading level. It should direct the readers to where to find detailed information.

Ways you could create a simplified summary include a

- section on the appropriate webpage with key bullet points and simple infographics;
- single or short series of social media posts;
- flyer, pamphlet, brochure or poster; and
- media story or news release.

Choosing the right tone and style

The steps below are a good process to follow when creating clear and effective communication.

1. Identify what it is you want to communicate.
 - Read through the information you intend to share and make sure you understand what it is saying.
 - Highlight key messages and what information is most important.
2. Identify your audience. Your audience can be a single group or multiple groups:
 - professionals such as developers, legal experts, etc
 - council or legislatively required communications
 - general public (including residents, businesses, community groups, etc)
3. Adapt your messages.
 - Decide which key messages need to be communicated to which audiences.
 - Write the messages based on the audience they will be delivered to. Keep in mind where the message will be used. i.e. reports, social media, newspapers, letters, etc.

Writing guidelines

No matter who your audience is, to make sure everything you write is accessible, you need to follow the following guidelines:

- follow CP Style Guide and Caps and Spelling rules [see page number for quick guide]
- check for grammar and ease of reading before finalizing a document. There are several online tools you can use but remember that they don't follow CP Style. These tools include:
 - word grammar check/Editor
 - grammarly
 - hemingway App
 - govAI

Note: to check for active voice or get tips on how to simplify, strip out jargon or write in plain language you can ask GovAI to review your work and make suggestions. Remember to remove any sensitive information like names and locations before submitting it to GovAI.

How to prompt GovAI to review your work

Below are some suggestions on how to prompt GovAI to review or provide suggestions on meeting writing standards.

Plain language review: act as a plain language expert. Could you please review the content below for plain language and make suggestions on how to help it meet a grade eight reading comprehension level?

Meeting AODA standards: act as an accessibility expert knowledgeable in AODA legislation and accessibility best practices. Can you confirm the text below meets AODA standards and make suggestions to improve accessibility?

Adjusting for audience: I am creating a report on a roads rehabilitation project. The report will be provided to council and presented to the public to help educate them on the project. Please act as a communications expert and review the text below and make suggestions to adjust the content for my specific audience.

Adjusting tone: I am looking to engage the community on a development plan for downtown Orangeville. I would like to present the information in a friendly and engaging manner. Please act as a community engagement and communications expert and review my presentation and make suggestions for friendly language and ways to provoke thoughtful engagement on the content.

Consistent tone: act as a communications expert working for a local municipality. Please review all the content below to confirm the tone is consistent. The tone I am aiming for is professional/friendly/softer/firm. OR Please review the content pasted below to confirm the tone is consistent with previously reviewed content in this project.

Using headers in documents and web

Headers are used for more than visually distinguishing sections and breakouts in a document. They are crucial for screen readers and other accessibility tools that assist people with reading documents and websites.

Headers must be used in a nested and sequential order without skipping levels. This is how the screen reader navigates a page.

Heading sizes are pre-set in all Town of Orangeville template documents, located on Sharepoint.

Colours use in documents and graphics

A full colour and contrast use guide is available in the Corporate Brand and Style Guide under the colour palette and colour use guidelines on [PAGE NUMBER].

Header use checklist

Am I using headers in a logical order?

Example

- Header: Building permits
- Heading 2: How to apply
- Heading 3: Required documents
- Heading 2: Fees and timelines

Are the headers clear and descriptive?

Headers should clearly describe the content that follows. In certain circumstances, a short and concise header may be acceptable.

Example

Descriptive:
Apply for a residential fence permit

Non-descriptive:
Fence permits

Am I using headers to organize content?

Use headers to structure content, not just to change text, make text bold or call out specific items.

Alt text, image descriptions and tagging

Alt-text on images like photos, graphics and decorative graphics

Alt-text is written for screen readers and Braille displays and provides a brief, clear and accurate description of the image. Alt-text must be included on images, graphics and decorative graphics.

Writing alt-text for different image types:

- Photos have no graphic elements and can describe just what is in the picture.
- Graphics can include a combination of pictures and text, or design elements like icons and text. Text and imagery must be described.
- Decorative graphics may not require alt-text IF the tagging feature exists to mark it as 'decorative'. If that feature is absent, you can simply write something like 'Town of Orangeville logo'. Graphic elements do not need to be described.

You do not need to write a long description for alt-text—just be clear and accurate.

Quick tips:

- Avoid using auto-generated or AI written alt-text. These tools often miss important details or get things wrong.
- Alt-text character limits vary on social media platforms. Keep alt-text short but descriptive.
- Avoid writing detailed text on your graphics. To meet AODA requirements, that text must be included in alt-text and cannot always fit or be read accurately.
- Most platforms (including schedulers like Hootsuite) allow you to enter alt-text.

Good alt-text should:

- be no more than one-to-two sentences
- keep names of places or buildings to a minimum, unless they're important to the image
- describe what's in the image
- include key details viewers need to know

Graph, diagram and table descriptions

Alt-text cannot be used to accurately describe a graph, diagram or table. If you do not have the option to tag the objects as what they are, you may use alt-text to identify it as a graph, diagram or chart.

- Add simple alt-text like: "Figure 1: a graph showing how each tax dollar is spent."
- Write out the information in the graph in the body of your document/page either directly above or below the object.
- In your text refer to the image with the same heading you provided (i.e. Figure 1).

Using image descriptions instead of alt-text

What is the difference between alt-text and image descriptions?

- Alt-text is only read by screen readers and is not visible to everyone.
- Image descriptions (captions) are visible to all readers on the page.

Social media platforms like Facebook, Bluesky, and Instagram use the alt-text feature as an image description/caption feature. This means you can write either alt-text or an image description for these platforms.

Image descriptions can also be included directly in the body of a document, web page or social post if there is no background option.

Use an image description when:

- The image is complex and needs more information than you can write in alt-text.
- You want to provide background or context (i.e. cultural, historical or symbolic meaning).
- The image includes important signage, text, or graphics a user needs to understand.
- The information or elements of the image are important to the content and not just decorative.

Example

You're working on a project about initiatives for Indigenous celebration and connection in the community and are using a photo of the medicine wheel garden. Your image description could:

- Describe the full appearance of the garden and explain the four sections representing the directions, seasons and lessons.
- Explain the meaning of a medicine wheel garden.
- Describe how someone might move through or use the space.

URLs in documents, graphics and other written communications

When including a URL you should never use the long URL. A long URL is the web address you see in your browser or when you copy and paste it.

Long URLs are not considered accessible because:

- they are not easy to remember or understand
- screen readers struggle to use them
- they are hard to follow on a screen reader

On our website, we have the ability to create a friendly URL, also known as a short URL.

A friendly URL should:

- be short, clear and concise
- consist of as few words as possible
- accurately explain the page they are directing to
- not include https: or www. ahead of it in written copy

Examples

orangeville.ca/Meetings

orangeville.ca/ConserveWater

orangeville.ca/Jobs

How to get a friendly URL

Requests for friendly URLs can be made by contacting the Communications division at communications@orangeville.ca.

Comms staff can confirm if one already exists for a page and assist in creating one that meets the requirements above.

Accessible word documents and PDFs

All staff should be trained on creating accessible documents and PDFs. If you require training, please speak to your manager.

An accessible document includes:

- content is clearly organized with proper styles and headings (like Heading 1, Heading 2)
- content is in plain language and sentences are short
- high-contrast colours are used (e.g. black text on a white background)
- alt-text is used to describe images, charts and graphs.
- simple tables are used for data only when absolutely necessary
- link text is meaningful (e.g. “Download the report” instead of “Click here”).
- reading order has been reviewed for collect flow
- all elements are properly tagged
- accessibility check has been run in Word or Adobe


Avoid doing the following in your document:

- using colour alone to share meaning (e.g. red for “stop”)
- using scanned images of text or text saved as an image
- skip heading levels (e.g. jumping from Heading 1 to Heading 3)
- overload pages with dense text—make use of bullet points and spacing instead
- use unclear file names—instead make them descriptive (e.g. 2025_BudgetSummary instead of Budget)

Website specific accessibility regulations, guidelines and best practices

Along with the writing requirements, the website must follow accessibility regulations. Under the AODA, websites must follow the Web Content Accessibility Guidelines (WCAG) 2.1.

We also follow recommended best practices to go beyond meeting the basic requirements. This is part of our commitment to serving our community in an inclusive way that considers residents of all abilities.

 PMS 3005C to PMS 373C gradient
100% multiply blend over full-colour image

Accessibility tools

The Town uses a third-party accessibility tool called UserWay to help with the user experience. This intuitive tool translates the site into different languages and can apply settings specific to challenges such as ADHD or colour-blindness.

Although UserWay automatically provides users visiting our site with a fully AODA compliant experience (excluding PDFs and linked documents), it does not mean we can avoid meeting compliance on the Town’s end.

UserWay’s tools can:

- provide site accessibility reviews
- provide accessibility reports on individual pages and uploaded documents
- provide remediation tools for documents
- highlight areas of non-compliance and demonstrate corrective action

Accessible writing for websites and online communications

Writing for a website is very different than other communication methods. A municipal website is as a tool for residents and not a municipal or internal repository/intranet tool.

Refer to the Writing for web guide on page XYZ.

All web content should be reviewed for accessibility compliance before being published.

Accessibility for web checklist

Is the content written in plain language?

- writing is clear and concise
- everyday language is used instead of technical jargon
- specialized terms are explained in simple, everyday words

Is the structure and formatting logical and organized?

- headings are used properly
- information is organized in bullets/numbered lists
- paragraphs short and focused on one idea
- images have alt-text/image descriptions
- images with text are avoided unless necessary/properly labelled

Are the links and navigation meaningful and user-friendly?

- friendly/short URLs are used written web addresses?
- screen reader/accessibility checks are run to confirm readability
- links use meaningful text

Example

Yes: ‘View the annual report’

No: ‘Click here’

Links and PDFs on web pages

How we use websites has changed drastically. They no longer exist as a repository of information but to educate and inform community members.

Screen and Braille readers must be able to navigate content easily, in a way that the user can follow along.

Best practices for links on a webpage

Limit the number of links on a page where possible.

Too many links can overwhelm users and screen readers. Screen readers announce each link individually. Fewer links on a page reduces navigation steps and improves readability and accessibility.

- On average you have three to eight seconds to get a visitor's attention.
- Most visitors only remain on a page for 15 seconds.
- Excessive links/documents are overwhelming and drive visitors away.

Best practices for documents and attachments

Although AODA or WCAG 2.1 does not provide a specific limit to how many attachments you can include, accessibility and usability best practices recommend keeping documents/attachments to a minimum.

There should be no more than three to 10 documents on a page.

Why are fewer documents better?

- It's easier for people with disabilities. People using screen readers or keyboard navigation must tab through each link and opening documents adds extra steps/ interrupts the information and reading flow.
- It provides a better mobile experience. Downloading files can be difficult and frustrating on a phone.
- Improves locating the right information. Content in documents isn't always searchable or properly indexed like in HTML (web coded) content.

Link use checklist

- related links are grouped together in resource/related documents sections
- there are no lists of off-page/unrelated links
- headings are clear
- collapsible sections are used for link categories
- key content is included directly on the page over linking
- no duplicate links to the same location

Document/attachment checklist

- only essential documents are on the page
- HTML content instead of documents is used where possible
- related documents are grouped under clear headings
- documents are described clearly (e.g. 2024 Recreation Program Guide PDF)
- documents passed accessibility check/is AODA compliant
- document library or resource page has been created for numerous files

Collateral materials

- Word document template
- Internal memo template
- Internal agenda/meeting template
- Meeting agenda template
- Public notice template
- Print materials - flyers, posters
- PowerPoint template
- Email signature
- Teams background
- Vehicle branding
- Signage and wayfinding

Have a question?

This guide is here to support designers, creative professionals and staff in expressing the Town’s brand consistently, creatively and effectively. We’re all brand stewards—thank you for helping to bring our identity to life with clarity and care.

For questions, design support, or to request an accessible version of this guide, contact communications@orangeville.ca.

DRAFT

Refresh of Town logo to support refreshed brand style and greater accessibility

Refresh of Town logo to support refreshed brand style and greater accessibility

The Town logo is the foundation of the organization's brand identity.

We are completing a logo refresh now to

- enhance accessibility.
- streamline the development of a corporate brand and style guide.
- support consistent brand identity including reducing sub-brand variability.
- prepare for the development of the new public-facing website.

The final refreshed logo will

- improve font offering a simplified, accessible font better for readability.
- adjust colour contrast to meet AODA contrast requirements.
- modernize iconography while retaining meaning/intent.
- incorporate heritage details that act as subtle nods to the original design.

The purpose of the logo refresh is not to change our brand identity, rather it maintains our logo's core identity while enhancing readability, accessibility and cohesion with our sub-brands

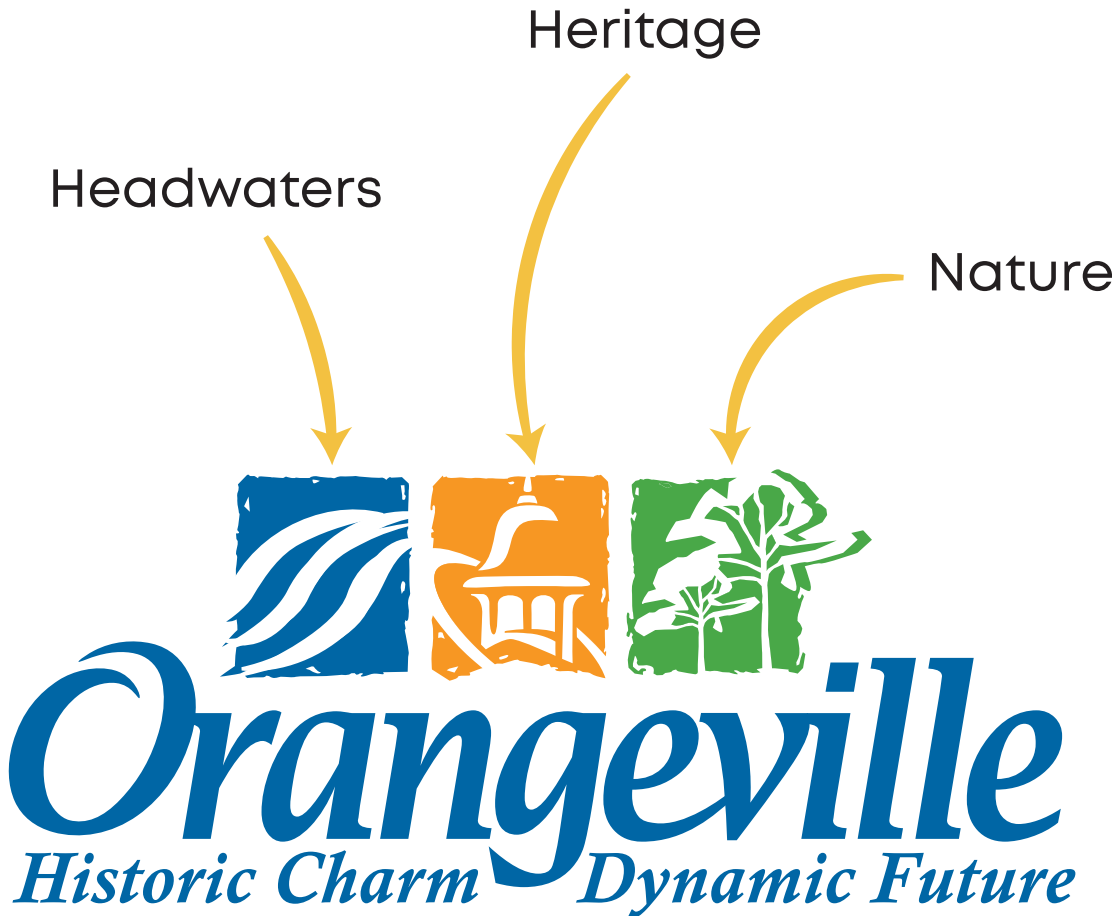
Current logo



Refresh of Town logo



Refresh of Town logo: breaking down the elements



current logo

Minor refinements to the icons while retaining their meaning
The hand-drawn style adds a friendly, approachable feel

Darker colours improve legibility and help meet accessibility standards

Three icons together form a cohesive arch

Slant of the lowercase "e" reflects the style of the current serif font

Orangeville

Dynamic Future. Historic Charm.

Simplified sans serif font and a darker blue ensure better readability and contrast compliance
Font reflects existing Love, Orangeville brand

Tapered details on overshoots (lowercase "r," "a," "n," "g") add character but don't impact readability

Tails on the lowercase "l" inspired by the current serif font

Branded house: evolution of our sub-brands



Some brands within our branded house have their own dedicated style guides.



Subject: Initiation of a Housing Needs Assessment

Department: Infrastructure Services

Division: Planning

Report #: INS-2025-033

Meeting Date: 2025-06-09

Recommendations

That report INS-2025-033, Initiation of a Housing Needs Assessment, be received; and

That staff report back to Council with the final Housing Needs Assessment following its completion and submission to the Association of Municipalities of Ontario (AMO) in accordance with Canada Community-Building Fund (CCBF) requirements.

Overview

The Town has an existing Municipal Funding Agreement (MFA) with the Association of Municipalities of Ontario (AMO) under the Canada Community-Building Fund (CCBF). The CCBF is formerly known as the Federal Gas Tax Fund and is a stable source of federal funding issued twice a year for local infrastructure projects, including transit.

In 2024, the Town recently renewed its MFA for the CCBF for another 10-year period. A new requirement of the renewed MFA is for municipalities with a population of over 30,000 to complete a Housing Needs Assessment (HNA) in order to remain eligible to continue receiving the CCBF. Completing this HNA intends to help municipalities prioritize projects that will support increasing housing supply where its needed. For the Town to continue to receive the CCBF, the HNA must be completed and submitted by the deadline of June 30, 2025.

Completing the HNA is a new requirement of the CCBF and is not identified in any departmental workplan. Furthermore, staff have neither the capacity nor the expertise to complete this study in-house.

It is critical for the Town to undertake the HNA to continue receiving this reliable source of funding. In addition, a HNA will provide valuable insight into our community housing trends, needs and how long-term planning can meet those needs.

The Planning division has an external consultant (SGL Planning) retained on a standing offer basis to provide support for planning reviews and special assignments as needed. Staff have coordinated with SGL to assist with completing this HNA. SGL is working with a sub-consultant with expertise in this subject matter to have the HNA completed for submission by the June 30th deadline. The estimated cost to complete this work is approximately \$42,750 (\$42,000 plus non recoverable HST of 1.76%). There is a 2025 operating budget provision of \$30,000 for the Planning division available to cover costs related to as-needed consultant reviews and minor studies related to planning matters. Staff will monitor the resulting variance and report back to Council on further action required should the excess not be able to be absorbed within the overall 2025 operating budget as part of the periodic financial reporting process. Staff will also report back to Council with the final HNA document once it has been finalized and submitted to AMO under the CCBF.

Background

On July 8, 2024, Council received staff report [CPS-2024-043](#) recommending execution of a Municipal Funding Agreement (MFA) with the Association of Municipalities of Ontario (AMO) under the Canada Community-Building Fund.

The Canada Community-Building Fund (the “CCBF”), formerly known as the Federal Gas Tax Fund, is a stable and reliable source of federal funding for local infrastructure. This funding is intended to support environmentally sustainable municipal infrastructure, including transit and is provided to communities up-front, twice a year. Municipalities can strategically invest this funding in eligible projects to address local priorities, or can pool, bank or borrow against this funding. First established in 2005, the Fund has continually evolved to meet municipal needs and their critical infrastructure projects.

Execution of the new MFA renewed and extended the previous 10-year MFA executed in June 2014 for another 10-year period, now effective from April 1, 2024 to March 31, 2034. Upon execution of the new MFA, the Town continues to remain eligible for CCBF funding allocated over the next 10-year period, subject to satisfying the terms and conditions of the MFA.

Analysis/Current Situation

One of the new requirements under the 2024 MFA is for municipalities with a 2021 census population of 30,000 or more to prepare and submit a Housing Needs Assessment (HNA) to the AMO in order to remain eligible for the CCBF. The HNA is to be used by municipalities to prioritize infrastructure or capacity building projects that support increased housing supply where feasible and appropriate to do so.

Orangeville’s 2021 Census population was 30,167 and therefore must prepare and submit the HNA in order to continue receiving funding under the CCBF. The original deadline to submit the HNA to AMO and publish on the Town’s website was March 31, 2025, which has been extended to June 30, 2025.

What is the Housing Needs Assessment?

A Housing Needs Assessment (HNA) is a report informed by data and research that describes the current and future housing needs of a municipality, including both quantitative and qualitative research and analysis.

The federal government intends to use municipal HNA's as a key tool in its evidence-based long-term approach to addressing housing needs across the country. HNAs are intended to help all levels of government understand the local housing needs of communities and how they may relate to infrastructure priorities, by providing the data necessary to determine what kind of housing needs to be built and where. The stated intent is to promote systematic planning of infrastructure that takes into consideration current and future housing needs.

The federal government has developed a standard HNA template based on best practices from jurisdictions across Canada that have undertaken their own HNA's, consultations with disciplinary experts, and engagements with provinces and territories. The stated benefits of a standardized template are described as follows:

- Providing the necessary evidence to inform local housing policies, investments and planning practices, grounded in the current and projected needs of a community;
- Fostering the widespread development and adoption of a recognized best practice;
- Ensuring an evidence-based, equity-focused and long-term planning approach to determining the housing needs of Canadians;
- Encouraging an integrated approach by linking HNAs to federal infrastructure programs and planning for future population growth;
- Allowing for comparability across jurisdictions and facilitating roll-up of data to ensure an informed, evidence-based, long-term planning story at the municipal, regional and ultimately national level;
- Supporting local governments in fulfilling the HNA requirement for federal infrastructure funding; and,
- Ensuring local governments have a tool that they can leverage for their own evidence-based long-term planning needs.

The research methodology to be used for the assessment is outlined in the HNA template and includes both quantitative research (economic data, population and household forecasts) and qualitative research (interviews, policy analysis, stakeholder engagement). The HNA template will involve research, data analysis and information reporting for the following themes:

1. Methodology and information sources
2. Community profiles, statistics and trends related to housing
3. Household profiles and economic characteristics of the community

4. Housing needs and local factors for priority groups that face proportionately greater housing needs than the general population
5. Housing profiles, including statistics and trends in housing stock and proportionate needs
6. Projected housing needs and next steps. In other words, how much and what type of housing is needed to meet the needs of the population over the next 10-years
7. How will the results and findings of the HNA be used in long-term planning and what actions can be taken to address identified needs.

Municipalities are required to engage with key stakeholders in the housing sector, including non-profit housing providers, developers and the community, to develop a comprehensive HNA.

Corporate Implications

Preparing a Housing Needs Assessment (HNA) is a new requirement for municipalities with a population of 30,000 or more, in order to maintain eligibility for federal funding through the Canada Community-Building Fund (CCBF). The preparation of this HNA has not been on any departmental work plan, no budget has been allocated, and there is no in-house capacity or expertise to complete the required study by the June 30th, 2025 deadline.

The Planning Division has a standing offer arrangement with planning consultants (SGL Planning) to provide as-needed assistance to the Town with complex or high-volume application activity or special planning reviews and studies. Given the tight timelines and priority to have this HNA completed, staff have requested SGL to assist with this assignment. SGL has partnered with a sub-consultant (Parcel Economics) with expertise in research and studies similar to the HNA, so that it can be completed by the submission deadline and in accordance with the prescribed methodology approach. Although SGL and Parcel Economics has the expertise required to complete the majority of the HNA work, some aspects of this study still require contributions from Town staff.

The estimated cost for the consultant to this work is approximately \$42,750 (\$42,000 plus non recoverable HST of 1.76%). There is a 2025 operating budget provision of \$30,000 in the Planning division available to cover costs related to as-needed consultant reviews and minor studies related to planning matters. Approximately \$18,000 of this provision has been allocated to other studies leaving \$12,000 available for this work. Staff will monitor the resulting variance and report back to Council on further action required should the excess not be able to be absorbed within the overall 2025 operating budget as part of the periodic financial reporting process.

Conclusion

The preparation of a HNA is a new requirement for the Town to remain eligible for federal funding through the CCBF. Preparing the required HNA follows a standardized template provided under the CCBF program. Since this is a new requirement, it is not on any departmental workplan, no budget has been assigned through the 2025 budget process and staff do not have the capacity or expertise to carry-out the study in-house. Staff will continue to work with SGL Planning and Parcel Economics to ensure that the HNA is completed for submission prior to the June 30th deadline. Given these tight timelines, staff will provide the completed HNA to Council for information and feedback regarding implementation at a meeting following submission.

Once a HNA has been completed as a federal program requirement, the Town will not be required to complete a new assessment for other Housing, Infrastructure and Communities Canada programs, other than to update it every five (5) years. Notwithstanding this, the HNA can serve as a “baseline” document than can be updated in the meantime if necessary, such as to access other funding sources that may arise.

Strategic Alignment

Strategic Plan

Strategic Goal: Economic Resilience

Objective: Readiness – Ensure availability and affordability of employment lands and housing

Sustainable Neighbourhood Action Plan

Theme: Social Well Being

Strategy: Ensure residents have access to affordable housing and community services.

Notice Provisions

Not applicable.

Respectfully submitted,

Prepared by:

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

Brandon Ward, MCIP, RPP
Manager of Planning

Attachment(s): None.

May 26, 2025

The Standing Senate Committee on Agriculture and Forestry
The Senate of Canada
Ottawa ON K1A 0A4

At its regular meeting on May 22, 2025, Dufferin County Council passed the following resolution:

THAT the resolution from the Township of Amaranth, dated April 16, 2025, regarding the Critical Ground Report and implementing the recommendations, be supported.

Thank you,

Michelle Dunne

Michelle Dunne
Clerk

Cc Prime Minister Mark Carney
Premier Doug Ford
MPP Honourable Sylvia Jones
MP Honourable Kyle Seeback
Ministry of Environment, Conservation and Parks
Minister of Agriculture, Food and Agribusiness
Minister of Rural Affairs
Federal Minister of Environment and Climate Change
Federal Minister of Agriculture, Agri-food and Rural Economic Development
AMO
FCM
Dufferin Federation of Agriculture
Ontario Federation of Agriculture
Dufferin Municipalities

Attachment: Township of Amaranth Resolution



374028 6TH LINE • AMARANTH ON • L9W 0M6

April 16, 2025

The Standing Senate Committee on Agriculture and Forestry
The Senate of Canada
Ottawa, Ontario K1A 0A4

**Re: Critical Ground: Why Soil is Essential to Canada's Economic,
Environmental, Human and Social Health**

Following a presentation and discussion from The Honourable Robert Black at the regular meeting of Council held on April 16, 2025, the Township of Amaranth Council passed the following motion:

Resolution #: 3

Moved by: G. Little **Seconded by:** A. Stirk

Whereas the Township of Amaranth 2023 Strategic Plan included a vision statement "To grow a strong, vibrant rural and agricultural community" and a goal to "Protect our agricultural land and promote the farming economy"

And Whereas the Standing Senate Committee on Agriculture and Forestry published a report in 2024 titled "Critical Ground: Why Soil is Essential to Canada's Economic, Environmental, Human and Social Health" that contained twenty five (25) recommendations in total for the federal government, two of which also provided recommended actions for provincial and territorial governments.

And Whereas, Recommendation 7 of Critical Ground stated that "The Government of Canada encourage provinces, territories, and municipalities to develop measures—as a form of land use planning—that best preserve and protect agricultural land in their jurisdictions."

Therefore be it resolved that the Township of Amaranth fully support all of the Recommendations included within Critical Ground and will consider how to implement the Recommendations contained within Critical Ground when completing a review of the Township of Amaranth Official Plan.

And further that the Township of Amaranth urge the Government of Canada and the Province of Ontario to implement all the recommendations contained within Critical Ground and commit to recognizing a sense of urgency and act accordingly in order to protect and conserve soil as per Recommendation 25.

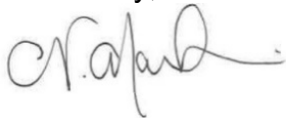
And further that this motion be circulated to the following parties:

- *All local municipalities within the County of Dufferin*
- *MPP Hon. Sylvia Jones*
- *Hon. Todd McCarthy, Ministry of Environment, Conservation and Parks*
- *Hon. Trevor Jones, Minister of Agriculture, Food and Agribusiness*
- *Hon. Lisa Thompson, Minister of Rural Affairs*
- *MP Hon. Kyle Seebach*
- *Federal Ministry of Environment and Climate Change*
- *Federal Minister of Agriculture and Agri-Food and Rural Economic Development*
- *Rural Ontario Municipal Association*
- *Association of Municipalities of Ontario*
- *Federation of Canadian Municipalities*
- *Dufferin Federation of Agriculture*
- *Ontario Federation of Agriculture*
- *Senate Standing Committee on Agriculture and Forestry*
- *Premier of Ontario*
- *Prime Minister of Canada*

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

From: noreply@esolutionsgroup.ca
To: [Mayor's Office](#)
Subject: [External Email] New Response Completed for Proclamation Request
Date: Friday, May 30, 2025 11:17:39 PM

Hello,

Please note the following response to Proclamation Request has been submitted at Friday May 30th 2025 11:13 PM with reference number 2025-05-30-341.

- **Organization or Business Name**
National Dental Care Day Foundation
- **Organization or Business Website**
<https://www.nationaldentalcareday.ca/>
- **Date that proclamation event is to begin**
2025-10-10
- **Date that proclamation event ends**
2025-10-10
- **Will you be requesting a community flag raising? If you answer yes, please provide additional details in the section below.**
No
- **Proclamation name, details and event information**
State the cause/issue/special occasion to be proclaimed:
National Dental Care Day – a coast-to-coast movement dedicated to providing free dental care to underserved Canadians each year on October 10. The initiative promotes dignity, health equity, and community compassion through accessible oral healthcare.

WHEREAS:

The National Dental Care Day Foundation is a volunteer-led initiative that has delivered over a decade of free dental services across Ontario. Its goal is to establish a unified national movement—National Dental Care Day—in which dentists from all backgrounds commit to one day of service annually, restoring dignity through smiles.

WHEREAS:

On October 10, participating dental clinics across Canada will open

their doors to provide one free dental procedure—cleaning, filling, or extraction—to any patient in need, with no insurance or income documentation required. Clinics will also host oral health education, community outreach, and volunteer engagement activities to amplify the spirit of compassion and care.

WHEREAS:

This initiative will raise public awareness about the importance of oral health, reduce barriers to essential dental care, and inspire civic pride through volunteerism—demonstrating Orangeville’s commitment to advancing compassion, dignity, and healthcare equity for all.

- **Contact Name**

Dr. Raj Khanuja

- **Email address**

[REDACTED]

- **Phone Number**

[REDACTED]

- **Mailing Address**

170 Lakeview Ct. Unit 3B
Orangeville, ON L9W 5J7

[This is an automated email notification -- please do not respond]

From: noreply@esolutionsgroup.ca
To: [Mayor's Office](#)
Subject: [External Email] New Response Completed for Proclamation Request
Date: Thursday, May 29, 2025 5:08:16 PM

Hello,

Please note the following response to Proclamation Request has been submitted at Thursday May 29th 2025 5:06 PM with reference number 2025-05-29-005.

- **Organization or Business Name**
Orangeville Northmen Minor Lacrosse Association, Northmen Alumni, The Northmen Way Documentary
- **Organization or Business Website**
<https://www.northmenlacrosse.ca/>
<https://www.bumpyroadproductions.com/>
- **Date that proclamation event is to begin**
2025-7-2
- **Date that proclamation event ends**
2025-7-6
- **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**
The proclamation request and flag raising at Town Hall is requested to honour the Orangeville Northmen:
 - Annual Northmen Alumni weekend
 - 30th Anniversary of Orangeville Northmen National Minto Cup Championship (1995)
 - 30th Anniversary of Northmen Women's Field program
 - release of the Northmen DocumentaryThe official announcement by the Town of Orangeville will commemorate this weekend of events and activities that honour the rich history of lacrosse in our community and the Alumni that continue to give back to the organization. The feature length

documentary, being launched with several showings over the weekend at Theatre Orangeville, charts the rise of the Orangeville Northmen Lacrosse organization.

- **Contact Name**

Brenda Burman, VP with Orangeville Minor Lacrosse Association and Secretary with Northmen Junior A Organization

- **Email address**

brendaburman@northmenlacrosse.ca

- **Phone Number**

[REDACTED]

- **Mailing Address**

[REDACTED]

[This is an automated email notification -- please do not respond]



KYLE SEEBACK

MEMBER OF PARLIAMENT
DUFFERIN—CALEDON



June 06, 2025

Mayor Lisa Post & Members of Orangeville Council
Town of Orangeville
87 Broadway
Orangeville, ON
L9W 1K1

**Re: Support for Housing Development at 11A York Street
Council Decision – June 9, 2025**

Dear Mayor Post and Members of Council,

I'm writing today to voice my support for the proposed development at 11A York Street, which is currently before Council for final consideration.

This is a project that has met every planning requirement, passed every review, and satisfied the technical and regulatory expectations set out by your own municipal process. That matters. When people follow the rules, do the work, and invest their time and resources into a plan that aligns with your Official Plan and zoning bylaws, they deserve to be treated fairly and judged on merit—not speculation or emotion.

I understand that not everyone loves this project. I've heard the concerns, and I know you have too. But leadership is about balancing those concerns with the reality we face. And the reality is that this country, and this community, is in the middle of a housing crisis unlike anything we've seen in generations.

Home prices have doubled. Rents have soared. Young people are living with their parents longer than ever. Seniors are downsizing with nowhere to go. And communities like Orangeville are being asked to do their part—to build, to grow, and to welcome new housing options so that people of all ages and incomes can continue to live, work, and retire here.

The private sector has a critical role to play in solving this crisis. Municipal governments can't do it alone. You need builders, investors, and homeowners who are willing to put skin in the game and help meet the demand. That's what this project represents. And it has not been rushed. It has been reviewed, revised, and refined over years of dialogue with Town staff and professional planners.

....2

PARLIAMENT HILL

HOUSE OF COMMONS
OTTAWA, ONTARIO, K1A 0A6
PHONE: 613-995-7813



PARLIAMENTARY SECRETARY
KYLE SEEBACK
KYLE.SEEBACK@PARL.GC.CA

CONSTITUENCY

180 BROADWAY 3RD FLOOR, UNIT B
ORANGEVILLE, ONTARIO, L9W 1K3
PHONE: 519-941-1832

At the end of the day, we can't ask for investment in our communities and then reject it when it arrives. We can't call for more housing and then say "not here" when a modest, thoughtfully designed proposal is brought forward. We can't claim to be addressing affordability if we aren't prepared to support the very projects that create supply and bring balance back to the housing market.

You've been elected to lead through challenges. I truly believe that approving this project is the right thing to do—for fairness, for housing, and for the long-term strength of Orangeville.

Thank you for your continued service, and for your careful consideration of this important matter.

Sincerely,



Kyle Seeback, M.P.
Dufferin–Caledon

c.c. Brenda & Terry Giles

Karey Shinn and Zoë Shinn

Orangeville &

Orangeville

Dear Mayor Post, Members of Council, and Planning Staff,

RE: Files OPZ-2023-01 and INS-2025-020
ITEM 10 - AGENDA DATE 09 JUNE 2025

We are writing to express serious concerns and formally submit public comments regarding the proposed zoning change for 11 York Street (**Files OPZ-2023-01 and INS-2025-020**). We believe the request is premature and ill-conceived.

We recognize and appreciate the dedication of Mayor Post, Members of Council, and Planning Staff in managing the complex challenges of growth and infrastructure in Orangeville. While the balancing act of development with community needs is not always evident, we sincerely hope that this commitment is deeply valued by all staff as it is highly valued by residents.

This land has been untouched forever (see attached 1860 Survey) and forms an integral part of the mature tree canopy and natural area of KayCee Gardens Park and Mill Creek. Preserving this natural heritage is essential to maintaining the environmental and mental health and character of our community.

With hundreds of new homes already approved or underway in nearby subdivisions, we understand that the town faces significant pressure to accommodate growth. However, it is essential that any new development, especially one as dense as this proposed 12-unit townhouse project, is supported by clear, transparent, and comprehensive infrastructure planning.

Without such clarity, we believe approving this proposal risks overburdening Orangeville's infrastructure, threatening environmental integrity, and negatively impacting residents' quality of life.

We trust in Council's thoughtful stewardship and urge you to prioritize sustainable, responsible, efficient development that truly serves the best continued interests of our community.

Our Request

We are not opposed to responsible housing growth. However, this proposal is too dense and a short-sighted, inappropriate use of this special historic land.

We ask Council to:

- Defer or reject
 - 1. A By-law to adopt Official Plan Amendment No. 132, and,

- 2. A By-law to Amend Zoning By-law 22-90 as described in the above mentioned files and instruments
- Require full servicing and engineering reports be completed; the current environmental report and plans are insufficient.
- Require a realistic plan for 4–5 units with compliant:
 - Lot and road set-backs,
 - lot coverage ratios,
 - flood zone regulation limits,
 - Safety and emergency road and fire access,
 - On-site garbage, recycling and compost waste storage and management,
 - Landscaping consistent with the area
 - stormwater management, and
 - infrastructure including sewage, water and stormwater engineering.
- Insist the development be scaled back to a size that can be safely and sustainably supported by existing or reasonably expandable services, without unloading significant costs onto the town, degrading the environment, historic street, traffic and pedestrian safety, historic landscapes, parkland and residents' quality of life.

Infrastructure and Servicing: No Clear Plan or Capacity

- **Sewage and Water Capacity:**

Where is the funding for the existing proposed plans for the town to expand sewage capacity and build a new municipal well? If the Province wants more houses faster, infrastructure expansion must precede approvals, not follow. Orangeville is not connected to the Great Lakes but depends on a shared aquifer with neighbouring towns competing for limited water.
- **Engineering and Pumping Concerns:**

There is currently no space on the plans for any stormwater or sanitary sewage management. Where is the comprehensive engineering report clarifying if there would need to be a raw sewage pumping station/lift and would there need to also be a holding tank for daily peak flows, or continuous pumping, to prevent backups affecting the 12 townhouses and existing homes on the south side of York Street? Peak household water and sewage demands occur twice daily—from 7 to 11 a.m. and 5 to 7 p.m. With 4 to 5 people per home, this equates to upwards of 36 to 60 new residents, not including any visitors also using these services.

- **Plan Omissions:**

The architectural plans provide NO space or consideration for:

- Raw sanitary sewage pumping/lift facility
- Safe emergency vehicle access (no turnaround space)
- Waste storage area for bins - see rendering (12 units x 3 bins each = 36 outdoor bins)
- Landscaping to replace old growth trees removed for development and maintain the character of the neighbourhood (trees shown in renderings are placed over driveways and will be paved)

- **Setbacks:**

- neighbouring housing structures, (current zoning would provide for a 3.2m/ 10.5 foot set-back from private road to neighbouring residential dwellings; the current proposed plan provides none - road usage risks devastating damage to neighbouring house foundations and livability)
- floodplain, and creek bed (see attached map image showing 5 proposed homes within flood zone regulation limits).

Transparency and Developer Accountability

- **Unknown Developer Experience:**

We do not know who the developer is or if they have experience managing developments requiring pumping stations or sewage lift infrastructure. This appears to be an inefficient, problematic, and expensive proposal that does not conform to existing zoning or bylaws and lacks justification for an R5 zoning change.

- **Stormwater and Cost Responsibility:**

How will stormwater be managed on the current site plan, especially runoff during and after construction? How will these costs avoid being downloaded onto the town's budget? Who will maintain the new private street accessing the proposed dwellings?

- **Zoning Precedent:**

Approving this zoning change sets a dangerous precedent for other sites, disregarding zoning and floodplain protections designed to safeguard the community.

Infrastructure Limits and System Impact

- What is the maximum number of residential units that can be added before a sewage holding tank and/or pump becomes necessary? Could three townhouses instead of 12 connect without triggering major taxpayer-funded upgrades? Not to mention the town just spent a lot of money renovating the street.

- York Street's drinking water pressure is already low; adding 12 three-bedroom units will likely worsen pressure for neighbours.
- The Town seems unaware of the pumping and ongoing maintenance this project demands. This plan is inefficient, costly, and not in the Town's or residents' best interest. It is poor planning and bad development.

Oversized Proposal and Infrastructure Deficiencies

- The plan squeezes 12-family size homes and 27 parking spaces onto a lot with a maximum frontage width area on York Street of only 40-feet. Essentially 100% lot coverage. It just doesn't fit on this site and the lots orientation.
- No clear solutions exist for garbage storage, emergency vehicle access, or snow storage or removal.

A Scaled-Back, Responsible Alternative

- A development less than half the current size would be a better idea in all regards

Our Request

We are not opposed to responsible housing growth. However, this proposal is egregious and undermines the towns authority to uphold it's by-laws, zoning, budget, safety and standards.

We ask Council to:

- Defer or reject
 - 1. A By-law to adopt Official Plan Amendment No. 132, and,
 - 2. A By-law to Amend Zoning By-law 22-90 as described in the above mentioned files and instruments

Adding this development without proper waste disposal, water management, and infrastructure plans should never have been considered and has already cost taxpayers and town staff resources, time and money. This plan represents the private interests of an unknown 3rd party developer, investors and property owners who are not local. This in no way represents the public interest in Orangeville and is an example of bad planning which should not be entertained. Thank you for your attention to these critical issues.

Respectfully submitted,

Karey Shinn & Zoë Shinn

IMAGE 1 - 1860 SURVEY OF LAND

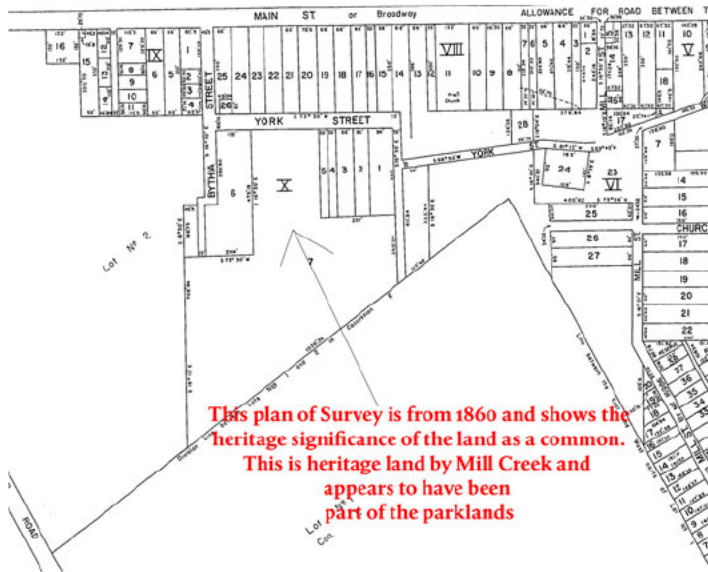


IMAGE 2 - FLOOD ZONE MAP WITH PROPOSED HOUSES

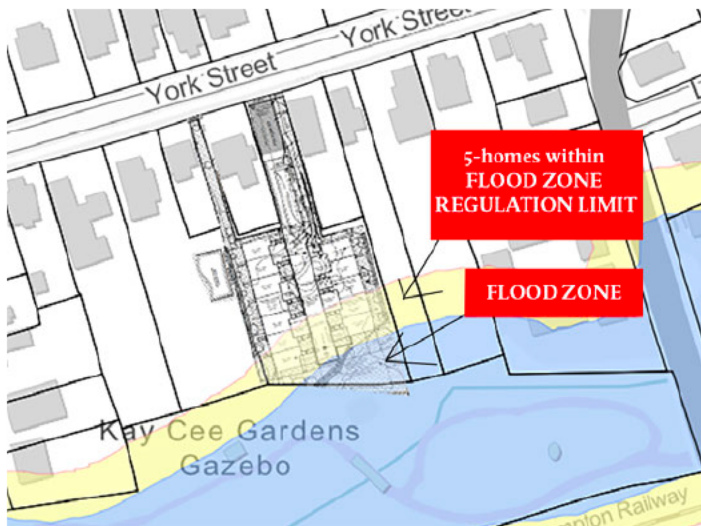


IMAGE 3
11A YORK STREET RENDERING

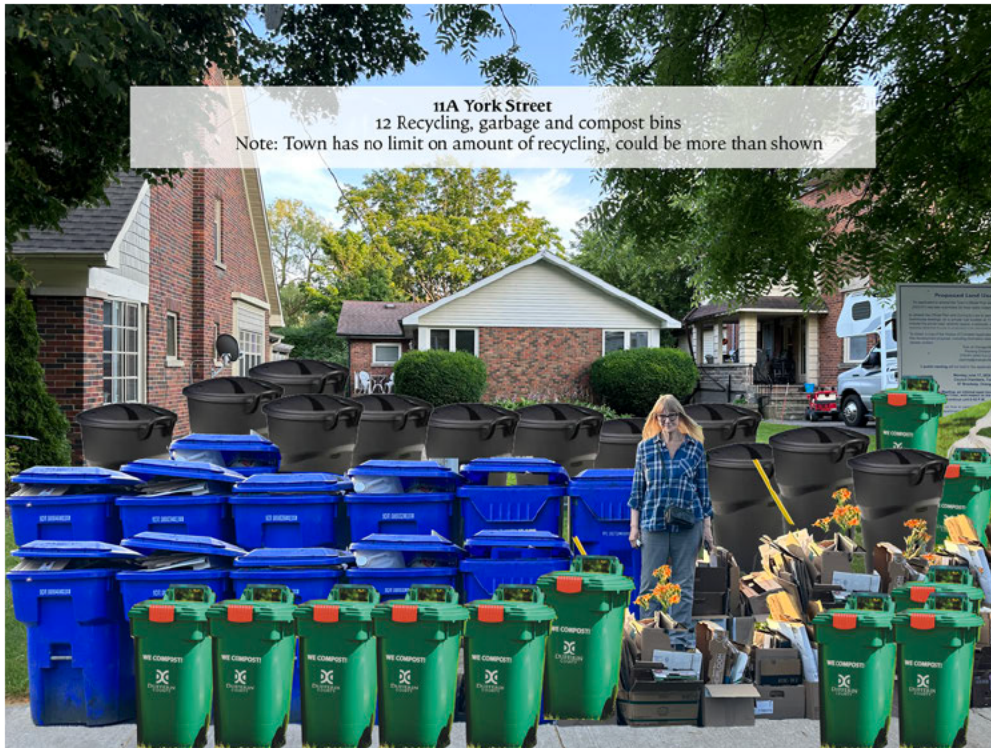


IMAGE 4 - KAREY IN FRONT OF 6-PLEX ON RECYCLING DAY



I can't make the meeting Monday June 9 as I recover from back surgery but remain opposed to the current idea to develop 11A York St.

1. The Town Staff recommendation to proceed is out of sync with the community.

Last year 1400 people said NO. We were told that council would vote (likely) in Sept. It has now dragged on while we have families, jobs and volunteer commitments. I am still stopped by people strongly opposed to 11A. Though we have not had the resources to work on this more, I believe opposition is stronger today than last year.

There are a handful of people in favour of this but there are thousands opposed. How would approving 11A represent the will of the community?

2. Current By-Laws allow for 4 housing units to be built on a property like this. With 1 already there, how is a 400% increase not enough?

In the big picture, no one can accuse this Council of being anti-development. Literally thousands of new housing units have been approved in recent years. Many of them are on main roads and commercial/industrial spaces. This is excellent and addresses housing shortage while protecting Town character and identity.

For 38 yrs I've lived in Orangeville serving on church boards, participating in local sports, am the past President of the Orangeville Blues and Jazz Festival, and have an in-home piano care business serving hundreds of residents. I have learned the importance of positive civic identity and the role that community engagement plays in personal health and Town prosperity.

This proposal represents a threat to the established character and culture of Orangeville. If this development goes ahead, no other future development of the downtown residential core can logically be denied. (Why are so many people who do not live on York St opposed?)

But - it is possible to both meet the need for increased housing and preserve what makes Orangeville unique.

Please vote no to this current proposal and recommend an alternative.

Mary Jane Gerber, [REDACTED] Orangeville ON [REDACTED]

Mayor Post, Members of Council,

Regarding **Files OPZ-2023-01 and INS-2025-020 ITEM 10 - AGENDA DATE 09 JUNE 2025**

My previous concerns with the proposed development at 11A, are on record. I remain opposed and newly concerned about:

1. The incomplete data in the Heritage Assessment regarding the obstruction of views affecting adjacent listed properties.
 2. The lack of drawings showing the development from Kay Cee Gardens and its omission from the Heritage Assessment.
 3. The lack of commentary or assessment on the future impact that approval of 11A would have on subsequent development proposals on historic streets, the preservation of heritage neighbourhoods, and the protection of natural green space in the historic/heritage areas of Orangeville.
-
1. The Heritage Assessment on “Negative Impact on a Heritage Resource” (P.34) states that views of the eastern portion of the development from 7 York will be obstructed by “plantings and mature trees” during the summer months, with some of the western portion indirectly impacted during the winter months. Reference photos were taken from the back yard of 11A to support this conclusion. This data is incomplete:
 - I. The reference photos include many trees slated for removal and are not taken from any of the properties surrounding 11A. Removal of those trees will open the view significantly from all angles, eliminating much of York St.’s mature tree canopy.
 - II. 98% of the trees referenced lose their leaves in winter and for 6 months the entire development will be exposed except for a small portion blocked by one evergreen.All photos used to support the impact assessments for adjacent properties were taken from limited angles with the trees in full leaf. The photos were not marked to show which trees will be removed by the developer. No views were checked for assessment when the leaves were down and the entire site visible. Conclusions were drawn with flawed data.
 2. Kay Cee gardens is a unique heritage park enjoyed by thousands in downtown Orangeville. It was ignored in the Heritage Report. The 11A proposal would negatively impact the heritage views and green space buffer of the park, but this was not included in the report. The March ice storm took down a mature park tree adjacent to 11A. This loss combined with the proposed removal of most of 11A’s mature tree canopy would severely impact the natural features of the park. The proximity, uphill location, and height of the townhouses would loom over the park, eliminating the essential green corridor currently in place due to the deep natural lots on southern York St (see attached mock ups showing before and after views).
 3. If this proposal is approved, the heritage of the York St neighbourhood and Kay Cee gardens will be irreversibly damaged. A line will be crossed opening the doors to unlimited development throughout the rest of historic Orangeville. It will be remembered as a pivotal moment in the history of our town when protection of our heritage and historic charm was abandoned. Orangeville has multiple high-density developments being proposed, and we welcome them. The request to jam in 12 townhomes at 11A is miniscule in comparison, and the cost is one we cannot afford to pay. Current bylaws allow responsible infilling and should be upheld at 11A.



Mock ups of West Block views from Kay Cee Gardens based on Landscape Plan and estimated height compared to 10' trampoline posts



June 8, 2025

Clerk's Office
Town of Orangeville
87 Broadway
Orangeville, ON
L9W 1K1

Reference: OPZ-2023-01. 11A York Street

Dear Mayor Post and Members of Council,

For the past 22 years, me, my wife Rebecca and our two daughters have lived at [REDACTED]. We are the property directly adjacent on the east side of the subject property. As we presented to council at the June 2024 open meeting, we continue to be opposed to this development and to the applications to revise the by-laws to allow such a development. I have attached our letter from that meeting which details our rationale for our objection for your reference.

The town planning department has recommended that council accept the applicant's development proposal and by-law and official plan amendments, but we feel that that they have disregarded pertinent portions of both the official plan and town by-laws, most significantly with respect to compatibility of the proposed development within the current built environment and the precedent such an approval will have with respect to future development. It is convenient to suggest that going forward, each development will be assessed on its own merits. However, there is no probability that this decision would not be used by future developers to similarly disregard unique Orangeville neighborhoods and by-laws for their personal financial gain. This could represent the *thin edge of the wedge*.

The planning report also seems to suggest that this application seeks only a minor adjustment to the current zoning. In reality, what is being sought is a density increase of 65% more than is currently allowed. We would suggest that a 65% increase is not minor but is, in fact, very significant.

We continue to support development, as we stated in our June 2024 letter to council. We support appropriate development but not development for development's sake or simply for personal financial reasons. As such, we continue to oppose these applications and ask council to deny these applications.

That said, we also acknowledge that council may come to a different conclusion and while we, and a great number of our fellow Orangeville citizens would be terribly upset by such a decision, it is a possibility. This being the case, our family has some specific concerns about the prospect of this development moving forward.

1) The Heritage impact study. The heritage impact review was completed and our home at 9 York Street was not mentioned. We understand that we are not mentioned as we are currently not a "listed non designated" heritage property. Our home was built in 1935 which makes it 90 years old. Our understanding is that during the last review of the Heritage Registry, which was

at least a couple of decades ago, and perhaps several more, 9 York Street would not have been old enough to be listed. The fact is that now, our home is 90 years old and quite likely would be listed, should the registry be updated. In fact, our home is included in the 2022 Heritage Orangeville calendar, featured as the home for September. It is a craftsmen bungalow built in 1935 and notable for both its style and the fact that very few homes were built in Orangeville during the great depression. This makes our home's architectural style historically significant.

Given that our home will be significantly impacted by any construction that takes place, should council approve such development, we respectfully ask that 9 York should be afforded the same heritage protections as the other heritage homes noted in the heritage report. It is merely a technicality that 9 York is not currently included, and it is merely convenient for the developer to exclude it.

2) The location of the snow storage/piling area. On the planning department's site plan, the snow piling area is directly adjacent to 9 York Street. Given the tight area of the roadway, there is not space within the proposed development to self-contain such quantities of snow where illustrated, in particular in years such as we have had recently. There is significant area elsewhere within the proposed development to hold snow. While we currently do not experience water runoff issues, significant additional snow melt against our 90-year-old home could create such an issue.

3) Repairs to the west side of 9 York Street. We have maintained and improved out home significantly over the past 22 years including on the west side of our home. The proposed plan would make repairs, and in fact routine maintenance of the west side of our home, virtually impossible. Until now, this was a matter of 'neighborly' goodwill. That will cease and so we're concerned about our ability to, for instance, rebuild our chimney or service a window or simply cut our grass going forward, when the need arises. We would ask that such consideration be provided in any future development plans.

We appreciate your consideration of the foregoing. We acknowledge the planning department's concluding statement of their report, albeit political rather than technical, regarding potential costs associated with your denial of the proposed applications. However, we believe that there is a very significant proportion of Orangeville citizens who agree that these applications should be denied.

We thank you for your diligence in considering the proper path forward for the future of our town and the potential impact of the decision you are making tonight.

Respectfully,

Steve, Rebecca, Acadia & Chloe Scott



June 11, 2024

Clerks Office
Town of Orangeville
87 Broadway
Orangeville, ON
L9W 1K1

**Reference: Letter of Objection
11A York Street, Orangeville
OPZ-2023-01**

Further to the applications submitted for an Official Plan Amendment and Zoning By-law Amendment for the lands municipally known as 11A York Street (the “subject site”), we wish to submit this letter of objection in response to our concerns based on the development proposal submitted.

We are the Owners of [REDACTED], the abutting neighbour to the east of the subject site, sharing common lot lines along both our western and southern boundary.

County of Dufferin Official Plan

The Growth Management objectives under Section 3.1, states under subsection d), to “*promote development patterns in settlement areas that efficiently use land, resources, infrastructure and public service facilities, through compact urban forms, a mixed of land uses and appropriate densities*”.

County Official Plan Section 3.1.e) further states the objective to “*Encourage opportunities for redevelopment, revitalization and intensification in appropriate locations and of a scale and character of development that is compatible with the community*”.

County Official Plan Section 3.4.2.d) outlines the criteria to be used in the evaluation and consideration of applications for intensification. Section 3.4.2.d) ix) states “*the proposed development is compatible with the existing development and the physical character and scale of adjacent buildings, streetscapes, and surrounding neighbourhood, and provides appropriate transition of built forms to adjacent uses*”.

Intensification must be done properly and in conformity with the surrounding context, and it cannot be intensification at all costs. The intensification of the site as currently proposed is overdevelopment of the land, that is not at a scale that is in keeping with, or compatible with, the character of the neighbourhood.

Redevelopment with anything more than a single-family dwelling will be intensification for this site and the adjacent lands. The introduction of an alternative townhouse built form to this neighbourhood block could be compatible, but not at a density 65% greater than what is permitted for this stable residential neighbourhood. Intensification of these lands should be in keeping with the permitted 25 unit per hectare that was envisioned for the subject site and the surrounding area.

Town of Orangeville Official Plan

The subject site, along with all lands fronting onto York Street, are designated Low Density Residential. This designation permits single detached and 2-unit dwellings, to a maximum density of 25 units per net residential hectare. Development of Townhouse Dwellings is already a deviation from what is contemplated or permitted for the subject site and the surrounding neighbourhood.

Town Official Plan Section D7.2.1 states “*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*”.

The proposed development is not characteristic of the area, does not complement the existing area and does not integrate well within the existing community. The proposed development (as submitted) fails to fit with its neighbours, where the overdevelopment of the subject site with 12 townhouses does not provide sufficient physical or landscape buffering along the northern townhouses, to appropriately transition this shift in alternative built form from its neighbours.

The proposed development fails to fit within the planned context, as it proposes to both amend the permitted built forms of this area to include townhouse dwellings, and it further proposes to amend the permitted maximum density. The planned context of this area is for a density of 25 units per net residential hectare, and not for 41 units per hectare.

Town Official Plan Section D7.2.4 states that “*Infill development will respect and reinforce the general physical patterns and character of established neighbourhoods, with particular regard to:*

- 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.”*

Section E1.11.4 states “*When considering intensification developments, Council shall take into consideration the following:*

- a) compatibility with adjacent buildings and adjacent residential areas;*
- b) shadowing and access to sunlight for such areas as adjacent private property, public parks and sidewalks, etc.;*
- c) urban design impacts and alternative design options, including scale and the relationship to adjacent street widths; and,*
- d) energy use and green building performance”.*

The proposed development as submitted, does not conform with the policies set out under Section D7.2.4 or E1.11.4, that seeks to ensure infill development respects and reinforces the general physical patterns and character of an established neighbourhood, and ensuring that it is compatible with adjacent residential buildings. The proposed density of 41 units per hectare as currently proposed, is a 65% increase above the 25 unit per hectare permissions that are contemplated for the character of these low-density residential neighbourhoods.

The general size and configuration of the condominium townhouse blocks are significantly smaller than the character of the adjacent dwellings along York Street, and the development’s design is a shift from the character of dwellings that front the municipal roadway, to now blocks of townhouses facing into the site along a central private road. The compressed building arrangement is uncharacteristic of the surrounding community which results in an incompatible integration providing negative impacts to the existing historical community.

The proposed development is not reflective of the prevailing building type of the area and not characteristic of the area; it does not complement the existing area and does not harmoniously integrate into the established character of the area.

Town Official Plan Section D4.2 states the goal in relation to heritage resources is *“to support the retention and recognition of Orangeville’s built heritage and cultural heritage landscapes in order to build a sense of community identity and a degree of continuity between the past and the present”*.

This area of the Town has historical significance, where of the 26 properties along York Street, 16 are identified as ‘Non-Designated Properties of Cultural Heritage Value or Interest’ along with 2 properties identified as ‘Individual Properties Designated under Part IV of the Ontario Heritage Act’.

The community identity of this area is characterized by lower density residential lands with single detached dwellings. The Development of the subject site as proposed does not maintain a degree of continuity between the past and present, where it instead proposes to overdevelop the subject site through higher densities than are existing or contemplated for this area, and also proposes to introduce a built form that is not in keeping with the single detached character.

Conclusion

We are not opposed to infill redevelopment which seeks to diversify housing options for our community, however we are opposed to the overdevelopment of lands through intensification at all costs, which is incompatible and does not respect the character of an established residential neighbourhood. The proposed development is not reflective of the prevailing building type of the area and not characteristic of the area; it does not complement the existing area and does not harmoniously integrate into the established character of the area.

The proposed development as currently submitted, does not conform to the policies of the County Official Plan or the Town Official Plan, is not compatible within the context of this low-density residential area, and fails to provide for appropriate transition or design mitigation measures that should be incorporated when proposing intensification infill redevelopment.

We object to the proposed development as currently presented for 11A York Street. We respectfully request that Council deny the applications as currently presented, on the basis that they do not conform with the County Official Plan or the Town Official Plan.

Sincerely,

Steve Scott & Rebecca Black-Scott

Cc: Mayor Lisa Post
Deputy Mayor Todd Taylor
Councillor Joe Andrews
Councillor Andy Macintosh
Councillor Tess Prendergast
Councillor Debbie Sherwood
Councillor Rick Stevens
Matthew Mair, Planning Services



**Minutes of Orangeville Public Library Board
The Corporation of the Town of Orangeville**

April 23, 2025, 5:00 p.m.

Members Present: P. LeBlanc
S. Marks (remote)
Councillor J. Andrews
Councillor T. Prendergast
B. Rea
V. Speirs
D. Waugh

Staff Present: D. Fraser, CEO
J. Moule, Administrative Assistant
H. Savage, General Manager, Community Services
L. Tilly, Librarian Program & Research
K. Lemire Manager, Economic Development and Culture

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: 2025-027

Moved by Councillor J. Andrews
Seconded by B. Rea

That the minutes of the following meeting be approved:

Carried Unanimously

4.1 2025-03-26 Library Board Minutes

5. Presentations

5.1 Katrina Lemire, Manager, Economic Development and Culture, Community Services

K. Lemire presented an overview of a new partnership between Economic Development & Culture (EDC) and the Orangeville Public Library about Visitor Services. In the coming weeks, Visitor Services will be introduced at a “Tourism Touchpoint” located inside the library. Furniture and fixtures are being configured to support both print and electronic tourism resources within designated self-serve areas at both library branches, as well as the Alder Recreation Centre lobby.

Responsibility for development, distribution, and printing of tourism information will remain with EDC. The Board expressed agreement that this initiative aligns well with existing library services. EDC has committed to ensuring ongoing staff support through the involvement of a designated Tourism Champion. All partners will collaboratively monitor implementation and usage, with feedback to be collected for future evaluation and possible adjustments. The Board looks forward to seeing the impact of this partnership on library services and community engagement.

6. Information Items

CEO D. Fraser informed the Board the debit payment is back up and running.

6.1 CEO Report - April

Recommendation: 2025-028

Moved by V. Speirs
Seconded by D. Waugh

That item 6.1 CEO Report - April be received.

Carried Unanimously

6.2 Letter to Sylvia Jones MPP

Recommendation: 2025-29

Moved by B. Rea

Seconded by Councillor T. Prendergast

That information item 6.2 Letter to Sylvia Jones MPP be received.

Carried Unanimously

7. Staff Reports

7.1 Report 25-10 Annual Operational Summary 2024

Recommendation: 2025-030

Moved by V. Speirs

Seconded by Councillor J. Andrews

That Report 25-10, Annual Operational Summary 2024 be received.

Carried Unanimously

7.2 Report 25-11, 2024 Social Return on Investment (SROI)

Recommendation: 2025-031

Moved by B. Rea

Seconded by Councillor T. Prendergast

That Report 25-11, 2024 Social Return on Investment (SROI), be received.

Carried Unanimously

8. Correspondence

None.

9. Announcements

None.

The Board took a 5-minute recess at 6:05 p.m. CEO D. Fraser and J. Moule left the meeting at 6:10 p.m.

The meeting resumed at 6:10 p.m.

10. Closed Meeting

Recommendation: 2025-032

Moved by Councillor J. Andrews

Seconded by Councillor T. Prendergast

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:

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

Carried Unanimously

11. Rise and Report

Recommendation: 2025-035

Moved by Councillor J. Andrews

Seconded by B. Rea

That the minutes of the March 26, 2025, Closed Library Board Meeting, be approved; and

That confidential report 25-12, regarding personal matters about an identifiable individual, including municipal or local board employees, be received; and

That staff proceed as directed.

Carried

12. Date of Next Meeting

The next meeting is scheduled for Wednesday May 28, 2025, 5 p.m.

13. Adjournment

The meeting adjourned at 7:18 p.m.

Darla Fraser, CEO

Peter LeBlanc, Board Chair



Minutes of a Community Improvement Committee Meeting

Electronic Participation

May 20, 2025, 12:00 p.m.

Electronic and In-Person Participation - Community Improvement Plan Committee

The Corporation of the Town of Orangeville
(Chair and Secretary at Town Hall - 87 Broadway)
Orangeville, Ontario

Members Present: Deputy Mayor T. Taylor
G. Sarazin
S. Koroscil
J. Large

Regrets: W. Speirs
J. Jackson

Staff Present: M. Mair, Planner, Community and Development
B. Ward, Manager, Planning
B. Hostrawser, Administrative Assistant, Planning & Building

1. Call to Order

The meeting was called to order at 12:10 p.m.

2. Disclosures of (Direct or Indirect) Pecuniary Interest

None.

3. Land Acknowledgment

Deputy Mayor, Todd Taylor 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: 2025-004

Moved by T. Taylor

That the minutes of the previous meeting be received for information:

Carried

5. Presentations

None.

6. Items for Discussion and Reports

6.1 CIP Recommendation Memo - File No. IPA1-2025-01 - 143 Broadway

Matthew Mair, Planner, Community and Development, presented the proposal of a storefront renovation at 143 Broadway which includes work such as repairs, re-painting and replacement of storefront windows.

Resolution: 2025-005

Moved by S. Koroscil

That the committee approve the application for File No. IPA1-2025-01 - 143 Broadway for 50% of the eligible costs at \$4,750.00

Carried Unanimously

6.2 CIP Recommendation Memo - File No. IPA6-2025-01 - 48 Centennial Unit 18

Matthew Mair, Planner, Community and Development, presented the proposal of the installation of an automatic door opener on the front entrance at at 48 Centennial Road, Unit 18 which will improve accessibility for patients and visitors to the physiotherapy clinic located there.

Resolution: 2025-006

Moved by J. Large

That the committee approve the application for File No. IPA6-2025-01 - 48 Centennial Rd, Unit 18 for 50% of the eligible costs at \$1,768.00

Carried Unanimously

6.3 New Funding Category - Facade Improvement

Resolution: 2025-007

Moved by S. Koroscil

To delegate authority to town staff to review and approve applications with a project cost of \$10,000.00 or less and that those items are included for information in subsequent meetings.

Carried Unanimously

7. Correspondence

None.

8. Announcements

None.

9. Date of Next Meeting

The next meeting is scheduled for June 17, 2025 at 12:00 p.m.

10. Adjournment

The meeting was adjourned at 1:07 p.m.



Minutes of Mayor's Youth Advisory Council

June 3, 2025, 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: Mayor Post
A. Main, Chair
H. Robb
V. Servos

Members Absent: T. Sword, Vice Chair
A. Al-Shalchi (with notice)
J. Barry (with notice)
E. Biber
L. Robinson
I. Singla

Staff Present: M. Adams, Committee Co-ordinator
A. Dukovski, Supervisor, Recreation Programs and Events

1. Notice

Please be advised that the June 3rd, 2025, Mayor's Youth Advisory Council meeting was not convened due to the lack of quorum. The date of the next meeting is Tuesday, September 2nd, 2025, at 4:30 p.m.



Minutes of Committee of Adjustment

Wednesday, May 7, 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: A. Harris, Vice-Chair
 R. Baldassara
 M. Demczur
 B. Wormington

Regrets: A. Howe, Chair

Staff Present: M. Adams, Secretary-Treasurer
 S. Pottle, Planning Technician
 L. Russell, Senior Planner
 B. Ward, Manager of Planning

1. **Call to Order**

The Vice-Chair called the meeting to order at 6:00 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 R. Baldassara

That the minutes of the following meeting are approved:

4.1 **2025-04-02 Committee of Adjustment Meeting Minutes**

Carried

5. **Statutory Public Hearing**

5.1 **File No. A-04/25 - 200 Jull Court**

Susan Pottle, Planning Technician, provided an overview of the Planning report and stated that staff are recommending approval of the application.

Mark Jamieson, the applicant, identified himself and was affirmed by the Vice Chair. He addressed the committee and provided his reasons and opinions why the deck should be permitted in the proposed location. He said it will provide access to the side and rear yards and provide amenity space for the upper-level dwelling unit. He agreed with Planning staff's recommendation regarding the construction of a privacy fence and addressed the residents' concerns.

Scott Morrison, owner of 211 Edenwood Crescent, was affirmed by the Vice Chair and provided his reasons and opinions as to why he opposes the construction of the deck. He agreed with Planning's recommendation for a privacy fence along the deck facing Edenwood Crescent, and thought that a privacy fence should be constructed along the deck that abuts his property line. Mr. Morrison also reiterated the concerns he identified in his written comments submitted at the previous hearing.

Member Baldassara asked questions regarding the maximum size of deck that could be constructed without requiring a minor variance, and whether the second access is a requirement of the Building Code. Planning staff and the applicant provided responses.

The committee recessed from 6:31 p.m. to 6:37 p.m.

Moved by R. Baldassara

That correspondence items 5.1.1 to 5.1.3 be received;

That Planning Report A04-25 – 200 Jull Court be received;

And that Minor Variance Application (File No. A04-25) to reduce the rear yard setback required from 7.0 metres to 1.5 metres, be refused.

Carried

Reasons:

The committee refused the application based on the information presented during the meeting from town planning staff and the applicant. It is their opinion that the variance is not considered minor in nature and does not meet the four prescribed tests outlined in section 45(1) of the Planning Act, R.S.O. 1990, as amended. The reduced setback from 7.0 metres to 1.5 metres is not minor, and the general intent of the Zoning By-law is not met due to the impact on the neighbour's privacy.

5.1.1 Correspondence received from Brandi Neil and Troy Brindley regarding Minor Variance Application A-04/25 - 200 Jull Court

5.1.2 Correspondence received from Scott and Amy Morrison regarding Minor Variance Application A-04/25 - 200 Jull Court

5.1.3 Correspondence received from Tim Norman regarding Minor Variance Application A-04/25 - 200 Jull Court

5.2 File No. A-05/25 - 60 & 62 Broadway

Larysa Russell, Senior Planner, provided an overview of the Planning report and stated that staff are recommending approval of the application.

Jim Dymment, the applicant, was affirmed by the Vice Chair and provided a brief presentation which included:

- a colour-coded parking plan showing the location of the commercial and residential parking spaces;
- issues they were facing which prompted the reallocation of parking: security, demand for second parking spaces, cost to acquire additional land, appropriate use of land, and parking demand times; and
- proposed parking signage to be installed on the shared parking spaces.

Alison Scheel, Executive Director, Business Improvement Area, was affirmed by the Vice Chair, and advised she submitted revised correspondence today indicating the Orangeville Business Improvement Area supports the application.

Member Demczur sought clarification if all the residential parking will be underground.

Vice Chair Harris sought clarification on where the commercial units will be located and number of commercial units.

Member Baldassara sought clarification on what type of commercial uses are permitted on the property, the number of underground parking spaces, and the number of residents requesting two parking spaces.

The applicant provided responses to the Members' questions.

Moved by R. Baldassara

That correspondence items 5.2.1 to 5.2.3, including the updated BIA correspondence submitted on May 7, 2025, be received;

That Planning Report – A05-25 – 60-62 Broadway be received;

And that Minor Variance Application (File No. A05-25) permit a minimum combined total of 23 commercial and residential visitor parking spaces on a non-exclusive basis, whereas 16 commercial and 14 residential visitor parking spaces are required, be approved, subject to the following condition:

1. **That the applicant includes provision for appropriate signage for the shared commercial and visitor parking spaces, including but not limited to specific hours, through the Condominium application process to the satisfaction of the Planning Division.**

Carried

Reasons:

The committee conditionally approved the application based on the analysis and recommendation of the town planning staff and the applicant and are confident the four prescribed tests outlined in section 45(1) of the Planning Act, R.S.O. 1990, as amended have been satisfied.

5.2.1 Correspondence received from Heritage Orangeville - A-05/25 - 60 & 62 Broadway

5.2.2 Correspondence received from the Orangeville Business Improvement Area - A-05/25 - 60 & 62 Broadway

**5.2.3 Correspondence received from Denise Beisel - A-05/25 - 60 &
62 Broadway**

6. Items for Discussion

None.

7. Correspondence

None.

8. Announcements

None.

9. Date of Next Meeting

The next meeting is scheduled for June 4, 2025.

10. Adjournment

The meeting was adjourned at 7:03 p.m.

Notice of Motion

Submitted by: Councillor Sherwood

Date Submitted: 5/24/2025

Meeting Date: 6/9/2025

Subject: MPAC Assessment Cycle

Proposed Motion

WHEREAS the assessment cycle is an essential process for maintaining the fairness and predictability of property taxes in our province; and

WHEREAS the pause in the reassessment cycle has created uncertainty and instability in property taxation, impacting both residential and commercial property owners; and

WHEREAS the government has delayed an assessment update again in 2025, resulting in Ontario's municipalities continuing to calculate property taxes using 2016 property values; and

WHEREAS both current and outdated assessments are inaccurate, increase volatility, and are not transparent; and

WHEREAS frequent and accurate reassessments are necessary to stabilize property taxes and provide predictability for property owners, residents and businesses alike; and

WHEREAS that the MPAC Municipal Property Assessment Corporation recognizes the importance of ensuring accurate evaluations for all properties within the Province of Ontario; and

WHEREAS the Government has announced a review of the property assessment and taxation system with a focus on fairness, equity and economic competitiveness, and therefore further deferring new property assessment valuations;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of Orangeville hereby calls upon the Premier to promptly resume the assessment cycle to ensure the stability and predictability of property taxes while the Government conducts its review of the property assessment and taxation system, or respond with an alternative method for every municipality in Ontario to achieve fair taxation; and

THAT the Town of Orangeville Council requests that all Municipalities in Ontario apply pressure to the Premier and Ministers and their local MPP to resume the reassessment cycle immediately; and

THAT a copy of this resolution be forwarded to the Premier, applicable provincial ministries, the Association of Municipalities in Ontario, Municipal Property Assessment Corporation and all municipalities in Ontario for their consideration to make changes as quickly as possible.



The Corporation of the Town of Orangeville

By-law Number

A By-law to amend Zoning By-law No. 22-90 as amended, with respect to Plan 138, Block 10, Part of Lots 5 & 7, municipally known as 11A York Street Brenda and Terry Giles, File No. OPZ-2023-01

Whereas the Council of the Corporation of the Town of Orangeville is empowered to pass By-laws to permit the use of land pursuant to Sections 34 and 36 of the Planning Act, RSO 1990, as amended;

And whereas Council considers it desirable to pass a By-law to amend Zoning By-law No. 22-90, as amended, to permit the use of Plan 138, Block 10, Part of Lots 5 & 7, municipally known as 11A York Street for a 12-unit townhouse development on this property.

Be it therefore enacted by the municipal Council of The Corporation of the Town of Orangeville as follows:

1. That Schedule "A", Map C5 to Zoning By-law No. 22-90, as amended, is hereby further amended by rezoning the lands from "R2" to "R5(H)-SP24.241" as shown on Schedule "A" attached to this By-law.
2. That Schedule "A" of Zoning By-law 22-90 be further amended so that the flood prone area surrounding Mill Creek, applying to the southern area of the lands, be amended from "R2" to "OS2" as shown in Schedule "A" to this By-law.
3. That Section 24 of Zoning By-law No. 22-90, as amended, is hereby further amended by adding a new Section 24.241 as follows:

"24.241 Notwithstanding the provisions of Sections 12.2, the following provisions shall apply to the lands zoned as Residential Fifth Density (R5) Zone, Special Provision 24.221:

- | | |
|--------------------|----------------------|
| 1) Maximum Units | 12 units |
| 2) Maximum Density | 41 units per hectare |

Regulations for Townhouse Dwellings having frontage to Individual Dwelling Units from a Private Street (measurements taken from the Private Street):

- | | |
|---------------------------------|-------------------------------------|
| 1) Lot Area (minimum) | 110 square metres per dwelling unit |
| 2) Lot Frontage (minimum) | 6.0 metres per dwelling unit |
| 3) Front yard (minimum) | 4.5 metres |
| 4) Exterior Side yard (minimum) | 1.5 metres |
| 5) Interior Side yard (minimum) | 1.5 metres |
| 6) Rear Yard (minimum) | 5.5 metres |
| 7) Building Height (maximum) | 9.2 metres |
| 8) Ground floor area (minimum) | 45 square metres |

Notwithstanding Section 5.2, no accessory building or structure over 2.1 metres in height will be permitted within the rear yard.

Notwithstanding Section 5.22, no encroachments of decks, balconies, stairs, or porches will be permitted within the minimum rear yard.

Holding Symbol

The Holding Symbol (H) shall only be removed from all or a portion of the lands when the Town is satisfied that:

- 1) there is sufficient water supply and sewage treatment capacity to service the development or portion thereof as the case may be;
- 2) a satisfactory Construction Management Plan has been submitted to the satisfaction of the Town; and
- 3) To ensure future development design features will be sympathetic to surrounding heritage attributes, and implements recommendations set out in a satisfactory heritage impact assessment, the owner shall submit an application for site plan approval that addresses the following design features to the satisfaction of the Town:
 - a. Use of traditional building materials which generally match those exhibited in surrounding heritage buildings.

- b. Inclusion of distinctive architectural features that are similar to features exhibited in the surrounding neighbourhood.

Passed in open Council this 9th day of June, 2025.

Lisa Post, Mayor

Raylene Martell, Clerk



The Corporation of The Town of Orangeville
 Schedule 'A' Town of Orangeville Zoning By-law 22-90



Schedule "A" to by-law _____

Passed the ____ day of _____

 Mayor

 Clerk



Lands to be re-zoned from R2 to R5(H)-SP 24.241



Lands to be re-zoned from R2 to Open Space Conservation (OS2)

Zoning Map No. C5
 This is a reference map only



The Corporation of the Town of Orangeville

By-law Number _____

A By-law to Adopt Amendment No. 136 to the Official Plan

(Terry and Brenda Giles: 11A York Street; OPZ-2023-01).

The Council of the Corporation of The Town of Orangeville, in accordance with the provisions of Section 22 of the Planning Act, R.S.O. 1990, c.P.13 and amendments thereto, hereby enacts as follows:

1. Amendment No. 136 to the Official Plan for The Town of Orangeville, consisting of the attached explanatory text and map is hereby adopted.

Passed in open Council this 9th day of June, 2025.

Lisa Post, Mayor

Raylene Martell, Clerk

**The Official Plan
for the
Town of Orangeville
Amendment No. 136**

The attached explanatory text and map, constituting Amendment Number 136 to the Official Plan for the Town of Orangeville, was adopted by the Council of the Corporation of the Town of Orangeville, under the provisions of Section 22 of the Planning Act, R.S.O., 1990, c. P.13 on June 9th, 2025.

Lisa Post, Mayor

Raylene Martell, Clerk

**The Official Plan
for The Town of Orangeville
Amendment No. 136**

Part A – The Preamble

1. Purpose of the Amendment

The purpose of the amendment is to re-designate the subject lands from “Low Density Residential” to “Low Density Multiple” and “Open Space Conservation”

2. Location

This Amendment applies to the lands described as Plan 138, Block 10, Part of Lots 5 & 7, municipally known as 11A York Street. The subject lands are comprised of one parcel located on the south side of York Street, mid-block between John Street and Bythia Street. The subject land has a total area of approximately 0.296 hectares.

3. Basis of the Amendment

A complete application to amend the Town of Orangeville Official Plan was submitted on December 21, 2023 by D+H Architects Inc. on behalf of the property owners Brenda and Terry Giles. The application seeks to re-designate the subject lands to permit two 3-storey townhouse blocks for a total of 12 dwelling units.

The subject lands are designated “Residential” on Schedule ‘A’ (Land Use Plan) and “Low Density Residential” on Schedule ‘C’ (Residential Density Plan) in the Town of Orangeville Official Plan. The “Low Density Residential” designation permits single detached and two-unit dwellings. To permit the proposed development, an Official Plan Amendment is needed to re-designate a portion of the subject lands as “Open Space Conservation” on Schedule ‘A’ “Land Use Plan,” and the other portion to “Low Density Multiple” on Schedule “C” “Residential Density Plan”. In addition, the amendment will apply Special Policy “E.8.82” on Schedule ‘B’ “Policies for Specific Areas” in order to permit 12 townhouse units on a private road.

On June 17, 2024, a statutory public meeting was held for public review and comment. At the public meeting comments and concerns were expressed by residents and Council regarding potential impacts of the proposed development. These concerns were related to traffic, heritage considerations, change to neighbourhood character, privacy, and environmental impacts. At the public meeting, Council passed a motion to require the submission of a Heritage Impact Assessment and an Environmental Impact Study, in addition to the materials already submitted to address these concerns. The applicant has submitted these reports to the satisfaction of the Town and worked with Town staff

on multiple revised submissions to improve the conceptual design of the proposed development to address concerns from residents and council and all relevant technical review comments. In addition, to address comments from the Credit Valley Conservation authority (CVC), the applicant has agreed to re-designate a portion of the subject lands, which is within the regulation limits of the Mill Creek, to “Open Space Conservation” to ensure no site alteration occurs within the natural hazard lands.

In preparing the current amendment, the Town has considered several planning objectives, constraints, and interests of the community. The proposed use of the subject lands will allow for an infill housing development which adds appropriate density to a large parcel of land near the Downtown core, which will efficiently utilize existing municipal infrastructure. The proposed use will contribute to the Town’s objectives to provide a range and mixture housing options. The amendment complies with the intent of the Official Plan Policies found under Section I12 with respect to criteria that is to be considered when amending the Plan.

The basis for this amendment is summarized as follows:

1. The proposed development is consistent with the Provincial Planning Statement, 2024.
2. The proposed development conforms to the Dufferin County Official Plan.
3. The proposed development conforms to the general intent and purpose of the Town of Orangeville Official Plan.
4. The proposed development will assist the Town in achieving intensification and housing goals.
5. The proposed development will assist in providing housing options close to amenities to achieve complete community.
6. The proposed development is appropriate within the neighbourhood context.
7. The proposed development will connect to full municipal services.
8. The proposed development will result in protected Open Space lands.

Part B – The Amendment

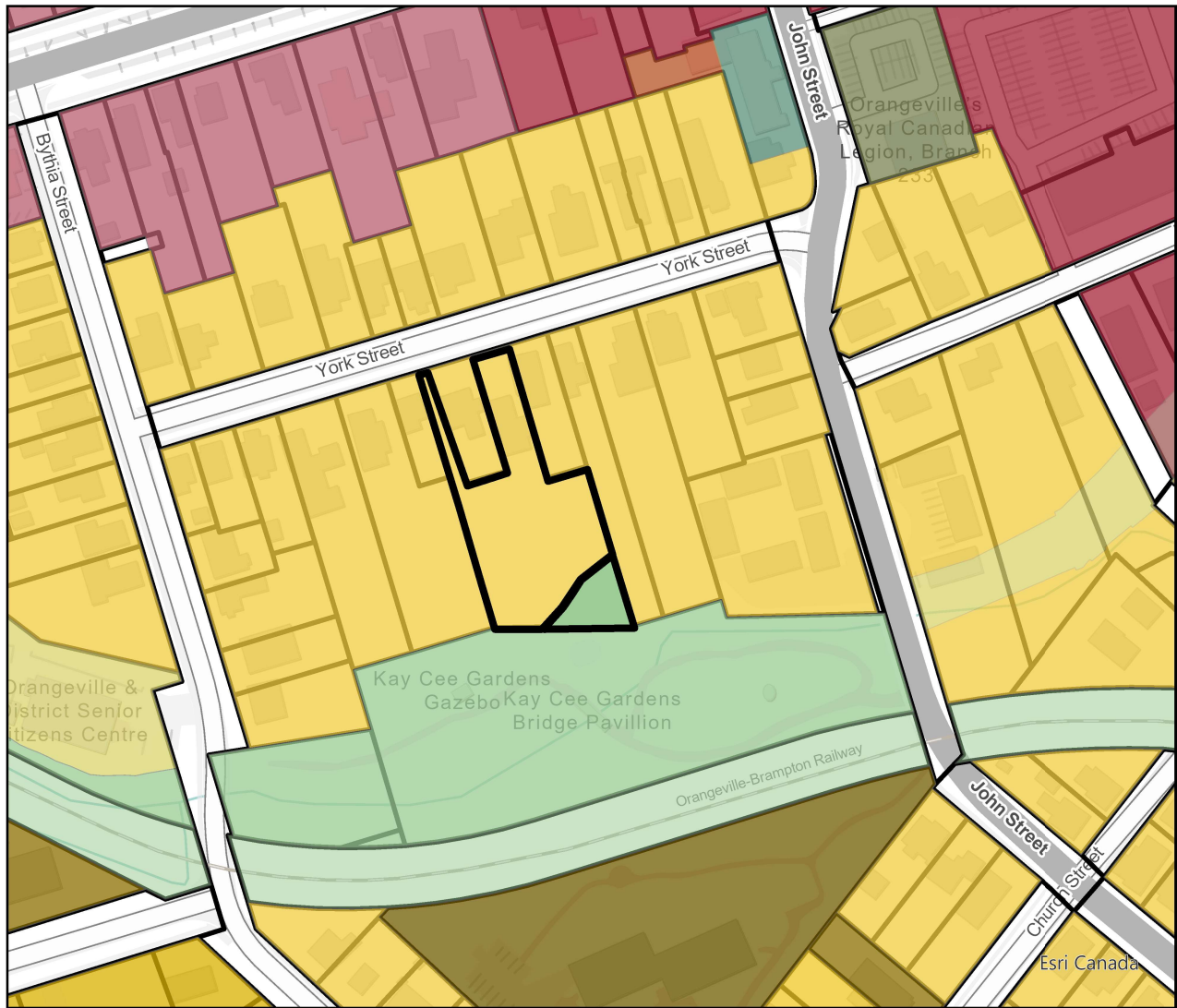
The Official Plan for the Town of Orangeville is amended as follows:

1. Schedule 'A' "Land Use Plan" is hereby amended by designating a portion of the lands to "Open Space Conservation" as shown on the attached Schedule "A" to this amendment.
2. Schedule "B" "Planning Area Policies for Specific Areas" is hereby amended by showing the lands as subject to "Specific Area Policy" and adding reference to Policy E8.82 as shown on the attached Schedule "B" to this amendment.
3. Schedule 'C' "Residential Density Plan" is hereby amended by designating a portion of the lands to "Low Density Multiple" as shown on the attached Schedule "C" to this amendment.
4. Section E8 "Policies for Specific Areas" is hereby amended by adding Policy E 8.82, as follows:

"E8.82 In addition to the policies of the Low-Density Multiple designation, to ensure the established built form character and heritage attributes of the surrounding neighbourhood is maintained, development on the land to which this policy applies shall incorporate the following design principles:

- Use of traditional building materials such as brick and shake siding which generally match those used in surrounding heritage buildings;
- Inclusion of distinctive architectural features that are similar to, and compliment those features exhibited in the surrounding neighbourhood, such as gable mill work, brick banding, traditional porch columns; and
- Any modern building materials used such as vinyl siding should incorporate neutral colours which generally match those used in surrounding heritage buildings.

The intent of this policy is to ensure that any future development or redevelopment of the subject lands will incorporate architectural design elements that are sympathetic to surrounding heritage attributes and implements any recommendations set out in a heritage impact assessment that has been accepted by the Town."



The Corporation of The Town of Orangeville
Schedule 'A' to Official Plan Amendment No. 136



Subject Property



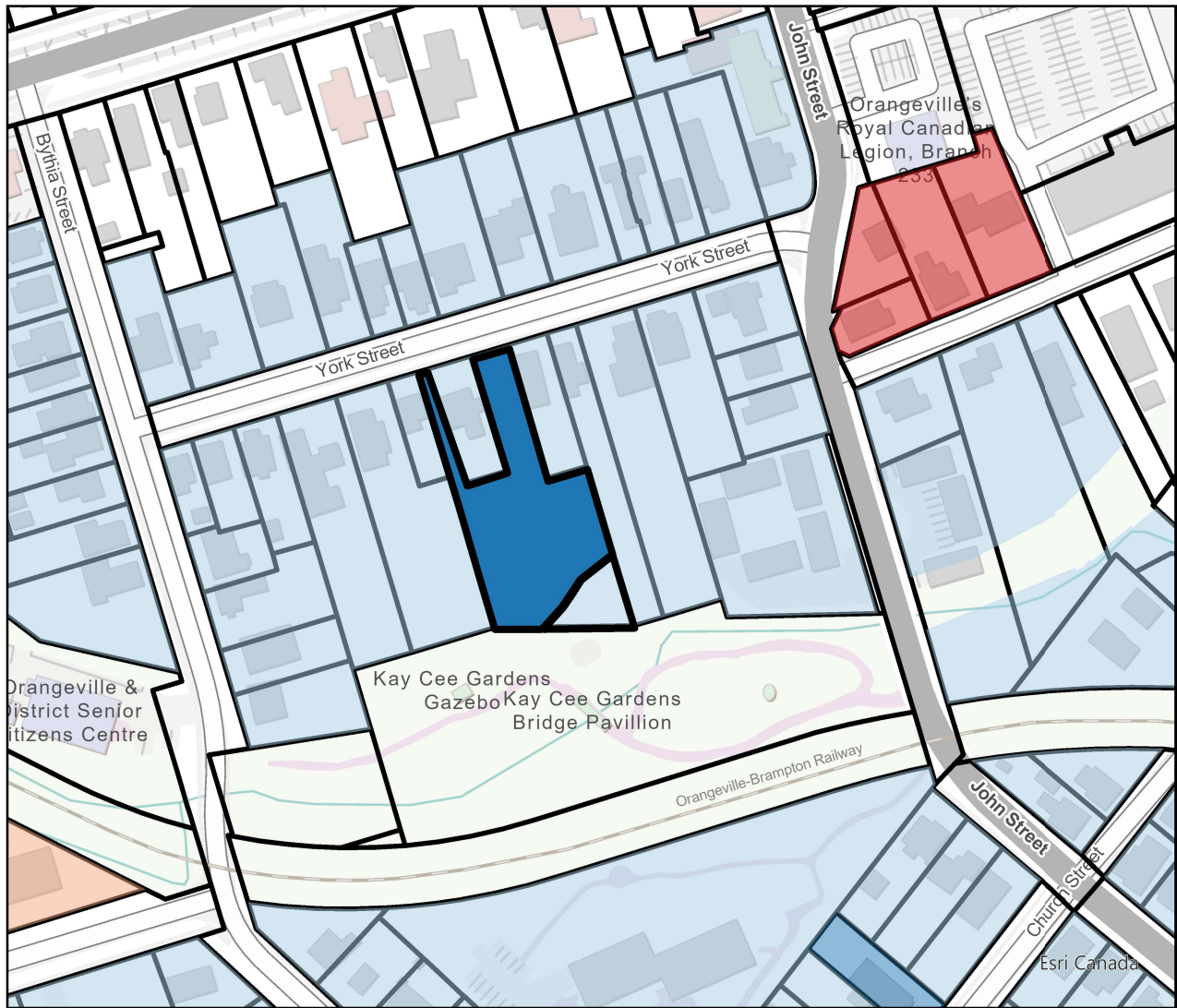
Lands to be re-designated
from Low Density
Residential to Open Space
Conservation



The Corporation of The Town of Orangeville
Schedule 'B' to Official Plan Amendment No. 136



Lands subject to Specific Area
Policy E8.82



The Corporation of The Town of Orangeville
 Schedule 'C' to Official Plan Amendment No. 136



Lands to be re-designated
 from Low Density
 Residential to Low Density
 Multiple



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 regular and closed Council meeting held on June 9, 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;

Be it therefore enacted by the municipal Council of The Corporation of the Town of Orangeville as follows:

1. That all actions of the Council of The Corporation of the Town of Orangeville at its regular meeting held on June 9, 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.

Passed in open Council this 9th day of June, 2025.

Lisa Post, Mayor

Raylene Martell, Town Clerk