



## COUNCIL AGENDA

Monday, July 7, 2025

4:00 PM

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Pages

1. CALL TO ORDER

2. DISCLOSURE OF PECUNIARY INTEREST

3. CONFIRMATION OF THE AGENDA AND ADOPTION OF MINUTES

3.1 Approval of Agenda

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

That Goderich Town Council hereby accepts the July 7, 2025, regular Council Agenda, as presented.

3.2 Adoption of Minutes

9

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

That Goderich Town Council hereby adopts the June 9, 2025, Regular Council minutes and the June 23, 2025, Special Council minutes, as printed.

4. PUBLIC MEETING(S)

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

That Goderich Town Council enters a Public Meeting at PM to consider Official Plan Amendment and Zoning By-Law Amendment Application OPA16 & Z04-25 (Town of Goderich)

4.1 Hanna Holman, Planner re: Official Plan Amendment and Zoning By-Law Amendment Application GOD OPA 19 and Z04-25 - 110 Picton/Lawn Bowling (Town of Goderich)

20

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

That Goderich Town Council now adjourns the Public Meeting and returns to Regular Session of Council at PM

5. DELEGATIONS AND PRESENTATIONS

5.1 2025 Senior of the Year Award - Larry Papernick

5.2 Frank Hurkmans, Goderich Port Management Corporation re: 2025 Annual Report

53

5.3	Barry Page, Municipal and Marine Heritage Committee re: Waterfront Heritage Signs	82
5.4	Mayor's Remarks	
5.5	Councillors' Remarks	

## 6. STAFF REPORTS

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

That the Staff Reports be received for information and the noted action be approved.

6.1	Andrea Fisher, Director of Legislative Services/Clerk re: Integrity Commissioner and Closed Meeting Investigator and Municipal Ombudsman Staff Recommendation: Concur	97
6.2	Andrea Fisher, Director of Legislative Services/Clerk re: Wicked Witches Food Truck Request Staff Recommendation: Receive for information	110
6.3	Andrea Fisher, Director of Legislative Services/Clerk re: Deletion of Restrictive Covenant Instrument to 583 Mooney Street Staff Recommendation: Concur	112
6.4	Deanna Hastie, Director of Corporate Services/Treasurer re: Tax Refund for Designated Heritage Properties Application - Stark Staff Recommendation: Concur	113
6.5	Deanna Hastie, Director of Corporate Services/Treasurer re: 2025 Fee By-Law Amendment Staff Recommendation: Concur and refer to By-Law 107 of 2025	136
6.6	Sean Thomas, Director of Community Services, Infrastructure and Operations re: Timed Parking Downtown Core Staff Recommendation: Receive for information	138
6.7	Sean Thomas, Director of Community Services, Infrastructure and Operations re: Balvina Traffic Calming Staff Recommendation: Receive for information	141
6.8	Sean Thomas, Director of Community Services, Infrastructure and Operations re: Boat Launch Operations and Maintenance Staff Recommendation: Concur	144
6.9	Sean Thomas, Director of Community Services, Infrastructure and Operations re: Rebuilding Downtown Infrastructure Staff Recommendation: Concur	147
6.10	Kyle Williams, Operations and Community Services Manager re: Replacement of Operations Pickup Trucks Staff Recommendation: Concur	149
6.11	Kyle Williams, Operations and Community Services Manager re: Ice Allocation Policy Staff Recommendation: Concur	150



6.12	Jason Dykstra, Building Services Manager/Chief Building Official re: 411 Huron Road - Sign Proposal Staff Recommendation: Concur	157
6.13	Jason Dykstra, Building Services Manager/Chief Building Official re: Community Improvement Plan Application - 20 Wellington Street South Staff Recommendation: Concur	161
6.14	Jason Dykstra, Building Services Manager/Chief Building Official re: Heritage Permit Application No. 2025-008 - 81 Hamilton Street - Signs Staff Recommendation: Concur	175
6.15	Jason Dykstra, Building Services Manager/Chief Building Official re: Heritage Permit Application No. 2025-009 - 60 West Street - Fascia Sign Staff Recommendation: Concur	184
6.16	Jason Dykstra, Building Services Manager/Chief Building Official re: Heritage Permit Application No. 2025-010 - 50 Courthouse Square - Sign Staff Recommendation: Concur	193
6.17	Jason Dykstra, Building Services Manager/Chief Building Official re: Heritage Permit Application No. 2025-011 - 91 Hamilton Street - Fascia Sign & Decals Staff Recommendation: Concur	202
6.18	Jason Dykstra, Building Services Manager/Chief Building Official re: Heritage Permit Application No. 2025-012 - 82 Wellesley Street Staff Recommendation: Concur	210
6.19	Jason Dykstra, Building Services Manager/Chief Building Official re: Heritage Permit Application No. 2025-013 - 166 Courthouse Square - Alterations to Building Staff Recommendation: Concur	223
6.20	Michaela Johnston, Emergency Management Coordinator, Accessibility and Health & Safety Manager re: Heat Relief Strategy Staff Recommendation: Concur	230
6.21	Michaela Johnston, Emergency Management Coordinator, Accessibility and Health & Safety Manager re: Mental Health Supports for Public Safety Personnel Grant Application Staff Recommendation: Concur	235
6.22	Jessica Clapp, Asset Management and Environmental Services Manager re: 2025 Condition Assessments of Municipally-Owned Facilities Staff Recommendation: Concur	237
6.23	Jessica Clapp, Asset Management and Environmental Services Manager re: Greenhouse Gas Reduction and Future Capital Projects at the Maitland Recreation Centre (MRC) Staff Recommendation: Receive for information	240
6.24	Dave Duncan, Municipal Law Enforcement Manager re: Municipal Law Enforcement Report Staff Recommendation: Receive for information	398
6.25	Jeff Wormington, Fire Chief/Fire Services Manager re: Change in Compensation Structure for the Goderich Fire Department Firefighters Staff Recommendation: Concur and refer to By-Law 108 of 2025	404

6.26	Jeff Wormington, Fire Chief/Fire Services Manager re: Purchase of New Front Line Pumper Staff Recommendation: Concur	407
6.27	Emma MacNeil, Tourism Events and Marketing Coordinator re: July Events Staff Recommendation: Concur	411

**7. CORRESPONDENCE RECEIVED AND COPIED FOR WHICH THE DIRECTION OF COUNCIL IS REQUIRED**

**8. CORRESPONDENCE RECEIVED FOR INFORMATION**

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

That the correspondence be received for information.

8.1	Municipal and Marine Heritage Committee - January 29, 2025 Minutes	413
8.2	Municipal and Marine Heritage Committee - May 28, 2025 Minutes	416
8.3	Committee of Adjustment - April 1, 2025 Minutes	419
8.4	Committee of Adjustment - June 12, 2025 Minutes	422
8.5	Memorial Arena Task Force - February 10, 2025 Minutes	424
8.6	Memorial Arena Task Force - February 24, 2025 Minutes	427
8.7	Memorial Arena Task Force - March 18, 2025 Minutes	430
8.8	Memorial Arena Task Force - April 22, 2025 Minutes	433
8.9	Memorial Arena Task Force - May 26, 2025 Minutes	436
8.10	Environment Committee - February 21, 2025 Minutes	439
8.11	Environment Committee - March 10, 2025 Minutes	442
8.12	Environment Committee - April 28, 2025 Minutes	446
8.13	Business Improvement Area Board of Management Meeting - January 16, 2025 Minutes	449
8.14	Business Improvement Area Board of Management Meeting - February 6, 2025 Minutes	453
8.15	Business Improvement Area Board of Management Meeting - March 13, 2025 Minutes	456
8.16	Business Improvement Area Board of Management Meeting - April 10, 2025 Minutes	459
8.17	Business Improvement Area Board of Management Meeting - May 8, 2025 Minutes	462
8.18	Business Improvement Area Board of Management - May 25, 2025 Minutes	467
8.19	Special Business Improvement Area Board of Management Meeting - May 30, 2025 Minutes	469

8.20	Chris Lee re: Upgrading the Stairway from North Harbour Road to Caledonia Terrace	473
8.21	The Township of Georgian Bay re: Floating Accommodations Position Paper	474
8.22	Municipality of Bluewater re: Resolution Supporting the Northern Health Travel Grant Program	488
8.23	Township of Black River-Matheson re: Request for Exemption to Proposed Mandatory Firefighter Certification Requirements	491
8.24	County of Prince Edward re: Resolution Regarding Support of Advocacy to the Federal Government for "Disability without Poverty"	495
8.25	Hon. Robert Black, Standing Senate Committee on Agriculture and Forestry re: Soil Health in Canada	497
8.26	Steve Buchanan re: Maitland Valley Medical Centre Parking	499
8.27	Press Release: Community Safety and Well-Being Plan Launches Safety and Security Campaign - "Stronger, Together"	500
8.28	Andrew Garland, B.M. Ross and Associates Limited re: Goderich Water Treatment Plant Project Status Updates and Next Steps	502
8.29	Saya Soma, McCall MacBain Foundation re: Press Release - Announcing the 2025 McCall Huron County Scholarship Recipients	549
8.30	Heather Levecque, Ministry of Emergency Preparedness and Response re: 2024 EMCPA Compliance Results for the Town of Goderich	555
8.31	Martha Greenberg, Deputy Minister, Ministry of Municipal Affairs and Housing re: Protect Ontario by Building Faster and Smarter Act, 2025 (Bill 17)	557

## 9. CORRESPONDENCE RECEIVED AND RECOMMENDED ACTION NOTED

9.1	Dan Gall, Downtown Goderich BIA re: Parking In Front of Downtown Businesses by Employees and Local Services Staff Recommendation: Refer to item 6.5	560
9.2	Sandra Ambing, BYOB Bulk Food & Eatery re: Timed Parking Staff Recommendation: Refer to item 6.5	562
9.3	Becky Deighton, Edward Jones re: Request for Immediate Implementation of Timed Parking Staff Recommendation: Refer to item 6.5	564

## 10. UNFINISHED BUSINESS

10.1	Wicked Witches re: Request to locate Mobile Canteen on Various Municipal Properties -Refer to item 6.2	
10.2	Kyle Williams, Community Services and Operations Manager re: Ice Allocation Policy - Refer to item 6.20	
10.3	GSP Group Inc. re: Goderich Memorial Arena Comprehensive Plan: Future Use Recommendations and Financial Viability Report - pending	
10.4	Recommended Motion from the Memorial Arena Task Force - pending	

10.5 B. M. Ross and Associates Limited re: North Harbour Road Trail Stairs -  
Tender Review - pending

11. **BY-LAWS**

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

That By-Laws 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, and  
108 of 2025, be read a first, second, and third time, collectively.

11.1	By-Law 95 of 2025 Being a By-Law to authorize the Mayor and Clerk to execute and affix the Corporate Seal to a Road Maintenance Program for the Corporation of the Town of Goderich	566
11.2	By-Law 96 of 2025 Being a By-Law to authorize the Mayor and Clerk to execute and affix the Corporate Seal to a Subscriber Acknowledgement and Limitation of Liability Agreement regarding Cellular Communications Services between Tyco Safety Products Canada Ltd. O/A Connect 24 and the Corporation of the Town of Goderich	575
11.3	By-Law 97 of 2025 Being a By-Law of the Corporation of the Town of Goderich to Amend an Official Plan	579
11.4	By-Law 98 of 2025 Being a By-Law to amend Zoning By-Law 124 of 2013, as amended, of the Corporation of the Town of Goderich	584
11.5	By-Law 99 of 2025 Being a By-Law to repeal By-Law 36 of 2024 and to confirm the various appointments of Committees and Boards for the Corporation of the Town of Goderich	587
11.6	By-Law 100 of 2025 Being a By-Law to extend the appointment of a Plumbing and Onsite Septic Services Inspector for the Corporation of the Town of Goderich	590
11.7	By-Law 101 of 2025 Being a By-Law to authorize a Memorandum of Understanding between the Corporation of the Town of Goderich and the Goderich Little Theatre	591
11.8	By-Law 102 of 2025 Being a By-Law to approve the donation of the Ceremonial Top Hat to the Huron County Museum and Historic Goal	596
11.9	By-Law 103 of 2025 Being a By-Law to authorize the Mayor and Clerk to execute and affix the Corporate Seal to Terms of Reference for a Town of Goderich Business Improvement Area	600
11.10	By-Law 104 of 2025 Being a By-Law to appoint Patrick O'Donnell, Braydon Grandmaison, Megan Wilson, and Sophia Lindstrom as Paid Parking Attendants for the Corporation of the Town of Goderich from July 7, 2025, through to October 15, 2025, and to repeal By-Law 67 of 2025	613

11.11	By-Law 105 of 2025 Being a By-Law to authorize the execution of a Lease Agreement with Nathan Ferguson for a "T" Hangar at the Goderich Regional Airport	618
11.12	By-Law 106 of 2025 Being a By-Law to authorize the execution of a Lease Agreement with Henry Albert Buffinga for a "T" Hangar at the Goderich Regional Airport	625
11.13	By-Law 107 of 2025 Being a By-Law to set various fees for the Corporation of the Town of Goderich for 2025 and to repeal By-Law 46 of 2025	632
11.14	By-Law 108 of 2025 Being a By-Law to provide for the establishment and regulation of a Volunteer Fire Department and to repeal By-Law 31 of 2020	660

## 12. MOTIONS AND NOTICE OF MOTIONS

12.1	Recommendation from the Environment Committee re: Irrigation System Moved by: _____ Seconded by: _____ That Goderich Town Council approve the Environment Committees recommendation to deny the irrigation system quote from BlueJay in the amount of \$10,777.32 as outlined in the Community Services and Operations Manager's March 10, 2025 report.	668
12.2	Recommendation from the Environment Committee re: Assessment of Norway Maple and Garden Watering Moved by: _____ Seconded by: _____ That Goderich Town Council approve the assessment of the Norway Maple located at MacKay Centre at the corner of Nelson Street and North Street in the spring of 2025;  And Further approve the recommendation that the Parks Department include the MacKay Centre gardens as part of their seasonal watering operations.	
12.3	Recommendation from the Business Improvement Area (BIA) Board of Management re: BIA Reserve Fund Allocation Moved by: _____ Seconded by: _____ That Goderich Town Council approve the recommendation from the Business Improvement Area Board of Management to transfer \$13,350 from the Business Improvement Area Reserve Fund to Operational Overhead; And Further approve the transfer of \$23,900 from the Business Improvement Area Reserve Fund to Marketing & Advertising.	670

## 13. NEW BUSINESS

Upcoming Meetings:

Wednesday, July 9, 2025, at 1 PM, Environment Committee

Thursday, July 10, 2025, at 5:30 PM, BIA Board of Management

Thursday, July 17, 2025, at 11 AM, BIA Farmers Market Committee

Monday, July 28, 2025, at 4 PM, Council

**14. CLOSED SESSION**

In the event that Council enters into a possible Closed Session pursuant to Section 239 (2) of the Municipal Act, Council will reconvene following the Closed Session at which time the public and press may be present.

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

That Council rise at \_\_\_\_ PM and goes into Closed Session pursuant to Section 239(2)(c);

And Further That Chief Administrative Officer, Janice Hallahan, Director of Legislative Services/Clerk, Andrea Fisher, Director of Corporate Services/Treasurer, Deanna Hastie, Director of Community Services, Infrastructure, and Operations, Sean Thomas, and Deputy Clerk (Records Management Clerk), Amanda Banting, remain in attendance.

**14.1 Land Purchase Proposal**

Section 239(2)(c) a proposed or pending acquisition or disposition of land by the municipality or local board.

**14.2 Minutes of the Previous Closed Session**

- May 20, 2025, Closed Session Minutes

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

That Goderich Town Council rise and come out of Closed Session at PM.

**15. REPORTING OUT OF CLOSED SESSION**

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

That Goderich Town Council rise and comes out of Closed Session at PM.

**16. PUBLIC FORUM**

**17. CONFIRMING BY-LAW**

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

That leave be given to introduce By-Law No. 109 of 2025 being a By-Law to confirm the proceedings of the Goderich Town Council meeting held on July 7, 2025 and that it now be read a first, second, and third time, and finally passed this July 7, 2025.

**18. ADJOURNMENT**

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

That Goderich Town Council does now adjourn at PM to meet again at the regular meeting of Council scheduled for July 28, 2025.



## **Council Minutes**

**Monday, June 9, 2025  
4:00 PM**

Present	Trevor Bazinet, Mayor Leah Noel, Deputy Mayor Allison Segeren, Councillor John Thompson, Councillor Randy Carroll, Councillor Vanessa Kelly, Councillor
Absent	Liz Petrie, Councillor
Staff Present	Andrea Fisher, Director of Legislative Services/Clerk Deanna Hastie, Director of Corporate Services/Treasurer Sean Thomas, Director of Community Services, Infrastructure and Operations Amanda Piskorski, Deputy Clerk (Records Management Clerk) Jenna Ujiye, Tourism and Community Development Manager (part of the meeting) Kyle Williams, Community Services and Operations Manager (part of the meeting)
Staff Absent	Janice Hallahan, Chief Administrative Officer
Others Present	Hanna Holman, Planner Steve Wever, GSP Group Evelyn Thomas, GSP Group Bob Prince, Invizij Architects Kyle Benassi, Invizij Architects Tracey McQueen, MGA Group Terry Alyman, MGA Group

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### **1. CALL TO ORDER**

Goderich Town Council meets in regular session 9th day of June 2025.

### **2. DISCLOSURE OF PECUNIARY INTEREST**

#### **2.1 Deputy Mayor Noel**

Deputy Mayor Noel declares a pecuniary interest on agenda item 10.1, Peter Gusso, Part II Bistro re: Mobile Ice Cream Cart at Goderich Beaches, as she is a member of the Rotary Club of Goderich.

#### **2.2 Councillor Kelly**

Councillor Kelly declares a pecuniary interest on agenda item 10.2, Kim Burgsma, United Way Perth-Huron, re: Cookbook Sponsorship, as she is a volunteer with the United Way and has been helping with the project.

**3. CONFIRMATION OF THE AGENDA AND ADOPTION OF MINUTES**

**3.1 Approval of Agenda**

Clerk Andrea Fisher comments on an amendment to the agenda. GSP Group Inc. has requested to the Clerk and has been approved for an additional ten minutes for the presentation of the Goderich Memorial Arena Comprehensive Plan: Future Use Recommendations and Financial Viability Report.

Moved By: Councillor Carroll  
Seconded By: Councillor Segeren

That Goderich Town Council hereby accepts the June 9, 2025, Regular Council Agenda, as amended.

**CARRIED**

**3.2 Adoption of Minutes**

Moved By: Councillor Kelly  
Seconded By: Councillor Carroll

That Goderich Town Council hereby adopts the May 20, 2025, Regular Council minutes and May 27, 2025, Special Council minutes, as printed.

**CARRIED**

**4. PUBLIC MEETING(S)**

**5. DELEGATIONS AND PRESENTATIONS**

**5.1 GSP Group Inc. re: Goderich Memorial Arena Comprehensive Plan: Future Use Recommendations and Financial Viability Report - Final Version June 9, 2025**

Council request that item 12.1 be brought forward for discussion.

Moved By: Councillor Thompson  
Seconded By: Councillor Kelly

That Goderich Town Council defer the recommendation from the Memorial Arena Task Force, in order for further discussions to take place with the local service clubs.

**CARRIED**

**5.2 Mayor's Remarks**

**5.3 Councillors' Remarks**

**6. STAFF REPORTS**

Moved By: Councillor Segeren  
Seconded By: Councillor Kelly

That the Staff Reports be received for information and the noted action be approved.

**CARRIED**



- 6.1 Andrea Fisher, Director of Legislative Services/Clerk re: Affordable Housing Development - Municipal Land  
Staff Recommendation: Concur
- 6.2 Andrea Fisher, Director of Legislative Services/Clerk re: Appointment to the Town of Goderich 2027 Bicentennial Committee and Municipal & Marine Heritage Committee  
Staff Recommendation: Concur
- 6.3 Deanna Hastie, Director of Corporate Services/Treasurer re: Development Charges Annual Adjustment 2025  
Staff Recommendation: Concur
- 6.4 Sean Thomas, Director of Community Services, Infrastructure and Operations re: Update on Master Control Centre Replacement Project Budget – Water Treatment Plant  
Staff Recommendation: Concur
- 6.5 Sean Thomas, Director of Community Services, Infrastructure and Operations re: Pedestrian Crossover at South Street and Elgin Ave  
Staff Recommendation: Receive for information  
Moved By: Councillor Segeren  
Seconded By: Councillor Carroll  
That staff bring a report back to Council on the cost of a crosswalk at South Street and Elgin Avenue for Councils consideration.

**CARRIED**

Moved By: Councillor Segeren  
Seconded By: Councillor Carroll

That Council proceed with a crosswalk on the west site of South Street and Elgin Avenue;

And that the funds in the amount of \$45,000.00 be taken from contingency;

And that the previous motion be hereby rescinded.

**CARRIED**

- 6.6 Sean Thomas, Director of Community Services, Infrastructure and Operations re: Goderich Place 4-Way Stop Request  
Staff Recommendation: Receive for information  
Moved By: Councillor Carroll  
Seconded By: Councillor Kelly  
That Goderich Town Council instructs staff to bring a report back to Council regarding various traffic options, including a more visible crosswalk at Goderich Place, for Council's consideration.

**CARRIED**

- 6.7 Kyle Williams, Community Services and Operations Manager re: Ice Allocation Policy

Staff Recommendation: Concur

Moved By: Deputy Mayor Noel

Seconded By: Councillor Carroll

That Goderich Town Council defers agenda item 6.7 regarding an Ice Allocation Policy, for further information.

**CARRIED**

- 6.8 Kyle Williams, Community Services and Operations Manager re: Roads Maintenance Program

Staff Recommendation: Concur

- 6.9 John Dobie, Facilities Services Manager re: Basement Repairs at 35435 Huron Rd

Staff Recommendation: Concur

- 6.10 Michaela Johnston, Emergency Management Coordinator, Accessibility and Health and Safety Manager re: Community Safety and Well Being for Huron Plan Review

Staff Recommendation: Concur

- 6.11 Michaela Johnston, Emergency Management Coordinator, Accessibility and Health and Safety Manager re: Airport Emergency Response Plan

Staff Recommendation: Concur and refer to By-Law 85 of 2025

- 6.12 Michaela Johnston, Emergency Management Coordinator, Accessibility and Health and Safety Manager re: Delegation Request at Association of Municipalities of Ontario (AMO)

Staff Recommendation: Concur

- 6.13 Michaela Johnston, Emergency Management Coordinator, Accessibility and Health and Safety Manager re: Community Safety and Well-Being Campaign - Community Safety and Security

Staff Recommendation: Receive for information

- 6.14 Jenna Ujiye, Tourism and Community Development Officer re: 2025 Goderich Salt and Harvest Festival

Staff Recommendation: Concur and refer to By-Law 90 of 2025

- 6.15 Jenna Ujiye, Tourism and Community Development Officer re: United Way Cookbook Sponsorship

Staff Recommendation: Concur

- 6.16 Emma MacNeil, Tourism Events and Marketing Coordinator re: June Monthly Report

Staff Recommendation: Concur and refer to By-Laws 87, 88, 89 and 90 of 2025

- 6.17 Jason Dykstra, Building Services Manager/Chief Building Official re: May Month End Report

Staff Recommendation: Receive for information

- 6.18 Jason Dykstra, Building Services Manager/Chief Building Official re: Heritage Permit Application - 58 Market Street

Staff Recommendation: Concur

**7. CORRESPONDENCE RECEIVED AND COPIED FOR WHICH THE DIRECTION OF COUNCIL IS REQUIRED**

- 7.1 B. M. Ross and Associates Limited re: North Harbour Road Trail Stairs - Tender Review

Moved By: Councillor Thompson

Seconded By: Deputy Mayor Noel

That Goderich Town Council defers agenda item 7.1 regarding the North Harbour Road Tender to the July 7, 2025, Council meeting for a report back from staff.

**CARRIED**

- 7.2 Wicked Witches re: Request to locate Mobile Canteen on Various Municipal Properties

Moved By: Deputy Mayor Noel

Seconded By: Councillor Segeren

That Goderich Town Council defers agenda item 7.2 regarding Wicked Witches Mobile Canteen to the July 7, 2025 Council meeting, in order to ask for more information, with a recommendation to Council from staff.

**CARRIED**

**8. CORRESPONDENCE RECEIVED FOR INFORMATION**

Moved By: Councillor Carroll

Seconded By: Councillor Thompson

That the correspondence be received for information.

**CARRIED**

- 8.1 Maitland Valley Conservation Authority re: Guided Tour
- 8.2 Hon. Raymond Cho, Minister for Seniors and Accessibility re: June is Seniors Month
- 8.3 Steve Buchanan re: Memorial Arena Decision Now
- 8.4 City of Stratford re: Invitation to Civic Night
- 8.5 Municipal Engineers Association re: 2025 MEA Awards - Request for Nominations
- 8.6 Steve Buchanan re: Maitland Valley Medical Centre Parking User Fees Must Stop
- 8.7 Township of Otonabee - South Monagan re: Proposal to End Daylight Savings Time
- 8.8 Town of LaSalle re: Northern Health Travel Grant Program
- 8.9 Town of Parry Sound re: Resolution 2025-046 Supporting Stronger Federal Support for Inclusive Research that Reflects the Diversity of Canadian Communities
- 8.10 Township of Puslinch re: Council Resolution No. 2025-120 - Ban Nazi Swastika in Canada

- 8.11 Ontario Provincial Policy re: Changes to OPP's Crime Prevention and Community Support Bureau
- 8.12 Hanna Holman, Planner, County of Huron re: Bill 17, Protect Ontario by Building Faster and Smarter Act, 2025 - Proposed Changes
- 8.13 Eric Everett, Ministry of Emergency Preparedness and Response re: Re-introduction of Proposed Amendments to Modernize the Emergency Management and Civil Protection Act

## 9. **CORRESPONDENCE RECEIVED AND RECOMMENDED ACTION NOTED**

Moved By: Deputy Mayor Noel  
 Seconded By: Councillor Carroll

That the correspondence items be received for information and the noted action be approved.

**CARRIED**

- 9.1 Paul Fleming re: Sublet of T-Hangar Request at the Goderich Airport  
 Staff Recommendation: Concur
- 9.2 Goderich Place re: Traffic Safety Improvements and Expanded Parking  
 Staff Recommendation: Refer to Staff

## 10. **UNFINISHED BUSINESS**

- 10.1 Peter Gusso, Part II Bistro re: Mobile Ice Cream Cart at Goderich Beaches  
 Deputy Mayor Noel declared a conflict on this item.  
 Moved By: Councillor Thompson  
 Seconded By: Councillor Segeren  
 That Goderich Town Council deny the request from Peter Gusso to operate a Mobile Ice Cream Cart at the Goderich beaches.

**CARRIED**

- 10.1.1 Letter from Bruce Thomasson, Goderich Rotary Club re: Concerns with Peter Gusso Operating a Mobile Ice Cream Cart at Goderich Beaches
- 10.1.2 Charles Oliver re: Letter of Support
- 10.2 Kim Burgsma, United Way Perth-Huron re: Cookbook Sponsorship - refer to agenda item 6.16 - previously handled  
 Councillor Kelly declared a conflict on this item.
- 10.3 Andrew Colafranceschi re: Digital Billboard Sign - 411 Huron Road - Pending a report from staff at the July 7, 2025 Council meeting.

## 11. **BY-LAWS**

Moved By: Councillor Carroll  
 Seconded By: Councillor Segeren

That By-Laws 85, 86, 87, 88, 89, 90, and 91 of 2025, be read a first, second, and third time, collectively.

**CARRIED**

- 11.1 By-Law 85 of 2025 - refer to agenda item 6.12

Being a By-Law to approve the Goderich Regional Airport Emergency Response Plan

11.2 By-Law 86 of 2025

Being a By-Law to authorize the Mayor and Clerk to execute and affix the Corporate Seal to an agreement between Sunset SUP/Yoga Den and 360 Bikes and Boards and the Corporation of the Town of Goderich

11.3 By-Law 87 of 2025 - refer to agenda item 6.17

Being a By-Law to temporarily stop up traffic on Sunday, September 28, 2025 on the entirety of Courthouse Square for the purpose of the Huron Volkfest on the Square

11.4 By-Law 88 of 2025 - refer to agenda item 6.17

Being a By-Law to temporarily stop up traffic on Saturday, July 5, 2025, and Sunday, July 6, 2025, on North Street from Courthouse Square to Nelson Street for the purpose of the BIA Market

11.5 By-Law 89 of 2025 - refer to agenda item 6.17

Being a By-Law to temporarily stop up traffic on Saturday, July 19, 2025, on Courthouse Square, Hamilton Street to Victoria Street, North Street to Nelson Street, Colborne Street to St. Patrick Street, West Street to Waterloo Street, Montreal Street to Market Street, and South Street to Elgin Street for the purpose of the Memories Now and Then Car Show

11.6 By-Law 90 of 2025 - refer to agenda item 6.15

Being a By-Law to temporarily stop up traffic on Saturday, August 30, 2025, and Sunday, August 31, 2025, on Courthouse Square from South Street to Kingston Street, and from Kingston Street to East Street for the purpose of the Goderich Salt and Harvest Festival

11.7 By-Law 91 of 2025

Being a By-Law to authorize the Mayor and Clerk to execute and affix the Corporate Seal to a Fee-Waiving Policy for the Corporation of the Town of Goderich and to repeal By-Law 72 of 2025

**12. MOTIONS AND NOTICE OF MOTIONS**

12.1 Memorial Arena - previously handled under item 5.1

Recommendation from the Memorial Arena Task Force:

That Goderich Town Council defers agenda item 5.2.1, recommendation from the Memorial Arena Task Force, in order to receive comments from local service clubs.

**13. NEW BUSINESS**

Upcoming Meetings:

Thursday, June 12, 2025, at 11 AM, Committee of Adjustment Meeting

Thursday, June 12, 2025, at 5:30 PM, BIA Board of Management Meeting

Monday, June 16, 2025, at 10 AM, Environment Committee Meeting

Monday, July 7, 2025, at 4 PM, Council Meeting

**14. CLOSED SESSION**

In the event that Council enters into a possible Closed Session pursuant to Section 239 (2) of the Municipal Act, Council will reconvene following the Closed Session at which time the public and press may be present.

**15. REPORTING OUT OF CLOSED SESSION**

**16. PUBLIC FORUM**

**17. CONFIRMING BY-LAW**

Moved By: Councillor Carroll  
Seconded By: Councillor Kelly

That leave be given to introduce By-Law No. 92 of 2025 being a By-Law to confirm the proceedings of the Goderich Town Council meeting held on June 9, 2025, and that it now be read a first, second, and third time, and finally passed this June 9, 2025.

**CARRIED**

**18. ADJOURNMENT**

Moved By: Deputy Mayor Noel  
Seconded By: Councillor Thompson

That Goderich Town Council does now adjourn at 5:35 PM to meet again at the regular meeting of Council scheduled for July 7, 2025, at 4 PM.

**CARRIED**

---

MAYOR, Trevor Bazinet

---

CLERK, Andrea Fisher



## **Special Council Minutes**

**Monday, June 23, 2025**

**1:00 PM**

Present	Trevor Bazinet, Mayor Leah Noel, Deputy Mayor Allison Segeren, Councillor John Thompson, Councillor Randy Carroll, Councillor Liz Petrie, Councillor Vanessa Kelly, Councillor
Staff Present	Andrea Fisher, Director of Legislative Services/Clerk Sean Thomas, Director of Community Services, Infrastructure and Operations Amanda Banting, Deputy Clerk (Records Management Clerk) Jenna Ujiye, Tourism and Community Development Manager
Staff Absent	Janice Hallahan, Chief Administrative Officer

### **1. CALL TO ORDER**

Goderich Town Council meets in Special Session on the 23rd day of June 2025.

### **2. UNANIMOUS MOTION**

Moved By: Councillor Kelly

Seconded By: Councillor Carroll

That Goderich Town Council hereby unanimously consents to discussing and considering the following at the June 23, 2025, Special Council meeting at 1:00 PM

1. Volunteer Collection Agreement

**CARRIED**

### **3. DISCLOSURE OF PECUNIARY INTEREST**

### **4. CONFIRMATION OF THE AGENDA**

#### **4.1 Approval of Agenda**

Moved By: Councillor Petrie

Seconded By: Councillor Thompson

That the Town of Goderich Council hereby accepts the June 23, 2025, Special Council Agenda, as presented.

**CARRIED**

**5. DELEGATIONS AND PRESENTATIONS**

**6. STAFF REPORTS**

6.1 Jenna Ujiye, Tourism and Community Development Officer re: 2025 Fireworks Volunteer Collection Agreement

Staff Recommendation: Concur and refer to By-Law 93 of 2025

Mayor Bazinet requests a 5-minute recess due to technical difficulties. The meeting resumes at 1:15 PM.

Moved By: Councillor Carroll  
Seconded By: Councillor Petrie

That Goderich Town Council authorize the Tourism & Community Development Department to contact various service clubs and organizations from within Goderich to conduct the collection of the fireworks donations and submit their interest to the Town within 48 hours in consultation with the Chief Administrative Officer;

And That Council grant power to act to the Tourism & Community Development Department and Chief Administrative Officer to choose the service club or organization in Goderich to conduct the collection of the fireworks donations taking into consideration the parameters surrounding safety and oversight;

And That Council approve the content of By-Law 93 of 2025 in principle, excluding the signatories, and authorize the Mayor and Clerk to sign once the approved service club or organization has been chosen;

And That in the event there are no service clubs or organizations within the Town of Goderich able to conduct the donation collection, that Camp Menesetung be approved to conduct the donation collection for the Town.

**CARRIED**

**7. CORRESPONDENCE RECIEVED AND COPIED FOR WHICH THE DIRECTION OF COUNCIL IS REQUIRED**

**8. CORRESPONDENCE RECEIVED FOR INFORMATION**

**9. CORRESPONDENCE RECEIVED AND RECOMMENDED ACTION NOTED**

**10. UNFINISHED BUSINESS**

**11. BY-LAWS**

11.1 By-Law 93 of 2025 - previously handled under item 11.1

Being a By-Law to authorize the Mayor and Clerk to execute and affix the Corporate Seal to a Volunteer Collections Agreement between Camp Menesetung and the Corporation of the Town of Goderich for the purpose of conducting a donation collection during the fireworks display for Canada Day 2025

**12. MOTIONS AND NOTICE OF MOTIONS**



- 13. NEW BUSINESS
- 14. CLOSED SESSION
- 15. REPORTING OUT OF CLOSED
- 16. PUBLIC FORUM

Steve Buchannan is present and comments on transparency regarding the agenda and increasing economic development and tourism resources.

17. CONFIRMING BY-LAW

Moved By: Councillor Kelly  
Seconded By: Councillor Thompson

That leave be given to introduce By-Law No. 94 of 2025 being a By-Law to confirm the proceedings of the Goderich Special Town Council meeting held on June 23, 2025, and that it now be read a first, second and third time, and finally passed this 23rd day of June 2025.

**CARRIED**

18. ADJOURNMENT

Moved By: Councillor Petrie  
Seconded By: Councillor Carroll

That Goderich Town Council does adjourn at 1:46 PM to meet again at the regular meeting of Council scheduled for July 7, 2025, at 4 PM.

**CARRIED**

---

MAYOR, Trevor Bazinet

---

CLERK, Andrea Fisher



## PLANNING & DEVELOPMENT

57 Napier Street, Goderich, Ontario N7A 1W2 CANADA

Phone: 519.524.8394 Ext. 3 Fax: 519.524.5677 Toll Free: 1.888.524.8394 Ext. 3  
www.huroncounty.ca

To: Mayor and Members of Council  
Andrea Fisher, Director of Legislative Services / Clerk  
From: Hanna Holman, Planner  
Date: July 7, 2025

**Re: Official Plan Amendment (OPA 19) and Zoning By-law Amendment (Z04-25)**

110 Picton Street West (western portion of property); legally described as part of Plan 457, Lot 357, Lot 358, Town of Goderich; as shown in Figure 1 and 2.

Owner: Town of Goderich

---

### RECOMMENDATION

The proposed Official Plan and Zoning By-law amendments comply with the Planning Act, are consistent with the Provincial Planning Statement, and conform to the Huron County Official Plan and the Town of Goderich Official Plan, as proposed to be amended.

It is recommended that Town of Goderich Council:

1. Adopt Official Plan Amendment #19, and direct the Clerk to forward the required materials to the County of Huron;
2. Approve the proposed Zoning By-law Amendment (Z04-25), which will not come into force and effect until Official Plan Amendment #19 is approved by the County of Huron; and
3. If there are no further public comments, pass a motion stating that they concur with the planning report regarding the effect of public and agency comments on the decision.

### PURPOSE

The proposed Official Plan Amendment and Zoning By-Law Amendment would change the land use designation and zoning of a portion of the lands at 110 Picton Street West, in the Town of Goderich. The land subject to the amendments is approximately 0.32 acres (0.13 hectares) in size, with about 131 feet (39.9 metres) of frontage, and includes the western portion of 110 Picton Street West corresponding with the former area used for lawn bowling.

The land use designation is proposed to change from Community Facility to Residential. The zoning is proposed to change from Non-Site Specific Minor Community Facility (CF1-11) to Residential Medium Density (R2).

The rest of the lands at 110 Picton Street West are not subject to the amendment and include the existing community facility building which will continue to be designated Community Facility and zoned Non-Site Specific Minor Community Facility (CF1-11).

The purpose of the proposed Official Plan and Zoning By-Law amendment is to facilitate future residential development. It is anticipated that these lands will be included as part of the Town's future Expression of Interest process for residential proposals, which may include affordable housing projects. It is anticipated that upon receiving proposals that the specific details on the type of residential development will be evaluated.

It is anticipated that the subject lands will be divided and separated from the remainder of the property to allow it to be transferred through municipal powers. There would be approximately 0.21 acres (0.08 hectares) in size, with about 83 feet (25.2 metres) of frontage left over for the existing community facility building.

The proposed Residential Medium Density (R2) zoning permits various residential building types and uses in the current Town of Goderich Zoning By-law. The current R2 zone also permits Residential Low Density (R1) uses. The list of permitted uses in each zone is as follows:

**Residential Medium Density (R2) Zone permitted uses:**

- uses and accessory uses permitted in the R1 zone
- multiple unit dwelling (maximum height of 11 metres)
- converted dwelling
- dwelling with supports
- rowhouse dwelling

**Residential Low Density (R1) Zone permitted uses:**

- • single detached dwelling
- • semi-detached dwelling
- • converted dwelling
- • multiple unit dwelling
- • dwelling with supports

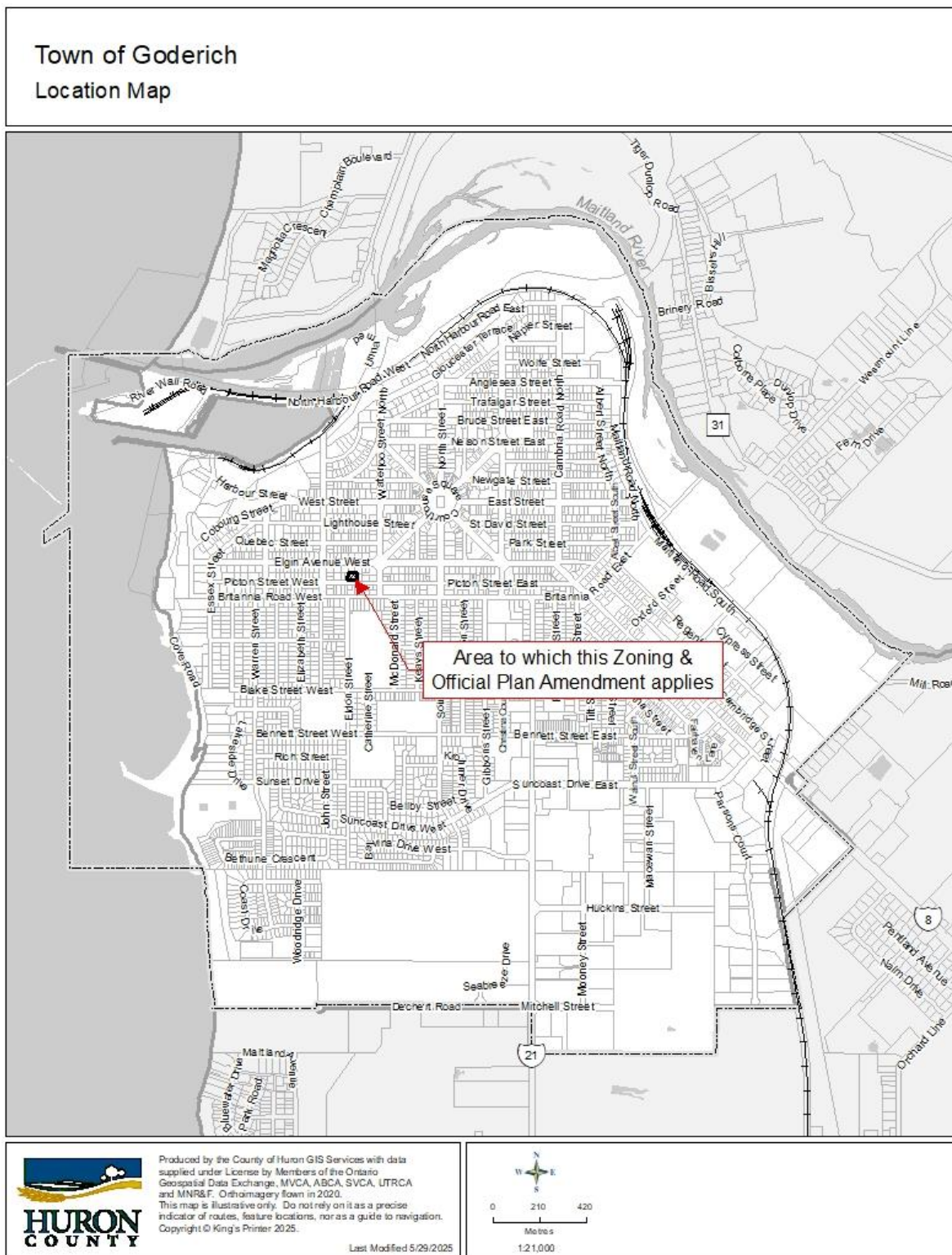
The R2 zoning does not limit the number of residential units within a multiple unit dwelling or rowhouse dwelling. The size of the site will inform the feasible number of units in a future proposal, with consideration for other Zoning By-law requirements such as setbacks, coverage and parking requirements.

**Figure 1. 2020 aerial photo, subject lands outlined in blue**





**Figure 2. Location of subject lands**



**Figure 3. Detailed Zoning Key Map with Proposed Amendment**





**Figure 4. Site Visit Photos (dated June 24, 2025)**



**Figure 4.1** Subject lands looking north from Picton Street West



**Figure 4.2** Subject lands looking northeast along Picton Street West





**Figure 4.3** Surrounding lands, including the adjacent community facility building, looking west along Picton Street West



**Figure 4.4** Subject lands looking north from Picton Street West



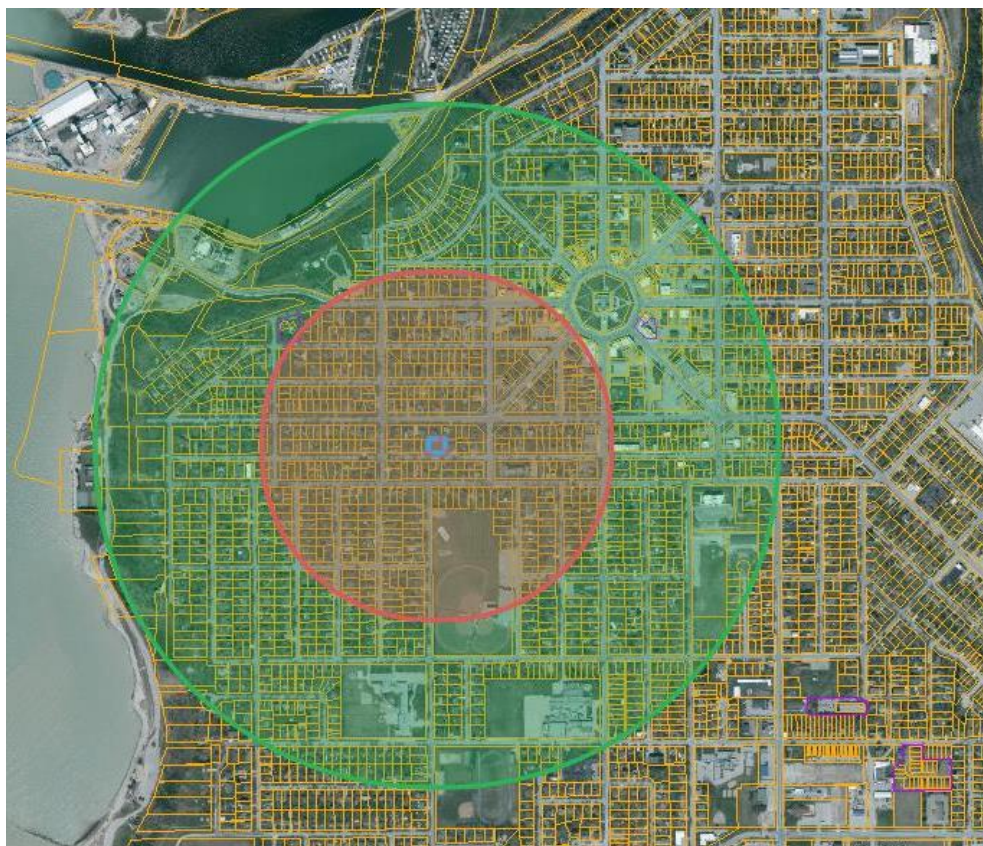
## REVIEW

Both the Provincial Planning Statement and County Official Plan direct serviced settlement areas, such as the Town of Goderich, to be the focus of growth and development, and encourage efficient development patterns. The Goderich Official Plan provides goals for residential development, including facilitating residential intensification, infilling, and the efficient use of land.

There is broad support for increasing the supply and variety of housing types and tenures in the Provincial Planning Statement, County Official Plan, and Town Official Plan, which also encourage development in walkable locations with nearby services as part of complete communities. The Town's Official Plan contains a policy that medium density development may be integrated with low density residential areas, and such sites should be located near commercial areas, community facilities, such as schools and recreational facilities, parks and open spaces. This proposal meets this policy as per the following walkability analysis.

Figure 5, below, shows lands within a walkable distance of the subject property. The 400 metres shown by a red circle represent an approximately 5-minute walk, and the 800 metres shown by a green circle represent an approximately 10-minute walk. Amenities within these areas include the downtown core, grocery stores, retail businesses, the arena and park, and schools.

**Figure 5. Walkability analysis**



The subject lands are appropriate for residential uses, considering the adjacent compatible residential and community facility uses. The proposed Residential Medium Density (R2) zoning is compatible with the existing surrounding low density residential, noting that these properties are also zoned R2. The Town's Official Plan permits medium density uses in established low density neighbourhoods.

The Residential Medium Density (R2) offers flexibility for a variety of future residential uses, while maintaining compatibility with the surrounding uses. The size of the subject lands, at about 0.32 acres with about 131 feet of frontage, meets the minimum lot sizes in the Zoning By-law for all permitted residential building types, including for multiple unit dwellings.

It is acknowledged that the size of the lot, with consideration for setback, coverage and parking minimums, will inform the eventual form and unit count of a future building. The Zoning By-law amendment currently does not request any special provisions, with the intent that a future development proposal will either meet the applicable R1, R2 or general zone provisions for that building type, or may seek a site-specific variance or amendment to reflect a specific proposal through a planning application.

Aforementioned, it is anticipated that the subject lands will be divided from the balance of the property containing the community facility through municipal powers. The community facility building will continue to comply with the applicable existing Non-Site Specific Minor Community Facility (CF1-11) zoning provisions following land division or transfer.

The Town's Official Plan contains policy that states "where desirable, the Municipality may acquire, service, subdivide, sell and/or lease land to assist in meeting the housing needs of the community". This proposal will facilitate the Town's Expression of Interest process for future residential development on the subject lands and aligns with this policy.

## **CONCLUSION**

The proposed Official Plan and Zoning By-law Amendment application comply with the Planning Act, are consistent with the Provincial Planning Statement, and conforms to the Huron County Official Plan and the Town's Official Plan, as proposed to be amended.

## **COMMENTS RECEIVED**

At the time of writing this report (June 26, 2025), two written comments have been received from two neighbours. The original comments are attached to this agenda and should be read in conjunction with the below summary and paraphrasing of comments.

Shelley Warr's comment notes the use of existing on-street parking in front of the property, along with photos taken on June 16. The comment notes concern with how parking will be affected by more density in housing and asks if there will be parking on the property (off-road) if housing is built.

Diane Schmidt's comment noted that there is not enough room already for the parking of the building next to the site, with cars encroaching onto the sidewalk or roadway. The comment

also notes sewer issues on the street, with concern that these will increase with more housing development. There is also concern that having a medium density, possible affordable housing proposal in this location will bring home valuations down, noting that there is affordable housing down the street, and there are other options elsewhere in Goderich for this.

For context, there is existing angled parking along the frontage of the subject lands on Picton Street West, which is for general public use on-street parking. In response, future development of the property would be required to meet the minimum parking in the Zoning By-law for the particular residential use, and it shall be located on-site.

The minimum parking requirement in the current Zoning By-law is one (1) parking space per residential unit, with the exception for dwellings with supports uses which require one (1) parking space per 10 beds or 0.25 parking space per residential unit if the facility is operated by the Town or County. It is noted that it is not anticipated that the site will be operated by the Town or County at this time, but that it would not be prohibited by the Zoning. It is also noted that depending on the details of the proposal, some of the angled on-street parking would be removed to accommodate an entrance.

Future residential development will be required to meet the Town's minimum development and engineering standards for servicing, including sanitary servicing, before construction.

There are no outstanding staff or agency comments of concern. Additional comments may be received before or during the public meeting.

## **EFFECT OF PUBLIC AND AGENCY COMMENTS**

All public comments received at the time of report submission were thoroughly considered, but did not impact the planning recommendation to approve the application. Staff and agency comments were received in support of the application, which was reflected in the planning recommendation to approve the application.

Notices of decisions are required to include a statement about the effect of public and agency comments on their decision. I recommend that if Council agrees with my recommendation and review of the comments received, that Council should pass a motion stating that they concur with the planning report regarding the effect of public and agency comments on their decision.

## **OTHERS CONSULTED**

- Town of Goderich Development Review Group (Legislative Services, Operations, Engineering, Fire, Hydro, Building) – no concerns

Sincerely,

[Original Signed By]

Hanna Holman, Planner

# Official Plan Amendment (OPA 19) and Zoning By-law Amendment (Z04-25)

July 7, 2024

Hanna Holman, Planner

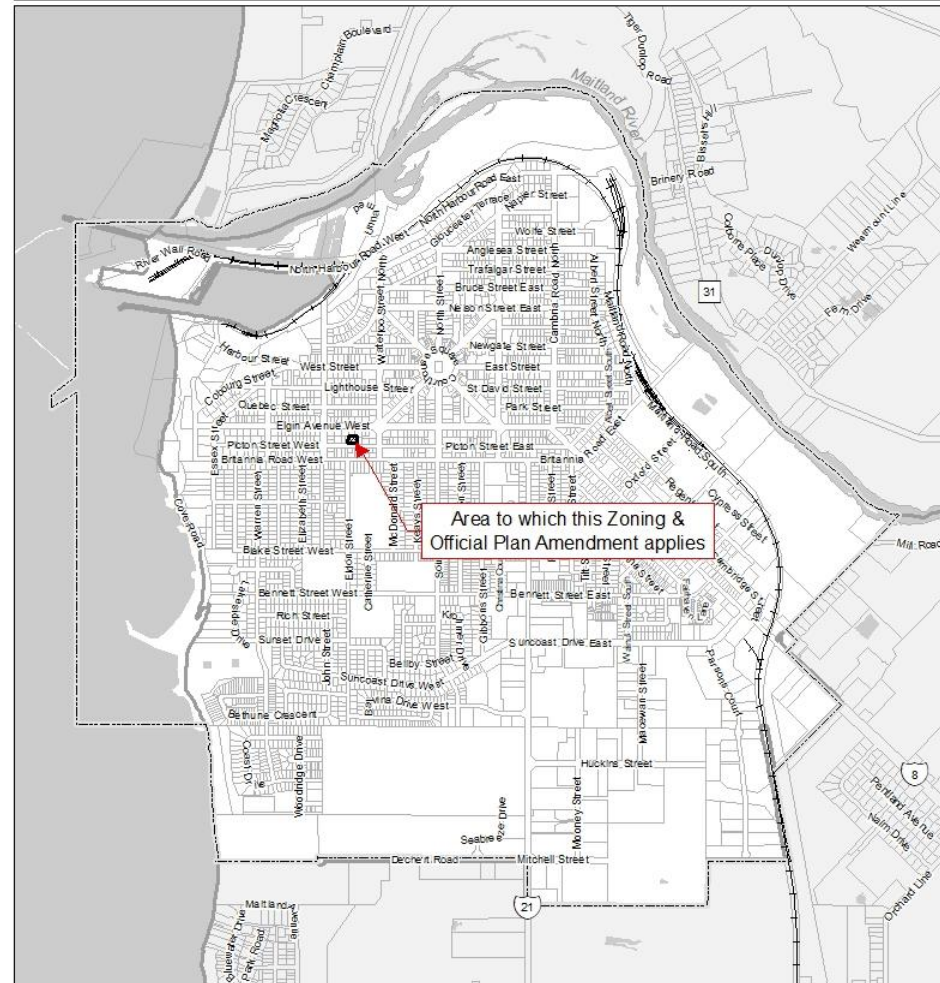


# Subject Property

110 Picton Street West  
(western portion of property);  
legally described as part of  
Plan 457, Lot 357, Lot 358,  
Town of Goderich.

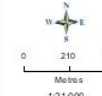
Owner: Town of Goderich

Town of Goderich  
Location Map



Produced by the County of Huron GIS Services with data supplied under license by Members of the Ontario Geospatial Data Exchange: MVCA, ABCA, SVCA, UTRCA and MNR/SFC. Orthimagery from 2020. This map is illustrative only. Do not rely on it as a precise indicator of routes, feature locations, nor as a guide to navigation. Copyright © King's Printer 2025.

Last Modified 5/29/2025





# 2020 Dated Aerial Photo of Subject Lands



0.32 acres (0.13 hectares) in size, with about 131 feet (39.9 metres) of frontage, corresponding with the former area used for lawn bowling

# Purpose

- Facilitate future residential development as part of Town's Expression of Interest Process
- Official Plan Amendment: designation change from Community Facility to Residential
- Zoning By-law Amendment: zone to change from Non-Site Specific Minor Community Facility (CF1-11) to Residential Medium Density (R2)
- Balance of lands to remain with the existing community facility building, continue to be designated Community Facility and zoned Non-Site Specific Minor Community Facility (CF1-11)





# Purpose

- The proposed Residential Medium Density (R2) zoning permits various residential building types and uses in the current Town of Goderich Zoning By-law. The current R2 zone also permits Residential Low Density (R1) uses.

<p><b>Residential Medium Density (R2) Zone permitted uses:</b></p> <ul style="list-style-type: none"><li>• uses and accessory uses permitted in the R1 zone</li><li>• multiple unit dwelling (maximum height of 11 metres)</li><li>• converted dwelling</li><li>• dwelling with supports</li><li>• rowhouse dwelling</li></ul>	<p><b>Residential Low Density (R1) Zone permitted uses:</b></p> <ul style="list-style-type: none"><li>• single detached dwelling</li><li>• semi-detached dwelling</li><li>• converted dwelling</li><li>• multiple unit dwelling</li><li>• dwelling with supports</li></ul>
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# Site Visit Photos





# Site Visit Photos



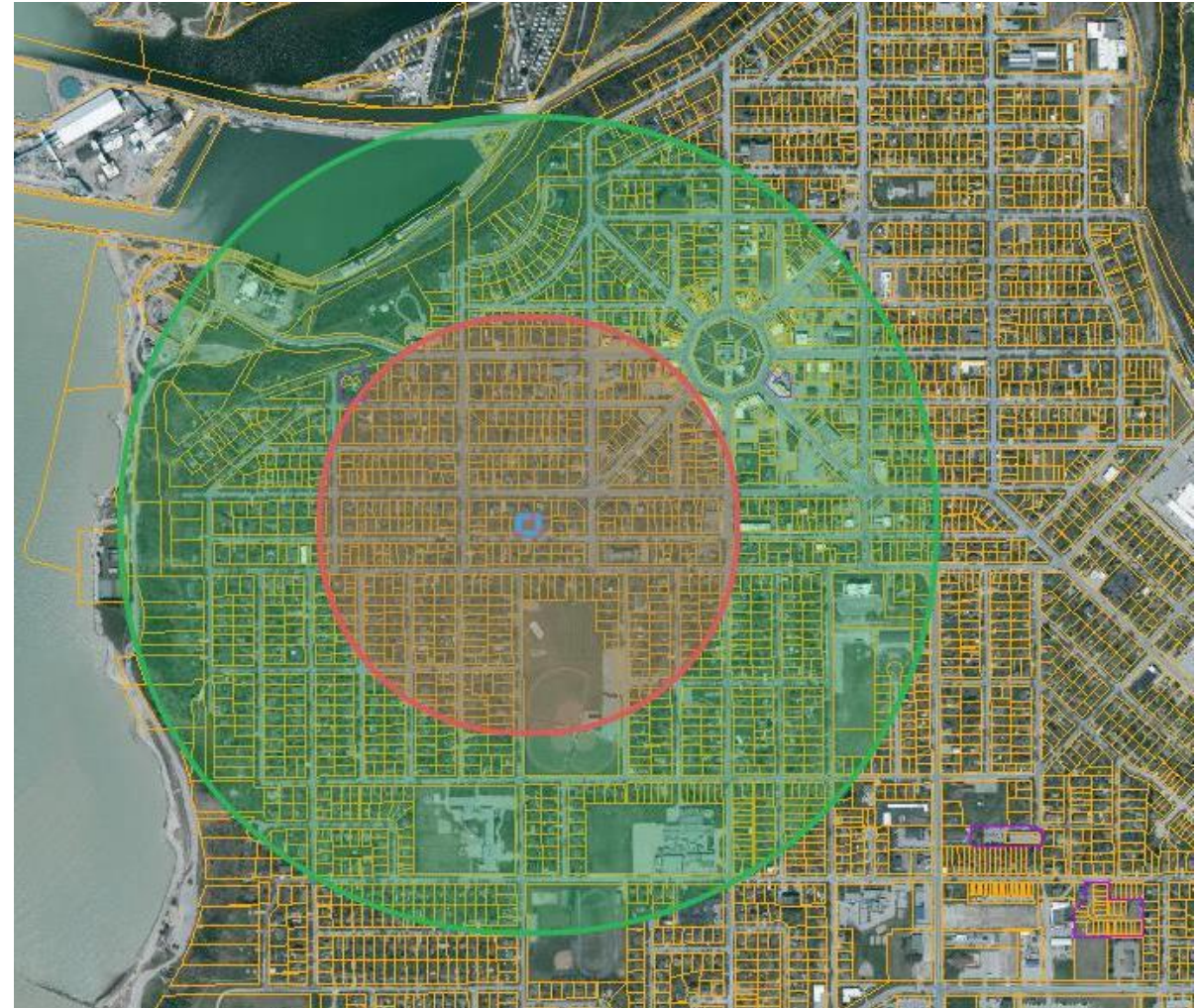
# Review

- Provincial Planning Statement and County Official Plan direct development and growth, with efficient development patterns, to primary settlement areas, including Goderich.
- Broad policy support in Town Official Plan for increasing supply and variety of housing types and tenures, including residential intensification and infilling.
- Town Official Plan policy to support Expression of Interest process, as per “where desirable, the Municipality may acquire, service, subdivide, sell and/or lease land to assist in meeting the housing needs of the community”.



# Walkability Analysis

- The Town's Official Plan contains a policy that medium density development may be integrated with low density residential areas.
- Such sites should be located near commercial areas, community facilities, such as schools and recreational facilities, parks and open spaces.
- This proposal meets this policy as per the following walkability analysis.



# Review

- The Residential Medium Density (R2) offers flexibility for a variety of future residential uses, while maintaining compatibility with the surrounding uses.
- Subject lands meets the minimum sizes for all permitted building types, including multiple unit buildings, acknowledging that detailed design with consideration of setbacks, coverage and parking minimums will inform the number of units and form.
- Remaining community facility building and lands comply with applicable CF1-11 zoning.

# Public and Agency Comments

- At the time of submission, two written comments have been received from two neighbours. Original included in the agenda.
- Shelley Warr's comment notes the use of existing on-street parking in front of the property, along with photos taken on June 16. The comment notes concern with how parking will be affected by more density in housing and asks if there will be parking on the property (off-road) if housing is built.
- Diane Schmidt's comment noted that there is not enough room already for the parking of the building next to the site, with cars encroaching onto the sidewalk or roadway. The comment also notes sewer issues on the street, with concern that these will increase with more housing development. There is also concern that having a medium density, possible affordable housing proposal in this location will bring home valuations down, noting that there is affordable housing down the street, and there are other options elsewhere in Goderich for this.

# Public and Agency Comments (continued)

- Response to public comments:
  - There is existing on-street angled parking for the general public's use.
  - Future residential development will be required to have on-site parking as per current Zoning By-law; one (1) parking space per residential unit, with the exception for dwellings with supports uses which require one (1) parking space per 10 beds or 0.25 parking space per residential unit if the facility is operated by the Town or County.
  - Some of the angled on-street parking would be removed to accommodate an entrance.
  - Future development to meet servicing standards for sanitary.
- No concerns from staff or agencies.



# Effect of Public and Agency Comments

- All public comments received at the time of report submission were thoroughly considered, but did not impact the planning recommendation to approve the application. Staff and agency comments were received in support of the application, which was reflected in the planning recommendation to approve the application.
- Notices of decisions are required to include a statement about the effect of public and agency comments on their decision. I recommend that if Council agrees with my recommendation and review of the comments received, that Council should pass a motion stating that they concur with the planning report regarding the effect of public and agency comments on their decision.



# Recommendation

The proposed Official Plan and Zoning By-law Amendment application comply with the Planning Act, are consistent with the Provincial Planning Statement, and conforms to the Huron County Official Plan and the Town's Official Plan, as proposed to be amended.

It is recommended that Town of Goderich Council:

1. Adopt Official Plan Amendment #19, and direct the Clerk to forward the required materials to the County of Huron;
2. Approve the proposed Zoning By-law Amendment (Z04-25), which will not come into force and effect until Official Plan Amendment #19 is approved by the County of Huron; and
3. If there are no further public comments, pass a motion stating that they concur with the planning report regarding the effect of public and agency comments on the decision.

**From:** [Shelley](#)  
**To:** [Hanna Holman](#)  
**Subject:** File: GOD OPA 19. & Z04 - 2025  
**Date:** June 20, 2025 7:45:44 PM

---

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hanna, my property at 106 Britannia Rd W goes through to Picton St W. On Monday, June 16 I took photos of the parking on Picton St W in front of the property that is under discussion for a change in land use. I am concerned about how the parking on Picton will be affected by more density in housing. There are times now when getting out of our back driveway is difficult.

Will there be parking on the property (off road) if housing is built on the identified lot?

I appreciate your consideration of my concern.

Shelley Warr





























**From:** [Diane Schmidt](#)  
**To:** [Hanna Holman](#)  
**Subject:** GOD OPA 19 and Z04-2025 - Town of Goderich  
**Date:** June 24, 2025 8:10:23 PM

---

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Hanna,

I am in opposition of the proposed amendment & proposed zoning by-law amendment for the property located at 110 Picton St. W., Goderich.

There already isn't enough room for parking for the building that is located next to this site with cars either encroaching on the sidewalk or taking up 1/4 of the driving lane if they aren't hanging over the sidewalk.

There have been a number of problems with sewer issues across the street from this location so increased residential density is only going to make sewer problems worse for everyone. Having a medium density, possible affordable housing project in this location is definitely going to bring our home valuations down. We already have affordable housing down the street, there are other options available for this proposition elsewhere in Goderich.

Regards,

Diane Schmidt



---

P.O. Box 415, 245 North Harbour Road W., Goderich, ON. N7A 3Z2 Telephone: 519 524-4247

Funding request to support government lobbying.

Dear Ms. Hallahan.

Goderich Port Management Corp has sought the services of Wellington – Dupont of Ottawa in providing lobbying support for our efforts to secure funding from the Federal National Trade Corridor fund and also Provincial funding support for the project that will complete the original port expansion plan and add up to 11 acres of wharf space.

As with the initial wharf space created in 2020 the Town is the greatest beneficiary from leases for the space and of course indirectly from greater activity and varied cargoes being handled.

I would like to ask Council to help fund this work which I believe is now entering a crucial stage.

In 2024 \$50,000 was the level of support GPMC received and I would ask for a similar sum in 2025.

Yours sincerely

Frank Hurkmans

President Goderich Port Management Corporation



# ***GPMC Annual Report to Goderich Town Council***

## ***July 7<sup>th</sup> 2025***

Presented by GPMC President, Frank Hurkmans.

## Presentation/Discussion Topics:

- Operating Report for 2024
- Spending Forecast for 2025
- Council requests for 2025

GPMC preliminary 2025 budget and calendar spending.



GPMC 2025 Rev \$2,087,529.00

- Rev generated from vessel traffic calculations related to Wharfage and Berthage charges.
- Compass Minerals
- P&H
- DaLee
- Tomlinson
- Other (Ocean-Michael Brill-Commercial Fishing)

GPMC 2025 Expense \$1,854,223.00

- Port Major and Minor Maintenance \$643,500
- Insurance \$210,000
- Contractor Services \$320,000

## GPMC Ask's of Town Council

Approval for the following :

- Receive and approve the 2024 Operating report and spending forecast for 2025.
- Approve memos discussed for the following:
  - Continued support for the Ports expansion lobbying efforts with Wellington Dupont \$50,000
  - Provide the Port with a Town pick up truck (or similar) to be utilized as a “Port of Goderich Patrol” vehicle.
  - Support the partial funding of a digital sign to be located between the South Pier and the Beach Washrooms. Sign will have a Port/Dock layout background overlayed with name of vessel at Dock what it is loading where it came from and where it is going.

**QUESTIONS????**

**THANK YOU.**

**Goderich Port Management Corporation**  
**Actual to Budget Variance**  
**12/31/2024**

**Statement of Operations**

	<b>Actual</b>	<b>Budget</b>	<b>Budget Variance</b>
<b>Revenues</b>			
Wharfage and transfer fees	1,593,052	1,700,000	(106,948)
Interest	213,984	100,000	113,984
Berthage	102,674	180,000	(77,326)
Harbour fees	94,982	100,000	(5,018)
Electricity recoveries and rental	67,712	120,000	(52,288)
	<u>2,072,404</u>	<u>2,200,000</u>	<u>(127,596)</u>
<b>Expenditures</b>			
Harbour Maintenance	1,061,197	1,210,000	(148,803)
Contract Services	336,615	334,000	2,615
Town projects contribution	308,119	420,000	(111,881)
Permits and insurance	207,616	200,000	7,616
Professional fees	41,038	32,500	8,538
Consulting fees	57,235	50,000	7,235
Utilities	70,607	80,000	(9,393)
Operating Supplies	36,985	46,680	(9,695)
Security	2,935	12,000	(9,065)
Dredging	10,389	25,000	(14,611)
Telephone	2,820	-	2,820
Bank charges and interest	380	-	380
Harbour Expansion Project	15,925	120,000	(104,075)
	<u>2,151,861</u>	<u>2,530,180</u>	<u>(378,319)</u>
Excess of revenue over expenditures	<u>(79,457)</u>	<u>(330,180)</u>	<u>250,723</u>

**Statement of Financial Position**

	<b>Actual</b>	<b>Budget</b>	<b>Budget Variance</b>
<b>Assets</b>			
Cash	2,234,589	1,993,857	240,732
Short-term investments	233,052	233,052	-
Receivables	75,028	90,000	(14,972)
Prepays	136,219	145,000	(8,781)
Due from related parties	392,117	350,000	42,117
Long-term investments	1,528,516	1,500,000	28,516
	<u>4,599,521</u>	<u>4,311,909</u>	<u>287,612</u>
<b>Liabilities</b>			
Payables and accruals	271,109	280,000	(8,891)
Government remittances payable	16,323	50,000	(33,677)
Due to Town of Goderich	4,312,089	3,981,909	330,180
	<u>4,599,521</u>	<u>4,311,909</u>	<u>287,612</u>



## ***GPMC Operating Report 2024***

**BEING PRESENTED TO THE TOWN OF GODERICH JULY 7<sup>th</sup> 2025**

### **Environment, Safety and Security**

#### **Environment:**

In hand with the Town of Goderich and Eastern Canada Response Corporation (ECRC) an emergency response exercise was enacted on June 25<sup>th</sup> 2024. The scenario consisted of a vessel running into the South break wall and thus puncturing the fuel tank resulting in Marine Diesel entering the water.

ECRC was on call with a boom for demonstration purposes, all the appropriate organizations were contacted, notifying of the spill:

- Veolia
- Town of Goderich
- Compass (spill containment support)
- Coast Guard
- Ministry of the Environment
- Transport Canada

Following the exercise a tabletop meeting was held in order to identify what went right and where improvements could be made.

Overall clean up efforts at the Port were started in May of 2024 based on the methodology that a "Clean Port is a Safe Port".

#### **Safety:**

Clean up and painting efforts took place at the following locations:

- Along North Harbour Rd (Dock 5 and 6) old mooring ropes and chains were removed and toe rail and bollards painted.



- Mooring bollards along Dock 7 were painted.
- Seagull Island (West end of Dock 7) was organized and waste taken to the landfill. Community living came in to remove bushes and weeds.
- Snug Harbour had an access gate installed and painted to complement over all improvements to the East side of Snug Harbour.

### **Security:**

The Port of Goderich's participation in the "Green Marine" initiative continues with all targets and expectations being met from the "On-site" audit in 2023 continuing into 2024 with a "self assessment" action item. 2025 will once again be a "On-site" audit with the expected result showing we comply and continue increasing progress levels in multiple competency areas of the program.

The Port of Goderich remains compliant with regards to our "Port Security Plan" issues by Transport Canada in 2023. The President at the GPMC has had our local "TC" representative to the Port on 2 occasions ensuring we are conducting Port business aligned with the security plan.

Arriving and departing Port vessel documentation is on a path of continuous improvement from a recording and tracking perspective. With multiple on site security companies looking after Compass and PandH, ensuring that all required pre and post paperwork is being forwarded to the appropriate location could use improvement and is heading that way.

In 2025 expect to see all documentation for each vessel stored in a safe data point where any and all information related to a cargo and vessel can be pulled up in real time anytime.

### **Vessel activity update 2024 over 2023:**

2024	TOTAL SHIPS	2023	TOTAL SHIPS
Jan	18	Jan	21
Feb	14	Feb	11
Mar	6	Mar	4
Apr	15	Apr	21
May	17	May	21
June	11	June	21
July	15	July	21
Aug	14	Aug	23
Sept.	14	Sept.	23
Oct.	12	Oct.	17
Nov.	21	Nov.	22
Dec.	12	Dec.	18
	169		223

Overall vessel activity at the Port 2024 vs 2023 was down 25% year over year. The largest contributing factor was the reduced number of vessels visiting Compass Minerals (71 fewer in 2024 from 2023). Recent mild winters and strong inventories at salt docks throughout the Great Lakes and St Lawrence have had a significant negative impact on demand.

The bright light was PandH who seen an increase in activity year over year from 20 in 2023 to 37 in 2024. This growth is expected to hold for PandH as the demand for grains held and shipped in Goderich stays strong.

Our winter berthing program expanded in 2024 to include the CSL Spruceglen. Typically, our guests have only included Algoma vessels. With a renewed focus on commercial growth at the Port the addition of CSL into Goderich is a result of that effort in a small way.

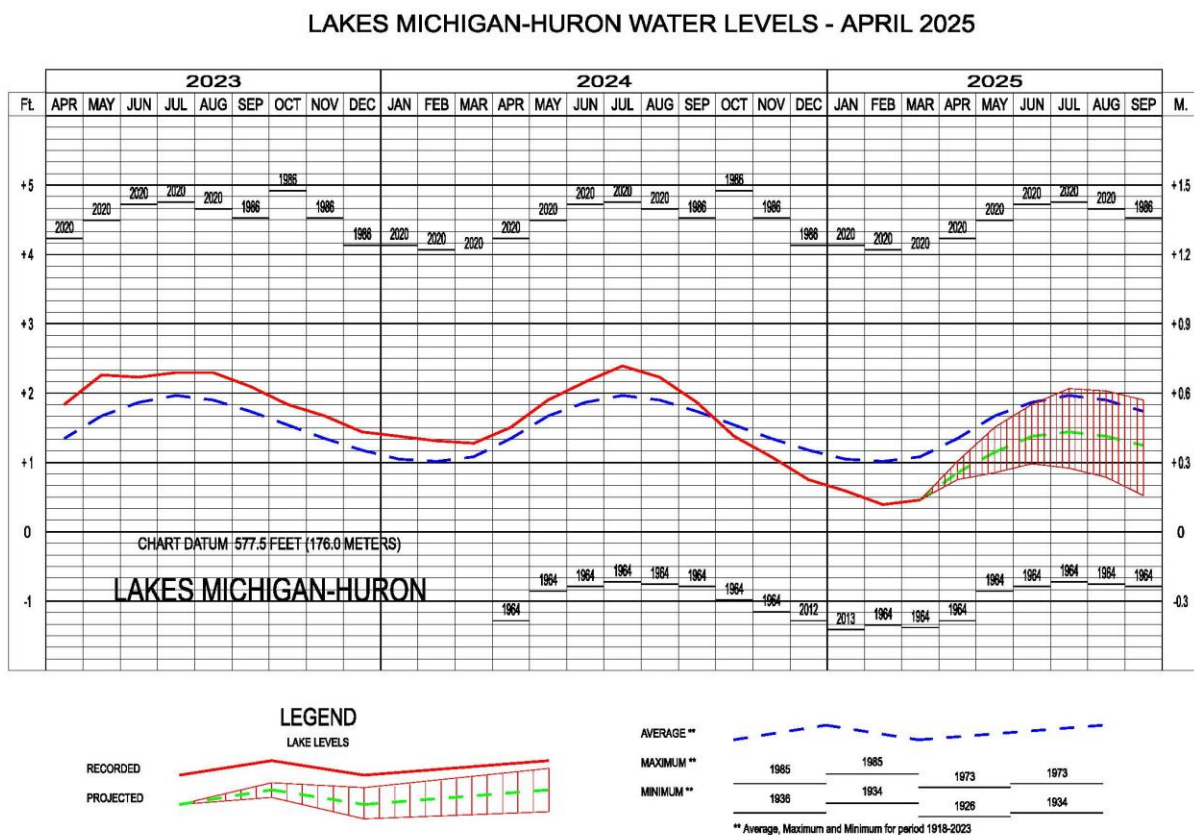
We have expanded the number of docks where berthing can take place over this past winter. 2023 we had 2 available with shore power (5 and 6), in 2024 we have 4 with shore power (2/5/6 and 7). All to increase off season revenue.

### **Lake Huron Water Levels:**

As illustrated by the graph below, water levels reached an annual high for 2024 in Mid-July. This created some challenges in concrete remediation work on the “Snug Harbour” project as well as some over concrete water cascading on the South Pier.

The graph also illustrates where water late year water levels were heading into winter 2024 and Spring 2025. At this point all indications are that water levels will continue to recede through Fall 2025. Spot dredging may be required going forward as not before seen high spots will of concern in the Inner Harbour.

A full bathometric survey of the Port will be conducted in May 2025.



## Financial Narrative:

Attached and noted as “Appendix A” is a summary of the 2024 GPMC Financials.

Revenues for 2024 totaled \$2,072,404, (\$127,596) off of budget primarily due to reduced income of wharfage and transfer fees. Vessel traffic docking at Compass minerals was the single largest component to reduced wharfage.

Operating expenses for 2024 totaled \$2,135,936, \$274,244 less than budget. The largest line-item expense was “Harbour Maintenance” at \$1,061,197 with the most of that value going to the rehabilitation of the East side of Snug Harbour. Typical annual upkeep also took place repairing fendering, primarily at Dock #1 and concrete work along Dock #2 and warping dolphins.

P&H received a rebate of value of \$184,272 as determined by the rebate agreement for the funding of the mooring dolphin at Dock #2. The balance remaining on that construction account is \$653,781. This is a revenue sharing agreement based on the increased tonnage new loading infrastructure will generate.

We continue to engage lobbyists firm Wellington Dupont to guide us through Port expansion funding options. WD has reliable strong contacts both Federally and Provincially to give the Port a better than fair opportunity at receiving the monies required for the expansion and upcoming covering of the Agri-Dome. The Town of Goderich once again committed \$50k towards this effort in 2024.

## **5 YEAR FORECAST SUMMARY**

Goderich Port Management Corporation Five Year Budget Forecast							
	2024 Actuals	2025 Budget	2026 Forecast	2027 Forecast	2028 Forecast	2029 Forecast	2030 Forecast
<b>Income</b>							
Total Income	1,981,821	2,087,530	2,129,280	2,171,866	2,215,303	2,259,609	2,304,801
<b>Expense</b>							
Total Expense	2,032,680	1,854,223	1,891,308	1,929,134	1,967,717	2,007,071	2,047,212
Total Other Income	186,832	187,096	190,838	194,655	198,548	202,519	206,569
Other Expense							
Total Other Expense	5,497	5,000	5,100	5,202	5,306	5,412	5,520
<b>Net Surplus (Deficit)</b>	130,476	415,402	423,710	432,185	440,828	449,645	458,638
<b>Assumptions</b>							
1. 2% revenue and cost inflation per year starting in 2026							
2. North Huron Road originally planned for 2026 - likely postponed due to road work on courthouse square commencing 2025							
3. Significant spend expected around 2034 regarding raising of breakwalls estimated costs \$7,500,000							

## **Quickbooks:**

Effective July 1<sup>st</sup> 2024 the GPMC moved to QuickBooks away from the Compass Minerals accounting platform with the desired outcome of being able to view financial activity for the Port from a “real time” lens. We have increased line-item GL codes on both revenue and expense items. Following operating QB for 1 full year (July to July) we will be able to compare and understand variances more clearly on results.

**As a reminder:**

Funding efforts for the expansion of the Port continue. The most recent construction costs to have the full 11-acre project completed adjacent to Dock #8 is \$73.5m. In 2024 strong governmental meeting efforts through WD with Transport Canada and Economic Development in particular took place. The National Trade Corridor Fund is awaiting topping up for Federal dollars to be distributed to a large number of projects including the Port expansion in Goderich. Keeping mind that of the \$73.5m, \$65m is eligible for funding, the format for the NTCF is 50% Federal (\$32.5m) and the balance needs to be secured from others including Provincial/Private and Internal coffers (\$32.5m). Our formal submission to the NTCF was submitted in January 2025 and recognized as an overall beneficial project considering Global supply chain challenges and increased focus on multi model efforts.

Both the Town and the GPMC BOD recognize that the Port will see another expansion. Discussions will take place to better understand what resources are best used for the balance of the money required in hand with the most suitable footprint size of the expansion.

In early 2025 the GPMC will take over the lease of the “Agri-Dome” adjacent to Dock #7 currently held by Compass Minerals from the Town. The objective is to utilize the footprint as is for 2025 then have it recovered in 2026 with the support of Provincial funding. The space will be utilized by Compass and P&H for a good portion of the year and put to market after that.

The GPMC’s current President (Frank Hurkmans) has accepted the position of Secretary Treasurer on the Ontario Marine Council executive. This opportunity will provide the inside lane to industry engagement throughout the Great Lakes and St Lawrence Seaway environment.

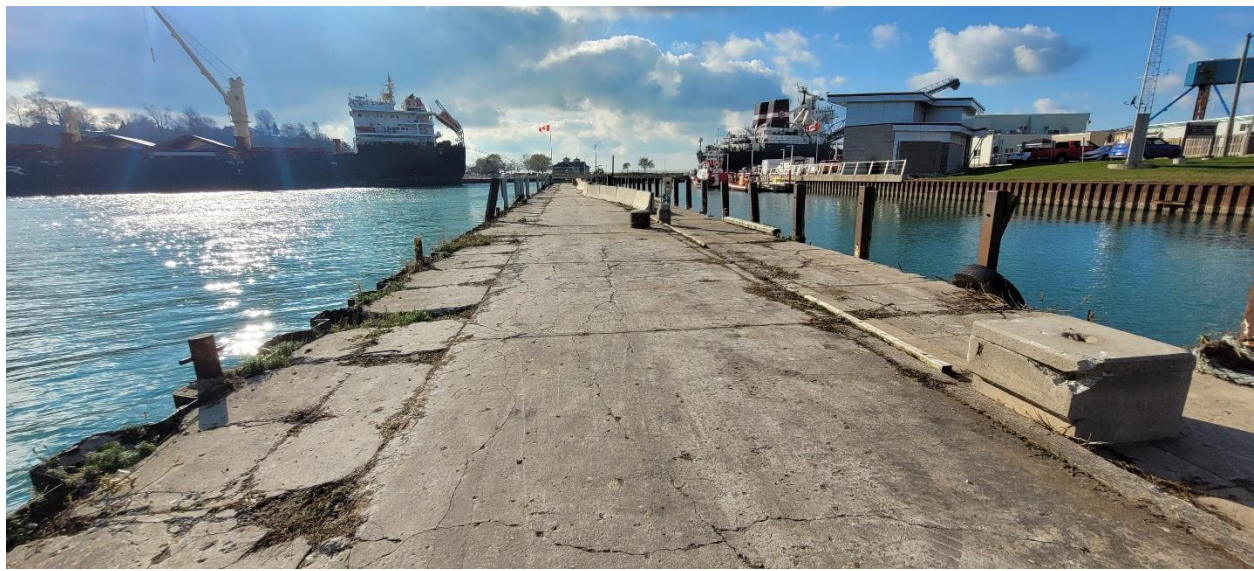
The Port of Goderich will have a new tenant for dock space in 2025. Michael Brill will be docking his pleasure craft tour boat (42’) along dock #2 from Mid- May 2025 through to end Sept 2025. The term of this agreement is for 1 season only with the intent of understanding if this type of activity suits our commercial Port working along side stakeholders’ vessels. The overall sense is that this activity will complement tourist options in the Town of Goderich on the Southside of the harbour. Provisions have been noted in the agreement to ensure minimal overall disruption.

Overall our position in the treasury is good for both current and future upcoming expense items. As of April 30<sup>th</sup> 2025 the GPMC has \$1,270,892 in the Major Maintenance account, \$1,176,840 in the Operating account as well as \$1,500,000 in a PPA account maturing Jan 25,2026. There is also \$233,052 in a GIC as a bond required by DFC to support the most recent expansion in 2018. The bond monies will be released late 2025. The participation of funding for the remediation of North Harbour Road will be our next significant cash outlay followed by monies required for covering of the Agri-Dome outside of Provincial support. Longer term projects include the need for improved traffic flow at the Port and increased elevations of both the North and South break walls in 5 (+-) years. Monies continue to build on an annual basis to support the projects once construction dates have been determined.

### **2024 Port Works Completed:**

#### **Snug Harbour East Side Remediation:**

##### **BEFORE**



##### **AFTER**





**North Harbour Rd Dock 5 and 6 Clean Up, Bollard and Tow Rail Painting**  
**BEFORE**



**AFTER**



**GPMC OFFICE DOOR REPLACEMENT (5)**

**Before**





**After**



**SOUTH PIER CONCRETE WORK REMEDIATION**

**Before**

GPMC Operating Report 2024



**After**



## **MARSEC SIGN REPLACEMENT (2)**

**Before**





After



## VARIOUS PORT LOCATION BOLLARD AND TOE RAIL PAINTING

Before

GPMC Operating Report 2024





**After**



## **PROJECTS FOR 2025**

- Underwater Inspections Docks 1/2/4/7
- Bathometric Survey Inner and Outer Harbour

GPMC Operating Report 2024

- Continued Fender Maintenance all docks
- Overall Port ladder repair/replace/paint
- Dock 4A (Tug dock) upgrade (recycled asphalt)
- Shore Power installation docks 2 and 4A
- Agri-Dome/Seagull Island site clean up (Decommissioning of old electrical/building works)
- East end of Dock 7 organizing
- Office upgrades for dedicated admin staff

**2025 total Maintenance \$643,500**

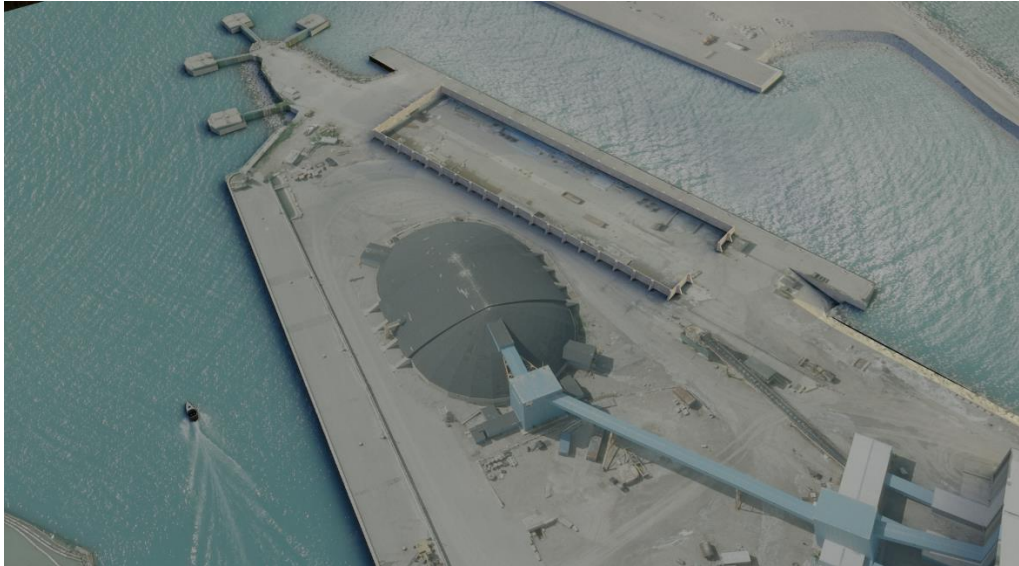
### **PORT EXPANSION**

Port expansion discussions and submissions in 2024 were executed through the Ports lobbying contractors Wellington Dupont. As illustrated in the attached summary (Appendix B) from WD we have the ear(s) of several dignitaries from several Federal and Provincial ministries in hand with multiple letters of support from influential stakeholders. Official National Trade Corridor Fund submission is expected Jan 2025. The current status of the NTCF is that it requires topping up in 2025 after the budget is approved. There is a long list of fund applicants awaiting review. He revised estimated overall cost (BM Ross) for the expansion of 11 acres is 73m\$. Discussions will take place in 2025 understanding the best suited balance between cost/size of the next expansion vs desired level of control by GPMC and Town.

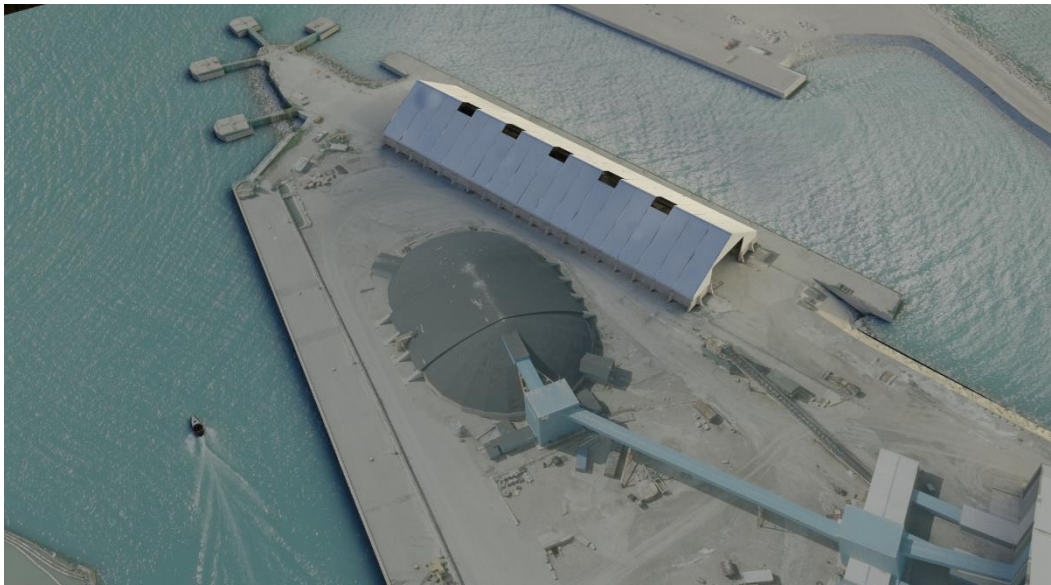
### **AGRI-DOME LANDS**

In early 2025 Compass Minerals will sign over the current lease from the Town of Goderich for the Agri-Dome lands at the Port to the GPMC. The GPMC intends on having the remaining concrete foundation refitted to hold a new covering. Funding efforts for the covering of this footprint are well under way. Construction cost estimates are close to 3.5m\$. The intended end use of the covered footprint is for use by Compass Minerals and P&H for the majority of the year and the remaining time to put out to market.

### **CURRENT**



## **POST CONSTRUCTION**



<b>Goderich Port Management Corporation</b>	
<b>2024 Actuals</b>	
<b>Income</b>	<b>2024 Actuals</b>
4000 Harbour Fees - Canadian Vessels	63,142
4010 Harbour Fees - Foreign Vessels	18,016
4020 Wharfage and Transfer Fees - Grain	206,490
4030 Wharfage and Transfer Fees - Calcium Chloride	27,873
4040 Wharfage and Transfer Fees - Salt	1,538,166
4050 Wharfage and Transfer Fees - AgriDome	-
4060 Wharfage and Transfer Fees - Tomlinson	41,619
4070 Berthage - Canadian Vessels	102,674
4130 Other Fees	
4200 GPMC User Discount	- 16,160
4250 Sales of Services Income - AgriDome	
<b>Total Income</b>	<b>1,981,821</b>
<b>Expense</b>	
5000 President's Reimbursements	30,280
5010 Utilities - Water	1,219
5020 Utilities - Hydro	17,334
5040 Office Supplies/Equipment	13,779
5045 Industry Engagement/Memberships	3,250
5046 Marketing/Advertising	12,098
5050 Routine Maintenance - Office	4,810
5050-1 Routine Maintenance - North & South Breakwater	9,206
5050-2 Routine Maintenance - South Pier	1,032
5050-16 Routine Maintenance - Access Gates	2,935
5050-15 Routine Maintenance - Snug Harbour	5,177
5050-14 Routine Maintenance - 245 N Harbour Road	4,460
5050-4 Routine Maintenance - Maitland River Wall	
5050-5 Routine Maintenance - North Harbour Road	22,247
5050-19 Routine Maintenance - Underwater Inspections	
5050-18 Routine Maintenance - Bathometric Survey/Soundings	
5050-17 Routine Maintenance - Seagull Island/AgriDome	
5050-3 Routine Maintenance - North Pier - Dock 1	3,041
5050-6 Routine Maintenance - Dock 2	1,025
5050-7 Routine Maintenance - Dock 3	
5050-8 Routine Maintenance - Dock 4	
5050-18 Routine Maintenance - Dock 4A	
5050-9 Routine Maintenance - Dock 5	1,496
5050-10 Routine Maintenance - Dock 6	
5050-11 Routine Maintenance - Dock 7	4,353
5050-13 Routine Maintenance - Dock 8	
5060 Dredging	10,389
5070 Navigation Aids & Icebreaking	
5080 Major Maintenance	1,593
5080-1 Major Maintenance - North & South Breakwater	
5080-13 Major Maintenance - Snug Harbour	701,761
5080-15 Major Maintenance - Can-Agra Dome	5,690
5080-2 Major Maintenance - South Pier	
5080-4 Major Maintenance - Maitland River Wall	
5080-5 Major Maintenance - North Harbour Road	5,000
5080-3 Major Maintenance - North Pier - Dock 1	150,723
5080-6 Major Maintenance - Dock 2	101,924

5080-7 Major Maintenance - Dock 3	749
5080-8 Major Maintenance - Dock 4	
5080-9 Major Maintenance - Dock 5	
5080-10 Major Maintenance - Dock 6	
5080-11 Major Maintenance - Dock 7	
5080-12 Major Maintenance - Dock 8	
5150 Harbour Expansion	
5150-1 Harbour Expansion - North Breakwall	
5150-2 Harbour Expansion - South Pier	
5150-3 Harbour Expansion - North Pier	
5150-4 Harbour Expansion - Wharf Extension (Land Creation)	7,029
5150-5 Harbour Expansion - North Harbour Road	
5150-6 Harbour Expansion - Environmental Assessment	
5150-7 Harbour Expansion - South Breakwall	
5150-8 Harbour Expansion - Legal	
5240 Permits	
5250 Insurance	201,362
5260 Legal fees	29,508
5270 Audit Fees	10,530
5280 Contractor Services	303,949
5290 Consulting Services	2,704
5290-2 Consulting Services - Green Marine	4,531
5290-5 Consulting Services - Wellington Dupont	99,000
5290-4 Consulting Services - Town Rebate for Wellington Dr -	50,000
5340 Town of Goderich Qtr Reserve Payments	308,119
5345 Bank charges	380
5500 Bad debts	
<b>Total Expense</b>	<b>2,032,680</b>
<b>Other Income</b>	
4120 Office Sublease Income	11,183
4140 Interest Income	175,649
<b>Total Other Income</b>	<b>186,832</b>
<b>Other Expense</b>	
5320 Other Expenses	5,497
<b>Total Other Expense</b>	<b>5,497</b>
<b>Net Surplus (Deficit)</b>	<b>130,476</b>



Goderich Port Management Corporation		
Budget for December 31, 2025 Year End		
Income	2024 Actuals	2025 Budget
4000 Harbour Fees - Canadian Vessels	63,142	62,000
4010 Harbour Fees - Foreign Vessels	18,016	20,000
4020 Wharfage and Transfer Fees - Grain	206,490	210,000
4030 Wharfage and Transfer Fees - Calcium Chloride	27,873	28,291
4040 Wharfage and Transfer Fees - Salt	1,538,166	1,561,238
4050 Wharfage and Transfer Fees - AgriDome	-	50,000
4060 Wharfage and Transfer Fees - Tomlinson	41,619	40,000
4070 Berthage - Canadian Vessels	102,674	110,000
4095 Dock 2 Tour Boat Fees		21,000
4130 Other Fees		
4200 GPMC User Discount	- 16,160	- 15,000
4250 Sales of Services Income - AgriDome		
<b>Total Income</b>	<b>1,981,821</b>	<b>2,087,530</b>
Expense	2024 Actuals	2025 Budget
5000 President's Reimbursements	30,280	30,000
5010 Utilities - Water	1,219	1,250
5020 Utilities - Hydro	17,334	20,000
5040 Office Supplies/Equipment	13,779	10,000
5045 Industry Engagement/Memberships	3,250	5,000
5046 Marketing/Advertising	12,098	12,000
5050 Routine Maintenance - Office	9,270	8,000
5050-1 Routine Maintenance - North & South Breakwater	9,206	10,000
5050-2 Routine Maintenance - South Pier	1,032	2,500
5050-16 Routine Maintenance - Access Gates	2,935	3,000
5050-15 Routine Maintenance - Snug Harbour	5,177	5,000
5050-4 Routine Maintenance - Maitland River Wall		
5050-5 Routine Maintenance - North Harbour Road	22,247	10,000
5050-19 Routine Maintenance - Underwater Inspections		25,000
5050-18 Routine Maintenance - Bathometric Survey/Soundings		20,000
5050-17 Routine Maintenance - Seagull Island/AgriDome		50,000
5050-3 Routine Maintenance - North Pier - Dock 1	3,041	5,000
5050-6 Routine Maintenance - Dock 2	1,025	5,000
5050-7 Routine Maintenance - Dock 3		5,000
5050-8 Routine Maintenance - Dock 4		5,000
5050-18 Routine Maintenance - Dock 4A		5,000
5050-9 Routine Maintenance - Dock 5	1,496	5,000
5050-10 Routine Maintenance - Dock 6		5,000
5050-11 Routine Maintenance - Dock 7	4,353	5,000
5050-13 Routine Maintenance - Dock 8		5,000
5060 Dredging - Short-term and long-term	10,389	35,000
5070 Navigation Aids & Icebreaking		-
Sub-Total Routine Maintenance	70,171	213,500
5080 Major Maintenance	1,593	-

5080-1 Major Maintenance - North & South Breakwater		50,000
5080-13 Major Maintenance - Snug Harbour	701,761	45,000
5080-15 Major Maintenance - Can-Agri Dome	5,690	30,000
5080-2 Major Maintenance - South Pier		50,000
5080-4 Major Maintenance - Maitland River Wall		
5080-5 Major Maintenance - North Harbour Road	5,000	-
5080-3 Major Maintenance - North Pier - Dock 1	150,723	65,000
5080-6 Major Maintenance - Dock 2	101,924	40,000
5080-7 Major Maintenance - Dock 3	749	50,000
5080-8 Major Maintenance - Dock 4		20,000
5080-16 Major Maintenance - Dock 4A		25,000
5080-9 Major Maintenance - Dock 5		15,000
5080-10 Major Maintenance - Dock 6		15,000
5080-11 Major Maintenance - Dock 7		30,000
5080-12 Major Maintenance - Dock 8		30,000
Sub-Total Major Maintenance	967,439	465,000
5150 Harbour Expansion		
5150-1 Harbour Expansion - North Breakwall		5,000
5150-2 Harbour Expansion - South Pier		
5150-3 Harbour Expansion - North Pier		
5150-4 Harbour Expansion - Wharf Extension (Land Creation)	7,029	65,000
5150-5 Harbour Expansion - North Harbour Road		
5150-6 Harbour Expansion - Environmental Assessment		5,000
5150-7 Harbour Expansion - South Breakwall		
5150-8 Harbour Expansion - Legal		
5240 Permits		
5400 Can-AgriDome Land Lease		39,483
5250 Insurance	201,362	210,000
5260 Legal fees	29,508	30,000
5270 Audit Fees	10,530	12,000
5280 Contractor Services	303,949	320,000
5281 Contractor Services - Agri-Dome		30,000
5290 Consulting Services	2,704	-
5290-2 Consulting Services - Green Marine	4,531	10,000
5290-5 Consulting Services - Wellington Dupont	99,000	108,000
5290-4 Consulting Services - Town Rebate for Wellington Dupont	- 50,000	- 50,000
5340 Town of Goderich Qtr Reserve Payments	308,119	312,740
5345 Bank charges	380	250
5500 Bad debts		
<b>Total Expense</b>	<b>2,032,680</b>	<b>1,854,223</b>
<b>Other Income</b>		
4120 Office Sublease Income	11,183	12,096
4140 Interest Income	175,649	175,000
<b>Total Other Income</b>	<b>186,832</b>	<b>187,096</b>
<b>Other Expense</b>		
5320 Other Expenses	5,497	5,000
<b>Total Other Expense</b>	<b>5,497</b>	<b>5,000</b>
<b>Net Surplus (Deficit)</b>	<b>150,478</b>	<b>413,462</b>

Goderich Port Management Corporation							
Five Year Budget Forecast							
	2024 Actuals	2025 Budget	2026 Forecast	2027 Forecast	2028 Forecast	2029 Forecast	2030 Forecast
Income							
4000 Harbour Fees - Canadian Vessels	63,142	62,000	63,240	64,505	65,795	67,111	68,453
4010 Harbour Fees - Foreign Vessels	18,016	20,000	20,400	20,808	21,224	21,649	22,082
4020 Wharfage and Transfer Fees - Grain	206,490	210,000	214,200	218,484	222,854	227,311	231,857
4030 Wharfage and Transfer Fees - Calcium Chloride	27,873	28,291	28,857	29,434	30,023	30,623	31,236
4040 Wharfage and Transfer Fees - Salt	1,538,166	1,561,238	1,592,463	1,624,313	1,656,799	1,689,935	1,723,733
4050 Wharfage and Transfer Fees - AgriDome	-	50,000	51,000	52,020	53,060	54,122	55,204
4060 Wharfage and Transfer Fees - Tomlinson	41,619	40,000	40,800	41,616	42,448	43,297	44,163
4070 Berthage - Canadian Vessels	102,674	110,000	112,200	114,444	116,733	119,068	121,449
4095 Dock 2 Tour Boat Fees		21,000	21,420	21,848	22,285	22,731	23,186
4130 Other Fees			-	-	-	-	-
4200 GPMC User Discount	- 16,160	- 15,000	- 15,300	- 15,606	- 15,918	- 16,236	- 16,561
4250 Sales of Services Income - AgriDome							
Total Income	1,981,821	2,087,530	2,129,280	2,171,866	2,215,303	2,259,609	2,304,801
Expense							
5000 President's Reimbursements	30,280	30,000	30,600	31,212	31,836	32,473	33,122
5010 Utilities - Water	1,219	1,250	1,275	1,301	1,327	1,353	1,380
5020 Utilities - Hydro	17,334	20,000	20,400	20,808	21,224	21,649	22,082
5040 Office Supplies/Equipment	13,779	10,000	10,200	10,404	10,612	10,824	11,041
5045 Industry Engagement/Memberships	3,250	5,000	5,100	5,202	5,306	5,412	5,520
5046 Marketing/Advertising	12,098	12,000	12,240	12,485	12,734	12,989	13,249
5050 Routine Maintenance - Office	9,270	8,000	8,160	8,323	8,490	8,659	8,833
5050-1 Routine Maintenance - North & South Breakwater	9,206	10,000	10,200	10,404	10,612	10,824	11,041
5050-2 Routine Maintenance - South Pier	1,032	2,500	2,550	2,601	2,653	2,706	2,760
5050-16 Routine Maintenance - Access Gates	2,935	3,000	3,060	3,121	3,184	3,247	3,312
5050-15 Routine Maintenance - Snug Harbour	5,177	5,000	5,100	5,202	5,306	5,412	5,520
5050-4 Routine Maintenance - Maitland River Wall			-	-	-	-	-
5050-5 Routine Maintenance - North Harbour Road	22,247	10,000	10,200	10,404	10,612	10,824	11,041
5050-19 Routine Maintenance - Underwater Inspections		25,000	25,500	26,010	26,530	27,061	27,602
5050-18 Routine Maintenance - Bathometric Survey/Soundings		20,000	20,400	20,808	21,224	21,649	22,082
5050-17 Routine Maintenance - Seagull Island/AgriDome		50,000	51,000	52,020	53,060	54,122	55,204
5050-3 Routine Maintenance - North Pier - Dock 1	3,041	5,000	5,100	5,202	5,306	5,412	5,520
5050-6 Routine Maintenance - Dock 2	1,025	5,000	5,100	5,202	5,306	5,412	5,520
5050-7 Routine Maintenance - Dock 3		5,000	5,100	5,202	5,306	5,412	5,520
5050-8 Routine Maintenance - Dock 4		5,000	5,100	5,202	5,306	5,412	5,520
5050-18 Routine Maintenance - Dock 4A		5,000	5,100	5,202	5,306	5,412	5,520
5050-9 Routine Maintenance - Dock 5	1,496	5,000	5,100	5,202	5,306	5,412	5,520
5050-10 Routine Maintenance - Dock 6		5,000	5,100	5,202	5,306	5,412	5,520
5050-11 Routine Maintenance - Dock 7	4,353	5,000	5,100	5,202	5,306	5,412	5,520
5050-13 Routine Maintenance - Dock 8		5,000	5,100	5,202	5,306	5,412	5,520
5060 Dredging - Short-term and long-term	10,389	35,000	35,700	36,414	37,142	37,885	38,643
5070 Navigation Aids & Icebreaking		-	-	-	-	-	-
Sub-total Routine Maintenance	70,171	213,500	217,770	222,125	226,568	231,099	235,721

5080 Major Maintenance	1,593	-	-	-	-	-	-
5080-1 Major Maintenance - North & South Breakwater		50,000	51,000	52,020	53,060	54,122	55,204
5080-13 Major Maintenance - Snug Harbour	701,761	45,000	45,900	46,818	47,754	48,709	49,684
5080-15 Major Maintenance - Can-Agri Dome	5,690	30,000	30,600	31,212	31,836	32,473	33,122
5080-2 Major Maintenance - South Pier		50,000	51,000	52,020	53,060	54,122	55,204
5080-4 Major Maintenance - Maitland River Wall			-	-	-	-	-
5080-5 Major Maintenance - North Harbour Road	5,000	-	-	-	-	-	-
5080-3 Major Maintenance - North Pier - Dock 1	150,723	65,000	66,300	67,626	68,979	70,358	71,765
5080-6 Major Maintenance - Dock 2	101,924	40,000	40,800	41,616	42,448	43,297	44,163
5080-7 Major Maintenance - Dock 3	749	50,000	51,000	52,020	53,060	54,122	55,204
5080-8 Major Maintenance - Dock 4		20,000	20,400	20,808	21,224	21,649	22,082
5080-16 Major Maintenance - Dock 4A		25,000	25,500	26,010	26,530	27,061	27,602
5080-9 Major Maintenance - Dock 5		15,000	15,300	15,606	15,918	16,236	16,561
5080-10 Major Maintenance - Dock 6		15,000	15,300	15,606	15,918	16,236	16,561
5080-11 Major Maintenance - Dock 7		30,000	30,600	31,212	31,836	32,473	33,122
5080-12 Major Maintenance - Dock 8		30,000	30,600	31,212	31,836	32,473	33,122
Sub-Total Major Maintenance	967,439	465,000	474,300	483,786	493,462	503,331	513,398
5150 Harbour Expansion							
5150-1 Harbour Expansion - North Breakwall		5,000	5,100	5,202	5,306	5,412	5,520
5150-2 Harbour Expansion - South Pier			-	-	-	-	-
5150-3 Harbour Expansion - North Pier			-	-	-	-	-
5150-4 Harbour Expansion - Wharf Extension (Land Creation)	7,029	65,000	66,300	67,626	68,979	70,358	71,765
5150-5 Harbour Expansion - North Harbour Road			-	-	-	-	-
5150-6 Harbour Expansion - Environmental Assessment		5,000	5,100	5,202	5,306	5,412	5,520
5150-7 Harbour Expansion - South Breakwall			-	-	-	-	-
5150-8 Harbour Expansion - Legal			-	-	-	-	-
5240 Permits			-	-	-	-	-
5400 Can-AgriDome Land Lease		39,483	40,273	41,078	41,900	42,738	43,593
5250 Insurance	201,362	210,000	214,200	218,484	222,854	227,311	231,857
5260 Legal fees	29,508	30,000	30,600	31,212	31,836	32,473	33,122
5270 Audit Fees	10,530	12,000	12,240	12,485	12,734	12,989	13,249
5280 Contractor Services	303,949	320,000	326,400	332,928	339,587	346,378	353,306
5281 Contractor Services - Agri-Dome		30,000	30,600	31,212	31,836	32,473	33,122
5290 Consulting Services	2,704	-	-	-	-	-	-
5290-2 Consulting Services - Green Marine	4,531	10,000	10,200	10,404	10,612	10,824	11,041
5290-5 Consulting Services - Wellington Dupont	99,000	108,000	110,160	112,363	114,610	116,903	119,241
5290-4 Consulting Services - Town Rebate for Wellington Dupont	- 50,000	- 50,000	- 51,000	- 52,020	- 53,060	- 54,122	- 55,204
5340 Town of Goderich Qtr Reserve Payments	308,119	312,740	318,995	325,375	331,882	338,520	345,290
5345 Bank charges	380	250	255	260	265	271	276
5500 Bad debts							
<b>Total Expense</b>	<b>2,032,680</b>	<b>1,854,223</b>	<b>1,891,308</b>	<b>1,929,134</b>	<b>1,967,717</b>	<b>2,007,071</b>	<b>2,047,212</b>
<b>Other Income</b>							
4120 Office Sublease Income	11,183	12,096	12,338	12,585	12,836	13,093	13,355
4140 Interest Income	175,649	175,000	178,500	182,070	185,711	189,426	193,214
<b>Total Other Income</b>	<b>186,832</b>	<b>187,096</b>	<b>190,838</b>	<b>194,655</b>	<b>198,548</b>	<b>202,519</b>	<b>206,569</b>
<b>Other Expense</b>							
5320 Other Expenses	5,497	5,000	5,100	5,202	5,306	5,412	5,520
<b>Total Other Expense</b>	<b>5,497</b>	<b>5,000</b>	<b>5,100</b>	<b>5,202</b>	<b>5,306</b>	<b>5,412</b>	<b>5,520</b>

Net Surplus (Defifict)	130,476	415,402	423,710	432,185	440,828	449,645	458,638
Assumptions							
1. 2% revenue and cost inflation per year starting in 2026							
2. North Harbour Road originally planned for 2026 has been postponed (ongoing Port Expansion lobbying, and 2 Year Rebuild Downtown Infrastructure Project-concludes in 2026)							
3. A further capital project could be on the horizon - raising of the breakwalls if the water levels rise again-\$7,500,000 (estimated cost)							



# Project Proposal

Prepared for: Goderich Town Council.

Prepared by: Town of Goderich Municipal and Marine Heritage Committee

June 19, 2025

### Introduction

Several large map signs, located at intervals along the John C. Grace Boardwalk, help guide visitors to Goderich navigate the main features of the town's unique waterfront amenities.

In the past, a few of the installations exhibited the map sign on one side of the supporting posts, and a blank plywood surface on the other. The blank plywood surfaces needed embellishment, and the Municipal and Marine Heritage Committee considered designing heritage themed signs to augment the Marine Heritage Walk signs that existed at strategic locations along the boardwalk.

To this end, much research, together with preliminary designs, was done as part of the Committee's work plan. It was considered that Rotary Cove was an important component for the heritage themed signs. The Rotary Club of Goderich was approached to review the design specific to Rotary Cove. Following some adjustments, that included adding the club's QR code graphic, the final design interpretation was approved by the club's executive.

It had also been considered that two corporate brands – namely Compass Minerals and Parrish & Heimbecker – could be added to the waterfront signage. This separate exercise would be the two companies' responsibility.

### Implementation

Subsequent to the original intention, it appears that the previous mentioned blank plywood surfaces were covered with duplications of the map signs. That said, the Committee was advised by town staff that duplicate map signs could be removed and the heritage themed signs substituted. The signs themselves are attached to the plywood surface with removable screw hardware.

In the interest of time, four heritage themed signs were finalized, and the artwork submitted to a local manufacturer – the Goderich Print Shop – to obtain quotations as part of the Town Council approval process prior to ordering.

Cost of signs – 4 Rotary Cove Signs, 36 in. x 96 in. White Aluminum Composite Board, digitally printed on 1 side – \$1,357.03, plus 13% HST \$176.41 = \$1,533.44 TOTAL. According to the Municipal and Marine Heritage Committee's budget, funding for the signs would be covered by the 8150 account.

# Project Proposal

Prepared for: Goderich Town Council.

Prepared by: Town of Goderich Municipal and Marine Heritage Committee

June 10, 2025

## **Slide Presentation**

To give a visualization of the extent of the project, the following slide presentation shows details of the four individual heritage themed signs, together with suggested locations; also for the two corporate brand signs.

## **Q & A Session**

# Waterfront Heritage Signs

A project of the  
Town of Goderich Municipal and Marine Heritage Committee,  
henceforth known as the MMHC.



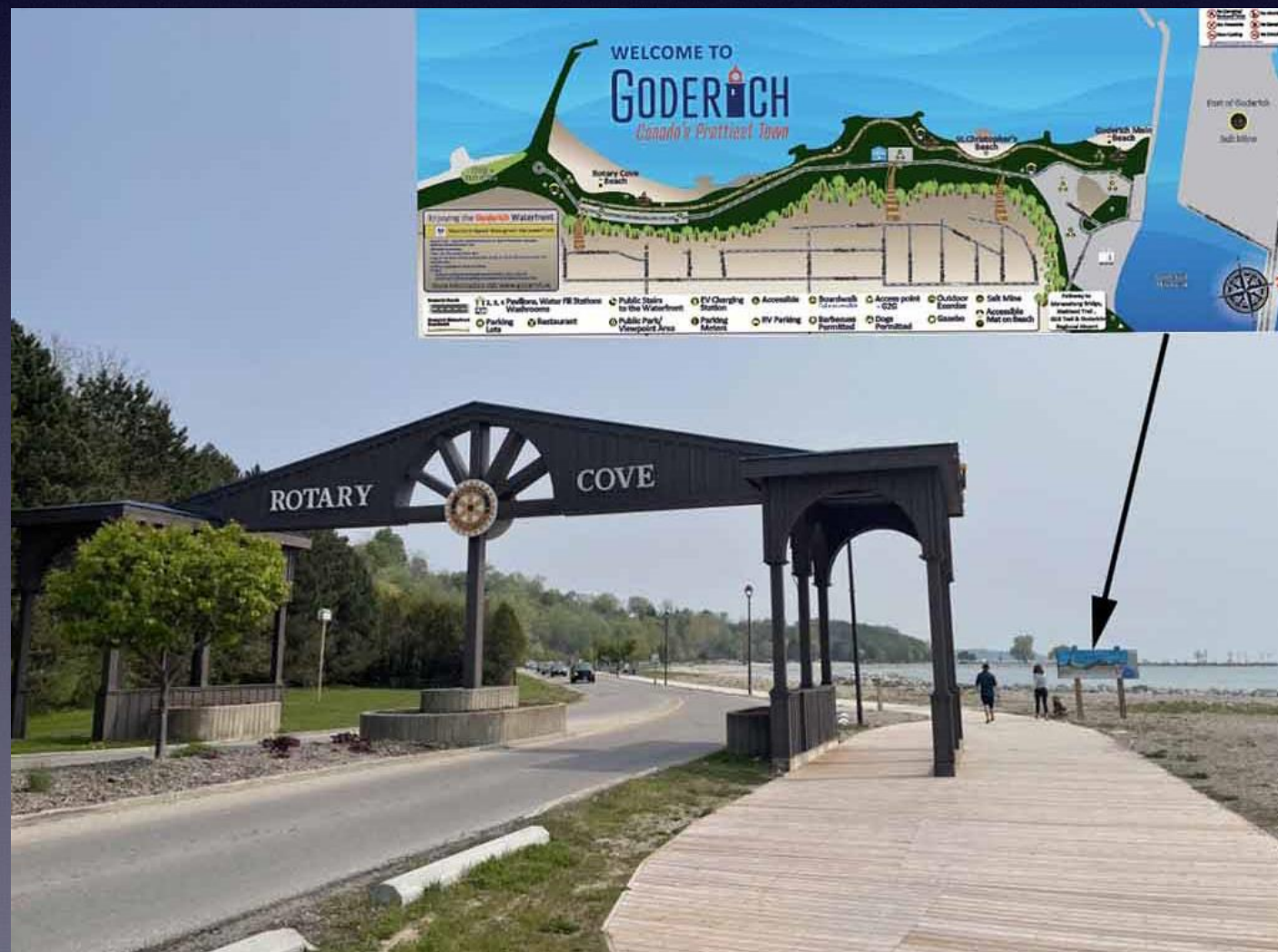
# Waterfront Heritage Signs

- For the benefit of visitors, waterfront map signs are located along the John C. Grace Boardwalk.
- As part of the MMHC work plan, heritage themed information signs have been designed as possible alternative signs and installed at selected locations.
- The themes reflect historical events or features that are significant to the waterfront.



# Waterfront Heritage Signs

- An example of a typical waterfront map sign and location.

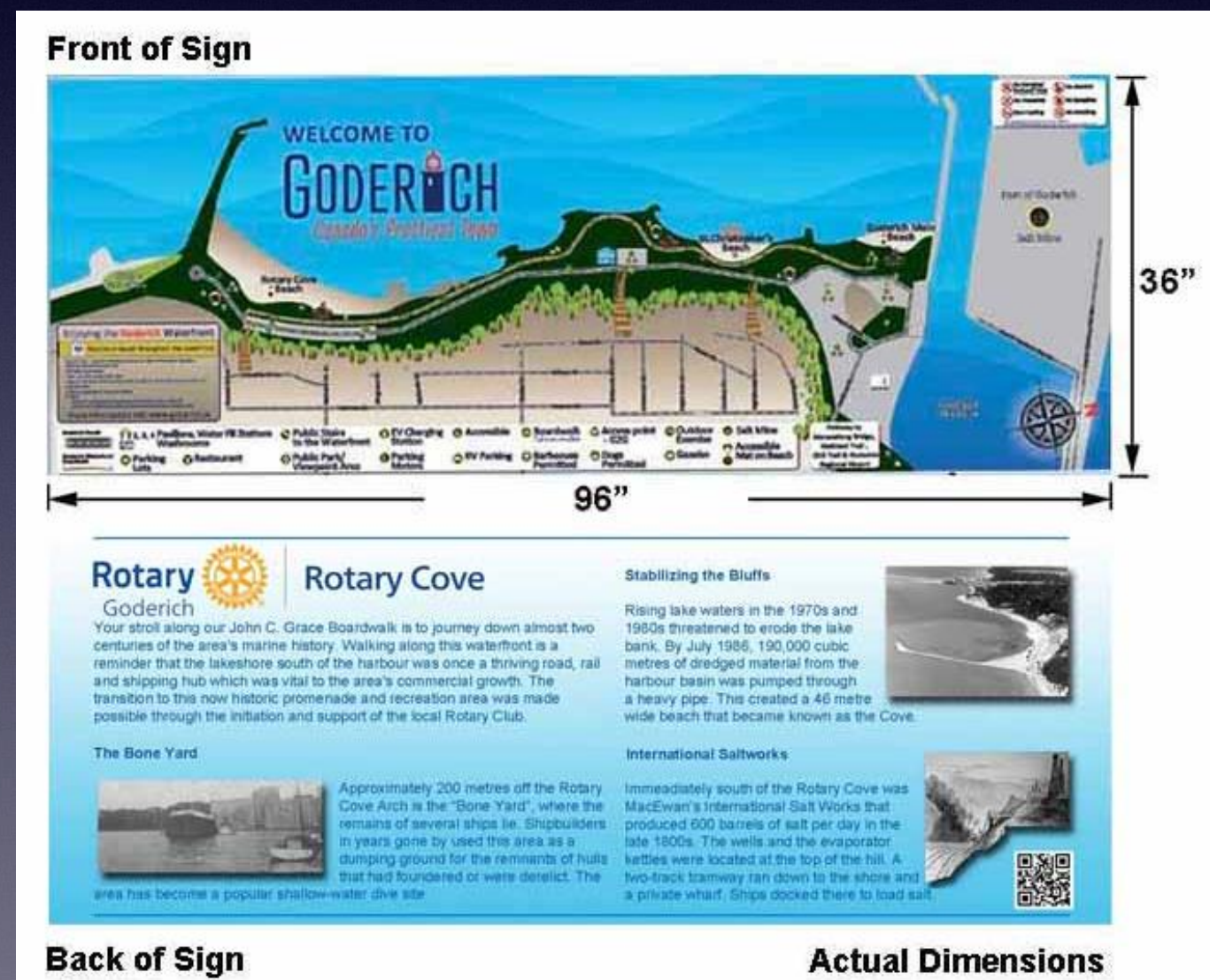


Typical Map Sign and Location



# Waterfront Heritage Sign Concepts

- This slide shows an example of the waterfront map sign and a conceptual heritage sign.

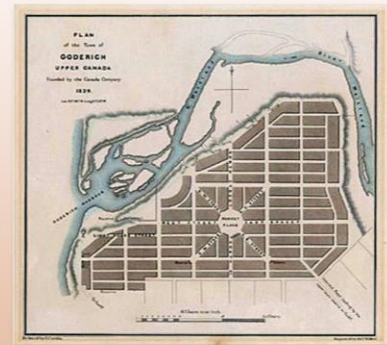




# Waterfront Heritage Sign Concepts

- Following are representations of the heritage themed information signs – starting with the Menesetung River Mouth and Indigenous Peoples.

## Menesetung River Mouth and Indigenous Peoples



### Mouth of the Menesetung River

Menesetung is the Anishinaabek name for the watershed in Huron, Perth and Wellington counties, which is known today as four branches of the Maitland River. The river mouth at Lake Huron was surveyed by PLS Mahlon Burwell and John McDonald as part of the Canada Company's initial exploration of the Huron Tract. The town of Goderich was founded by the Canada Company's John Galt and William 'Tiger' Dunlop in 1827, who named it after Viscount Goderich, the former Prime Minister of Britain. The Menesetung was renamed in honour of Sir Peregrine Maitland, Lieutenant-Governor of Upper Canada from 1818 to 1828.



### Indigenous Peoples at the River Mouth

The town of Goderich is situated on the traditional territories of the Anishinaabek, Haudenosaunee, Wendat and Neutral peoples, whose stewardship of lands within the Great Lakes basin dates back countless generations. In his 1927 diary and annotated plan of the mouth of the River Menesetung at Lake Huron (pictured far left), PLS Mahlon Burwell notes that "patches of corn" were cultivated by Indigenous peoples on the largest island in the delta. In the watercolour painting (pictured above), British naval surgeon George Russell Dartnell also records that a Potawatami Indigenous group was encamped in wigwams on the beach near Goderich, on October 8, 1842.

This sign is a project of the Goderich Municipal and Marine Heritage Committee, 2025.

Waterfront Heritage Sign Concept



# Waterfront Heritage Sign Concepts

- A heritage themed information sign recognizing the tragedy of The Great Storm of 1913.

## The Great Storm of 1913

In a storm that struck Lake Huron on November 9, 1913, ten lake freighters were lost. Seven of them vanished – ranging from the 30-year old, 270-foot “Wexford” to the 550-foot “James Curruthers”, launched six months earlier at Collingwood. The bulk of the wreckage was cast up on the shore of Huron County, where recovery and identification of the crews’ bodies were directed by a Lake Carriers’ Association committee based at Goderich. The storm, which ravaged the Great Lakes region for three days, destroyed a total of 19 vessels and resulted in the stranding of 19 others, with a loss of 244 lives.



The “Wexford”



The “James Curruthers”



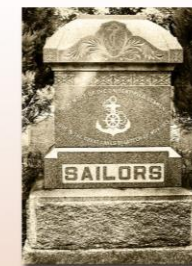
Finding the Victims



Outside Brophey's Funeral Home



Funeral Procession on The Square



Memorial in Maitland Cemetery



Memorial Sculpture, 2013 Centennial



This sign is a project of the Goderich Municipal and Marine Heritage Committee, 2025.

Waterfront Heritage Sign Concept



# Waterfront Heritage Sign Concepts

- A heritage themed information sign recognizing Opening the Land for Settlement

## Opening the Land for Settlement

Some of the names associated with surveying what was to become the Huron Tract.

Samuel de Champlain and Etienne Brulé: 1632 map of New France.

Admiral Henry Wolsey Bayfield: 1815-1817 survey of the eastern shoreline of Lake Huron.

PLS Mahlon Burwell, David Gibson, John McDonald; together with William 'Tiger' Dunlop: 1827 survey of the Bridal Road.

May 1827, Burwell, Gibson, McDonald and Dunlop made an exploratory survey designed to push through a road from Guelph to Lake Huron and establish a proof line (the Bridal Road) through the Huron Tract. It was later abandoned.

Burwell then surveyed a square half-acre on the left bank of the River Menesetung and had his team clear the underbrush, cut some logs and start to build what would become the first house in Goderich.



1800s Map.



Mouth of the River Menesetung. Settlers First Sight of the Huron Tract.

This sign is a project of the Goderich Municipal and Marine Heritage Committee, 2025.


Waterfront Heritage Sign Concept



# Waterfront Heritage Sign Concepts

- A heritage themed information sign recognizing the historical significance of the Rotary Cove.


**Rotary**  
Goderich



## Rotary Cove

Your stroll along our John C. Grace Boardwalk is to journey down almost two centuries of the area's marine history. Walking along this waterfront is a reminder that the lakeshore south of the harbour was once a thriving road, rail and shipping hub that was vital to the area's commercial growth. The transition to this now historic promenade and recreation area was made possible through the initiation and support of the local Rotary Club.


### The Bone Yard



Approximately 200 metres off the Rotary Cove Arch is the "Bone Yard", where the remains of several ships lie. Shipbuilders in years gone by used this area as a dumping ground for the remnants of hulls that had foundered or were derelict. The area has become a popular shallow-water dive site.



### Stabilizing the Bluffs

Rising lake waters in the 1970s and 1980s threatened to erode the lake bank. By July 1986, 190,000 cubic metres of dredged material from the harbour basin was pumped through a heavy pipe. This created a 46 metre wide beach that became known as the Cove.



### International Salt Works

Immediately south of the Rotary Cove was MacEwan's International Salt Works that produced 600 barrels of salt per day in the late 1800s. The wells and the evaporator kettles were located at the top of the hill. A two-track tramway ran down to the shore and a private wharf. Ships docked there to load salt.



This sign is a project of the Goderich Municipal and Marine Heritage Committee, 2025.

## Waterfront Heritage Sign Concept

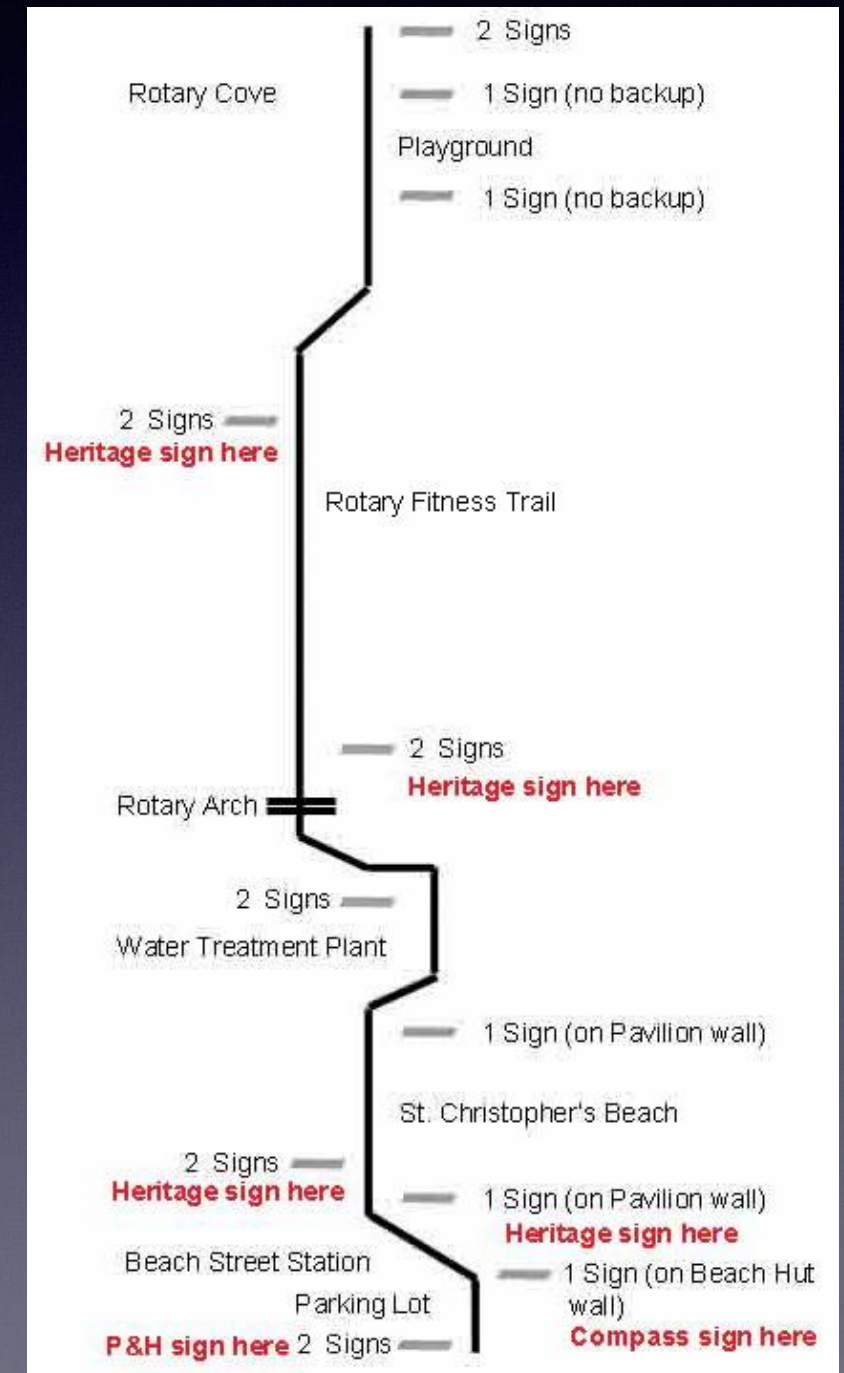


# Waterfront Corporate Signs

- In tandem with the installation of heritage themed information signs, two additional signs; one sponsored by Compass Minerals, and the other sponsored by Parrish & Heimbecker Ltd. could be made available for display.
- They are strictly corporate identities, and do not reflect any association with the heritage themes. Their design and availability are solely the responsibility of the two sponsors.

# Waterfront Signs Locations and Installations

- Four heritage themed information signs and two corporate signs can be installed at the locations shown in red along the John C. Grace Boardwalk.





# Waterfront Heritage Signs

- Cost estimate supplied by local sign producer, the Goderich Print Shop.
- 4 Waterfront Heritage Signs, 36 x 96 White Aluminum Composite Board, digitally printed on 1 side.
- \$ 1,357.03 plus HST13% \$176.41
- TOTAL – \$1533.44
- Financed from MMHC funds specifically allocated for this project. A/c 8150 – 2024 Budget: \$3,000.00.



# Waterfront Heritage Signs

- Upon Town Council approval, the signs will be ordered and delivered.
- The Town Works Department is responsible for installing the four heritage themed signs at locations determined by the MMHC.

# Waterfront Heritage Signs

- Your questions and concerns are invited.
- Thank you.

## Staff Report

**To:** Mayor Bazinet and Members of Council  
**Report From:** Andrea Fisher, Director of Legislative Services/Clerk  
**Meeting Date:** July 7, 2025  
**Subject:** Integrity Commissioner and Closed Meeting Investigator and Municipal Ombudsman, Town of Goderich  
**Attachment(s):** 1) By-Law 88 of 2021 – Principals Integrity Professional Services Agreement

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### **Recommendation:**

That Goderich Town Council authorize staff to proceed with a Request for Proposal for an Integrity Commissioner, Closed Meeting Investigator and Municipal Ombudsman.

### **Report Summary:**

To request Council's authorization to proceed with a Request for Proposal for an Integrity Commissioner, Closed Meeting Investigator and Municipal Ombudsman.

### **Background and Analysis:**

Council, at the July 12, 2021, meeting, authorized a Professional Services Contract with Principles Integrity to fulfill the services of Integrity Commissioner, Closed Meeting Investigator, and Municipal Ombudsman for the Town of Goderich. This Professional Services Contract is set to expire on July 11, 2025, and may be extended or renewed upon mutual agreement of the parties. Therefore, Council has the option to renew the contract or proceed with an RFP process to engage the above services to proponents, with a staff recommendation back to Council. Staff recommend proceeding with an RFP for these services with the option of a three-year term renewal. A detailed evaluation process of the RFP submissions would be undertaken by the Chief Administrative Officer and Director of Legislative Services/Clerk with a recommendation back to Council.

Bill 68, The Modernizing Ontario's Municipal Legislation Act, received Royal Assent on May 30, 2017. This Bill included a large number of changes to the provisions of the Municipal Act and imposed new and important obligations on Municipalities. One of these changes was the requirement that the public and municipal Councillors have access to an Integrity Commissioner, with broadened powers to investigate conflict of interest complaints and provide advice to Councillors.



## **Integrity Commissioner**

The standards of conduct expected of elected and appointed officials have been written in legislation and other binding documents, the most important of which are the Code of Conduct and the Municipal Conflict of Interest Act. The Integrity Commissioner is a neutral, independent officer who oversees the conduct of elected and appointed officials at the Town of Goderich. The Integrity Commissioner operates independently of the Town Council and Town Administration and is in place to help ensure that Members of Council perform their functions in accordance with the Code of Conduct, and other procedures, rules, or policies governing their ethical behavior.

Members of Council and local boards are required to serve the public interest by upholding the letter and spirit of these standards. Specifically, these standards of conduct require the Town's elected and appointed officials to:

- serve constituents and the public in a conscientious and diligent manner;
- act with integrity;
- avoid conflicts of interest and improper use of influence; and,
- arrange their private affairs in a way that promotes public confidence and will bear close public scrutiny.

## **Closed Meeting Investigator and Ombudsman Services**

The Ontario Municipal Act allows for any person to request that an investigation be undertaken respecting whether a municipality, local board, or a committee of either has complied with the closed meeting rules contained within section 239 of the Municipal Act.

### **Closed Meeting Investigation Process**

- An individual files a written request for investigation with the Clerk of the municipality
- The municipality sends the request and background documentation to the Investigator
- Initial review by Investigator will result in a decision to proceed, or not proceed, with a reason, or withdrawal of request
- If the decision is to proceed, the investigation is completed
- Draft report filed and peer-reviewed by Investigator
- Final report prepared and submitted to Council or the Local Board
- The report is made public by the municipality

**Linkage:**

- Corporate Strategic Plan Priority #4: Good Government

**Financial Impacts and/or Source of Funding:**

Based off of the current agreement with Principles Integrity, the Town pays an annual retainer of \$1,250.00, plus an hourly rate of \$250.00 for the performance of duties under the agreement, plus any meeting attendance and mileage fees.

**Consulted With:**

**Approved By:**

Janice Hallahan, Chief Administrative Officer



**THE CORPORATION OF THE TOWN OF GODERICH  
BY-LAW NO. 88 OF 2021**

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**A BY LAW TO AUTHORIZE THE MAYOR AND CLERK TO EXECUTE AND AFFIX  
THE CORPORATE SEAL TO A PROFESSIONAL SERVICES AGREEMENT  
BETWEEN THE CORPORATION OF THE TOWN OF GODERICH AND  
PRINCIPLES INTEGRITY**

---

**WHEREAS** Section 223.3 (1) of the *Municipal Act, 2001* authorizes the Town to appoint an Integrity Commissioner who reports to Council and who is responsible for performing in an independent manner the functions assigned by legislation and by Council pursuant to that legislation;

**AND WHEREAS** Section 223.13 (1) of the *Municipal Act, 2001* authorizes the Town to appoint an Ombudsman who reports to Council and who is responsible for performing in an independent manner the functions assigned by legislation and by Council pursuant to that legislation;

**AND WHEREAS** Section 239.2 (1) of the *Municipal Act, 2001* authorizes the Town to appoint an investigator, commonly referred to as a Closed Meeting Investigator, who has the function to investigate in an independent manner, on a complaint made by any person, whether the municipality or a local board has complied with Section 239 of the *Municipal Act, 2001* or the Town's procedure by-law, in respect of a meeting or part of a meeting that was closed to the public, and to report on the investigation;

**AND WHEREAS** Town Council has appointed Principles *Integrity* as its Integrity Commissioner, Ombudsman and Closed Meeting Investigator commencing on July 12, 2021 for the term specified herein subject to such extension(s) as the Parties may agree, to perform the duties and responsibilities of those offices pursuant to the terms of the legislation and this agreement;

**AND WHEREAS** the Council of the Corporation of the Town of Goderich deems it necessary and desirable to execute a Professional Services Agreement between the Corporation of the Town of Goderich and Principles Integrity;

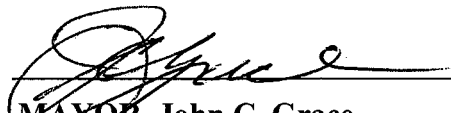
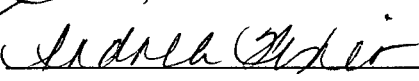
**AND WHEREAS** this Professional Services Agreement is attached hereto and forms part of this By-Law;

**AND WHEREAS** the Corporation of the Town of Goderich is agreeable to the terms of this Professional Services Agreement.

**NOW THEREFORE THE MUNICIPAL COUNCIL OF THE CORPORATION OF THE TOWN OF GODERICH ENACTS AS FOLLOWS:**

1. That the Mayor and Clerk are hereby authorized to execute and affix the Corporate Seal to the attached Professional Services Agreement between the Corporation of the Town of Goderich and Principles Integrity.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 12<sup>th</sup>  
DAY OF JULY, 2021.**

  
\_\_\_\_\_  
MAYOR, John C. Grace  
  
\_\_\_\_\_  
CLERK, Andrea Fisher



**THIS AGREEMENT** is made as of this 12th day of July, 2021

BETWEEN:

**THE CORPORATION OF THE TOWN OF GODERICH**

(hereinafter called the "Town")

- and -

**PRINCIPLES INTEGRITY, through its principals  
Jeffrey A. Abrams and Janice Atwood-Petkovski**

(hereinafter called the "Integrity  
Commissioner")

**Professional Services Agreement**

WHEREAS Section 223.3 (1) of the *Municipal Act, 2001* authorizes the Town to appoint an Integrity Commissioner who reports to Council and who is responsible for performing in an independent manner the functions assigned by legislation and by Council pursuant to that legislation;

WHEREAS Section 223.13 (1) of the *Municipal Act, 2001* authorizes the Town to appoint an Ombudsman who reports to Council and who is responsible for performing in an independent manner the functions assigned by legislation and by Council pursuant to that legislation;

WHEREAS Section 239.2 (1) of the *Municipal Act, 2001* authorizes the Town to appoint an investigator, commonly referred to as a Closed Meeting Investigator, who has the function to investigate in an independent manner, on a complaint made by any person, whether the municipality or a local board has complied with Section 239 of the *Municipal Act, 2001* or the Town's procedure by-law, in respect of a meeting or part of a meeting that was closed to the public, and to report on the investigation;

WHEREAS Town Council has appointed Principles *Integrity* as its Integrity Commissioner, Ombudsman and Closed Meeting Investigator commencing on July 12, 2021 for the term specified herein subject to such extension(s) as the Parties may agree, to perform the duties and responsibilities of those offices pursuant to the terms of the legislation and this agreement;

NOW THEREFORE, in consideration of the foregoing background, the covenants in this Agreement, and other good and valuable consideration (the receipt and adequacy of which are hereby acknowledged), the Parties agree as follows:

**1.1 Definitions**

In this Agreement, the following terms shall have the following meanings:

"Advice" means a request by Town Council or a Member of Town Council, or a Member of a local board of the Town, requesting the Integrity Commissioner to provide a general or specific interpretation of:

- (i) obligations under the Code of Conduct applicable to the Member;
- (ii) obligations under a provision of any procedure, rule or policy of the Town or local board of the municipality, as the case may be, governing the ethical behaviour of Members;
- (iii) obligations under the *Municipal Conflict of Interest Act*;

and further, general governance advice to the Town or its representatives on matters regarding which good governance supports accountability and

transparency.

"Agreement" means this Agreement;

"Clerk" means the Clerk of the Town of Goderich, or his/her designate;

"Code of Conduct" means any code of conduct adopted from time to time in respect of the Members of Council or of a local board of the municipality, but excludes any code of conduct applying to staff of the Town or a local board;

"Complaint" is a request asking the Integrity Commissioner to conduct an inquiry into an alleged contravention of a Code of Conduct or of the *Municipal Conflict of Interest Act* ("MCIA"), a provision of any procedure, rule or policy of the municipality or local board of the municipality, as the case may be, governing the ethical behaviour of Members, a matter within the jurisdiction of an Ombudsman appointed under Section 223.13 of the *Municipal Act, 2001*, or a matter within the jurisdiction of a Closed Meeting Investigator under Sections 239.1 and 239.2 of the *Municipal Act, 2001*;

"Member" means a Member of the Council of the Town, or a Member of a local board of the Town.

## 1.2 Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario and the laws of Canada applicable therein, and as may be amended from time to time, and shall be treated in all respects as an Ontario contract.

## 2.0 Duties

2.1 Subject to and in accordance with applicable legislation and the terms of this Agreement, the Town retains the Integrity Commissioner to carry out the duties of the position in an independent manner, and the Integrity Commissioner agrees to assume this role and carry out the role of the Integrity Commissioner as it may be defined from time to time in legislation and as otherwise contemplated by this Agreement.

2.2 The role of the Integrity Commissioner includes the following duties:

- a. to provide advice on the application of the Code of Conduct, and on Town policies, procedures, protocols and rules relating to the ethical conduct of Members, and the *Municipal Conflict of Interest Act*;
- b. to conduct inquiries in response to a complaint regarding whether a Member has contravened the Code of Conduct, Town policies, procedures, protocols and rules relating to the ethical conduct of Members, or sections 5, 5.1. or 5.2 of the *Municipal Conflict of Interest Act*;
- c. to provide opinions on policy matters and make other reports to Council as requested on issues of ethics and integrity;
- d. to provide educational information and training to Council, to Members and to the public on matters related to the Code of Conduct and issues of ethics and integrity and to the *Municipal Conflict of Interest Act*;
- e. to provide general information to members of the public, on request, about the Code of Conduct, the Complaint Protocol and the availability of complaint resolution services or referrals as contemplated by the

Complaint Protocol;

- f. to maintain custody and control of the Integrity Commissioner's complaint and inquiry files and, on completion of his or her term of appointment, to transfer open files relating to ongoing matters to the incoming Integrity Commissioner appointed by Council;
  - g. to provide such other services respecting ethical and integrity matters as assigned by Council or as may be required by the *Municipal Act, 2001*;
  - h. to provide a periodic report to Council respecting the advice, education and investigations carried out in the previous year, and developments or recommendations of significance related to the role of the Integrity Commissioner;
  - i. to investigate in an independent manner as the Ombudsman, any decision or recommendation made or act done or omitted in the course of the administration of the municipality, its local boards and such municipally-controlled corporations as may be specified from time to time, and affecting any person or body of persons in his, her or its personal capacity;
  - j. to investigate in an independent manner whether a municipality or local board has complied with S. 239 of the *Municipal Act, 2001* or the procedure by-law in respect of a meeting or part of a meeting that was closed to the public pursuant to Sections 239.1 and 239.2 of the *Municipal Act, 2001*; and
  - k. to provide Advice not otherwise specified, as requested
- 2.3 The Integrity Commissioner shall perform the duties expeditiously in an independent and professional manner, in compliance with all applicable laws. For greater certainty, the Integrity Commissioner is entitled to establish such procedures, practices, protocols and policies to support the performance of the Integrity Commissioner's duties in a manner which best serves the public interest.
- 2.4 The Integrity Commissioner acknowledges and advises that the principals of the Integrity Commissioner do not have any conflicts of interest that would interfere with carrying out the duties under this Agreement and that they will be impartial and neutral and shall perform all duties skillfully, competently, independently and in accordance with all applicable law.
- 2.5 The Integrity Commissioner may after first advising Members of Council in writing, delegate certain duties, including the exercise of powers under the *Municipal Conflict of Interest Act* or the *Public Inquiries Act*, and the duty to report on an inquiry, in circumstances where both principals of the Integrity Commissioner become aware of a private interest in a matter that conflicts or could be perceived to conflict with the proper administration of the Integrity Commissioner's role. The Integrity Commissioner recognizes and agrees that it has been selected by the Town to perform its duties based on the unique qualifications of its principals, and so any delegate will have qualifications, experience and expertise necessary to perform the duties to the same standard as the Integrity Commissioner.
- 2.6 The Town shall provide public access to all Codes of Conduct through its web site. The Town shall also provide information about the Codes of Conduct, the role of the Integrity Commissioner and the complaint process on its website. As such, the Integrity Commissioner's duties do not include development of a website or similar public information, but any concern surrounding appropriate



dissemination of information relevant to the duties of the Integrity Commissioner may be forwarded to the Clerk for consideration. Review of website content does not constitute part of the Integrity Commissioner's duties, unless specifically requested to do so by the Town.

- 2.7 The Town may in writing at any time after the execution of this Agreement or the commencement of the duties delete, extend, vary or otherwise alter the Code of Conduct and the duties forming the subject of this Agreement. The Town shall consult with the Integrity Commissioner prior to changing the duties. The Integrity Commissioner shall have the option of terminating this Agreement immediately if the scope of the duties is materially altered without the Integrity Commissioner's consent.

### 3.0 Fees

- 3.1 Commencing on July 12, 2021 the Town shall pay the Integrity Commissioner an annual retainer of \$1,250.00.
- 3.2 The Town shall pay the Integrity Commissioner a block fee of \$1750 per day for attendance, including preparation, at any meeting of Council or a local board for the purpose of conducting training or education. It is anticipated that the Integrity Commissioner will be called upon to provide at least one educational session.
- 3.3 For the performance of the remaining duties under this Agreement, the Town shall pay the Integrity Commissioner an hourly rate of \$250, to be billed monthly, subject to a cap of \$3000 in respect of the initial preparation or review of any applicable Code of Conduct and related protocols;
- 3.4 As travel to Town offices will be required from time to time, the Integrity Commissioner will consider auto and rail transportation services, subject to what is most feasible in terms of timing. The Town shall reimburse the Integrity Commissioner for auto travel at the following rate: \$ 0.54 per km.
- 3.5 Where overnight accommodation is required, the reasonable cost of such accommodation. Other disbursements at cost (receipts required).
- 3.6 Should the Integrity Commissioner require meeting space at the Town, the Clerk will make arrangements to provide such space in a Town facility on an as needed and as available basis. All such requests will be arranged by the Clerk. In arranging for such space, the Town will be mindful of the importance of confidentiality. The Integrity Commissioner may request space in another Town facility where the space offered could, in the opinion of the Integrity Commissioner give rise to confidentiality concerns and the Town will make all reasonable efforts to accommodate such requests in a timely fashion.
- 3.7 Any reports prepared by the Integrity Commissioner shall be provided to the Clerk who will be responsible for printing and distributing the Integrity Commissioner's report at the expense of the Town.
- 3.8 The Integrity Commissioner shall submit monthly invoices for services performed.
- 3.9 Payments to the Integrity Commissioner will be by Electronic Funds Transfer or such other method as the Parties may agree to from time to time.
- 3.10 The Integrity Commissioner shall not seek reimbursement from the Town for any costs incurred which are not specifically set out in this Agreement, unless such costs are pre-authorized in writing by the Clerk.
- 3.11 The Town shall pay the amount of any invoice submitted in accordance with this Agreement within 30 days of the date of receipt.

### 4.0 Confidentiality

- 4.1 During the term of this Agreement, pursuant to Sections 223.1, 223.13 and 239.2 of the *Municipal Act, 2001*, the Integrity Commissioner is entitled to have access to all books, financial records, electronic data, processing records, reports, files and any other papers, things or property belonging to or used by the municipality that the Integrity Commissioner believes to be necessary for an inquiry, or to provide Advice.
- 4.2 The Integrity Commissioner and every person acting under the instructions of the Integrity Commissioner shall preserve secrecy with respect to all matters that come to his or her knowledge in the course of carrying out any of the duties of the Integrity Commissioner under this Agreement, except as required by law in a criminal proceeding or in accordance with the provision of Subsection 223.5, 223.15, and 239.2 of the *Municipal Act, 2001*.
- 4.3 Pursuant to Subsections 223.5(3) and 223.15 (3) of the *Municipal Act, 2001*, section 4.2 prevails over the *Municipal Freedom of Information and Protection of Privacy Act*.
- 4.4 Where the Integrity Commissioner reports to the Town that in his or her opinion a Member has contravened the Code of Conduct, or in respect of a complaint in respect of the role of municipal Ombudsman, or in respect of a closed meeting complaint, the Integrity Commissioner may disclose in the report such matters as in the Integrity Commissioner's opinion are necessary, subject to applicable law.
- 4.5 If the Integrity Commissioner, when conducting an inquiry, determines that there are reasonable grounds to believe that there has been a contravention of any other Act, including the *Criminal Code of Canada*, the Integrity Commissioner will refer that portion of the matter to the appropriate authorities and suspend an inquiry of that portion of the matter until any resulting police investigation and charge has been finally disposed of, and shall report the suspension to Council.
- 4.6 Except as may be required by law, the Integrity Commissioner shall not disclose confidential information that was the subject of a closed meeting under Section 239 of the *Municipal Act, 2001*, or which could identify a person concerned.

## 5.0 Indemnity and Insurance

- 5.1 The Town shall indemnify and save harmless the Integrity Commissioner or any person acting under the instructions of that officer for costs reasonably incurred by either of them in connection with the defence of a proceeding if the proceeding relates to an act done in good faith in the performance or intended performance of a duty or authority referenced in this Agreement or an alleged neglect or default in the performance in good faith of the duty or authority. The indemnity shall include the responsibility of the Town to retain legal counsel for and on behalf of the Integrity Commissioner, as may be necessary.
- 5.2 During the term of this Agreement, the Integrity Commissioner shall procure and maintain errors and omissions insurance of not less than \$5 million.
- 5.3 The insurance as required under subsection 5.2 shall not be terminated, cancelled or materially altered unless written notice of such termination, cancellation or material is given by the insurers to the Town at least thirty (30) clear days before the effective date thereof. Any revisions must be submitted to the Clerk for approval.

## 6.0 Term and Termination

- 6.1 This Agreement shall be effective on July 12, 2021 and expire July 11, 2025 unless otherwise terminated in accordance with the terms of this Agreement or by mutual agreement of the Town and the Integrity Commissioner in writing.
- 6.2 The Town may at any time by 30 days' notice in writing to the Integrity Commissioner, suspend or terminate this Agreement and the duties thereunder or any portion thereof at any stage of the retainer. Upon receipt of such written notice, the Integrity Commissioner shall perform no further duties other than those reasonably necessary to close out the Integrity Commissioner's duties. In such an event, the Integrity Commissioner shall be entitled to payment for those duties rendered and disbursements incurred to the date of such termination.
- 6.3 The Integrity Commissioner may at any time by 30 days' notice in writing to the Town, terminate this agreement and the duties there under. Upon giving such written notice, the Integrity Commissioner shall not, without the consent of Council, perform any further duties other than those reasonably necessary to close out the Integrity Commissioner's duties. In such an event, the Integrity Commissioner shall be entitled to payment for those duties rendered and disbursements incurred to the date of such termination.
- 6.4 This Agreement may be extended or renewed upon mutual agreement of the Parties.
- 6.5 Upon termination of this Agreement, the Integrity Commissioner shall forthwith deliver all material and documentation related to any investigations underway to the Town's next Integrity Commissioner, and all such material and documentation shall become the property of the new Integrity Commissioner of the Town. In the event of the Town not having contracted the services of a new Integrity Commissioner, upon termination of this Agreement, the Integrity Commissioner shall make arrangements with the Clerk to transfer the material and documentation related to ongoing investigations in such a manner that satisfies the Integrity Commissioner's concerns respecting the confidentiality of the records, while allowing their use for the purposes that they were created.
- 6.6 The Integrity Commissioner shall retain all other records and documentation relating to its duties for a period of seven years following the earlier of the finalization of a matter or termination of this agreement.
- 7.0 **Integrity Commissioner's Representation & Warranties**
- 7.1 The Integrity Commissioner represents and warrants to and in favour of the Town and acknowledges that the Town is relying thereon as follows:
- 7.2 The Integrity Commissioner has full power and authority and has obtained all necessary approvals to execute, deliver and perform this Agreement.
- 7.3 The Integrity Commissioner's execution, delivery and performance of this Agreement shall not constitute:
  - a. a violation of any judgment, order or decree;
  - b. a material default under any material contract by which it or any of its material assets are bound; or
  - c. an event that would with notice or lapse of time, constitute such a default.
- 7.4 The obligations and services of the Integrity Commissioner hereunder will be performed in a professional manner consistent with the highest industry standards reasonably applicable to the performance of such obligations.



- 7.5 The Integrity Commissioner does not have any conflicts of interest that would interfere with carrying out the duties under this Agreement. Without limiting the generality of the foregoing, the principals of the Integrity Commissioner specifically acknowledge that they:
- a. are not employees of the Town;
  - b. do not have a financial interest in any matters involving the Town;
  - c. do not have an interest in matters before Town Council or in any work undertaken by the Town;
  - d. do not have and never have had, any involvement in the municipal politics of the Town.

- 7.6 The Integrity Commissioner will be impartial and neutral and shall perform all duties skillfully, competently, independently and in accordance with all applicable law.

## 8.0 Conflicts

- 8.1 If the Integrity Commissioner becomes aware of a situation where a conflict of interest could arise, subject to the provisions of Section 2.5 above, the Integrity Commissioner shall:
- a. advise the Clerk immediately in writing of the nature of the conflict;
  - b. refrain from conducting any further investigation or providing advice on the matter at issue.
- 8.2 Upon receipt of a notice in writing from the Integrity Commissioner, the Clerk may request the Integrity Commissioner to remove himself or herself from an investigation/inquiry or to stop any further work on a matter, in which case, the Integrity Commissioner shall immediately make arrangements to transfer all related documentation to the Clerk as soon as possible. In that case, the Clerk may retain another person to conduct the investigation/inquiry or to carry on the work in question in place of the Integrity Commissioner, as the Clerk deems appropriate.

## 9.0 General

- 9.1 The Integrity Commissioner is appointed pursuant to the *Municipal Act, 2001* and as such is responsible for performing the duties under this Agreement in an independent manner. The Integrity Commissioner may be identified publicly as the Town of Goderich's Integrity Commissioner however the Integrity Commissioner is an independent contractor and shall not be considered at any time to be an agent or employee of the Town.
- 9.2 Where in this Agreement any notice is required to be given or made by either party to this Agreement, it shall be in writing and is effective if delivered in person, sent by ordinary or registered mail, or email addressed to the other party for whom it is intended at the following addresses, and any notice shall be deemed to have been given:
- a. if delivered personally, on the date of such delivery;
  - b. if by ordinary mail, on the fifth business day following the date of mailing;
  - c. if by registered mail, on the day the postal receipt is acknowledged by the other party;
  - d. if by email, on the day it is acknowledged by reply e-mail.
- 9.3 Any notices intended for the Town shall be delivered and addressed to:

Town of Goderich  
57 West Street  
Goderich, Ontario N7A 2K5  
Attention: Andrea Fisher, Clerk/Planning Coordinator

Tel No.: 519-524-8344 x. 210

Email: [afisher@goderich.ca](mailto:afisher@goderich.ca)

- 9.4 Any notices intended for the Integrity Commissioner shall be delivered and addressed to:

Principles *Integrity*

30 Haddon Street, Toronto, ON M5M 3M9

Attention: Jeffrey A. Abrams and Janice Atwood-Petkovski

Tel No.: 647-259-8697

Email: [postoffice@principlesintegrity.org](mailto:postoffice@principlesintegrity.org)

- 9.5 The address of either party may be changed by notice in the manner set out in this section.
- 9.6 This Agreement may only be changed or amended in writing duly executed by the duly authorized representatives of both parties.
- 9.7 In the event of a breach of any provision of this Agreement by one party to this Agreement, no action or failure to act by the other party shall constitute a waiver of any right or duty afforded by that party under this Agreement, nor shall any such action or failure to act constitute an approval of or acquiescence in any such breach, except as may be specifically agreed to in writing by the party that is not in breach.
- 9.8 If any of the provisions of this Agreement shall be found to be illegal or invalid by a court of competent jurisdiction, such illegality or invalidity shall not render the whole agreement illegal or invalid, but the Agreement shall be construed as if it did not contain the illegal or invalid provision(s), and the rights and obligations of the Parties shall be construed and enforced accordingly.
- 9.9 This Agreement constitutes the entire agreement between the parties with respect to the subject matter of the Agreement and supersede all previous negotiations, proposals, commitments, writings and understandings of any nature whatsoever, whether oral or written, unless they are expressly incorporated by additional reference in the Agreement.
- 9.10 Articles 4 and 5 shall survive upon termination of this Agreement.
- 9.11 Time shall be of the essence in all respects of this Agreement.
- 9.12 Each of the parties hereby covenants and agrees to execute and deliver such further and other agreements, assurances, undertakings, acknowledgements or documents, cause such meetings to be held, resolutions passed and by-laws enacted, exercise their vote and influence and do and perform and cause to be done and performed any further and other acts and things as may be necessary or desirable in order to give full effect to this Agreement and every part hereof.
- 9.13 Any dispute, difference or disagreement between the parties in relation to this agreement may, with the consent of Council and the Integrity Commissioner, be referred to arbitration. No person shall be appointed to act as arbitrator who is in any way interested, financially or otherwise, in the conduct of the duties or in the business or other affairs of either the Town or the Integrity Commissioner. The determination of the arbitrator shall be final and binding upon the parties.
- 9.14 This Agreement may be signed in counterparts, each of which is an original, and all of which taken together constitute one single document.

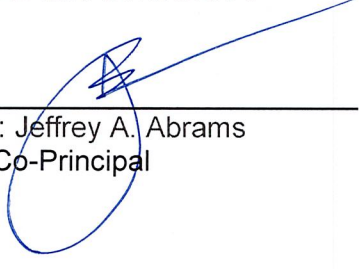
**IN WITNESS WHEREOF** the parties hereto have hereunto set their hands and seals as duly attested to by the hands of their proper signing officers authorized in that behalf.

**SIGNED, SEALED AND DELIVERED** ) **THE CORPORATION OF THE TOWN OF**  
 ) **GODERICH**

I/We Have the Authority to Bind  
the Corporation

) Per:   
 ) \_\_\_\_\_  
 ) Name: John Grace  
 ) Title: Mayor

)   
 ) \_\_\_\_\_  
 ) Name: Andrea Fisher  
 ) Title: Clerk

) **PRINCIPLES INTEGRITY**  
 ) \_\_\_\_\_  
 ) Per:   
 ) \_\_\_\_\_  
 ) Name: Jeffrey A. Abrams  
 ) Title: Co-Principal



## Staff Report

**To:** Mayor Bazinet and Members of Council  
**Report From:** Andrea Fisher, Director of Legislative Services/Clerk  
**Meeting Date:** July 7, 2025  
**Subject:** Wicked Witches Request to Locate Mobile Canteen on Various Municipal Properties  
**Attachment:** Original Request

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**Recommendation:**

That Goderich Town Council receive this report for information.

**Report Summary:**

To update Council on a request from Wicked Witches Mobile Canteen to locate on various municipal properties.

**Background and Analysis:**

Council, at the June 9, 2025, Council meeting, deferred a request from Wicked Witches to locate a mobile canteen on various municipal properties, in order for staff to obtain further information.

Staff reached out to Wicked Witches, who advised that the reason for asking to locate on municipal property was for consideration to be present at a number of special events, including the Don Johnston Tournament, Corporate Fitness Challenge, various BIA markets and events, and the Festival of Arts and Crafts. Due to the nature of the request, this would fall under the Special Events Policy and has therefore been referred to the Tourism Department.

As per the Hawkers and Peddlers By-Law, a Mobile Canteen Licence has been issued for Wicked Witches to locate at Austins Appliance Centre, through the Mobile Canteen application process.

**Linkage:**

- Corporate Strategic Plan Priority #2: Welcoming and Caring Community

**Financial Impacts and/or Source of Funding:**

Not applicable

**Consulted With:**

Pauline Wick, Wicked Witches

**Approved By:**

Janice Hallahan, Chief Administrative Officer

Wicked Witches Food Truck  
34003 Blyth Rd.  
Goderich, ON  
N7A 3Y2

Town of Goderich  
Attn: Town Council  
May 29, 2025

To whom it may concern,

We are submitting a request to town council for permission to operate our mobile canteen on town owned properties. These locations include Bannister Park, Lions Harbour Park and Courthouse Square. We have already submitted payment for a Mobile Canteen Licence and guarantee to respect the properties indicated if granted permission.

Thank you for your consideration,  
Pauline Wick

## Staff Report

**To:** Mayor Bazinet and Members of Council  
**Report From:** Andrea Fisher, Director of Legislative Services/Clerk  
**Meeting Date:** July 7, 2025  
**Subject:** 583 Mooney Street, Goderich  
**Attachment(s):** None

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**Recommendation:**

That Goderich Town Council consent to the deletion of Restrictive Covenant Instrument HC16414 from the title to 583 Mooney Street.

**Report Summary:**

To request Council approval to delete Restrictive Covenant Instrument HC16414 from the title to 583 Mooney Street.

**Background and Analysis:**

The Town of Goderich has received a request to delete Restrictive Covenants, and a Site Plan Agreement registered on title to 583 Mooney Street, Goderich. The Restrictive Covenants from 2004 required that the owner of the property construct a building on the property within 2 years, failing which the Town would have the right to re-purchase the property. A building was constructed in 2013 and therefore there is compliance with the obligations in the Restrictive Covenants and the covenants now serve no purpose.

The Site Plan Agreement registered in 2013 has also been complied with and the owners securities were returned to them in 2015. It is therefore in order for myself as Clerk under my authority to consent to the deletion of the Site Plan Agreement from title to the property.

**Linkage:**

- Corporate Strategic Plan Priority #4: Good Government

**Financial Impacts and/or Source of Funding:**

No financial impact is associated with this report.

**Consulted With:**

Greg Stewart, Town Solicitor

**Approved By:**

Janice Hallahan, Chief Administrative Officer  
Andrea Fisher, Director of Legislative Services/Clerk



## Staff Report

**To:** Mayor Bazinet and Members of Council  
**Report From:** Deanna Hastie, Director of Corporate Services/Treasurer  
**Meeting Date:** July 7, 2025  
**Subject:** Tax Refund for Designated Heritage Properties  
**Attachment(s):** 1) Application 133 St. Georges Cres.  
2) By-law 104 of 2016

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### **Recommendation:**

That Goderich Town Council approves a \$5,000 tax refund for Designated Heritage Properties Grant to the owner of 133 St. Georges Crescent subject to the signing of the required agreement, provision of invoices to support costs incurred, and the payment process set out under the program.

### **Report Summary:**

The Town received an application under the Tax Refund for Designated Heritage Properties for a project at 133 St. Georges Crescent. The project has been reviewed by the Chief Building Official and complies with the program's eligibility requirements. Staff are recommending a \$5,000 grant. This grant amount fully depletes the funds available for the program.

### **Background and Analysis:**

The Tax Refund for Designated Heritage Properties program was established by Council pursuant to By-Law 104 of 2016 with a \$15,000 allocation within the Heritage Enhancement Reserve Fund for this program. Due to prior approvals under this program, there is currently \$5,000 available funding. The program guidelines set out eligibility criteria as follows:

- The property must be designated under Part IV of the Ontario Heritage Act or is part of the Heritage Conservation District under Part V of the Ontario Heritage Act;
- If the property is part of the Heritage Conservation District, it must be identified in the district plan as being "significant" and "contributing" to be eligible for the program;
- The owner must undertake restoration or preservation work on heritage features attributable to the designation of the property;
- The owner must undertake restoration or preservation work that will generate a tax refund of not less than 10% of the current year's eligible property taxes, as defined;
- All taxes and fees owing to the Town must be paid in full prior to approval. The agreement and/or payments will be terminated and/or payments may be reclaimed should taxes or fees fall into arrears at any time;

- The owner must enter into an agreement with the Town of Goderich respecting the preservation and maintenance of the property.

The application currently being considered is for repainting the property's exterior to address cracking and peeling paint as well as some repairs of rotting areas. The property is designated under Part IV of the Ontario Heritage Act. This is the link regarding the individual property <https://www.goderich.ca/en/town-hall-and-services/designated-properties.aspx>. The Program by-law is also attached to this report for ease of reference.

The project scope has been reviewed by the Town's Chief Building Official and, in his opinion, meets the program requirements. The owner is also in compliance regarding their property tax account payment status. The project cost estimate would create a potential grant eligibility maximum of \$12,500.

Under the Program, the tax refund is up to 20% of the municipal and school taxes for the property per year to a maximum of \$15,000. This 20% tax refund is paid to the successful applicant each year until the eligible tax refund is paid in full.

Due to the level of funds available, a \$5,000 grant is recommended.

**Linkage:**

No direct link to the Town's Strategic Plan.

**Financial Impacts and/or Source of Funding:**

The financial impact for the Corporation is a grant allocation from the Heritage Enhancement Reserve Fund.

**Consulted With:**

Andrea Fisher, Director of Legislative Services/Clerk  
Jason Dykstra, Chief Building Official

**Approved By:**

Janice Hallahan, Chief Administrative Officer  
Andrea Fisher, Director of Legislative Services/Clerk

Reference #:



## TAX REFUND FOR DESIGNATED HERITAGE PROPERTIES APPLICATION FORM

This application should not be completed without first reviewing the *Tax Refund Program for Designated Heritage Properties* (By-Law 104 of 2016). The Program provides the basis under which applicants may apply for funding, illustrates the areas of applicability of the program, the amount of funding available to applicants and the terms of the program.

For copies of the *Tax Refund Program for Designated Heritage Properties* (By-Law 104 of 2016) please visit the Town website at [www.goderich.ca](http://www.goderich.ca), contact the Town at (519) 524-8344, or visit the Municipal Office at 57 West St., Goderich, N7A 2K5.

Please be advised that funding is subject to availability. Council is not required to provide funding to any project and may terminate this program at any time and without notice.

To be eligible to apply for the heritage tax refund program, the applicant must satisfy the following criteria:

- a) The property must be designated under Part IV of the Ontario Heritage Act or is part of the heritage conservation district under Part V of the Ontario Heritage Act;
- b) If the property is part of a heritage conservation district, it must be identified in the district plan as being 'significant' and 'contributing' to be eligible for the program;
- c) The owner must undertake restoration or preservation work on heritage features attributable to the designation of the property;
- d) The owner must undertake restoration or preservation work that will generate a grant refund of not less than 10% of the current year eligible property taxes, as defined;
- e) All taxes and fees owing to the Town must be paid in full prior to approval. The agreement and/or payments will be terminated and/or payments may be reclaimed should taxes or fees fall into arrears at any time.

All successful applicants will be required to enter into an agreement detailing the responsibilities of each party and the terms under which funding will be provided.

Tax refunds granted shall be limited to the amount approved by Council and shall not exceed 50% of the actual cost of the restoration or preservation project to a maximum of \$15,000. The applicant shall submit to the Town Treasurer a copy of all invoices and proof of payment. A tax refund not exceeding 20% of the current year's property taxes levied for municipal and school purpose shall be refunded to the property owner each year until the eligible tax refund amount has been paid out in full.

Properties with an existing registered Heritage Property Tax Relief agreement or previously approved Community Improvement grant are not eligible.

**PLEASE COMPLETE THE APPLICATION IN ITS ENTIRETY AND SUBMIT OR MAIL TO  
TOWN TREASURER AT MUNICIPAL OFFICE WITH \$50.00 NON-REFUNDABLE FEE PAYMENT.**

**SECTION 1: CONTACT INFORMATION**

Name of Owner : Valerie Stark  
Mailing Address: 133 St. Georges Cres  
Goderich Ont N7A2M1  
Home Phone: 519 955 2827  
Cell Phone: 519 955 2827  
Fax: \_\_\_\_\_  
Email starknakid@sbcdglobal.net

Notice of Collection: Personal information, as defined by the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), is collected on this *Ontario Heritage Act* application under the authority of the Municipal Act, 2001, and in accordance with MFIPPA. Personal information collected on the application form will be used to assist in making a decision on this matter. All names, addresses, opinions and comments will be made available for public disclosure. Questions about this collection should be directed to the Clerk, Town of Goderich, 57 West Street, Goderich, Ontario, N7A 2K5  
Telephone: 519-524-8344 x 227 Email: [devans@goderich.ca](mailto:devans@goderich.ca)



**SECTION 2: PROPERTY INFORMATION****Property Description**

Civic Address

133 St. Georges Cres

Legal Description

Geary House  
\* Plan 457 Lot 481

Building Description

(Briefly describe the uses, businesses, etc. located in the building)

Red / white gingerbread home  
1863  
principal residence only

Approximate year of construction (if known)

1863

Existing Official Plan designation:

Geary House  
Residential

Existing Zoning:

**Heritage Designation**

Part IV (Individual Property):



Part V (Heritage Conservation District):



Identified as 'Significant' and 'Contributing':

**Property Taxes** (NOTE: no outstanding property taxes and/or appeals of property taxes must exist at the time this application is submitted).

Have all applicable taxes been paid on the lands that are subject to this application?

Yes



No



**SECTION 3: PROJECT DESCRIPTION**

Approximate Total Cost of the Renovation:

25,000

Current Assessed Value of the Property:

\$ 283,000

Estimated completion date of the project:

July 2025

Have you submitted a Heritage Permit application for the proposed work along with this application?

No**Other Public Funding Sources and Amounts Requested for Your Project**

Type	Program/Source	Amount
Federal		
Provincial		
Municipal	<u>None</u>	

For this section please describe your proposed project plans. Eligible costs could include the cost of materials, equipment, contracted labour, engineering, architectural fees. Labour provided by the applicant or tenant of the building do not constitute an eligible cost. (If approved, original receipts must be provided of actual costs).

Item	Reason/Need	Estimate Cost
Example Replace second storey windows	Window sills have rotted and are leaking.	\$1,000.00
1. repainting of home exterior	paint is cracking lifting & rotting in places	\$1 25,000
2.		
3.		
4.		

\*Please provide photographs of proposed improvements.

**SECTION 4: DECLARATIONS**

When you have completed Sections 1 through 3 of your application, please bring it to the Town Municipal Office to complete this section.

I, Valene Stark, of the town of Goderich  
NAME CITY/TOWN/VILLAGE NAME OF CITY/TOWN/VILLAGE  
 in the County of Huron, do solemnly declare that all  
COUNTY/REGION/DISTRICT NAME OF COUNTY/REGION/DISTRICT  
 statements contained in this application are true, and I make this solemn declaration conscientiously  
 believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue  
 of the Canada Evidence Act.

Declared before me at the Town of  
Goderich in the County  
 of Huron, this 28<sup>th</sup> day of  
May 20 25

Valene Stark  
 Signature of Owner

Andrea Fisher  
 Commissioner

**Andrea Fisher**  
**Clerk**  
**Town of Goderich**  
**Commissioner of Oaths**



**519 Painters**  
131 King Street West  
London, ON N6A 0E8  
519.686.3870

George Vitsentzatos  
519.619.3344  
george@519painters.com

# Estimate

ACCEPTED 

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**CONTACT**

**Valerie Stark**  
133 St Georges Crescent  
Goderich, Ontario N7A 2M1  
Starknakid@sbcglobal.net  
519.955.2827

---

**JOB ADDRESS**

---

**ESTIMATE ID**

250893

---

**DATE**

May 26, 2025

**EXPIRES**

-TBD-

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**Item**

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**Special Conditions**

- Production Scheduling Discount (Available Today)
- 100% Client Satisfaction Process (3x Walkthrough)
- Standard 5 Year Transferrable Warranty
- Heritage Division On Site
- Priority Scheduling With Neighbours

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**Special Areas**

- All Wood Repairs to be Communicated and plan of action to be decided with customer
- No Red- Only White

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**Project Includes**

- Paint Included
  - Labour Included
  - Materials Included
-



### **Option 1**

#### **Areas of Focus**

- All Decorative Gingerbreading Fascia + Dormer at Back of Home + Upper Rail on Front of Home

#### **Prep Work Includes**

- **Pressure Wash** - Thorough wash of property for fresh start.
- **TSP Hand Clean** - Light degreaser to remove all chalking, mildew, & dirt.
- **Scraping** - Any loose paint or existing product will be thoroughly removed.
- **Scuff Sanding** - Sanding of areas to ensure smooth finish and proper paint adherence.
- **Spot Priming** - Applying Primer on bare wood to ensure optimal paint adherence & longevity.
- **Full Masking & Drop Sheet Coverage** - Masking off all areas that are not being painted.
- **Personal Property Protection** - Caution protocols around any plants, statues, outdoor furniture, and other important areas.

#### **Products Being Used:**

- **Dulux Diamond** (Premium Ceramic Paint)
- **Conversion Primer**(BIN Shellac)

#### **Number of Coats:**

- 1+1

### **Option 3**

#### **Areas of Focus**

- Front and Right Side of Garage Siding + Red Window Frames

#### **Prep Work Includes**

- **Pressure Wash**- Thorough wash of property for fresh start.
- **TSP Hand Clean**- Light degreaser to remove all chalking, mildew, & dirt.
- **Scraping**- Any loose paint or existing product will be thoroughly removed.
- **Scuff Sanding**- Sanding of areas to ensure smooth finish and proper paint adherence.
- **Spot Priming**- Applying Primer on bare wood to ensure optimal paint adherence & longevity.
- **Full Masking & Drop Sheet Coverage**- Masking off all areas that are not being painted.
- **Personal Property Protection**- Caution protocols around any plants, statues, outdoor furniture, and other important areas.

#### **Products Being Used:**

- **Dulux Diamond**(Premium Ceramic Paint)
- **BIN Shellac**

#### **Number of Coats:**

- 1+1

## **Options Accepted**

**Item**

**Option 2**

**\$18,192.38**

**Areas of Focus**

- All Siding + Interior of Sun Room + Both Sides of Windows on Sun Room + (4) Door Faces(sunroom)+ Upper/Spindles Railing + White upper fascia trim around home

**Prep Work Includes**

- **Pressure Wash**- Thorough wash of property for fresh start.
- **TSP Hand Clean**- Light degreaser to remove all chalking, mildew, & dirt.
- **Scraping**- Any loose paint or existing product will be thoroughly removed.
- **Scuff Sanding**- Sanding of areas to ensure smooth finish and proper paint adherence.
- **Spot Priming**- Applying Primer on bare wood to ensure optimal paint adherence & longevity.
- **Full Masking & Drop Sheet Coverage**- Masking off all areas that are not being painted.
- **Personal Property Protection**- Caution protocols around any plants, statues, outdoor furniture, and other important areas.

**Products Being Used:**

- Dulux Diamond(Premium Ceramic Paint)
- Conversion Prime

**Number of Coats:**

- 1+1

Sub Total	\$7,282.60
Options Accepted	\$18,192.38
Production Scheduling Discount (10%)	-\$2,547.50
After Discounts	\$22,927.48
HST (13%)	\$2,980.57
Total	\$25,908.05

# Terms

**We agree to provide all necessary labor, materials, and supplies required to carry out the services specified in this Contract, in accordance with the terms and conditions outlined herein. Upon completion of the services, our team will ensure that all materials, supplies, and debris are removed from the premises.**

## **1. Scope of Work/Project Description**

Please carefully review the job description and note that we are only obligated to perform the tasks specified in the estimate.

## **2. Paint/Materials**

The estimate includes all costs associated with paint and materials.

To ensure that we have ample time to prepare and execute your project to the highest standards, we kindly request that you select your desired colors at least one week prior to the project start date. This will allow us to order the necessary materials and make any necessary preparations in a timely manner. Additionally, please note that any changes to the selected colors after work has commenced may result in additional charges. As part of our commitment to quality, all surfaces will be given two (2) coats of paint by default unless otherwise specified in the estimate.

**Please Note: Some accent colors may require more than two coats to achieve the desired appearance. If such colors are chosen, the customer will be informed of any additional costs before work begins in that area.**

## **3. Unforeseen Conditions**

While we always strive to complete every project according to plan, sometimes unexpected issues arise. If any unforeseen repairs are necessary, we will promptly notify you and prepare an additional work order for your approval.

## **4. Customer Responsibility**

- The job site must be free of debris and clean prior to our arrival.
- The work area must be clear of other trades.
- The customer must be available for a final walkthrough with the crew lead on the last day of the project.

## **5. Work Standards**

Our company adheres to industry-standard work protocol and craftsmanship. Our painters will remain on-site until the project is fully completed.

## **6. Warranty**

We stand behind the quality of our work and the materials we use. That's why we offer a warranty on labor and materials for three (3) years following completion of the project. It's important to note that this warranty does not extend to incidental damage caused by accident or abuse, normal wear and tear, temperature changes (such as hail, wind, snow, or moisture), or cracks caused by expansion. Nonetheless, we are committed to ensuring that you are satisfied with the work we provide and will always do our best to address any issues that may arise.

## **7. Cancellation**

The customer may cancel the project within three days of accepting the estimate by emailing us.

### 8. Acceptance

Please signify your acceptance of this estimate by clicking on the "Accept" button and signing virtually.

### 9. Payment

Work cannot begin until the deposit is received.

The remaining balance of the total is due upon completion of the project.

05/26/2025

ESTIMATOR SIGNATURE

DATE



05/26/2025

CUSTOMER SIGNATURE

DATE

Estimate #250893 for Valerie Stark

Total value: \$25,908.05





**THE CORPORATION OF THE TOWN OF GODERICH  
BY-LAW NO. 104 OF 2016**

---

**BEING A BY-LAW TO ESTABLISH A TAX REFUND PROGRAM FOR ELIGIBLE  
PROPERTIES DESIGNATED UNDER THE PROVISION OF THE ONTARIO  
HERITAGE ACT, R.S.O 1990, AS AMENDED.**

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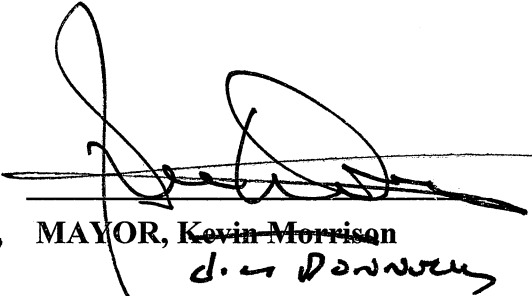
**WHEREAS** Section 365.2 of the Municipal Act, R.S.O. 2001, as amended, provides local municipalities with the authority to establish programs to provide tax refunds or refunds in respect to eligible heritage property.

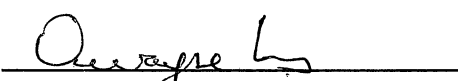
**AND WHEREAS** the Council of the Corporation of the Town of Goderich is desirous of establishing a program to provide tax refunds to owners of eligible heritage properties who have undertaken restoration or preservation projects on their properties;

**THE COUNCIL OF THE CORPORATION OF THE TOWN OF GODERICH ENACTS  
AS FOLLOWS:**

1. That properties that are designated under Part IV or part of a heritage conservation district under Part V of the Ontario Heritage Act, R.S.O. 1990, as amended are eligible on a first come first serve basis for a property tax refund of 20% of taxes for municipal and school purposes per year to a maximum of \$15,000 per property owner subject to the terms and conditions in Schedule 'A' attached hereto and subject to budget approval on an annual basis.
2. That \$15,000 be transferred from the Goderich Heritage Enhancement Fund to initially fund this program. Future funding for this program will be considered on an annual basis through budget allocations.
3. That the Clerk be instructed to forward a copy of this by-law to the Minister of Finance and to the Corporation of the County of Huron.

**READ FOR A FIRST, SECOND, THIRD TIME TO BE PASSED AND ENACTED THIS  
26<sup>th</sup> DAY OF SEPTEMBER, 2016.**

  
**Deputy MAYOR, Kevin Morrison**  
*d. w. Morrison*

  
**CLERK, Dwayne Evans**

**Tax Refund Program for Designated Heritage Properties  
SCHEDULE 'A'**

**1. Definitions**

For the purposes of this by-law, the following terms are defined:

‘Eligible Property Taxes’ means the assessment value multiplied by the applicable tax rates and does not include local improvement charges and levies such as, but not limited to, BIA levies.

‘Contributing’ means the building or structure supports the character of the area through compatible design (e.g., vernacular design and materials); historical associations (e.g., constructed during key stages in the town’s development or associated with key themes in the town’s history); and/or physical or visual links to its surroundings (e.g., part of a related row of commercial buildings or part of a cohesive residential streetscapes with consistent massing or setbacks).

‘Significant’ means the building or structure is designated under Part IV or V of the Ontario Heritage Act; is listed on the Municipal Register as a non-designated property; meets criteria set out in Ontario Regulation 9/06 (e.g., displays a high degree of craftsmanship or artistic merit); defines character of the area (e.g., landmark building) and/or supports the character of the area (e.g., constructed in the late-19th century and early 20th-century).

**2. Eligibility**

**3.**

To be eligible to apply for the heritage tax refund program the applicant must satisfy the following criteria:

- a) The property must be designated under Part IV of the Ontario Heritage Act or is part of a heritage conservation district under Part V of the Ontario Heritage Act;
- b) If the property is part of a heritage conservation district, it must be identified in the district plan as being ‘significant’ and ‘contributing’ to be eligible for the program;
- c) The owner must undertake restoration or preservation work on heritage features attributable to the designation of the property;
- d) The owner must undertake restoration or preservation work that will generate a grant refund of not less than 10% of the current year eligible property taxes, as defined;
- e) The owner must enter into an agreement with the Town of Goderich respecting the preservation and maintenance of the property; and
- f) All taxes and fees owing to the Town must be paid in full prior to approval. The agreement and/or payments will be terminated and/or payments may be reclaimed should taxes or fees fall into arrears at any time.

**3. Application Process**

To be considered for a tax refund, the owner of an eligible property must submit to the Town Treasurer an application for restoration and preservation and a \$50 non-refundable fee prior to commencing a project. The Municipal & Marine Heritage Committee must be consulted on all projects and Council’s approval is required prior to the commencement of the project. The tax refund will be issued to the applicant in the form of a grant. Applications will be considered on a first come, first serve basis.

**4. Amount and Form of Relief**

- a) Qualified heritage properties will be eligible for a tax refund of up to 20% of the municipal and school taxes per year to a maximum of \$15,000.
- b) Qualified heritage properties within a Community Improvement Plan Area may apply for either the Community Improvement Plan Program or the Heritage Property Tax Relief Program, not both. If a Community Improvement grant was previously approved by Council for the property, the property is ineligible for the Heritage Property Tax Relief program.

- c) Properties with an existing registered Heritage Property Tax Relief agreement are not eligible.
- d) Loans from the Goderich Heritage Enhancement Fund can be considered for properties receiving funds through a Heritage Property Tax Relief agreement.
- e) Qualified heritage properties will be eligible for a tax refund of upper tier taxes subject to an authorization by-law passed by the Corporation of the County of Huron.
- f) Eligible municipal taxes shall not include local improvement charges and levies such as, but not limited to, BIA levies.
- g) Tax relief is not permitted to be retroactive, and only restoration and preservation commencing following the adoption of the Heritage Property Tax Relief By-law will be considered.
- h) Tax refunds granted shall be limited to the amount approved by Council and shall not exceed 50% of the actual cost of the restoration or preservation project to a maximum of \$15,000. The applicant shall submit to the Treasurer of the Town of Goderich, a copy of all invoices and proof of payment. A tax refund not exceeding 20% of the current year's property taxes levied for municipal and school purposes shall be refunded to the property owner each year until the eligible tax refund amount has been paid out in full.
- i) The 20% refund does not continue to apply in the event that the property changes ownership.

**Agreement Respecting the Preservation and Maintenance  
Of Designated Heritage Properties  
SCHEDULE 'B'**

This agreement made this [day] day of [month] 20.

BETWEEN: [property owner name(s)]

(Hereinafter referred to as "Property Owner")

OF THE FIRST PART

AND

The Corporation of the Town of Goderich

(Hereinafter referred to as "Town")

OF THE SECOND PART

**WHEREAS** the Property Owner is the registered owner of certain lands and premises situated in the Town of Goderich and Province of Ontario, more particularly described as [legal description], now known as [civic address] (hereinafter called the "Property") on which is erected a building with heritage attributes known as [name of property] (hereinafter called the "Building"); and

**WHEREAS** the Town has enacted By-law of 2015 to establish a Heritage Property Tax Relief Program (hereinafter called the "Program") to provide tax refunds in respect of eligible heritage property in accordance with Section 365.2 of the *Municipal Act, 2001*, S.O. 2001, Chapter 25, as amended; and

**WHEREAS** by Section 37.(1) of the Ontario Heritage Act, R.S.O. 1990, c. O.18, as amended, the Town is entitled to enter into agreements with owners of real property for the conservation of property of cultural heritage value or interest; and

**WHEREAS** the Property Owner wishes to enter into an agreement with the Town respecting Heritage Conservation and Maintenance of the Property; and

**WHEREAS** the Property Owner wishes to receive Heritage Property Tax Refunds under the Program and commits to conserving and maintaining the subject property for the duration of this agreement; and

**WHEREAS** the Property subject of this Agreement was designated under Part IV or Part V of the *Ontario Heritage Act* by the Town of Goderich By-law No. [number]; and

**WHEREAS** the Property Owner and the Town recognize the heritage value of the Property as set out in the Statement of Cultural Heritage Value attached hereto as Schedule 'C'; and

**WHEREAS** the heritage character defining features of the Building that contribute to the heritage value of the Property (hereinafter called the "Heritage Features") are described in Schedule 'D' attached hereto; and

**WHEREAS** the Property Owner has applied for approval of a Heritage Conservation and Maintenance Plan under the Program, the particulars of which are set out in Schedule 'E'; and

**NOW THEREFORE THIS AGREEMENT WITNESSETH** that the parties hereby covenant, promise, and agree with each other as follows:

**1. DUTIES OF PROPERTY OWNER**

**1.1 Preservation and Maintenance of the Building**

The Property Owner shall at all times preserve and maintain the Heritage Features, the Building and the Property in as good and sound a state of repair as a prudent Property Owner would normally do, so that no deterioration in the Building's condition and appearance shall take place, including, without limiting the generality of the foregoing, taking all reasonable measures to secure and protect the building from vandalism, fire and damage from inclement weather.



## 1.2 Alterations

- (a) The Property Owner shall undertake construction, reconstruction, alteration or remodeling in accordance with Schedule E.
- (b) The Property Owner shall not undertake or permit any demolition, construction, reconstruction, alteration, remodeling, or any other thing or act which would materially affect the appearance or construction of Heritage Features, without the prior written consent of the Council of the Town.

## 1.3 Emergencies

Notwithstanding the provisions of Clause 1.2, the Property Owner may undertake such temporary measures in respect of the Building as are reasonably necessary to deal with an emergency situation which puts the security or integrity of the Building at risk of damage or occupants of the Building at risk of harm provided that:

- (a) such measures are in keeping with the purpose of this Agreement;
- (b) such measures are consistent with the conservation of the Heritage Features;
- (c) the requirements of the *Building Code Act*, S.O. 1992, c.23 as amended or re-enacted from time to time are complied with; and
- (d) where time permits, the Town is consulted before any such measures are undertaken.

In any case, the Property Owner shall advise the Town forthwith when it undertakes temporary measures in respect of the Building in an emergency situation.

## 1.4 Insurance

- (a) The Property Owner shall at all times during the currency of this Agreement keep the Property insured against normal perils that are coverable on an all risk policy basis, including fire, in an amount equal to the replacement cost of the Building. The Property Owner shall provide evidence of insurance, completed and certified by its insurance company and deliver it to the Town on execution of this Agreement, and thereafter evidence satisfactory to the Town of the renewal of insurance shall be delivered to the Town from time to time upon request by the Town.
- (b) If the Property Owner fails to so insure the Property, or if any such insurance on the Property is cancelled, the Town may effect such insurance in accordance with the requirements of Clause 1.4(a) and any sum paid in so doing shall forthwith be paid by the Property Owner to the Town, or if not, shall be a debt owing to the Town and recoverable from the Property Owner by action in a court of law or in like manner as municipal taxes.
- (c) All proceeds receivable by the Property Owner under the aforementioned insurance policy or policies on the Property shall, upon the written demand and in accordance with the requirements of the Town, be applied to replacement, rebuilding, restoration or repair of the Heritage Features, to the fullest extent possible having regard to the particular nature of the Building and the cost of such work. The Property Owner's financial liability to replace, rebuild, restore or repair the Building if it has been damaged or destroyed shall not exceed the proceeds receivable by the Property Owner under the aforementioned insurance policy or policies, provided the Property Owner has complied with the requirements under Clause 1.1. The Town acknowledges and agrees that replacement, rebuilding, restoration or repair of the Heritage Features shall only be required to the extent that same is reasonably possible.
- (d) In the event that the proceeds receivable by the Property Owner under the aforementioned insurance policy or policies are insufficient to effect a partial or complete restoration of the Building together with the Heritage Features, the Property Owner may apply to the Town for additional monies towards the replacement, rebuilding, restoration, or repair costs, in order to effect a partial or complete restoration of the Building together with its Heritage Features. The Town is not obligated to provide any additional monies.

## **1.5 Demolition**

- (a) The Property Owner shall notify the Town of any damage or destruction affecting the Heritage Features within seven (7) clear days of such damage or destruction occurring.
- (b) In the event that the Building is damaged or destroyed and the replacement, rebuilding, restoration or repair of it is impractical because of the financial costs involved or because of the particular nature of the Building, the Property Owner shall, in writing within fifteen (15) days of the giving by the Property Owner of notice of such damage or destruction, request written approval of the Town to demolish the Building and in the event of receiving the written approval of the Town, be entitled to retain any proceeds from the insurance hereinbefore mentioned and to demolish the Building. Such approval shall be deemed to have been received upon failure of the Town to respond in writing to a written request for it within ninety (90) days or such extended time as may be agreed upon. This procedure is in addition to and does not replace the requirements and permissions necessary for demolition of any building.

## **1.6 Reconstruction by Property Owner**

- (a) If the Town does not grant written approval to demolish, referred to in Clause 1.5(b) or if the Property Owner has not requested written approval to demolish referred to in Clause 1.5(b), the Property Owner shall replace, rebuild, restore or repair the Building and its Heritage Features to the limit of any proceeds receivable under the aforementioned insurance policy or policies on the Building and of any additional monies contributed by the Town towards the replacement, rebuilding, restoration or repair of the Heritage Features under the provisions of Clause 1.4(d) to effect a partial or complete restoration of the Building and its Heritage Features. The Heritage Features shall only be restored to the extent that same is reasonably possible.
- (b) Before the commencement of such work, and within 120 days following the damage or destruction occurring to the Building, the Property Owner shall submit an application for a building permit, together with all plans and specifications for the replacement, rebuilding, restoration or repair of the Building and its Heritage Features. The Property Owner agrees the Town needs to consent to all plans and specifications in order for this agreement to remain in effect. In the event the Town does not consent, this agreement becomes null and void.
- (c) The Property Owner shall not commence or cause any restorative work to be commenced on a Building and its Heritage Features prior to Town approval of any plans and specifications. Approval may consist of issuance of a building permit. The restorative work shall be performed upon such terms and conditions as the Town may reasonably stipulate in the permit.

## **2. APPROVALS**

Where any request for approval required under this Agreement is made, the determination of the Town may be based upon choice of materials, architectural design, and/or historical authenticity, not limited to purely architectural design or historical grounds, but the Town's approval shall not be unreasonably withheld, unless otherwise stated.

## **3. REMEDIES**

- (a) If the Town, in its sole discretion, is of the opinion that the Property Owner has neglected or refused to perform any of its obligations set out in this Agreement, the Town may, in addition to any of its other legal or equitable remedies, serve on the Property Owner a notice setting out particulars of the breach. The Property Owner shall have thirty (30) days from receipt of such notice to remedy the breach or make arrangements satisfactory to the Town for remedying the breach. If within those thirty (30) days the Property Owner has not remedied the breach, or made arrangements satisfactory to the Town for remedying the breach, or if the Property Owner does not carry out or complete the said arrangements within a reasonable period of time, of which the Town shall be the sole and final judge, this agreement becomes null and void.

**4. WAIVER**

The failure of the Town at any time to require performance by the Property Owner of any obligation under this Agreement shall in no way affect its right thereafter to enforce such obligation, nor shall the waiver by the Town of the performance of any obligation under this Agreement be taken or be held to be a waiver of the performance of the same or any other obligation under this Agreement at any later time. Any waiver must be in writing and signed by the Town.

**5. EXTENSION OF TIME**

Time shall be of the essence of this Agreement. Any time limits specified in this Agreement may be extended with the consent in writing of both the Property Owner and the Town, but no such extension of time shall operate or be deemed to operate as an extension of any other time limit, and time shall be deemed to remain of the essence of this Agreement notwithstanding any extension of any time limit. Any waiver must be in writing and signed by the Town.

**6. USE OF BUILDING**

The Property Owner expressly reserves for itself, its heirs, executors, representatives, successors and assigns the right to use the Building in accordance with the Town's Zoning By-law.

**7. INSPECTION OF THE PROPERTY**

The Town or its duly authorized representatives or agents shall be permitted to enter upon and inspect the Property upon prior written notice to the Property Owner of at least 48 hours.

**8. SEVERABILITY OF COVENANTS**

The Property Owner and the Town agree that all covenants, easements and restrictions contained in this Agreement shall be severable, and that should any covenant, easement or restriction in this Agreement be declared invalid or unenforceable, the validity and enforceability of the remaining covenants, easements and restrictions shall not be affected.

**9. NOTICE**

Except in the event of an interruption in the postal service, any notices, requests for approval, or grants of approval (collectively referred to as "notice") required under this Agreement shall be delivered in person or sent by regular mail addressed to the parties at their respective addresses as set out in Clause 10. In the event that notice is delivered in person, the party receiving the notice shall forthwith acknowledge receipt of same in writing, and in that event, the notice shall be deemed to have been received on the date of such acknowledgement. In the event that a party refuses to sign an acknowledgement of receipt of the notice, the person delivering the notice may swear an affidavit of service, and the notice shall be deemed to have been received on the date of service as set out in such affidavit. In the event that notice is sent by regular mail, it shall be deemed to have been received on the fifth business day following the day on which the notice was sent.

**10. ADDRESS FOR NOTICE**

The respective addresses of the parties for such purposes presently are as follows:

The Property Owner:

[property owner name]  
[property owner address]

The Town: Clerk  
Town of Goderich

57 West Street  
GODERICH, ON N7A 2K5

The parties agree to notify each other immediately, in writing, of any changes of address from those set out above.

**11. TRANSFER**

The Owner of the Property shall immediately notify the Town in the event that they divest themselves of the fee simple title to or of their possessory interest in the Property or the Building.

**12. ENTIRETY**

This written Agreement embodies the entire agreement of the parties with regard to the matters dealt with in this Agreement, and no understandings or agreements, verbal, collateral or otherwise, exist between the parties except as expressly set out in this Agreement.

**13. COVENANTS TO CEASE UPON SALE THE OF PROPERTY**

The covenants, easements and restrictions set out in this Agreement shall cease upon a change of ownership of the Property.

**14. HEADINGS**

The headings in the body of this Agreement form no part of this Agreement, but shall be deemed to be inserted for convenience of reference.

**15. OTHER APPLICABLE LAW**

Nothing in this Agreement excuses the Property Owner from the requirement to comply with other applicable law, including but not limited to the *Ontario Heritage Act*, the *Building Code Act*, the Town’s Property Standards By-law, the Town’s Zoning By-law, etc.

Signature of Property Owner: \_\_\_\_\_  
[Property Owner’s name]

Signature of Witness: \_\_\_\_\_

Date: \_\_\_\_\_

Signed on behalf of The Corporation of the Town of Goderich:

\_\_\_\_\_ Mayor

\_\_\_\_\_ Clerk

Date: \_\_\_\_\_



**SCHEDULE 'C'**

***Statement of Cultural Heritage Value or Interest***

**SCHEDULE 'D'**

***Description of the Property's Heritage Features***

**SCHEDULE 'E'**  
*(sample for discussion purposes only)*

***Heritage Conservation and Maintenance Plan***

<b>Building Elevation:</b>	<b>Item No.</b>	<b>Historic Feature:</b>	<b>Description of Feature:</b>	<b>Current Condition</b>	<b>Description of Work</b>	<b>Anticipated Completion Date</b>
NSEW	1	Exterior Walls	2½ storey irregular massing of red brick walls resting on stone foundations	Good	Repointing and repair when and as required	Ongoing
NSEW	2	Roof	Hip, with gable ends and dormers, soffits & fascia, & multi-flue chimneys, including small rear porch & front verandah	Good	Reshingling and repair when and as required	Ongoing
NSEW	3	Fenestration	Includes: all wood sash windows, stained/leaded glass & transoms	Good	Reglazing, repainting and repair when and as required	Ongoing
NSEW	6	Trim & Doors	Includes: doors & trim on exterior of original house, including small rear porch & front verandah	Good	Repair when and as required	Ongoing

## Staff Report

**To:** Mayor Bazinet and Members of Council  
**Report From:** Deanna Hastie, Director of Corporate Services/Treasurer  
**Meeting Date:** July 7, 2025  
**Subject:** 2025 Fee By-Law Amendment  
**Attachment(s):** 1) Amended Fee By-Law

---

**Recommendation:**

That Goderich Town Council receives this report for information;

And Further That Goderich Town Council refer to the By-Law section of the agenda for the amended Fee By-Law for Council's consideration and approval.

**Report Summary:**

The new Columbarium has now been installed at the Cemetery and an amendment to the 2025 Fee By-Law is proposed to set fees for the sale of interment rights in the 64 niches. The cost for the columbarium is not significantly different from the previous one such that the fees proposed are consistent with the current Columbarium #3 fees. The interment rights for the new Columbarium are proposed to be:

Rows A and B	\$2,806/niche
Row C	\$2,258/niche
Row D	\$1,891/niche

The Town has also been advised that the required Provincial fee for each interment has increased from \$12 to \$30. The Provincial Fee is now included in the base opening charge for graves, cremation and columbarium interments. Previously this fee had been shown separately on the Cemetery Fee Schedule.

Additional descriptions have been added to the Cemetery Schedule to provide clarification regarding fee parameters and to ensure compliance with regulatory requirements.

**Schedule N – Paid Parking - Waterfront**

The payment processing fee charged by the third party parking ticket processor has been increased from \$2.50 to \$2.75 effective July 1, 2025. An amendment to Schedule N is proposed to update the fee for this increase.



**Background and Analysis:**

The Town Fees and Charges are reviewed and updated on an ongoing basis to reflect new fees and to update rates as considered necessary.

The 2025 Fee By-Law was approved in December 2024 – By-Law 130 of 2024 and subsequently amended in April of 2025 (By-Law 46 of 2025) to approve Airport Fees on Schedule E as well as a few other fee updates.

Due to the addition of a new Columbarium, the Town Fee By-Law requires an additional update.

**Linkage:**

No direct link to the Strategic Plan.

**Financial Impacts and/or Source of Funding:**

The financial impact of this report is the revenue collected based on the proposed fees.

**Consulted With:**

Andrea Fisher, Director of Legislative Services/Clerk

Amanda Banting, Deputy Clerk (Records Management Clerk)

**Approved By:**

Janice Hallahan, Chief Administrative Officer

Andrea Fisher, Director of Legislative Services/Clerk

## Staff Report

**To:** Mayor Bazinet and Members of Council  
**Report From:** Sean Thomas, Director of Community Services, Infrastructure and Operations  
**Meeting Date:** July 7, 2025  
**Subject:** Timed Parking in the Downtown Core  
**Attachment(s):** 1) Downtown Parking Study – December 12, 2024

---

**Recommendation:**

That Goderich Town Council receives this report for information.

**Report Summary:**

This memo is in response to recent letters from downtown business owners requesting implementation of timed parking in the Courthouse Square and surrounding streets. While Town staff understand the concerns stated in the correspondence, the available data from the 2024 Downtown Parking Study (attached) does not indicate a system-wide issue with long-term parking. Implementation of timed parking would require new enforcement tools or staffing, and any regulatory changes would require external approvals.

Staff conclude that the current conditions do not warrant such intervention at this time.

**Background and Analysis:**

On June 17, 2025, the Town received letters from downtown businesses requesting the implementation of timed parking near their storefronts to discourage long-term parking by staff or non-customers. These concerns are familiar, having previously been raised through the BIA and addressed in prior staff correspondence.

As context, the Town completed a comprehensive Downtown Parking Study in late 2024. This study included six full-day surveys, a public online survey, and consultation with downtown businesses. Key findings include:

- 67% of all parked vehicles downtown were parked for **one hour or less**.
- Only 5.9% of vehicles parked for **six or more hours**.
- Peak utilization across the downtown core never exceeded the industry threshold of **85%**, even on the busiest survey day (Civic Holiday weekend).
- Courthouse Square saw the highest turnover and demand but remained within manageable levels.

- On-street spaces were preferred, but **parking lots remained underutilized**.

The data suggest that parking turnover is already occurring at a healthy rate and that long-term parking by employees, while occasionally observed, is not widespread. While it is understandable that businesses wish for spaces to be constantly available in front of their door, public parking on municipal roads is a shared resource and not subject to exclusive reservation.

The implementation of timed parking presents several practical challenges:

- **Enforcement would require investment** in either vehicle-mounted license plate recognition technology or additional by-law enforcement staff. Automated license plate enforcement for time-restricted parking is estimated to cost \$315,000 to equip two vehicles. Costs associated with manual enforcement using additional staff are expected to be of a similar scale depending on the scope and timing of restrictions.
- **By-law amendments and fine structures** would require submission to and approval by the Ministry of the Attorney General, a process that typically takes two or more months.
- Operational parameters would need to be defined, including:
  - Time limits (e.g. 2 or 3 hours)
  - Days (e.g. Monday–Friday, or 7 days/week)
  - Hours (e.g. 8 AM to 5 PM)
  - Seasonality (e.g. March 15 – November 15)

If Council wishes to proceed with timed parking, some consideration should be given to appropriate daily enforcement hours and whether a seasonal approach would be more suitable.

Given the scale of these interventions and the limited evidence of a systemic problem, staff are concerned that implementing timed parking would be a disproportionate response.

Staff also note that expanding public access to underused or private parking areas may represent a more practical long-term solution to the perceived parking issue. As outlined in the Downtown Parking Study, there is potential to explore formal public use agreements for:

- The Libro Credit Union parking lot (74 Kingston Street)
- The Main Street Credit Union lot (39 St. David Street)
- The gravel lot at the rear of 36–42 West Street, accessible from St. Patrick Street
- The parking lot at 3 Courthouse Square (off North Street)
- The parking area at 18 Courthouse Square (off Colborne Street)

These partnerships could help alleviate pressure during peak periods without introducing restrictive policies or high enforcement costs.

Nonetheless, if Council feels the pressure being expressed is representative of a broader concern, staff will support and implement any direction provided.

**Linkage:**

- Corporate Strategic Plan Priority #1: Safe and Reliable Infrastructure
- Corporate Strategic Plan Priority #3: Strong Local Economy
- Corporate Strategic Plan Priority #4: Good Government

**Financial Impacts and/or Source of Funding:**

No financial impact is associated with this report.

**Consulted With:**

Dave Duncan, Municipal Law Enforcement Manager

**Approved By:**

Janice Hallahan, Chief Administrative Officer

Andrea Fisher, Director of Legislative Services/Clerk



## Staff Report

To: Mayor Bazinet and Members of Council  
Report From: Sean Thomas, Director of Community Services, Infrastructure and Operations  
Meeting Date: July 7, 2025  
Subject: Balvina Traffic Calming

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### **Recommendation:**

That Goderich Town Council receives this report for information.

### **Report Summary:**

Council previously considered a request from Goderich Place regarding pedestrian safety at the crossing on Balvina Drive. While the road did not meet the standard threshold for traffic calming, Council directed staff to explore crossing improvements.

Based on current conditions and applicable provincial guidance, a Type D PXO (imaged below) with curb cuts and sidewalk landings would be preferred. This treatment addresses safety and accessibility concerns in a cost-effective and compliant manner. The alternative option would be the installation of a temporary centre median and is not preferred due to reduced accessibility and higher ongoing maintenance requirements.

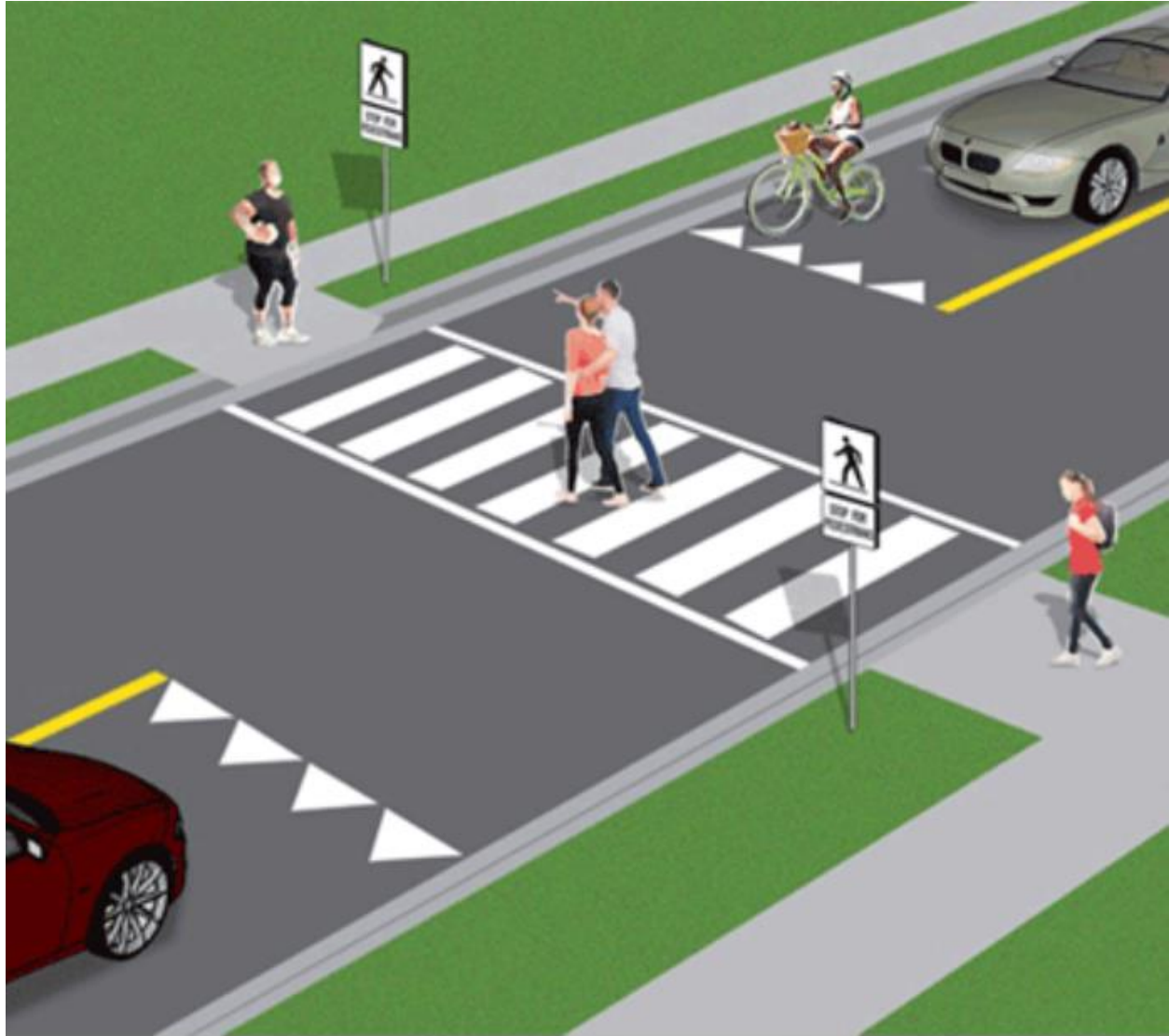
### **Background and Analysis:**

Balvina Drive currently lacks defined sidewalk connectivity across the roadway. The existing crossing leads into driveways on both sides, presenting accessibility and safety concerns, particularly for seniors and mobility device users. A request from Goderich Place staff highlighted the need for a better-defined and safer pedestrian connection.

Staff reviewed options in accordance with the Town's Traffic Calming Policy and Ontario Traffic Manual (OTM) Book 15. A Type D pedestrian crossover is the simplest and most appropriate solution for this low-volume, low-speed street. It does not require flashing lights or overhead structures and would include:

- Regulatory PXO signage and pavement markings
- Curb cuts on both sides of Balvina Drive
- Sidewalk landing pads with tactile warning strips
- Realignment of the crossing to avoid private driveways

To meet provincial design standards, parking would need to be restricted 15 metres on each approach and 5 metres on each departure, on both sides of the street. This would require an amendment to the Traffic By-Law to implement these restrictions.



The alternative option, a temporary centre median with flexible delineators, may offer some traffic calming benefit but is not considered a desirable solution for this location. It does not address the accessibility limitations at the crossing and requires seasonal reinstallation and additional maintenance. Given these constraints, this treatment is not recommended for implementation at this site.

**Linkage:**

- Corporate Strategic Plan Priority #1: Safe and Reliable Infrastructure
- Corporate Strategic Plan Priority #2: Welcoming and Caring Community

**Financial Impacts and/or Source of Funding:**

Preliminary cost estimate for the recommended PXO is approximately \$19,500, subject to detailed design.

**Consulted With:**

Kyle Williams, Community Services and Operations Manager

**Approved By:**

Janice Hallahan, Chief Administrative Officer

Andrea Fisher, Director of Legislative Services/Clerk

## Staff Report

**To:** Mayor Bazinet and Members of Council  
**Report From:** Sean Thomas, Director of Community Services, Infrastructure and Operations  
**Meeting Date:** July 7, 2025  
**Subject:** Boat Launch Operations and Maintenance  
**Attachment(s):** 1) Budget Overview 2023-2025

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**Recommendation:**

That Goderich Town Council receives this report for information;

And Further That staff be directed to continue exploring options for improving conditions at the Maitland Valley Marina Boat Launch, including organic debris management and future dock enhancements to be considered as part of the 2026 Budget.

**Report Summary:**

Prior to 2024, the Town-owned boat launches were operated by a third party and partially subsidized by taxation. In 2024, the Town assumed full operational control, leveraging the waterfront paid parking program to collect ramp fees and enforce usage. This transition provided an opportunity to recover costs directly from users.

Under the previous model, the department recorded a \$10,060 deficit in 2023. Following the operational shift, 2024 closed with a \$475.47 surplus, and 2025 is projected to end with a \$2,100 surplus. The largest annual expense is insurance, followed by maintenance services. Surplus funds are directed toward improving launch infrastructure.

The Town currently operates two public launches:

- **The day-use launch** located near Maitland Marina (MM)
- **The seasonal launch** located in Snug Harbour

Nearly all complaints received by staff relate to the day-use launch. Concerns include:

- Accumulation of dead organic material (seaweed)
- The height and condition of the adjacent dock

The Snug Harbour launch has received minimal feedback and is operating without issue. The MM launch, however, is particularly prone to organic buildup due to prevailing currents and wind patterns. Staff are evaluating potential mitigation strategies, including a solar-powered



bubble system currently used in stagnant marina environments like Sarnia. Dock concerns have been relayed to the maintenance provider, and adjustments are ongoing.

Maintaining reliable service while keeping fees affordable and avoiding reliance on the tax base continues to be a challenge. Staff are committed to exploring solutions where feasible. However, if operational costs and user expectations cannot be reasonably aligned, options such as removing the dock or eliminating fees at the day-use launch may need to be considered in the future.

**Linkage:**

- Corporate Strategic Plan Priority #1: Safe and Reliable Infrastructure
- Corporate Strategic Plan Priority #3: Strong Local Economy

**Financial Impacts and/or Source of Funding:**

No financial impact is associated with this report.

**Consulted With:**

Maitland Marina

**Approved By:**

Janice Hallahan, Chief Administrative Officer

Andrea Fisher, Director of Legislative Services/Clerk

## 2025 BUDGET

## MARINA

				2023 Actual	2024 Budget	2024 Actual	2025 Budget	Budget Change
			REVENUES					
01	3700	53605	Rent - Land	\$ (2,671.09)				\$ -
01	3700	54200	Ramp fees - Maitland Valley Marina	\$ (7,591.99)	\$ (40,000.00)	\$ (32,506.11)	\$ (40,000.00)	\$ -
01	3700	55790	Miscellaneous recoveries					\$ -
01	3700	69100	Transfer from Reserve Funds		\$ (15,000.00)	\$ (7,056.04)		\$ 15,000.00
			TOTAL REVENUES	\$ (10,263.08)	\$ (55,000.00)	\$ (39,562.15)	\$ (40,000.00)	\$ 15,000.00
01	3700	72400	Grounds - R&M	\$ 2,248.87	\$ 14,000.00	\$ 3,712.39	\$ 3,000.00	\$ (11,000.00)
01	3700	73160	Software		\$ 560.00	\$ 569.86	\$ 600.00	\$ 40.00
01	3700	73200	Bank service charges		\$ 1,000.00		\$ 1,000.00	\$ -
01	3700	73700	Legal			\$ 381.60		
01	3700	73750	Other professional fees		\$ 12,500.00	\$ 7,437.55	\$ 10,000.00	\$ (2,500.00)
01	3700	77400	Miscellaneous		\$ 2,000.00		\$ 4,000.00	\$ 2,000.00
01	3700	77450	Insurance	\$ 18,279.20	\$ 20,000.00	\$ 19,929.24	\$ 20,000.00	\$ -
01	3700	78100	Transfer to Reserve					\$ -
01	3700	78200	Transfer to Reserve Fund				\$ 3,500.00	\$ 3,500.00
01	3700	81005	Capital - Equipment and Machinery		\$ 15,000.00	\$ 7,056.04		\$ (15,000.00)
01	3700	81006	Capital - Dock Development					
			TOTAL EXPENDITURES	\$ 20,528.07	\$ 65,060.00	\$ 39,086.68	\$ 42,100.00	\$ (22,960.00)
			TOTAL NET DEPARTMENT EXPENDITURES	\$10,264.99	\$10,060.00	(\$475.47)	\$2,100.00	(\$7,960.00)
			Notes:					
01	3700	72400	General allocation	\$ 3,000.00				
01	3700	73160	Meter sentinel charges	\$ 600.00				
01	3700	73750	Portion of launch fees as per contract	\$ 10,000.00				
01	3700	78200	Transfer to Waterfront Reserve Fund	\$ 3,500.00	Partial repayment for 2024 meter purchase			

## Staff Report

**To:** Mayor Bazinet and Members of Council  
**Report From:** Sean Thomas, Director of Community Services, Infrastructure and Operations  
**Meeting Date:** July 7, 2025  
**Subject:** Rebuilding Downtown Infrastructure Update July 7, 2025  
**Attachment(s):** 1) N/A

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### **Recommendation:**

That Goderich Town Council authorize the contractor to commence removals and underground servicing for Phase 2 of the Downtown Reconstruction Project while curbs, sidewalks, and base asphalt are completed in Phase 1;

And That Council support the procurement and deployment of three (3) portable message board signs in partnership with the BIA for use on the Town's connecting link roads.

### **Report Summary:**

Rebuilding Downtown Infrastructure Project construction is proceeding on schedule, with some elements slightly ahead of target. Delays in the delivery of etched lamp posts and concrete stamping tools may impact the completion of Phase 1. To avoid demobilization and prolonging the project, the contractor has proposed overlapping the start of Phase 2 by a few days. Staff support this approach as a cost-effective way to maintain momentum and achieve a Phase 1 and 2 completion date in the first week of October. In response to merchant concerns, staff have also implemented and proposed additional signage and marketing initiatives to promote continued access to downtown businesses during construction.

### **Background and Analysis:**

Construction on the Rebuilding Downtown Infrastructure Project is progressing well. Phase 1 is on schedule, with the potential to finish slightly ahead of the planned timeline. However, two critical items—etched lamp posts and the decorative concrete stamp—are delayed. The etched lamp posts are now scheduled for delivery in the first week of September due to a backlog at the manufacturer's Mississauga facility. An alternate polished design (used in the Coast subdivision) could be sourced within four weeks; however, the design team advises maintaining the etched aesthetic to ensure cohesion with existing poles around the Square.

The concrete stamp, used in the furnishing zone, has no firm delivery date but is also expected to arrive closer to September. This affects Phase 1 completion, as the contractor is required to fully complete Phase 1 before commencing Phase 2.

To maintain momentum and minimize demobilization costs, the contractor has requested permission to start removals and underground servicing in Phase 2 while finishing curbs, sidewalks, and asphalt in Phase 1. This overlap is estimated at seven (7) construction days. The roadways and sidewalks in Phase 1 would be opened to traffic the first week of August, with the furnishing zone left as graded gravel until the final elements arrive. This approach enables both Phase 1 and Phase 2 to be completed by October 1. Requiring the contractor to demobilize would delay both phases into December and increase costs. Staff recommend permitting the overlap.

In response to merchant concerns about visibility during construction, Staff met with BIA representatives, the mayor, and a local business owner to explore signage and marketing opportunities. As a result, a promotional insert highlighting that all businesses remain open, with a map of the phasing and affected streets, was included in the tax bill mailout. A digital display sign was also deployed to provide real-time updates. However, due to its size, placement is limited. A proposal from the BIA suggests using non-digital portable message boards on the three connecting link roads. These are smaller, more flexible, and cost approximately \$350/month. The BIA has expressed willingness to share this cost. Staff recommend procuring three (3) portable signs locally and coordinating placement with the Chief Building Official.

Finally, while most buildings are rear serviced, some rear laterals are misaligned or inaccessible. Where identified, staff will coordinate the installation of front-facing sanitary laterals. There will be no upfront cost to the property owner unless service is immediately requested. Instead, consistent with Town practice on residential roads, the cost will be recorded on the property file and recovered at time of connection.

**Linkage:**

- Corporate Strategic Plan Priority #1: Safe and Reliable Infrastructure
- Corporate Strategic Plan Priority #3: Strong Local Economy
- Corporate Strategic Plan Priority #5: Environmental Stewardship

**Financial Impacts and/or Source of Funding:**

There is minimal financial impact associated with this report; sharing of costs with the BIA for the non-digital sign - \$700.

**Consulted With:**

Jason Dykstra, Building Services Manager/Chief Building Official  
Dan Gall, BIA Manager  
Shelly Peet, BIA Chair

**Approved By:**

Janice Hallahan, Chief Administrative Officer  
Andrea Fisher, Director of Legislative Services/Clerk



## Staff Report

**To:** Mayor Bazinet and Members of Council  
**Report From:** Kyle Williams, Operations and Community Services Manager  
**Meeting Date:** July 7, 2025  
**Subject:** Replacement of Operations Department Pickup Trucks

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**Recommendation:**

That Goderich Town Council accept the quote from Finch, Chevrolet, Cadillac, Buick GMC Ltd. in the amount of \$148,253, excluding HST.

**Report Summary:**

A tender for pickup trucks was posted on the Town of Goderich website and remained open for a period of ten (10) days. The goal of this tender was to secure a reliable supplier for replacing three (3) Operations Department pickup trucks.

Upon the closing of this tender, the Town received a singular submission from Finch, Chevrolet, Cadillac, Buick GMC Ltd. Their submission for the required vehicles was a total cost of \$148,253, excluding HST.

**Background and Analysis:**

The current fleet includes several pickup trucks that have reached the end of their service life. The 2025 budget allocates \$150,000 for replacing these vehicles, covering the purchase of three (3) new quad cab pickup trucks. Upon the arrival of the new trucks, the three oldest vehicles in the Departments fleet, scheduled for replacement, will be sold through the Gov Deals platform.

**Linkage:**

- Corporate Strategic Plan Priority #1: Safe and Reliable Infrastructure
- Corporate Strategic Plan Priority #4: Good Government

**Financial Impacts and/or Source of Funding:**

The financial impact associated with this report is \$50,000 from the Public Works Department, \$50,000 from the Recreation Department, and \$50,000 from the Parks Department.

**Consulted With:**

Sean Thomas, Director of Community Services, Infrastructure and Operations

**Approved By:**

Janice Hallahan, Chief Administrative Officer  
Andrea Fisher, Director of Legislative Services/Clerk

## Staff Report

**To:** Mayor Bazinet and Council  
**Report From:** Kyle Williams, Operations and Community Services Manager  
**Meeting Date:** July 7, 2025  
**Subject:** Ice Allocation Policy  
**Attachment(s):** 1) Ice Allocation Policy

---

### **Recommendation:**

That Goderich Town Council adopts the Town of Goderich Ice Allocation Policy and refer to a By-Law at a future meeting.

### **Report Summary:**

This policy ensures that the ice at Maitland Recreation Centre is used to its maximum potential, offering a diverse range of ice activities that cater to the entire community's needs. It emphasizes an equitable and fair allocation process that not only addresses operational requirements but also optimizes the use of the existing ice times.

Please note that the Ice Allocation Policy, initially reviewed at the Council meeting on June 9, 2025, has been updated. The amendments requested by Council have now been integrated.

### **Background and Analysis:**

As the Town of Goderich continues to grow and evolve, the Maitland Recreation Centre has observed an increasing demand for ice time. With the municipality's commitment to foster an active, engaged, and healthy community, the Town has prioritized the promotion and support of ice sports at the Maitland Recreation Center for the overall benefit of its user groups.

To address this demand effectively, the Town has developed the attached Town of Goderich Ice Allocation Policy for the Maitland Recreation Centre, which serves as a directive for the equitable distribution of ice time among all user groups. This policy ensures a fair and balanced approach, accommodating the diverse needs and interests of our community members while optimizing the utilization of our facility.

### **Linkage:**

- Corporate Strategic Plan Priority #2: Welcoming and Caring Community
- Corporate Strategic Plan Priority #3: Strong Local Economy
- Corporate Strategic Plan Priority #4: Good Government

### **Financial Impacts and/or Source of Funding:**

No financial impact is associated with this report.

**Consulted With:**

Sean Thomas, Director of Community Services, Infrastructure and Operations  
Greg Morningstar, Recreation Facilities Supervisor

**Approved By:**

Janice Hallahan, Chief Administrative Officer  
Andrea Fisher, Director of Legislative Services/Clerk

**Administration Policy No. \_\_\_\_\_ of 2025 - Ice Allocation Policy**

**Area: Administration**

**Effective Date: July 8, 2025**

**Subject: Ice Allocation Policy**

**Revision Date:**

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## **1.0 Purpose**

The Ice Time Allocation Policy is intended to cover the fall/winter ice rental season that is scheduled from September 1- March 31 each year. It is recognized and understood that the Town of Goderich has a responsibility to allocate access to ice time at the Maitland Recreation Centre (known as “the Centre”) in a manner that meets the needs of the entire community. It is further recognized that these needs vary by user group. This policy establishes a system to fairly and equitably distribute ice time available to the community and residents of the Town of Goderich.

## **1.1 Current Organizations/Groups**

For all current ice user groups intending to rent ice at the Centre for the fall/winter season. Please adhere to the following submission requirements and deadlines:

**Intent to Rent Ice:** All current user groups must submit their intention to rent ice by providing a written request specifying the number of ice rental hours per week and the times they would like to secure. This submission is required by **June 7** of each year and must be sent to the Recreation Facilities Supervisor.

**Current Registration Data:** Alongside the request for rental hours, please ensure that your most current registration data is submitted.

The Recreation Facilities Supervisor will try to accommodate all requests to the best of their ability. A draft ice schedule will be compiled based on the submitted requests, and a preliminary version will be distributed to all user groups by **July 7**.

The Town appreciates the cooperation and commitment to adhering to these deadlines to facilitate a fair and equitable allocation of ice time for all participating groups.



## **1.2 New Organizations/Groups**

Organizations or groups not currently participating in the Town's ice rental system are required to formally declare their intent in writing, to rent ice. This notification aims to facilitate efficient scheduling and equitable distribution of our available ice time resources.

### **Submission Requirements:**

**New Applicants:** Any organization or group not included in the previous year's ice rental schedule.

**Deadline:** Written requests must be submitted by **May 1** for consideration in the upcoming season.

**Recipient:** All submissions are to be sent to the Recreation Facilities Supervisor at [recreation@goderich.ca](mailto:recreation@goderich.ca).

These specified deadlines are important to ensure your request is considered. Kindly provide all relevant details regarding your ice rental requirements within your submission to facilitate our assessment and scheduling process.

## **1.3 Ice Users Meeting**

The ice users meeting will be held the third week in July based on schedules and availability.

## **1.4 Ice Allocation Issues**

### **Initial Negotiation Process:**

Ice allocation issues will first be addressed by communicating with the Recreation Facilities Supervisor. If issues cannot immediately be resolved, negotiations will be held at the annual ice users meeting. This meeting serves as the primary platform where existing and new user groups convene to discuss and resolve allocation matters respectfully and collaboratively.

### **Mediation Role:**

If challenges persist and are unresolved through the initial negotiations, the Recreation Facilities Supervisor will step in to mediate between the parties involved. The goal of the mediation is to facilitate a mutually acceptable resolution in adherence to the principles of fairness and cooperation.

**Final Decision-Making Authority:**

In the event that mediation does not lead to reconciliation, the unresolved issue will be elevated to the Operations and Community Services Manager. This role holds the authority to make a final decision consistent with this Ice Allocation Policy, aiming to ensure an equitable outcome for all involved parties.

It is important for all user groups to understand that transferring scheduled ice time to another group outside of your own organization is not permitted. This ensures a fair and organized allocation of ice time for all user groups.

If for any reason your organization finds it necessary to give up your scheduled ice time, please notify the Recreation Facilities Supervisor directly. Upon receiving your notification, the Supervisor will handle the reallocation of the ice time in accordance with the Ice Allocation Policy.

**2.0 Ice Rental Priority Guideline****First Priority Group: Local Youth Organizations**

This category encompasses organizations primarily based within the Town of Goderich tax base. Priority is given to local house league and competitive programs, including hockey, ringette, figure skating, and other related youth ice sports. These associations serve as the foundational structure for youth development in our community, fostering skill growth and sportsmanship.

**Second Priority Group: Local Junior Hockey Clubs**

Acknowledging the vital role that Junior hockey plays in advancing competitive sports in Ontario, the Town of Goderich is committed to supporting these Goderich based junior clubs. Prime-time ice allocations will be secured for Ontario Hockey Association (OHA) Goderich based Junior hockey, enriching our community by providing opportunities to experience this high level of competition.

**Third Priority Group: Non-Resident Youth Organizations**

Organizations whose structure and majority of participants reside outside the Town of Goderich tax base fall into this category. While these organizations are important to regional sporting culture, priority is structured to ensure maximum access to local youth residents initially.

**Fourth Priority Group: Adult Programs/Community Organizations**

This group includes programs and leagues based within Goderich that serve adults, such as Recreational Leagues, Old Timers Hockey and instructional or developmental programs. These programs enrich community life through inclusive engagement in sport.

#### **Fifth Priority Group: Private Rentals**

Remaining ice slots not allocated to the above groups will be available for private rentals. This includes part-time or pick-up teams, operating on a first-come, first-served basis, thereby ensuring community-wide access to our facilities.

This prioritization framework aims to balance the needs and interests of the Goderich community while providing quality access to all stakeholders. The Town appreciates the cooperation and understanding in adhering to these guidelines.

### **3.0 Tournaments, Carnivals (Special Events)**

The Town of Goderich remains committed to supporting and encouraging special events such as tournaments and carnivals, which contribute greatly to the community. The Town invites organizations and individuals interested in hosting a special event during the fall/winter season, to submit a formal intent to run their proposed event. All intents must be submitted in writing by **June 14** to the Recreation Facilities Supervisor.

Once submissions are reviewed and if the requested dates are available, they will be “blackout” in our scheduling system, confirmation will be provided by the Recreation Facilities Supervisor during the annual ice users meeting, at which time an ice rental contract will be forwarded/provided to the requestor. Priority will be given to existing or repeat annual events, recognizing their established presence in our community calendar. New event organizers are requested to choose dates that do not conflict with pre-planned events, as pre-existing events will take precedence in case of schedule overlaps.

### **4.0 Responsibilities of Ice Rental User Groups**

To maintain fairness and schedule efficiency, the Town reminds all user groups of their responsibility in ensuring their rented ice time is strictly followed. In order to address any non-compliance, the Town has established the following protocol:

**First Overage:** The first time a user group exceeds their allocated end time of their rental they shall receive a written warning sent to the head of the organization/group.

**Second Overage:** User groups exceeding the allocated end time a second time will incur an extra charge equivalent to a half hour over the actual time used.

**Third Overage:** On exceeding the end time of a rental a third time, user groups will be billed for an additional one hour over the time actually used.

**Final Curfew Breach:** In instances of repeated curfew breaches, a fourth violation will result in billing for an additional hour and the forfeiture of the ice time slot moving forward.

## **5.0 Unused Scheduled Ice Rentals**

There have been instances where reserved ice time has not been utilized by user groups. To address this, the Town will be reassessing any unused slots, despite payments being made. Our aim is to ensure that all groups interested in utilizing the facility will have the opportunity to do so. The Recreation Facilities Supervisor will maintain a log of any ice time that has been booked but left unused.

Before any reallocation of ice time, the data will be discussed with the user group to understand the circumstances and provide the opportunity for conversation. The documented logs will influence ice time scheduling allocations for future seasons, ensuring a fair process that considers the needs and usage of all groups.

Organizations that regularly underutilize their allocated ice time over the course of a season may have their future allotments reduced. These reductions will allow the Town to reassign time to other groups demonstrating a clear need and the capacity to fully utilize ice.

These steps will contribute to a more balanced and accessible use of the ice surface at the Maitland Recreation Centre for all user groups.

These steps are essential for maintaining the operational integrity and overall schedule success at our facility. All users understanding and cooperation in following the rental end times are greatly appreciated.

Any questions or concerns with this policy are to be directed to the Recreation Facilities Supervisor at [recreation@goderich.ca](mailto:recreation@goderich.ca).



## Staff Report

**To:** Mayor Bazinet and Members of Council  
**Report From:** Jason Dykstra, Building Services Manager/Chief Building Official  
**Meeting Date:** July 7, 2025  
**Subject:** 411 Huron Road - Sign Proposal  
**Attachment(s):** 1) Sign Request

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**Recommendation:**

That Goderich Town Council deny Andrew Colafranceschi's proposal for the installation of a third-party digital LED billboard sign at 411 Huron Road.

**Report Summary:**

The sign proposal is to allow a third-party digital LED billboard to be placed at 411 Huron Road.

**Background and Analysis:**

Council at their May 20, 2025 meeting, received a request from Andrew Colafranceschi to erect a third-party sign at 411 Huron Road (commercially zoned site). Council deferred a decision to allow staff to review the location of the third-party sign, and the beneficial/detrimental effects at this location.

The proposal is to allow a third-party digital LED billboard sign capable of animation, scrolling, and different lighting to be installed at the site.

Following a review of the proposal by myself and the Director of Community Services, Infrastructure and Operations, the recommendation to Council is to deny Mr. Colafranceschi's proposal. It is staff's opinion that this type of sign is capable of bright light, scrolling, animation, and advertising that will be a distraction to motorists at the adjacent traffic-controlled intersection of Huron Road and Suncoast Drive.

Town staff are currently reviewing the stipulations of third-party signage and the allowance for businesses to advertise in places where they do not own or have an established business.

**Linkage:**

- Corporate Strategic Plan Priority #1: Safe and Reliable Infrastructure
- Corporate Strategic Plan Priority #2: Welcoming and Caring Community

**Financial Impacts and/or Source of Funding:**

No financial impact is associated with this report.

**Consulted With:**

Sean Thomas, Director of Community Services, Infrastructure and Operations

**Approved By:**

Janice Hallahan, Chief Administrative Officer

Andrea Fisher, Director of Legislative Services/Clerk

May 8<sup>th</sup> 2025

Good day Mayor Bazinet and Members of Council,

I've previously had the opportunity to speak with Mayor Bazinet, Chief building official Jason Dykstra, and several municipal staff members regarding signage by-laws and the potential for new digital signage opportunities in Goderich. I now wish to formally address all members of Council to continue that dialogue and seek clarification on two specific matters:

1. The scope of permitted content on the existing first-party digital sign located at **140 Huckins Road**, at Self Storage Goderich.
2. The potential installation of a new third-party digital billboard at **411 Huron Road**

### **1. Existing Sign at 140 Huckins Road. Expanding Community Messaging**

Recently, I was approached by representatives from the Downtown Goderich BIA and a federal Member of Parliament's campaign office, both expressing interest in placing content on the digital sign at 140 Huckins Road. I explained that the sign is currently classified as a first-party sign and, as such, is limited to content that pertains to the business and its operations on site. At present, the sign is used to promote facility features, security highlights, and the occasional community-focused message such as "Buy Canadian."

I would like to expand the scope of this signage to include local events, charitable initiatives, and nonprofit services, provided strictly on a no charge basis. The goal is to ensure the sign remains relevant, engaging, and supportive of the broader Goderich community.

I want to act transparently and seek formal clarification or permission before proceeding with any content changes.

### **2. Proposed Billboard at 411 Huron Road. New Application**

A short time ago, I submitted an application to install a new sign at 411 Huron Road, but I ultimately withdrew it due to what I perceived as a lack of municipal support. I would now like to revisit this opportunity in a collaborative and constructive spirit.

If approved, the proposed billboard would fully comply with the existing provisions of the Town's Sign By-law. Specifically sections 6.1 to 6.6.3 related to free standing signs. Design and operational features would include:

- A digital LED canopy-style billboard
- Static images only (no flashing, animation, or motion graphics)
- Minimum dwell time of 10 seconds
- Brightness automatically adjusted via photo eye sensor based on ambient lighting

- Placement approximately 15 meters from the roadway and 25 meters from the Huron Rd/Suncoast Dr intersection
- The nearest residential property is over 100 meters away, located behind and facing away from the sign

Similar regulations like governing dwell time, brightness, and content format are successfully enforced in cities such as London, Windsor, and Waterloo. I've observed digital signs currently in place within Goderich displaying animated or rapidly changing content, often without dimming sensors. To my knowledge, these have not prompted complaints or enforcement action.

### **Public Benefit Commitment**

Should Council support the installation of the proposed third-party sign at 411 Huron Road, I would be pleased to allocate one advertising slot per month to the Town of Goderich or any municipal department, for the full operational life of the sign. This space could be used for public service announcements, safety messages, event promotion, or other municipal initiatives. This would serve to make the sign a constructive and community oriented communication tool.

### **Final Considerations**

I understand that Goderich's current signage by-law may not yet reflect the most current digital signage by-law standards. I respectfully encourage Council to consider applying the practical, up to date approaches used in other Ontario municipalities when reviewing my request.

If it would help inform a decision, I am also willing to commission a professional light study. While these studies are typically helpful when signage is proposed within 100 meters of residential areas, the closest residence in this case is located beyond that threshold and well behind the display screen. I do not anticipate any light related concerns with this proposal, making such a study unnecessary in my opinion, but I'm open to conducting such a study if Council finds it necessary.

My aim is to invest in Goderich responsibly and with community value in mind.  
I am optimistic for Council approval and contribute to the community.

Best Regards,

*Andrew Colafranceschi*



## Staff Report

**To:** Mayor Bazinet and Members of Council  
**Report From:** Jason Dykstra, Building Services Manager/CBO  
**Meeting Date:** July 7, 2025  
**Subject:** Community Improvement Incentive (CII) Application  
**Attachment(s):** 1) CII Application – 20 Wellington Street South

---

**Recommendation:**

That Goderich Town Council deny the CII Application for 20 Wellington Street South taking into account the fact that the structural renovations to the Heritage property did not follow the Town's Heritage protocols and the work was carried out without receiving the necessary permits to complete the work.

**Report Summary:**

The work was completed without obtaining Building Permits and Heritage Approval.

**Background and Analysis:**

20 Wellington Street South, Goderich is a Part IV Heritage Property.

The application is to receive funds for building permits and renovations to Heritage attributes due to structural failure.

The proposal meets the intent of the Community Improvement Plan, and the Town of Goderich does encourage maintenance and upkeep of Heritage properties. However, the Town also requires all structural building and renovations of Heritage properties to follow the Town's protocol of receiving permission to complete such work.

All work was completed prior to obtaining Heritage Committee approval and Building Permits, therefore in the opinion of the Chief Building Official, this application does not meet the requirements of the CIP.

**Linkage:**

- Corporate Strategic Plan Priority #4: Good Government

**Financial Impacts and/or Source of Funding:**

No financial impact is associated with this report.

**Consulted With:**

None

**Approved By:**

Janice Hallahan, Chief Administrative Officer

Andrea Fisher, Director of Legislative Services/Clerk



## COMMUNITY IMPROVEMENT INCENTIVE APPLICATION FORM

This application should not be completed without first reviewing the *Town of Goderich Community Improvement Plan*. The Plan provides the basis under which applicants may apply for funding, illustrates the areas of applicability of the program, the amount of funding available to applicants and the terms of the grant.

As noted in the Plan, funding is subject to availability. Council is not required to provide funding to any project and may terminate this program at any time and without notice.

All successful applicants will be required to enter into an agreement detailing the responsibilities of each party and the terms under which funding will be provided.

For copies of the *Town's Community Improvement Plan* please visit the Town website at [www.goderich.ca](http://www.goderich.ca), contact the Town at (519) 524-8344, or visit the Municipal Office at 57 West St., Goderich.

### SECTION 1: CONTACT INFORMATION

Name of Applicant Patricia Stasiv  
Address 20 Wellington Ave  
Goderich, Ontario  
Phone 905-467-3515 Fax \_\_\_\_\_  
Email patriciastasiv@gmail.com

Name of Owner (if different) \_\_\_\_\_  
Address \_\_\_\_\_  
Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Email \_\_\_\_\_

COMMUNITY IMPROVEMENT INCENTIVE APPLICATION FORM

1

**SECTION 4: DECLARATIONS**

When you have completed Sections 1 through 3 of your application, please bring it to the Town Municipal Office to complete this section. If you are not the owner of the building you are seeking a grant for, you must obtain written consent from the owner in the format below or through a letter of consent addressed to the Town.

I, Patricia Stasiw, of the Godenich  
NAME CITY/TOWN/VILLAGE  
in the \_\_\_\_\_ of \_\_\_\_\_, do solemnly declare that all  
COUNTY/REGION/DISTRICT NAME OF COUNTY/REGION/DISTRICT  
statements contained in this application are true, and I make this solemn declaration conscientiously  
believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue  
of the Canada Evidence Act

Declared before me at the \_\_\_\_\_ of \_\_\_\_\_  
in the \_\_\_\_\_  
of \_\_\_\_\_, this 30 day of May 2025  
Applicant's Signature Patricia Stasiw

\_\_\_\_\_  
A Commissioner, etc.

**To be completed if the owner is different from the applicant:**

I, Patricia Stasiw, being the owner of the property described in Section 2 of  
this application, hereby acknowledges and gives consent to this application.

Dated at, Godenich this 30 day of May 2025  
NAME OF CITY/TOWN/VILLAGE DAY MONTH YEAR

Patricia Stasiw  
Signature of Owner

\_\_\_\_\_  
COMMUNITY IMPROVEMENT PLAN INCENTIVE APPLICATION

5



**SECTION 2: PROPERTY INFORMATION****Property Description**

Civic Address

20 Wellington Ave

Legal Description

3 front porch.

Building Description

(Briefly describe the uses, businesses, etc. located in the building)

2 posts and 3 front porch have rotted, front 2 doors sanded.  
front of the house

Approximate year of construction (if known)

1875?

Existing Official Plan designation

Heritage

Existing Zoning.

**Mortgages, Holders of Charge or Other Encumbrances**

Do you currently have a mortgage, lien or other encumbrance against the subject property?

Yes

☐

No

☒

If 'yes', who is the mortgage held with?

Yes

☐

No

☒**Property Taxes** (NOTE: no outstanding property taxes and/or appeals of property taxes must exist at the time this application is submitted).

Have all applicable taxes been paid on the lands that are subject to this grant application?

Yes

☒

No

☐

COMMUNITY IMPROVEMENT PLAN INCENTIVE APPLICATION

2

**SECTION 3: PROJECT DESCRIPTION**

Please indicate with an 'X' which of the following programs you are applying for. You may be eligible for more than one program.

1. Façade Improvement Grant ☐      2. Fee Refund Grant \* ☐  
3. Tax Incentive Program ☐

Approximate Total Cost of the Renovation:

\$5,000

Current Assessed Value of the Property: \_\_\_\_\_

\* If a Fee Refund Grant, which of the following fees are you applying for:

- Building Permit Fee ☐      Development Charges ☐      Planning Application Fee: ☐

\*\* If a Planning Application Fee, which applications are you applying for:

- Official Plan Amendment (OPA) ☐      Zoning By-law Amendment (ZBLA) ☐  
Plan of Subdivision ☐      Plan of Condominium ☐

**Other Public Funding Sources and Amounts Requested for Your Project**

Type	Program / Source	Amount
Federal	_____	_____
Provincial	_____	_____
Municipal	_____	_____

Estimated completion date of the project: \_\_\_\_\_

For this section please describe your proposed project plans. Eligible costs could include the cost of materials, equipment, contracted labour, engineering, architectural fees. Labour provided by the applicant or tenant of the building do not constitute an eligible cost. *(If approved, original receipts must be provided of actual costs).*

Item	Reason / Need	Estimate Cost
Example Replace second storey windows	Window sills have rotted and are leaking.	\$1,000.00
1.		
2.		
3.		
4		































## Staff Report

**To:** Mayor Bazinet and Members of Council  
**Report From:** Jason Dykstra, Chief Services Manager/Chief Building Official  
**Meeting Date:** July 7, 2025  
**Subject:** Heritage Permit Application No. 2025-008 – 81 Hamilton Street – New Signs  
**Attachment(s):** 1) Heritage Permit Application No. 2025-008

---

**Recommendation:**

That Goderich Town Council approves Heritage Permit Application No. 2025-008, as submitted, without conditions.

**Report Summary:**

The application is to erect new signage on the property, as well as in the downtown area to promote BIA businesses during the Town's Rebuilding Downtown Infrastructure Project.

**Background and Analysis:**

81 Hamilton Street and Courthouse Square are located within the Heritage District. The application is to replace the fascia sign on 81 Hamilton Street and to erect feather signs.

It is my opinion that the feather signs and fascia sign conform with the Heritage Guidelines and will not diminish the characteristics of the area and therefore recommend approval of this application.

**Linkage:**

- Corporate Strategic Plan Priority #2: Welcoming and Caring Community

**Financial Impacts and/or Source of Funding:**

There is no financial impact associated with this report.

**Consulted With:**

N/A

**Approved By:**

Janice Hallahan, Chief Administrative Officer  
Andrea Fisher, Director of Legislative Services/Clerk

**A. – Property and Applicant Information**

Property Address:

81 Hamilton St., Waterloo St, Around the Square**Owner Contact Information:**

Name:

Dan Gail

Address &amp; Postal Code:

~~87 West~~ 91 Hamilton St.

Phone No.:

519 440 0871

Email:

bja@goderich.ca**Agent Contact Information (if applicable)**

Name:

Address &amp; Postal Code:

Phone No.

Email:

**B – Heritage Permit Application Summary****Heritage Designation:**

Part IV (Individual Property) \_\_\_\_\_

Part V (Heritage Conservation District) \_\_\_\_\_

☐ Alterations to Building☒ New Construction☐ Landscaping☐ Demolition☒ Signage/Lighting

Explain the reasons for undertaking the proposed work

To promote downtown to Tourists & Community  
During Construction

Clearly describe the changes you are undertaking to alter the property-attach pictures showing pre and post appearance of the building. Attached samples of building material and/or colour

- Replace the existing sign on 81 Hamilton with  
BIA Downtown welcome signFEATHER Flgs - Temporary to Promote & Direct  
Visitors to Downtown during Construction

### C – Product and Manufacturer Details

Item(s) to be changes	Is work new or restoration	Type of Material	Colour	Other product details
Cladding (siding, brick, stucco etc.)				
Roof				
Foundation Walls				
Trim				
Doors				
Windows				
Porch/Verandah				
Fencing				
Landscaping				
Signage/Lighting	NEW	FEATHER Flag - Nylon Sign: <del>WOOD</del> PLASTIC	Mult.	



**D – Declaration and Signature**

I hereby declare that the statements made herein are, to the best of my belief and knowledge, a true and complete representation of the purpose and intent of this application.

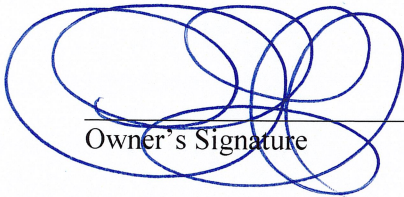
I have reviewed the submission requirements and understand that incomplete applications may be defined pending additional information.

I understand that the proposal must comply with all other applicable legislation and By-Laws and other approvals.

I acknowledge that any change to the approved drawings, however small, may require an amendment to the permit and may require resubmission for approval. Failure to reveal these changes to the Municipal & Marine Heritage Committee may result in a work stoppage.

I acknowledge that the Town of Goderich staff and members of the Municipal & Marine Heritage Committee may visit the property that is the subject of this application for the purpose of evaluating the merits of this application.

I acknowledge that personal information on this form is collected under the authority of the Ontario Heritage Act and will be used to process Heritage Permit Applications and the information will become public.



Owner's Signature

May 23/25  
Date

Agent's Signature

Date

**E – Municipal & Marine Heritage Committee Recommendation to Council:**

The application is:

\_\_\_\_ Recommended for approval without conditions

\_\_\_\_ Recommended for approval with conditions as listed below

a) \_\_\_\_\_

b) \_\_\_\_\_

c) \_\_\_\_\_

\_\_\_\_ Recommended for refusal

Reason:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Municipal & Marine Heritage Committee Chair

\_\_\_\_\_  
Date

**F. – Council Decision**

The application is:

\_\_\_\_ Approved without conditions

\_\_\_\_ Approved with conditions as listed below

a) \_\_\_\_\_

b) \_\_\_\_\_

c) \_\_\_\_\_

\_\_\_\_ Refused

Reason:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Date



**Note:** Recommendations/approvals are granted on the express condition that the work to be carried out shall conform to the provisions of all building codes and By-Laws passed by the Town of Goderich. The heritage application process does not replace building permits under the Ontario Building code Act, or other required permits for signage, demolition, etc. It is also noted that Council can pursue legal action if the required permits and permissions have not been granted or guidelines have not been followed.

**Affidavit and Sworn Declaration of Owner or Applicant**

I agree that all work submitted in support of this application may be made available for public review, pursuant to the Municipal Freedom of Information and Protection of Privacy Act. I agree to reimburse the Town of Goderich for any costs associated with the preparation of studies required to evaluate the application by qualified consultants, and any costs which may be incurred before the courts and tribunals arising from the disposition of this application. I hereby certify that all statements contained within this application are true and agree to allow Town staff reasonable access to the property.

Don GOD  
OWNER

DBIA.  
APPLICANT

Mar. 23 / 2025  
DATE

## RESOURCES

### General Information:

General Information and Heritage Resources Materials:

<http://www.goderich.ca/en/Heritage/municipalandmarineheritagehomepage.asp>

### Funding Sources:

Community Improvement Plan

<http://www.goderich.ca/en/townhall/resources/goderichcip.pdf>

Goderich Heritage Enhancement Fund

<http://www.goderich.ca/en/Heritage/PropertyDocumentsforDownload.asp>

Tax Refund Program for Designated Heritage Properties By-Law

<http://www.goderich.ca/en/townhall/resources/104-2016-heritage-tax-break.pdf>

Tax Refund Program for Designated Heritage Properties Application Form

<http://www.goderich.ca/en/townhall/resources/heritage-tax-refund-program-application---final.pdf>



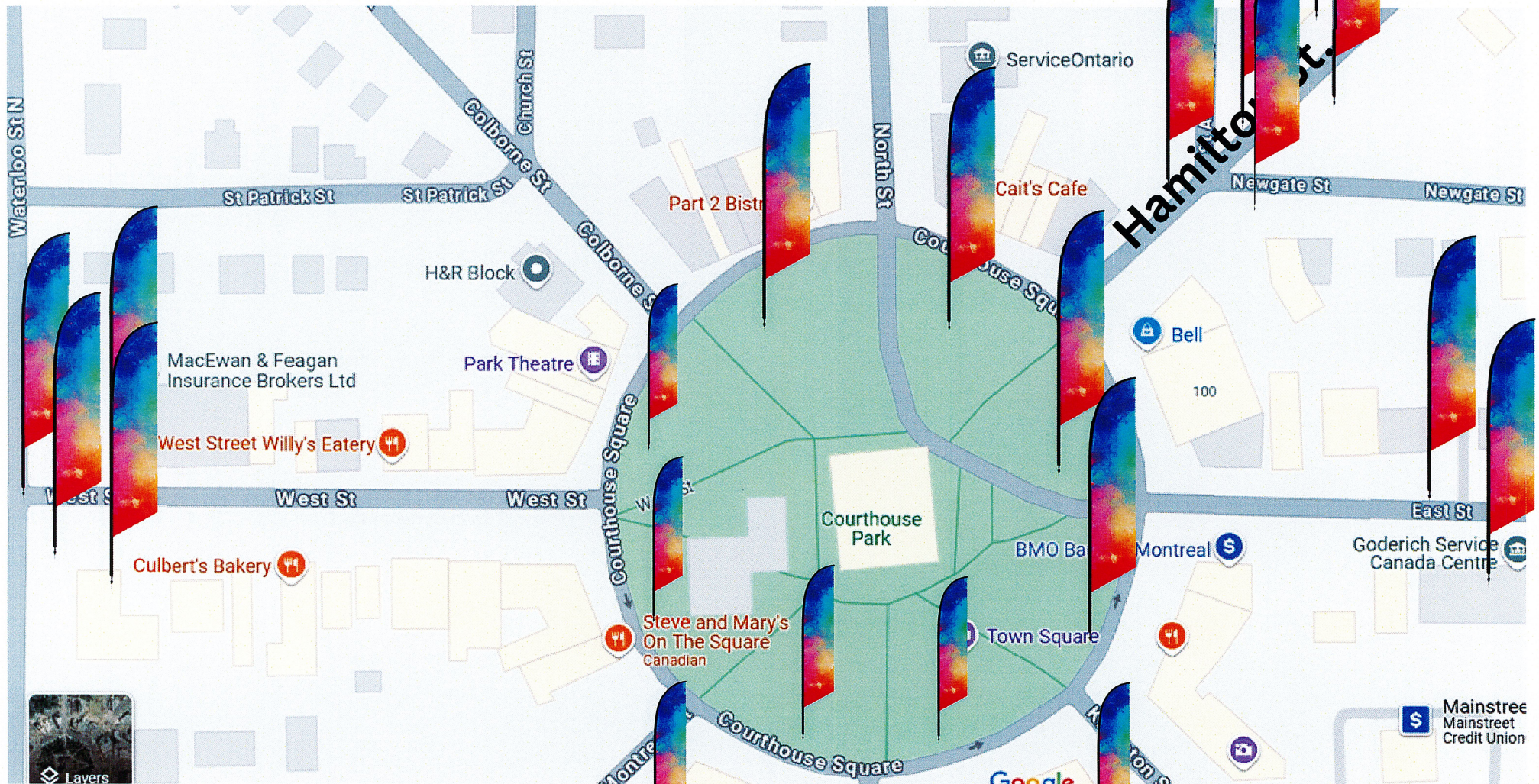




In the trees planters along both sides of Hamilton St. and the entrance of East Street - so people know to use the road to access the square.

6 Inside the square in the grass area.

4 gardens on Waterloo St in the garden area



on the construction fencing - Hello! We're Open



## Staff Report

**To:** Mayor Bazinet and Members of Council  
**Report From:** Jason Dykstra, Building Services Manager/Chief Building Official  
**Meeting Date:** July 7, 2025  
**Subject:** Heritage Permit Application No. 2025-009 – 60 West Street – Fascia Sign  
**Attachment(s):** 1) Heritage Permit Application No. 2025-009

---

**Recommendation:**

That Goderich Town Council approves Heritage Permit Application No. 2025-009, as submitted, without conditions.

**Report Summary:**

The application is to erect new signage on the property.

**Background and Analysis:**

60 West Street is located within the Heritage District. The application is to install a fascia sign on the front façade of the building.

All fascia board signs are reviewed by the Chief Building Official to ensure they meet the intent of the Sign By-Law and Heritage Guidelines. It is my opinion that the sign meets the requirements of the Sign By-Law and the Heritage Guidelines and therefore recommend approval of the application.

**Linkage:**

- Corporate Strategic Plan Priority #2: Welcoming and Caring Community

**Financial Impacts and/or Source of Funding:**

There is no financial impact associated with this report.

**Consulted With:**

N/A

**Approved By:**

Janice Hallahan, Chief Administrative Officer  
Andrea Fisher, Director of Legislative Services/Clerk

**A. – Property and Applicant Information****Property Address:** 60 West St., Goderich, N7A 2K3**Owner Contact Information:****Name:** Dr. Matthew D. Morrison / MDM Canada Holdings Inc.**Address & Postal Code:** 231 Callaway Rd (Unit 18). London ON, N6G 0M3**Phone No.:** 519-630-4088**Email:** mattdmorrison@gmail.com**Agent Contact Information (if applicable)****Name:** Nick Mercer / Signature Graphics London**Address & Postal Code:** 317 Adelaide St. S, London ON**Phone No.** 519-601-6297 x105**Email:** design@signaturegraphics.ca**B – Heritage Permit Application Summary****Heritage Designation:**

Part IV (Individual Property) \_\_\_\_\_

Part V (Heritage Conservation District) X☐ Alterations to Building☐ New Construction☐ Landscaping☐ Demolition☒ Signage/Lighting

Explain the reasons for undertaking the proposed work

New unit tenant requires signage for orthodontics / dental office downtown.

Clearly describe the changes you are undertaking to alter the property-attach pictures showing pre and post appearance of the building. Attached samples of building material and/or colour New, flat-cut acrylic elements, pin-mounted to exterior of building.



## C – Product and Manufacturer Details

Item(s) to be changes	Is work new or restoration	Type of Material	Colour	Other product details
Cladding (siding, brick, stucco etc.)				
Roof				
Foundation Walls				
Trim				
Doors				
Windows				
Porch/Verandah				
Fencing				
Landscaping				
Signage/Lighting	New signage	Flat-cut acrylic	Black and white.	More detailed drawing will be attached as part of permit.

## D – Declaration and Signature

I hereby declare that the statements made herein are, to the best of my belief and knowledge, a true and complete representation of the purpose and intent of this application.

I have reviewed the submission requirements and understand that incomplete applications may be defined pending additional information.

I understand that the proposal must comply with all other applicable legislation and By-Laws and other approvals.

I acknowledge that any change to the approved drawings, however small, may require an amendment to the permit and may require resubmission for approval. Failure to reveal these changes to the Municipal & Marine Heritage Committee may result in a work stoppage.

I acknowledge that the Town of Goderich staff and members of the Municipal & Marine Heritage Committee may visit the property that is the subject of this application for the purpose of evaluating the merits of this application.

I acknowledge that personal information on this form is collected under the authority of the Ontario Heritage Act and will be used to process Heritage Permit Applications and the information will become public.



\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
May 21, 2025

Date

\_\_\_\_\_  
Nick Mercer



Agent's Signature

\_\_\_\_\_  
May 6, 2025

Date

**E – Municipal & Marine Heritage Committee Recommendation to Council:**

The application is:

\_\_\_\_ Recommended for approval without conditions

\_\_\_\_ Recommended for approval with conditions as listed below

a) \_\_\_\_\_

b) \_\_\_\_\_

c) \_\_\_\_\_

\_\_\_\_ Recommended for refusal

Reason:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Municipal & Marine Heritage Committee Chair

\_\_\_\_\_  
Date

**F. – Council Decision**

The application is:

\_\_\_\_ Approved without conditions

\_\_\_\_ Approved with conditions as listed below

a) \_\_\_\_\_

b) \_\_\_\_\_

c) \_\_\_\_\_

\_\_\_\_ Refused

Reason:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Date

**Note:** Recommendations/approvals are granted on the express condition that the work to be carried out shall conform to the provisions of all building codes and By-Laws passed by the Town of Goderich. The heritage application process does not replace building permits under the Ontario Building code Act, or other required permits for signage, demolition, etc. It is also noted that Council can pursue legal action if the required permits and permissions have not been granted or guidelines have not been followed.

**Affidavit and Sworn Declaration of Owner or Applicant**

I agree that all work submitted in support of this application may be made available for public review, pursuant to the Municipal Freedom of Information and Protection of Privacy Act. I agree to reimburse the Town of Goderich for any costs associated with the preparation of studies required to evaluate the application by qualified consultants, and any costs which may be incurred before the courts and tribunals arising from the disposition of this application. I hereby certify that all statements contained within this application are true and agree to allow Town staff reasonable access to the property.

  
\_\_\_\_\_  
**OWNER** Matthew Morrison

Nick Mercer *Nick Mercer*  
\_\_\_\_\_  
**APPLICANT**

May 6, 2025  
\_\_\_\_\_  
**DATE**



## RESOURCES

### General Information:

General Information and Heritage Resources Materials:

<http://www.goderich.ca/en/Heritage/municipalandmarineheritagehomepage.asp>

### Funding Sources:

Community Improvement Plan

<http://www.goderich.ca/en/townhall/resources/goderichcip.pdf>

Goderich Heritage Enhancement Fund

<http://www.goderich.ca/en/Heritage/PropertyDocumentsforDownload.asp>

Tax Refund Program for Designated Heritage Properties By-Law

<http://www.goderich.ca/en/townhall/resources/104-2016-heritage-tax-break.pdf>

Tax Refund Program for Designated Heritage Properties Application Form

<http://www.goderich.ca/en/townhall/resources/heritage-tax-refund-program-application---final.pdf>

# 60 West St. - Goderich ON - N7A 2K3

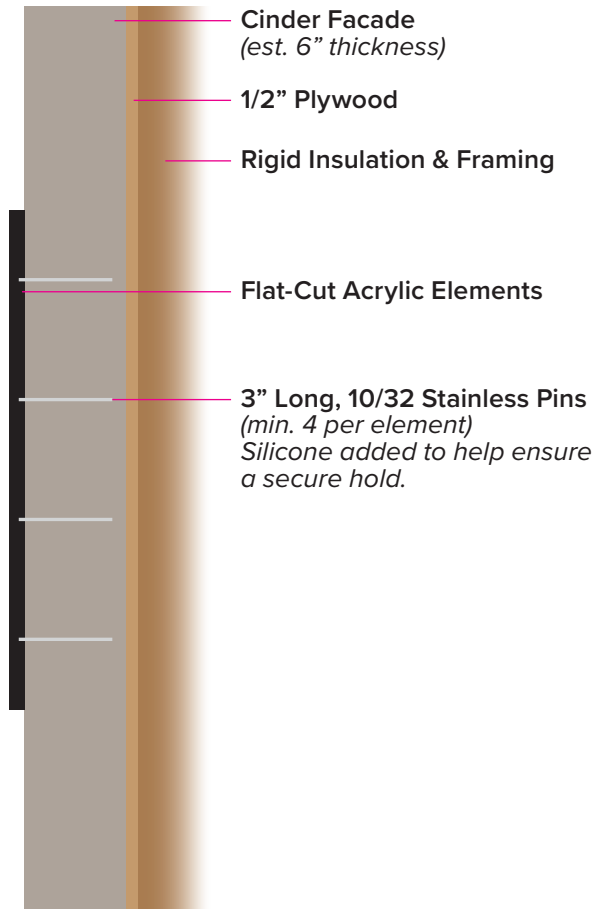
South Facing, Flat-Cut Acrylic, Pin-Mounted to Exterior

- Signage installed onto South face of building/unit.
- South facing unit frontage is approx. 6m (±19.75ft).
- Signage is fastened to building face using 3" long, 10/32 threaded stainless steel pins and silicone.
- Total area of South-Facing, Fascia Signage is **1.32m<sup>2</sup>**

- Highest part of Signage is approx. 3.86m (152") from the ground.
- Lowest part of Signage is approx. 3.3m (130") from the ground.
- Projecting Signage weight is approx. 4.5kg (10lbs.)
- Signage projects a maximum of approx. 1.27cm (1/2") from building face.

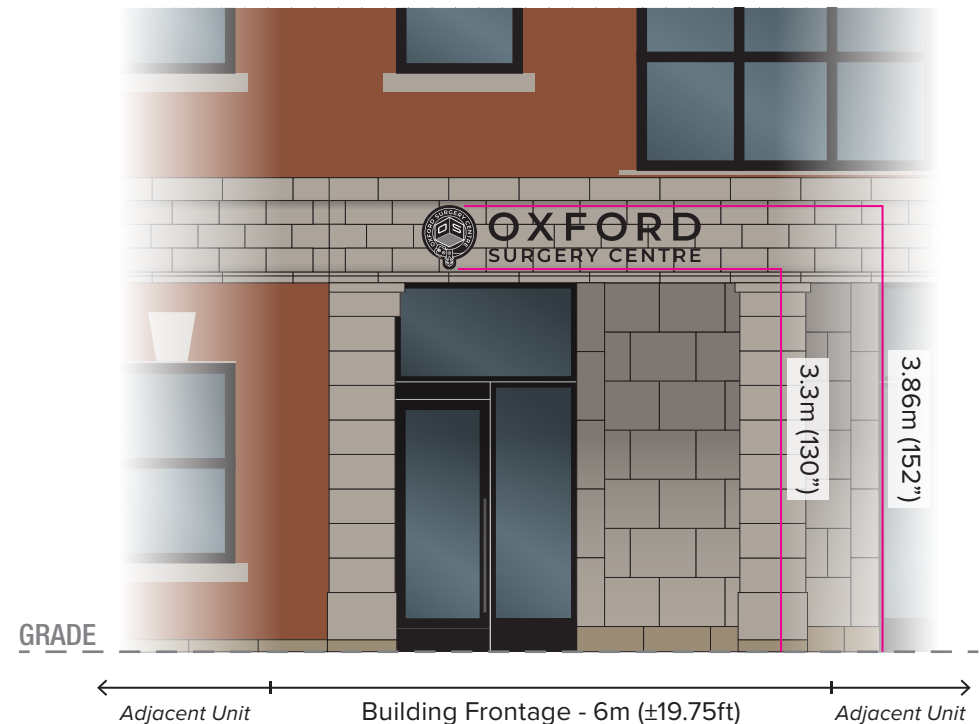
**2.41m (95.15") by 0.55m (22") = 1.32m<sup>2</sup> Sign Face Area.**

WALL CONSTRUCTION ASSUMED



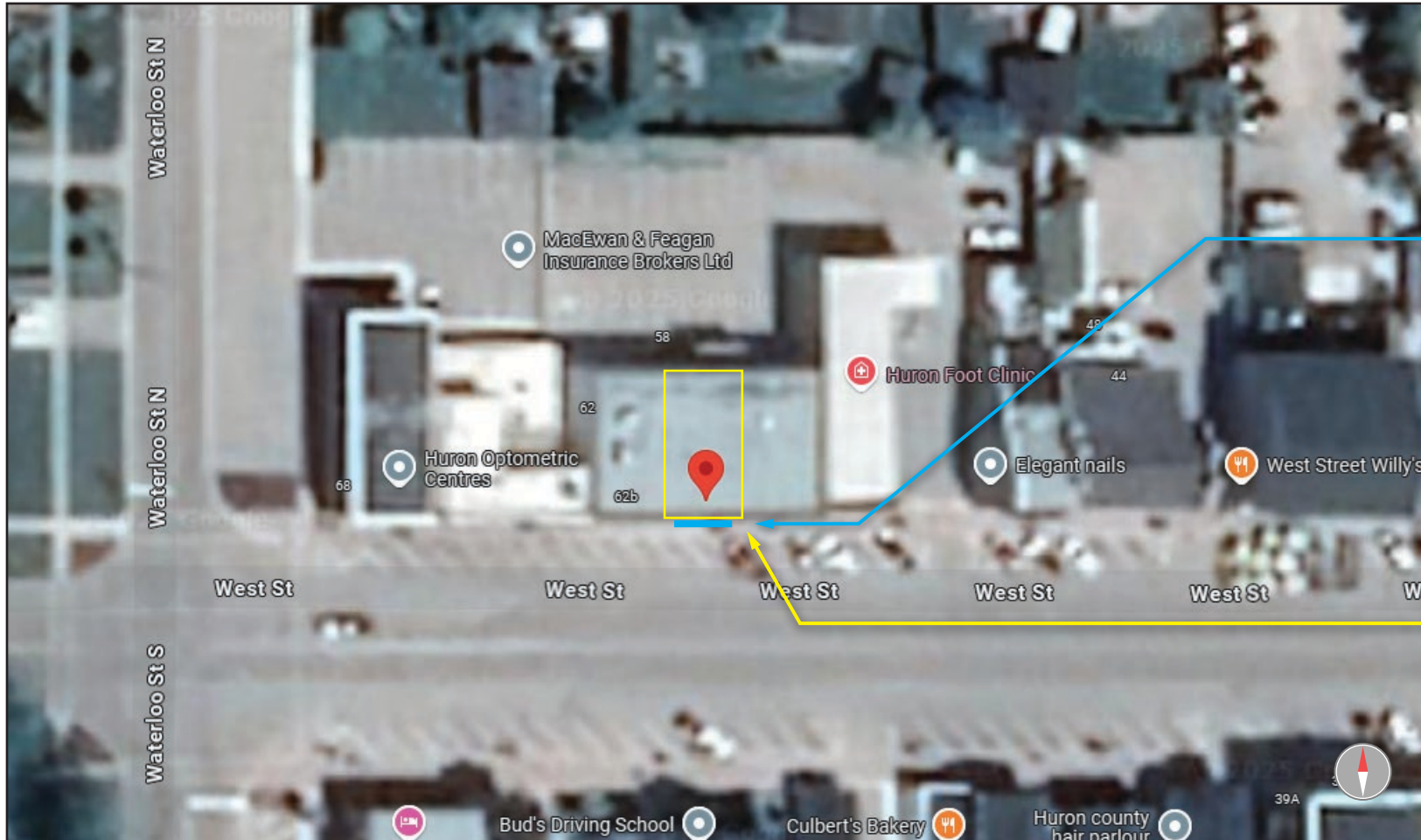
# OXFORD SURGERY CENTRE

*Black, Flat-Cut Acrylic Elements*



# 60 West St. - Goderich ON - N7A 2K3

## Site Plan



**Oxford Surgery Centre  
Proposed Signage  
Location**

**Flat-Cut Lettering**  
(See Pg. 1)  
South Facing

Black, Flat-Cut Acrylic  
Pin-Mounted to Exterior

**Assumed Property  
Line of 60 West St.  
(building's edge)**

## Staff Report

**To:** Mayor Bazinet and Members of Council  
**Report From:** Jason Dykstra, Building Services Manager/Chief Building Official  
**Meeting Date:** July 7, 2025  
**Subject:** Heritage Permit Application No. 2025-010 – 50 Courthouse Square – Fascia Sign  
**Attachment(s):** 1) Heritage Permit Application No. 2025-010

---

**Recommendation:**

That Goderich Town Council approves Heritage Permit Application No. 2025-010, as submitted, without conditions.

**Report Summary:**

The application is to erect new signage on the property.

**Background and Analysis:**

50 Courthouse Square Street is located within the Heritage District. The application is to install a fascia sign on the front façade of the building.

All fascia board signs are reviewed by the Chief Building Official to ensure they meet the intent of the Sign By-Law and Heritage Guidelines. It is my opinion that the sign meets the requirements of the Sign By-Law and the Heritage Guidelines and therefore recommend approval of the application.

**Linkage:**

- Corporate Strategic Plan Priority #2: Welcoming and Caring Community

**Financial Impacts and/or Source of Funding:**

There is no financial impact associated with this report.

**Consulted With:**

N/A

**Approved By:**

Janice Hallahan, Chief Administrative Officer  
Andrea Fisher, Director of Legislative Services/Clerk



**A. – Property and Applicant Information**

RECEIVED

Property Address: 50 The Square.

JUN 12 2025

**Owner Contact Information:**Name: Unifor 16-0Address & Postal Code: 50 The Square Goderich N7APhone No.: 519-612-3102 Email: gary.erb@unifor16.ca**Agent Contact Information (if applicable)**Name: Gary Erb

Address &amp; Postal Code: \_\_\_\_\_

Phone No. 519-440-6891 Email: gary.erb@unifor16.ca**B – Heritage Permit Application Summary****Heritage Designation:**

Part IV (Individual Property) \_\_\_\_\_

Part V (Heritage Conservation District) \_\_\_\_\_

☐ Alterations to Building☐ New Construction☐ Landscaping☐ Demolition☒ Signage/Lighting

Explain the reasons for undertaking the proposed work

our only signage is in our windows and  
people don't see them.

Clearly describe the changes you are undertaking to alter the property-attach pictures showing pre and post appearance of the building. Attached samples of building material and/or colour

### C – Product and Manufacturer Details

Item(s) to be changes	Is work new or restoration	Type of Material	Colour	Other product details
Cladding (siding, brick, stucco etc.)				
Roof				
Foundation Walls				
Trim				
Doors				
Windows				
Porch/Verandah				
Fencing				
Landscaping				
Signage/Lighting				

## D – Declaration and Signature

I hereby declare that the statements made herein are, to the best of my belief and knowledge, a true and complete representation of the purpose and intent of this application.

I have reviewed the submission requirements and understand that incomplete applications may be defined pending additional information.

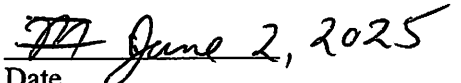
I understand that the proposal must comply with all other applicable legislation and By-Laws and other approvals.

I acknowledge that any change to the approved drawings, however small, may require an amendment to the permit and may require resubmission for approval. Failure to reveal these changes to the Municipal & Marine Heritage Committee may result in a work stoppage.

I acknowledge that the Town of Goderich staff and members of the Municipal & Marine Heritage Committee may visit the property that is the subject of this application for the purpose of evaluating the merits of this application.

I acknowledge that personal information on this form is collected under the authority of the Ontario Heritage Act and will be used to process Heritage Permit Applications and the information will become public.

  
Owner's Signature

  
Date

\_\_\_\_\_  
Agent's Signature

\_\_\_\_\_  
Date

**E – Municipal & Marine Heritage Committee Recommendation to Council:**

The application is:

☐ Recommended for approval without conditions

☐ Recommended for approval with conditions as listed below

a) \_\_\_\_\_

b) \_\_\_\_\_

c) \_\_\_\_\_

☐ Recommended for refusal

Reason:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Municipal & Marine Heritage Committee Chair

\_\_\_\_\_  
Date

**F. – Council Decision**

The application is:

☐ Approved without conditions

☐ Approved with conditions as listed below

a) \_\_\_\_\_

b) \_\_\_\_\_

c) \_\_\_\_\_

☐ Refused

Reason:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Date



**Note:** Recommendations/approvals are granted on the express condition that the work to be carried out shall conform to the provisions of all building codes and By-Laws passed by the Town of Goderich. The heritage application process does not replace building permits under the Ontario Building code Act, or other required permits for signage, demolition, etc. It is also noted that Council can pursue legal action if the required permits and permissions have not been granted or guidelines have not been followed.

**Affidavit and Sworn Declaration of Owner or Applicant**

I agree that all work submitted in support of this application may be made available for public review, pursuant to the Municipal Freedom of Information and Protection of Privacy Act. I agree to reimburse the Town of Goderich for any costs associated with the preparation of studies required to evaluate the application by qualified consultants, and any costs which may be incurred before the courts and tribunals arising from the disposition of this application. I hereby certify that all statements contained within this application are true and agree to allow Town staff reasonable access to the property.

CUNIFOR 16-0

OWNER

Gary Erb

APPLICANT



June 2, 2025

DATE

## **RESOURCES**

### **General Information:**

General Information and Heritage Resources Materials:

<http://www.goderich.ca/en/Heritage/municipalandmarineheritagehomepage.asp>

### **Funding Sources:**

Community Improvement Plan

<http://www.goderich.ca/en/townhall/resources/goderichcip.pdf>

Goderich Heritage Enhancement Fund

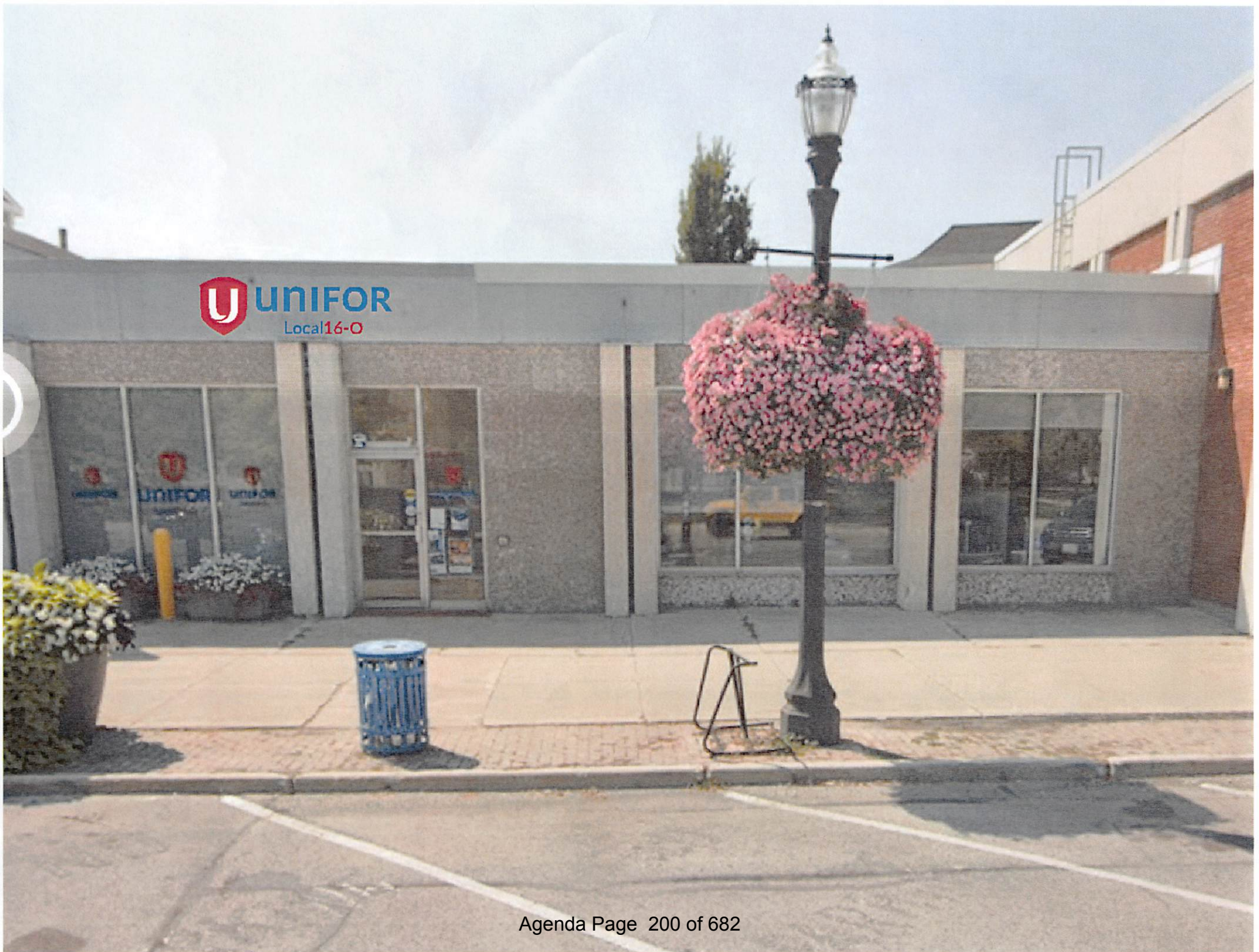
<http://www.goderich.ca/en/Heritage/PropertyDocumentsforDownload.asp>

Tax Refund Program for Designated Heritage Properties By-Law

<http://www.goderich.ca/en/townhall/resources/104-2016-heritage-tax-break.pdf>

Tax Refund Program for Designated Heritage Properties Application Form

<http://www.goderich.ca/en/townhall/resources/heritage-tax-refund-program-application---final.pdf>



## Gary Erb

---

**From:** Artech <artech@tcc.on.ca>  
**Sent:** May 7, 2025 10:04 AM  
**To:** Gary Erb  
**Subject:** Re: Emailing: unifor

hello..

ok..3/16" flat cut acrylic..(colours a close match to logo...but not exact)

pins on rear and mounted onto fascia at goderich office

\$1200.00 plus tax

(town permit/historical needed before commencement

On 2025-05-05 10:14 a.m., Gary Erb wrote:

> I believe flat cut outs with pins would work.

>

> Thanks

>

> Gary Erb

> Vice President

> Unifor Local 16-0

>

>

>

> -----Original Message-----

> From: Artech <artech@tcc.on.ca>

> Sent: May 5, 2025 9:25 AM

> To: Gary Erb <gary.erb@unifor16.ca>

> Subject: Emailing: unifor

>

> morning..is the type of thing you are looking at?

>

> only have 32" fascia height..

>

> can do either 3d dimensional like the art gallery or flat cut with pins on rear so set out from fascia

>

>

--

Phil Duncan

Artech Signs & Graphics

Box 264, 112 High street

Seaforth, N0K 1W0

Ontario, Canada



## Staff Report

**To:** Mayor Bazinet and Members of Council  
**Report From:** Jason Dykstra, Building Services Manager/Chief Building Official  
**Meeting Date:** July 7, 2025  
**Subject:** Heritage Permit Application No. 2025-011 – 91 Hamilton Street – Sign & Window Decals  
**Attachment(s):** 1) Heritage Permit Application No. 2025-011

---

**Recommendation:**

That Goderich Town Council approves Heritage Permit Application No. 2025-011 as submitted without conditions.

**Report Summary:**

The application is to change the current signage that is on the building and to place window decals to promote the new business.

**Background and Analysis:**

91 Hamilton Street is located within the Heritage District. The application is to remove and install a fascia sign on the front façade of the building and add window decals.

In the opinion of the Chief Building Official, this sign meets the size and guidelines for the area.

All fascia board signs are reviewed to ensure that they meet the intent of the Sign By-Law and Heritage Guidelines. The application meets the requirements outlined in the By-Law and the Guidelines.

**Linkage:**

- Corporate Strategic Plan Priority #2: Welcoming and Caring Community

**Financial Impacts and/or Source of Funding:**

There is no financial impact associated with this report.

**Consulted With:**

N/A

**Approved By:**

Janice Hallahan, Chief Administrative Officer  
Andrea Fisher, Director of Legislative Services/Clerk

**A. – Property and Applicant Information**Property Address: 91 Hamilton St. Goderich, ON  
N7A 1K1**Owner Contact Information:**Name: ~~Harold~~ HAROLD REFFLINGHAUSAddress & Postal Code: 179 South St.Phone No.: 519-525-1165Email: ~~hreffling~~  
hreff@cabletv.on.ca**Agent Contact Information (if applicable)**Name: Rustic Laser and Signs (Corey)Address & Postal Code: 36222 Glen's Hill Rd. Dungannon  
N0M 1R0Phone No. 519-440-9267Email: rusticengraving@gmail.com**B – Heritage Permit Application Summary****Heritage Designation:**

Part IV (Individual Property) \_\_\_\_\_

Part V (Heritage Conservation District) \_\_\_\_\_

☐ Alterations to Building☐ New Construction☐ Landscaping☐ Demolition☒ Signage/Lighting

Explain the reasons for undertaking the proposed work

Change existing signage for new business  
Window decal, on each front windows and door  
Adding Goose neck lighting to see off the street.

Clearly describe the changes you are undertaking to alter the property-attach pictures showing pre and post appearance of the building. Attached samples of building material and/or colour

Business Logo/Signage  
Window Tropical leave 1ft down - In the two front  
windows + front door, and Goose Neck light to add light  
to the building. that has none.

## C – Product and Manufacturer Details

Item(s) to be changes	Is work new or restoration	Type of Material	Colour	Other product details
Cladding (siding, brick, stucco etc.)				
Roof				
Foundation Walls				
Trim				
Doors				
Windows	New	window graphics	Green (Tropical leaves)	58" X 12" (2 windows in front) 24" X 72" front door.
Porch/Verandah				
Fencing				
Landscaping				
Signage/Lighting	Over the existing Sign Coverage Restoration	1/4 inch Aluminum composite with Vinyl graphics	White Background logo + store name	Goose neck light over Existing Signage *to be in near future.

## **D – Declaration and Signature**

I hereby declare that the statements made herein are, to the best of my belief and knowledge, a true and complete representation of the purpose and intent of this application.

I have reviewed the submission requirements and understand that incomplete applications may be defined pending additional information.

I understand that the proposal must comply with all other applicable legislation and By-Laws and other approvals.

I acknowledge that any change to the approved drawings, however small, may require an amendment to the permit and may require resubmission for approval. Failure to reveal these changes to the Municipal & Marine Heritage Committee may result in a work stoppage.

I acknowledge that the Town of Goderich staff and members of the Municipal & Marine Heritage Committee may visit the property that is the subject of this application for the purpose of evaluating the merits of this application.

I acknowledge that personal information on this form is collected under the authority of the Ontario Heritage Act and will be used to process Heritage Permit Applications and the information will become public.

---

Owner's Signature

---

Date

---

Agent's Signature

---

Date



**E – Municipal & Marine Heritage Committee Recommendation to Council:**

The application is:

\_\_\_\_ Recommended for approval without conditions

\_\_\_\_ Recommended for approval with conditions as listed below

a) \_\_\_\_\_

b) \_\_\_\_\_

c) \_\_\_\_\_

\_\_\_\_ Recommended for refusal

Reason:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Municipal & Marine Heritage Committee Chair

\_\_\_\_\_  
Date

**F. – Council Decision**

The application is:

\_\_\_\_ Approved without conditions

\_\_\_\_ Approved with conditions as listed below

a) \_\_\_\_\_

b) \_\_\_\_\_

c) \_\_\_\_\_

\_\_\_\_ Refused

Reason:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Date

**Note:** Recommendations/approvals are granted on the express condition that the work to be carried out shall conform to the provisions of all building codes and By-Laws passed by the Town of Goderich. The heritage application process does not replace building permits under the Ontario Building code Act, or other required permits for signage, demolition, etc. It is also noted that Council can pursue legal action if the required permits and permissions have not been granted or guidelines have not been followed.

**Affidavit and Sworn Declaration of Owner or Applicant**

I agree that all work submitted in support of this application may be made available for public review, pursuant to the Municipal Freedom of Information and Protection of Privacy Act. I agree to reimburse the Town of Goderich for any costs associated with the preparation of studies required to evaluate the application by qualified consultants, and any costs which may be incurred before the courts and tribunals arising from the disposition of this application. I hereby certify that all statements contained within this application are true and agree to allow Town staff reasonable access to the property.

_____	<i>Mardelle Hunt</i>	_____
OWNER	APPLICANT	DATE

## RESOURCES

### General Information:

General Information and Heritage Resources Materials:

<http://www.goderich.ca/en/Heritage/municipalandmarineheritagehomepage.asp>

### Funding Sources:

Community Improvement Plan

<http://www.goderich.ca/en/townhall/resources/goderichcip.pdf>

Goderich Heritage Enhancement Fund

<http://www.goderich.ca/en/Heritage/PropertyDocumentsforDownload.asp>

Tax Refund Program for Designated Heritage Properties By-Law

<http://www.goderich.ca/en/townhall/resources/104-2016-heritage-tax-break.pdf>

Tax Refund Program for Designated Heritage Properties Application Form

<http://www.goderich.ca/en/townhall/resources/heritage-tax-refund-program-application---final.pdf>







## Staff Report

**To:** Mayor Bazinet and Members of Council  
**Report From:** Jason Dykstra, Building Services Manager/Chief Building Official  
**Meeting Date:** July 7, 2025  
**Subject:** Heritage Permit Application No. 2025-012 – 82 Wellesley Street – New Windows  
**Attachment(s):** 1) Heritage Permit Application No. 2025-012

---

**Recommendation:**

That Goderich Town Council approves Heritage Permit Application No. 2025-012, as submitted, without conditions.

**Report Summary:**

The application is to install new windows for the entire home.

**Background and Analysis:**

82 Wellesley Street is a Part IV Heritage home. The application is to install new windows for the entire home.

Upon reviewing the application, the new windows are different from the existing windows, however the new colour (black) is an approved heritage colour. As Chief Building Official, it is my opinion that the black windows will enhance the characteristics of the home.

All designated homes are reviewed to ensure they meet the intent of the Heritage Guidelines. The application for 82 Wellesley Street meets such guidelines.

**Linkage:**

- Corporate Strategic Plan Priority #2: Welcoming and Caring Community

**Financial Impacts and/or Source of Funding:**

There is no financial impact associated with this report.

**Consulted With:**

Andrea Fisher, Director of Legislative Services/Clerk

**Approved By:**

Janice Hallahan, Chief Administrative Officer

Andrea Fisher, Director of Legislative Services/Clerk

**A. – Property and Applicant Information**

**Property Address:** 82 Wllesley St, Goderich On. N7A 3V9

**Owner Contact Information:**

**Name:** John & Tracie Lambers

**Address & Postal Code:** 82 Wellesley St. Goderich On. N7A 3V9

**Phone No.:** 647-244-4826

**Email:** TheLambers01@gmail.com

**Agent Contact Information (if applicable)**

**Name:** N/A

**Address & Postal Code:**

**Phone No.**

**Email:**

**B – Heritage Permit Application Summary****Heritage Designation:**

Part IV (Individual Property) X

Part V (Heritage Conservation District) \_\_\_\_\_

☒ Alterations to Building

☐ New Construction

☐ Landscaping

☐ Demolition

☐ Signage/Lighting

Explain the reasons for undertaking the proposed work

We would like to change out 24 of the original 1888 single pane windows to more energy efficient and attractive new black, single hung, vinyl windows. We had any energy audit done at the house and would like to take advantage of the rebates on new windows.

Clearly describe the changes you are undertaking to alter the property-attach pictures showing pre and post appearance of the building. Attached samples of building material and/or colour  
We would like to change the window frame colour from its current yellow or maize colour to black which would make the windows stand out more. Of the 24 current windows in place, 19 have old aluminum storm windows which have never been removed in over 30 years.

## C – Product and Manufacturer Details

Item(s) to be changes	Is work new or restoration	Type of Material	Colour	Other product details
Cladding (siding, brick, stucco etc.)				
Roof				
Foundation Walls				
Trim				
Doors				
Windows	Replace 24 windows	Vinyl	Change from yellow to black	KV WINDOWS AND DOORS
Porch/Verandah				
Fencing				
Landscaping				
Signage/Lighting				

## D – Declaration and Signature

I hereby declare that the statements made herein are, to the best of my belief and knowledge, a true and complete representation of the purpose and intent of this application.

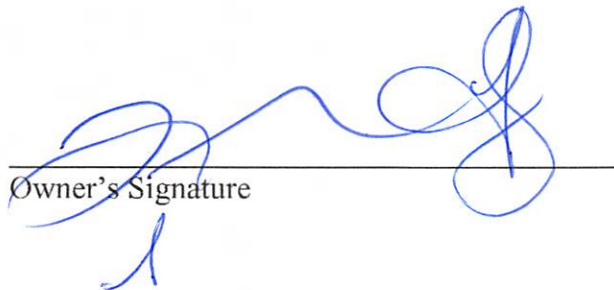
I have reviewed the submission requirements and understand that incomplete applications may be defined pending additional information.

I understand that the proposal must comply with all other applicable legislation and By-Laws and other approvals.

I acknowledge that any change to the approved drawings, however small, may require an amendment to the permit and may require resubmission for approval. Failure to reveal these changes to the Municipal & Marine Heritage Committee may result in a work stoppage.

I acknowledge that the Town of Goderich staff and members of the Municipal & Marine Heritage Committee may visit the property that is the subject of this application for the purpose of evaluating the merits of this application.

I acknowledge that personal information on this form is collected under the authority of the Ontario Heritage Act and will be used to process Heritage Permit Applications and the information will become public.

  
Owner's Signature

June 6, 2025

Date

\_\_\_\_\_  
Agent's Signature

\_\_\_\_\_  
Date



**E – Municipal & Marine Heritage Committee Recommendation to Council:**

The application is:

☐ Recommended for approval without conditions

☐ Recommended for approval with conditions as listed below

a) \_\_\_\_\_

b) \_\_\_\_\_

c) \_\_\_\_\_

☐ Recommended for refusal

Reason:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Municipal & Marine Heritage Committee Chair

\_\_\_\_\_  
Date

**F. – Council Decision**

The application is:

☐ Approved without conditions

☐ Approved with conditions as listed below

a) \_\_\_\_\_

b) \_\_\_\_\_

c) \_\_\_\_\_

☐ Refused

Reason:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Date

**Note:** Recommendations/approvals are granted on the express condition that the work to be carried out shall conform to the provisions of all building codes and By-Laws passed by the Town of Goderich. The heritage application process does not replace building permits under the Ontario Building code Act, or other required permits for signage, demolition, etc. It is also noted that Council can pursue legal action if the required permits and permissions have not been granted or guidelines have not been followed.

**Affidavit and Sworn Declaration of Owner or Applicant**

I agree that all work submitted in support of this application may be made available for public review, pursuant to the Municipal Freedom of Information and Protection of Privacy Act. I agree to reimburse the Town of Goderich for any costs associated with the preparation of studies required to evaluate the application by qualified consultants, and any costs which may be incurred before the courts and tribunals arising from the disposition of this application. I hereby certify that all statements contained within this application are true and agree to allow Town staff reasonable access to the property.

JOHN & TRACIE LAMBERS  
**OWNER**

JOHN LAMBERS  
**APPLICANT**

JUNE 4, 2025  
**DATE**

## RESOURCES

### General Information:

General Information and Heritage Resources Materials:

<http://www.goderich.ca/en/Heritage/municipalandmarineheritagehomepage.asp>

### Funding Sources:

Community Improvement Plan

<http://www.goderich.ca/en/townhall/resources/goderichcip.pdf>

Goderich Heritage Enhancement Fund

<http://www.goderich.ca/en/Heritage/PropertyDocumentsforDownload.asp>

Tax Refund Program for Designated Heritage Properties By-Law

<http://www.goderich.ca/en/townhall/resources/104-2016-heritage-tax-break.pdf>

Tax Refund Program for Designated Heritage Properties Application Form

<http://www.goderich.ca/en/townhall/resources/heritage-tax-refund-program-application---final.pdf>



**82 Wellesley St, Goderich N7A 3V9**

East elevation

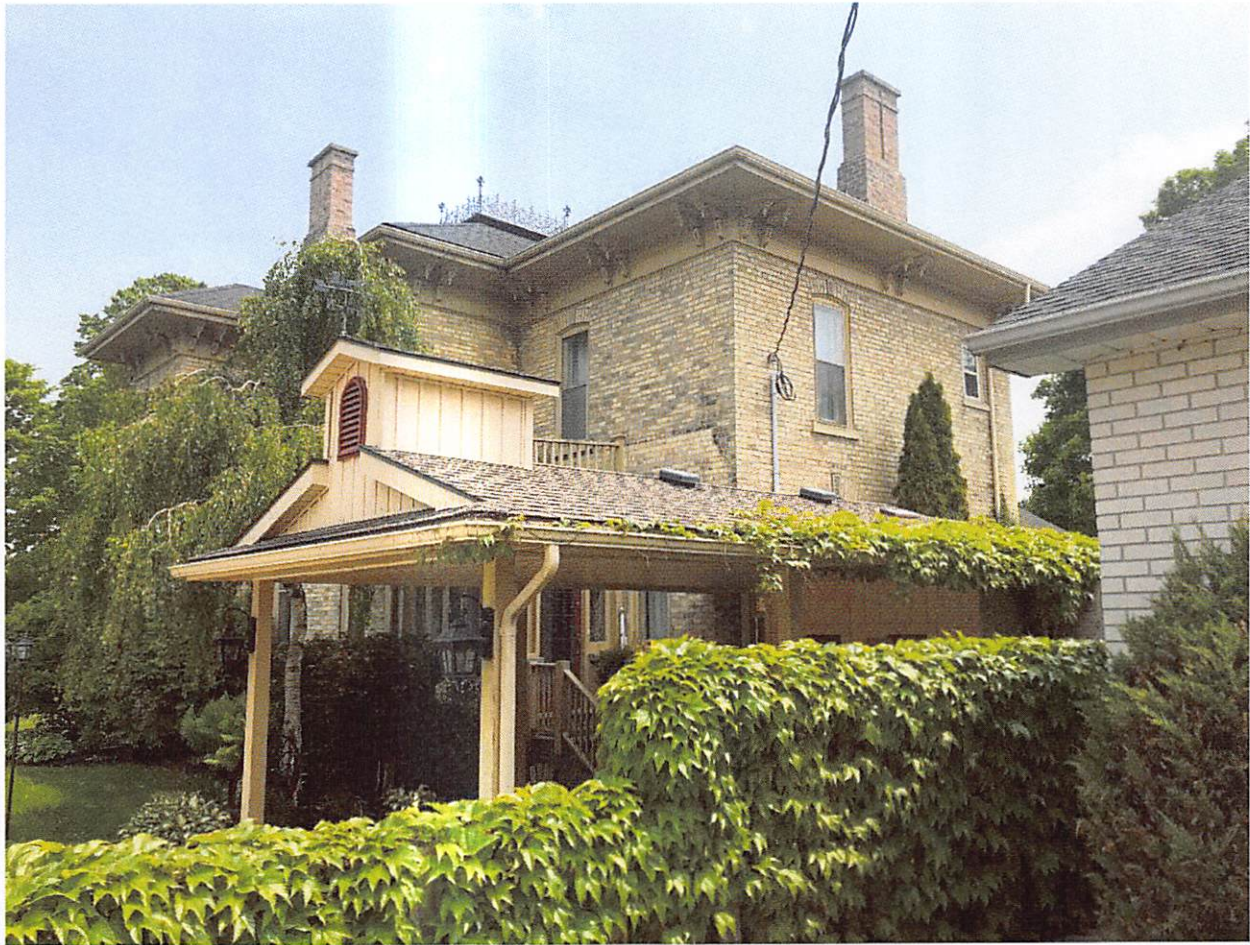




**82 Wellesley St, Goderich N7A 3V9**

North elevation





**82 Wellesley St, Goderich N7A 3V9**

North-west elevation





**82 Wellesley St, Goderich N7A 3V9**

West elevation





**82 Wellesley St, Goderich N7A 3V9**

South elevation





**82 Wellesley St, Goderich N7A 3V9**

South-east elevation

## Staff Report

**To:** Mayor Bazinet and Members of Council  
**Report From:** Jason Dykstra, Building Services Manager/Chief Building Official  
**Meeting Date:** July 7, 2025  
**Subject:** Heritage Permit Application No. 2025-013 – 166 Courthouse Square – Alterations to Building  
**Attachment(s):** 1) Heritage Permit Application No. 2025-013

---

**Recommendation:**

That Goderich Town Council approves Heritage Permit Application No. 2025-013, as submitted, without conditions.

**Report Summary:**

The request to reconstruct the storefront is due to a car accident.

**Background and Analysis:**

166 Courthouse Square is located within the Heritage District.

The proposal is to restore the storefront to the same condition as it was before the accident. The windows will be upgraded in the process, and all colours will be matched.

In the opinion of the Chief Building Official, the proposed reconstruction conforms to the Heritage Guidelines.

**Linkage:**

- Corporate Strategic Plan Priority #2: Welcoming and Caring Community

**Financial Impacts and/or Source of Funding:**

There is no financial impact associated with this report.

**Consulted With:**

N/A

**Approved By:**

Janice Hallahan, Chief Administrative Officer  
Andrea Fisher, Director of Legislative Services/Clerk

**A. – Property and Applicant Information**Property Address: 100 Courthouse Square, Goderich, Ontario N7A 1N1**Owner Contact Information:**Name: 2035723 Ontario LimitedAddress & Postal Code: 233 Cambridge Street, Goderich, Ontario N7A 2Y7Phone No.: 519-671-4094Email: inlandpropertygrp@gmail.com**Agent Contact Information (if applicable)**

Name: \_\_\_\_\_

Address &amp; Postal Code: \_\_\_\_\_

Phone No. \_\_\_\_\_

Email: \_\_\_\_\_

**B – Heritage Permit Application Summary****Heritage Designation:**

Part IV (Individual Property) \_\_\_\_\_

Part V (Heritage Conservation District) x☐ Alterations to Buildingx☒ New Construction☐ Landscaping☐ Demolition☐ Signage/Lighting

Explain the reasons for undertaking the proposed work

The restoration of the exterior of the building is to repair the damage incurred from a collision between a motor vehicle and the existing storefront.

Clearly describe the changes you are undertaking to alter the property-attach pictures showing pre and post appearance of the building. Attached samples of building material and/or colour

The exterior restoration to the existing building facade includes the reframing of existing wall, replacement of broken glazing and therepair/replacement of existing trims, flashings, planter box, painted wood exterior cladding to match the existing storefront and restore the facade to what it was prior to the collision.

## C – Product and Manufacturer Details

Item(s) to be changes	Is work new or restoration	Type of Material	Colour	Other product details
Cladding (siding, brick, stucco etc.)	New Cladding in damaged area	Painted Wood	Blue/Beige to match existing	
Roof				
Foundation Walls				
Trim	New trim in damaged area	Painted Wood.	Blue/Beige to match existing	
Doors		Species to match existing.		
Windows	New Window in damaged area	Glass		
Porch/Verandah				
Fencing				
Landscaping				
Signage/Lighting				



## D – Declaration and Signature

I hereby declare that the statements made herein are, to the best of my belief and knowledge, a true and complete representation of the purpose and intent of this application.

I have reviewed the submission requirements and understand that incomplete applications may be defined pending additional information.

I understand that the proposal must comply with all other applicable legislation and By-Laws and other approvals.

I acknowledge that any change to the approved drawings, however small, may require an amendment to the permit and may require resubmission for approval. Failure to reveal these changes to the Municipal & Marine Heritage Committee may result in a work stoppage.

I acknowledge that the Town of Goderich staff and members of the Municipal & Marine Heritage Committee may visit the property that is the subject of this application for the purpose of evaluating the merits of this application.

I acknowledge that personal information on this form is collected under the authority of the Ontario Heritage Act and will be used to process Heritage Permit Applications and the information will become public.

  
\_\_\_\_\_  
Owner's Signature

May 27/25  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Agent's Signature

\_\_\_\_\_  
Date

**E – Municipal & Marine Heritage Committee Recommendation to Council:**

The application is:

\_\_\_\_ Recommended for approval without conditions

\_\_\_\_ Recommended for approval with conditions as listed below

a) \_\_\_\_\_

b) \_\_\_\_\_

c) \_\_\_\_\_

\_\_\_\_ Recommended for refusal

Reason:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Municipal & Marine Heritage Committee Chair

\_\_\_\_\_  
Date

**F. – Council Decision**

The application is:

\_\_\_\_ Approved without conditions

\_\_\_\_ Approved with conditions as listed below

a) \_\_\_\_\_

b) \_\_\_\_\_

c) \_\_\_\_\_

\_\_\_\_ Refused

Reason:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Date

**Note:** Recommendations/approvals are granted on the express condition that the work to be carried out shall conform to the provisions of all building codes and By-Laws passed by the Town of Goderich. The heritage application process does not replace building permits under the Ontario Building code Act, or other required permits for signage, demolition, etc. It is also noted that Council can pursue legal action if the required permits and permissions have not been granted or guidelines have not been followed.

**Affidavit and Sworn Declaration of Owner or Applicant**

I agree that all work submitted in support of this application may be made available for public review, pursuant to the Municipal Freedom of Information and Protection of Privacy Act. I agree to reimburse the Town of Goderich for any costs associated with the preparation of studies required to evaluate the application by qualified consultants, and any costs which may be incurred before the courts and tribunals arising from the disposition of this application.

I hereby certify that all statements contained within this application are true and agree to allow Town staff reasonable access to the property.

  
OWNER

\_\_\_\_\_  
APPLICANT

*May 27/25*  
DATE



51 Kingston Street  
Goderich, ON N7A 3K3

www.JPMArchitecture.ca

T 519 524 5313

**2035723 ONTARIO LIMITED**

**CRAVINGS STOREFRONT RESTORATION**

**166 COURTHOUSE SQUARE, GODERICH N7A 1N1**

Agenda Page 229 of 682

**SHEET**  
**HERITAGE PERMIT**  
**ELEVATION**

**JOB NO.**  
**2268.00**

**ISSUE DATE**  
**27MAY2025**

**SK1**



## Staff Report

**To:** Mayor Bazinet and Members of Council  
**Report From:** Michaela Johnston, CEMC, Accessibility and Health & Safety Manager  
**Meeting Date:** July 7, 2025  
**Subject:** Heat Relief Strategy  
**Attachment(s):** 1) Heat Relief Strategy

---

**Recommendation:**

That Goderich Town Council adopts the attached Heat Relief Strategy Policy;

And further that a By-Law be considered at the July 28, 2025, Council meeting.

**Report Summary:**

The main focus of this Heat Relief Strategy is to provide information and services to vulnerable groups at increased risk for heat-related illnesses.

The Heat Relief Strategy identifies existing air-conditioned and other cool spaces that are open to the public on hot days. It also sets out the parameters for which Cooling Centres may be opened by the Town.

**Background and Analysis:**

The Town of Goderich currently does not have a formalized Heat Relief Strategy in place. In the past, residents have been notified that certain air-conditioned spaces are open to the public such as Town Hall, the Goderich Library and the Maitland Recreation Centre. The proposed Heat Relief Strategy formalizes the process under which Cooling Centres may be opened, and when it would be appropriate to share information as provided by Public Health with respect to issued Heat Warnings.

**Linkage:**

- Corporate Strategic Plan Priority #2: Welcoming and Caring Community
- Corporate Strategic Plan Priority #4: Good Government

**Financial Impacts and/or Source of Funding:**

No financial impact is associated with this report.

**Consulted With:**

Janice Hallahan, Chief Administrative Officer

**Approved By:**

Janice Hallahan, Chief Administrative Officer

Andrea Fisher, Director of Legislative Services/Clerk

## HEAT RELIEF STRATEGY

**Area:** Health and Safety/Emergency Preparedness

**Effective Date:** July 7, 2025

**Subject:** Emergency Response Plan

**Revision Date:**

---

### 1. Policy Statement

The Town of Goderich is committed to preparing for all types of foreseeable emergencies. Staff shall follow this policy in the event of a heat warning combined with a power outage.

### 2. Purpose

This emergency response plan for Heat Relief forms a general template/guide for Town of Goderich staff to utilize when mobilizing Town Cooling Centres in the event of a Heat Warning or Extended Heat Warning, with or without a power outage.

### 3. Definitions

- **Cooling Centres:** These are large buildings which are available to open as Cooling Centres in the event of a Heat Warning or Extended Heat Warning with or without a power outage. These Cooling Centres are normally only opened when air-conditioned spaces that are open to the public reach capacity, or are unavailable for use:
  - i. Columbus Centre – 390 Parsons Court
  - ii. GDCI – 260 South Street
  - iii. Maitland Recreation Centre – 190 Suncoast
- **Heat Warning:** A Heat Warning is issued by Environment and Climate Change Canada (ECCC) when two consecutive days are forecasted to have a daytime high temperature greater than or equal to 31 degrees Celsius (°C) and a nighttime temperature greater than or equal to 20°C or a humidex greater than 40°C. At this level, Huron Perth Public Health (HPPH) reminds residents of the following core messages: to keep their home cool, stay out of the heat, keep the body cool and hydrated, assist others, and recognize the symptoms of heat exhaustion.
- **Extended Heat Warning:** An Extended Heat Warning will be issued by ECCC for a heat event lasting three (3) or more days. At this level of warning, HPPH reminds residents of the core messages above, in addition to providing details on how and where to stay cool, advising suspension of strenuous outdoor activities, reminders

to assist vulnerable individuals, and to watch/listen for further information through the media/news and the HPPH website.

4. **Responsibilities**

The Senior Leadership Team shall implement this Policy in the event of a Heat Warning or Extended Heat Warning issued by ECCC and/or power outage during a heat wave. Heat Warnings are issued by ECCC 18 to 24 hours in advance of the heat event at which time the public is reminded of the core messages set out in the definitions section of this policy.

5. **Activation**

- a) In the event of a Heat Warning or Extended Heat Warning issued by ECCC, Town staff may:
  - a. Share HPPH messaging.
  - b. Remind residents of air-conditioned spaces that are open to the public such as the Town Hall, Maitland Recreation Centre, and Goderich Library as well as the Goderich splash pad and waterfront.
- b) Should a power outage occur during a Heat Warning or Extended Heat Warning, Town staff shall monitor the outage and provide regular updates to the public on the corporate website and Facebook page.

Messaging to include:

This is an unplanned power outage. For further information on the outage, please:

- Follow ERT Power on Twitter and Facebook @ERTHPower for outage updates and ETRs
- Check out ERT Power's [Outage Map](#) which is updated during regular business hours, and during major outages
- Contact ERT Power at (519) 485-1820 or toll-free at (877) 850-3128

AND

Tips to Keep Cool During the Power Outage:

- Close your blinds or curtains and keep your windows and doors closed
- Take family and pets to a basement or other cool location if you have one
- Take cool showers or baths to cool down
- Moisten a shirt or towel to keep yourself cool
- Stay hydrated! Drink plenty of water
- Don't open your fridge or freezer unless absolutely necessary
- Cool down at the beach or air-conditioned public space



- c) If Town Hall is open during the power outage, Town Hall may be advertised as an air-conditioned public space/short-term Cooling Centre.

**Suggested Message:**

**If you need to cool down, Town Hall (57 West Street) is open today until 4 PM.**

- d) Similarly, MacKay Centre for Seniors and the Goderich Library can be advertised as an air-conditioned public space (if they are open).

**Suggested Message:**

**If you need to cool down, visit:**

- **MacKay Centre for Seniors (10 Nelson Street East). The Centre is open today until \_\_\_\_ PM.**
  - **Goderich Library (52 Montreal Street). The Library is open today until \_\_\_\_ PM.**
- e) Over the course of the outage, Town staff will monitor the situation and the Chief Administrative Officer will provide regular updates to Council and staff.
- f) Cooling Centres will not be opened until the Chief Administrative Officer or designate has been able to communicate with EARTH Power representatives to determine the approximate duration of the outage. Depending on the estimated length of the power outage and assessing other factors such as use of already available resources and locations, a determination will be made by the Chief Administrative Officer to open Cooling Centres.
- g) In any situation, should Town Hall, Goderich Library and MacKay Seniors Centre see an influx of persons, Cooling Centres may be opened.

## Staff Report

**To:** Mayor Bazinet and Members of Council  
**Report From:** Michaela Johnston, CEMC, Accessibility and Health & Safety Manager  
**Meeting Date:** July 7, 2025  
**Subject:** Mental Health Supports for Public Safety Personnel Grant Application

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**Recommendation:**

That Goderich Town Council concur with the staff recommendation to apply to the Provincial Government's Mental Health Supports for Public Safety Personnel (MHS4PSP) Grant.

**Report Summary:**

The Ontario government is investing more than \$32 million to ensure first responders and public safety personnel have access to mental health supports. The new Mental Health Supports for Public Safety Personnel program (MHS4PSP) will provide specialized services for police officers, firefighters, correctional workers, paramedics and others who support Ontario's public safety system.

Municipalities with Public Safety personnel were invited to submit grant applications by June 27, 2025. If successful, grants will be awarded up to \$25,000 per municipality. These funds are to be used to register for a selection of courses provided by Warrior Health.

The Town of Goderich submitted an application to the MHS4PSP Grant for funding for a number of training programs on June 27, including:

- Building Resilience: Understanding Challenges, Learning Strategies, and Accepting Change
- First Responder New Employee Onboarding – Psychoeducation
- First Responder New Employee FAMILY Onboarding – Psychoeducation
- Critical Incident Psychoeducational Debrief
- PTSD Awareness Training: Building resilience for public safety personnel and their significant others
- Preventing and Managing Burnout in a Rural Community Environment
- Immediate Post-Event Debriefing
- Handling Difficult Interactions: Mental Health Awareness, De-Escalation Strategies and Stress Management

**Background and Analysis:**

Currently, the Town of Goderich's Volunteer Fire Department has access to our Employee Assistance Program but not to any other Town benefit package. The Employee Assistance Program is free for firefighters, however, is limited in its capability to address the complex and sometimes long-term needs of the Volunteer Firefighters. The Town of Goderich relies on outside service providers for our Volunteer Firefighters such as Boots on the Ground, pspnet.ca, and informal peer support networks.

With the rising costs of running a Fire Department (i.e., equipment, PPE, vehicles, etc.), the funds for mental health training for our Volunteer Firefighters is unfortunately unavailable. In addition, as we are a rural Fire Department, costs for in-person training are higher than in more urban centers due to travel expenses, meal expenses, and accommodations for trainer(s). As we are a Volunteer Fire Department, each participant at training must also be paid for attending training, which can be cost-prohibitive for a small department. These Volunteer Firefighters must also request time off from their regular employment, or the training must be arranged after regular business hours or on weekends to ensure attendance.

This grant will assist in funding training for our Volunteer Fire Department and the Fire Chief. A number of dedicated Volunteer Firefighters will be trained to form a Peer Support Network Team, to provide support and assistance not only within the Goderich Fire Department, but across Huron County.

**Linkage:**

- Corporate Strategic Plan Priority #1: Safe and Reliable Infrastructure
- Corporate Strategic Plan Priority #4: Good Government

**Financial Impacts and/or Source of Funding:**

No financial impact is associated with this report.

**Consulted With:**

Jeff Wormington, Fire Services Manager/Fire Chief  
Janice Hallahan, Chief Administrative Officer

**Approved By:**

Janice Hallahan, Chief Administrative Officer  
Andrea Fisher, Director of Legislative Services/Clerk

## Staff Report

**To:** Mayor Bazinet and Members of Council  
**Report From:** Jessica Clapp, Asset Management and Environmental Services Manager  
**Meeting Date:** July 7, 2025  
**Subject:** 2025 Condition Assessments - Municipally Owned Facilities

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### **Recommendation:**

That Goderich Town Council receives this report for information;

And That Goderich Town Council authorizes staff to prepare a Request for Proposal (RFP) to seek the services of a qualified Proponent to complete comprehensive condition assessments on thirty-seven (37) municipally owned facilities;

And That Goderich Town Council approves a maximum funding amount of \$50,000 be obtained from the Infrastructure Reserve Fund for the Facility Condition Assessment Project.

### **Report Summary:**

In 2017, condition assessments were conducted on municipally owned facilities to evaluate their operational performance. Considering the updated level of service requirements mandated by Ontario Regulation 588/17: *Asset Management Planning for Municipal Infrastructure* and recognizing that the previous condition assessment data is now outdated and primarily focused on the structural components of each building, Town staff recommend undertaking more comprehensive condition assessments for thirty-seven (37) municipally owned facilities.

A Request for Proposal (RFP) is required to seek the services of a qualified Proponent to complete assessments of the entire building envelope of thirty-seven (37) facilities (i.e., structural, mechanical, electrical, plumbing). A maximum of \$50,000 obtained from the Infrastructure Reserve Fund is being requested for this project. Should the RFP process reveal costs exceeding this amount, staff will reassess and prioritize which facilities should be completed in 2025 and allocate funds in the 2026 Budget to complete the remaining facilities.

### **Background and Analysis:**

Previous condition assessments of municipally owned buildings primarily concentrated on structural components with limited analysis of other aspects of the building envelope (e.g., mechanical, electrical and plumbing systems). To enhance the service requirements in accordance with O. Reg 188/17, Town staff propose conducting a comprehensive updated condition assessment of the Town-owned facilities listed in Table 1.



AIRPORT TERMINAL	33874 AIRPORT ROAD
AIRPORT MAINTENANCE GARAGE	33874 AIRPORT ROAD
AIRPORT PUMPHOUSE	33874 AIRPORT ROAD
AIRPORT HANGAR #1	33874 AIRPORT ROAD
AIRPORT HANGAR #2	33874 AIRPORT ROAD
AIRPORT HANGAR #3	33874 AIRPORT ROAD
AIRPORT CLUBHOUSE AND WEATHER STATION	33874 AIRPORT ROAD
CEMETERY STORAGE BUILDING	35454 HURON ROAD
CEMETERY OFFICE AND EQUIPMENT DEPOT	35454 HURON ROAD
CEMETERY MAUSOLEUM AND CHAPEL	35454 HURON ROAD
TOWN HALL BUILDING	57 WEST STREET
SERVICE CLUB STORAGE BUILDING	345 REGENT STREET
LAWN BOWLING CLUB BUILDING (ONE CARE)	110 PICTON STREET
FIRE HALL BUILDING	248 SUNCOAST DRIVE
PUBLIC WORKS GARAGE	361 CAMBRIDGE STREET
PARK DEPARTMENT GARAGE	371 PARSONS COURT
MEDICAL CLINIC BUILDING	180 CAMBRIA ROAD
LIGHTHOUSE STRUCTURE	280 COBOURG STREET
HARBOUR PARK GATE HOUSE STORAGE	166 WEST STREET
HARBOUR PARK BANDSHELL	166 WEST STREET
HARBOUR PARK PICNIC SHELTER	166 WEST STREET
HARBOUR PARK WASHROOMS	166 WEST STREET
MAIN BEACH CONCESSION BOOTH AND BEACH HUT	270 SOUTH HARBOUR ROAD
ST CHRISTOPHERS PICNIC SHELTER AND WASHROOM #2	40 COVE ROAD
ST CHRISTOPHERS PICNIC SHELTER AND WASHROOM #3	80 COVE ROAD
ROTARY COVE BEACH PICNIC SHELTER AND WASHROOM #4	351 COVE ROAD
VICTORIA PARK SERVICE BUILDING AND WASHROOMS	80 VICTORIA STREET
VICTORIA PARK PICNIC SHELTER	80 VICTORIA STREET
SNUG HARBOUR DFRP BUILDING	295 NORTH HARBOUR ROAD
MACKAY CENTRE BUILDING	68 NORTH STREET
LIBRARY BUILDING	52 MONTREAL STREET
COMMERCIAL BUILDING	49 SOUTH STREET
CHILD CARE CENTRE BUILDING	376 CAMBRIDGE STREET
MEMORIAL ARENA AND COMMUNITY CENTRE BUILDING	180 MCDONALD STREET
MAITLAND RECREATION CENTRE BUILDING	190 SUNCOAST DRIVE
HYDRO AND VEOLIA CANADA BUILDING	240 HUCKINS STREET
BANNISTER PARK PAVILLION AND WASHROOMS	152 ELDON STREET

**Table 1.** Proposed list of municipally owned buildings to be included in the 2025 condition assessment project.

An RFP process is necessary to hire a qualified Proponent for facility condition assessments covering structural, mechanical, electrical, and plumbing components. The project excludes sheds, gazebos, rental properties (e.g., Cemetery and Huron Road residences), and facilities within the Water Network (e.g., Water Treatment Plant, Booster Pumping Station, Water Tower) and the Sanitary Sewer Network (e.g., Wastewater Treatment Plant buildings).

A maximum of \$50,000 is requested from the Infrastructure Reserve Fund for this project. If the RFP process reveals costs above this amount, staff will reassess, prioritize facilities for completion in 2025, and allocate funds in the 2026 Budget for the remaining ones.

It is recommended that Goderich Town Council engage a qualified Proponent to conduct condition assessments on thirty-seven (37) municipally owned facilities and approve the allocation of up to \$50,000 from the Infrastructure Reserve Fund for this project.

**Linkage:**

- Corporate Strategic Plan Priority #1: Safe and Reliable Infrastructure
- Corporate Strategic Plan Priority #4: Good Government

**Financial Impacts and/or Source of Funding:**

The financial impact associated with this report is a maximum amount of \$50,000 funded from the Infrastructure Reserve Fund.

**Consulted With:**

Sean Thomas, Director of Community Services, Infrastructure and Operations  
Deanna Hastie, Director of Corporate Services/Treasurer

**Approved By:**

Janice Hallahan, Chief Administrative Officer  
Andrea Fisher, Director of Legislative Services/Clerk

## Staff Report

**To:** Mayor Bazinet and Members of Council  
**Report From:** Jessica Clapp, Asset Management and Environmental Services Manager  
**Meeting Date:** July 7, 2025  
**Subject:** Update on Greenhouse Gas Reduction and Future Capital Projects at the Maitland Recreation Centre (MRC)  
**Attachment(s):** 1) 2024-2028 Conservation Demand Management (CDM) Plan  
2) Council Resolution for the Adoption of a Greenhouse Gas (GHG) Emissions Reduction Target for the Town of Goderich  
3) 2024 Town of Goderich Asset Management Plan  
4) 2024 Town of Goderich Climate Change Declaration  
5) Town of Goderich Lake Huron Forever Pledge

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### **Recommendation:**

That Goderich Town Council receives this report for information.

### **Report Summary:**

To provide Council with an update on the progress of the Greenhouse Gas (GHG) Reduction Feasibility Study at the Maitland Recreation Centre (MRC), as the project is on track to be concluded in August 2025, with a final report and deputation to be provided to Council.

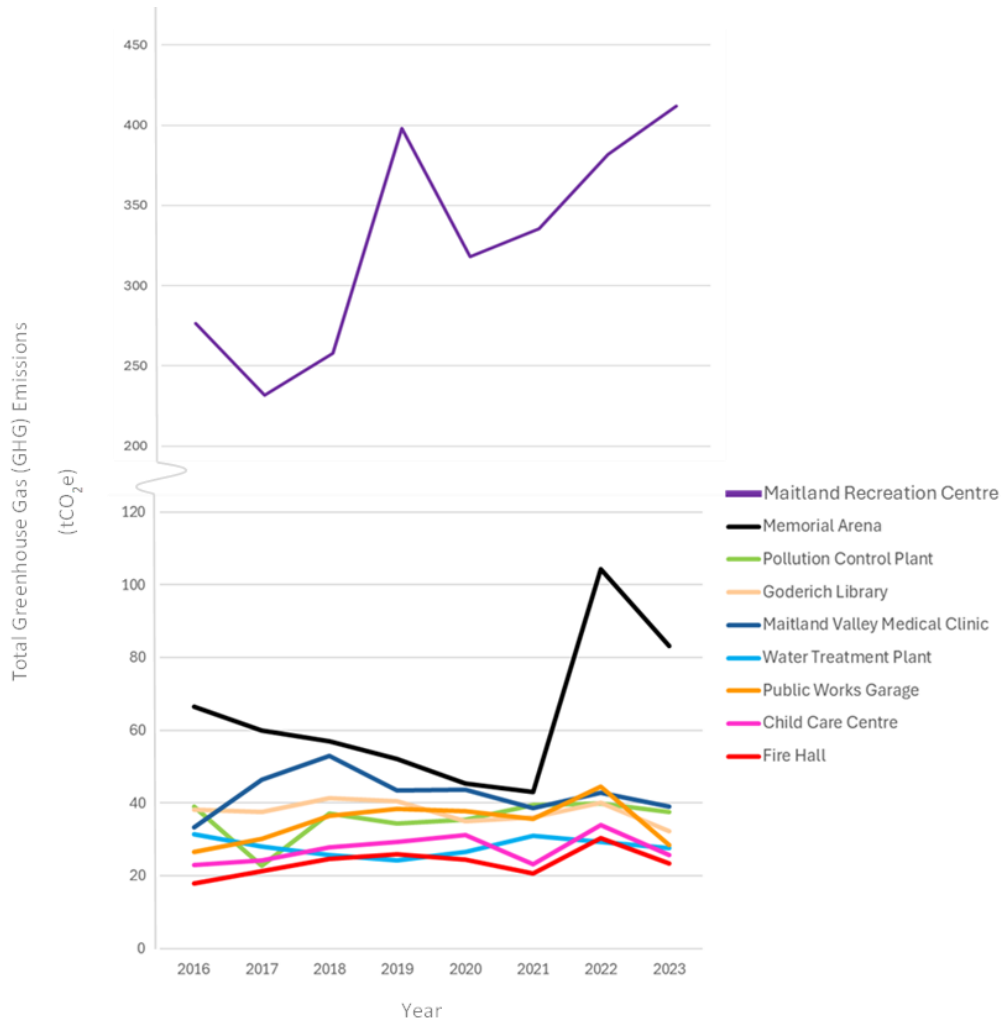
Furthermore, Council will be provided with the financial implications of aging infrastructure at the MRC and how the current replacement profile, along with the preliminary findings of the GHG Reduction Feasibility Study, may exert pressure on the Recreation Reserve Fund. This financial assessment is vital, as it assists in allocating resources and prioritizing investments to uphold sustainability targets while maintaining the fiscal health of municipal operations. Understanding these dynamics is essential for developing a comprehensive roadmap that integrates environmental objectives with financial realities.

### **Background and Analysis:**

#### **A. Greenhouse Gas (GHG) Reduction Feasibility Study at the Maitland Recreation Centre and Corporate GHG Targets**

In 2023, as part of the Federation of Canadian Municipalities (FCM) Partners for Climate Protection (PCP) Program, Goderich Town Council passed a resolution (attached) which committed the corporation to achieving a 15-20% GHG reduction target below 2019 levels by 2030. To assist in achieving these corporate GHG reduction targets, and upon success in obtaining financial assistance through FCM, the Maitland Recreation Centre was one of the

facilities chosen to undergo a GHG Reduction Feasibility Study. The feasibility study will outline various emission reduction and energy conservation projects for reducing GHG emissions by 50% over a 10-year period, and by 80% over a twenty-year period. Implementation of GHG reduction measures will have the greatest outcome towards the corporate GHG reduction target due to the amount of GHG emissions produced by the MRC, the largest GHG emitter of all municipal facilities (Figure 1).



**Figure 1.** The Town of Goderich's top nine (9) greenhouse gas emitting facilities from 2016 to 2023. Insource: Appendix I of the 2024-2028 Town of Goderich Conservation Demand Management (CDM) Plan.

Town staff completed the "decision-making" workshop, one of the required milestones of the GHG Reduction Feasibility Study Project, on June 16, 2025, with Aladaco Consulting Inc. The main finding is that in order to meet the GHG reduction pathways (reducing GHG emissions by 50% over a 10-year period, and by 80% over a twenty-year period) the estimated cost of the



proposed GHG reducing capital projects would exceed approximately \$7 million. This information and other findings will be presented by Aladaco Consulting Inc. at the August 11, 2025, Council meeting.

### **B. Asset Management Planning and Short-Term Financial Strategy for the Maitland Recreation Centre**

As Council is aware, the 2024 Asset Management Plan (Appendix A: Levels of Service Criteria, page 103), showed that the infrastructure at the Maitland Recreation Centre is aging, with Building-related assets having an average condition of 10.92 (Very Poor), and assets within the Machinery & Equipment category having an average condition of 41.14 (Fair).

Currently, there are approximately \$1,312,907 in over-due asset replacements for the Maitland Recreation Centre. The anticipated five-year capital replacement forecast, including this backlog, is approximately \$6,925,686, while the anticipated ten-year financial forecast, including backlog, is \$7,980,875. Table 1 and Table 2 show the five-year and ten-year financial forecasts, respectively. These values only consider capital replacement of current infrastructure and do not include operation and maintenance costs, nor any capital improvements. The 2025 opening balance of the Recreation Reserve is \$1,232,791.51.

**Five-Year Capital Replacement Profile for the Maitland Recreation Centre**

	<b>Backlog</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>
Buildings	755,524	22,033	-	-	5,350,847	10,614	-
Machinery & Equipment	557,383	-	9,128	-	96,127	107,359	16,671
<b>TOTAL</b>	<b>\$1,312,907</b>	<b>\$22,033</b>	<b>\$9,128</b>	<b>-</b>	<b>\$5,446,974</b>	<b>\$117,973</b>	<b>\$16,671</b>

**Table 1.** Five-year capital replacement forecast (2025-2030), including asset replacement backlog for the Maitland Recreation Centre (MRC). Total replacement cost over the five-year period, including asset backlog, for current infrastructure at the MRC is approximately \$6,925,686. Replacement cost is calculated using CPI Tables.

**Remaining Ten-Year Capital Replacement Profile for the Maitland Recreation Centre**

	<b>2031</b>	<b>2032</b>	<b>2033</b>	<b>2034</b>	<b>2035</b>
Buildings	-	-	664,224	-	-
Machinery & Equipment	-	41,303	122,711	31,747	68,751
Road Network	-	-	126,453	-	-
<b>TOTAL</b>	<b>-</b>	<b>\$41,303</b>	<b>\$913,388</b>	<b>\$31,747</b>	<b>\$68,751</b>

**Table 2.** Remaining five years to complete the ten-year capital replacement forecast (2025-2035), including asset replacement backlog for the Maitland Recreation Centre (MRC). Total replacement cost over the ten-year period, including asset backlog, for current infrastructure at the MRC is approximately \$7,980,875. Replacement cost is calculated using CPI Tables.

Recommendations within the GHG Reduction Feasibility Study at the MRC will explore potential funding opportunities to assist in offsetting the potential costs of the proposed GHG reducing capital projects (i.e., senior levels of government, Independent Electricity System Operator (IESO)). Further, with the information provided by the GHG Reduction Feasibility Study, Town staff can begin incorporating these proposed GHG reduction measures within its capital replacement projections to improve budgeting and reserve contribution needs, as well as any cost efficiencies that might be gained by these necessary investments in a key community facility. However, even with the potential for operating and energy savings, the level of capital investment will remain significant and exceed currently available reserve fund balances.

### **C. Future Decisions: Infrastructure Needs and Commitment to Climate Adaptation**

The Town of Goderich is committed to climate change adaptation and environmental sustainability, particularly through greenhouse gas (GHG) reduction targets. This commitment is evident through multiple initiatives: the 2023 Council Resolution establishing corporate GHG targets, the 2024 Climate Change Declaration, compliance with provincially regulated Conservation Demand Management Plans, and the recent Lake Huron Forever Pledge. Furthermore, the Maitland Recreation Centre will be requiring significant infrastructure rehabilitation and replacement in the near future, which is evident with the \$1,312,907 in current infrastructure asset backlog. As current replacement needs arise at the MRC, it is imperative for Council to consider the complete set of financial obligations which is related to both the facility's lifecycle renewal as well as the corporate GHG reduction target commitment.

#### **Linkage:**

- Corporate Strategic Plan Priority #1: Safe and Reliable Infrastructure
- Corporate Strategic Plan Priority #4: Good Government
- Corporate Strategic Plan Priority #5: Environmental Stewardship

#### **Financial Impacts and/or Source of Funding:**

There is no financial impact associated with this report.

#### **Consulted With:**

Deanna Hastie, Director of Corporate Services/Treasurer

Sean Thomas, Director of Community Services, Infrastructure and Operations

#### **Approved By:**

Janice Hallahan, Chief Administrative Officer

Andrea Fisher, Director of Legislative Services/Clerk



**THE CORPORATION OF THE TOWN OF GODERICH**

**BY-LAW NO. 129 OF 2024**

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**BEING A BY-LAW TO REPEAL AND REPLACE BY-LAW 122 OF 2018 TO APPROVE  
THE TOWN OF GODERICH ENERGY CONSERVATION AND DEMAND  
MANAGEMENT PLAN FOR THE NEXT FIVE YEARS (2024 – 2028), AS REQUIRED  
UNDER ONTARIO REGULATION 397/11**

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**WHEREAS** Ontario Regulation 397/11 was established to help municipalities better understand their energy usage, develop conservation plans to guide energy savings and demonstrate leadership in conservation;

**AND WHEREAS** the purpose of this plan is to develop projects to formally address energy management initiatives. Similar to the Town's 2019 Energy Conservation and Demand Management Plan, this five year plan is valid from 2024 to 2028, at which time a thorough review process will be required for a subsequent five year plan;

**AND WHEREAS** the implementation of proposed energy conservation measures throughout Town-owned infrastructure will continue to promote successful conservation practices;

**AND WHEREAS** the Town of Goderich is aiming to reduce its energy consumption within its facilities by 15-20% between 2019 and 2030;

**NOW, THEREFORE, THE COUNCIL OF THE CORPORATION OF THE TOWN OF GODERICH ENACTS AS FOLLOWS:**

1. That the Town's 2024 Energy Conservation and Demand Management Plan be uploaded to the Town of Goderich website, as well as made publicly available upon request.
2. That the Corporation of the Town of Goderich adopt and approve the attached Town of Goderich Energy Conservation and Demand Management Plan for the next five years (2024 – 2028), as required under Ontario Regulation 391/11.
3. That By-Law 122 of 2018 is hereby repealed and replaced.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 16<sup>TH</sup> DAY  
OF DECEMBER, 2024.**

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**MAYOR, Trevor Bazinet**

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**CLERK, Andrea Fisher**



**2024-2028  
ENERGY CONSERVATION DEMAND  
MANAGEMENT PLAN**



## Table of Contents

<b>1.0 INTRODUCTION</b>	3
1.1 Conservation Demand Management	3
1.2 Purpose	4
1.3 Goals and Objectives	4
1.4 Reporting Requirements	4
<b>2.0 ENERGY CONSERVATION COMMITMENTS</b>	4
2.1 Energy Conservation and Greenhouse Gas (GHG) Reduction Projects	4
2.2 Corporate Energy Conservation Strategy	5
2.3 Partners in Climate Protection (PCP) Program Corporate Reduction Target	5
2.4 Green Municipal Fund Community Buildings Retrofit - Feasibility Study	6
2.5 Electric Vehicle (EV) Charging Stations	6
2.5.1 Municipally Owned EV Charging Stations within the Town of Goderich	6
2.5.2 Privately Owned EV Charging Stations within the Town of Goderich	7
<b>3.0 INCENTIVE FUNDING</b>	7
<b>4.0 ASSET MANAGEMENT</b>	7
<b>5.0 SUMMARY</b>	8
<b>APPENDIX A: Ontario Regulation 397/11 - Table 1</b>	9
<b>APPENDIX B: 2023 Energy Consumption Data</b>	10
<b>APPENDIX C: Previously Completed Energy Consumption Projects</b>	11
<b>APPENDIX D: 2024-2028 Energy Conservation Measures</b>	13
<b>APPENDIX E: Corporate GHG Emissions and Energy Usage</b>	15
<b>APPENDIX F: Community GHG Emissions and Energy Usage</b>	16
<b>APPENDIX G: Ten-Year Business-As-Usual Forecast</b>	17
<b>APPENDIX H: Council Resolution for PCP Milestone 2 GHG Reduction Targets</b>	18
<b>APPENDIX I: 2016-2023 GHG Emissions for the Town's Top Nine (9) Facilities</b>	20

## 1.0 INTRODUCTION

Located on the eastern shore of Lake Huron within the County of Huron, The Town of Goderich became incorporated in 1850 and is home to approximately 8,000 residents. The Town of Goderich owns and maintains fifty-eight facilities including seven buildings associated with the municipal airport, seven buildings/structures associated with the cemetery (three being columbariums), two treatment plants, nine pavilions/outdoor washroom facilities, a municipal childcare center, a fire hall, a library, a medical center, a town hall, two operations buildings, a seniors community center, two recreation centers, six commercial properties, nine storage sheds, five gazebos, two performance stages and a lighthouse.

The Town of Goderich's 2024-2028 Conservation Demand Management Plan provides a brief background and summary of the requirements relating to Ontario Regulation 397/11 *Energy Conservation and Demand Management Plans*. Ontario Regulation 397/11 was introduced by the provincial government in 2011 under the *Green Energy Act* and was moved to reside under the *Electricity Act* in 2019. The regulation requires municipalities, universities, school boards and hospitals to annually report their energy consumption data to the province. A list of the required facilities that municipalities are to include in their annual energy consumption report to remain in compliance with Ontario Regulation 397/11 can be found in Appendix A. Additionally, the regulation requires municipalities to publish a Conservation Demand Management (CDM) plan every five (5) years.

Results from the most recent energy consumption report submitted to the province can be found in Appendix B. Additionally, completed energy reduction projects from the Town's previous CDM Plan (2019-2023) can be found in Appendix C, while a list of new energy conservation and greenhouse gas (GHG) reduction projects to implement over the next five (5) years (2024-2028) can be found in Appendix D.

### 1.1 Conservation Demand Management

Ontario Regulation 397/11 was established to help municipalities better understand their energy usage, develop conservation plans to guide energy savings and demonstrate leadership in conservation.

The Town of Goderich's 2024-2028 CDM Plan was developed to meet the requirements of Ontario Regulation 397/11 and further the implementation of projects to formally address energy conservation and GHG reduction initiatives. The Town of Goderich has been committed to energy conservation for many years to reduce energy consumption, reduce GHG emissions, decrease operating costs and to set an example for the community as to why energy conservation is important. It is the intention of the municipality to further develop the CDM Plan and enhance the municipality's energy conservation commitments with Goderich Town Council's approval and as the Town's aging infrastructure requires rehabilitation and/or replacement. Similar to the Town's previous 2019-2023 CDM Plan, this five-year plan is valid from 2024-2028, at which time a thorough review process will be required for a subsequent five-year plan.

## 1.2 Purpose

The 2024-2028 CDM Plan aims to provide a basis for the Town of Goderich to implement improvements to its infrastructure and operations that reduce energy usage, associated energy costs, as well as environmental effects of the Town's activities.

## 1.3 Goals and Objectives

- To improve energy efficiency within Town facilities, reduce GHG emissions and energy consumption in day-to-day operations and extend the lifecycle of Town assets, where possible;
- To maximize fiscal resources through direct and indirect energy cost avoidance;
- To increase conservation knowledge and mindfulness among staff through education and utilizing best practices;
- To demonstrate leadership and awareness within the Town of Goderich community by creating a culture of conservation and sustainability;
- To increase the comfort and safety of staff and citizens while using Town facilities;
- To support Ontario's Long-Term Energy Plan target of 30 TWh by 2032; and
- To support Ontario's Conservation First policy, where conservation is the first resource considered before building new generation and transmission facilities, wherever cost-effective.

## 1.4 Reporting Requirements

A requirement of Ontario Regulation 397/11 involves municipalities reporting electricity and natural gas consumption to the Ministry of Energy on an annual basis. The Town's most recent energy consumption values, based on 2023 electricity, natural gas and GHG emission data, can be found in Appendix B.

# 2.0 ENERGY CONSERVATION COMMITMENTS

## 2.1 Energy Conservation and Greenhouse Gas (GHG) Reduction Projects

The completion of the energy consumption projects from the Town's 2019-2023 Energy Conservation and Demand Management Plan has continued to progress the municipality's Energy Conservation Strategy. The completed projects from the previous Energy Plan can be found in Appendix C. The implementation of proposed energy conservation measures throughout Town-owned infrastructure will continue to promote successful conservation practices.

The proposed energy conservation measures to support the Town's Energy Conservation Strategy and assist in achieving its corporate GHG reduction target can be found in Appendix D. Council will review the proposed energy conservation measures during annual budget discussions. These proposed measures may change as technology is improved, or the priorities of Council are altered.

## 2.2 Corporate Energy Conservation Strategy

In 2022, the Town of Goderich completed an ASHRAE Level 1 Energy Audit of all municipal facilities. The energy audit identified nine (9) specific sites that comprised approximately 90% of the total annual electricity and natural gas usage within the portfolio of municipal buildings, which include the following:

- Maitland Recreation Centre
- Memorial Arena and Community Centre
- Goderich Wastewater Treatment Plant
- Goderich Library
- Maitland Valley Medical Clinic
- Goderich Water Treatment Plant Building
- Public Works Garage
- Child Care Centre
- Fire Hall

Appendix I shows the greenhouse gas emissions from 2016 to 2023 for the nine municipal facilities listed above. The ASHRAE Level 1 Energy Audit recommended specific energy conservation measures for each municipal facility. From these recommendations, Town staff developed a short-term Energy Conservation Strategy to implement various energy conservation measures in municipal facilities from 2024 to 2030 (the GHG reduction target year), with an emphasis on implementing energy conservation measures within the nine municipal facilities listed above to more successfully reach our GHG reduction target by 2030.

## 2.3 Partners in Climate Protection (PCP) Program Corporate Reduction Target

The Partners for Climate Protection (PCP) program is a five-step milestone framework to assist municipalities in addressing climate change through analysis of current emissions, setting reduction targets, developing, and implementing a climate action plan, as well as monitoring long-term progress. The Town of Goderich has been a member of the PCP program since 2020.

During the fall of 2021, the Town of Goderich, through the Federation of Canadian Municipalities (FCM) and the International Council for Local Environmental Initiatives (ICLEI) Partners for Climate Protection (PCP) program, was awarded its PCP Milestone 1 for creating corporate and community baseline emission inventories and forecasts. The corporate GHG emissions by sector and corporate energy usage by source can be found in Appendix E, while the community GHG emissions by sector and community energy usage by source can be found in Appendix F. The ten-year business-as-usual (BAU) forecast for corporate and community GHG emissions can be found in Appendix G.

On August 14, 2023, Goderich Town Council passed a council resolution (Appendix H) to reduce the municipality's corporate GHG emissions by 15%-20% and reduce the Town of Goderich's community GHG emissions by 5%-10% below 2019 levels by 2030. These targets, including the



approach used to set these targets, were discussed with ICLEI staff who confirmed they meet Milestone 2 PCP requirements.

Currently, the municipality is working towards achieving its PCP Milestone 3 requirement, which involves the development of a corporate and community Climate Plan.

## 2.4 Green Municipal Fund Community Buildings Retrofit - Feasibility Study

The Town of Goderich was successful in obtaining funding through the Federation of Canadian Municipalities (FCM) Green Municipal Fund (GMF) Community Building Retrofit Initiative, Feasibility Stream, to integrate energy and GHG reductions into long-term plans for managing community buildings. To capture the greatest GHG reduction potential, the two municipal facilities chosen to be highlighted within the Town's application were the Maitland Recreation Centre and Goderich Wastewater Treatment Plant.

Completion of the feasibility studies will enable the municipality to identify a sequence of GHG reduction measures for each facility to reduce emissions by at least 50% within 10 years, and by at least 80% (i.e., near net-zero GHG emissions) within 20 years. Additionally, the studies will consider unique objectives and constraints (e.g., building use, capital budgets, equipment renewal cycles, etc.). To do this, there are several project deliverables to be accomplished as part of the project including: (1) site investigations at each facility, (2) developing calibrated energy models for each facility, (3) hosting a design workshop where decarbonization measures will be discussed, along with applicable financial considerations and asset management strategies, (4) measure level analysis to develop detailed project metrics for the decarbonization measures selected, (5) compiling the GHG reduction scenarios for each facility, (6) examination of the GHG reduction pathways through a decision making workshop with key stakeholders, and (7) preparation of the final feasibility study reports and presentation to Goderich Town Council. As part of the requirements of the GMF Community Building Retrofit Initiative, the feasibility studies completed at the Maitland Recreation Centre and Goderich Wastewater Treatment Plant will be completed no later than August 31, 2025.

## 2.5 Electric Vehicle (EV) Charging Stations

### 2.5.1 Municipally Owned EV Charging Stations within the Town of Goderich

In 2020, the County of Huron (partnered with the Town of Goderich, the Municipality of Huron East and ChargerCrew), were successful in their application through Natural Resources Canada (NRCan) to receive funding for Level 2 electric vehicle (EV) chargers through the Zero Emission Vehicle Infrastructure Program (ZEVIP). The Town of Goderich chose three locations to install dual port Level 2 EV charging stations for public use: Bannister Park, Rotary Cove and the parking lot on Lighthouse Street. The installation of these municipally owned EV charging stations within the Town of Goderich was completed at the end of November 2022.

Additionally, the Town of Goderich owns one dual Level 2 EV charging station located at Town Hall for the three electric vehicles that are included in the municipality's fleet inventory. The EV

charging station located at Town Hall is for staff use only, as it services the two electric vehicles used by the Municipal By-Law Enforcement Department and the third electric vehicle utilized by the Building Department.

#### 2.5.2 Privately Owned EV Charging Stations within the Town of Goderich

In addition to municipally owned private and public EV charging stations, there are four additional dual port Level 2 EV charging stations found within the municipality. Three of these Level 2 EV charging stations are owned by EARTH Power Corporation and located on Stanley Street, Hamilton Street and the parking lot located at Main Beach, with the fourth owned by the County of Huron located at the Huron County Museum.

There is one DC fast charger located on Hamilton Street owned by EARTH Power Corporation. This DC fast charger was installed within one kilometer of Highway 21 to connect the Huron Coast Electric Highway, which spans from Sarnia to Tobermory (a total of 325km).

### 3.0 INCENTIVE FUNDING

To ensure that the Town of Goderich will take advantage of all funding and grant opportunities related to energy efficient projects, the Town will submit applications when funding opportunities are available through upper tier governments (i.e., provincial and federal level), other government related agencies (i.e., FCM, LAS), as well as liaise with representatives from local utility providers (i.e., Enbridge Gas, IESO, EARTH Power). Town staff and utility representatives are in a unique position to review current and future process improvements, program implementations and projects that can meet future funding requirements. As funding opportunities arise that are suitable for specific energy conservation projects, Town Staff will report to Council and clearly outline the cost savings associated with a successful application.

### 4.0 ASSET MANAGEMENT

Asset Management planning takes into consideration the potential impacts of climate change and any actions that may be required to address vulnerabilities that may be caused by climate change to the Town's infrastructure assets. This involves any adaptation opportunities that could arise from climate-driven vulnerabilities, as well as mitigation opportunities such as GHG emission reduction targets. In addition, mitigation approaches, such as reduced energy consumption, can be a significant decision driver when replacing new assets or rehabilitating existing assets.

The Town of Goderich's contribution to climate change through GHG emissions will be mitigated in accordance with local reduction targets, financial capacity, and stakeholder support. In addition, climate change will be considered as part of the Town's risk analysis within its asset management plan. Awareness of infrastructure risks will enable the municipality to balance the potential cost of climate change vulnerabilities with the cost of proactively reducing or eliminating these vulnerabilities before they occur.

## 5.0 SUMMARY

The Town of Goderich's 2024-2028 CDM Plan will assist the Town in meeting energy-related goals, as well as achieving the milestones outlined in the PCP Program. These goals will need to be established annually through Council's approval of the municipality's budget. The Town of Goderich is a large energy user and has significant energy expenditures. This CDM Plan can help reduce GHG emissions, energy usage and associated costs by implementing effective energy reduction strategies, managing energy retrofits, monitoring and tracking the Town's energy usage and introducing energy awareness programs to staff.

## APPENDIX A: Ontario Regulation 397/11 - Table 1

Table 1 from Ontario Regulation 397/11 outlines the required facilities that municipalities are to include in their annual energy consumption report.

TABLE 1

Column 1 Item	Column 2 Type of public agency	Column 3 Operation
1.	Municipality	<ol style="list-style-type: none"> <li>1. Administrative offices and related facilities, including municipal council chambers.</li> <li>2. Public libraries.</li> <li>3. Cultural facilities, indoor recreational facilities and community centres, including art galleries, performing arts facilities, auditoriums, indoor sports arenas, indoor ice rinks, indoor swimming pools, gyms and indoor courts for playing tennis, basketball or other sports.</li> <li>4. Ambulance stations and associated offices and facilities.</li> <li>5. Fire stations and associated offices and facilities.</li> <li>6. Police stations and associated offices and facilities.</li> <li>7. Storage facilities where equipment or vehicles are maintained, repaired or stored.</li> <li>8. Buildings or facilities related to the treatment of water or sewage.</li> <li>9. Parking garages.</li> </ol>
2.	Municipal service board	<ol style="list-style-type: none"> <li>1. Buildings or facilities related to the treatment of water or sewage.</li> </ol>
3.	Post-secondary educational institution	<ol style="list-style-type: none"> <li>1. Administrative offices and related facilities.</li> <li>2. Classrooms and related facilities.</li> <li>3. Laboratories.</li> <li>4. Student residences that have more than three storeys or a building area of more than 600 square metres.</li> <li>5. Student recreational facilities and athletic facilities.</li> <li>6. Libraries.</li> <li>7. Parking garages.</li> </ol>
4.	School board	<ol style="list-style-type: none"> <li>1. Schools.</li> <li>2. Administrative offices and related facilities.</li> <li>3. Parking garages.</li> </ol>
5.	Public hospital	<ol style="list-style-type: none"> <li>1. Facilities used for hospital purposes.</li> <li>2. Administrative offices and related facilities.</li> </ol>

O. Reg. 397/11, Table 1; O. Reg. 31/15, s. 2.



## APPENDIX B: 2023 Energy Consumption Data

Facility	Address	Electricity (kWh)	Natural Gas (m3)	GHG Emissions (tCO2e)
Airport Shed	33868A Airport Road	9,853	-	0.4
Airport Terminal	33868A Airport Road	31,191	1,898	4.8
Bannister Park	180 McDonald Street	30,522	-	1.1
Beach Hut Washrooms	270 South Harbour Road	4,866	-	0.2
Cemetery Shed	35454 Huron Road	4,661	-	0.2
Child Care Centre	376 Cambridge Street	64,768	12,170	25.8
Custodial Shed	North Harbour Road	13,755	-	0.5
Fire Hall	248 Suncoast Drive East	21,608	11,778	23.5
Goderich Library	52 Montreal Street	68,383	15,427	32.3
Harbour Park Washrooms	166 West Street	14,641	-	0.5
Kingston Street Washrooms	35 Kingston Street	7,710	-	0.3
Lighthouse	280 Cobourg Street	2,956	-	0.1
Maitland Recreation Centre	190 Suncoast Drive	2,471,575	167,123	411.7
Maitland Valley Medical Centre	180 Cambria Road North	324,889	14,138	39.0
Memorial Arena	180 McDonald Street	141,592	40,371	83.1
Municipal Office	57 West Street	244,242	132	9.0
Parks Building	371 Parsons Court	13,890	4,663	9.5
Pavilion #2 Washrooms	40 Cove Road	3,769	-	0.1
Pavilion #3 Washrooms	80 Cove Road	6,686	-	0.2
Pavilion #4 Washrooms	351 Cove Road	11,994	-	0.4
Public Works Garage	361 Cambridge Street	33,029	14,117	28.5
Reservoir-Booster Pump Station	371 Parsons Court	213,581	-	7.7
South Street Storage Shed	49 South Street	2,185	-	0.1
Streetlights	57 West Street	429,696	-	15.5
Tourism Centre	93 Hamilton Street	16,998	2,234	4.9
St. David Street Rental Property	33 St. David Street	6,384	2,996	0.2
Traffic Signals	57 West Street	23,695	-	0.9
Victoria Park Washrooms	80 Victoria Street	4,303	-	0.2
Wastewater Treatment Plant	211 Sunset Drive	699,929	6,408	37.6
Water Treatment Plant	100 Cove Road	767,988	-	27.6
<b>TOTAL</b>		<b>5,691,339</b>	<b>293,455</b>	<b>766</b>

## APPENDIX C: Previously Completed Energy Consumption Projects

Facility	Measure	Estimated Cost (\$)	Completion Date
Airport Maintenance Garage	Conversion of Interior LED Lighting	3,500	2024
	Conversion of Exterior LED Exit Signs	240	2024
Airport Terminal	Conversion of Exterior LED Exit Signs	120	2023
	Roof Replacement	22,200	2024
	Conversion of Exterior LED Lighting	750	2024
	Window Replacement	16,686	2024
	Conversion of Interior LED Lighting	6,611	2024
Booster Pumping Station	Conversion of Exterior LED Exit Signs	397	2024
	Conversion of Interior LED Lighting	750	2024
Cemetery Office and Equipment Depot	Conversion of Interior LED Lighting	750	2024
Child Care Centre	Replacement of Hot Water Heater	8,328	2023
Municipal Electric Vehicle Charging Stations	Lighthouse Street Parking Lot	16,164	2022
	Bannister Park Parking Lot	16,164	2022
	Rotary Cove Parking Lot	16,164	2022
Fire Hall	Conversion of Exterior LED Exit Signs	240	2023
	Conversion of Interior LED Lighting	4,425	2023
	Replacement of Roof-Top HVAC Unit	13,776	2023
Library	Replacement of Roof-Top HVAC Unit	13,949	2023
Maitland Recreation Centre	Main Pump Replacement	26,263	2021
	Ice Plant Gauge and Valve Replacement	30,222	2021
	Installation of Bronze Whirlpool Pump	11,707	2022
	Compressor Replacement Kube #5	10,713	2022
	High Resolution Electronic Entrance Sign	30,003	2022
	Installation of Sliding Doors (Sky Harbour)	7,205	2023
	Compressor Replacement Kube #6	13,012	2023
	Installation of Tankless Hot Water Heater	19,917	2023
	Building Automation System	183,372	2023
	Arena Dehumidifier Replacement	92,005	2023
	Compressor Replacement Kube #2	12,227	2024
	Heat Exchangers for Hot Tub Boiler	10,985	2024
	Pool Dehumidifier Replacement	905,000	2024
	Installation of Interior LED Lighting	5,000	2024
	Heat Pump Replacement	7,902	2020
	Roof-Top HVAC Replacement	16,666	2020
One Care Building	Roof Replacement	40,000	2024
Parks Garage	Vehicle Bay Door Replacement	6,000	2023
	Conversion of Interior LED Lighting	2,500	2024
Public Works Garage	Conversion of Interior LED Lighting	3,500	2024
	Conversion of Exterior LED Lighting	750	2024

Rotary Cove Pavilion #4	Roof Replacement	105,661	2022
	Roof Replacement	29,679	2023
Town Hall	EV Charging Station Installation	12,929	2019
	Window Replacement	97,146	2021
	Heat Pump Replacement	9,562	2020
	Heat Pump Replacement	12,219	2022
Victoria Park Washrooms	Heat Pump Replacement	11,541	2023
	Conversion of Interior LED Lighting	1,275	2024
Wastewater Treatment Plant	Primary Pumphouse #1 Pump #2	16,851	2021
	Installation of Tube Heaters	7,352	2024
Water Treatment Plant	Replacement of Low Lift Pump #2	14,832	2021
	Replacement of Low Lift Pump #3	38,440	2023
<b>TOTAL</b>		<b>\$ 1,932,900</b>	

## APPENDIX D: 2024-2028 Energy Conservation Measures

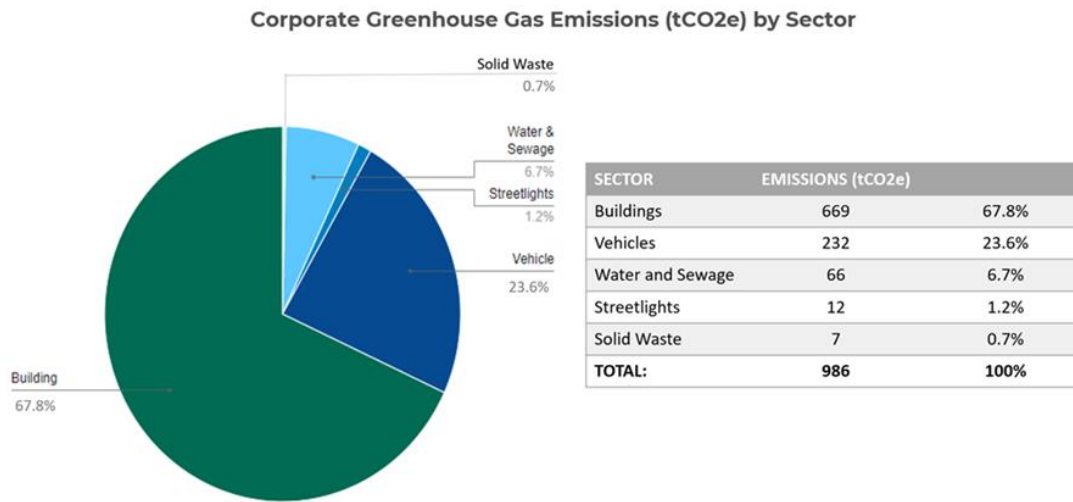
Facility	Measure	Estimated Cost (\$)	Estimated GHG Reduction (tCO <sub>2</sub> e)	Estimated Total Cost Savings (\$)	Target Date
Airport Maintenance Garage	Infiltration Reduction	4,450	0.83	330	2025
	Radiant Tube Heaters	13,000	4.23	2,703	2028
Airport Terminal	Temperature Control Set Points	170	0.43	128	2025
	Occupancy Sensor	1,700	0.07	551	2025
	Demand Control Ventilation	1,000	0.64	176	2025
Fire Hall	Make-up Air Controller	3,000	2.76	524	2026
	Temperature Control Set Points	340	3.49	588	2025
	Occupancy Sensor	850	0.04	210	2025
	Instantaneous Hot Water Heater	350	0.15	24	2025
Child Care Centre	LED Lighting Replacement	7,000	0.29	2,415	2027
	Domestic Hot Water Blanket	80	0.46	74	2025
Library	Temperature Control Set Points	510	3.55	893	2025
	LED Lighting Replacement	5,930	0.47	2,340	2025
	Temperature Control Set Points	850	3.38	665	2025
	Infiltration Reduction	7,320	2.51	434	2026
	Roof Top Unit #1 Replacement	20,000	2.70	533	2025
Medical Centre	Roof Top Unit #2 Replacement	20,000	2.70	533	2026
	Roof Top Unit #3 Replacement	20,000	2.70	533	2027
	Roof Top Unit #4 Replacement	20,000	2.70	533	2028
	Roof Top Unit #5 Replacement	20,000	2.70	533	2029
	LED Lighting Replacement	17,000	0.48	2,883	2025
	Exterior LED Replacement	1,800	0.04	253	2025
	Air Balancing	2,500	1.65	903	2027
	Temperature Control Set Points	1,360	3.29	1,705	2025
	Vestibule Heater	680	0.56	3,372	2026
	LED Lighting Replacement	16,950	0.97	5,900	2026
Town Hall	Exterior Lighting Replacement	450	0.02	129	2026
	Occupancy Lighting Control	1,200	0.04	264	2026
	HVAC Retro Commissioning	7,500	0.69	4,198	2028
	Infiltration Reduction	4,330	1.37	202	2026
Parks Building	Vehicle Bay Air Curtain	6,250	3.47	489	2026
Public Works Garage	Infiltration Reduction	5,960	2.64	449	2027
	Dehumidifier Replacement	80,000	1.09	6,179	2027
	Domestic Hot Water Boiler	45,000	48.12	6,577	2026
	Kube Compressors Replacement	12,000	3.84	21,628	2025
	Demand Control Ventilation	7,500	32.93	13,433	2026
	Cooling Tower VFD	5,500	0.85	4,806	2027
	Floating Head Pressure Control	6,500	3.11	17,508	2027



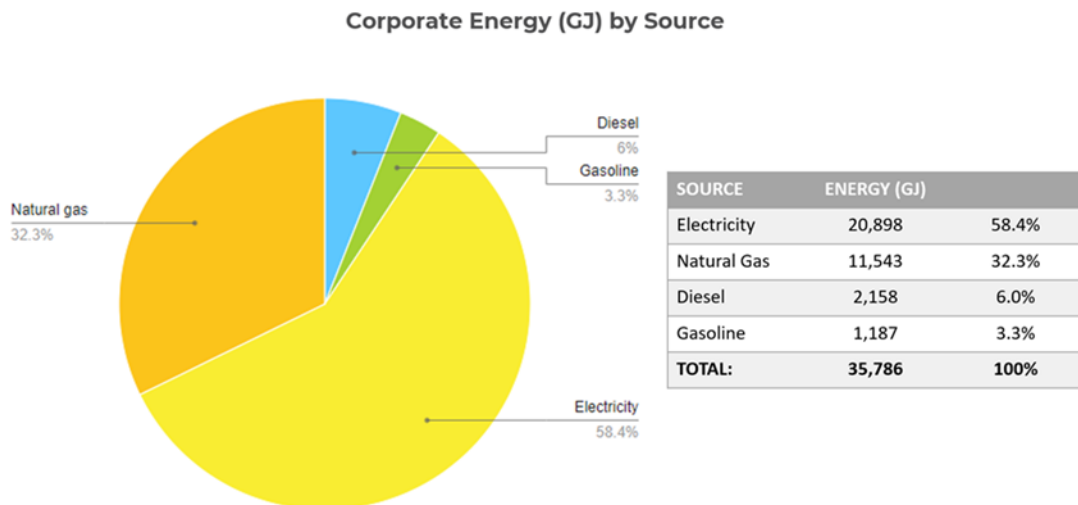
Water Treatment Plant	Heat Recovery Ventilation	4,500	19.98	5,104	2026
	Update of HVAC Equipment	1,000,000	Unknown	Unknown	2026/2027
	Programmable Thermostat	170	0.06	332	2026
	Temperature Control Set Points	1,700	0.14	830	2026
	Smart Thermostats - Baseboards	850	0.04	249	2026
	Low Lift Pump #1 VFD	5,000	0.23	1,361	2026
	Instantaneous Hot Water Heater	1,000	0.01	70	2027
	Infiltration Reduction	3,460	0.11	647	2027
	Exterior Lighting Replacement	150	0.01	58	2027
	LED Lighting Replacement	8,550	0.21	1,268	2028
	Lighting Control	1,000	0.02	141	2028
Wastewater Treatment Plant*	Exterior Lighting Replacement	750	0.05	279	2027
	LED Lighting Replacement	7,350	0.22	1,291	2028
	Lighting Control	800	0.02	113	2028
	Instantaneous Hot Water Heater	350	0.01	60	2027
	Make-up Air Replacement	6,500	1.01	390	2029
One Care Building	Temperature Control Set Points	680	0.47	192	2025
	LED Exit Signs	300	0.01	78	2028
	LED Lighting Replacement	3,450	0.10	550	2028
	Duct Sealing	1,000	0.31	138	2029
	Window Replacement	1,750	0.88	160	2029
MacKay Centre	Infiltration Reduction	990	0.22	64	2029
	LED Lighting Retrofits	990	0.07	442	2025
	LED Exit Signs	120	0.01	31	2025
	Temperature Control Set Points	680	1.18	284	2025
	Duct Sealing	2,000	1.16	170	2026
Huckins Street Building	ENERGY STAR Condensing Unit	4,000	0.39	57	2029
	Temperature Control Set Points	510	2.02	769	2025
	LED Exit Signs	540	0.03	146	2028
	LED Lighting Replacement	9,975	0.46	2,637	2028
	Lighting Control	1,600	0.04	259	2028
	Instantaneous Hot Water Heater	1,000	0.29	59	2029
	Window Replacement	17,500	4.03	1,506	2029
	Infiltration Reduction	8,970	1.51	569	2029
	Roof Replacement	27,000	1.01	385	2030
<b>TOTAL</b>		<b>\$ 1,489,765</b>	<b>177</b>	<b>\$ 125,957</b>	

\*The energy conservation measures outlined in the above table do not include the decarbonization activities that will be identified for the Maitland Recreation Centre and Wastewater Treatment Plant from FCM's GMF Community Building Retrofit GHG Reduction Feasibility Study.

## APPENDIX E: Corporate GHG Emissions and Energy Usage

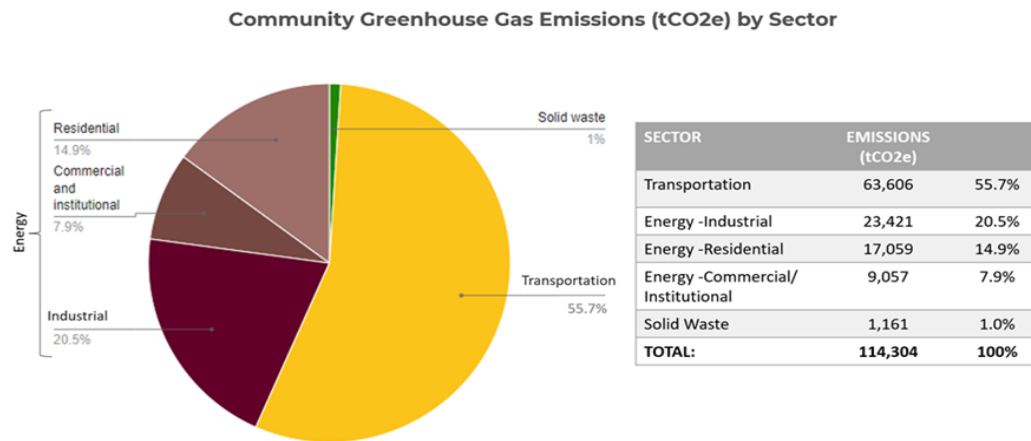


The corporate greenhouse gas emissions (tCO<sub>2</sub>e) by sector for the baseline year of 2019 are as follows: buildings (67.8%), vehicles (23.6%), water and sewage (6.7%), streetlights (1.2%) and waste (0.7%). The total corporate greenhouse gas emissions are 986 tCO<sub>2</sub>e.

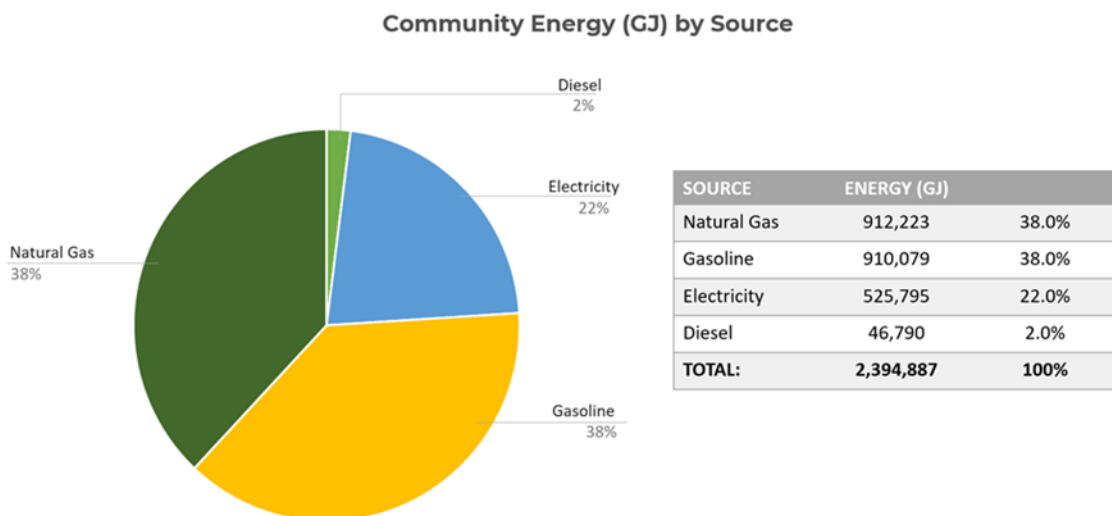


The corporate energy data (GJ) by source for the baseline year of 2019 are as follows: electricity (58.4%), natural gas (32.3%), diesel (6%) and gasoline (3.3%). The total corporate energy consumption is 35,786 GJ.

## APPENDIX F: Community GHG Emissions and Energy Usage

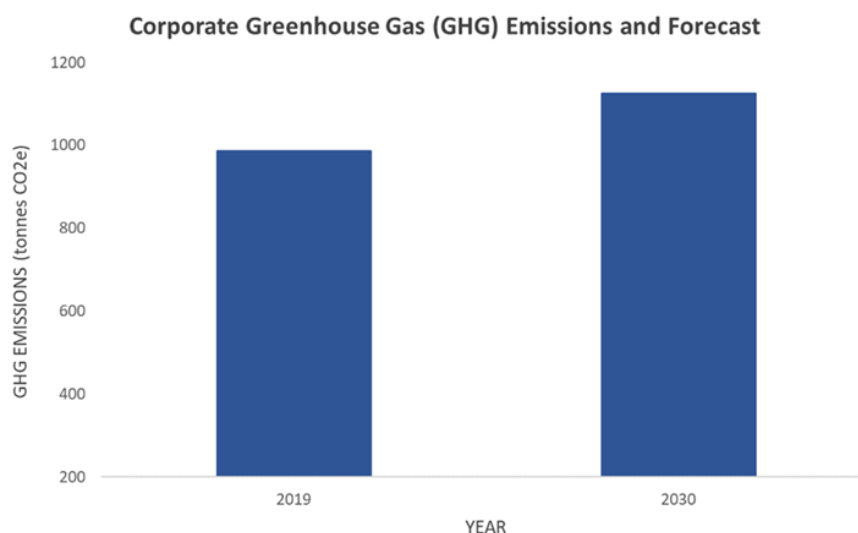


The community-wide greenhouse gas emissions (tCO<sub>2</sub>e) by sector for the baseline year of 2019 are as follows: transportation (55.7%), energy from the industrial sector (20.5%) energy from the residential sector (14.9%) energy from the commercial/institutional sector (7.9%) and solid waste (1%). The total community greenhouse gas emissions are 114,304 tCO<sub>2</sub>e.

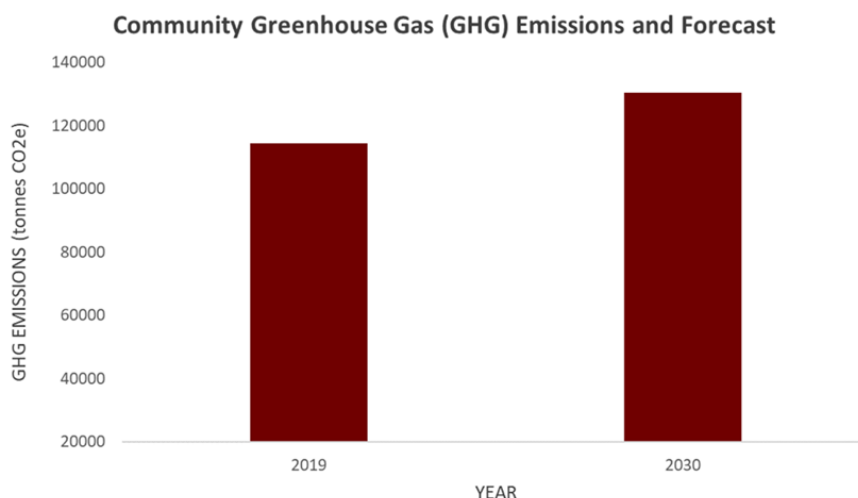


The community-wide energy data (GJ) by source for the baseline year of 2019 are as follows: natural gas (38%), gasoline (38%), electricity (22%) and diesel (2%). The total energy consumption is 2,394,887 GJ.

## APPENDIX G: Ten-Year Business-As-Usual Forecast



The total corporate greenhouse gas emissions for the baseline year (2019) is 986 tCO<sub>2</sub>e. The corporate greenhouse gas emissions for the forecast year (2030) is approximately 1,126 tCO<sub>2</sub>e, an increase of 140 tCO<sub>2</sub>e. The forecast year (2030) uses an annual population growth rate of 1.2% obtained from the 2021 Development Charges Study for the Town of Goderich.



The total community-wide greenhouse gas emissions for the baseline year (2019) is 114,304 tCO<sub>2</sub>e. The community-wide greenhouse gas emissions for the forecast year (2030) is approximately 130,330 tCO<sub>2</sub>e, an increase of 16,026 tCO<sub>2</sub>e. The forecast year (2030) uses an annual population growth rate of 1.2% obtained from the 2021 Development Charges Study for the Town of Goderich.



## APPENDIX H: Council Resolution for PCP Milestone 2 GHG Reduction Targets

The Town of Goderich  
57 West Street  
Goderich, Ontario  
N7A 2K5  
519-524-8344  
townhall@goderich.ca  
www.goderich.ca



### **Council Resolution for the Adoption of a Greenhouse Gas (GHG) Emissions Reduction Target for the Town of Goderich**

Below is a certified true copy of the resolution passed by The Town of Goderich at its Regular Council meeting held August 14, 2023.

**WHEREAS** The Town of Goderich has been a participating member of the Partners for Climate Protection (PCP) Program, made available through the Federation of Canadian Municipalities (FCM) and the International Council for Local Environmental Initiatives (ICLEI), since February 2020;

**AND WHEREAS** The PCP program is based on a five-milestone framework that involves completing a GHG inventory and forecast, setting a GHG reduction target, developing a local action plan, implementing the plan, and monitoring progress and reporting results;

**AND WHEREAS** The Town of Goderich created a corporate and community greenhouse gas inventory to satisfy Milestone 1 of the PCP program, passed by Goderich Town Council at the October 18, 2021 meeting;

**AND WHEREAS** The Town of Goderich continues to incorporate climate resilience efforts within its Corporate Strategic Plan, Asset Management Policy, Official Plan, Emergency Management Plan and other Town policies to ensure climate change and sustainability efforts are considered, encouraged and supported;

**AND WHEREAS** Town of Goderich staff continue to promote inter-departmental coordination to ensure the corporation offers an aligned approach to mitigate and adapt to the threats of climate change and its effects to the natural environment, assisting the corporation to reach its Milestone 2 greenhouse gas reduction target for corporate operations within the 2030 timeframe;


**AND WHEREAS** Town of Goderich staff commit to encouraging the Goderich community to reduce their carbon footprint, with a focus on educating and promoting environmentally and financially sustainable programs that will assist the community to reach its Milestone 2 greenhouse gas reduction target within the 2030 timeframe;

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**AND WHEREAS** a portion of the Town's Environmental Committee's Workplan will be aimed at educating residents and businesses regarding greenhouse gas emission reductions, as well as promoting various energy and waste conservation methods to assist in achieving this community target by 2030;

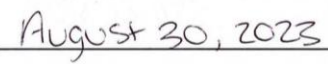
**BE IT RESOLVED** That the Town of Goderich commits to reducing its greenhouse gas emissions by 15%-20% below 2019 levels for corporate operations by 2030 and to reduce its greenhouse gas emissions by 5%-10% below 2019 levels within the community by 2030.

\_\_\_\_\_  
MAYOR, Trevor Bazinet

Signature

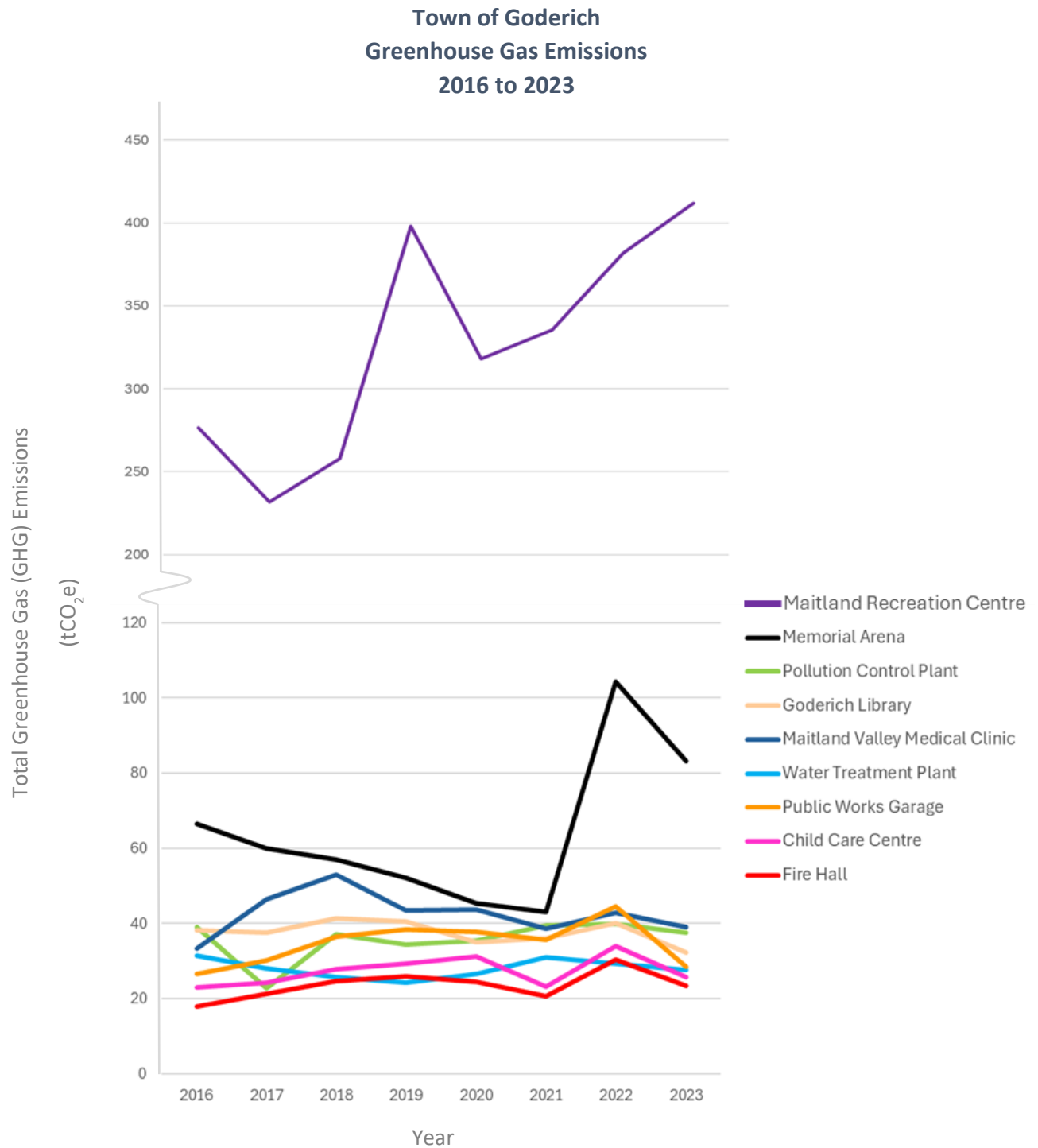
\_\_\_\_\_  
CLERK, Andrea Fisher

Signature

\_\_\_\_\_  
Date

Date

## APPENDIX I: 2016-2023 GHG Emissions for the Town's Top Nine (9) Facilities





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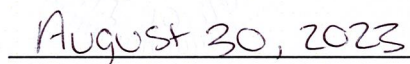
**BE IT RESOLVED** That the Town of Goderich commits to reducing its greenhouse gas emissions by 15%-20% below 2019 levels for corporate operations by 2030 and to reduce its greenhouse gas emissions by 5%-10% below 2019 levels within the community by 2030.

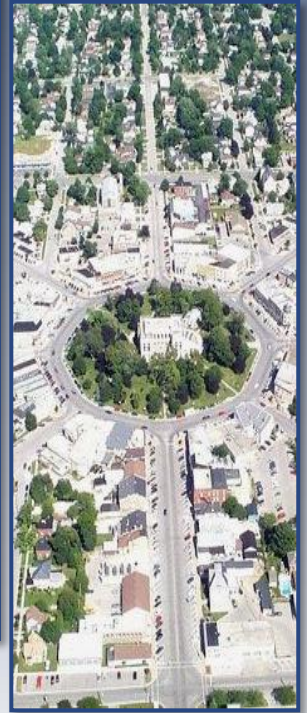
\_\_\_\_\_  
MAYOR, Trevor Bazinet

Signature

\_\_\_\_\_  
CLERK, Andrea Fisher

Signature

\_\_\_\_\_  
Date



# Town of Goderich

## 2024 Asset Management Plan





## CORPORATION OF THE TOWN OF GODERICH

### 2024 COMPREHENSIVE ASSET MANAGEMENT PLAN

Subject: Asset Management Planning for Municipal Infrastructure
Type: Administrative/Finance
Prepared By: Asset Management / Environmental Services Manager
Date: FINAL – September 9, 2024

#### Table of Contents

<b>1.0 EXECUTIVE SUMMARY.....</b>	<b>7</b>
<b>2.0 INTRODUCTION .....</b>	<b>9</b>
2.1 What is Asset Management? .....	9
2.2 Importance of Infrastructure and Asset Management Planning.....	9
2.3 Asset Management Plan Overview .....	10
2.4 Purpose of the Asset Management Plan .....	10
2.5 Development of the Asset Management Plan .....	10
2.6 Supporting the Asset Management Policy.....	10
2.7 Linkages to Strategic Documents .....	11
2.8 Supporting the Town of Goderich’s Vision, Mission and Priorities .....	11
2.9 Growth and Demand .....	12
<b>3.0 STATE OF THE LOCAL INFRASTRUCTURE .....</b>	<b>13</b>
3.1 Approach.....	13
3.1.1 Objective and Scope .....	13
3.1.2 Asset Hierarchy .....	14
3.1.3 Useful Life and Condition .....	14

3.1.4 Risk Analysis .....	15
3.1.5 Life Cycle Optimization .....	16
3.2 Road Network .....	17
3.2.1 Inventory .....	17
3.2.2 Valuation and Replacement Cost.....	18
3.2.3 Condition .....	20
3.3 Water Network .....	21
3.3.1 Inventory .....	21
3.3.2 Valuation and Replacement Cost.....	22
3.3.3 Condition .....	24
3.4 Sanitary Network.....	26
3.4.1 Inventory .....	26
3.4.2 Valuation and Replacement Cost.....	26
3.4.3 Condition .....	29
3.5 Storm Network.....	31
3.5.1 Inventory .....	31
3.5.2 Valuation and Replacement Cost.....	31
3.5.3 Condition .....	32
3.6 Facilities .....	34
3.6.1 Inventory .....	34
3.6.2 Valuation and Replacement Cost.....	34
3.6.3 Condition .....	35
3.7 Land Improvements.....	36
3.7.1 Inventory .....	36
3.7.2 Valuation and Replacement Cost.....	37
3.7.3 Condition .....	38
3.8 Fleet.....	40
3.8.1 Inventory .....	40
3.8.2 Valuation and Replacement Cost.....	40
3.8.3 Condition .....	42
3.9 Machinery and Equipment.....	43



3.9.1 Inventory .....	43
3.9.2 Valuation and Replacement Cost.....	43
3.9.3 Condition .....	45
4.0 LEVELS OF SERVICE.....	47
4.1 Key Factors Impacting Levels of Service .....	48
4.1.1 Strategic Levels of Service and Community Expectations.....	48
4.1.2 Technical Levels of Service and Performance Measures .....	49
4.1.3 Legislative Requirements.....	49
4.1.4 Funding Requirements.....	50
5.0 ASSET MANAGEMENT STRATEGY .....	51
5.1 Asset Management Strategy Objective.....	51
5.2 Asset Lifecycle Management .....	52
5.2.1 Key Components of Asset Lifecycle Management .....	52
5.2.2 Planned Strategies for Lifecycle Optimization .....	57
5.3 Risk Management Strategies .....	62
5.3.1 Road Network Risk Heat Map.....	64
5.3.2 Water Network Risk Heat Map.....	66
5.3.3 Sanitary Network Risk Heat Map .....	69
5.3.4 Storm Network Risk Heat Map .....	72
5.3.5 Facilities Network Risk Heat Map.....	74
5.3.6 Land Improvements Risk Heat Map .....	75
5.3.7 Fleet Risk Heat Map .....	77
5.3.8 Machinery and Equipment Risk Heat Map .....	78
6.0 FINANCIAL STRATEGY .....	80
6.1 Financial Strategy Objective .....	80
6.2 Financial Obligations and Funding Tools .....	80
6.3 Annual Funding Requirement for Capital Replacement and Rehabilitation .....	81
6.4 Funding Objective and Options.....	82
6.4.1 Current Funding Model and Strategies for Tax Funded Assets.....	83
6.4.2 Current Funding Model and Strategies for User Rate Funded Assets .....	88
6.5 Use of Reserves.....	89

6.6 Use of Debt.....	90
6.7 Ten Year Capital Plan.....	91
7.0 Conclusion and Recommendations .....	93
7.1 Summary of Key Findings.....	93
7.2 Next Steps for the Asset Management and Capital Programs: .....	94
7.3 Summary of Recommendations: .....	94
8.0 Appendices.....	95
8.1 APPENDIX A: Levels of Service Criteria.....	96
8.2 APPENDIX B: Levels of Service Maps.....	107
8.3 APPENDIX C: Ten Year Capital Plans.....	117

## LIST OF FIGURES

Figure 1: 2024 Replacement Cost by Asset Class.....	8
Figure 2: Town of Goderich Asset Hierarchy .....	14
Figure 3: Example Risk Heat Map .....	16
Figure 4: Road and Sidewalk Percent Distribution .....	18
Figure 5: Road Network Replacement Cost .....	19
Figure 6: Road Network Condition Distribution.....	21
Figure 7: Water Network Replacement Cost .....	24
Figure 8: Water Network Condition Distribution .....	25
Figure 9: Sanitary Network Replacement Cost.....	28
Figure 10: Sanitary Network Condition Distribution .....	30
Figure 11: Storm Network Replacement Cost .....	32
Figure 12: Storm Condition Distribution.....	33
Figure 13: Facility Component Replacement Cost .....	35
Figure 14: Facilities Condition Distribution .....	36
Figure 15: Land Improvements Replacement Cost.....	38
Figure 16: Land Improvements Condition Distribution .....	39
Figure 17: Fleet Network Replacement Cost.....	41
Figure 18: Fleet Network Condition Distribution .....	42
Figure 19: Machinery and Equipment Replacement Cost .....	45
Figure 20: Machinery and Equipment Condition Distribution .....	46
Figure 21: Relationship between Levels of Service, Cost and Risk.....	47
Figure 22: The Asset Lifecycle .....	52
Figure 23: Risk Heat Map for all Town of Goderich Assets .....	63
Figure 24: Road Network Risk Metrics.....	64
Figure 25: Road Network Risk Heat Map .....	65

Figure 26: Watermains Risk Metrics .....	67
Figure 27: Watermains Risk Heat Map .....	67
Figure 28: Water Network Assets (Excluding Watermains) Risk Metrics .....	68
Figure 29: Water Network Asset (Excluding Watermains) Risk Heat Map .....	69
Figure 30: Sanitary Sewer Mains Risk Metrics.....	70
Figure 31: Sanitary Sewer Mains Risk Heat Map .....	70
Figure 32: Sanitary Network Assets (Excluding Sanitary Sewer Mains) Risk Metrics .....	71
Figure 33: Sanitary Network Assets (Excluding Sanitary Sewer Mains) Risk Heat Map .....	72
Figure 34: Storm Network Risk Metrics.....	73
Figure 35: Storm Network Risk Heat Map .....	73
Figure 36: Facilities Risk Metrics .....	74
Figure 37: Facilities Risk Heat Map.....	75
Figure 38: Land Improvements Risk Metrics .....	76
Figure 39: Land Improvements Risk Heat Map.....	76
Figure 40: Fleet Network Risk Metrics .....	77
Figure 41: Fleet Network Risk Heat Map.....	77
Figure 42: Machinery and Equipment Risk Metrics .....	78
Figure 43: Machinery and Equipment Risk Heat Map .....	79
Figure 44: Levels of Funding.....	80

## LIST OF TABLES

Table 1: Lifecycle Activities .....	16
Table 2: Road Network Inventory .....	17
Table 3: Road Network Estimated Useful Life and Replacement Cost.....	19
Table 4: Condition Index for Assessed and Age-Based Condition .....	20
Table 5: Road Network Average Condition.....	20
Table 6: Water Network Inventory.....	22
Table 7: Water Network Estimated Useful Life and Replacement Cost .....	23
Table 8: Water Network Average Condition .....	24
Table 9: Sanitary Network Inventory .....	26
Table 10: Sanitary Network Estimated Useful Life and Replacement Cost .....	27
Table 11: Condition NASSCO Rating for Assessed Sanitary Sewer Condition .....	29
Table 12: Sanitary Network Average Condition.....	29
Table 13: Storm Network Inventory.....	31
Table 14: Storm Network Estimated Useful Life and Replacement Cost .....	31
Table 15: Storm Network Average Condition .....	33
Table 16: Facility Component Inventory.....	34
Table 17: Facility Components Estimated Useful Life and Replacement Cost .....	34
Table 18: Facility Components Average Condition .....	35
Table 19: Land Improvements Network Inventory .....	36
Table 20: Land Improvements Estimated Useful Life and Replacement Cost .....	37

Table 21: Land Improvements Average Condition .....	38
Table 22: Fleet Inventory .....	40
Table 23: Fleet Inventory Estimated Useful Life and Replacement Cost.....	41
Table 24: Fleet Inventory Average Condition.....	42
Table 25: Machinery and Equipment Network Inventory .....	43
Table 26: Machinery and Equipment Estimated Useful Life and Replacement Cost.....	44
Table 27: Machinery and Equipment Average Condition .....	45
Table 28: Planned and Unplanned Maintenance by Asset Category .....	53
Table 29: Road Network Lifecycle Strategies.....	57
Table 30: Sidewalk Network Lifecycle Strategies.....	58
Table 31: Water Network Lifecycle Strategies.....	58
Table 32: Sanitary Network Lifecycle Strategies.....	59
Table 33: Storm Network Lifecycle Strategies.....	60
Table 34: Facilities Network Lifecycle Strategies.....	60
Table 35: Land Improvements Network Lifecycle Strategies.....	61
Table 36: Fleet Network Lifecycle Strategies.....	61
Table 37: Machinery and Equipment Network Lifecycle Strategies.....	62
Table 38: List of Highest Risk Assets Within the Town of Goderich Inventory .....	63
Table 39: List of Highest Risk Road Network Assets .....	65
Table 40: List of Highest Risk Watermains within the Water Network .....	68
Table 41: List of Highest Risk Water Network Assets (Excluding Watermains) .....	69
Table 42: List of Highest Risk Sanitary Sewer Mains within the Sanitary Network .....	71
Table 43: List of Highest Risk Sanitary Network Assets (Excluding Sanitary Sewer Mains).....	72
Table 44: List of Highest Risk Storm Network Assets.....	74
Table 45: List of Highest Risk Facility Network Assets .....	75
Table 46: List of Highest Risk Land Improvement Network Assets.....	76
Table 47: List of Highest Risk Fleet Network Assets .....	78
Table 48: List of Highest Risk Machinery and Equipment Network Assets .....	79
Table 49: Average Annual Funding Requirement.....	82
Table 50: Current Funding Model for Tax Funded Assets .....	83
Table 51: Current Infrastructure Backlog for Tax Funded Assets .....	84
Table 52: Contribution to Reserve .....	86
Table 53: Application of Capital Levy for Core Assets .....	87
Table 54: Current Funding Model for Rate Funded Assets .....	88
Table 55: Overall Rate Change for Full Funding.....	88
Table 56: Five- and Ten-Year Implementation of Rate Change .....	89
Table 57: Current Infrastructure Backlog for Rate Funded Assets .....	89
Table 58: Capital Reserves for Tax and Rate Funded Assets .....	90



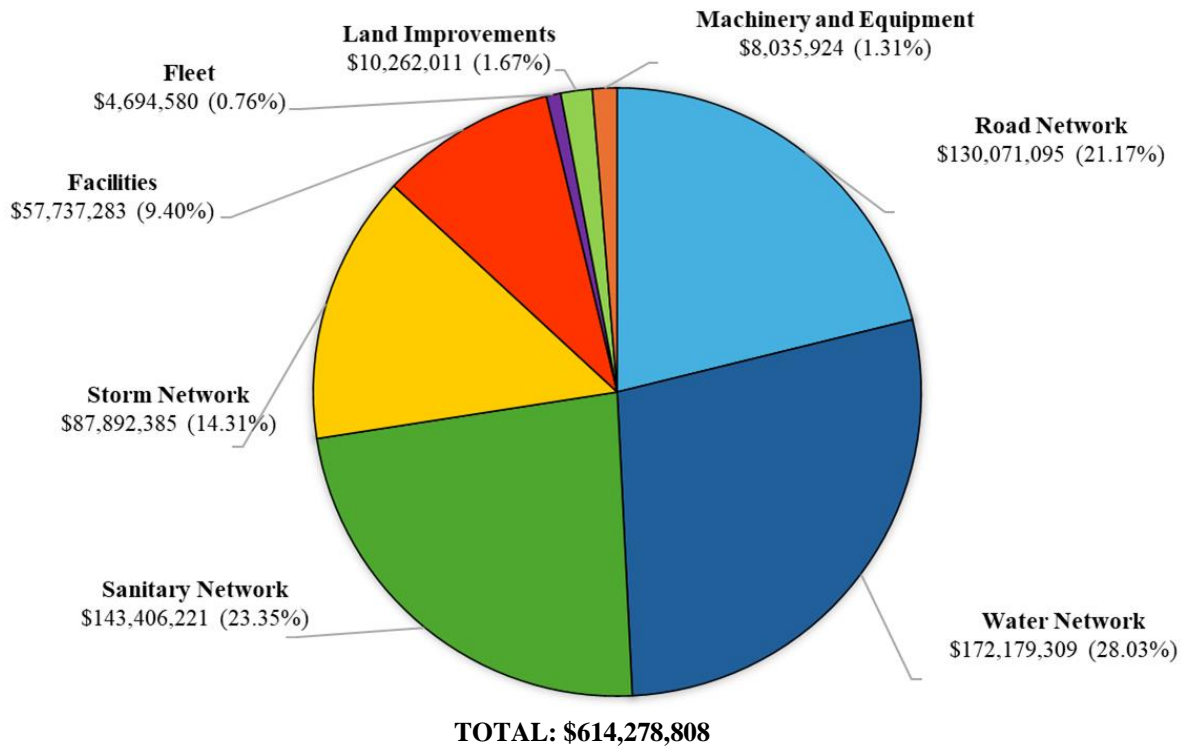
## 1.0 EXECUTIVE SUMMARY

Located on the eastern shore of Lake Huron at the mouth of the Maitland River, the Town of Goderich was incorporated in 1850 and is home to approximately 8,000 residents. Often referred to as “Canada’s Prettiest Town”, the municipality attracts numerous tourists each year, especially to the Town’s harbour and beach waterfront properties. The Town of Goderich prides itself on maximizing opportunities for social and economic development, while maintaining its values to have an attractive, sustainable, and secure environment for the enjoyment of its residents and visitors. The performance of a community’s infrastructure provides the foundation for its economic development, competitiveness, prosperity, and overall quality of life for its residents. Reliable and well-maintained infrastructure assets are essential for the delivery of critical core services for the citizens and visitors of the Town of Goderich, not only today but well into the future.

This document summarizes the Town of Goderich asset inventory (as of December 31, 2023) and has been developed to be in compliance with the requirements of *Ontario Regulation 588/17: Asset Management Planning for Municipal Infrastructure* (O. Reg 588/17), with consideration to the Town of Goderich Asset Management Policy. Since 2016, the municipality has incorporated performance condition of most of its core asset networks, in order to gain a more accurate picture of its critical infrastructure. Additionally, the Town has developed risk models to further develop an asset management strategy. Furthermore, this Asset Management Plan outlines investments needed to address capital asset backlog and future capital needs to ensure delivery of sustainable infrastructure services to current and future residents of the Town. The development of a financially rigorous ten-year plan will further assist in capital project prioritization, while ensuring the municipality maintains its current service levels. External factors such as planning and development, will also be a determining factor with capital infrastructure prioritization.

The 2024 Town of Goderich Asset Management Plan incorporates all assets that the municipality is responsible for, in order to provide a comprehensive overview. The replacement value of all asset classes within the Town of Goderich asset inventory is approximately \$614,278,808 (Figure 1). All figures are in 2024 dollars and should be adjusted annually to account for the effects of inflation. It should be noted that these values represent current data. Amortization, condition assessments, and consistent updates to replacement costs continue to evolve the data and alter the state of the infrastructure. Therefore, it is important to note that the asset inventory, along with the required analysis, is always changing and evolving, which is why it is important for the Town to continue providing updated asset management plans at a minimum of every five years, as per *Ontario Regulation 588/17*.

## 2024 REPLACEMENT COST BY ASSET CLASS



**Figure 1.** 2024 replacement cost (cost per unit or CPI Tables) by asset category. Total replacement value of all Town of Goderich assets is \$614,278,808.

Of the \$614 million assets within the Town of Goderich inventory, approximately 63% (\$384 million) are in good to very good condition, approximately 22% (\$138 million) are in fair condition, and approximately 15% (\$92 million) are in poor to very poor condition. Although about 15% of the municipality's assets are in poor condition, there are approximately \$15 million in replacement backlog, of which the core asset networks (i.e., road, water, sanitary and storm networks) represent the majority of assets contributing to this infrastructure gap. The water network represents approximately 48% of the replacement backlog, which consists of cast iron watermains that are over 100 years old. The sanitary network represents approximately 21% of the replacement backlog which consists of vitrified clay sanitary mains that are over 100 years old.

Through risk analysis outlined in the asset management strategy, repair and replacement of assets can be prioritized based on criticality. Additionally, capital assets with a fair condition rating should be targeted for maintenance to ensure these assets continue to perform at current levels of service. Regularly scheduled lifecycle events and preventative maintenance strategies for core and non-core assets will assist in extending service life of infrastructure and further reduce replacement needs, resulting in cost efficiencies. Furthermore, the financial strategy addresses the infrastructure gap through consideration of a 1% capital tax levy to increase annual capital contributions, as well as financing using reserve/reserve funds. These additional funding strategies would help alleviate the current asset investment backlog, while maintaining current service levels and planning for future infrastructure requirements.

## 2.0 INTRODUCTION

### 2.1 What is Asset Management?

Asset management is an ongoing and long-term process that allows municipalities to make the best possible investment decisions for their infrastructure assets. This integrated business approach minimizes the lifecycle costs of owning, operating, maintaining, and replacing assets, with an acceptable level of risk, while continuously delivering expected levels of service for present and future residents.

Asset management includes the planning, construction, operation, maintenance, renewal, replacement, and disposal of infrastructure used to provide municipal services. Infrastructure needs can be prioritized over time by utilizing asset management planning, while also ensuring timely investments to minimize repair and rehabilitation costs in order to maintain current municipal assets.

The foundation of asset management planning involves seven key questions, as outlined within the Federation of Canadian Municipalities' National Guide for Sustainable Municipal Infrastructure:

1. What assets do you own? (Inventory)
2. What are the assets worth? (Valuation/Replacement Cost)
3. What is the asset's condition and expected service life? (Function/Performance)
4. What needs to be done to the assets to meet the level of service expectation? (Maintain/Rehabilitate/Replace)
5. What is the time frame for preventative maintenance, rehabilitation and/or replacement of the asset? (Useful Life Analysis)
6. How much will the remedial works cost and what is the acceptable level of risk? (Investment Requirements)
7. What are the long-term financing needs? (Long-Term Financial Plan)

### 2.2 Importance of Infrastructure and Asset Management Planning

Ontario municipalities own more of the province's core infrastructure assets than both the provincial and federal government combined. These assets provide services that are essential to economic prosperity, health, and quality of life.

The Town of Goderich is responsible for a diverse array of capital assets essential to the delivery of services to residents, businesses, and visitors. The operation, maintenance, renewal, rehabilitation, and replacement of such infrastructure has always been a very significant responsibility for the Town of Goderich. It is clear that asset management is vital to address current infrastructure and funding challenges. As an example, a large portion of the Town's underground infrastructure network was installed prior to the 1930's, 1940's and 1950's, and are

now approaching the end of useful life. As a result, the Town of Goderich is faced with ever increasing infrastructure needs and limited financial resources.

### **2.3 Asset Management Plan Overview**

The 2024 Town of Goderich Comprehensive Asset Management Plan is the third comprehensive plan undertaken which has incorporated all Town of Goderich assets. The plan addresses all municipal assets used in the delivery of services with associated inventory information, risk assessment, level of service, asset management strategies and funding strategies required for a sustainable long-term plan. The Town's Asset Management Plan is a living document, with asset information being stored on Citywide software; the Town's asset management database. Evaluation of the Town's Asset Management Plan is required at least every (5) years, with updates to Council annually, as mandated under Ontario Regulation 588/17 *Asset Management Planning for Municipal Infrastructure*.

### **2.4 Purpose of the Asset Management Plan**

The purpose of the Town of Goderich Comprehensive Asset Management Plan is to provide a detailed scope of the Town's current infrastructure (including replacement needs and annual funding requirements), how the Town manages its assets to satisfy desired service levels and how the Town plans to invest in its assets for future needs. The Town of Goderich is constantly updating its asset data to be more comprehensive, improving risk analysis capabilities, which result in better decision making, financial planning and long-term sustainability.

### **2.5 Development of the Asset Management Plan**

The 2024 Asset Management Plan was developed following the requirements outlined in Ontario Regulation 588/17 *Asset Management Planning for Municipal Infrastructure*. Information regarding the current infrastructure was compiled from current asset inventory information maintained in Citywide software. This software aids in calculating replacement costs, amortization, tracking condition and lifecycle events, analyzing risk, and calculating funding scenarios. The 2024 Comprehensive Asset Management Plan has been developed by the Director of Corporate Service/Treasurer and Asset Management/Environmental Services Manager. However, since this plan involves an overview of all municipal services, support for this plan was provided across all departments, with particular emphasis on Operations and Environmental Services.

### **2.6 Supporting the Asset Management Policy**

The Town of Goderich Asset Management Policy was passed by Council in December of 2018, as required under Ontario Regulation 588/17 *Asset Management Planning for Municipal Infrastructure*. The Town's 2024 Comprehensive Asset Management Plan supports the policy statements, goals and principles outlined within the Asset Management Policy. The Town of Goderich follows an asset capitalization threshold outlined within the asset management policy to determine which assets are to be included within its asset management plans. Additionally,



financial forecasting, climate change resiliency and community planning are all considered as part of the asset management planning process. As outlined in the policy, Goderich Town Council and staff are committed to utilizing asset management tools for decision-making to improve the Town's infrastructure assets.

## **2.7 Linkages to Strategic Documents**

The Town of Goderich strives to maintain a safe community and healthy environment with sustainable growth, which requires alignment of many initiatives underway within the municipality at any given time. This alignment is necessary to properly consider whether the service level provided by the municipality's existing and planned assets correspond with the Town's asset management goals, which are outlined within the Asset Management Policy.

Asset management planning cannot occur in isolation from other municipal plans and policies. Rather, an integrated approach must be followed to successfully develop practical asset management plans that align with the overarching accountabilities and aspirations of the community.

- **Town of Goderich Strategic Plan** - the Strategic Plan provides overall direction for the activities of the municipality, which are supported by municipal assets
- **Town of Goderich Official Plan** - the Official Plan outlines regulatory criteria and can provide parameters surrounding asset decision making practices, specifically allocation of land use and provision of municipal services and facilities.
- **Town of Goderich Emergency Management Plan** - the Emergency Management Plan involves the usage of assets specifically designed for use in times of emergency. It is vital for these assets to meet regulatory compliance and meet all maintenance requirements.
- **Town of Goderich Energy Conservation and Demand Management Plan** - the Energy Conservation and Demand Management Plan is a strategy for the Town to implement energy efficiency measures within its facilities and infrastructure, as well as improve energy conservation through green procurement and other awareness measures.
- **Town of Goderich Operational and Capital Budgets** - the Town's capital budget focuses on infrastructure needs and financing of future projects, whereas the Town's operating budget aligns municipal priorities with service delivery and operations, both are crucial to asset management outcomes.
- **Town of Goderich By-Laws, Policies and Department Plans** – there are numerous by-laws, policies and departmental plans that directly and indirectly effect Town infrastructure. Specifically, the Town's Tangible Capital Asset Policy states the cost threshold for assets that are included within the Asset Management Policy and reflected in the asset management database.

## **2.8 Supporting the Town of Goderich's Vision, Mission, and Priorities**

The development of the 2024 Asset Management Plan follows the vision, mission, and approach outlined in the Town of Goderich Strategic Plan 2023-2027<sup>1</sup>.

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<sup>1</sup> Information obtained from the Town of Goderich 2023-2027 Strategic Plan prepared by Linton Consulting Services Inc.

**Vision:** *Live, work and play in a progressive, welcoming, and vibrant community.*

**Mission:** *To provide sustainable services, be environmental leaders and to promote and maintain an exceptional quality of life.*

**Approach:** *Recognize past experiences, progressively face current challenges, and prepare for future opportunities and growth.*

Within the Town of Goderich Strategic Plan, priorities and activities of the municipality are categorized under five goals, found below:

- 8. Goal 1: Safe & Reliable Infrastructure-** Build, maintain, and continuously improve our municipally owned infrastructure.
- 9. Goal 2: Welcoming & Caring Community-** Strengthen a sense of belonging among everyone who makes Goderich home.
- 10. Goal 3: Strong Local Economy-** Build a strong and resilient local economy by retaining and attracting economic investment and jobs.
- 11. Goal 4: Good Government-** Provide citizen-focused services in an effective, transparent, and responsible manner, and provide an exceptional working environment for all our employees.
- 12. Goal 5: Environmental Stewardship-** Take care of our natural resources demonstrating environmental leadership and providing opportunities for healthy living.

These goals are both directly and indirectly linked to asset management planning, which further supports the linkage between asset management and corporate strategic planning for the municipality.

## **2.9 Growth and Demand**

Growth is a critical driver for most municipal services. Knowing this, the Town of Goderich must not only account for the lifecycle cost of its existing asset collection, but also any assets needed for forecasted growth-related capital projects, usually addressed within Development Charge Study updates. The Town of Goderich has experienced slow growth since the mid 1980's<sup>2</sup>, and the municipality's infrastructure investments and expansion of services over time reflect this trend.

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<sup>2</sup> Growth information obtained from the 2021 Development Charges Background Study prepared by B. M. Ross & Associates.

## 3.0 STATE OF THE LOCAL INFRASTRUCTURE

The Town of Goderich is located in southwestern Ontario, along the coast of Lake Huron, with a population of approximately 8,000 people. A portion of the Town's infrastructure assets, specifically its underground infrastructure, were installed prior to the 1970's and are now approaching the end of useful life. As a result, the Town of Goderich is faced with ever increasing infrastructure needs and limited financial resources.

This section provides a summary of the key elements within the Town of Goderich's eight asset categories. This includes a detailed outline of the asset inventory, historical cost, estimated useful life, replacement cost, condition of the assets and risk assessment. Where assessed condition data (i.e., by an engineer or third-party contractor) was unavailable, age-based condition was used to estimate the condition of the asset.

### 3.1 Approach

#### 3.1.1 Objective and Scope

**Objective:** to identify the current state of the Town of Goderich's infrastructure and the projected state in the future if the current funding levels and management practices remain status quo.

**Scope:** within the state of the local infrastructure section, a high-level review will be undertaken of the below asset classes below:

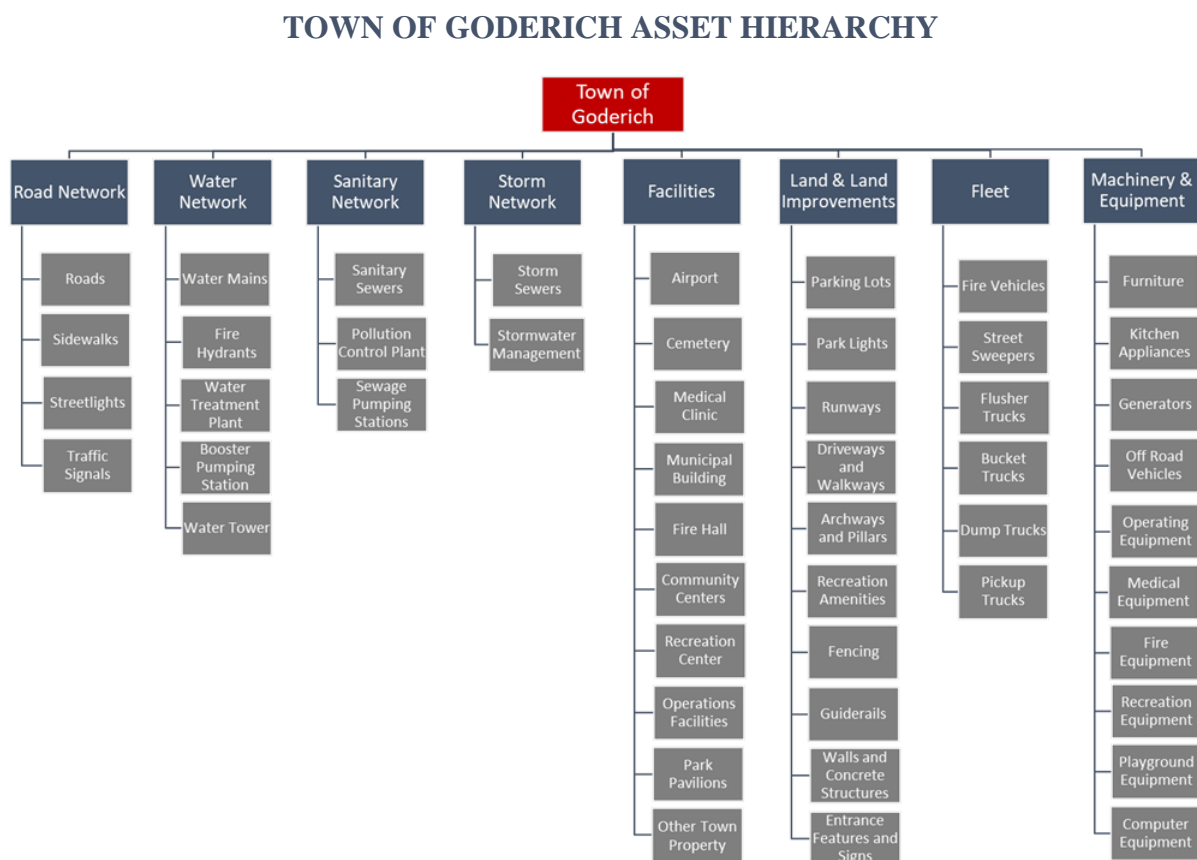
- **Road Network:** roads, sidewalks, streetlights, and traffic signals
- **Water Network:** watermains, fire hydrants, water treatment plant, booster pumping station and water tower
- **Sanitary Network:** sanitary sewer mains, pollution control plant and sewage pumping stations
- **Storm Network:** storm water mains and stormwater management
- **Facilities:** all Town-owned buildings
- **Land Improvements:** runways, driveways, walkways, parking lots, park lights, fencing, guiderails, recreation amenities, archways, pillars, walls and concrete structures, entrance features and signs
- **Fleet:** all Town-owned motor vehicles
- **Machinery and Equipment:** furniture, appliances, fire equipment, medical equipment, recreation equipment, playground equipment, operating equipment, computer equipment, off-road vehicles and generators

Although the asset classes above reflect the current asset inventory and known condition for this Asset Management Plan, the Town is constantly updating its asset information. Therefore, the

Town of Goderich will update infrastructure data on an annual basis, as more detailed condition assessments and attribute data become available.

### 3.1.2 Asset Hierarchy

The Town of Goderich’s asset inventory consists of eight major classes: road network, water network, sanitary network, storm network, facilities, land improvements, fleet, as well as machinery and equipment. The asset hierarchy below (Figure 2) illustrates the relationship between each of the asset categories or groups that make up an asset class. Asset categories can be further broken down to the individual asset level. Figure 2 shows the expansive network of assets the Town of Goderich manages and maintains to provide necessary services for its residents.



**Figure 2.** Town of Goderich asset hierarchy of the eight asset classes and their respective asset categories (or groups) within each class.

### 3.1.3 Useful Life and Condition

The estimated useful life of an asset is the projected lifespan of which an asset is likely to remain in service. Using the age of an asset is usually the starting point to estimate an asset’s remaining years of service and performance. In many cases, asset age does not accurately reflect how an



asset is actually performing, which is why assessed condition is a more accurate indicator of asset performance and remaining service life. Particularly, infrastructure assets undergo a continual process of repair, rehabilitation and refurbishment in order to maintain their intended use. Therefore, assessing the condition of the asset will be a more suitable indicator of how the asset is performing and future asset management planning. Currently, the Town of Goderich has hired engineers to assess the condition of its infrastructure assets. Condition assessments have been completed as follows: facilities completed in 2017, water treatment plant and booster pumping stations completed in 2019, pollution control plant and sewage pumping stations completed in 2020, all roads and sidewalks completed in 2020, and approximately two-thirds of the sanitary sewer mains throughout Town have been assessed by 2023.

### **3.1.4 Risk Analysis**

Municipalities generally take a ‘worst-first’ approach to infrastructure replacement and spending. Rather than prioritizing assets based on their importance to service delivery, assets in the worst condition (i.e., poor to very poor age-based on performance-based condition rating) are replaced first, regardless of their criticality. However, not all assets are equally important to the community, and some assets pose a greater risk to service delivery if they fail. For example, a road with a high volume of traffic that provides access to critical services poses a higher risk compared to a low volume residential street servicing a handful of properties. Asset risk and criticality is a key component of both short and long-term planning.

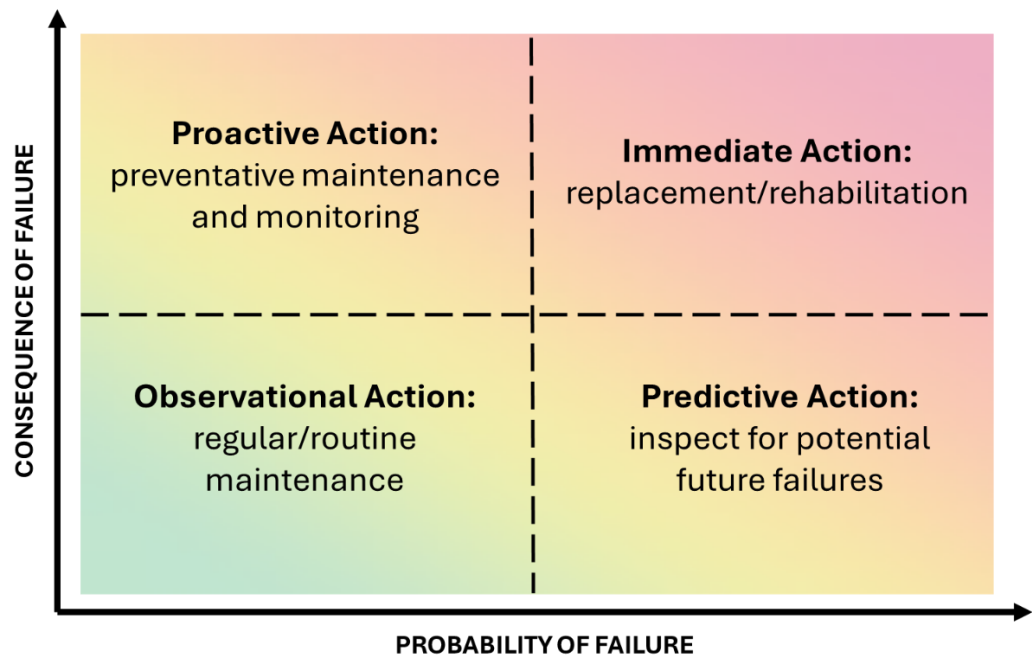
$$\textbf{Risk Rating} = \textit{Probability of Failure} \times \textit{Consequence of Failure}$$

Risk within the asset management industry is often defined as the probability (likelihood) of failure multiplied by the consequence of that failure. The likelihood of failure relates to the current performance of each asset, whether they are in excellent, good, fair, poor or critical condition, as this is a good indicator regarding their future risk of failure. The consequence of failure relates to the magnitude, or overall effect, that an asset’s failure will cause. Consequence of failure is assessed based on the impact that failure would have on the following metrics:

- Economic development
- Environment
- Finance
- Operational
- Health and safety

Each asset is assigned a probability of failure score and consequence of failure score, based on available asset attribute data. Analysis of this data, as well as adding weights to each probability of failure and consequence of failure score allows each asset to be given a risk value that can assist the Town of Goderich in decision-making and project prioritization. These risk scores can be used to prioritize maintenance, rehabilitation, and replacement strategies for critical assets.

Risk matrices are useful tools to not only visualize risk across a group of assets, but also explore various strategies to extend the useful life of assets at reasonable costs and ensure service delivery is being optimized (Figure 3). Risk matrices for each asset network within the Town of Goderich asset inventory can be found in Section 5.0: Asset Management Strategy.



**Figure 3.** An example of a risk heat map for a group of assets based on probability of failure and consequence of failure scores. Each asset is given a risk rating that can be used to prioritize the maintenance, rehabilitation, and replacement strategies based on criticality. Figure adapted from Public Sector Digest Inc.

### 3.1.5 Life Cycle Optimization

Lifecycle Management refers to how assets are managed over their useful lives from construction to disposal. Determining and implementing the optimal type and timing of proactive maintenance, repair, renewal and rehabilitation treatments maximizes the value of the asset at its lowest possible cost over its life span. Eventually, the asset will require replacement and disposal once it reaches the end of its useful service life. Table 1 summarizes these lifecycle activities.

Activity Type	Description
Maintenance	Regular scheduled inspections and preventative maintenance, or repair activities associated with unexpected events
Renewal and Rehabilitation	Major repairs designed to extend asset life, restore level of service and/or defer the need for replacement
Replacement	Replacement is expected to occur when the asset has reached the end of its useful life and renewal and/or rehabilitation activities are no longer considered an option
Disposal	Includes activities associated with disposing of an asset

Expansion	Includes planned activities that are required to extend or expand services to enhance service levels or meet growth demands
Non-Infrastructure	Includes reports and/or inspections that inform operating budgets, communications to relevant departments when work is completed, as well as potential adjustments to service levels

**Table 1.** Life cycle activities to maximize the value of an asset at the lowest cost over its life span.

Asset lifecycle optimization is important to determine operational and cost impacts related to the implementation of these maintenance, renewal, rehabilitation, replacement, disposal and expansion activities. Proper life cycle assessment improves the ability to predict, plan and include the necessary activities into the municipal budget for short- and long-term financial planning. Further information regarding asset lifecycle management can be found in Section 5.2.

Ontario Regulation 588/17 *Asset Management Planning for Municipal Infrastructure* requires that life cycle management be considered in asset management planning, as well as life cycle activities, options and estimated costs to maintain current and future service levels at lowest possible costs. The Town of Goderich will continue to consider life cycle options including, expanding preventative maintenance and repair treatments, replacement when assets come due, re-examining useful life assumptions, and technical assessments as compared to using age to determine condition ratings.

## 3.2 Road Network

### 3.2.1 Inventory

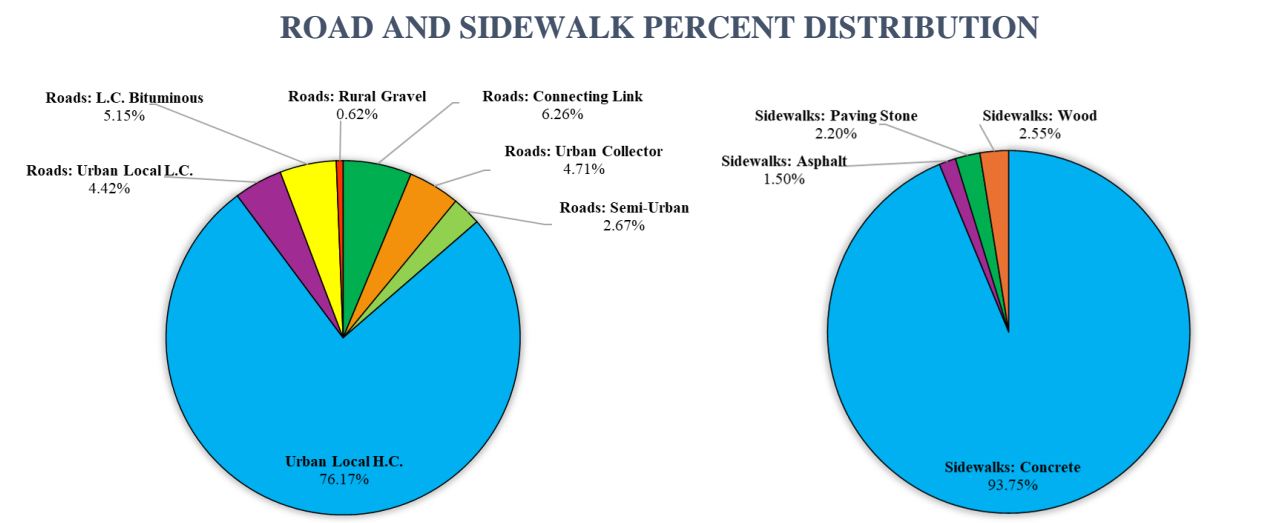
The Town of Goderich's Road Network consists of four categories: roads, sidewalks, streetlights, and traffic signals. A detailed breakdown of each category can be found in Table 2. The Town of Goderich owns and maintains approximately 78 center lane kilometers of roadway (excluding rural legally open assets), of which approximately 94% is considered urban roadways (i.e., connecting link, urban collector, semi-urban, urban local high class and low class) and 6% is considered rural roadways (i.e., low class bituminous and rural gravel). Figure 4 shows the percentage breakdown of all road and sidewalk categories found within the Town of Goderich.

#### ROAD NETWORK INVENTORY

Asset Class	Asset Category	Quantity
Road Network	Roads: Connecting Link	4.86 centre lane km
	Roads: Urban Collector	3.66 centre lane km
	Roads: Semi-Urban	2.07 centre lane km
	Roads: Urban Local H.C.	59.14 centre lane km
	Roads: Urban Local L.C.	3.43 centre lane km
	Roads: L.C. Bituminous	4.00 centre lane km
	Roads: Rural Gravel	0.48 centre lane km
	Roads: Rural Legally Open	2.63 centre lane km
	Sidewalks: Concrete	64.39 km
	Sidewalks: Asphalt	1.03 km
	Sidewalks: Paving Stone	1.51 km

Road Network	Sidewalks: Wood	1.75 km
	Streetlights	1,466 units
	Traffic Signals	33 units

**Table 2.** Fourteen asset categories that encompass the Road Network inventory with quantity displayed in center lane kilometers or units.



**Figure 4.** The road distribution within the Town of Goderich consists of connecting link (6.26%), urban collector (4.71%), semi-urban (2.67%), urban local high-class (76.17%), urban local low-class (4.42%), low-class bituminous (5.15%) and rural gravel (0.62%) roads. Rural legally open roads have been excluded as these green spaces are land assets with potential planning for roadways in the future. The Town of Goderich sidewalk distribution consists of concrete (93.75%), asphalt (1.50%), paving stone (2.20%), and wood (2.55%) sidewalks.

### 3.2.2 Valuation and Replacement Cost

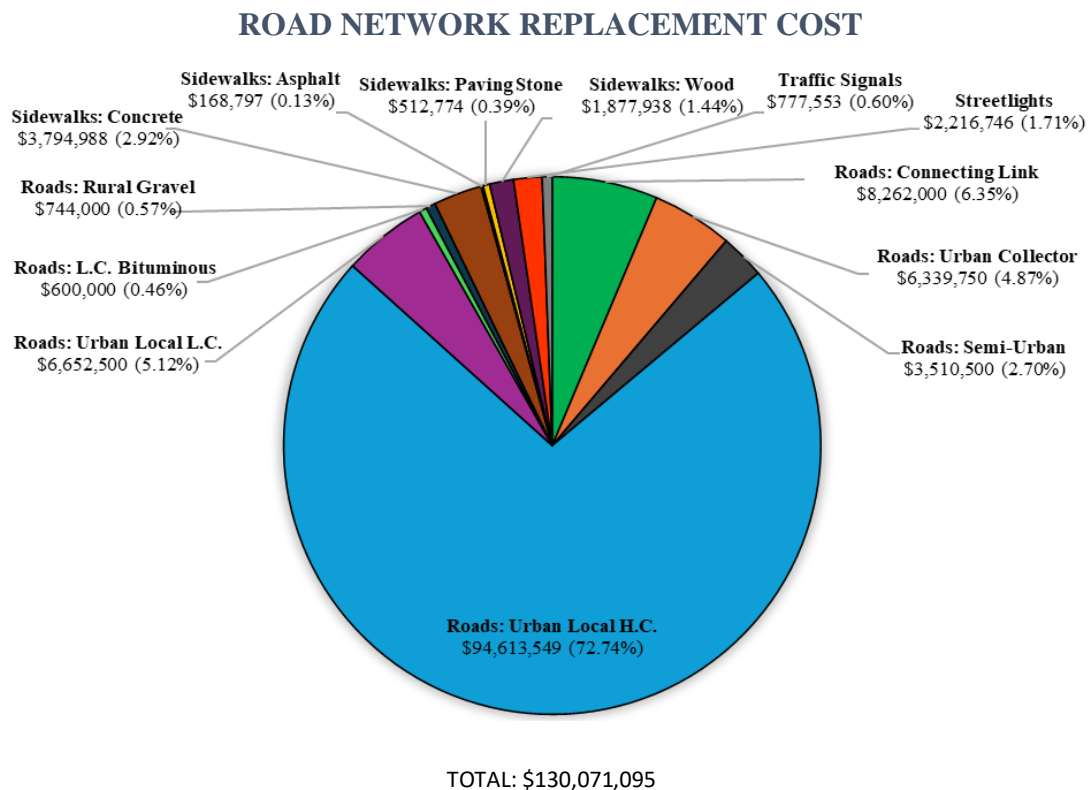
The road network consists of segments of road divided into land, subgrade, and topcoat assets, with replacement values given for subgrade and topcoat only (land assets are not planned for replacement and non-amortized). Similarly, sidewalks are divided into segments consisting of land assets and concrete, asphalt, paving stone, or wood assets. Table 3 displays the estimated useful life (EUL), average age and approximate replacement cost of all categories within the road network. The Town uses replacement cost projections from B.M. Ross & Associates for road and concrete sidewalk assets, while consumer price inflation (CPI) tables are used as the replacement cost method for the remaining sidewalks assets, traffic signals and streetlighting. Total replacement cost of the road network is approximately \$130,071,095 (Figure 5).



## ROAD NETWORK ESTIMATED USEFUL LIFE AND REPLACEMENT COST

Asset Category	EUL (Yrs.)	Avg Age (Yrs.)	Replacement Cost Method	Replacement Cost	Percent Distribution
Roads: Connecting Link	30	20	Cost/Unit	\$8,262,000	6.35%
Roads: Urban Collector	30	33	Cost/Unit	\$6,339,750	4.87%
Roads: Semi-Urban	30	40	Cost/Unit	\$3,510,500	2.70%
Roads: Urban Local H.C.	30	30	Cost/Unit	\$94,613,549	72.74%
Roads: Urban Local L.C.	15	28	Cost/Unit	\$6,652,500	5.12%
Roads: L.C. Bituminous	15	25	Cost/Unit	\$600,000	0.46%
Roads: Rural Gravel	100	132	Cost/Unit	\$744,000	0.57%
Sidewalks: Concrete	50	46	Cost/Unit	\$3,794,988	2.92%
Sidewalks: Asphalt	30	13	CPI Tables	\$168,797	0.13%
Sidewalks: Paving Stone	50	32	CPI Tables	\$512,774	0.39%
Sidewalks: Wood	25	10	CPI Tables	\$1,877,938	1.44%
Streetlights	30	12	CPI Tables	\$2,216,746	1.71%
Traffic Signals	25	15	CPI Tables	\$777,553	0.60%
<b>TOTAL</b>				<b>\$130,071,095</b>	<b>100%</b>

**Table 3.** Complete road network inventory with estimated useful life (EUL) in years, average age in years, estimated replacement cost, percent distribution and method used to obtain replacement cost.








**Figure 5.** Estimated replacement cost broken down by asset category within the road network. Total replacement value of all road network assets is valued at approximately \$130,071,095.

### 3.2.3 Condition

The Town of Goderich has completed two road network condition assessments, with the first study completed in 2014 and the more recent study completed in 2020 (Figure 6). The Town also completed a sidewalk condition assessment for its sidewalk network in 2020 (Figure 6). To keep the Town's assessed condition data accurate, the Town of Goderich aims to complete condition studies for its road and sidewalk networks on an ongoing basis, with public works completing road patrols every week for Class 3 roads, and biweekly for Class 4, 5 and 6 roads, as per minimum maintenance standards. Furthermore, annual sidewalk inspections and streetlight inspections are completed once every year by public works staff, as per minimum

maintenance standards. Table 4 shows the condition index used for both assessed and age-based condition. Table 5 shows each asset category within the road network, how condition has been determined and the average condition pertaining to each category.

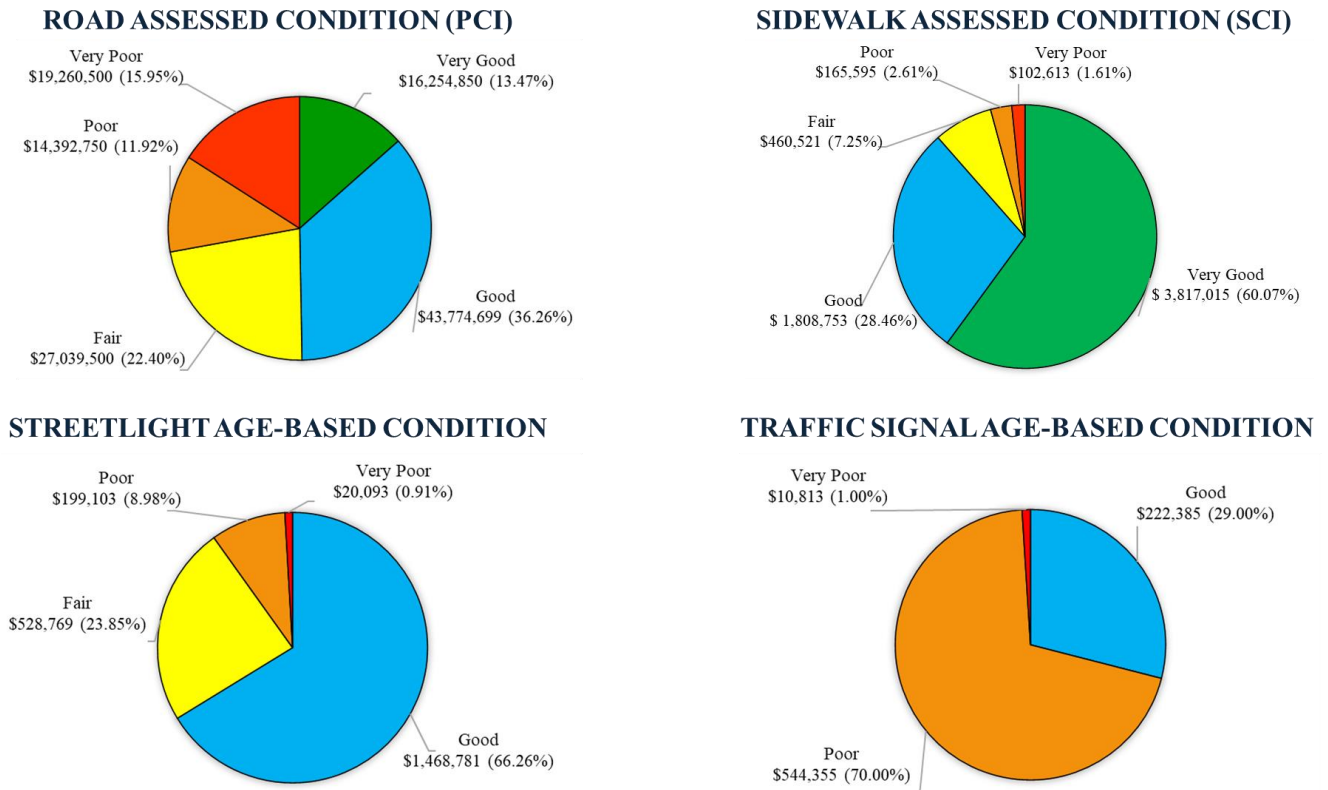
	Range	Description
	80+	VERY GOOD
	60 - 79	GOOD
	40 - 59	FAIR
	20 - 39	POOR
	0 - 19	VERY POOR

**Table 4.** Condition description, numerical range and colour indicator for both assessed and age-based condition in the road network asset class.

#### ROAD NETWORK AVERAGE CONDITION

Asset Class	Asset Category	Condition Type	Average Condition
Road Network	Roads: Connecting Link	Assessed	70.57 – Good
	Roads: Urban Collector	Assessed	51.59 – Fair
	Roads: Semi-Urban	Assessed	33.41 – Poor
	Roads: Urban Local H.C.	Assessed	54.86 – Fair
	Roads: Urban Local L.C.	Assessed	21.03 – Poor
	Roads: L.C. Bituminous	Assessed	49.15 – Fair
	Roads: Rural Gravel	Assessed	31.68 – Poor
	Sidewalks: Concrete	Assessed	76.03 – Good
	Sidewalks: Asphalt	Assessed	62.07 – Good
	Sidewalks: Paving Stone	Assessed	70.20 – Good
	Sidewalks: Wood	Age-Based	66.24 – Good
	Streetlights	Age-Based	69.53 – Good
	Traffic Signals	Age-Based	35.83 – Poor

**Table 5.** Average condition of each road asset category within the road network. The condition of the Town's roads and sidewalk were assessed in 2020, while the condition of the Town's wood staircases, streetlights and traffic signals use an age-based condition metric.



**Figure 6.** Road condition is measured by the pavement condition index (PCI). Slightly below 50% of municipally owned roads have a PCI of 60 or greater (good to very good condition). Approximately 27.87% of roads have a PCI of 39 or below (poor to very poor condition). Sidewalk condition is measured by the sidewalk condition index (SCI). Approximately 88.53% of sidewalks have a SCI of 60 or greater (good to very good condition). The majority of the Town’s streetlights have a condition rating between 60 and 79 (good condition), while approximately 70.00% of the traffic signals have a condition rating between 20 and 39 (poor condition). It should be noted that the condition data obtained for the streetlight and traffic signal asset categories is based on asset age.

### 3.3 Water Network

#### 3.3.1 Inventory

The Town of Goderich water network consists of four main categories: watermain, fire hydrants, booster pumping station (BPS) and water treatment plant (WTP). A detailed breakdown of each category can be found in Table 6. The Town of Goderich owns approximately 69.73 km of watermain, of which approximately 42% are PVC, 35% are ductile iron, 22% are cast iron and less than 1% are steel material. The Town of Goderich contracts water treatment and distribution to Veolia Canada, who maintain the Town’s water treatment plant, booster pumping station, water tower, watermain and fire hydrant assets.

## WATER NETWORK INVENTORY

Asset Class	Asset Category	Quantity
Water Network	Watermains: PVC	29.51 km
	Watermains: Steel	0.17 km
	Watermains: Ductile Iron	24.70 km
	Watermains: Cast Iron	15.35 km
	Fire Hydrants	281 units
	Water Treatment Plant: Building Components	15 units
	Water Treatment Plant: Concrete Tankage	8 units
	Water Treatment Plant: Mechanical Equipment	23 units
	Water Treatment Plant: Pumps and Motors	20 units
	Water Treatment Plant: Electrical Power	9 units
	Water Treatment Plant: Electrical Controls	12 units
	Water Treatment Plant: Sitework	3 units
	Booster Pumping Station: Structure	1 unit
	Booster Pumping Station: Concrete Tankage	7 units
	Booster Pumping Station: Mechanical Equipment	2 units
	Booster Pumping Station: Pumps and Motors	7 units
	Booster Pumping Station: Electrical Power	2 units
	Booster Pumping Station: Electrical Controls	2 units
	Booster Pumping Station: Sitework	2 units

**Table 6.** Nineteen asset categories that comprise the Water Network inventory with quantity displayed in kilometers or units.

### 3.3.2 Valuation and Replacement Cost

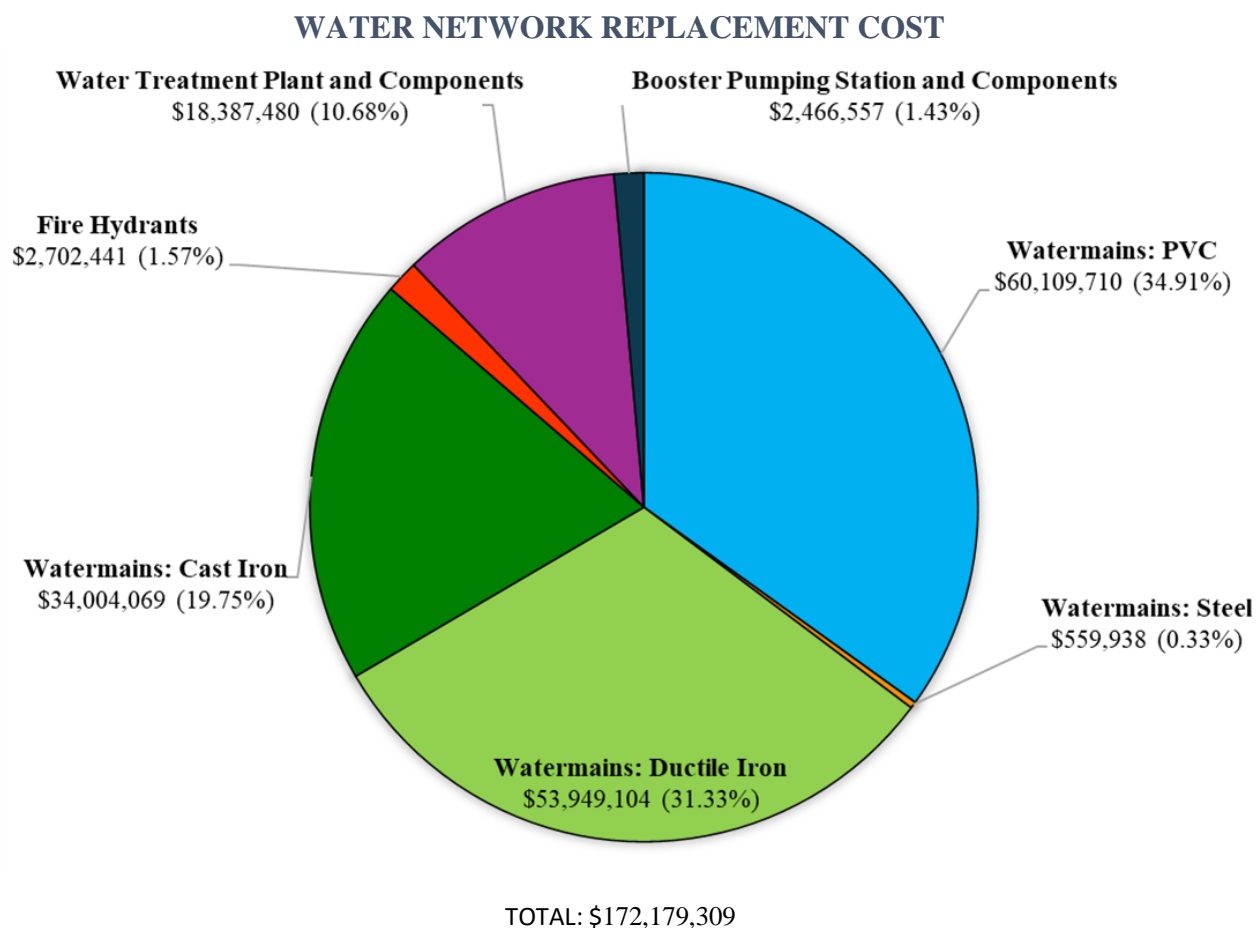
The Town of Goderich Water Network consists of the water treatment plant (WTP) and its components, the booster pumping station (BPS) and its components, as well as segments of watermains that form the drinking water distribution system. The Town obtains replacement cost data from B.M. Ross & Associates for watermain assets (based on pipe diameter), while CPI tables are used as the replacement cost method for the water treatment plant and booster pumping station components, as well as the fire hydrants. Table 7 displays the estimated useful life (EUL), average age and approximate replacement cost of all categories within the water network. Total replacement cost of the Town of Goderich Water Network is approximately \$172,179,309 (Figure 7).



**WATER NETWORK ESTIMATED USEFUL LIFE  
AND REPLACEMENT COST**

<b>Asset Category</b>	<b>EUL (Yrs)</b>	<b>Avg Age (Years)</b>	<b>Replacement Cost Method</b>	<b>Replacement Cost</b>	<b>Percent Distribution</b>
Watermains: PVC	100	19	Cost/Unit	\$60,109,720	34.91%
Watermains: Steel	100	44	Cost/Unit	\$559,938	0.33%
Watermains: Ductile Iron	100	40	Cost/Unit	\$53,949,104	31.33%
Watermains: Cast Iron	100	72	Cost/Unit	\$34,004,069	19.75%
Fire Hydrants	50	29	CPI Tables	\$2,702,441	1.57%
WTP: Building	100	51	CPI Tables	\$4,094,196	2.38%
WTP: Concrete Tankage	100	50	CPI Tables	\$3,816,961	2.22%
WTP: Mechanical Equip	100	36	CPI Tables	\$2,985,234	1.73%
WTP: Pumps and Motors	25	42	CPI Tables	\$620,827	0.36%
WTP: Electrical Power	60	51	CPI Tables	\$1,001,143	0.58%
WTP: Electrical Controls	25	42	CPI Tables	\$1,589,258	0.92%
WTP: Sitework	100	40	CPI Tables	\$4,279,861	2.49%
BPS: Structure	100	38	CPI Tables	\$627,169	0.36%
BPS: Concrete Tankage	100	17	CPI Tables	\$738,696	0.43%
BPS: Mechanical Equip	100	26	CPI Tables	\$216,568	0.13%
BPS: Pumps and Motors	25	28	CPI Tables	\$215,017	0.12%
BPS: Electrical Power	60	26	CPI Tables	\$202,317	0.12%
BPS: Electrical Controls	25	26	CPI Tables	\$114,542	0.07%
BPS: Sitework	100	26	CPI Tables	\$352,248	0.20%
<b>TOTAL</b>				<b>\$172,179,309</b>	<b>100%</b>

**Table 7.** Complete water network inventory with estimated useful life (EUL) in years, average age in years, estimated replacement cost, percent distribution and method used to obtain replacement cost.



**Figure 7.** Estimated replacement cost broken down by asset category within the water network. Components of the water treatment plant and booster pumping station have been combined for easier visualization. Total replacement value of all Town of Goderich Water Network is valued at approximately \$172,179,309.

### 3.3.3 Condition

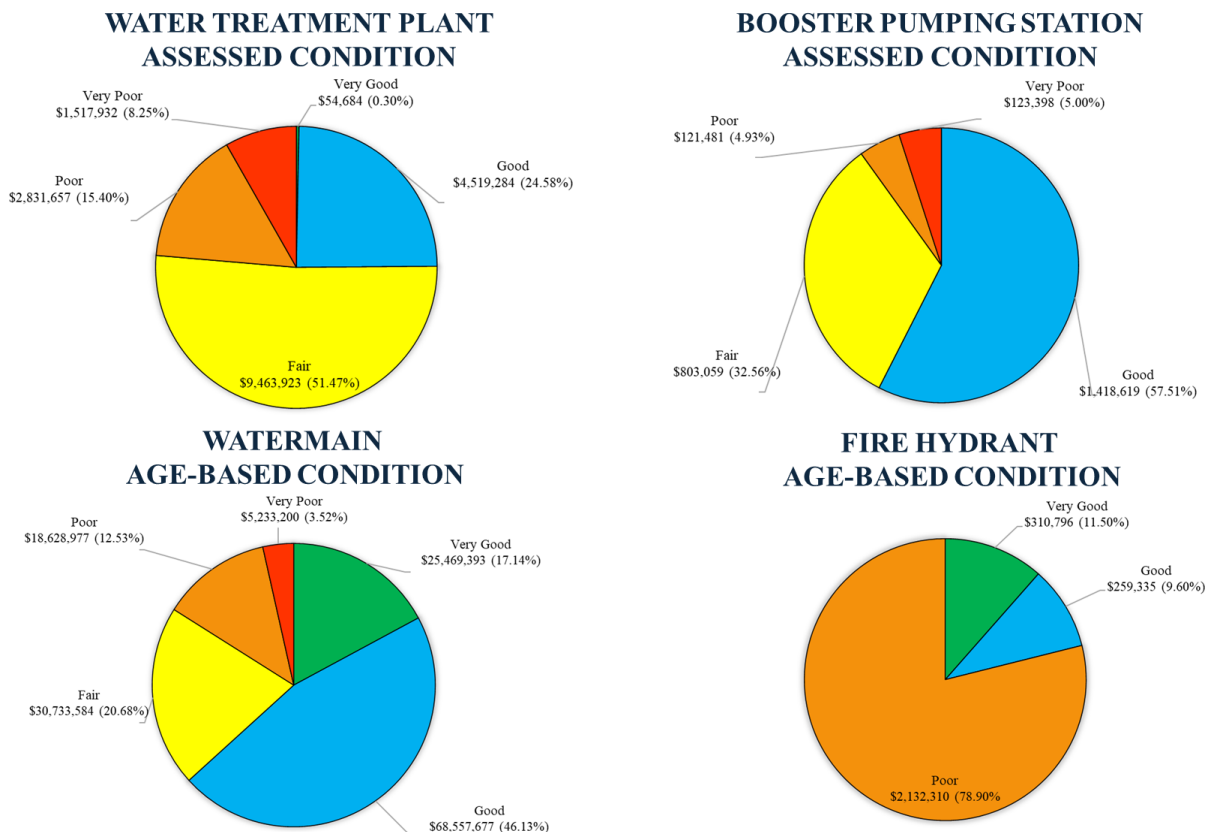
The water treatment plant and booster pumping station were assessed for performance in 2019 by B.M. Ross & Associates (Figure 8). To keep the Town's assessed condition data accurate, the Town of Goderich aims to complete condition studies for its water treatment plant and booster pumping station on an ongoing basis. All watermain assets follow an age-based condition rating (Figure 8). The condition index for both assessed and age-based condition can be found in Table 4 above. Table 8 shows each asset category within the water network, the condition assessment method, and the average performance rating pertaining to each category.

#### WATER NETWORK AVERAGE CONDITION

Asset Class	Asset Category	Condition Type	Average Condition
Water Network	Watermains: PVC	Age-Based	80.69 – V. Good
	Watermains: Steel	Age-Based	43.63– Fair
	Watermains: Ductile Iron	Age-Based	59.45 – Fair
	Watermains: Cast Iron	Age-Based	31.81 – Poor
	Fire Hydrants	Age-Based	41.70 – Fair

Water Network	WTP: Building/Structure	Assessed	62.92 – Good
	WTP: Concrete Tankage	Assessed	67.55 – Good
	WTP: Mechanical Equipment	Assessed	43.66 – Fair
	WTP: Pumps and Motors	Assessed	46.46 – Fair
	WTP: Electrical Power	Assessed	45.35 – Fair
	WTP: Electrical Controls	Assessed	34.84 – Poor
	WTP: Sitework	Assessed	48.92 – Fair
	BPS: Structure	Assessed	74.92 – Good
	BPS: Concrete Tankage	Assessed	66.35 – Good
	BPS: Mechanical Equipment	Assessed	64.92 – Good
	BPS: Pumps and Motors	Assessed	30.27 – Poor
	BPS: Electrical Power	Assessed	51.53 – Fair
	BPS: Electrical Controls	Assessed	39.67 – Poor
	BPS: Sitework	Assessed	64.92 – Fair

**Table 8.** Average condition of each water asset category within the water network. The condition of the Town’s water treatment plant and booster pumping station were assessed in 2019, while the condition of the Town’s watermains and fire hydrants use an age-based condition metric.



**Figure 8.** The condition of the booster pumping station indicates 57.51% of its components are in good condition, while just under 50% of the water treatment plant components have a performance rating of 60 or greater (good to very good condition). Approximately 63.27% of watermain assets have a condition rating of 60 or greater (good to very good condition), while over 75% of the fire hydrants assets have a condition rating between 20 and 39 (poor condition). It should be noted that both the watermain and fire hydrant condition rating is based on asset age.

### 3.4 Sanitary Network

#### 3.4.1 Inventory

The Town of Goderich sanitary network consists of three main categories: sanitary sewer mains, six sewage pumping stations and a pollution control plant. A detailed breakdown of each category can be found in Table 9. The Town of Goderich owns approximately 59.32 km of sanitary sewer mains, of which approximately 43% are vitrified clay, 32% are PVC, 15% are asbestos cement, 9% are concrete and less than 1% are ductile iron sewer mains. The Town of Goderich contracts wastewater collection and treatment to Veolia Canada, who maintain the Town's wastewater treatment plant and sewage pumping stations, while the Town's operations staff maintain all sanitary sewer mains.

**SANITARY NETWORK INVENTORY**

Asset Class	Asset Category	Quantity
Sanitary Network	Sanitary Sewer: PVC	19.05 km
	Sanitary Sewer: Concrete	5.62 km
	Sanitary Sewer: Vitrified Clay	25.57 km
	Sanitary Sewer: Ductile Iron	0.21 km
	Sanitary Sewer: Asbestos Cement	8.87 km
	Wastewater Treatment Plant: Structure Components	12 units
	Wastewater Treatment Plant: Concrete Tankage	16 units
	Wastewater Treatment Plant: Mechanical Equipment	27 units
	Wastewater Treatment Plant: Pumps and Motors	33 units
	Wastewater Treatment Plant: Electrical Power	23 units
	Wastewater Treatment Plant: Electrical Controls	25 units
	Wastewater Treatment Plant: Sitework	25 units
	Sewage Pumping Station: Concrete Tankage	6 units
	Sewage Pumping Station: Mechanical Equipment	6 units
	Sewage Pumping Station: Pumps and Motors	6 units
	Sewage Pumping Station: Electrical Power	6 units
	Sewage Pumping Station: Electrical Controls	6 units
	Sewage Pumping Station: Sitework	6 units

**Table 9:** Eighteen asset categories that comprise the Sanitary Network inventory with quantity displayed in kilometers or units.

#### 3.4.2 Valuation and Replacement Cost

The Town of Goderich Sanitary Network consists of the wastewater treatment plant (WWTP) and its components, six sewage pumping stations (SPS) and their components, as well as segments of sanitary sewer mains that form the wastewater collection system. An additional sewage pumping station will be added to the sanitary network during 2024 year-end. The Town obtains replacement cost data from B.M. Ross & Associates for sanitary sewer assets (based on pipe diameter), while CPI tables are used as the replacement cost method for the wastewater treatment plant and sewage pumping station components. Table 10 displays the estimated useful life (EUL), average age and approximate replacement cost of all categories within the sanitary



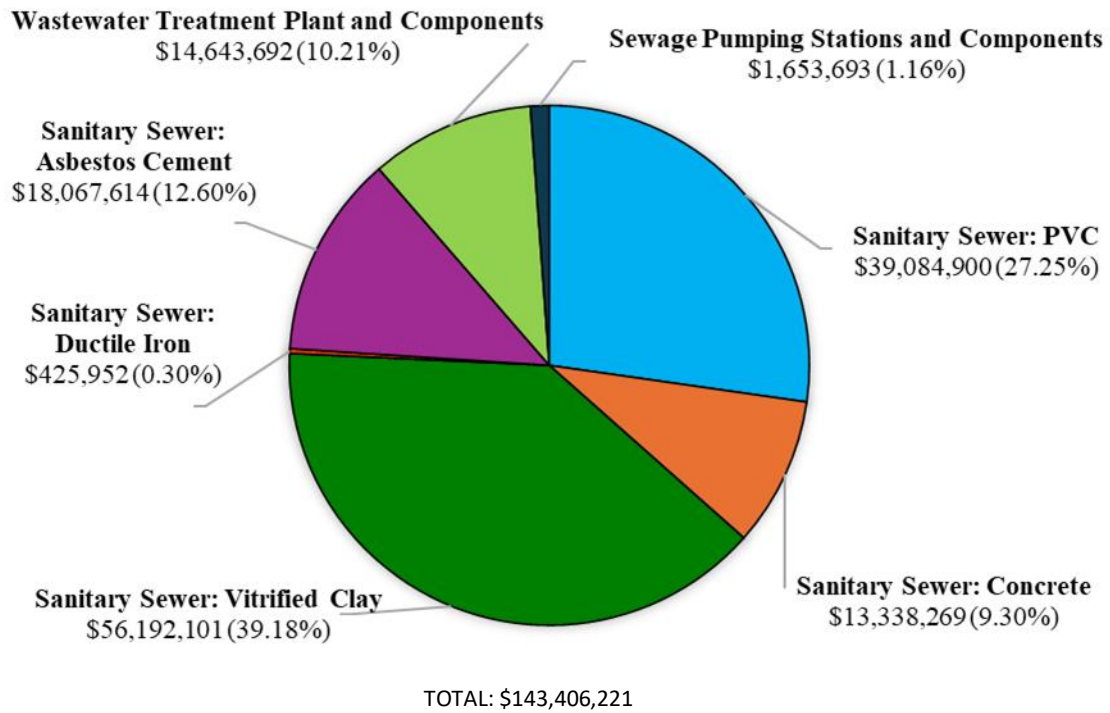
network. Total replacement cost of the Town of Goderich Sanitary Network is approximately \$142,989,862 (Figure 9).

### SANITARY NETWORK ESTIMATED USEFUL LIFE AND REPLACEMENT COST

Asset Category	EUL (Yrs)	Avg Age (Yrs)	Replacement Cost Method	Replacement Cost	Percent Distribution
Sanitary Sewer: PVC	100	16	Cost/Unit	\$39,084,900	27.25%
Sanitary Sewer: Concrete	100	68	Cost/Unit	\$13,338,269	9.30%
Sanitary Sewer: Vitrified Clay	100	114	Cost/Unit	\$56,192,101	39.18%
Sanitary Sewer: Ductile Iron	100	46	Cost/Unit	\$425,952	0.30%
Sanitary Sewer: Asbestos Cement	100	48	Cost/Unit	\$18,067,614	12.60%
WWTP: Structure	100	38	CPI Tables	\$1,661,407	1.16%
WWTP: Concrete Tankage	100	39	CPI Tables	\$4,194,115	2.92%
WWTP: Mechanical Equipment	100	36	CPI Tables	\$3,434,604	2.40%
WWTP: Pumps and Motors	25	31	CPI Tables	\$505,907	0.35%
WWTP: Electrical Power	60	41	CPI Tables	\$1,289,563	0.90%
WWTP: Electrical Controls	25	38	CPI Tables	\$573,445	0.40%
WWTP: Sitework	100	38	CPI Tables	\$2,984,651	2.08%
SPS: Concrete Tankage	100	26	CPI Tables	\$357,319	0.25%
SPS: Mechanical Equipment	100	21	CPI Tables	\$94,070	0.07%
SPS: Pumps and Motors	25	27	CPI Tables	\$357,716	0.25%
SPS: Electrical Power	60	27	CPI Tables	\$344,589	0.24%
SPS: Electrical Controls	25	21	CPI Tables	\$79,185	0.06%
SPS: Sitework	100	27	CPI Tables	\$420,814	0.29%
<b>TOTAL</b>				<b>\$142,989,862</b>	<b>100%</b>

**Table 10:** Complete sanitary network inventory with estimated useful life (EUL) in years, average age, estimated replacement cost, percent distribution and method used to calculate replacement cost.

## SANITARY NETWORK REPLACEMENT COST








**Figure 9.** Estimated replacement cost broken down by asset category within the sanitary network. Components of the wastewater treatment plant and sewage pumping stations have been combined for easier visualization. Total replacement value of all Town of Goderich Sanitary Network is valued at approximately \$143,406,221.

### 3.4.3 Condition

The wastewater treatment plant and sewage pumping stations were assessed for performance in 2020 by B.M. Ross & Associates (Figure 10). The index for these condition assessment results can be found in Table 4 above. To keep the Town's performance data accurate, the Town of Goderich aims to complete assessed condition studies for its wastewater treatment plant and sewage pumping stations on an ongoing basis.

The municipality has been budgeting for a portion of its sanitary sewer mains to be assessed over the past seven years. To date, assessed condition (NASSCO rating) has been obtained for approximately 63% of the Town's sanitary sewer mains (Figure 10). The municipality will continue budgeting for sanitary sewer condition assessments on

an annual basis to complete the entire network. The NASSCO condition index follows a 0-5 scale and can be found below in Table 11. Table 12 shows each asset category within the sanitary network, the condition assessment method, and the average performance rating pertaining to each category.

	Range	Description
	0 - 1.9	VERY GOOD
	2 - 2.9	GOOD
	3 - 3.9	FAIR
	4 - 4.9	POOR
	5+	VERY POOR

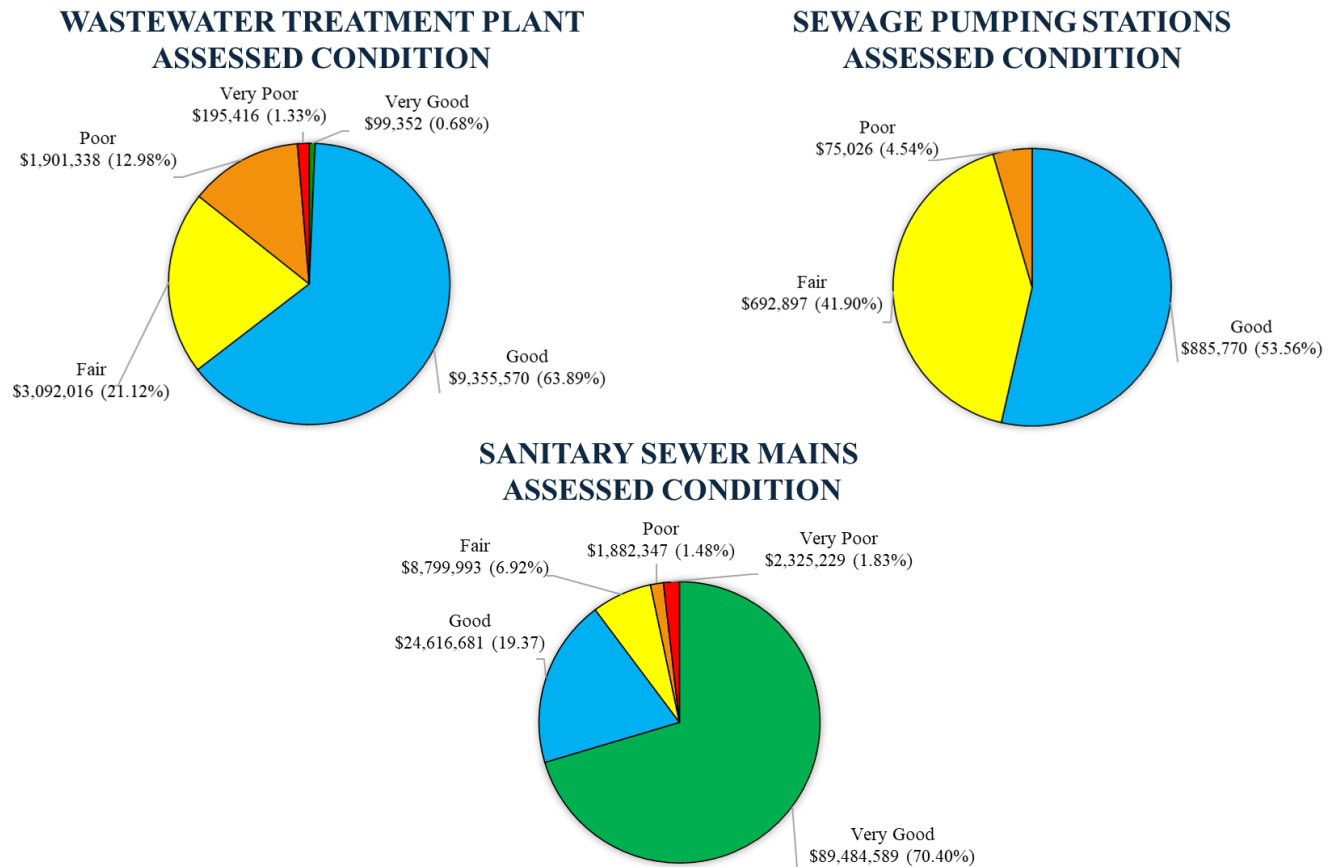
**Table 11.** Condition description, numerical range and colour indicator for sanitary sewers assessed using NASSCO ratings.

#### SANITARY NETWORK AVERAGE CONDITION

Asset Class	Asset Category	Condition Type	Average Condition
Sanitary Network	Sanitary Sewers: PVC	Assessed (NASSCO)	0.43 – V. Good
	Sanitary Sewers: Concrete	Assessed (NASSCO)	1.09 – V. Good
	Sanitary Sewers: Vitrified Clay	Assessed (NASSCO)	1.74 – V. Good
	Sanitary Sewers: Ductile Iron	Assessed (NASSCO)	0.47 – V. Good
	Sanitary Sewers: Asbestos Cement	Assessed (NASSCO)	0.90 – V. Good
	WWTP: Building	Assessed	56.00 – Fair
	WWTP: Concrete Tankage	Assessed	74.02 – Good
	WWTP: Mechanical Equipment	Assessed	63.41 – Good
	WWTP: Pumps and Motors	Assessed	44.95 – Fair
	WWTP: Electrical Power	Assessed	61.92 – Good
	WWTP: Electrical Controls	Assessed	45.60 – Fair
	WWTP: Sitework	Assessed	70.78 – Good
	SPS: Concrete Tankage	Assessed	65.75 – Good
	SPS: Mechanical Equipment	Assessed	63.63 – Good
	SPS: Pumps and Motors	Assessed	53.00 – Fair

Sanitary Network	SPS: Electrical Power	Assessed	67.93 – Good
	SPS: Electrical Controls	Assessed	49.67 – Fair
	SPS: Sitework	Assessed	65.75 – Good

**Table 12.** Average condition of each sanitary asset category within the sanitary network. The condition of the Town’s wastewater treatment plant and sewage pumping stations were assessed in 2020, while the condition of the Town’s sanitary sewers have been assessed on an on-going basis over the last six years.



**Figure 10.** The results of the condition assessment for the wastewater treatment plant indicate 64.57% of its components have a condition rating of 60 or greater (good to very good condition). Approximately 95.46% of the sewage pumping station components have a performance rating between 40 and 79 (fair to good condition), with no sewage pumping station components falling in the very good or very poor condition rating. Approximately 89.77% of the sanitary sewer assets have a NASSCO condition rating of 2.9 or less (good to very good condition), with less than 4% of the sanitary sewer mains falling within the poor to very poor category.



### 3.5 Storm Network

#### 3.5.1 Inventory

The Town of Goderich storm network consists of six types of storm sewers: PVC, concrete, clay, steel, asbestos cement, and open ditch. A detailed breakdown of each category can be found in Table 13. The Town of Goderich owns approximately 52.23 km of storm sewers, of which approximately 78% are concrete, 17% are PVC, 4% are steel, and the combination of clay, asbestos cement and open ditch make up the remaining 1%. Town operations staff maintain all storm sewer assets.

#### STORM NETWORK INVENTORY

Asset Class	Asset Category	Quantity
Storm Sewer Network	Storm Sewer: PVC	8.93 km
	Storm Sewer: Concrete	40.84 km
	Storm Sewer: Clay	0.023 km
	Storm Sewer: Steel	2.23 km
	Storm Sewer: Asbestos Cement	0.006 km
	Storm Sewer: Open Ditch	0.20 km

**Table 13:** Six types of storm sewers that encompass the Storm Sewer Network with quantity displayed in kilometers.

#### 3.5.2 Valuation and Replacement Cost

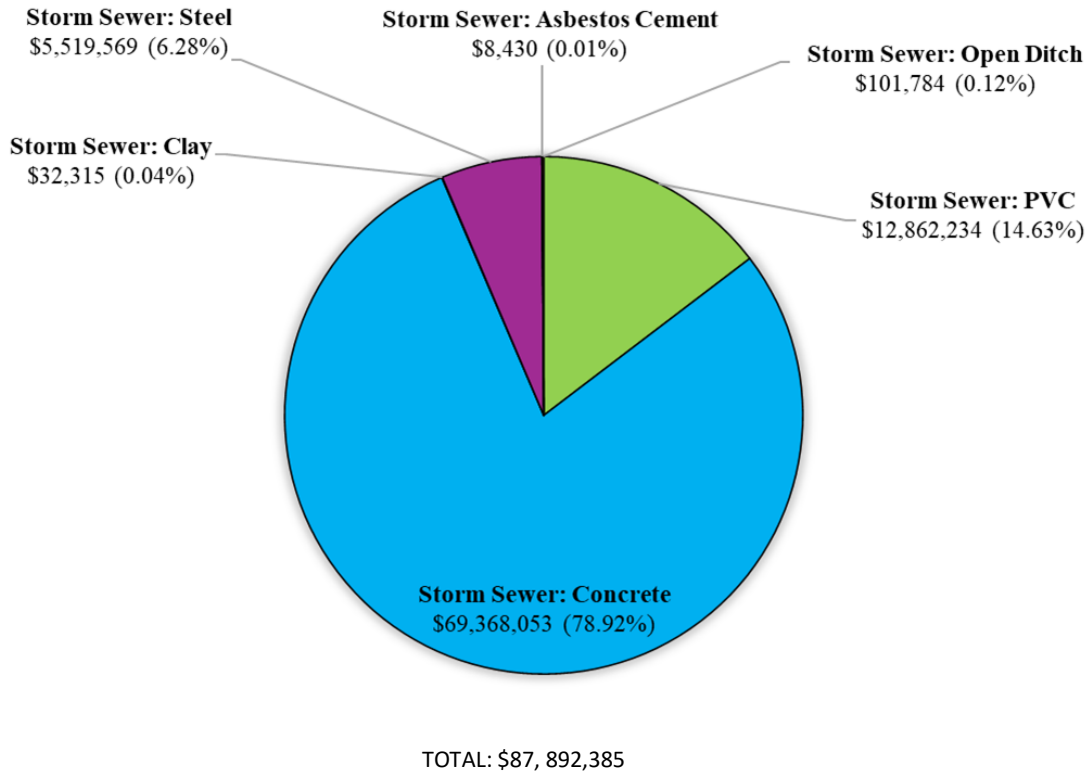
The Town of Goderich Storm Sewer Network consists of six types of storm sewer mains, where replacement cost data is obtained from B.M. Ross & Associates based on pipe diameter. Table 14 displays the estimated useful life (EUL), average age and approximate replacement cost of all categories within the storm sewer network. Total replacement cost of the Town of Goderich Storm Sewer Network is approximately \$87,892,385 (Figure 11).

#### STORM SEWER NETWORK ESTIMATED USEFUL LIFE AND REPLACEMENT COST

Asset Category	EUL (Yrs)	Avg Age (Yrs)	Replacement Cost Method	Replacement Cost	Percent Distribution
Storm Sewer: PVC	100	12	Cost/Unit	\$12,862,234	14.63%
Storm Sewer: Concrete	100	42	Cost/Unit	\$69,368,053	78.92%
Storm Sewer: Clay	100	41	Cost/Unit	\$32,315	0.04%
Storm Sewer: Steel	100	47	Cost/Unit	\$5,519,569	6.28%
Storm Sewer: Asbestos Cement	100	56	Cost/Unit	\$8,430	0.01%
Storm Sewer: Open Ditch	100	45	Cost/Unit	\$101,784	0.12%
<b>TOTAL</b>				<b>\$87,892,385</b>	<b>100%</b>

**Table 14:** Complete storm sewer network inventory with estimated useful life (EUL) in years, average age, estimated replacement cost, percent distribution and method used to obtain replacement cost.

## STORM NETWORK REPLACEMENT COST



**Figure 11.** Estimated replacement cost broken down by asset category within the storm sewer network. Total replacement value is approximately \$87,892,385.

### 3.5.3 Condition

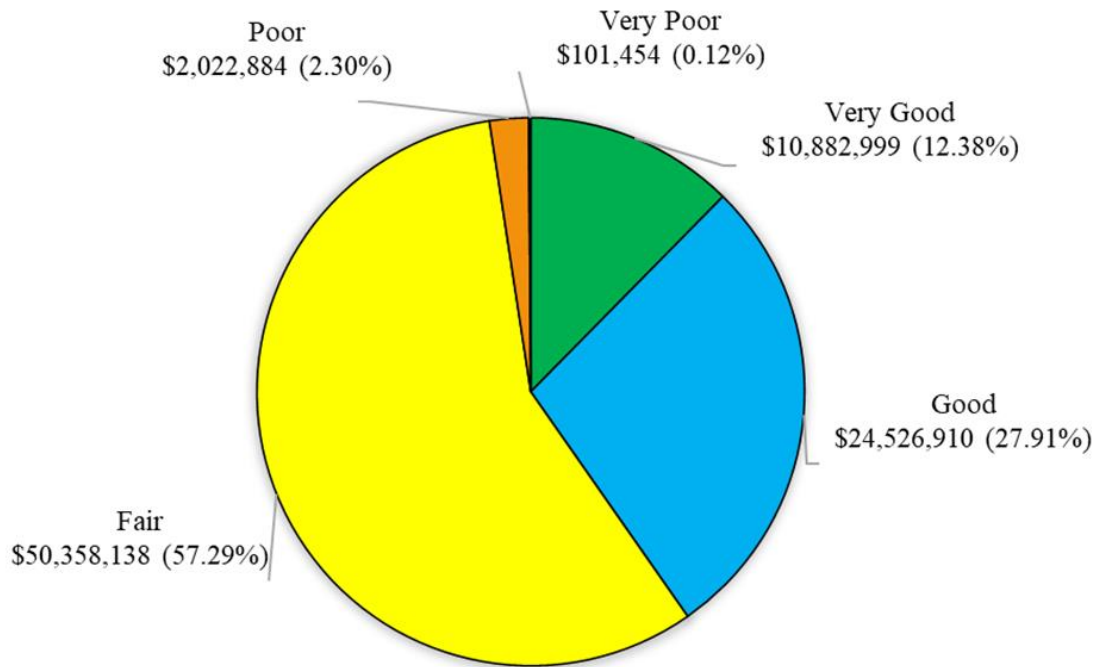
The municipality's condition data for its storm sewer assets is based on asset age (Figure 12). However, the Town plans to begin scheduling condition assessments for the storm sewer network in conjunction with sanitary sewer condition assessments on an annual basis. The condition index for age-based condition can be found in Table 4 above. Table 15 shows each asset category within the storm network, the condition assessment method, and the average performance rating pertaining to each category.

### STORM NETWORK AVERAGE CONDITION

Asset Class	Asset Category	Condition Type	Average Condition
Storm Sewer Network	Storm Sewers: PVC	Age-Based	86.72 – V. Good
	Storm Sewers: Concrete	Age-Based	57.69 – Fair
	Storm Sewers: Clay	Age-Based	59.42 – Fair
	Storm Sewers: Steel	Age-Based	48.74 – Fair
	Storm Sewers: Asbestos Cement	Age-Based	44.42 – Fair
	Storm Sewers: Open Ditch	Age-Based	55.42 – Fair

**Table 15.** Average condition of each storm sewer main category within the storm sewer network.

### STORM NETWORK AGE-BASED CONDITION DISTRIBUTION



**Figure 12.** Approximately 57.29% of the storm sewer assets have a performance rating between 40 and 59 (fair condition), indicating most of these storm assets will require attention in the short-term.

### 3.6 Facilities

#### 3.6.1 Inventory

The Town of Goderich owns and maintains fifty-six facilities, including seven buildings associated with the municipal airport, seven buildings/structures associated with the cemetery (three being columbariums), nine pavilions/outdoor washroom facilities, municipal childcare center, fire hall, library, medical center, town hall, two operations buildings, seniors community center, two recreation centers, six commercial properties, nine storage sheds, five gazebos, two performance stages and a lighthouse. It should be noted that the fifty-six facilities found within this section excludes all facility data pertaining to the water treatment plant and wastewater treatment plant, as this data analysis has been captured in section 3.3 and section 3.4, respectively. Each facility is further broken down into four categories: structure, roof, mechanical and elevators. Table 16 provides an outline of the Town's facility inventory components.

**FACILITY COMPONENT INVENTORY**

Asset Class	Asset Category	Quantity
Facilities Network	Facility: Structure	56 units
	Facility: Roof	56 units
	Facility: Mechanical Equipment	95 units
	Facility: Elevators	5 units

**Table 16.** Four components that encompass the facility inventory, with quantity displayed in units.

#### 3.6.2 Valuation and Replacement Cost

Estimated replacement cost for all town-owned facilities and their components is obtained using CPI tables. Table 17 displays the estimated useful life (EUL), average age and approximate replacement cost of all facility components. Figure 13 shows the percent distribution of estimated replacement cost for all facility components, totaling \$57,737,283.

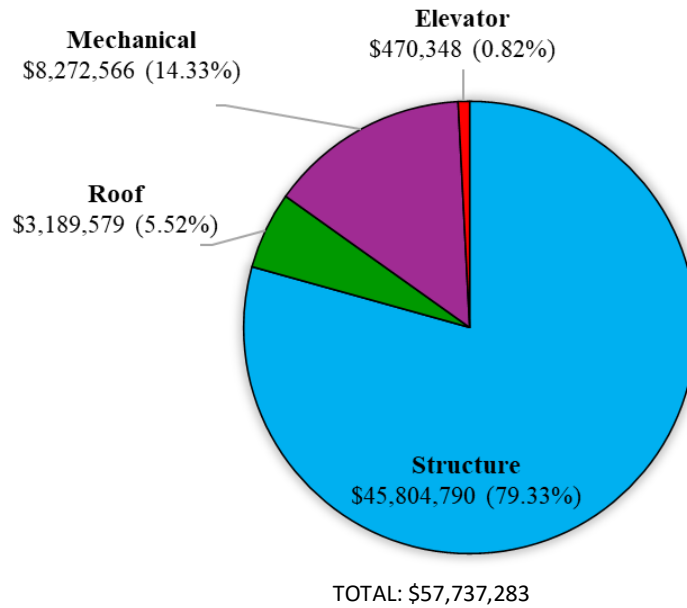
**FACILITY COMPONENTS ESTIMATED USEFUL LIFE  
AND REPLACEMENT COST**

Asset Category	EUL (Yrs)	Avg Age (Yrs)	Replacement Cost Method	Replacement Cost	Percent Distribution
Facility: Structure	50 - 100	31	CPI Tables	\$45,804,790	79.33%
Facility: Roof	25	26	CPI Tables	\$3,189,579	5.52%
Facility: Mechanical Equip.	15 - 30	17	CPI Tables	\$8,272,566	14.33%
Facility: Elevators	25	19	CPI Tables	\$470,348	0.82%
<b>TOTAL</b>				<b>\$57,737,283</b>	<b>100%</b>

**Table 17:** Components of the facility inventory with estimated useful life (EUL) in years, average age, estimated replacement cost, percent distribution and method used to obtain replacement cost.



## FACILITY COMPONENT REPLACEMENT COST



**Figure 13.** Estimated replacement cost of all Town-owned facilities and their associated components. Total estimated replacement cost is approximately \$57,737,283.

### 3.6.3 Condition

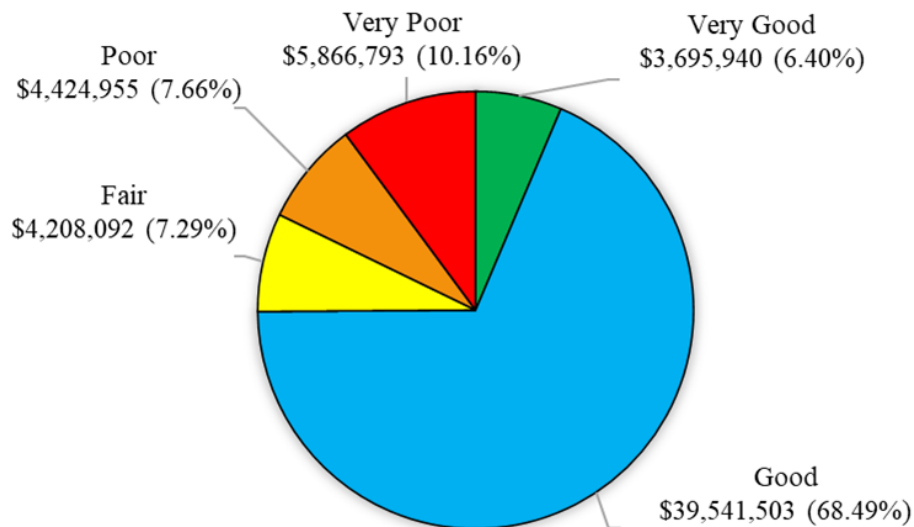
All Town-owned facility structure and roof components were assessed for performance in 2017 by B.M. Ross & Associates. The mechanical and elevator components follow an age-based asset condition. Results of the facility condition data is outlined in Figure 14. To keep the municipality's condition data current, the Town of Goderich aims to complete condition studies for its facilities, including collecting data for all facility components, on an ongoing basis. The condition index for assessed condition can be found in Table 4 above. Table 18 shows facility components, the condition assessment method, and the average performance rating for each building component.

#### FACILITY COMPONENTS AVERAGE CONDITION

Asset Class	Asset Category	Condition Type	Average Condition
Facility Network	Facility: Structure	Assessed	74.20 – Good
	Facility: Roof	Assessed	54.32 – Fair
	Facility: Mechanical Equipment	Age-Based	30.08 – Poor
	Facility: Elevators	Age-Based	40.54 – Fair

**Table 18.** Average condition of each facility component within the facility network.

## FACILITIES AGE-BASED AND ASSESSED CONDITION DISTRIBUTION



**Figure 14.** Approximately 74% of Town-owned facilities and their components have a condition rating of 60 or above (good to very good). It should be noted that condition for the facilities network is comprised of both age-based and assessed condition data.

### 3.7 Land Improvements

#### 3.7.1 Inventory

The assets found within the land improvements network are (1) found on Town-owned property and/or within municipal facilities, (2) utilized by Town staff and/or contractors of the Corporation, (3) require maintenance and replacement over time, and (4) assist in providing services to the public. The complete list of categories found within the land improvement network is outlined in Table 19.

#### LAND IMPROVEMENT NETWORK INVENTORY

Asset Class	Asset Category	Quantity
Land Improvements Network	Archways and Pillars	3 units
	Recreational Courts, Splash Pad and Skate Park	5 units
	Driveways and Walkways	12 units
	Electrical	4 units
	Entrance Features and Signs	4 units
	Fencing and Gates	19 units
	Guard Rails	1 unit
	Park Lights	4 units
	Parking Lots	5 units
	Runways	5 units
	Sports Field Amenities	7 units
	Walls and Concrete Structures	5 units

**Table 19.** Twelve asset categories that encompass the land improvements network, with quantity displayed in units.

### 3.7.2 Valuation and Replacement Cost

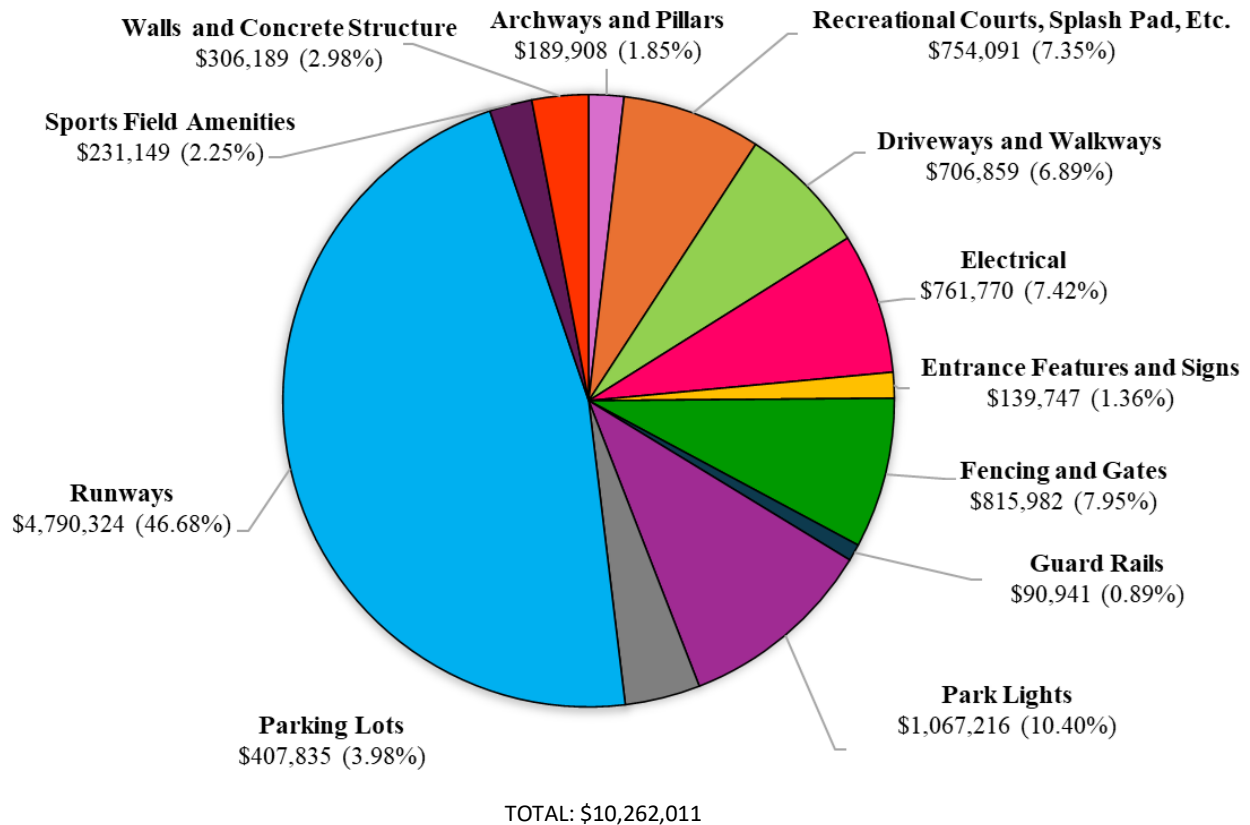
Estimated replacement cost for land improvement assets is obtained using CPI tables. Table 20 displays the estimated useful life (EUL) for each land improvement asset category and approximate replacement cost. Figure 15 shows the percent distribution of estimated replacement cost for the land improvement network, totaling \$10,262,011.

#### LAND IMPROVEMENTS ESTIMATED USEFUL LIFE AND REPLACEMENT COST

Asset Category	EUL (Yrs)	Avg Age (Yrs)	Replacement Cost Method	Replacement Cost	Percent Distribution
Archways and Pillars	50 – 100	33	CPI Tables	\$189,908	1.85%
Recreational Courts, Splash Pad & Skate Park	30 – 50	13	CPI Tables	\$754,091	7.35%
Driveways and Walkways	30 – 75	18	CPI Tables	\$706,859	6.89%
Electrical	50	6	CPI Tables	\$761,770	7.42%
Entrance Features and Signs	20	5	CPI Tables	\$139,747	1.36%
Fencing and Gates	50	18	CPI Tables	\$815,982	7.95%
Guard Rails	30	35	CPI Tables	\$90,941	0.89%
Park Lights	30	6	CPI Tables	\$1,067,216	10.40%
Parking Lots	30	22	CPI Tables	\$407,835	3.98%
Runways	25 - 40	20	CPI Tables	\$4,790,324	46.68%
Sports Field Amenities	15 - 25	4	CPI Tables	\$231,149	2.25%
Walls and Concrete Structure	50 - 100	19	CPI Tables	\$306,189	2.98%
<b>TOTAL</b>				<b>\$10,262,011</b>	<b>100%</b>

**Table 20:** Estimated useful life (EUL) in years, estimated replacement cost, percent distribution and method used to calculate replacement cost for the land improvements network.

## LAND IMPROVEMENTS REPLACEMENT COST



**Figure 15.** Estimated replacement cost broken down by asset category within the land improvements network. Total replacement value is approximately \$10,262,011.

### 3.7.3 Condition

The condition data for the majority of the Town's land improvements network is based on the age of each asset, except for the runway asset category, which was assessed in 2023 (Figure 16). The condition index for age-based and assessed condition can be found in Table 4 above. Table 21 indicates the average performance rating for each asset category within the land improvements network.

## LAND IMPROVEMENTS AVERAGE CONDITION

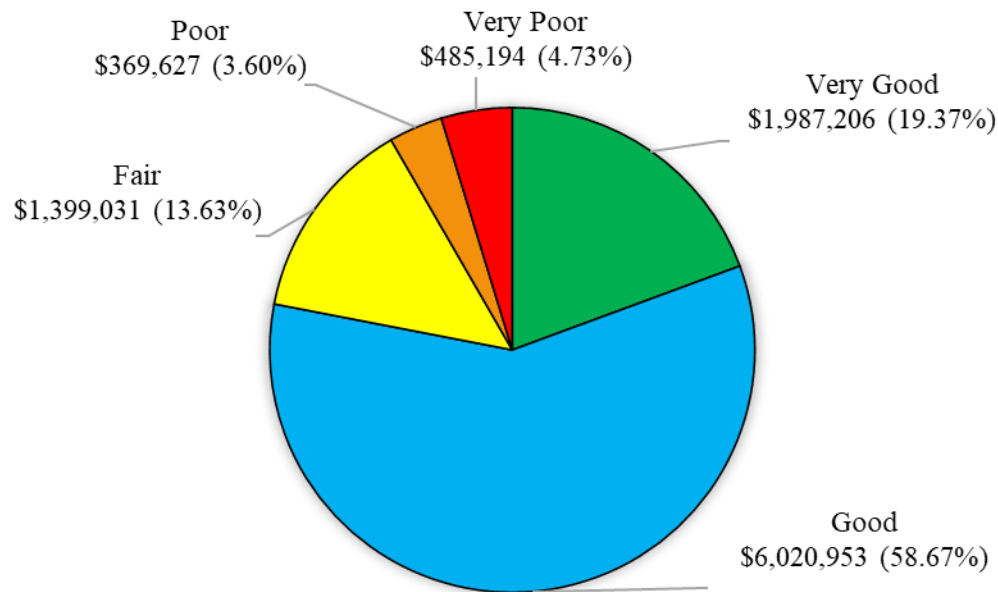
Asset Class	Asset Category	Condition Type	Average Condition
Land Improv. Network	Archways and Pillars	Age-Based	52.16 – Fair
	Recreational Courts, Splash Pad & Skate Park	Age-Based	67.39 – Good
	Driveways and Walkways	Age-Based	45.74 – Fair
	Electrical	Age-Based	88.33 – V Good
	Entrance Features and Signs	Age-Based	74.58 – Good



Land Improv. Network	Fencing and Gates	Age-Based	65.04 – Good
	Guard Rails	Age-Based	0 – V Poor
	Park Lights	Age-Based	79.72 – Good
	Parking Lots	Age-Based	39.78 – Poor
	Runways	Assessed	70.00 - Good
	Sports Field Amenities	Age-Based	82.49 – V Good
	Walls and Concrete Structure	Age-Based	68.75 – Good

**Table 21.** Average condition of each asset category within the land improvements network.

### LAND IMPROVEMENTS AGE-BASED CONDITION DISTRIBUTION



**Figure 16.** Approximately 78% of assets within the land improvements network have a condition rating of 60 or above (good to very good condition). It should be noted that condition for the land improvements network is comprised of both age-based and assessed condition data.

### 3.8 Fleet

#### 3.8.1 Inventory

The Town of Goderich's fleet inventory includes a total of 33 vehicles. The vehicles used by the operations department (public works, parks, airport, recreation and facilities) include one bucket truck, one flusher truck, one street sweeper, five dump trucks and eighteen pick-up trucks. All operations fleet is maintained by Town operations staff. The fleet inventory also includes three electric vehicles, utilized by the building and by-law departments. Fleet at the fire hall consists of one ladder truck, one rescue truck, one tanker truck and one pumper truck. A detailed breakdown of each vehicle category can be found in Table 22.

**FLEET INVENTORY**

Asset Class	Asset Category	Quantity
Fleet Network	Bucket Truck	1 vehicle
	Flusher Truck	1 vehicle
	Street Sweeper	1 vehicle
	Dump Trucks	5 vehicles
	Pick-Up Trucks	18 vehicles
	Ladder Truck	1 vehicle
	Rescue Truck	1 vehicle
	Pumper Truck	1 vehicle
	Tanker Truck	1 vehicle
	Cars (Electric Vehicles)	3 vehicles

**Table 22.** Ten types of vehicles that encompass the fleet inventory, with quantity displayed in number of vehicles.

#### 3.8.2 Valuation and Replacement Cost

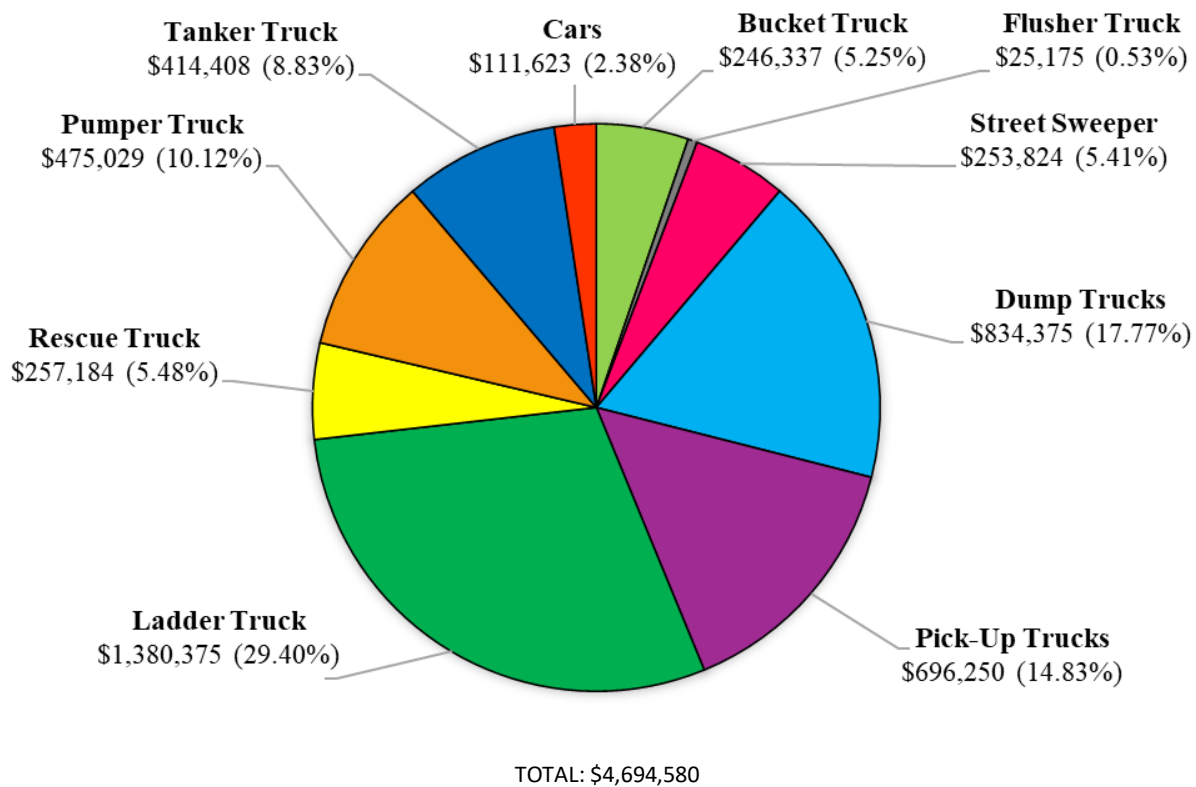
The Town of Goderich fleet inventory consists of ten types of vehicles, where the municipality uses CPI Tables to estimate replacement cost. Table 23 displays the estimated useful life (EUL), average age and approximate replacement cost of all vehicles within the fleet network. Figure 17 displays the total replacement cost of the Town of Goderich, which is approximately \$4,694,580.

### FLEET INVENTORY ESTIMATED USEFUL LIFE AND REPLACEMENT COST

Asset Category	EUL (Yrs)	Avg Age (Yrs)	Replacement Cost Method	Replacement Cost	Percent Distribution
Bucket Truck	15	0.5	CPI Tables	\$246,337	5.25%
Flusher Truck	10	21	CPI Tables	\$25,175	0.53%
Street Sweeper	10	12	CPI Tables	\$253,824	5.41%
Dump Trucks	7 - 10	10	CPI Tables	\$834,375	17.77%
Pick-Up Trucks	7	7	CPI Tables	\$696,250	14.83%
Ladder Truck	25	4	CPI Tables	\$1,380,375	29.40%
Rescue Truck	20	21	CPI Tables	\$257,184	5.48%
Pumper Truck	20	13	CPI Tables	\$475,029	10.12%
Tanker Truck	25	0.5	CPI Tables	\$414,408	8.83%
Cars (Electric Vehicles)	7	3	CPI Tables	\$111,623	2.38%
<b>TOTAL</b>				<b>\$4,694,580</b>	<b>100%</b>

**Table 23:** Components of the fleet inventory with estimated useful life (EUL) in years, estimated replacement cost, average age, percent distribution and method used to calculate replacement cost for the fleet network.

### FLEET INVENTORY REPLACEMENT COST



**Figure 17.** Estimated replacement cost of fleet inventory using CPI Tables. Total estimated replacement cost of all vehicles in the fleet inventory is approximately \$4,694,580.

### 3.8.3 Condition

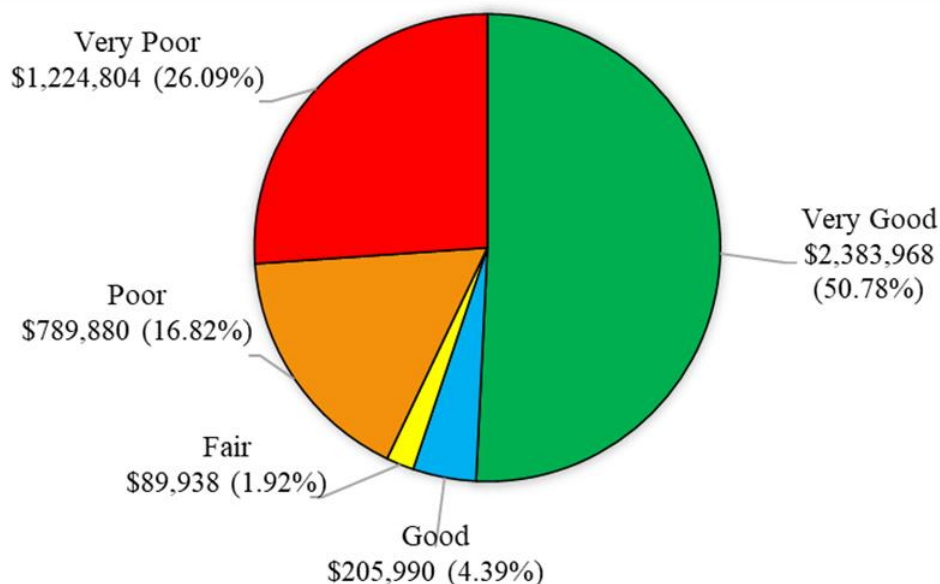
Currently, the condition data for the Town's fleet inventory is based on the age of each asset (Figure 18). The condition index for assessed condition can be found in Table 4 above.

Operations vehicles are subject to regular and comprehensive annual inspections by the fleet technician to remain in compliance with MTO Safety Standards. Table 24 indicates the average performance rating based on asset age for each type of vehicle within the fleet inventory.

FLEET INVENTORY AVERAGE CONDITION			
Asset Class	Asset Category	Condition Type	Average Condition
Fleet Network	Bucket Truck	Age-Based	100 – Very Good
	Flusher Truck	Age-Based	0 – V. Poor (End of Life)
	Street Sweeper	Age-Based	0 – V. Poor (End of Life)
	Dump Trucks	Age-Based	22.38 - Poor
	Pick-Up Trucks	Age-Based	32.67 - Poor
	Ladder Truck	Age-Based	83.67 – Very Good
	Rescue Truck	Age-Based	0 – V. Poor (End of Life)
	Pumper Truck	Age-Based	37.08 - Poor
	Tanker Truck	Age-Based	100 – Very Good
	Cars (Electric Vehicles)	Age-Based	60.72 - Good

**Table 24.** Average condition of each vehicle type within the fleet network.

### FLEET INVENTORY AGE-BASED CONDITION DISTRIBUTION



**Figure 18.** Approximately 55.17% of the fleet inventory have an age-based performance rating of 60 and above (good to very good condition). Saying this, 26.09% of the fleet inventory has passed its estimated useful life (condition rating of 0), indicating that these assets will require full replacement in the short-term.



### 3.9 Machinery and Equipment

#### 3.9.1 Inventory

Similar to the land improvements network, the assets found within the machinery and equipment network are (1) found on Town-owned property and/or within municipal facilities, (2) utilized by Town staff and/or contractors of the Corporation, (3) require maintenance and replacement over time, and (4) assist in providing services to the public. Table 25 includes a complete list of categories within the machinery and equipment network. It should be noted that only assets that meet the tangible capital asset threshold outlined in the Town's Asset Management Policy are included in PSAB reporting and the 2024 Asset Management Plan.

**MACHINERY AND EQUIPMENT NETWORK INVENTORY**

Asset Class	Asset Category	Quantity
Machinery and Equipment Network	Building Furniture	10 units
	Chairs and Tables	4 units
	Children's Furniture	1 unit
	Computer Equipment and Software	3 units
	Computer Server	3 units
	Facilities Equipment	1 unit
	Fire Fighting Equipment (Misc.)	20 units
	Fire Fighting Equipment (Personal)	16 units
	Generator	8 units
	Grounds	8 units
	Ice Resurfacer	2 units
	Kitchen and Canteen Equipment	7 units
	Medical Equipment	8 units
	Off Road Vehicles	30 units
	Office Furniture	8 units
	Operating Equipment	53 units
	Playground Equipment	22 units
	Recreation Equipment	22 units
	Rink Boards and Glass	1 unit
	Rink Flooring	3 units
	Snowblower	1 unit
	Technical Equipment	11 units
	Trailers	1 unit

**Table 25.** Twenty-three asset categories within the machinery and equipment network, with quantity displayed in units.

#### 3.9.2 Valuation and Replacement Cost

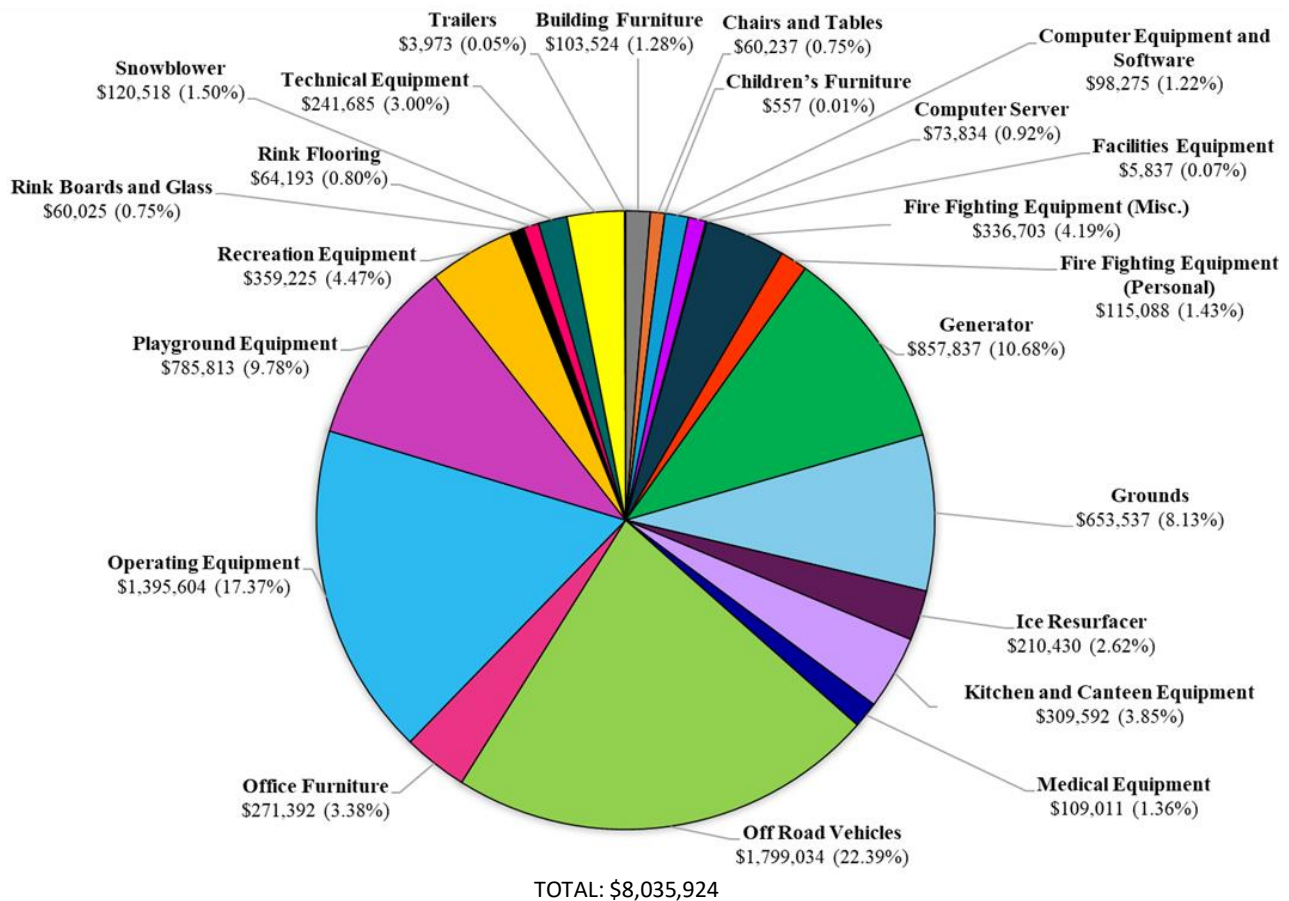
Estimated replacement cost for the machinery and equipment network is obtained using CPI tables. Table 26 displays the estimated useful life (EUL) and average age for each asset category, as well as the approximate replacement cost. Figure 19 shows the percent distribution of estimated replacement cost for the machinery and equipment network, totaling approximately \$8,035,924.

**MACHINERY AND EQUIPMENT ESTIMATED USEFUL LIFE  
AND REPLACEMENT COST**

<b>Asset Category</b>	<b>EUL (Yrs)</b>	<b>Avg Age (Yrs)</b>	<b>Replacement Cost Method</b>	<b>Replacement Cost</b>	<b>Percent Distribution</b>
Building Furniture	15 - 50	22	CPI Tables	\$103,524	1.28%
Chairs and Tables	15 - 30	30	CPI Tables	\$60,237	0.75%
Children's Furniture	25	17	CPI Tables	\$557	0.01%
Computer Equipment/Software	10	13	CPI Tables	\$98,275	1.22%
Computer Server	8 - 10	11	CPI Tables	\$73,834	0.92%
Facilities Equipment	10	4	CPI Tables	\$5,837	0.07%
Fire Fighting Equipment (Misc.)	10 - 50	16	CPI Tables	\$336,703	4.19%
Fire Fighting Equipment (Pers.)	20	5	CPI Tables	\$115,088	1.43%
Generator	50	22	CPI Tables	\$857,837	10.68%
Grounds	15 - 50	16	CPI Tables	\$653,537	8.13%
Ice Resurfacer	25	15	CPI Tables	\$210,430	2.62%
Kitchen and Canteen Equipment	15 - 35	13	CPI Tables	\$309,592	3.85%
Medical Equipment	10 - 15	10	CPI Tables	\$109,011	1.36%
Off Road Vehicles	5 - 30	9	CPI Tables	\$1,799,034	22.39%
Office Furniture	15 - 50	15	CPI Tables	\$271,392	3.38%
Operating Equipment	5 - 30	12	CPI Tables	\$1,395,604	17.37%
Playground Equipment	20 - 25	23	CPI Tables	\$785,813	9.78%
Recreation Equipment	10 - 20	4	CPI Tables	\$359,225	4.47%
Rink Boards and Glass	25	25	CPI Tables	\$60,025	0.75%
Rink Flooring	10 - 25	9	CPI Tables	\$64,193	0.80%
Snowblower	10	6	CPI Tables	\$120,518	1.50%
Technical Equipment	10 - 25	15	CPI Tables	\$241,685	3.00%
Trailers	10	17	CPI Tables	\$3,973	0.05%
<b>TOTAL</b>				<b>\$8,035,924</b>	<b>100%</b>

**Table 26.** Estimated useful life (EUL) in years, estimated replacement cost, percent distribution, average age and method used to calculate replacement cost for the machinery and equipment network.

## MACHINERY AND EQUIPMENT REPLACEMENT COST



**Figure 19.** Estimated replacement cost of the machinery and equipment inventory using CPI Tables. Total estimated replacement cost of all machinery and equipment is approximately \$8,035,924.

### 3.9.3 Condition

Currently, the condition data for the Town's machinery and equipment network is based on the age of each asset (Figure 20). Playground equipment is inspected by the Park's Department Supervisor on a monthly basis and a condition is recorded in the Park's Department MESH software. The condition index for assessed condition can be found in Table 4 above. Table 27 indicates the average performance rating based on asset age for each type of asset within the machinery and equipment network.

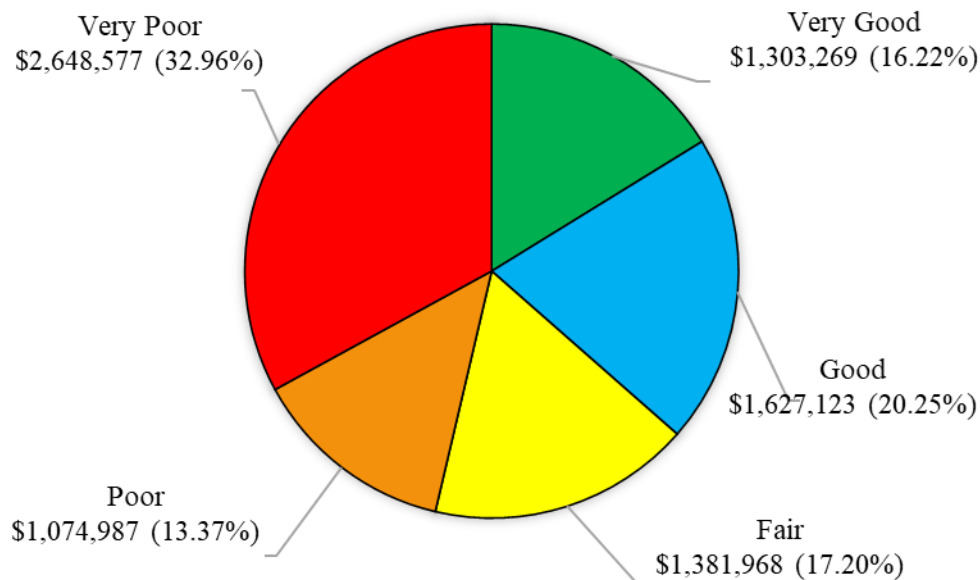
## MACHINERY AND EQUIPMENT AVERAGE CONDITION

Asset Class	Asset Category	Condition Type	Average Condition
Machinery and Equipment Network	Building Furniture	Age-Based	16.39 – V. Poor
	Chairs and Tables	Age-Based	3.42 – V. Poor
	Children's Furniture	Age-Based	33.00 – Poor

Machinery and Equipment Network	Computer Equipment and Software	Age-Based	16.39 – V. Poor
	Computer Server	Age-Based	12.15 – V. Poor
	Facilities Equipment	Age-Based	59.17 – Fair
	Fire Fighting Equipment (Misc.)	Age-Based	38.43 – Poor
	Fire Fighting Equipment (Personal)	Age-Based	74.58 – Good
	Generator	Age-Based	57.16 – Fair
	Grounds	Age-Based	34.16 – Poor
	Ice Resurfacer	Age-Based	31.00 – Poor
	Kitchen and Canteen Equipment	Age-Based	33.72 – Poor
	Medical Equipment	Age-Based	32.47 – Poor
	Off Road Vehicles	Age-Based	29.63 – Poor
	Office Furniture	Age-Based	20.88 – Poor
	Operating Equipment	Age-Based	39.46 – Poor
	Playground Equipment	Age-Based	27.27 – Poor
	Recreation Equipment	Age-Based	64.38 – Good
	Rink Boards and Glass	Age-Based	1.67 – V. Poor
	Rink Flooring	Age-Based	46.56 – Fair
	Snowblower	Age-Based	39.17 – Poor
	Technical Equipment	Age-Based	23.94 – Poor
	Trailers	Age-Based	0 – V. Poor (End of Life)

**Table 27.** Average condition of each asset category within the machinery and equipment network.

### MACHINERY AND EQUIPMENT NETWORK AGE-BASED CONDITION DISTRIBUTION



**Figure 20.** Approximately 46.33% of the machinery and equipment network have an age-based performance rating of 39 or below (poor to very poor), indicating most of these assets will require replacement in the short-term.

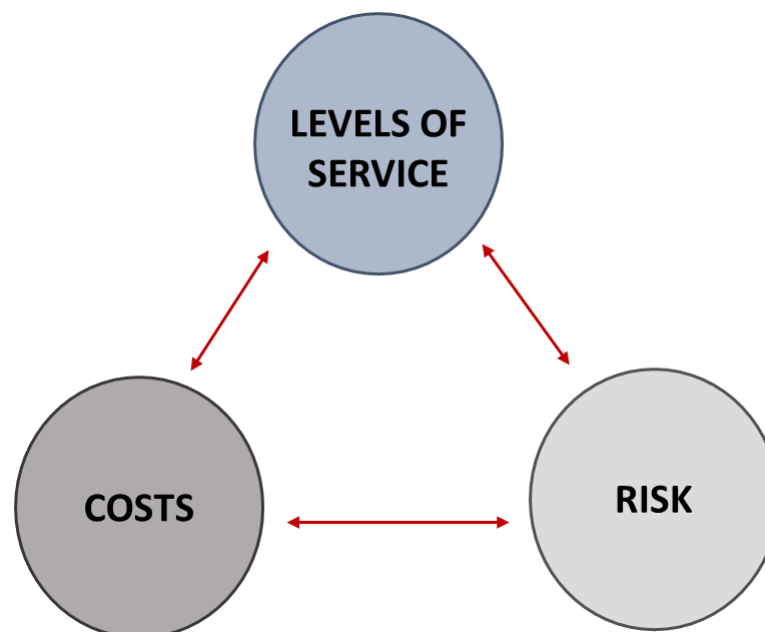


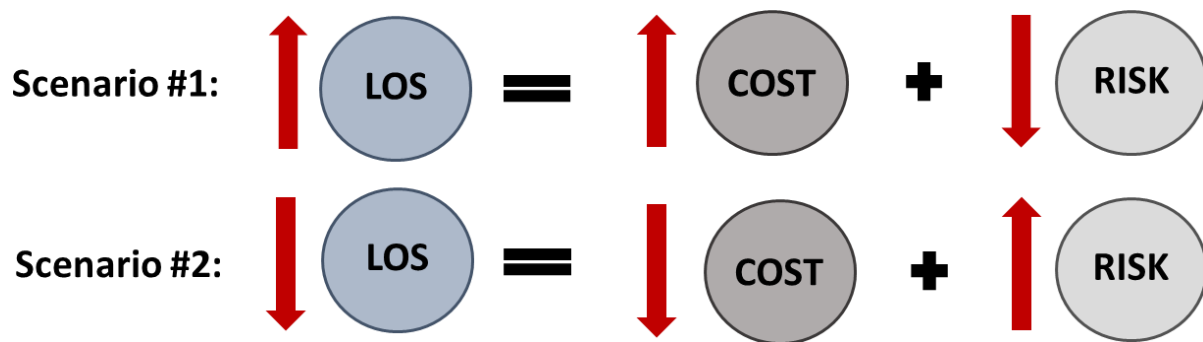
## 4.0 LEVELS OF SERVICE

Beyond meeting regulatory requirements through compliance measures, established levels of service (LOS) should support the intended purpose of the asset and its anticipated impact on the community and the municipality. Established LOS support the municipality's strategic goals and are based on customer expectations, regulatory requirement compliance, Ministry standards, and financial capacity of the municipality to deliver such service levels. As per O. Reg 588/17, LOS are a necessary component of the 2024 Town of Goderich Asset Management Plan and will continue to evolve over time.

Levels of service can be used as a measurement of the state of the infrastructure within a municipality. On a corporate level, determining the benefits for having a service along with the associated costs will assist Council and staff to determine the feasibility of providing or making changes to the current LOS. Levels of service are directly affected by cost and risk, which means both the associated costs and risk factors should be evaluated before potential changes in service levels. However, determining what is a sustainable service level for the community in the long term can be a delicate balance of the associated costs to the taxpayer and risks to the municipality. Figure 21 shows the relationship between LOS, cost and risk, and the potential outcomes with changes in LOS.

**RELATIONSHIP BETWEEN LEVELS OF SERVICE, COST AND RISK**





**Figure 21.** Relationship between levels of service, cost and risk. With a proposed increase in service level, associated costs will also increase but potential for risk decreases. Conversely, a decrease in service level is associated with lower cost to the taxpayer but the municipality could be exposed to higher risks.

#### 4.1 Key Factors Impacting Levels of Service

When determining LOS, various factors must be considered, and any combination of these factors will be used as they best apply to each asset network. This will provide a framework from which the Town of Goderich can define LOS for each asset class/category for future versions of the Asset Management Plan. Appendix A outlines the current levels of service for the Town of Goderich, a requirement of Asset Management Plans, as per Ontario Regulation 588/17.

Key factors affecting LOS include:

- Strategic Levels of Service and Community Expectations
- Technical Levels of Service and Performance Measures
- Legislative Requirements
- Funding Requirements

##### 4.1.1 Strategic Levels of Service and Community Expectations

Levels of Service are directly related to expectations of the community. The public is able to provide an opinion in determining how tax dollars are utilized, directly effecting municipal infrastructure, assets and service levels. The annual budget process is a public process whereby service information is provided to Council and capital priorities are discussed.

The following guiding principles have been established for the qualitative descriptions of the Town's strategic LOS outlining what the municipality should strive to provide internally to the Corporation of the Town of Goderich and externally to residents and visitors (Appendix A).

- **Accessible:** Services are provided to all individuals of the community, regardless of abilities.
- **Available:** Services of sufficient capacity are convenient and accessible to the entire community.
- **Capacity:** maximum level of service production.

- **Cost Effective:** Services are provided at the lowest possible cost for both current and future taxpayers, for required level of service, and are affordable.
- **Functional:** Services are suitable for the intended function (fit for purpose)
- **Efficient:** Services are performed at a consistent rate and quality
- **Reliable:** Services are predictable and continuous.
- **Responsive:** Users are treated fairly and consistently, within acceptable time frames.
- **Safe:** Services are delivered such that they minimize health, safety, and security risks.
- **Sustainable:** Services respect the natural and heritage environment.

#### 4.1.2 Technical Levels of Service and Performance Measures

In addition to the community levels of service using a qualitative description, service levels are measured by quantitative metrics as well. The 2024 Town of Goderich Asset Management Plan utilizes average condition as the performance measure to determine levels of service.

Performance measures track current levels of service and should be specific, measurable, achievable, relevant and time restricted. Other performance measures included for environmental services include the following: water main breaks, boil water advisories, bypass incidents and effluent violations. The information gathered by analyzing these performance measures are necessary to assess whether assets within the service function are performing at the current level of service. The performance of an asset takes into consideration the current condition of the asset and its ability to meet its legislative requirements, as well as ensuring that an asset provides the service in a safe manner within capacity obligations. The entire life cycle costs associated with an asset (i.e., design, maintenance, repair, rehabilitation and/or replacement) are all critical factors that affect the level of service that the municipality can provide to its community. Determining the benefits of having a service along with the associated costs to fund that service will help Council and municipal staff determine if providing the current level of service is practical or if the service level needs to be changed. Maps of the essential core services provided to residents of the Town of Goderich (i.e., road and sidewalk network for transportation services, water, sanitary and storm networks for environmental services) can be found in Appendix B<sup>3</sup>.

#### 4.1.3 Legislative Requirements

Infrastructure levels of service are directly influenced by many legislative and regulatory requirements. Within the road network, roads and sidewalks must adhere to Minimum Maintenance Standards outlined in *O. Reg 239/02*. The Operating Authority managing the drinking water distribution system and sanitary collection system within the water and sanitary networks ensure compliance with the *Safe Drinking Water Act, 2002* and *Wastewater Systems Effluent Regulations (SOR 2012-139)*. All vehicles within the municipal fleet follow MTO Safety Standards, while playground inspections are performed in accordance with *CSA Group Regulation Z614/14*. All municipal facilities have numerous inspections for various components to ensure compliance with building health and safety standards.

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<sup>3</sup> Service maps prepared by B. M. Ross and Associates.

#### **4.1.4 Funding Requirements**

The availability of financing will directly impact levels of service, as previous discussed in Figure 21. Ideally, funds would be available to meet all legislative requirements, finance all required asset life cycle needs, as well as satisfy community expectations. Levels of service is dictated by availability of funds, the ability to increase funds if there is public demand to increase service levels, and the community's willingness to pay.



## **5.0 ASSET MANAGEMENT STRATEGY**

### **5.1 Asset Management Strategy Objective**

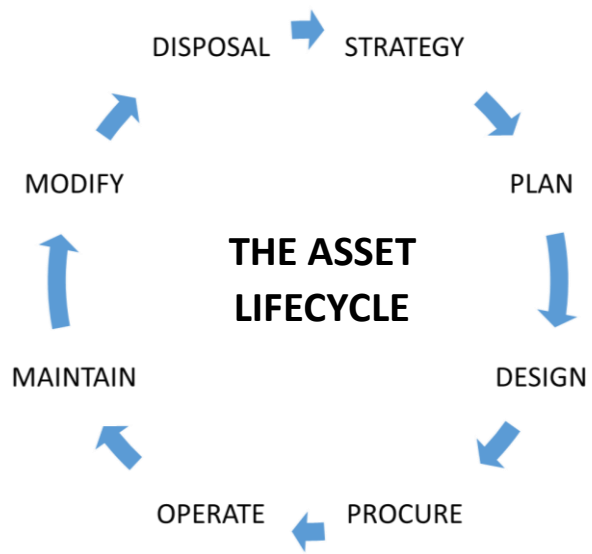
The objective of the asset management strategy within the Town of Goderich 2024 Comprehensive Asset Management Plan is to outline and establish a set of planned actions, based on best practices, that will enable Town-owned assets to provide a sustainable level of service to the taxpayers of the Town of Goderich, while managing risk at a reasonably low life cycle cost.

The Town of Goderich's asset management strategy is constantly evolving. However, the underlying goal of the asset management strategy is to consider the Town's entire asset inventory, as well as non-infrastructure solutions, to develop an implementation process that can be applied to the identification of asset needs including renewal, levels of service, potential growth, legislative and efficiency related projects, along with the prioritization of lifecycle cost intervention options to extend useful life, whether funded from operational or capital funds. This will assist in the production of robust and defensible long-term plans, including growth projections, to ensure the best overall performance of municipal infrastructure.

The asset management strategy includes an overview of the Town's approach to managing the asset inventory, including scheduled condition assessments and the identification of lifecycle interventions. Furthermore, prioritization factors, including risk, help to determine which projects should be given priority above others and included in the annual budget.

## 5.2 Asset Lifecycle Management

A comprehensive approach to managing Town-owned assets does not end after an asset has been purchased. Conversely, certain types of assets (i.e., core assets) require planning and design before construction or installation (Figure 22). From there, an asset may undergo periods of maintenance and/or modifications before its end-of-life or disposal (Figure 22). Life cycle management involves maximizing the performance of an asset while minimizing costs throughout its service life, enabling the municipality to make better investment decisions. This cost-benefit balance takes into consideration a range of parameters, including asset age, condition, historic performance, and current capacity.



**Figure 22.** Various stages of the lifecycle of an asset, from planning to purchase, potential modifications to end-of-life.

### 5.2.1 Key Components of Asset Lifecycle Management

Maintenance strategies: activities designed to enable existing assets to operate to their service potential over their useful life. There are three types of maintenance:

- Unplanned Maintenance: work carried out in response to reported problems (e.g., an asset failure).
- Planned Maintenance: work carried out in a pre-determined schedule or program because of needs identified during inspections.
- Preventative Maintenance: programs such as ditching, crack-sealing, regularly scheduled vehicle maintenance and roof patching.

A key element of asset management planning is determining the most cost-effective blend of planned and unplanned maintenance, including regularly scheduled inspection and maintenance, or more significant repair and activities associated with unexpected failures. Overall, maintenance strategies are intended to maintain current levels of service and mitigate risk while minimizing cost. Maintenance strategies may be adjusted with changing service levels.

- Operational strategies: activities designed to ensure sufficient utilization of an asset. These are the regular tasks that are undertaken to ensure the asset achieves its service potential. By using operational strategies (e.g., undergoing inspections and system monitoring, condition assessments, considerations of asset utilization and demand, and/or

emergency response planning), the need for upgrades/renewals could be deferred. Like maintenance strategies, operational strategies are intended to maintain current levels of service and mitigate risk while minimizing cost.

- Funding strategies: valuation approaches, short- and long-term funding plans, long-term financial forecasts, funding opportunities (e.g., grants).
- Investment planning: identification and scoping of capital projects and capital maintenance needs, growth and/or efficiency demands, legislative requirements, improving levels of service.
- Decision making techniques: multi-criteria analysis which involves risk management, lifecycle costs, climate change concerns, level of service requirements and optimizing investment across service areas.

ASSET CATEGORY	OPERATIONS	UNPLANNED MAINTENANCE	PLANNED MAINTENANCE
Road Network	Roads must meet <i>Ontario Regulation 239/02</i> , which provides minimum maintenance standards for municipal road and highway maintenance, as well as standards for ice and snow removal. Operations staff perform road patrols every week for Class 3 roads and bi-weekly for Class 4, 5 and 6 roads, as per minimum maintenance standards. During road patrols, Operations staff check that all signage and traffic control signal systems are in proper working order. If deficiencies are found, resources are deployed as soon as practical to rectify the issue. Additionally, all luminaires are inspected annually to ensure proper function as well. If at any time a	Potholes are identified and repaired by Operations staff on a regular basis. When a pothole is identified and the depth is greater than 8cm, Operations staff will repair the pothole within 7 days. The frequency of potholes in need of repair is influenced by the weather, traffic, age of the asphalt and fluctuates throughout the year.	The Town of Goderich completed a road network condition study in 2020. The Town aims to schedule road needs studies on an ongoing basis to provide an accurate long-term forecast for the rehabilitation of roads based on condition levels, return on investment for recommended repairs, as well as long-term budget values. Although a preventative maintenance program has not been developed, crack-sealing has been an option to extend the useful life of roads before full

	luminaire is not functioning properly, the utility company is notified and will take the appropriate action to resolve the issue. Any deficiencies found during a road patrol are recorded in the municipality's MESH software to be rectified. To ensure road condition data is accurate, the municipality aims to complete road needs studies on an ongoing basis.		reconstruction is required.
Water Network	The Town of Goderich Water Network must follow all regulatory requirements set out in the <i>Safe Drinking Water Act, 2002</i> . It should be noted that the Town of Goderich uses an Operating Authority to manage its water treatment plant, booster pumping station and water tower.	Any unplanned water repairs and/or deficiencies (e.g., water main breaks, lead service replacement) are assessed by the Operating Authority on site and brought to the attention of Town Staff. Determination of proper handling of repairs or replacement is decided at the supervisory level. Urgent unplanned repairs are assessed to determine root cause and completed subject to annual budget funds. If the repair and/or replacement is not urgent, it is scheduled for the following year and funds are included in the next annual budget.	The Operating Authority is responsible for scheduling regular inspections at the water treatment plant and booster pumping station, as well as following regulatory sampling requirements required by the Ministry. The Town of Goderich has a five-year capital plan for its water network, prepared by B.M. Ross and Associates. The Town aims to schedule condition assessments for its water treatment plant and booster pumping station on an ongoing basis.
Sanitary Network	The Town of Goderich Sanitary Network must follow all regulatory requirements set out in the <i>Wastewater Systems Effluent Regulations (SOR 2012-139)</i> . To ensure the condition data of the Town's sanitary sewer mains is accurate, the municipality aims to	Any unplanned sanitary sewer repairs and/or deficiencies associated with the sanitary sewer network are assessed by Operations staff on site. Unplanned maintenance regarding the wastewater treatment plant and/or sewage pumping stations	The Operating Authority is responsible for scheduling regular inspections at the wastewater treatment plant and sewage pumping stations, as well as following regulatory sampling



	continually schedule CCTV scoping of its sanitary sewers on an annual basis. Condition of the wastewater treatment plant and sewage pumping stations will be scheduled on an ongoing basis. It should be noted that the Town of Goderich uses an Operating Authority to manage its Wastewater Treatment Plant. Operations staff flush all sanitary sewer mains within the Town of Goderich on an annual basis. If an issue is identified, it is documented and added to the sanitary sewer list in need of CCTV inspection.	are assessed by the Operating Authority on site and brought to the attention of Town staff. Determination of proper handling of repairs or replacement is decided at the supervisory level. Urgent unplanned repairs are assessed to determine root cause and completed subject to annual budget funds. If the repair and/or replacement is not urgent, it is scheduled for the following year and funds are included in the next annual budget.	requirements required by the Ministry. The Town of Goderich has a five-year capital plan for its sanitary network, prepared by B.M. Ross and Associates. The Town aims to schedule condition assessments for its wastewater treatment plant and sewage pumping stations on an ongoing basis, with sanitary sewer scoping occurring on an annual basis.
Storm Sewer Network	Currently, Ontario does not have a regulation specific to stormwater management. However, the municipality ensures that its stormwater infrastructure follows legislation that provides guidance for adaptation to climate change, such as the <i>Ontario Water Resources Act (OWRA)</i> and the <i>Environmental Protection Act (EPA)</i> . To ensure the condition data of the Town's storm sewer mains is accurate, the municipality aims to begin scheduling CCTV scoping on an ongoing basis. Catch basins are cleaned annually by Operations staff.	Any unplanned storm water repairs and/or deficiencies associated with the storm sewer network are assessed by Operations staff on site. Urgent unplanned repairs are assessed to determine root cause and completed subject to annual budget funds. If the repair and/or replacement is not urgent, it is scheduled for the following year and funds are included in the next annual budget.	Currently, there is no short- or long-term forecast regarding planned replacement of the storm sewer network, as these assets are generally replaced as necessary with annual capital road construction projects.
Sidewalk Network	Sidewalks must meet <i>Ontario Regulation 239/02</i> , which provides minimum maintenance standards for municipal sidewalk maintenance, as well as standards for ice and snow	Sidewalk deficiencies are repaired by Operations staff on a regular basis based on sidewalk patrols. Occasionally, sidewalks may need replacement due to other contributing	The Town completed a sidewalk condition assessment for its sidewalk network in 2020. The Town aims to schedule a sidewalk condition study on an

	removal. Operations staff perform sidewalk patrols annually, as per minimum maintenance standards. Any deficiencies found during a sidewalk patrol are recorded in the operations MESH software to be rectified. To ensure sidewalk condition data is accurate, the municipality aims to complete sidewalk condition studies on an ongoing basis.	factors, such as construction projects, tree root damage, water/sanitary sewer replacement, etc.	ongoing basis to provide an accurate long-term forecast for required maintenance and replacement.
Facilities	All buildings owned by the Town of Goderich must meet regulatory safety standards and are inspected on an ongoing basis for deficiencies and regular maintenance. Certain buildings undergo inspections more often based on facility components (e.g., water treatment plant, pollution control plant). The Town aims to complete condition studies for its facilities on an ongoing basis.	Any unplanned building deficiencies are assessed by Town staff on site. Determination of proper handling of repairs or replacement is decided at the supervisory level. Urgent unplanned repairs are assessed to determine root cause and completed subject to annual budget funds.	Regular inspections are scheduled for facility components, such as elevator maintenance, as well as other required inspections and audits (e.g., health and safety).
Fleet	All Town vehicles must remain in compliance with MTO Safety Standards and are inspected at each regular maintenance interval. Operations vehicles are subject to regular and comprehensive annual inspections by the fleet technician. Servicing and maintenance of specialized emergency vehicles are outsourced when specialized services are required.	Items that fail are assessed to determine if repair or replacement is the most cost-effective approach. Age, kilometers travelled, past maintenance required, and general state of the vehicle are also considered in the cost-benefit analysis.	Currently, there is no short- or long-term forecast regarding planned replacement of operations and emergency services fleet. Vehicles that are in good working order at the end of their projected useful life are often kept in the fleet inventory to utilize the asset for a longer period of time.
Playgrounds	Playgrounds must remain in compliance with <i>CSA Group Regulation Z614/14</i> . Play structures are visually inspected daily between the	Items that require repairs are to be completed at the time the defect is found and reported. If time is required for the repair, all access to	Currently, there is no short- or long-term forecast regarding planned playground replacement or

	months of April and November by the Town's Parks Supervisor, with an inspection report generated in the operations MESH software. If a deficiency is found, it is either rectified immediately or the play structure/area is closed until the repair is complete.	the area under repair is restricted until the repairs are completed.	enhancement.
Land Improvement and Machinery & Equipment Assets	Assets falling into the Land Improvements Network and Machinery & Equipment Network are inspected on a case-by-case basis to determine if refurbishment or replacement is needed.	Assets that fail or begin to fail are assessed to determine if repair or full replacement is the most cost-effective approach.	Equipment is maintained at regular intervals as each asset requires unique maintenance.

**Table 28.** Planned and unplanned maintenance based on asset category to maintain current service levels.

### 5.2.2 Planned Strategies for Lifecycle Optimization

Various strategies that aim to optimize an assets total lifecycle include planned maintenance, renewal/rehabilitation, replacement, expansion, disposal and other non-infrastructure related solutions. A summary of these strategies can be found within Table 1 of Section 3.1.5.

Summary tables are provided below that outline the planned strategies associated with each asset category within the Town's Asset Management Plan. These strategies are implemented to ensure that assets are maintained to perform at their current level of service. Strategies may be adjusted with changing service levels.

Generally, planned maintenance associated with the road, storm, land improvements, facilities, fleet, and machinery/equipment networks are funded through the tax base. The estimated total cost of maintenance performed on tax-funded core assets (road and storm networks) was \$637,592, while the estimated total maintenance cost for tax-funded non-core assets (facilities, fleet, land improvements, machinery and equipment networks) was \$984,247.

Maintenance costs for the water and sanitary networks are funded through user fees. The estimated total maintenance costs for the water and sanitary networks were \$229,542 and \$236,771, respectively.

### ROAD NETWORK LIFECYCLE STRATEGIES

Type of Strategy	Implementation Plan
Maintenance	<ul style="list-style-type: none"> <li>Regular maintenance including road sweeping and dust control, leaf collection, roadside ditch cleanout and clearing, as well as snow removal</li> <li>Continued maintenance of roads in compliance with <i>Ontario Regulation 239/02</i> Minimum Maintenance Standards for Municipal Highways</li> <li>Maintain winter roads based on standards for ice and snow removal</li> </ul>
Renewal/Rehabilitation	<ul style="list-style-type: none"> <li>Resurfacing of fair to poor conditioned paved roads</li> <li>Regular repairs based on inspections</li> </ul>
Replacement	<ul style="list-style-type: none"> <li>Annual road reconstruction based on condition assessments and other capital</li> </ul>

	needs
Disposal	<ul style="list-style-type: none"> <li>• Convert surface treated roads to high class bituminous, where necessary</li> </ul>
Expansion	<ul style="list-style-type: none"> <li>• Short and long-term capital planning to identify needs</li> <li>• Service improvements made, where possible (i.e., environmental impacts)</li> <li>• Identify needs through regular capital planning and scheduled condition assessments</li> </ul>
Non-Infrastructure Related Solutions	<ul style="list-style-type: none"> <li>• Operating budgets should be informed by condition assessments and inspections as needed</li> <li>• Regularly scheduling road repair work</li> <li>• Continue to conduct road inspections and maintain road inventory database</li> <li>• Annually provide the necessary departments with required information when work is completed and/or additional equipment is required for maintenance activities</li> <li>• Adjust service levels if necessary</li> </ul>

**Table 29.** Lifecycle strategies and associated implementation plans for the Road Network.

### SIDEWALK NETWORK LIFECYCLE STRATEGIES

Type of Strategy	Implementation Plan
Maintenance	<ul style="list-style-type: none"> <li>• Regular seasonal maintenance to fix deficiencies to ensure safety of pedestrians</li> <li>• Maintain winter sidewalks based on standards for ice and snow removal. Winter maintenance generally occurs from mid-November to end of March every year</li> </ul>
Renewal/Rehabilitation	<ul style="list-style-type: none"> <li>• Sidewalk repairs as needed</li> </ul>
Replacement	<ul style="list-style-type: none"> <li>• Components replaced based on needs</li> </ul>
Disposal	<ul style="list-style-type: none"> <li>• Conversion of more accessible sidewalks, where necessary</li> </ul>
Expansion	<ul style="list-style-type: none"> <li>• Continue to track needs based on growth identified in Development Charges Studies</li> <li>• Service improvements made, where possible (i.e., environmental impacts)</li> <li>• Identify needs through regular capital planning and scheduled condition assessments</li> </ul>
Non-Infrastructure Related Solutions	<ul style="list-style-type: none"> <li>• Operating budgets should be informed by condition assessments and inspections as needed</li> <li>• Regularly scheduling sidewalk repair work</li> <li>• Continue to conduct sidewalk inspections and maintain sidewalk inventory database</li> <li>• Annually provide the necessary departments with required information when work is completed and/or additional equipment is required for maintenance activities</li> <li>• Adjust service levels if necessary</li> </ul>

**Table 30.** Lifecycle strategies and associated implementation plans for the Sidewalk Network.

### WATER NETWORK LIFECYCLE STRATEGIES

Type of Strategy	Implementation Plan
Maintenance	<ul style="list-style-type: none"> <li>• Regular safety inspections</li> <li>• Inspections performed as identified and needed</li> </ul>
Renewal/Rehabilitation	<ul style="list-style-type: none"> <li>• Regular repairs to components of the water system based on need</li> </ul>
Replacement	<ul style="list-style-type: none"> <li>• Replacement of components of the water system based on needs</li> </ul>



Disposal	<ul style="list-style-type: none"> <li>• Dispose or sell assets that are no longer in use</li> </ul>
Expansion	<ul style="list-style-type: none"> <li>• Short and long-term capital planning to identify needs</li> <li>• Ensure capital costs due to expansion are identified in Development Charges</li> <li>• Service improvements to be explored where possible (performance indicators, environmental impacts, new technologies, etc.)</li> </ul>
Non-Infrastructure Related Solutions	<ul style="list-style-type: none"> <li>• Operating budgets should be informed by condition assessments and inspections as needed</li> <li>• Continue investing capital and operational funds to provide upgrades and rehabilitations to treatment and distribution systems</li> <li>• Annually provide the necessary departments with required information when work is completed and/or additional equipment is required for maintenance activities</li> <li>• Continue to provide Water Treatment Plant Annual Reports, as per regulatory requirements</li> <li>• Liase with the Town's Operating Authority to ensure continued maintenance of water treatment facilities and drinking water distribution system</li> <li>• Annual review of practices and policies</li> <li>• Adjust service levels if necessary</li> </ul>

**Table 31.** Lifecycle strategies and associated implementation plans for the Water Network.

### SANITARY NETWORK LIFECYCLE STRATEGIES

Type of Strategy	Implementation Plan
Maintenance	<ul style="list-style-type: none"> <li>• Regular maintenance, including sewer flushing</li> <li>• CCTV inspections performed as identified and needed</li> </ul>
Renewal/Rehabilitation	<ul style="list-style-type: none"> <li>• Regular repairs to components of the sanitary system based on need</li> </ul>
Replacement	<ul style="list-style-type: none"> <li>• Replacement of components of the sanitary system based on needs</li> </ul>
Disposal	<ul style="list-style-type: none"> <li>• Dispose or sell assets that are no longer in use</li> </ul>
Expansion	<ul style="list-style-type: none"> <li>• Short and long-term capital planning to identify needs</li> <li>• Ensure capital costs due to expansion are identified in Development Charges</li> <li>• Service improvements to be explored where possible (performance indicators, environmental impacts, new technologies, etc.)</li> </ul>
Non-Infrastructure Related Solutions	<ul style="list-style-type: none"> <li>• Operating budgets should be informed by condition assessments and inspections as needed</li> <li>• Continue investing capital and operational funds to provide upgrades and rehabilitations to treatment and collection systems</li> <li>• Annually provide the necessary departments with required information when work is completed and/or additional equipment is required for maintenance activities</li> <li>• Continue to provide Wastewater Treatment Plant Annual Reports, as per regulatory requirements</li> <li>• Liase with the Town's Operating Authority to ensure continued maintenance of water treatment facilities and drinking water distribution system</li> <li>• Annual review of practices and policies</li> <li>• Adjust service levels if necessary</li> </ul>

**Table 32.** Lifecycle strategies and associated implementation plans for the Sanitary Network.

### STORM NETWORK LIFECYCLE STRATEGIES

Type of Strategy	Implementation Plan
Maintenance	<ul style="list-style-type: none"> <li>Regular maintenance, including clean out of catch basins</li> <li>CCTV inspections performed as identified and needed</li> </ul>
Renewal/Rehabilitation	<ul style="list-style-type: none"> <li>Regular repairs to components of the storm system based on need</li> </ul>
Replacement	<ul style="list-style-type: none"> <li>Replacement of components of the storm system based on needs</li> </ul>
Disposal	<ul style="list-style-type: none"> <li>Dispose or sell assets that are no longer in use</li> </ul>
Expansion	<ul style="list-style-type: none"> <li>Short and long-term capital planning to identify needs</li> <li>Ensure capital costs due to expansion are identified in Development Charges</li> <li>Service improvements to be explored where possible (performance indicators, environmental impacts, new technologies, etc.)</li> </ul>
Non-Infrastructure Related Solutions	<ul style="list-style-type: none"> <li>Operating budgets should be informed by condition assessments and inspections as needed</li> <li>Continue investing capital and operational funds to provide upgrades and rehabilitations to management ponds and collection systems</li> <li>Annually provide the necessary departments with required information when work is completed and/or additional equipment is required for maintenance activities</li> <li>Adjust service levels if necessary</li> </ul>

**Table 33.** Lifecycle strategies and associated implementation plans for the Storm Network.

### FACILITIES NETWORK LIFECYCLE STRATEGIES

Type of Strategy	Implementation Plan
Maintenance	<ul style="list-style-type: none"> <li>Recurring inspections in accordance with Occupational Health and Safety regulations</li> <li>Regularly inspect HVAC, heating systems and plumbing</li> <li>Maintain electrical systems to Electrical Safety Authority Standards</li> <li>Regularly inspect fire alarms, fire extinguishers and emergency lighting</li> </ul>
Renewal/Rehabilitation	<ul style="list-style-type: none"> <li>Regular repairs to components based on inspections</li> </ul>
Replacement	<ul style="list-style-type: none"> <li>Replacement of components based on inspections</li> </ul>
Disposal	<ul style="list-style-type: none"> <li>Selling or demolishing facilities that are no longer in use or underutilized</li> <li>Re-use or sell land not in use</li> </ul>
Expansion	<ul style="list-style-type: none"> <li>Short and long-term capital planning to identify needs</li> <li>Assumptions on required facility space through development agreements if necessary</li> </ul>
Non-Infrastructure Related Solutions	<ul style="list-style-type: none"> <li>Operating budgets should be informed by condition assessments and inspections as needed</li> <li>Continue investing capital and operational funds to provide upgrades and rehabilitations</li> <li>Perform business studies and consult with stakeholders when constructing a new facility or making modifications to an existing facility</li> <li>Annually provide the necessary departments with required information when work is completed and/or additional equipment is required for maintenance activities</li> <li>Adjust service levels if necessary</li> </ul>

**Table 34.** Lifecycle strategies and associated implementation plans for the Facilities Network.

## LAND IMPROVEMENTS NETWORK LIFECYCLE STRATEGIES

Type of Strategy	Implementation Plan
Maintenance	<ul style="list-style-type: none"> <li>• Inspection of assets on a regular basis to comply with safety standards</li> </ul>
Renewal/Rehabilitation	<ul style="list-style-type: none"> <li>• Regular repairs to components based on inspections</li> </ul>
Replacement	<ul style="list-style-type: none"> <li>• Replacement of components based on inspections</li> </ul>
Disposal	<ul style="list-style-type: none"> <li>• Dispose or sell assets that are no longer in use</li> </ul>
Expansion	<ul style="list-style-type: none"> <li>• Short and long-term capital planning to identify needs</li> <li>• Service improvements to be explored where possible (performance indicators, environmental impacts, new technologies, etc.)</li> <li>• Continue to track future needs based on demands placed on infrastructure by the public</li> </ul>
Non-Infrastructure Related Solutions	<ul style="list-style-type: none"> <li>• Operating budgets should be informed by condition assessments and inspections as needed</li> <li>• Continue investing capital and operational funds to provide upgrades and rehabilitations</li> <li>• Annually provide the necessary departments with required information when work is completed and/or additional equipment is required for maintenance activities</li> <li>• Review policies and procedures regarding the accounting and reporting of the Town's tangible capital assets</li> <li>• Adjust service levels if necessary</li> </ul>

**Table 35.** Lifecycle strategies and associated implementation plans for the Land Improvements Network.

## FLEET NETWORK LIFECYCLE STRATEGIES

Type of Strategy	Implementation Plan
Maintenance	<ul style="list-style-type: none"> <li>• Regular inspections of all municipal vehicles. Emergency vehicles should be inspected in accordance with industry and regulatory guidelines</li> <li>• Annual inspection, service and certification performed on all applicable vehicles in accordance with Ontario Ministry of Transportation requirements</li> <li>• Regular safety inspections of all vehicles before and after use to ensure safety standards are maintained</li> <li>• Preventative maintenance program for all municipal vehicles</li> </ul>
Renewal/Rehabilitation	<ul style="list-style-type: none"> <li>• Regular repairs to components based on inspections</li> <li>• Mid-life component replacements are usually common for larger vehicles and can be scheduled accordingly (e.g., engine rebuilds)</li> </ul>
Replacement	<ul style="list-style-type: none"> <li>• Vehicle replacement based on inspections</li> </ul>
Disposal	<ul style="list-style-type: none"> <li>• Dispose or sell assets that are no longer in use</li> </ul>
Expansion	<ul style="list-style-type: none"> <li>• Short and long-term capital planning to identify needs</li> <li>• Service improvements to be explored where possible (performance indicators, environmental impacts, new technologies, etc.)</li> </ul>
Non-Infrastructure Related Solutions	<ul style="list-style-type: none"> <li>• Operating budgets should be informed by regular inspections as needed</li> <li>• Vehicle replacement forecast reviewed with annual budget discussions</li> <li>• Training for staff to ensure safe and efficient operation of vehicles</li> <li>• Continue investing capital and operational funds to provide upgrades and rehabilitations</li> </ul>

	<ul style="list-style-type: none"> <li>• Annually provide the necessary departments with required information when work is completed and/or additional equipment is required</li> <li>• Adjust service levels if necessary</li> </ul>
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**Table 36.** Lifecycle strategies and associated implementation plans for the Fleet Network.

### MACHINERY AND EQUIPMENT NETWORK LIFECYCLE STRATEGIES

Type of Strategy	Implementation Plan
Maintenance	<ul style="list-style-type: none"> <li>• Regular inspections of all applicable municipal machinery and equipment</li> <li>• Annual inspection, service and certification performed on all applicable vehicles in accordance with Ontario Ministry of Transportation requirements</li> <li>• Regular safety inspections of all vehicles before and after use to ensure safety standards are maintained</li> </ul>
Renewal/Rehabilitation	<ul style="list-style-type: none"> <li>• Regular repairs to components based on inspections</li> </ul>
Replacement	<ul style="list-style-type: none"> <li>• Equipment replacement based on inspections</li> </ul>
Disposal	<ul style="list-style-type: none"> <li>• Dispose or sell assets that are no longer in use</li> </ul>
Expansion	<ul style="list-style-type: none"> <li>• Short and long-term capital planning to identify needs</li> <li>• Service improvements to be explored where possible (performance indicators, environmental impacts, new technologies, etc.)</li> </ul>
Non-Infrastructure Related Solutions	<ul style="list-style-type: none"> <li>• Operating budgets should be informed by inspections as needed</li> <li>• Machinery and equipment replacement forecast reviewed with annual budget discussions</li> <li>• Training for staff to ensure safe and efficient operation of equipment</li> <li>• Continue investing capital and operational funds to provide upgrades and rehabilitations</li> <li>• Annually provide the necessary departments with required information when work is completed and/or additional equipment is required for maintenance activities</li> <li>• Adjust service levels if necessary</li> </ul>

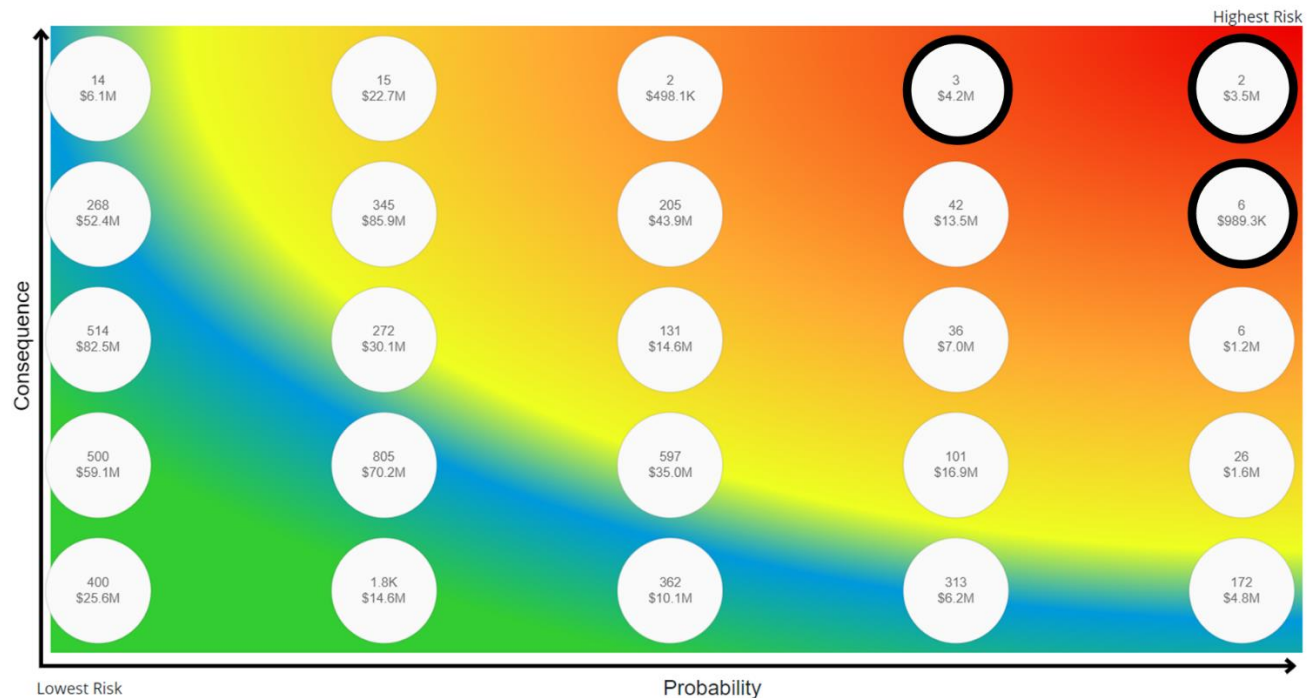
**Table 37.** Lifecycle strategies and associated implementation plans for the Fleet Network.

## 5.3 Risk Management Strategies

Certain asset attributes are categorized as either a probability of failure or consequence of failure and given a weighted score. The asset management software analyzes these weighted scores to develop a risk rating (low risk of 1, non-critical (green), to high risk of 5, critical (red)) for each asset. For example, using condition as a risk measure, if an asset's condition is very poor, the software calculates the probability of failure as very high. Metrics included in the risk analysis for each asset network are described in the applicable subsections below. The Town of Goderich utilizes various network attributes as risk metrics for its core infrastructure, while replacement cost and condition are used as risk metrics for non-core assets.

The risk heat map in Figure 23 incorporates all assets within the Town of Goderich inventory based on consequence of failure (vertical axis) and probability of failure (horizontal axis). The colour coding indicates the risk level and ranges from red (critical) to green (non-critical).





**Figure 23.** Risk heat map for all Town of Goderich assets.

The eleven highest risk assets highlighted in the risk heat map in Figure 23 are as follows:

Asset Description	In-Service Year	EUL (Yrs.)	Asset Age (Yrs.)	Historical Cost	Replacement Cost	Replacement Cost Method
<b>Asset # 28:</b> Airport John Deere Wheel Loader	2011	15	13	\$146,944	\$194,185	CPI Tables
<b>Asset # 47:</b> Cemetery 2003 Kubota Loader & Backhoe	2003	15	21	\$41,634	\$65,076	CPI Tables
<b>Asset # 151:</b> Fire Hall 2011 Spartan Metro Star Pumper Truck	2012	20	12	\$361,248	\$475,029	CPI Tables
<b>Asset #152:</b> Fire Hall 2004 International 4300 Rescue Truck	2004	20	20	\$167,435	\$257,184	CPI Tables
<b>Asset # 1529:</b> Public Works 2014 Trackless	2010	15	14	\$121,520	\$167,944	CPI Tables
<b>Asset # 1544:</b> Public Works 2012 Street Sweeper	2012	10	12	\$193,344	\$253,824	CPI Tables

<b>Asset # 4762:</b> Water Treatment Plant Generator	1988	50	36	\$130,590	\$294,103	CPI Tables
<b>Asset # 5458:</b> Parks Dept 2011 New Holland Tractor	2011	15	13	\$43,248	\$57,676	CPI Tables
<b>Asset # 5595:</b> Memorial Arena/Community Centre Building	1949	100	75	\$259,008	\$3,388,507	CPI Tables
<b>Asset # 5659:</b> Maitland Recreation Centre Mechanical Components	2003	25	21	\$2,133,367	\$3,334,559	CPI Tables
<b>Asset # 5726:</b> Maitland Recreation Centre Kitchen Appliances	2004	15	21	\$121,320	\$187,612	CPI Tables

**Table 38.** List of critical assets (highest probability of failure and consequence of failure metrics) within the entire Town of Goderich asset inventory.

### 5.3.1 Road Network Risk Heat Map

The probability of failure metrics for the risk analysis of the road network includes condition, road class, and surface material. The consequence of failure metrics for the risk analysis of the road network includes replacement cost, number of lanes, road speed, as well as the external environment. Figure 24 displays the fields and associated weighted scores that populate the road network heat map shown in Figure 25.

#### Risk

**Probability of Failure Metrics** + New Metric

Economic - Weight: 100% 

Field	Metric	Weight (%)	Actions
Condition	80 - 60 - 40 - 20 - 0	60	<span></span> <span></span>
ROAD CLASS	Local / Street -> 2 - Unlikely, Collector -> 3 - Possible, Arterial -> 4 - Likely	20	<span></span> <span></span>
SURFACE MATERIAL	HCB -> 2 - Unlikely, LCB -> 3 - Possible	20	<span></span> <span></span>
Total		100%	

**Consequence of Failure Metrics** + New Metric

Economic - Weight: 60% 

Field	Metric	Weight (%)	Actions
Replacement Cost	5,000 - 10,000 - 25,000 - 50,000 - 100,000	100	<span></span> <span></span>
Total		100%	

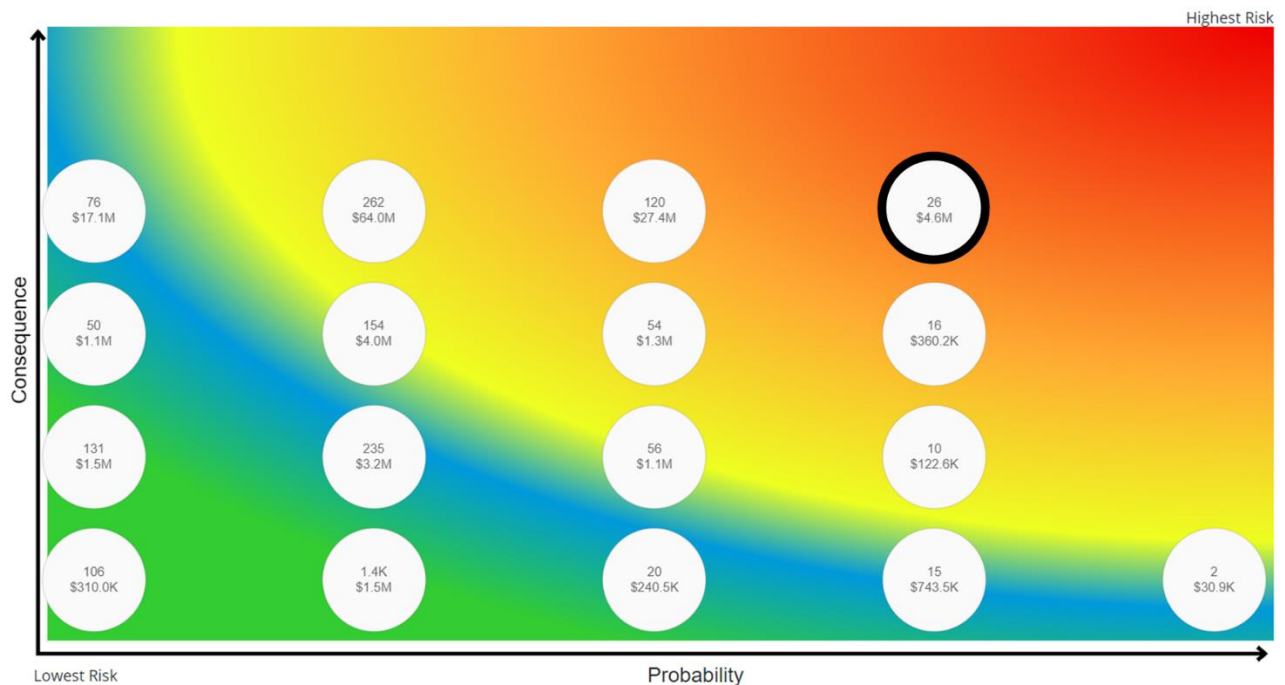
Operational - Weight: 10% 

Field	Metric	Weight (%)	Actions
NUMBER OF LANES	1 -> 2 - Minor, 2 -> 3 - Moderate, 4 -> 4 - Major	50	<span></span> <span></span>
ROAD SPEED (km/h)	0 - 20 - 30 - 40 - 50	50	<span></span> <span></span>
Total		100%	

Health and Safety - Weight: 30% 

Field	Metric	Weight (%)	Actions
ENVIRONMENT	Residential -> 2 - Minor, Commercial/Institutional -> 3 - Moderate, Industrial -> 3 - Moderate, Harbour/Waterfront -> 4 - Major, Highway Commercial -> 4 - Major, Hospital District -> 5 - Severe, School District -> 5 - Severe	100	<span></span> <span></span>
Total		100%	

**Figure 24.** Risk metrics for the Town of Goderich road network.



**Figure 25.** Risk heat map for the Town of Goderich road network.

The twenty-six assets found in the risk heat map in Figure 25 are as follows:

Asset Description	In-Service Year	EUL (Yrs.)	Asset Age (Yrs.)	Historical Cost	Replacement Cost	Replacement Cost Method
<b>Asset # 392:</b> Maple Street (Cypress - Regent)	1990	30	34	\$43,871	\$170,000	Cost / Unit
<b>Asset # 393:</b> Maple Street (Maitland - Cypress)	1990	30	34	\$43,871	\$170,000	Cost / Unit
<b>Asset # 395:</b> Regent Street (Maple - Dead End)	1990	30	34	\$78,967	\$306,000	Cost / Unit
<b>Asset # 398:</b> Maitland Road (Maple - Walnut)	1990	30	34	\$112,633	\$391,000	Cost / Unit
<b>Asset # 399:</b> Maitland Road (Walnut - 80M Northwest of Walnut)	1995	30	29	\$39,177	\$136,000	Cost / Unit
<b>Asset # 400:</b> Maitland Road (Oxford - 60M Southeast of Oxford)	1995	30	29	\$29,382	\$102,000	Cost / Unit
<b>Asset # 401:</b> Maitland Road (Britannia - Horton)	1995	30	29	\$63,662	\$221,000	Cost / Unit
<b>Asset # 409:</b> Nelson Street (Maitland - Albert)	2000	30	24	\$53,378	\$170,000	Cost / Unit
<b>Asset # 410:</b> Albert Street (Nelson - Bruce)	2000	30	24	\$48,040	\$153,000	Cost / Unit
<b>Asset # 412:</b> Albert Street (Trafalgar - Anglesea)	2000	30	24	\$48,040	\$153,000	Cost / Unit

<b>Asset # 413:</b> Albert Street (Anglesea - Wolfe)	1990	30	34	\$39,484	\$153,000	Cost / Unit
<b>Asset # 416:</b> Wolfe Street (Albert - Cambria)	1990	30	34	\$78,968	\$ 306,000	Cost / Unit
<b>Asset # 419:</b> St. David Street (Horton - Albert)	1995	30	29	\$48,971	\$170,000	Cost / Unit
<b>Asset # 420:</b> East Street (Albert - Maitland)	1995	30	29	\$48,971	\$170,000	Cost / Unit
<b>Asset # 607:</b> Wellington Street (Elgin - Quebec)	1985	30	39	\$48,920	\$153,000	Cost / Unit
<b>Asset # 608:</b> Wellington Street (Lighthouse - Quebec)	1985	30	39	\$43,484	\$136,000	Cost / Unit
<b>Asset # 609:</b> Wellington Street (Lighthouse - West)	1985	30	39	\$54,355	\$170,000	Cost / Unit
<b>Asset # 623:</b> Suncoast Drive (Bayfield - Gibbons)	1977	30	47	\$63,788	\$374,000	Cost / Unit
<b>Asset # 624:</b> Suncoast Drive (Gibbons - Krohmer)	1977	30	47	\$27,545	\$161,500	Cost / Unit
<b>Asset # 626:</b> Suncoast Drive (South - Comox)	1977	30	47	\$89,883	\$527,000	Cost / Unit
<b>Asset # 627:</b> Suncoast Drive (Comox - Oak)	1977	30	47	\$23,196	\$136,000	Cost / Unit
<b>Asset # 628:</b> Suncoast Drive (Oak - Eldon)	1977	30	47	\$26,095	\$153,000	Cost / Unit
<b>Asset # 726:</b> Cambria Road (Napier - Gloucester)	1981	30	43	\$46,888	\$204,000	Cost / Unit
<b>Asset # 1978:</b> North Harbour Road (Lions Lookout Asphalt Sidewalk)	1995	30	29	\$8,670	\$15,935	CPI Tables
<b>Asset # 2484:</b> Caledonia Terrace Wood Staircase	2000	25	24	\$40,249	\$67,532	CPI Tables
<b>Asset # 2485:</b> Harbour Park Wood Staircase	2006	25	18	\$24,915	\$36,449	CPI Tables

**Table 39.** List of somewhat critical assets (highest probability of failure and consequence of failure metrics) within the Town of Goderich road network inventory.

### 5.3.2 Water Network Risk Heat Map

The probability of failure metrics for the risk analysis of watermain includes condition and pipe material, while the consequence of failure metrics includes replacement cost, pipe size (diameter), pipe distribution, as well as the external environment. For the remaining assets within the water network (e.g., fire hydrants, water treatment plant (including the water tower) and booster pumping station), condition is the only metric determining the probability of failure, while replacement cost is the singular metric driving the consequence of failure. Figures 26 and 28 display the fields and associated weighted scores for the watermain assets and other water network assets (e.g., fire hydrants, water treatment plant (including the water tower) and booster pumping station) which have developed the associated heat maps shown in Figures 27 and 29.

## Risk

Probability of Failure Metrics <span>+ New Metric</span>			
Economic - Weight: 100% <span></span>			
Field	Metric	Weight (%)	Actions
Condition	80 - 60 - 40 - 20 - 0	70	<span></span> <span></span>
PIPE MATERIAL	PVC -> 1 - Rare, Check Valves -> 2 - Unlikely, Ductile Iron -> 3 - Possible, Steel -> 3 - Possible, Cast Iron -> 4 - Likely	30	<span></span> <span></span>
Total		100%	

Consequence of Failure Metrics <span>+ New Metric</span>			
Economic - Weight: 60% <span></span>			
Field	Metric	Weight (%)	Actions
Replacement Cost	5,000 - 10,000 - 25,000 - 50,000 - 100,000	100	<span></span> <span></span>
Total		100%	

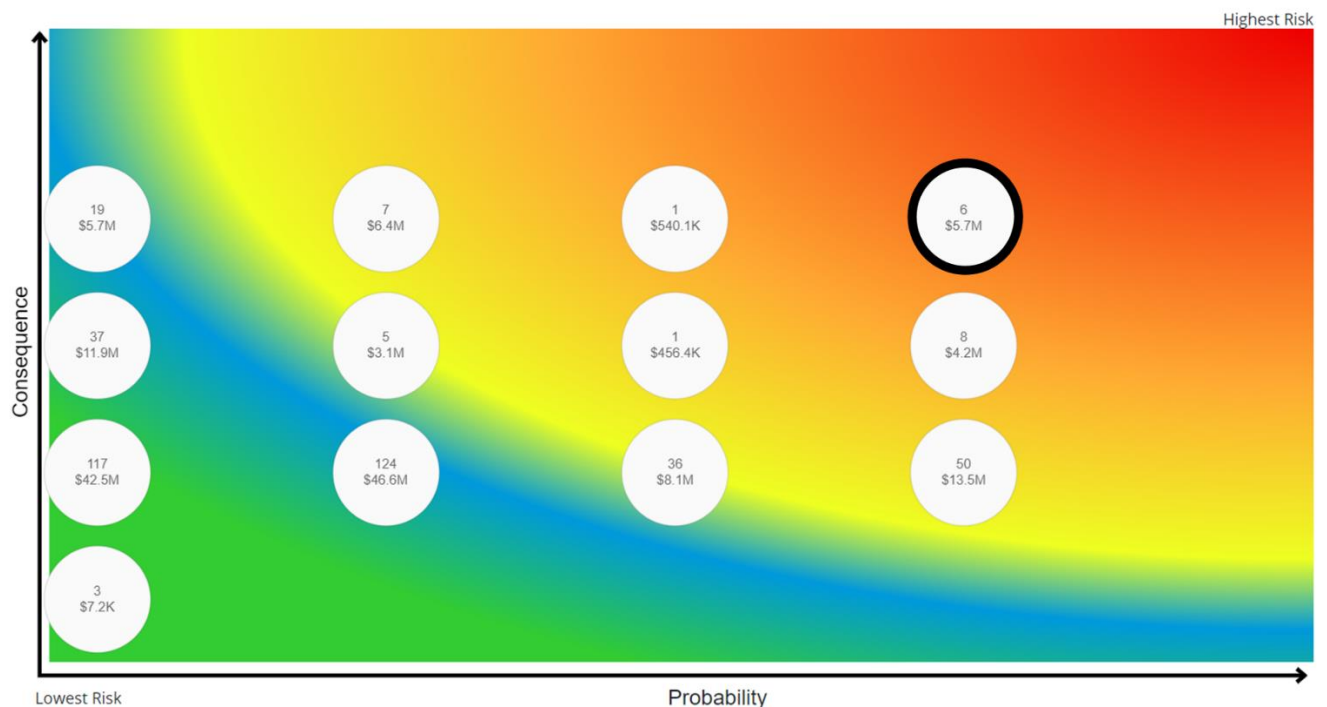
  

Operational - Weight: 10% <span></span>			
Field	Metric	Weight (%)	Actions
DIAMETER (mm)	400 - 300 - 200 - 100 - 0	50	<span></span> <span></span>
PIPE DISTRIBUTION	Continuous -> 2 - Minor, Non-Continuous -> 4 - Major	50	<span></span> <span></span>
Total		100%	

Health and Safety - Weight: 30% <span></span>			
Field	Metric	Weight (%)	Actions
ENVIRONMENT	Residential -> 2 - Minor, Commercial/Institutional -> 3 - Moderate, Industrial -> 3 - Moderate, Harbour/Waterfront -> 4 - Major, Highway Commercial -> 4 - Major, Hospital District -> 5 - Severe, School District -> 5 - Severe	100	<span></span> <span></span>
Total		100%	

**Figure 26.** Risk metrics for watermain within the water network.



**Figure 27.** Risk heat map for watermain within the municipal water network.



The six watermain assets highlighted in the risk heat map in Figure 27 are as follows:

Asset Description	In-Service Year	EUL (Yrs.)	Asset Age (Yrs.)	Historical Cost	Replacement Cost	Replacement Cost Method
<b>Asset # 5042:</b> Picton Street (Toronto - Victoria)	1963	100	61	\$72,810	\$1,077,088	Cost / Unit
<b>Asset # 5043:</b> Picton Street (Victoria - South)	1963	100	61	\$63,589	\$940,512	Cost / Unit
<b>Asset # 5044:</b> Picton Street (South - Waterloo)	1963	100	61	\$63,589	\$940,512	Cost / Unit
<b>Asset # 5045:</b> Picton Street (Waterloo - Wellington)	1963	100	61	\$61,490	\$909,472	Cost / Unit
<b>Asset # 5046:</b> Picton Street (Wellington - Wellesley)	1963	100	61	\$60,440	\$893,952	Cost / Unit
<b>Asset # 5047:</b> Picton Street (Wellesley - Essex)	1963	100	61	\$60,219	\$890,848	Cost / Unit

**Table 40.** List of somewhat critical watermain within the Town of Goderich water network

## Risk

**Probability of Failure Metrics** [+ New Metric](#)

Economic - Weight: 100% [✎](#)

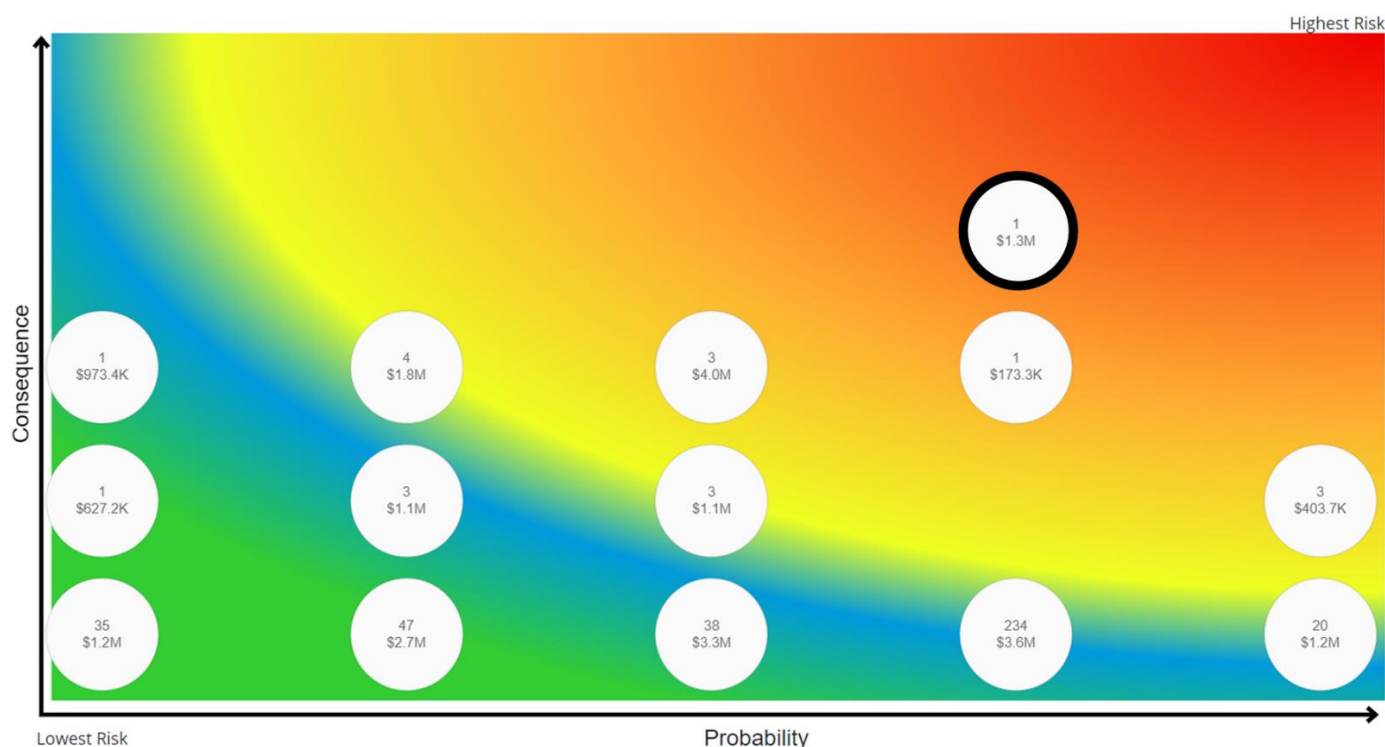
Field	Metric	Weight (%)	Actions
Condition	80 - 60 - 40 - 20 - 0	100	<a href="#">✎</a> <a href="#">✖</a>
Total		100%	

**Consequence of Failure Metrics** [+ New Metric](#)

Economic - Weight: 100% [✎](#)

Field	Metric	Weight (%)	Actions
Replacement Cost	100,000 - 250,000 - 500,000 - 750,000 - 1,000,000	100	<a href="#">✎</a> <a href="#">✖</a>
Total		100%	

**Figure 28.** Risk metrics for the water treatment plant (including the water tower) and booster pumping station within the water network.



**Figure 29.** Risk heat map for the remaining assets within the water network, including fire hydrants, water treatment plant (and its components), water tower (and its components), as well as the booster pumping station (and its components).

The Water Treatment Plant building is the highest risk asset found in the risk heat map in Figure 29:

Asset Description	In-Service Year	EUL (Yrs.)	Asset Age (Yrs.)	Historical Cost	Replacement Cost	Replacement Cost Method
<b>Asset # 4754:</b> Water Treatment Plant Building	1961	100	63	\$129,051	\$1,301,196	CPI Tables

**Table 41.** The Water Treatment Plant building is the highest risk asset found within the Town of Goderich water network inventory, excluding watermains.

### 5.3.3 Sanitary Network Risk Heat Map

The probability of failure metrics for the risk analysis of sanitary sewer mains includes condition and pipe material, while the consequence of failure metrics includes replacement cost, pipe size (diameter), as well as the external environment. For the remaining assets within the sanitary network (i.e., wastewater treatment plant and sewage pumping stations, condition is the only metric determining the probability of failure, while replacement cost is the only factor assuming to be influencing the consequence of failure. Figures 30 and 32 display the fields and associated weighted scores for the sanitary sewer main assets and other sanitary network assets (i.e., wastewater treatment plant and sewage pumping stations, which have developed the associated heat maps shown in Figures 31 and 33.

Risk

Probability of Failure Metrics <span>+ New Metric</span>			
Economic - Weight: 100% <span></span>			
Field	Metric	Weight (%)	Actions
Condition	1.9 - 2.9 - 3.9 - 4.9 - 5	70	<span></span> <span></span>
PIPE MATERIAL	PVC -> 1 - Rare, Ductile Iron -> 3 - Possible, Vitrified Clay -> 3 - Possible, Concrete -> 4 - Likely, Asbestos Cement -> 4 - Likely	30	<span></span> <span></span>
Total		100%	

Consequence of Failure Metrics <span>+ New Metric</span>			
Economic - Weight: 60% <span></span>			
Field	Metric	Weight (%)	Actions
Replacement Cost	5,000 - 10,000 - 25,000 - 50,000 - 100,000	100	<span></span> <span></span>
Total		100%	

Operational - Weight: 20% <span></span>			
Field	Metric	Weight (%)	Actions
DIAMETER (mm)	150 - 250 - 450 - 550 - 1,050	100	<span></span> <span></span>
Total		100%	

Health and Safety - Weight: 20% <span></span>			
Field	Metric	Weight (%)	Actions
ENVIRONMENT	Residential -> 2 - Minor, Commercial/Industrial -> 3 - Moderate, Industrial -> 3 - Moderate, Harbour/Waterfront -> 4 - Major, Highway Commercial -> 4 - Major, Hospital District -> 5 - Severe, School District -> 5 - Severe	100	<span></span> <span></span>
Total		100%	

Figure 30. Risk metrics for sanitary sewer mains within the sanitary sewer network.

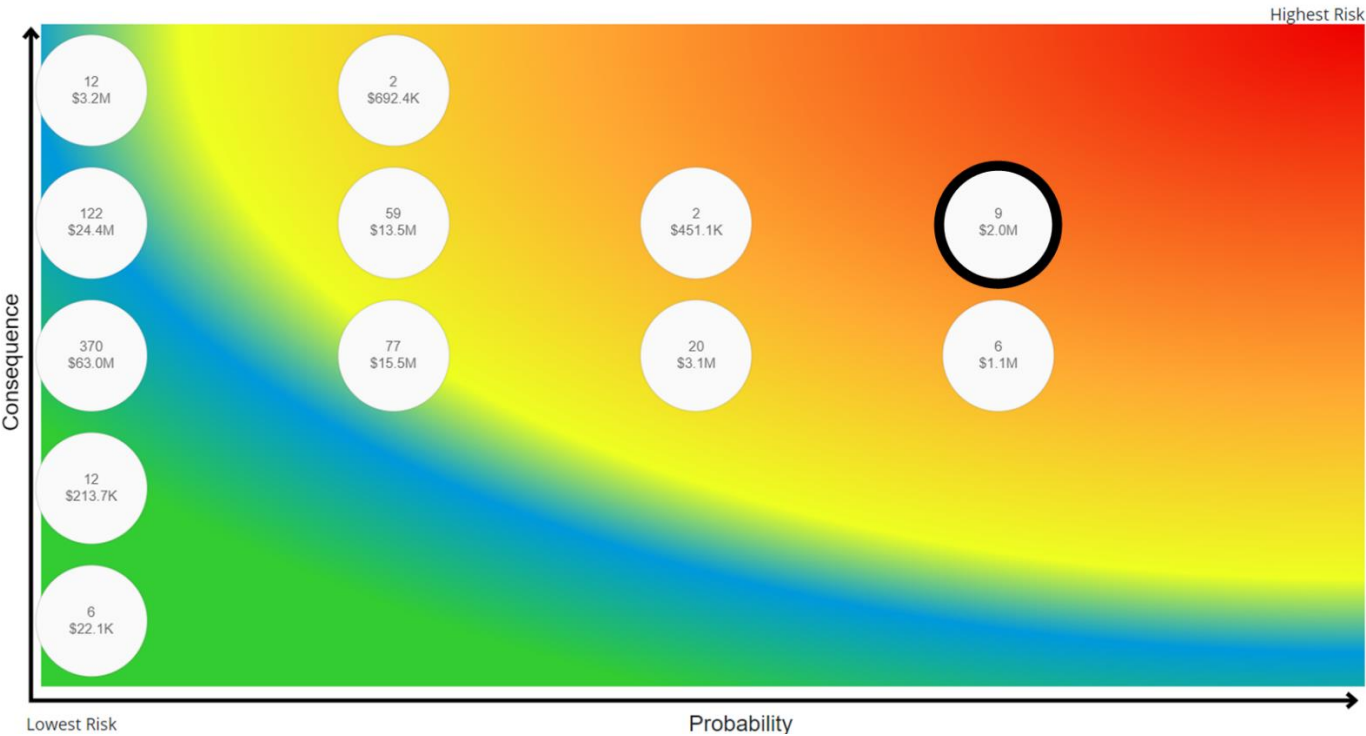


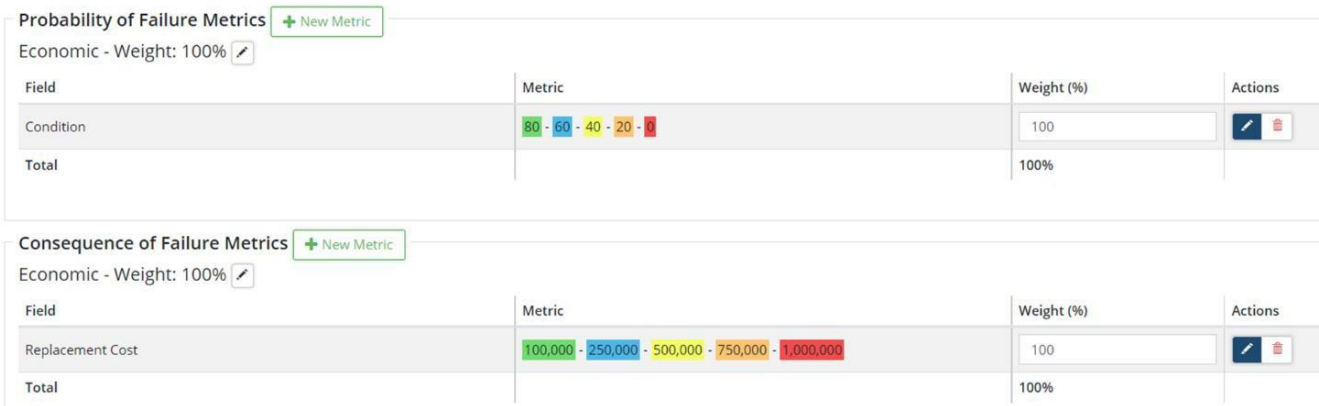
Figure 31. Risk heat map for sanitary sewer mains within the sanitary network.

The nine sanitary sewer main assets found in the risk heat map in Figure 31 are as follows:

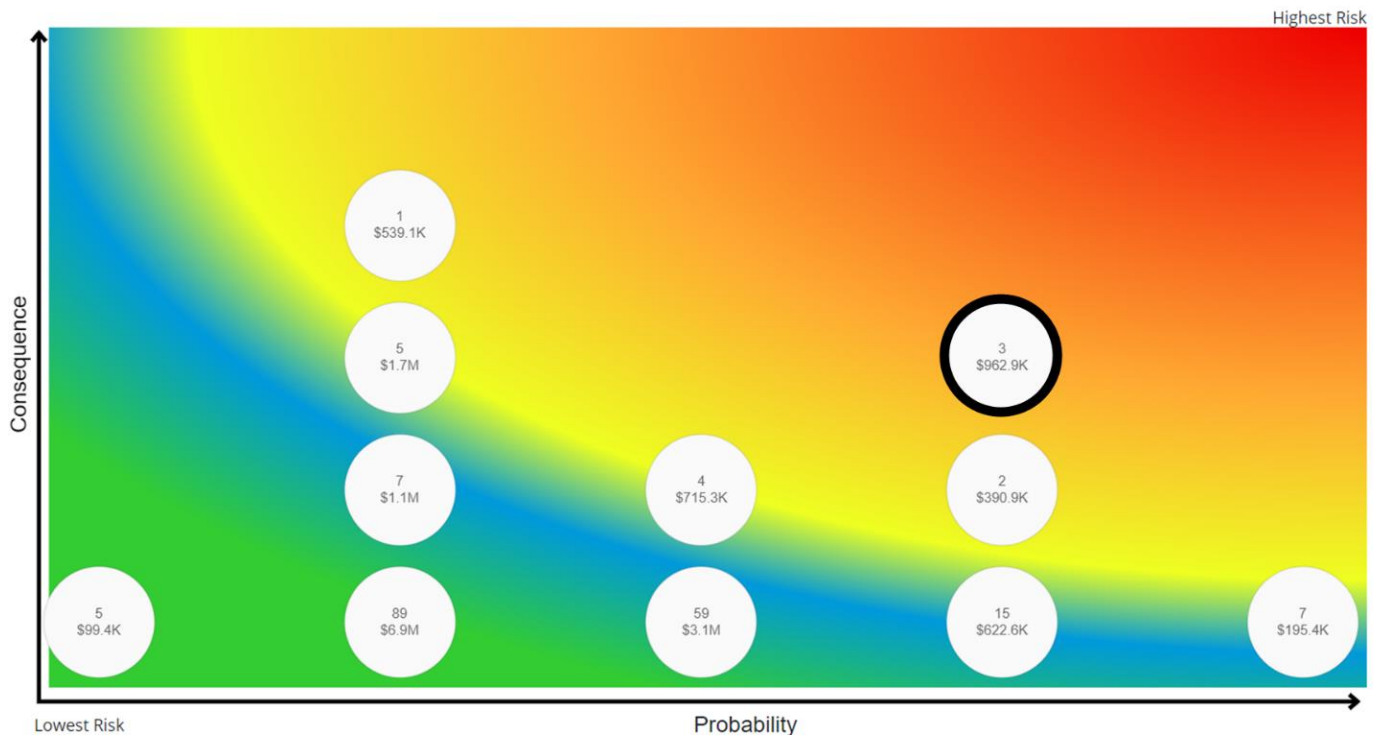
Asset Description	In-Service Year	EUL (Yrs.)	Asset Age (Yrs.)	Historical Cost	Replacement Cost	Replacement Cost Method
<b>Asset # 2509:</b> Nelson Street (Church - Colborne)	1896	100	128	\$3,250	\$322,392	Cost / Unit
<b>Asset # 2511:</b> Huron Road (Suncoast - Bennett)	1922	100	102	\$2,293	\$141,306	Cost / Unit
<b>Asset # 2572:</b> Eldon Street (Britannia - Cayley)	1896	100	128	\$9,647	\$527,151	Cost / Unit
<b>Asset # 2617:</b> Huron Road (Maple - Walnut)	1922	100	102	\$3,960	\$244,074	Cost / Unit
<b>Asset # 2633:</b> Wellesley Street (Cobourg - Lighthouse)	1897	100	127	\$1,452	\$134,883	Cost / Unit
<b>Asset # 2640:</b> Huron Road (Bennett - Maple)	1922	100	102	\$2,084	\$128,460	Cost / Unit
<b>Asset # 2649:</b> McDonald Street (Raglan - Blake)	1920	100	104	\$1,638	\$86,961	Cost / Unit
<b>Asset # 2717:</b> The Square (Colborne - North)	1896	100	128	\$1,433	\$142,107	Cost / Unit
<b>Asset # 2749:</b> Huron Road (Maple - Walnut)	1922	100	102	\$3,960	\$244,074	Cost / Unit

**Table 42.** List of somewhat critical sanitary sewer mains within the Town of Goderich sanitary network inventory.

Risk



**Figure 32.** Risk metrics for the wastewater treatment plant and sewage pumping stations within the sanitary network.



**Figure 33.** Risk heat map for the remaining assets within the sanitary network, including the wastewater treatment plant (and its components) and the sewage pumping stations (and its components).

Although there are no highly critical assets identified in Figure 33, the three assets that yield the highest risk rating for the remaining assets in the sanitary network are as follows:

Asset Description	In-Service Year	EUL (Yrs.)	Asset Age (Yrs.)	Historical Cost	Replacement Cost	Replacement Cost Method
<b>Asset # 5231:</b> Wastewater Treatment Plant Building	1967	100	57	\$79,691	\$696,964	CPI Tables
<b>Asset # 5249:</b> Wastewater Treatment Plant Mechanical Blower	1981	100	43	\$45,652	\$151,445	CPI Tables
<b>Asset # 5250:</b> Wastewater Treatment Plant Mechanical Equipment	1967	100	57	\$13,091	\$114,484	CPI Tables

**Table 43.** List of somewhat critical assets within the Town of Goderich sanitary network inventory, excluding sanitary sewer mains.

### 5.3.4 Storm Network Risk Heat Map

The probability of failure metrics for the risk analysis of the storm network includes condition and pipe material. The consequence of failure metrics for the risk analysis of the storm network includes replacement cost, pipe size (diameter), as well as the external environment. Figure 34 displays the fields and associated weighted scores that drives the storm network heat map shown in Figure 35.



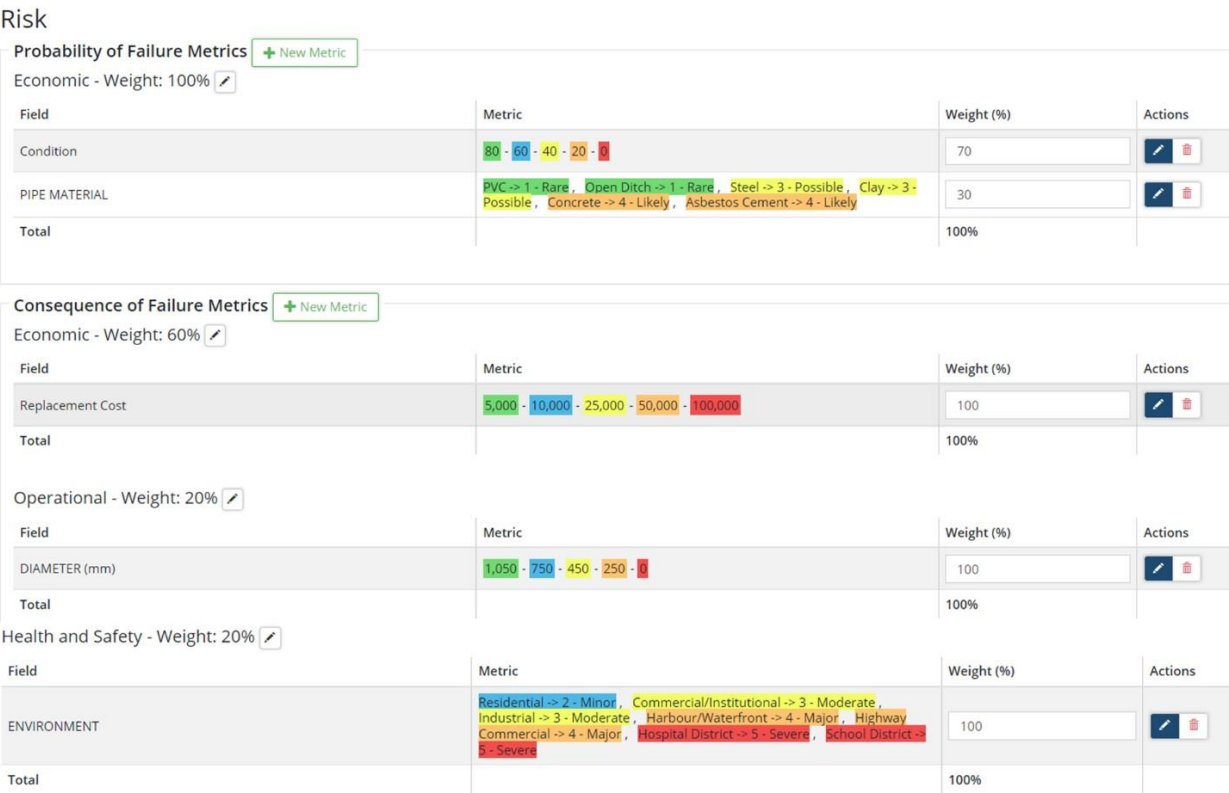


Figure 34. Risk metrics for storm sewer mains within the storm network.

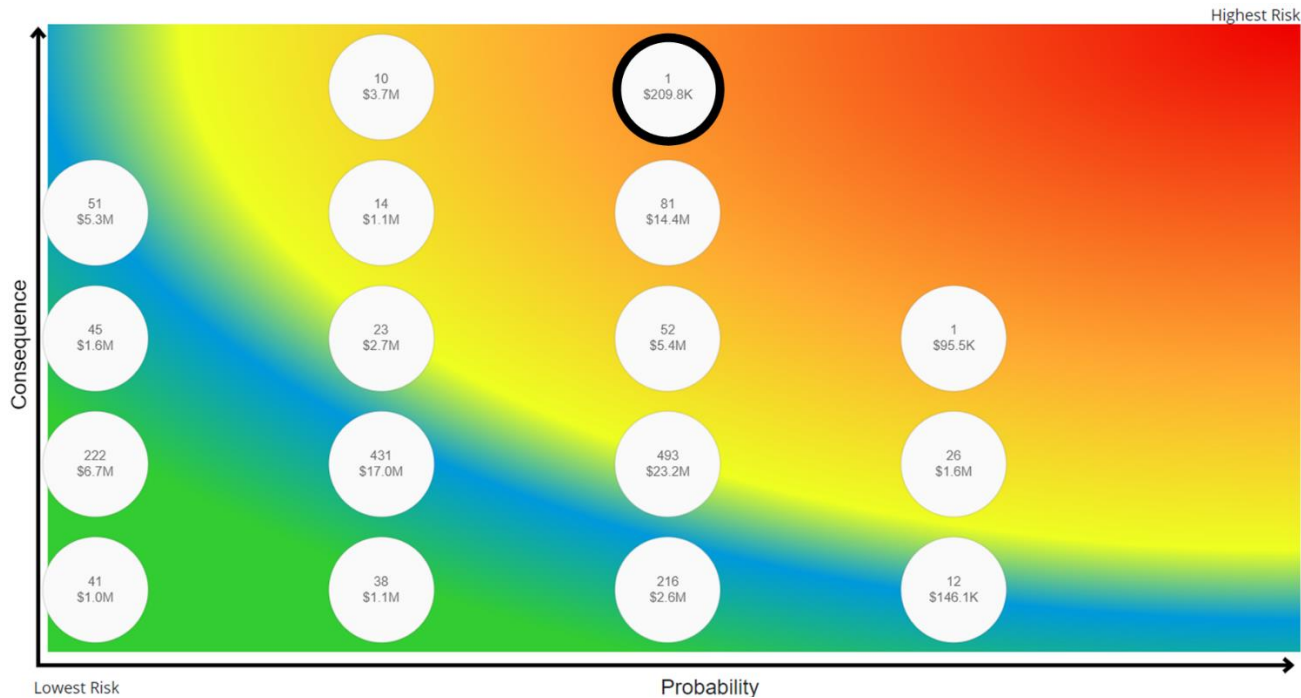


Figure 35. Risk heat map for storm sewer mains within the storm network.

The storm sewer main that yields the highest risk score in Figure 35 is as follows:

Asset Description	In-Service Year	EUL (Yrs.)	Asset Age (Yrs.)	Historical Cost	Replacement Cost	Replacement Cost Method
<b>Asset # 3677:</b> Suncoast Drive (Eldon - John)	1975	100	49	\$51,030	\$209,779	Cost / Unit

**Table 44.** The somewhat critical storm sewer segment within the storm network inventory.

### 5.3.5 Facilities Network Risk Heat Map

To date, condition is the only probability of failure metric and replacement cost is the only consequence of failure metric for the risk analysis of the facilities network. Figure 36 displays the fields and associated weighted scores that develop the facilities network risk heat map shown in Figure 37.

#### Risk

**Probability of Failure Metrics** + New Metric

Economic - Weight: 100%

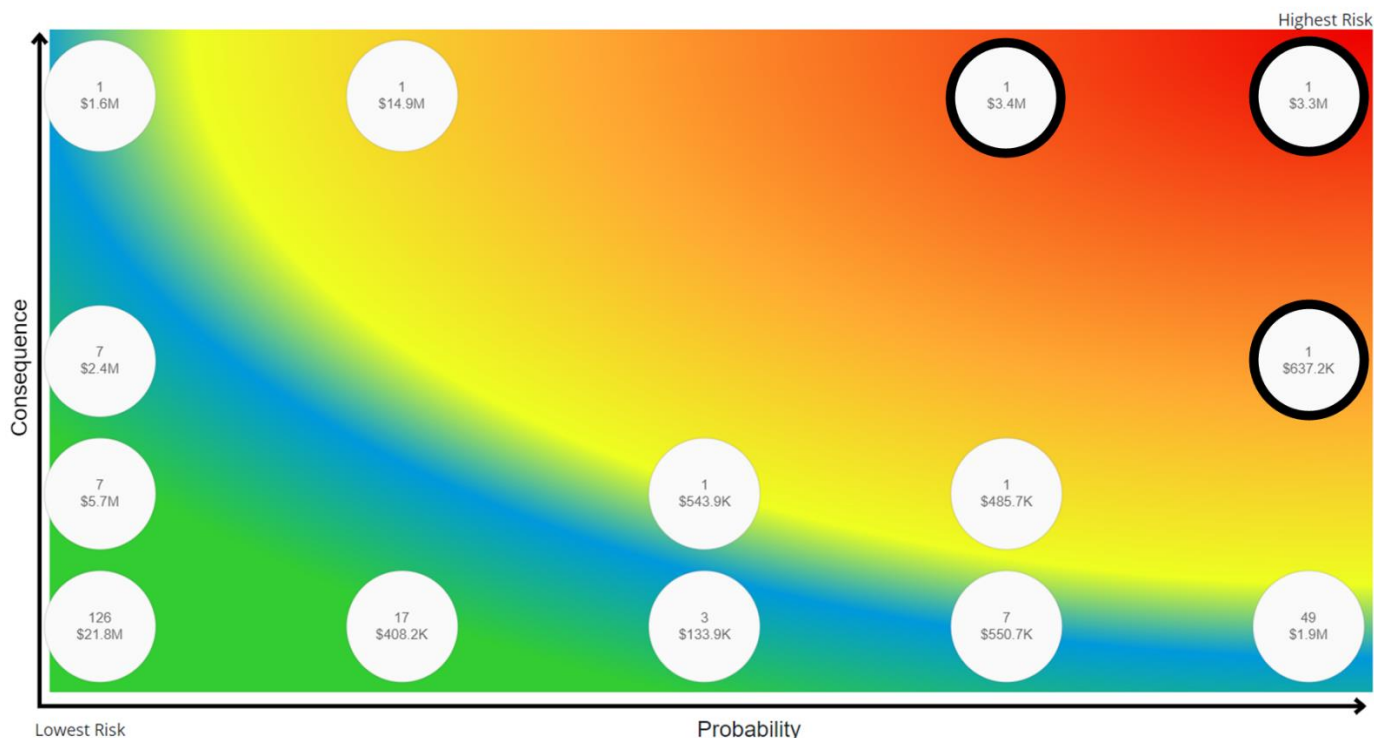
Field	Metric	Weight (%)	Actions
Condition	80 - 60 - 40 - 20 - 0	100	<span></span> <span></span>
Total		100%	

**Consequence of Failure Metrics** + New Metric

Economic - Weight: 100%

Field	Metric	Weight (%)	Actions
Replacement Cost	100,000 - 250,000 - 500,000 - 750,000 - 1,000,000	100	<span></span> <span></span>
Total		100%	

**Figure 36.** Risk metrics for the facilities network.



**Figure 37.** Risk heat map for the facilities network.

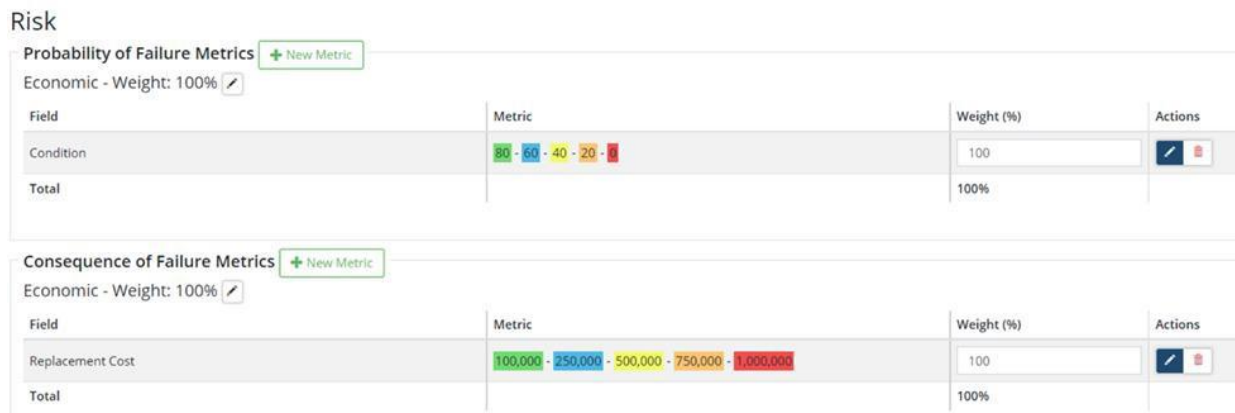
The three facility assets highlighted in the risk heat map in Figure 37 are as follows:

Asset Description	In-Service Year	EUL (Yrs.)	Asset Age (Yrs.)	Historical Cost	Replacement Cost	Replacement Cost Method
<b>Asset # 5595:</b> Memorial Arena/Community Centre Building	1949	100	75	\$259,008	\$3,388,507	CPI Tables
<b>Asset # 5601:</b> Maitland Recreation Centre Roof	2003	25	21	\$407,651	\$637,178	CPI Tables
<b>Asset # 5659:</b> Maitland Recreation Centre Mechanical Components	2003	25	21	\$2,133,368	\$3,334,559	CPI Tables

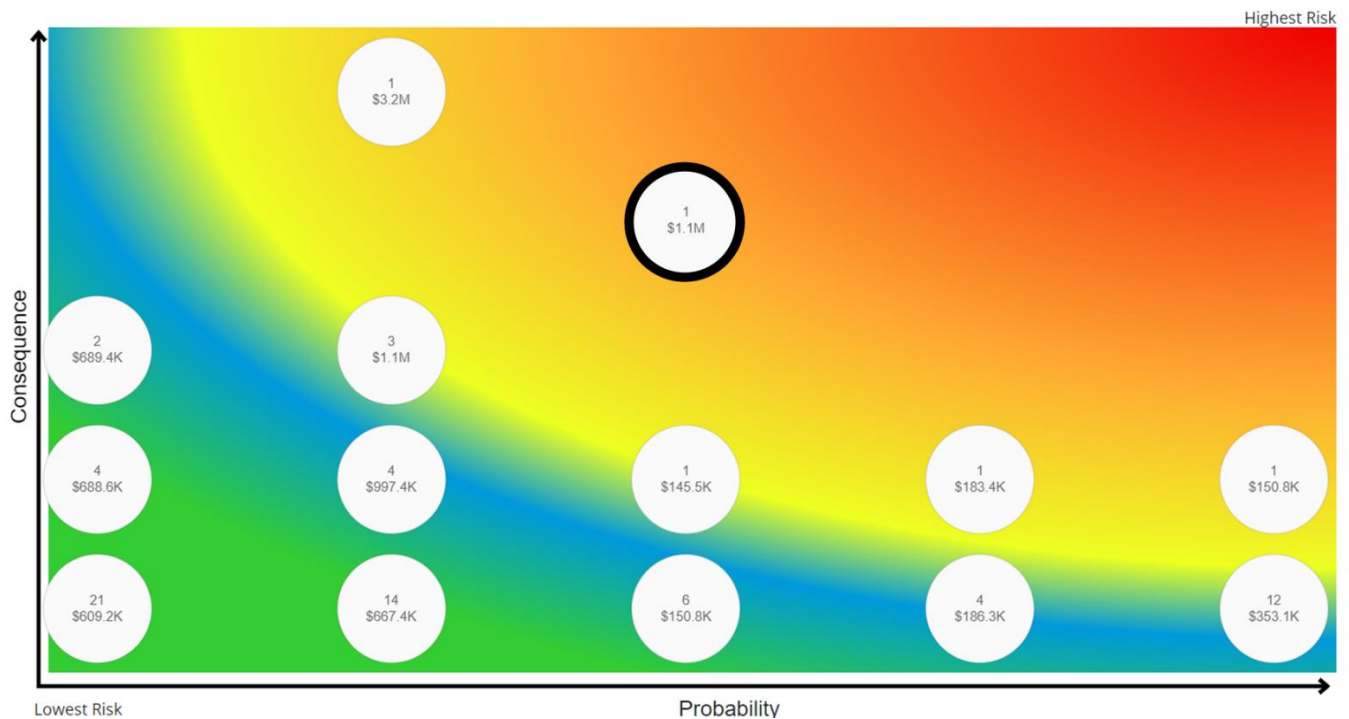
**Table 45.** List of critical assets within the Town of Goderich facility network inventory.

### 5.3.6 Land Improvements Risk Heat Map

For the land improvements network, condition is the only probability of failure metric and replacement cost is the only consequence of failure metric for the risk analysis of the assets found in this network. Figure 38 displays the fields and associated weighted scores that develop the facilities network heat map shown in Figure 39.



**Figure 38.** Risk metrics for the land improvements network.



**Figure 39.** Risk heat map for the land improvements network.

The asset that yields the highest risk score within the land improvements network in Figure 39 is as follows:

Asset Description	In-Service Year	EUL (Yrs.)	Asset Age (Yrs.)	Historical Cost	Replacement Cost	Replacement Cost Method
<b>Asset # 16:</b> Airport Runway 10/28	1995	25	29	\$600,000	\$1,102,759	CPI Tables

**Table 46.** List of the somewhat critical land improvement asset within the land improvements inventory.

5.3.7 Fleet Risk Heat Map

Similarly, condition is the only probability of failure metric and replacement cost is the only consequence of failure metric for the risk analysis of the fleet network. Figure 40 displays the fields and associated weighted scores that develop the facilities network risk heat map shown in Figure 41.

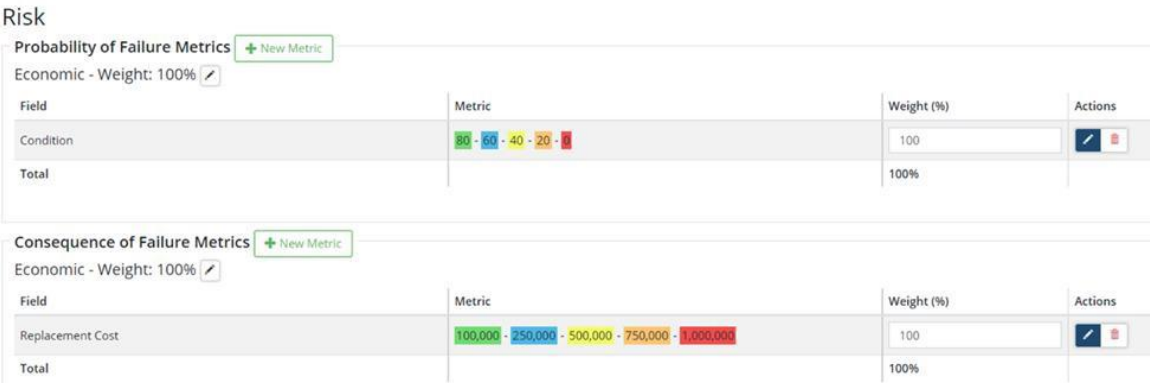


Figure 40. Risk metrics for the fleet network.

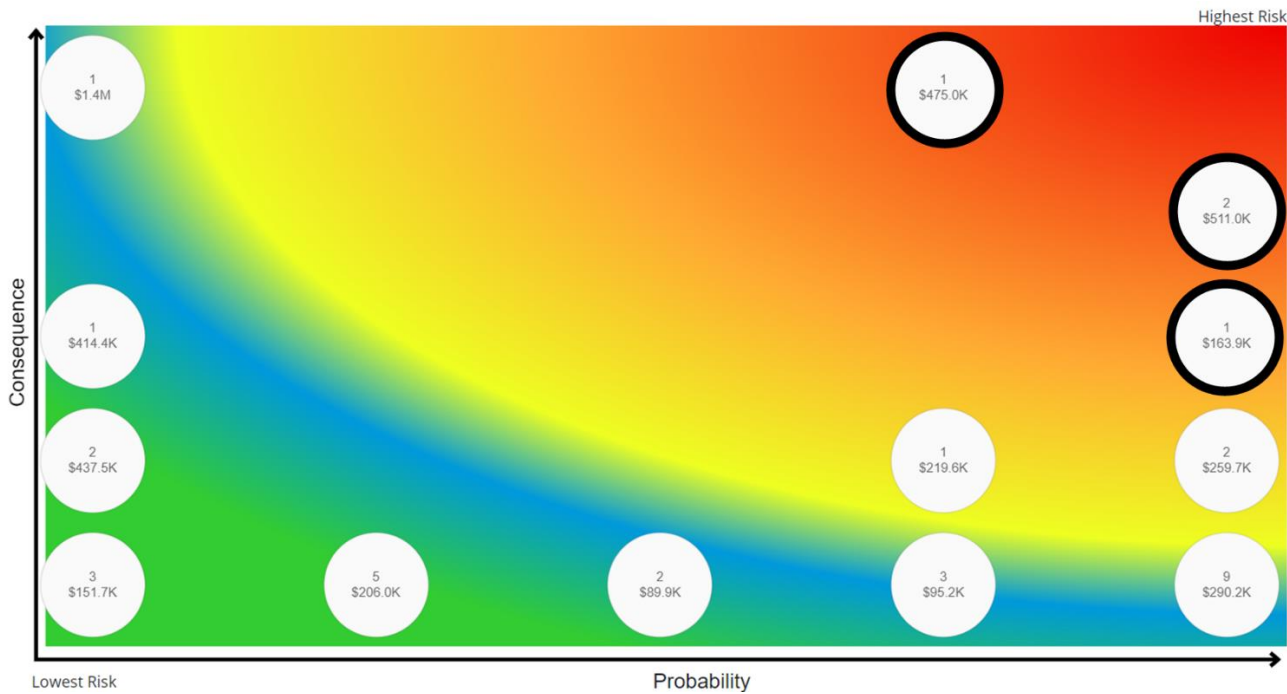


Figure 41. Risk heat map for the fleet network.



The four assets highlighted in the risk heat map in in Figure 41 are as follows:

Asset Description	In-Service Year	EUL (Yrs.)	Asset Age (Yrs.)	Historical Cost	Replacement Cost	Replacement Cost Method
<b>Asset # 151:</b> Fire Hall Spartan Metro Star Pumper Truck	2012	20	12	\$361,248	\$475,029	CPI Tables
<b>Asset # 152:</b> Fire Hall 2004 International Rescue Truck	2004	20	20	\$167,435	\$257,184	CPI Tables
<b>Asset # 1540:</b> Public Works 2007 Sterling L8000 Series Cab/Dump Truck	2006	10	18	\$111,816	\$163,881	CPI Tables
<b>Asset # 1544:</b> Public Works 2012 Johnston VT650 Street Sweeper	2012	10	12	\$193,344	\$253,824	CPI Tables

**Table 47.** List of critical and somewhat critical assets within the Town of Goderich fleet inventory.

### 5.3.8 Machinery and Equipment Risk Heat Map

For the machinery and equipment network, condition is the only probability of failure metric and replacement cost is the only consequence of failure metric for the risk analysis of the assets found in this network. Figure 42 displays the fields and associated weighted scores that develop the facilities network risk heat map shown in Figure 43.

Risk

Probability of Failure Metrics [+ New Metric](#)

Economic - Weight: 100% [✎](#)

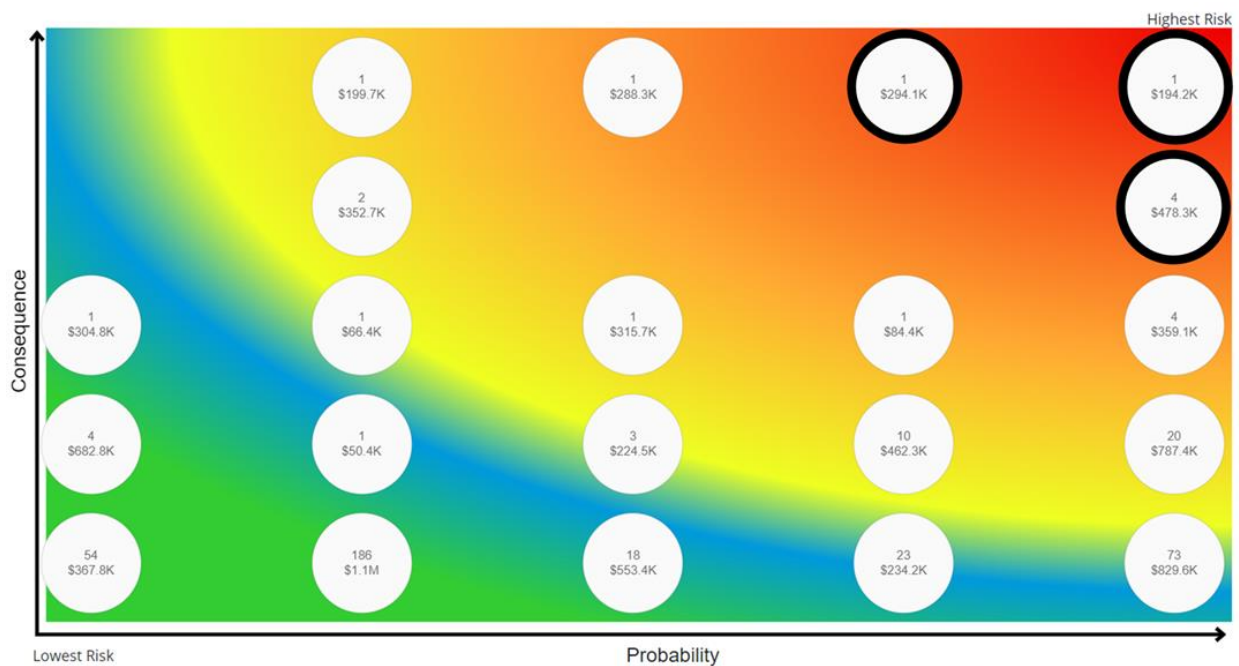
Field	Metric	Weight (%)	Actions
Condition	80 - 60 - 40 - 20 - 0	100	<a href="#">✎</a> <a href="#">✖</a>
Total		100%	

Consequence of Failure Metrics [+ New Metric](#)

Economic - Weight: 100% [✎](#)

Field	Metric	Weight (%)	Actions
Replacement Cost	100,000 - 250,000 - 500,000 - 750,000 - 1,000,000	100	<a href="#">✎</a> <a href="#">✖</a>
Total		100%	

**Figure 42.** Risk metrics for the machinery and equipment network.



**Figure 43.** Risk heat map for the machinery and equipment network.

The six critical assets highlighted in the risk heat map for the machinery and equipment network in Figure 43 are as follows:

Asset Description	In-Service Year	EUL (Yrs.)	Asset Age (Yrs.)	Historical Cost	Replacement Cost	Replacement Cost Method
<b>Asset # 28:</b> Airport John Deere Wheel Loader	2011	15	13	\$146,944	\$194,185	CPI Tables
<b>Asset # 47:</b> Cemetery 2003 Kubota Loader & Backhoe	2003	15	21	\$41,634	\$65,076	CPI Tables
<b>Asset # 1529:</b> Public Works 2014 Trackless	2010	15	14	\$121,520	\$167,944	CPI Tables
<b>Asset # 4762:</b> Water Treatment Plant Generator	1988	50	36	\$130,590	\$294,103	CPI Tables
<b>Asset # 5458:</b> Parks Dept 2011 New Holland Tractor	2011	15	13	\$43,248	\$57,676	CPI Tables
<b>Asset # 5726:</b> Maitland Recreation Centre Kitchen Appliances	2004	15	21	\$121,320	\$187,612	CPI Tables

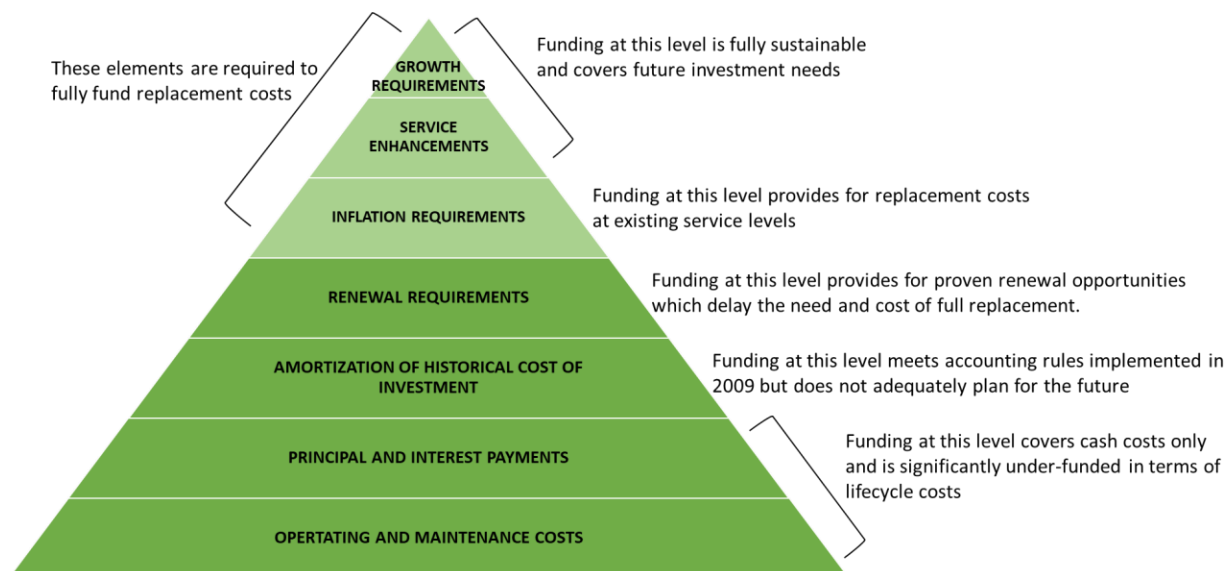
**Table 48.** List of critical assets within the machinery and equipment network.

## 6.0 FINANCIAL STRATEGY

### 6.1 Financial Strategy Objective

The objective of a financial strategy in the 2024 Comprehensive Asset Management Plan for the Town of Goderich is to become an informing document for the municipality's current financial planning and budgeting process and enhance financial decision making through improved data analysis, which is critical to putting an asset management plan into action. The financial strategy will outline the current funding resources utilized for sustainable asset management planning based on required funding to sustain current capital asset inventories, while continuing to achieve desired level of service and growth projections.

Figure 44 depicts the various cost elements and resulting funding levels that should be incorporated into asset management plans that are based on best practices.



**Figure 44.** Various cost elements and resulting levels of funding<sup>4</sup>.

### 6.2 Financial Obligations and Funding Tools

The development of a comprehensive financial plan will allow the Town of Goderich to identify the financial resources required for sustainable asset management based on the existing asset inventories, desired levels of service and projected growth requirements.

The report is a starting point to determine the financial obligations for existing assets at existing service levels.

<sup>4</sup> Adapted from the 2016 Asset Management Plan for the Town of Goderich prepared by Public Sector Digest Inc.

#### Obligations:

- Existing assets
- Existing level of service
- Requirement for potential growth
- Impact of any change in service level being considered

There have not been any additional requirements for contemplated changes in service level nor any additional requirements for anticipated growth identified for inclusion in the financial strategy in this plan.

Overall strategy for responsible financial management of infrastructure obligations includes the following guiding principles:

- Make strategic investment based on reliable data
- Adopt proven asset management techniques (e.g., maintenance, life cycle events)
- Contain costs
- Ensure reserves are adequate
- Manage the infrastructure gap for all asset categories using a long-term planned approach

#### Available Funding Tools:

- Property taxes
- User rates (Water and Sanitary Sewer)
- Development Charges
- Reserves and Reserve Funds
- Debt

### **6.3 Annual Funding Requirement for Capital Replacement and Rehabilitation**

The annual requirement is the amount that the Town should allocate on an annual basis to meet replacement needs, prevent backlogs, and achieve long-term sustainability.

This metric represents the annual funding that may be needed to perform any lifecycle events including the replacement of the asset over an asset's estimated useful life. The annual funding requirement is the average over the entire life of the asset. This calculation does not account for any backlogs that are currently outstanding.

*Total Replacement Cost + All Lifecycle Events*

*Estimated Useful Life of the Asset*

In total, this calculation results in the following annual requirement (Table 49) that may be required by the municipality:

## AVERAGE ANNUAL FUNDING REQUIREMENT

Asset Class	Annual Requirement
Road Network	4,520,360
Water Network	1,833,030
Sanitary Network	1,490,444
Storm Network	878,924
Facilities	1,124,797
Land Improvements	288,625
Fleet	366,297
Machinery and Equipment	390,368
<b>TOTAL</b>	<b>\$10,892,845</b>

**Table 49.** Average annual funding requirement for each asset class within the Town of Goderich asset inventory.

The calculation used in Table 49 is based on a replacement cost only scenario as the Town is currently identifying and developing lifecycle management strategies to add to its asset management plan. Implementation of a proactive lifecycle strategy for roads rather than continuing the full reconstruction strategy currently in place, for example, may lead to a potential annual cost avoidance. This assumes that lifecycle activities are performed at strategic times in order to extend the service life of assets until replacement is required.

Expanded details regarding the average annual requirement for each asset category are provided in Appendix C.

### 6.4 Funding Objective and Options

Strategies to address the annual funding requirement are separated into two categories:

- **Tax Funded Assets:** Road Network, Storm Sewers, Facilities, Land Improvements Fleet and Machinery & Equipment
- **Rate Funded Assets:** Water Network and Sanitary Sewer Network



## 6.4.1 Current Funding Model and Strategies for Tax Funded Assets

### CURRENT FUNDING MODEL FOR TAX FUNDED ASSETS

Asset Category	Annual Funding Requirement	Taxes	Other Revenue	Canada Community Building Fund (CCBF)	Ontario Community Infrastructure Fund (OCIF)	Total Available	Deficiency
Road	\$4,520,360	\$130,000	\$150,000	\$247,780	\$1,478,266	\$2,006,046	\$2,514,314
Storm	\$878,924						\$878,924
<b>Core Assets</b>	<b>\$5,399,284</b>	<b>\$130,000</b>	<b>\$150,000</b>	<b>\$247,780</b>	<b>\$1,478,266</b>	<b>\$2,006,046</b>	<b>\$3,393,238</b>
Facilities	\$1,124,797	\$250,000	\$484,786			\$734,786	\$390,011
Land Improv.	\$288,625		\$245,000			\$245,000	\$43,625
Fleet	\$366,297	\$225,000				\$225,000	\$141,297
Machinery/Equip.	\$390,368	\$105,000				\$105,000	\$285,368
<b>Non-Core Assets</b>	<b>\$2,170,087</b>	<b>\$580,000</b>	<b>\$729,786</b>			<b>\$1,309,786</b>	<b>\$860,301</b>
<b>Total</b>	<b>\$7,569,371</b>	<b>\$710,000</b>	<b>\$879,786</b>	<b>\$247,780</b>	<b>\$1,478,266</b>	<b>\$3,315,832</b>	<b>\$4,253,539</b>

**Table 50.** The current funding model for tax funded assets within the road, storm, facilities, land improvements, fleet and machinery & equipment asset classes.

Note: The Town's OCIF allocation shown in Table 50 has been increased to the level reflected above beginning in 2024. There is a risk associated with including this funding at this level for the long-term as it is not confirmed to continue indefinitely.

#### Tax Funded Core Assets:

The Town primarily uses contributions from reserve/reserve funds, grants and tax levy to support road and stormwater capital projects. Historically the contribution from taxation for road reconstruction has been approximately \$130,000 annually which represents 1.3% of total taxation revenue collected (2024). Funding from Canada Community Building Fund (Gas tax) and/or OCIF has been used to fulfil the remainder of annual road construction project funding requirements. Annual investment in roads (excluding water and sewer components) has been on average \$605,000. Additionally, the Town has implemented a funding strategy whereby \$150,000 of lease revenue is allocated to the Road Reconstruction Reserve Fund annually.

#### Tax Funded Non-Core Assets:

An annual investment in fleet and machinery and equipment purchases of \$230,000 is made in Parks and Public Works departments to support ongoing replacement needs as part of the annual budget.

The Town also makes a \$100,000 annual contribution to the Public Works Reserve Fund to provide funds for future vehicles and equipment needs using tax dollars. In addition, an annual contribution to the Recreation Reserve is made for future facility and equipment needs. This transfer is also supported by taxation.

The Town has also implemented specific contribution strategies within its operational budget for its Medical Centre, Airport, Recreation, Waterfront and Fire departments for future capital asset

needs. These strategies involve redirecting non-tax and other revenues to reserve to provide for future needs.

**Recommendations for Full Funding:**

The average annual funding requirement for tax funded assets is \$7,569,371, as shown in Table 50. Annual revenue currently allocated for capital purposes is \$3,315,832 leaving an annual deficiency of \$4,253,539. Therefore, currently the annual revenue requirement is funded at 44%.

The core asset category is the main contributor to the Town’s infrastructure gap.

Overall, it would be unrealistic for the municipality to address the above \$4.2 million annual deficit in the short-term in the current fiscal climate. A long-term strategy that identifies current and future asset needs should be developed.

**Infrastructure Backlog of Tax Funded Assets:**

The average annual funding requirement shown in Table 49 does not consider capital investment backlog. Current data reflects pent up demand for capital work in the following categories found in Table 51:

**CURRENT INFRASTRUCTURE BACKLOG (TAX FUNDED ASSETS)**

Asset Class	Backlog
Road Network	26,748
Storm Network	10,282
Facilities	928,267
Land Improvements	250,560
Fleet	928,297
Machinery and Equipment	1,411,506
<b>CUMULATIVE TOTAL</b>	<b>\$3,555,660</b>

**Table 51.** Current backlog of capital asset inventory for each tax-funded asset class.

Further condition data will be required to prioritize future capital investment to deal with the backlog. The Town does have reserves available to assist with the capital investment backlog.

## **Recommendations to Address the Infrastructure Gap:**

The Town currently has approximately 57% of its tax supported assets in very good to good condition, approximately 26% in fair condition and approximately 17% in poor to very poor condition.

The following strategies will assist the Town in managing its infrastructure gap and making sure the Town's finances are well planned to result in infrastructure that is well maintained and supports service delivery as well as prevents burdening future rate payers:

### **General Strategies:**

- The Town's current annual capital budgeting has been addressing critical needs and assets in need of replacement or repair. Increases to the annual budgeted capital allocation in step with inflation are recommended
- Individual projects should continue to be analyzed based on actual condition and risk as part of the prioritization process at the time of budget submission to determine how best to utilize available funding
- The Town should continue to seek out available grants to assist with offsetting capital project costs
- Implementation of lifecycle management strategies to maximize asset useful life and reduce its annual funding requirement overall while maintaining expected service levels should be considered for incorporation into forecasted expenditures
- For any proposed service improvements or enhancement resulting in capital asset investment, a business case should be required that fully demonstrates the benefit and/or need as well as the full financial consequences of the upgrade from future replacement, annual maintenance, lifecycle costs and any other resources needed

### **Specific Strategies: #1- Use of Reserves:**

The use of reserves is a critical funding strategy used by the Town of Goderich. Use of reserves helps to stabilize funding requirements preventing tax rate spikes when large capital investment is needed for infrastructure renewal.

- The Town does have reserves in place to support capital expenditures and some strategies to contribute funds to these reserves annually are in place for machinery/equipment, building, fleet, and land improvement categories. These allocations should continue and could initially be utilized to resolve project backlogs
- Increase reserve contributions for asset management by redirecting some or all of the decrease in reserve fund debt payments as borrowing is repaid to capital reserves. This would result in the following contributions (Table 52) based on contributing 100% of the debt payment reduction on current borrowings to an infrastructure reserve fund

## CONTRIBUTION TO RESERVE

2028	\$57,698
2029	\$180,056
2030	\$186,029
2031	\$233,378
2032	\$227,866
2033	\$222,187
2034	\$216,339
2035	\$306,066
Onward	\$412,000

**Table 52.** Potential increase in reserve contributions over the next ten years.

- Create a Surplus/Deficit policy to provide guidance for allocation of any tax supported annual surplus. A standard of at least a 25% allocation to Capital reserves is proposed

The combination of current reserve allocations plus reallocation of debt payment amounts as obligations are repaid as well as additional allocations from annual tax supported surpluses will significantly reduce the infrastructure gap if considered in relation to the non-core asset category over the next 10 years.

Currently the reserve contributions are made to capital reserves specific to services areas. The allocation of debt payment obligations and the allocation of a portion of the annual surplus strategies are more general in nature. These additional reserve contributions could be allocated among current service area specific capital reserves based on annual requirement deficiency and known priorities in the near term or, as an alternative and simpler approach, a Non-Core Asset Infrastructure Rehabilitation Reserve Fund could be created for these one-time contributions.

### **Specific Strategies: #2 Use of Capital Levy:**

A 1 % annual capital levy is proposed and would position the municipality to reach fully funded status in approximately 30 years.

Implementation of a capital levy may be challenging, however, long-term planning to address tax supported core infrastructure is necessary to avoid possible greater future consequences such as asset failure. A levy specifically identified for core infrastructure renewal provides transparency to stakeholders and demonstrates how the new revenue is going to be used. The revenue generated by this levy would be allocated directly to a Core Infrastructure Reserve Fund and used to support projects within the road network and storm sewer categories. Both are areas with significant infrastructure gaps.

Table 53 shows the annual revenue available for tax supported core assets with the 1% annual capital levy implemented starting in 2025.

## APPLICATION OF CAPITAL LEVY FOR CORE ASSETS

Year	Capital Levy	Tax	Other Revenue	CCBF	OCIF	Funding Total with Capital Levy
2025	101,046	130,000	150,000	247,780	1,478,266	2,107,092
2026	203,102	130,000	150,000	247,780	1,478,266	2,209,148
2027	306,179	130,000	150,000	247,780	1,478,266	2,312,225
2028	410,286	130,000	150,000	247,780	1,478,266	2,416,332
2029	515,435	130,000	150,000	247,780	1,478,266	2,521,481
2030	621,635	130,000	150,000	247,780	1,478,266	2,627,681
2031	728,897	130,000	150,000	247,780	1,478,266	2,734,943
2032	837,231	130,000	150,000	247,780	1,478,266	2,843,277
2033	946,649	130,000	150,000	247,780	1,478,266	2,952,695
2034	1,057,162	130,000	150,000	247,780	1,478,266	3,063,208
2035	1,168,779	130,000	150,000	247,780	1,478,266	3,174,825
2036	1,281,513	130,000	150,000	247,780	1,478,266	3,287,559
2037	1,395,373	130,000	150,000	247,780	1,478,266	3,401,419
2038	1,510,373	130,000	150,000	247,780	1,478,266	3,516,419
2039	1,626,522	130,000	150,000	247,780	1,478,266	3,632,568
2040	1,743,833	130,000	150,000	247,780	1,478,266	3,749,879
2041	1,862,317	130,000	150,000	247,780	1,478,266	3,868,363
2042	1,981,986	130,000	150,000	247,780	1,478,266	3,988,032
2043	2,102,852	130,000	150,000	247,780	1,478,266	4,108,898
2044	2,224,926	130,000	150,000	247,780	1,478,266	4,230,972
2045	2,348,221	130,000	150,000	247,780	1,478,266	4,354,267
2046	2,472,749	130,000	150,000	247,780	1,478,266	4,478,795
2047	2,598,522	130,000	150,000	247,780	1,478,266	4,604,568
2048	2,725,553	130,000	150,000	247,780	1,478,266	4,731,599
2049	2,853,854	130,000	150,000	247,780	1,478,266	4,859,900
2050	2,983,438	130,000	150,000	247,780	1,478,266	4,989,484
2051	3,114,318	130,000	150,000	247,780	1,478,266	5,120,364
2052	3,246,507	130,000	150,000	247,780	1,478,266	5,252,553
2053	3,380,018	130,000	150,000	247,780	1,478,266	5,386,064
2054	3,514,864	130,000	150,000	247,780	1,478,266	5,520,910
	<b>\$51,864,140</b>	<b>\$3,900,000</b>	<b>\$4,500,000</b>	<b>\$7,433,400</b>	<b>\$44,347,980</b>	<b>\$112,045,520</b>

**Table 53.** Applying a 1% annual capital levy to a base taxation revenue of \$10,104,571 over the next 30 years.



### Specific Strategies: #3 Allocation of Tax Revenue for Assessment Growth:

- Implementation of a policy that would allocate a proportion of taxation revenue generated through assessment growth to this Core Infrastructure Reserve Fund could also be considered as an option.

#### 6.4.2 Current Funding Model and Strategies for User Rate Funded Assets

##### CURRENT FUNDING MODEL FOR RATE FUNDED ASSETS

Asset Category	Avg. Annual Funding Requirement	Funding from Rates	Used in Operations	Total Available	Annual Deficiency
Water Network	\$1,833,030	\$3,091,176	\$1,261,692	\$1,829,484	\$3,546
Sanitary Network	\$1,490,444	\$2,117,340	\$1,160,785	\$956,555	\$533,889
	<b>\$3,323,474</b>	<b>\$5,208,516</b>	<b>\$2,422,477</b>	<b>\$2,786,039</b>	<b>\$537,435</b>

**Table 54.** The current funding model for rate funded assets within the water and sanitary asset classes.

#### Recommendations for Full Funding:

The Town currently has approximately 72% of its rate supported assets in very good to good condition, approximately 17% in fair condition and approximately 11% in poor to very poor condition.

The average annual funding requirement for rate funded assets is \$3,323,474, as shown in Table 54. Annual revenue currently allocated to the assets for capital purposes is \$2,786,039 which leaves an annual deficiency of \$537,435. This represents a funding to revenue requirement proportion of 83.8%.

Water revenues of \$3,091,176 and sanitary revenues of \$2,117,340 are raised annually. The rate change for full funding without considering any further revenues is presented in Table 55.

The Town currently processes leachate from a nearby landfill and earns approximately \$80,000 annually. This would reduce the annual sanitary network shortfall to \$453,889. This value will be used as the sanitary network infrastructure deficit in Table 56.

##### OVERALL RATE CHANGE FOR FULL FUNDING

Asset Class	Rate Change
Water Network	0%
Sanitary Network	21%

**Table 55.** Rate change needed for full funding of the water and sanitary networks.

This rate change is proposed to be implemented in Table 56 below:

**FIVE- AND TEN-YEAR IMPLEMENTATION OF RATE CHANGE**

	Infrastructure Deficit	Increase for Full Funding	Five-Year	Ten-Year
Water Network	\$3,546	0%	-	-
Sanitary Network	\$453,889	21.0%	4.2%	2.1%

**Table 56.** Implementation of the proposed rate change for the sanitary network over a five and ten year period.

Further refinement of replacement values will increase the accuracy of water and sanitary network data. This will have a direct impact on the annual funding requirement and corresponding rate change.

**Infrastructure Backlog of Rate Funded Assets**

The average annual funding requirement shown in Table 44 does not consider capital investment backlog for the water and sanitary network. Current data reflects accumulated demand for capital work in the water and sanitary networks found in Table 57:

**CURRENT INFRASTRUCTURE BACKLOG (RATE FUNDED ASSETS)**

Asset Class	Backlog
Water Network	5,488,550
Sanitary Network	2,343,558
<b>CUMULATIVE TOTAL</b>	<b>\$7,832,108</b>

**Table 57.** Current backlog of capital asset inventory for each rate-funded asset class.

The Town has implemented a sanitary sewer condition assessment process in 2018 and continues to invest annually.

Further condition data will be required to prioritize future capital investment to deal with the backlog. The Town does have reserves available to assist with the capital investment backlog.

**6.5 Use of Reserves**

In general, reserves are an important part of long-term financial planning for a municipality. For Asset Management purposes, they are utilized to accumulate funding for significant future infrastructure projects. Reserves are also used to cope with high capital investment years by saving during low investment years.

There is no clear guideline or prescribed level of reserves for municipalities. Consideration of the services provided by the municipality, the age and condition of its infrastructure and economic conditions form part of the decision making for reserve planning.

Table 58 below summarizes the Reserve/Reserve funds currently available to the Town Goderich for capital purposes.

## CAPITAL RESERVES FOR TAX AND RATE FUNDED ASSETS

	Balance as of December 31, 2023
<b>Capital Reserves</b>	
Infrastructure	1,790,214
Recreation	1,609,055
Medical Clinic	1,225,929
Airport	771,405
Public Works Equipment	655,833
Road Reconstruction	572,066
Waterfront	329,829
Fire	47,358
Bannister Park	209,252
Waterfront and Boardwalk	365,014
Arena	100,000
Child Care Centre	462,945
Playground Equipment	59,000
<b>Total Capital Reserves</b>	<b>\$8,197,900</b>
<b>Rate Funded</b>	
Water	8,206,659
Water Tower	1,034,632
Sanitary Sewer	3,740,852
<b>Total Rate Funded</b>	<b>\$12,982,143</b>
<b>Obligatory Reserve Funds</b>	
Canada Community Building Fund (CCBF)	1,019,570
Ontario Community Infrastructure Fund (OCIF)	2,377,230
<b>Total Obligatory</b>	<b>\$3,396,800</b>

**Table 58.** Summary of reserve and reserve funds as of December 31, 2023 for tax-funded assets, rate funded assets and obligatory reserve funds, such as the Canada Community Building Fund (CCBF) and Ontario Community Infrastructure Fund (OCIF).

### 6.6 Use of Debt

Debt financing is a viable funding source for capital projects. Using debt in a planned way spreads the costs of a project over the life of an asset to ensure that the taxpayers that enjoy and benefit from the asset share in the cost. Debt burden is distributed between current taxpayers and future ones.

The maximum amount of debt that a Municipality can carry is set by Provincial legislation. The Ministry of Municipal Affairs sets a Municipality's annual debt repayment limit which is 25% of own source revenues. The Town does not currently have any external debt. In practice the Town has borrowed from its own reserve funds to fund larger capital projects. Currently the Town has borrowed \$2.8 million from its reserve funds with annual debt principal payments of \$444,543.

Use of debt does increase the total cost of a project as interest is incurred. For example, a project that requires \$1 million in debt with a 15-year repayment timeframe at 3% interest would cost \$1,243,047.

## **6.7 Ten Year Capital Plan**

Some larger value assets have been identified over the next ten-year period for replacement.

### **Roads Network:**

Currently, annual road reconstruction projects are prioritized based on upgrading surface treated roadways with urban high class bituminous (HCB) surface material. This strategy allows the municipality to target specific sections of the following roads for future reconstruction projects: Wolfe Street, Maitland Road, St. David Street, Horton Street, Britannia Road, Regent Street, Walnut Street, Maple Street, Nelson Street, Elgin Avenue, Gibbon Street, East Street and Montcalm Street. Other roads targeted for replacement include Suncoast Drive, North Harbour Road, and The Square, as it is vital for capital road projects to be coordinated with underground infrastructure needs to achieve cost efficiencies.

### **Water Network:**

Another factor that is incorporated into prioritizing annual infrastructure reconstruction projects includes targeting areas of the municipality that currently has a 100 mm cast iron water service, including sections of Hamilton Street, Kingston Street, St. Patrick Street, Keays Street, St. David Street, Wellesley Street, Horton Street, Montcalm Street, Bruce Street, Britannia Road, Walnut Street, Church Street and Caledonia Terrace. Additionally, as is shown in Appendix C in the water network ten-year plan, the cast iron watermain on The Square are 123 years old and in very poor condition (have reached end of life). Therefore, replacement of the underground infrastructure on The Square is also a priority.

### **Sanitary Network:**

The majority of asset backlog within the Sanitary Network are vitrified clay sewer mains. These assets have an average age of 114 years, with an installation period falling between 1896 to 1957. Saying this, most sewer mains within this asset category have been assessed for condition and have an average performance NASSCO rating of 1.75 (very good). As shown in Appendix C of the ten-year plan for the sanitary network, the sections of vitrified clay sewer mains in need of replacement include Nelson Street, Huron Road, Eldon Street, Wellesley Street, McDonald Street and The Square.

**Storm Network:**

Most of the storm sewer assets were installed beginning in the 1950's and given a service life of 100 years. Currently, most storm assets have an age-based condition rating, as the municipality began incorporating a small amount of storm assets into the annual CCTV condition study in 2021. The Town will continue to include storm assets into annual CCTV inspections to gather more accurate performance data of its storm network assets.

**Facilities:**

Approximately \$6,980,336 in replacement needs (including backlog) have been identified over the next ten years for Town-owned facilities and their components (e.g., roof, mechanical equipment, and elevators), of which the majority of these replacement needs are for mechanical equipment at the Maitland Recreation Centre.

**Land Improvements:**

Over the next 10 years, approximately \$814,079 in replacements have been identified in this category, including backlog. In particular, significant investment in airport runway 10/28 is highlighted due to its risk criticality score.

**Fleet:**

Various vehicles within the fleet network will likely reach their end of service life over the next decade, at a cost of approximately \$4,060,684. As shown in Figure 18, 42.91% of the fleet inventory has a poor to very poor performance rating, due to the age of these assets, with some assets already at the end of their service life (i.e., flusher truck, and street sweeper).

**Machinery and Equipment:**

Approximately \$5,059,429 in replacement needs have been identified in the machinery and equipment asset class, including assets in backlog. Most notably, off-road vehicles for the airport, cemetery, and public works department are in need of replacement, as they have been identified as critical assets (high risk rating) due to their condition (age-based) and consequence of failure.



## 7.0 Conclusion and Recommendations

The objective of the 2024 Town of Goderich Asset Management Plan is to provide the municipality with the information needed to make decisions on managing its capital assets in a sustainable way over the next decade. It should be noted that this data reflects the status of the Town's assets in 2024 and will evolve with maintenance needs, condition assessments, as well as external factors (e.g., development priorities, climate change).

### 7.1 Summary of Key Findings:

- The total replacement cost of all assets within the Town of Goderich inventory is approximately \$614,278,808.
- The condition distribution of all assets within the asset inventory includes the following: 63% (approximately \$384 million) are in good to very good condition, 22% (approximately \$138 million) are in fair condition, and 15% (approximately \$92 million) are in poor to very poor condition.
- The assets in poor to very poor condition occur across all asset classes and will be considered as priorities for the 2025 capital budget and forecast.
- The following activities have assisted in addressing the information gap regarding the Town's assets:
  - The following asset networks have undergone condition studies to reflect actual performance of assets: roads, sidewalks, buildings (including water treatment plant, wastewater treatment plant, booster pumping station, and sewage pumping stations), as well as some sanitary and storm sewer mains. Most of these condition studies have been made available through successful grant applications.
  - Developed and implemented risk metrics for all core asset networks to highlight the priority capital needs. Examples of risk metrics used in the probability of failure and consequence of failure calculation can be found in Section 5.3.
  - Continued contributions to the capital replacement reserves and reserve funds have been made on an annual basis by the municipality.
  - Critical issues and assets in need of repair and/or replacement have been assessed and prioritized through the annual capital budget process by the municipality.
- Cost efficiencies are achieved when construction of new infrastructure is scheduled to include infrastructure repairs and replacement for cost efficiencies.
- Maintaining existing infrastructure at the expected level of service of the public can be a financial challenge and has resulted in a considerable and challenging infrastructure funding gap.

- Continue to seek funding from other sources (e.g., Federal and Provincial Governments) when available to assist in capital related projects.

## **7.2 Next Steps for the Asset Management and Capital Programs:**

- Continue to update and refine asset data within the asset inventory database. The asset management coordinator should regularly update the inventory to account for asset replacements, upgrades and disposals, as well as asset condition after each assessment is complete.
- Develop lifecycle events (preventative maintenance) schedules for core assets to extend service life of infrastructure and reduce replacement costs.
- Repair and replacement of capital assets should be prioritized based on a risk assessment. For example, assets identified as critical (i.e., upper right quadrant of the risk heat maps, high probability of failure and consequence of failure) should be prioritized first. Additionally, capital assets with a fair condition rating should be targeted for maintenance to ensure they continue to perform at current levels of service.
- Continue to schedule condition assessments for the following asset networks: roads, sidewalks, sanitary, storm and buildings. Ideally, these assessments would occur every 2-3 years, but no longer than 5 years. A plan should be developed to gather more accurate data on the watermain infrastructure. Assessed condition should begin to be gathered for other asset networks (e.g., fleet, machinery and equipment) before the next version of the Asset Management Plan.
- A public engagement survey should be developed and analyzed to better understand community needs and future priorities for municipal services. This requirement will need to be in place by July 1, 2025 as per O. Reg 588/17.
- Provide education to staff and Council in order to implement the asset management and financial strategy, prioritize projects and support current service levels.

## **7.3 Summary of Recommendations:**

- Therefore, in addition to current capital funding levels, it is recommended that the 2025 budget include consideration of a 1% capital tax levy in order to increase annual capital contributions to address the asset investment backlog, as well as future infrastructure requirements.
- The Town of Goderich should update the Asset Management Plan at a minimum of every five years, as per O. Reg 588/17, and ensure it follows the standards and principles outlined in the Asset Management Policy.

## **8.0 APPENDICES**

## **8.1 APPENDIX A: Levels of Service Criteria**

Function	Service Expectations	Strategic Level of Service (Qualitative Descriptions)	Technical/Expected Level of Service (Quantitative Descriptions) as set in 2022 AMP	Action Plan	Performance Measures	Current Levels of Service Using Average Condition (Jan 1 2023 to DEC 31 2023)	Percentage Below Expected Level of Service	Financial Requirement to Achieve Current Levels of Service and Above
	"Reasonably smooth roads that transport all types of vehicles without congestion"	Safe, <u>reliable</u> roads with adequate <u>capacity</u>	All areas of the Town of Goderich are connected to the municipal road network. This includes residential, commercial, institutional and industrial customers. The Town of Goderich owns all road network assets with the exception of streetlight poles which are owned by ERTH Power (formally Goderich Hydro)			TOTAL CENTRE LANE KILOMETRES: Connecting Link: 4.86 km Urban Collector: 3.66 km Semi-Urban: 2.07 km Urban Local HC: 59.14 km Urban Local LC: 3.43 km LC Bituminous: 4.00 km Rural Gravel: 0.48 km		
			Connecting Link: <b>50+</b> Urban Collector: <b>40+</b> Semi-Urban: <b>40+</b> Urban Local HC: <b>30+</b> Urban Local LC: <b>30+</b> LC Bituminous: <b>30+</b> Rural Gravel: <b>20+</b> Land Improvements: <b>40+</b>	1. Schedule road pavement condition assessments on an ongoing basis	Average Condition Rating (Pavement Condition Index (PCI))	Connecting Link: <b>70.57</b> (Good) Urban Collector: <b>51.59</b> (Fair) Semi-Urban: <b>33.41</b> (Poor) Urban Local HC: <b>54.86</b> (Fair) Urban Local LC: <b>21.03</b> (Poor) LC Bituminous: <b>49.15</b> (Fair) Rural Gravel: <b>31.68</b> (Poor) Land Improvements: <b>69.68</b> (Good)	Connecting Link Roads PCI <50: <b>0%</b> Urban Collector Roads PCI <40: <b>33%</b> Semi-Urban Roads PCI <40: <b>61%</b> Urban Local H.C. Roads PCI <30: <b>21%</b> Urban Local L.C. Roads PCI <30: <b>61%</b> LC Bituminous Roads PCI <30: <b>0%</b> Rural Gravel Roads PCI <20: <b>0%</b> Land Improvements Condition <40: <b>37%</b>	Urban Collector: \$2,081,250 Semi-Urban: \$2,125,000 Urban Local H.C.: \$20,188,000 Urban Local L.C.: \$4,063,000
			Compliance with Provincial Minimum Maintenance Standards	1. Continue weekly/biweekly road patrols 2. Continue with surface treated (Urban Local L.C.) road replacement program, incorporated in annual road reconstruction capital planning 3. Budget for annual road reconstruction capital projects and annual preventative maintenance program	Number of minimum maintenance standard non-compliance events	Compliant with provincial minimum maintenance standards		
			Minimize complaints		Service requests	Response to service requests		Land Improvements: \$90,941
								<b>TOTAL: \$28,548,191</b>
	"Sidewalks that allow access to key areas of the community"	Safe, <u>accessible</u> sidewalks, with <u>access</u> from residential, commercial/institutional areas to downtown and waterfront	The majority of the Town of Goderich is connected via sidewalks, with very little gaps in services. This includes residential, commercial and institutional customers			TOTAL KILOMETRES: Concrete: 64.39 km Asphalt: 1,03 km Paving Stone: 1.51 km Wood: 1.75 km		
			Concrete Sidewalk: <b>40+</b> Asphalt Sidewalk: <b>40+</b> Wood Sidewalk: <b>40+</b> Paving Stone Sidewalk: <b>40+</b>	1. Schedule sidewalk condition assessments on an ongoing basis	Average Condition Rating (Sidewalk Condition Index (SCI))	Concrete Sidewalk: <b>76.03</b> (Good) Asphalt Sidewalk: <b>62.07</b> (Good) Wood Sidewalk: <b>62.03</b> (Good) Paving Stone Sidewalk: <b>70.20</b> (Good)	Concrete Sidewalk <40: <b>3%</b> Asphalt Sidewalk <40: <b>23%</b> Wood Sidewalk <40: <b>8%</b> Paving Stone Sidewalk <40: <b>0%</b>	Concrete Sidewalk: \$125,400 Asphalt Sidewalk: \$38,827 Wood Sidewalk: \$103,981
			Compliance with Provincial Minimum Maintenance Standards	1. Continue sidewalk inspections once every year (as per Minimum Maintenance Standards) 2. Continue annual repair and replacement of sidewalk segments (accessibility requirements where necessary) 3. Budget for sidewalk replacement where necessary during annual road reconstruction capital projects	Number of minimum maintenance standard non-compliance events	Compliant with provincial minimum maintenance standards		<b>TOTAL: \$268,208</b>
			Minimize complaints		Service requests	Response to service requests		
	"Streetlights that keep the roadway (and sidewalk, if applicable) illuminated"	<u>Reliable</u> , <u>energy efficient</u> LED streetlights	All areas of Town contain LED streetlights that provide the required illumination for road and sidewalk safety			Number of streetlights associated with roadway transportation services: 1,296 units		



Transportation Services			Streetlighting: <b>40+</b>		Average Condition Rating	Streetlighting: <b>69.67</b> (Good)	Streetlighting <40: <b>0%</b>	
			Compliance with Provincial Minimum Maintenance Standards	1. Continue streetlight inspections once every year, as per minimum maintenance standards	Number of minimum maintenance standard non-compliance events	Compliant with provincial minimum maintenance standards		
			Minimize complaints		Service requests	Response to service requests		
	"Traffic signals are placed where needed to ensure smooth and safe traffic flow and safe pedestrian crossing"	Reliable, <u>energy efficient</u> LED traffic signals	The Town of Goderich contains traffic signals along connecting link roads, where warranted			Number of traffic signals: 33 units (7 sets of 4 signals, 1 set of 5 signals)		
			Traffic Signals: <b>40+</b>		Average Condition Rating	Traffic Signals: <b>35.83</b> (Poor)	Traffic Signals <40: <b>71%</b>	Traffic Signals: \$555,168
			Minimize complaints	1. Continue traffic signal inspections (performed by ERTH Power)	Service requests	Response to service requests		<b>TOTAL: \$555,168</b>
	"Ability to drive on roads and access sidewalks throughout the year, despite seasonal conditions"	<u>Clean</u> and <u>safe</u> roads and sidewalks during the winter, spring, summer and fall seasons	All roads maintained by the Town of Goderich are plowed and salted as per Provincial Winter Road Maintenance Standards. Additionally, the Town of Goderich Operations Department provides curbside leaf collection, sewer flushing and street sweeping services to residents of the municipality			Buildings: 2 structures (with associated roof and mechanical assets)  Land Improvements: fencing, automatic gate, parking lot  Vehicles: 1 street sweeper, 1 flusher truck, 1 forestry bucket truck, 4 dump trucks, 7 pick-up trucks  Machinery & Equipment: generator, off road vehicles, operating equipment, office furniture		
			Buildings: <b>40+</b> Land Improvements: <b>40+</b> Vehicles: <b>40+</b> Machinery & Equipment: <b>40+</b>		Average Condition Rating	Buildings: <b>67.67</b> (Good) Land Improvements: <b>32.61</b> (Poor) Vehicles: <b>27.63</b> (Poor) Machinery & Equipment: <b>33.64</b> (Poor)	Buildings <40: <b>0%</b> Land Improvements <40: <b>77%</b> Vehicles <40: <b>66%</b> Machinery & Equipment: <b>27%</b>	Land Improvements: \$143,113 Vehicles: \$1,028,085 Machinery & Equipment: \$336,198
			Compliance with Provincial Minimum Maintenance Standards	1. Continue preventative maintenance program on winter maintenance vehicles and machinery	Number of minimum maintenance standard non-compliance events	Compliant with provincial minimum maintenance standards		<b>TOTAL: \$1,507,396</b>
			Minimize complaints		Service requests	Response to service requests		
	"Waterfront property on the shoreline of Lake Huron for all residents and visitors to enjoy"	<u>Accessible</u> , <u>clean</u> and <u>safe</u> waterfront for residents and visitors to enjoy the environmental and social benefits	The Goderich waterfront, located on the shoreline of Lake Huron, is a significant feature of the Town of Goderich. Consisting of three beaches and approximately 1.6 km of boardwalk, the waterfront is a valuable place, economically, socially and environmentally, for the Goderich community as well as visiting tourists. The waterfront plays a key role in economic development and tourism while serving as a valuable recreational and cultural amenity to local residents. Additionally, the Goderich Water Treatment Plant, as well as private commercial and industrial businesses are located along the waterfront.			Buildings: Snug Harbour DRFP Building and Rotary Cove Gazebo  Land Improvements: Dock 8 Electrical Service, North Harbour Road Transformer, Pedestrian Bridge, Flag Pole  Machinery & Equipment: 14 parking meters and 2 Wi-Fi routers		
			Buildings: <b>40+</b> Land Improvements: <b>40+</b> Machinery & Equipment: <b>40+</b>		Average Condition Rating	Buildings: <b>85.75</b> (V Good) Land Improvements: <b>89.45</b> (V Good) Machinery & Equipment: <b>78.80</b> (Good)	Buildings <40: <b>0%</b> Land Improvements <40: <b>0%</b> Machinery & Equipment <40: <b>0%</b>	
			Minimize complaints		Service requests	Response to service requests		

	"Ability to accept load factor of five aircrafts and satisfy round the clock pilot re-fueling needs"	Clean, safe and reliable aircraft movement areas	<p>The Goderich Regional Airport (CYGD) is a registered fair size general aviation (GA) facility with three runways, three hangars, a terminal and all supporting infrastructure (fuel farm, equipment garage, taxiways, apron and ramp). The airport is owned and managed by the Town of Goderich and is a recognized Airport of Entry for up to 15 passengers and crews (AOE-15) on board the same aircraft</p> <p>Buildings: <b>40+</b> Land Improvements: <b>40+</b> Vehicles: <b>40+</b> Machinery &amp; Equipment: <b>40+</b></p> <p>Meet federal legislative requirements</p> <p>Minimize complaints</p>		Average Condition Rating	<p>Buildings: 7 structures (with associated roof and mechanical assets)</p> <p>Land Improvements: 3 runways, 1 taxiway, 1 apron, fencing and gates</p> <p>Vehicles: 1 pick-up truck</p> <p>Machinery &amp; Equipment: fuel system, off road vehicles and operating equipment</p> <p>Buildings: <b>65.46</b> (Good) Land Improvements: <b>56.86</b> (Fair) Vehicles: <b>95.67</b> (V Good) Machinery &amp; Equipment: <b>26.82</b> (Poor)</p> <p>Compliant with federal regulation</p> <p>Response to service requests</p>	<p>Buildings &lt;40: <b>0%</b> Land Improvements &lt;40: <b>3%</b> Vehicles &lt;40: <b>0%</b> Machinery &amp; Equipment: <b>52%</b></p> <p><b>TOTAL: \$520,259</b></p>	<p>Land Improvements: \$150,802</p> <p>Machinery &amp; Equipment: \$369,457</p>
	"Clean, tasteful water at a normal pressure that is constantly available at a reasonable cost to all residential, commercial, institutional and industrial facilities"	Quality and efficient municipal water supply system with adequate capacity	<p>The Goderich Drinking Water System is classified as a large municipal residential system. The system is owned by the Town of Goderich and operated by the municipal Operating Authority, Veolia Water Canada. The Town of Goderich owns a Class III conventional design Water Treatment Plant, as well as a Class III water distribution system consisting of a Booster Pumping Station and Water Tower. All areas of the Town of Goderich are connected to the municipal drinking water system. This includes residential, commercial, institutional and industrial customers</p> <p>Additionally, all areas of the Town of Goderich have access to a fire hydrant in case of an emergency. This includes urban areas, as well as commercial, institutional and industrial businesses. The Town of Goderich owns all fire hydrant assets</p> <p>PVC : <b>40+</b> Cast Iron: <b>40+</b> Ductile Iron: <b>40+</b> Steel: <b>40+</b></p> <p>Water Treatment Plant: <b>40+</b> Booster Pumping Station: <b>40+</b> Water Tower: <b>40+</b> Fire Hydrants: <b>40+</b></p> <p>Meet legislative requirements</p> <p>In general, there have been a low number of service disruptions within the Town of Goderich. During a water main break, Town staff are notified and Veolia Canada is sent to the site to fix the break immediately</p>	<p>1. Continue replacement of cast iron, ductile iron and steel pipe material with PVC material watermain</p> <p>1. Continue condition assessments for the Water Treatment Plant, Booster Pumping Station and Water Tower facilities (including all components) 2. Water Treatment Plant Electrical Upgrades (MCC/HVAC replacement project) 3. Water Treatment Plant Capacity Expansion</p> <p>1. Future consideration and possible implementation of residential water meters</p>	Average Condition Rating	<p>Percent of properties that are connected to the municipal water system: <b>99.9%</b></p> <p>Percent of properties where fire flow is available: <b>99.9%</b></p> <p>TOTAL KILOMETRES OF WATERMAINS: Cast Iron: 15.35 km Ductile Iron: 24.70 km PVC: 29.51 km Steel: 0.17 km</p> <p>PVC: <b>80.73</b> (Very Good) Cast Iron: <b>31.81</b> (Poor) Ductile Iron: <b>59.45</b> (Fair) Steel: <b>36.42</b> (Poor)</p> <p>Water Treatment Plant: <b>48.02</b> (Fair) Booster Pumping Station: <b>54.19</b> (Fair) Water Tower: <b>58.36</b> (Fair) Fire Hydrants: <b>41.70</b> (Fair)</p> <p>Water main breaks: <b>5</b></p>	<p>PVC &lt;40: <b>0%</b> Cast Iron &lt;40: <b>69%</b> Ductile Iron &lt;40: <b>0%</b> Steel &lt;40: <b>100%</b></p> <p>Water Treatment Plant&lt; 40: <b>25%</b> Booster Pumping Station &lt;40: <b>8%</b> Water Tower &lt;40: <b>24%</b> Fire Hydrants &lt;40: <b>79%</b></p>	<p>Cast Iron: \$23,322,081</p> <p>Steel: \$540,096</p> <p><b>TOTAL: \$23,862,177</b></p> <p>Water Treatment Plant: \$ 3,830,053 Booster Pumping Station: \$244,879 Water Tower: \$824,360 Fire Hydrants: \$2,132,310</p> <p><b>TOTAL: \$7,031,602</b></p>

Environmental Services			In general, there have been a low number of boil water advisories and precautionary boil water notices (PBWN) within the Town of Goderich. Veolia Canada notifies Town of Goderich staff if a PBWN and/or boil water advisory is in effect. Veolia Canada distributes notification letters to all customers who could be effected by the potential PBWN and/or boil water advisory		Number of days per year where a boil water advisory is in place	Boil water advisories: <b>None</b>		
			Unaccounted for water to remain under 20% based on the American Water Works Association's (AWWA) standard benchmark		Percentage of unaccounted for water	Unaccounted for water: <b>10%</b>		
			Minimize complaints		Service requests	Response to service requests		
	"Municipal wastewater systems that removes biological waste from residential, commercial, institutional and industrial facilities and treats waste with minimal harm to the environment"	<u>Quality</u> municipal wastewater collection system, with adequate <u>capacity</u> and little to no <u>environmental</u> impacts	All areas of the Town of Goderich are connected to the municipal wastewater system. This includes residential, commercial, institutional and industrial customers. The system is owned by the Town of Goderich and operated by the municipal Operating Authority, Veolia Water Canada. The Goderich Wastewater Treatment Plant has been classified as a Class III facility, while the wastewater collection system has been classified as a Class II collection system consisting of six sewage pumping stations			Percent of properties that are connected to the municipal wastewater system: <b>99.9%</b>  TOTAL KILOMETRES SANITARY MAIN: Asbestos Cement: 8.87 km Concrete: 5.62 km Ductile Iron: 0.21 km PVC: 19.05 km Vitrified Clay: 25.57 km		
			PVC: <b>3.99 or lower</b> Asbestos Cement: <b>3.99 or lower</b> Concrete: <b>3.99 or lower</b> Ductile Iron: <b>3.99 or lower</b> Vitrified Clay: <b>3.99 or lower</b>	1. Continue replacement of asbestos cement, ductile iron and vitrified clay pipe material with PVC and/or concrete material sanitary sewer 2. Continue annual condition assessment of sanitary sewer network	Average Condition Rating	PVC: <b>0.43</b> (V Good) Asbestos Cement: <b>0.90</b> (V Good) Concrete: <b>1.09</b> (V Good) Ductile Iron: <b>0.47</b> (V Good) Vitrified Clay: <b>1.74</b> (V Good)	PVC >3.99: <b>1%</b> Asbestos Cement >3.99: <b>3%</b> Concrete >3.99: <b>3%</b> Ductile Iron >3.99: <b>0%</b> Vitrified Clay >3.99: <b>5%</b>	PVC: \$404,243 Asbestos Cement: \$540,828 Concrete: \$335,240 Vitrified Clay: \$2,927,265
			Wastewater Treatment Plant: <b>40+</b> Sewage Pumping Stations: <b>40+</b>			Wastewater Treatment Plant: <b>57.98</b> (Fair) Sewage Pumping Stations: <b>60.95</b> (Good)	Wastewater Treatment Plant <40: <b>14%</b> Sewage Pumping Stations <40: <b>4%</b>	Wastewater Treatment Plant: \$2,104,775 Sewage Pumping Stations: \$75,026
								<b>TOTAL: \$4,207,576</b>
			In general, there have been a low number of service disruptions within the Town of Goderich. During a sewer main backup, Town staff are notified and repair the break immediately		Number of main incidents (i.e., sanitary sewer main backups)	Sewer main incidents (backups): <b>1</b>		
			The Town of Goderich no longer contains any combined sanitary and stormwater sewers. The wastewater treatment plant contains two combined sewer overflow (CSO) tanks. Bypasses may occur at the wastewater treatment plant when there is a heavy rainfall event		Number of incidents of bypass	Bypass incidents: <b>None</b>		
			All monitoring and sampling for effluent quality assurance is completed quarterly as required by the Goderich Wastewater Treatment Plant Certificate of Approval. As of 2016, the Goderich Wastewater Treatment Plant has been found to be below the Ministry standards for effluent discharge, decreasing sampling to once a year			Effluent violations: <b>None</b>		
			Meet legislative requirements		Number of non-compliance events	Compliant with legislative requirements		

	"Minimal flooding on streets or properties"	Stormwater system with adequate <u>capacity</u>	All areas of the Town of Goderich are connected to the municipal stormwater system. This includes residential, commercial, institutional and industrial customers. The Town of Goderich owns all stormwater assets, including municipal stormwater ponds	Condition study of storm sewer infrastructure		<p><b>88%</b> of municipal stormwater management system resilient to a 5-year storm</p> <p><b>91%</b> of properties within the Town of Goderich that are resilient to a 100-year storm</p> <p>TOTAL KILOMETRES STORM MAIN:  Asbestos Cement: 0.006 km  Clay: 0.023 km  Concrete: 40.84 km  Open Ditch: 0.20 km  PVC: 8.93 km  Steel: 2.23 km</p>		
			PVC: <b>40+</b> Asbestos Cement: <b>40+</b> Clay: <b>40+</b> Concrete: <b>40+</b> Open Ditch: <b>40+</b> Steel: <b>40+</b>	1. Continue replacement of asbestos cement, clay and steel pipe material with PVC and/or concrete material storm sewer 2. Condition assessment of storm sewer infrastructure	Average Condition Rating	PVC: <b>87.73</b> (V Good) Asbestos Cement: <b>44.42</b> (Fair) Clay: <b>59.42</b> (Fair) Concrete: <b>57.69</b> (Fair) Open Ditch: <b>55.42</b> (Fair) Steel: <b>48.74</b> (Fair)	PVC <40: <b>0%</b> Asbestos Cement <40: <b>0%</b> Clay <40: <b>0%</b> Concrete <40: <b>2%</b> Open Ditch <40: <b>0%</b> Steel <40: <b>7%</b>	
			Minimize flooding incidents	Stormwater management ponds	Number of flooding incidents	Response to flooding incidents		
			Minimize complaints		Service requests	Response to service requests		
								<b>TOTAL: \$2,124,338</b>
	"Curbside waste collection to be divided into three waste streams (solid waste, organic waste and recyclable material), to be processed with minimal harm to the environment and support waste diversion. Organic waste to be collected on a weekly basis, while solid waste and recyclables are collected on a bi-weekly basis, on alternating weeks."	<u>Responsive</u> , <u>cost effective</u> and <u>efficient</u> solid waste, organics and recycling collection and disposal system	Service provided by Waste Management Inc. and Bluewater Recycling	No municipal capital assets pertaining to this service		Current service provider: Waste Management Inc. and Bluewater Recycling		
			Meet legislative requirements		Number of non-compliance events	Compliant with legislative requirements		
			Minimize complaints		Service requests	Response to service requests		
	"Collection site to sort non-curbside waste into individual bins (i.e., shingles, construction material, yard waste, white goods, bulk items, electronic waste, tires, batteries and other hazardous waste) in efforts to support waste diversion and provide minimal harm to the environment"	<u>Efficient</u> , <u>cost effective</u> collection of non-curbside waste with adequate <u>capacity</u> and little to no <u>environmental</u> impacts	Service provided by the Mid-Huron Recycling Centre Board (the Municipality of Central Huron, the Municipality of Huron East and the Town of Goderich). Please note that the Municipal Hazardous and Special Waste (MHSW) collection at the Mid-Huron Recycling Centre is provided by the County of Huron	No municipal capital assets pertaining to this service		Service provided by the Mid-Huron Recycling Centre Board (the Municipality of Central Huron, the Municipality of Huron East and the Town of Goderich). Please note that the Municipal Hazardous and Special Waste (MHSW) collection at the Mid-Huron Recycling Centre is provided by the County of Huron		
			Meet legislative requirements		Number of non-compliance events	Compliant with legislative requirements		
			Minimize complaints		Service requests	Response to service requests		
	"Collection site for yard waste (i.e., garden waste, grass, twigs, spring and fall yard cleanup) from April to November in efforts to support waste diversion and provide minimal harm to the environment"	<u>Efficient</u> , <u>cost effective</u> collection of yard waste with adequate <u>capacity</u> and little to no <u>environmental</u> impacts	Minimize complaints	No municipal capital assets pertaining to this service	Service requests	Response to service requests		
	"Arrival at emergencies as quick as possible with trained, competent firefighters"	<u>Responsive</u> , <u>capable</u> and <u>equipped</u> fire services	The Goderich Fire Department, composed of dedicated volunteer Firefighters, respond to fire related emergencies, motor vehicles accidents, HAZMAT emergencies to an awareness level, shore-based water rescues, dangerous public hazards, and any other emergencies deemed necessary . The Goderich Fire Department covers an area of roughly 218 sq km through service agreements, and protects the lives of property owners as well as thousands of seasonal visitors			Buildings: 1 structure (with associated roof and mechanical assets)  Land Improvements: parking lot  Vehicles: ladder, tanker, pumper and rescue trucks  Machinery & Equipment: building furniture, fire fighting equipment, medical equipment, and technical equipment		

Protection Services			Buildings: <b>40+</b> Land Improvements: <b>40+</b> Vehicles: <b>40+</b> Machinery & Equipment: <b>40+</b>		Average Condition Rating	Buildings: <b>64.07</b> (Good) Land Improvements: <b>69.72</b> (Good) Vehicles: <b>54.11</b> (Fair) Machinery & Equipment: <b>50.49</b> (Fair)	Buildings <40: <b>0%</b> Land Improvements <40: <b>0%</b> Vehicles <40: <b>29%</b> Machinery & Equipment <40: <b>58%</b>	Vehicles: \$732,213 Machinery & Equipment: \$513,592
			Minimize response times		Response times	Response times within requirements		<b>TOTAL: \$1,245,805</b>
			Meet legislative requirements		Number of non-compliance events	Compliant with legislative requirements		
			Minimize complaints		Service requests	Response to service requests		
	"Police will respond to emergencies in a timely manner"	<u>Responsive, capable</u> and <u>equipped</u> police services	Service provided by the Ontario Provincial Police	No municipal capital assets pertaining to this service		Current service provided by the Ontario Provincial Police		
	"Ability to ensure by-laws are being adhered to"	<u>Responsive, equipped</u> and <u>capable</u> by-law enforcement services	Municipal By-Law Enforcement Officers are responsible for enforcing matters such as parking enforcement, property standards, animal control services, and other regulations related to municipal by-laws			Vehicles: 2 electric vehicles		
			Vehicles: <b>40+</b>		Average Condition Rating	Vehicles: <b>55.96</b> (Fair)	Vehicles <40: <b>0%</b>	
			Meet legislative requirements		Number of non-compliance events	Compliant with legislative requirements		
			Minimize complaints		Service requests	Response to service requests		
	"Providing back-up power to key municipally-owned buildings in case of emergency"	<u>Responsive</u> and <u>capable</u> generators located at all water distribution facilities (water treatment plant, water tower, booster pumping station), pollution control plant, medical clinic, fire hall, town hall, MacKay hall and public works garage	Ontario Regulation 380/04 establishes the minimum standards for emergency management programs required by municipalities and provincial ministries and supports the requirement in the Emergency Management and Civil Protection Act for mandatory emergency management programs			Machinery & Equipment: generators		
			Machinery & Equipment: <b>40+</b>		Average Condition Rating	Machinery & Equipment: <b>50.83</b> (Fair)	Machinery & Equipment <40: <b>0%</b>	
			Meet legislative requirements		Number of non-compliance events	Compliant with legislative requirements		
			Follow basic generator maintenance program		Number of non-compliance events	Meeting generator maintenance requirements		
			Minimize complaints		Service requests	Response to service requests		
	"Ability to ensure the Ontario Building Code rules and regulations are being adhered to"	<u>Responsive, equipped</u> and <u>capable</u> building inspection services	The Building Department reviews all building plans to ensure compliance with the Ontario Building Code. Additionally, the Building Department processes and administers building and development applications for the Town of Goderich and inspects all ongoing construction for compliance with the Building Code			Vehicles: 1 electric vehicle  Machinery & Equipment: building furniture		
			Vehicles: <b>40+</b> Machinery & Equipment: <b>40+</b>		Average Condition Rating	Vehicles: <b>70.24</b> (Good) Machinery & Equipment: <b>33.67</b> (Poor)	Vehicles <40: <b>0%</b> Machinery & Equipment <40: <b>100%</b>	Machinery & Equipment: \$6,905
								<b>TOTAL: \$6,905</b>
			Minimize complaints		Service requests	Response to service requests		



Recreation and Cultural Services	"Recreation facilities to meet the demands of the community and are available and accessible for community functions"	Sustainable quantity and quality of recreation facilities and community halls	The Maitland Recreation Centre, Memorial Arena & Community Centre and Bannister Park are owned and operated by the Town of Goderich, while recreational programming is provided by the Goderich Huron YMCA. The Maitland Recreation Centre contains a single ice pad arena, public pool, gymnasium, fitness centre and community space. Memorial Arena & Community Centre contains space that can be utilized by service groups or rented for large community events, equipped with a kitchen facility. Bannister Park contains one hard ball diamond, two soft ball diamonds, a soccer field, skate park, playground and pavilion with washroom facilities			Buildings: 3 structures (with associated roof and mechanical assets, including two elevators)  Land Improvements: electrical, entrance features/signs, fencing and gates, park lights, parking lots, recreational skate park, sports field amenities  Machinery & Equipment: building furniture, computer equipment/software, facilities equipment, grounds, ice resurfacers, kitchen/canteen equipment, off road vehicles, operating equipment, playground equipment, recreation equipment, rink boards/flooring/glass, technical equipment  Linear Network: PVC Sanitary Main, PVC Storm Main, PVC Watermain		
			<u>Maitland Recreation Centre</u> Buildings: <b>40+</b> Land Improvements: <b>40+</b> Machinery & Equipment: <b>40+</b> Sanitary Network: <b>40+</b> Storm Network: <b>40+</b> Water Network: <b>40+</b>		Average Condition Rating	<u>Maitland Recreation Centre</u> Buildings: <b>10.92</b> (V Poor) Land Improvements: <b>88.63</b> (V Good) Machinery & Equipment: <b>41.14</b> (Fair) Sanitary Network: <b>94.60</b> (V Good) Storm Network: <b>73.02</b> Good) Water Network: <b>78.42</b> (Good)	<u>Maitland Recreation Centre</u> Buildings <40: <b>28%</b> Land Improvements <40: <b>0%</b> Machinery & Equipment <40: <b>62%</b> Sanitary Network: <b>0%</b> Storm Network: <b>0%</b> Water Network: <b>0%</b>	<u>Maitland Recreation Centre</u> Buildings: \$6,232,839  Machinery & Equipment: \$838,953
			<u>Memorial Arena &amp; Community Centre</u> Buildings: <b>40+</b> Machinery & Equipment: <b>40+</b>		Average Condition Rating	<u>Memorial Arena &amp; Community Centre</u> Buildings: <b>21.97</b> (Poor) Machinery & Equipment: <b>16.47</b> (V Poor)	<u>Memorial Arena &amp; Community Centre</u> Buildings <40: <b>99.7%</b> Machinery & Equipment <40: <b>75%</b>	<u>Memorial Arena &amp; Community Centre</u> Buildings: \$4,045,930 Machinery & Equipment: \$424,442
								<b>TOTAL: \$7,071,792</b>
			<u>Bannister Park</u> Buildings: <b>40+</b> Land Improvements: <b>40+</b> Machinery & Equipment: <b>40+</b>		Average Condition Rating	<u>Bannister Park</u> Buildings: <b>84.80</b> (V Good) Land Improvements: <b>78.56</b> (Good) Machinery & Equipment: <b>69.58</b> (Good)	<u>Bannister Park</u> Buildings <40: <b>0%</b> Land Improvements <40: <b>0%</b> Machinery & Equipment <40: <b>0%</b>	
			Meet membership and enrollment requirements	Future consideration of an additional ice pad based on need	Facility capacity utilized	Facility capacity utilized; membership and enrollment of programs		
			Follow preventative maintenance policy and basic facility maintenance program		Number of non-compliance events	Meeting preventative maintenance policy and facility maintenance requirements		
			Minimize complaints		Service requests	Response to service requests		
Recreation and Cultural Services	"Municipally-owned parks that are clean, safe and accessible, with playgrounds and green space"	Sustainable quantity and quality of municipal parks	The Town of Goderich Parks Department maintains all pavilions, public washroom facilities, waterfront assets (i.e., boardwalk, wooden staircases), public parks and greenspaces (i.e., grass cutting, landscaping, tree pruning and garbage collection). Additionally, the Parks Department is responsible for planting and ongoing seasonal maintenance of all municipal flower beds, hanging baskets and planters. The Parks Supervisor is responsible for regulatory inspections of all municipally-owned playground equipment			Buildings: 17 structures (with associated roof and mechanical assets)  Land Improvements: archways and pillars, driveways/walkways/pedestrian bridges, electrical, entrance features/signs, fencing and gates, parking lots, recreational courts, splash pad, sports field amenities, walls and concrete structures  Vehicles: nine pickup trucks  Machinery & Equipment: grounds, off road vehicles, operating equipment, playground equipment, recreation equipment, outdoor rink flooring		

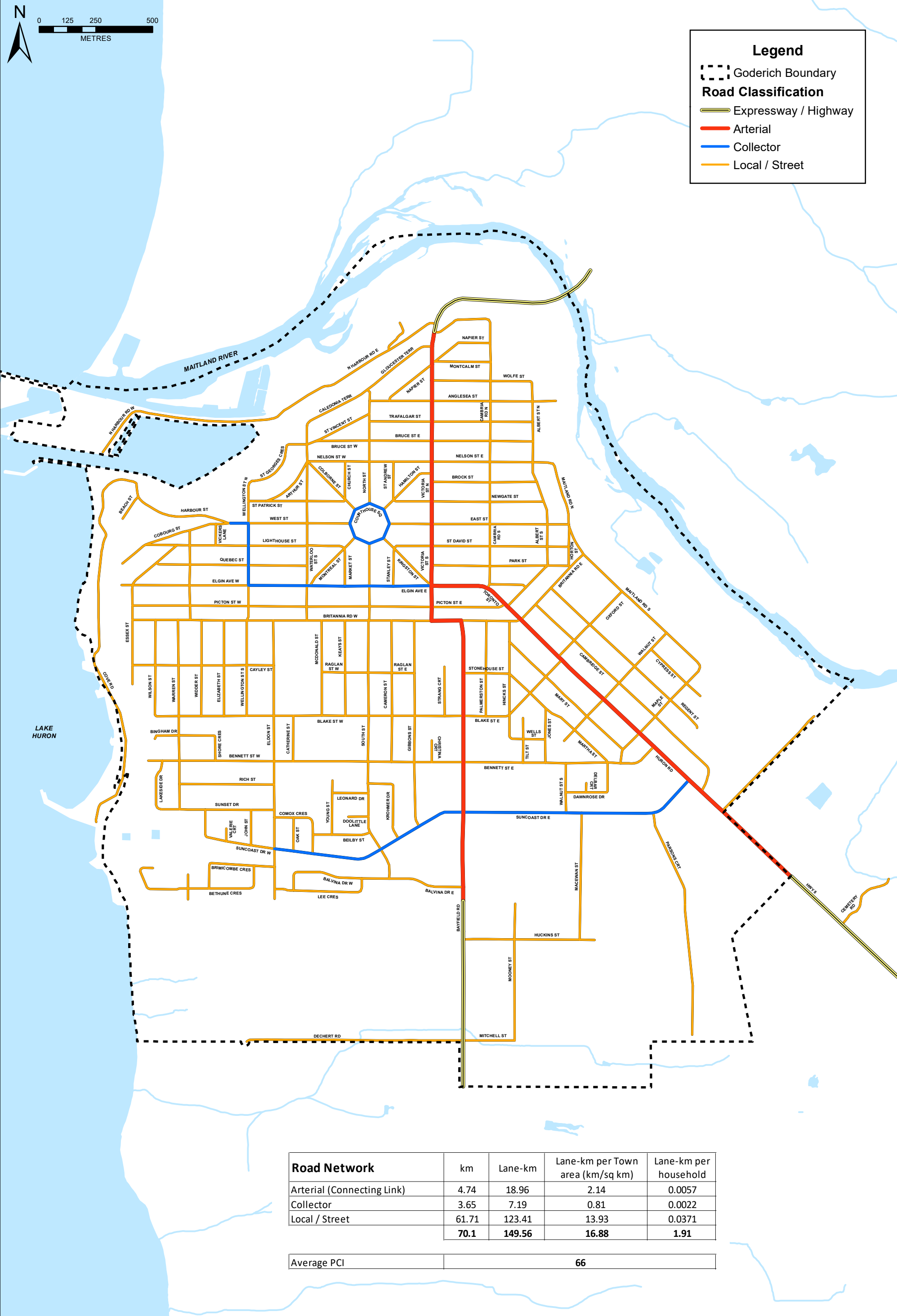
			Bingham Park: <b>40+</b> Cannon Park: <b>40+</b> Columbus Park: <b>40+</b> Courthouse Park: <b>40+</b> Delbar Park: <b>40+</b> Dutch Park: <b>40+</b> Gaol Bank Lions Lookout: <b>40+</b> Gloucester Park: <b>40+</b> Harbour Park: <b>40+</b> Krohmer Park: <b>40+</b> Lakeside Park: <b>40+</b> Lighthouse Park: <b>40+</b> Main Beach Park: <b>40+</b> Rotary Cove Park: <b>40+</b> Sunset Park: <b>40+</b> Taylor Morrison Park: <b>40+</b> Victoria Park: <b>40+</b> Water Tower Park: <b>40+</b> Waterworks Park: <b>40+</b> Young Park: <b>40+</b>		Average Condition Rating	Bingham Park: <b>0</b> (V Poor) Cannon Park: <b>0</b> (V Poor) Columbus Park: <b>60.84</b> (Good) Courthouse Park: <b>61.27</b> (Good) Delbar Park: <b>0</b> (Very Poor) Dutch Park: <b>61.67</b> (Good) Gaol Bank Lions Lookout: <b>61.67</b> (Good) Gloucester Park: <b>0</b> (V Poor) Harbour Park: <b>56.21</b> (Fair) Krohmer Park: <b>9.63</b> (V Poor) Lakeside Park: <b>6.02</b> (V Poor) Lighthouse Park: <b>51.52</b> (Fair) Main Beach Park: <b>59.17</b> (Fair) Rotary Cove Park: <b>60.66</b> (Good) Sunset Park: <b>0</b> (V Poor) Taylor Morrison Park: <b>0</b> (V Poor) Victoria Park: <b>59.87</b> (Fair) Water Tower Park: <b>3.54</b> (V Poor) Waterworks Park: <b>58.23</b> (Fair) Young Park: <b>27.22</b> (Poor)	Bingham Park <40: <b>100%</b> Cannon Park <40: <b>100%</b> Columbus Park <40: <b>42%</b> Courthouse Park <40: <b>2%</b> Delbar Park <40: <b>100%</b> Dutch Park <40: <b>0%</b> Gaol Bank Lions Lookout <40: <b>0%</b> Gloucester Park <40: <b>100%</b> Harbour Park <40: <b>3%</b> Krohmer Park <40: <b>100%</b> Lakeside Park <40: <b>100%</b> Lighthouse Park <40: <b>0.4%</b> Main Beach Park <40: <b>2%</b> Rotary Cove Park <40: <b>14%</b> Sunset Park <40: <b>100%</b> Taylor Morrison Park <40: <b>100%</b> Victoria Park <40: <b>16%</b> Water Tower Park <40: <b>100%</b> Waterworks Park <40: <b>0%</b> Young Park <40: <b>17%</b>	Bingham Park: \$2,034 Cannon Park: \$2,034 Columbus Park: \$179,074 Courthouse Park: \$29,996 Delbar Park: \$8,221      Gloucester Park: \$1,017 Harbour Park: \$37,688 Krohmer Park: \$20,041 Lakeside Park: \$25,901 Lighthouse Park: \$2,034 Main Beach Park: \$17,371 Rotary Cove Park: \$125,331 Sunset Park: \$2,034 Taylor Morrison Park: \$1,017 Victoria Park: \$140,163 Water Tower Park: \$6,263  Young Park: \$5,514  <b>TOTAL: \$605,733</b>
			Buildings: <b>40+</b> Land Improvements: <b>40+</b> Vehicles: <b>40+</b> Machinery & Equipment: <b>40+</b>		Average Condition Rating	Buildings: <b>74.18</b> (Good) Land Improvements: <b>53.94</b> (Fair) Vehicles: <b>24.18</b> (Poor) Machinery & Equipment: <b>26.32</b> (Poor)	Buildings <40: <b>0%</b> Land Improvements <40: <b>36%</b> Vehicles <40: <b>67%</b> Machinery & Equipment <40: <b>59%</b>	Land Improvements: \$59,285 Vehicles: \$280,247 Machinery & Equipment: \$197,978  <b>TOTAL: \$537,510</b>
			Provide 1 park per 1,000 residents		Number of parks per 1,000 residents	Approximately 3 parks per 1,000 residents		
			Follow playground inspection program		Number of non-compliance events	Compliant with playground inspection program and legislative		
			Minimize complaints		Number of service requests	Response to service requests		
	"Library facility that is accessible to the community"	<u>Safe</u> and <u>functional</u> facility	The Library facility is owned and maintained by the Town of Goderich, while Library services are provided by the County of Huron			Buildings: 1 structure (with associated roof and mechanical assets, including an elevator)		
			Buildings: <b>40+</b>			Buildings: <b>65.34</b> (Good)		
			Follow facility maintenance program			Meeting facility maintenance requirements		
			Minimize complaints			Response to service requests		
Health Services	"Access to health services to enhance quality of life"	<u>Available</u> , <u>quality</u> health care	The Maitland Valley Medical Clinic facility is owned and maintained by the Town of Goderich, while medical services are provided by the Maitland Valley Family Health Team		Average Condition Rating	Buildings: 1 structure (with associated roof and mechanical assets)  Land Improvements: parking lot  Machinery & Equipment: building furniture, computer server, generator, medical equipment, operating equipment, and technical equipment  Linear Network: PVC Sanitary Main, PVC Storm Main, Streetlights		
			Buildings: <b>40+</b> Land Improvements: <b>40+</b> Machinery & Equipment: <b>40+</b> Linear Network: <b>40+</b>			Buildings: <b>72.18</b> (Good) Land Improvements: <b>28.06</b> (Poor) Machinery & Equipment: <b>27.52</b> (Poor) Linear Network: <b>75.75</b> (Good)		
			Meet legislative requirements			Meeting legislative requirements		
			Follow facility maintenance program			Meeting facility maintenance requirements		
			Minimize complaints			Response to service requests		

	"Availability of a well-maintained and private site for internment needs"	<u>Available, well-maintained</u> cemetery	The Maitland Cemetery is owned and operated by the Town of Goderich. The Parks Department is responsible for full burials and cremations at the site, maintaining the mausoleum and columbariums, as well as general ground maintenance (i.e., tree trimming and landscaping) while lawn maintenance is completed by an outside contractor. The Town of Goderich owns the cemetery house and fulfills landlord responsibilities for the rental property			Buildings: 7 structures (with associated roof and mechanical assets)  Vehicles: pickup truck  Machinery & Equipment: tractor loader and backhoe  Linear Network: water lines and taps		
			Buildings: <b>40+</b> Vehicles: <b>40+</b> Machinery & Equipment: <b>40+</b> Linear Network: <b>40+</b>		Average Condition Rating	Buildings: <b>62.67</b> (Good) Vehicles: <b>0</b> (V Poor) Machinery & Equipment: <b>0</b> (V Poor) Linear Network: <b>50.83</b> (Fair)	Buildings <40: <b>0%</b> Vehicles <40: <b>100%</b> Machinery & Equipment <40: <b>100%</b> Linear Network <40: <b>0%</b>	Vehicles: \$56,408 Machinery & Equipment: \$65,076
			Minimize complaints		Service requests	Response to service requests		<b>TOTAL: \$121,484</b>
Social Services	"Availability of child care services so parents/caregivers can pursue careers"	<u>Available, safe</u> child care service location	The Goderich Municipal Child Care Centre is owned, operated and maintained by Town of Goderich staff. The Centre offers programs for infants (3 months to 18 months), toddlers (18 months to 2.5 years) and pre-schoolers (2.5 years to 5 years). The Centre is equipped with a full kitchen for meal preparation, and three outdoor playground areas			Buildings: 5 structures (with associated roof and mechanical assets)  Land Improvements: fencing and gates  Machinery & Equipment: building furniture, children's furniture, kitchen/canteen equipment, office furniture, playground equipment		
			Buildings: <b>40+</b> Land Improvements: <b>40+</b> Machinery & Equipment: <b>40+</b>		Average Condition Rating	Buildings: <b>65.73</b> (Good) Land Improvements: <b>91.83</b> (V Good) Machinery & Equipment: <b>35.65</b> (Poor)	Buildings <40: <b>0%</b> Land Improvements <40: <b>0%</b> Machinery & Equipment <40: <b>54%</b>	Machinery & Equipment: \$121,097
			Meet legislative requirements		Number of non-compliance events	Meeting legislative requirements		<b>TOTAL: \$121,097</b>
			Follow playground inspection program		Number of non-compliance events	Compliant with playground inspection program		
			Minimize complaints		Service requests	Response to service requests		
	"Accessible and well-maintained community hall for senior citizen activities and functions"	<u>Available, accessible</u> location for senior citizens	The MacKay Centre for Seniors is a non-profit organization offering social, recreational and volunteer opportunities for older adults in Goderich and the surrounding area. The Town of Goderich owns and maintains MacKay Hall, where programming is provided			Buildings: 1 structure (with associated roof and mechanical assets, including an elevator)		
			Buildings: <b>40+</b>		Average Condition Rating	Buildings: <b>70.38</b> (Good)	Buildings <40: <b>0%</b>	
			Follow facility maintenance program		Number of non-compliance events	Meeting facility maintenance requirements		
			Minimize complaints		Service requests	Response to service requests		
Planning and Development Services	"Land made ready for development, as needed"	<u>Available</u> serviced land for development	The Town of Goderich provides land use planning services in conjunction with the County of Huron Planning and Development Department. Assets within this service function relate to properties owned by the Town of Goderich and rented by a third party, as well as tourism-related equipment			Buildings: 6 structures (with associated roof and mechanical assets)  Land Improvements: fencing and gates, leasehold improvements  Machinery & Equipment: tourism trailer and 3 dual electric vehicle charging stations		
			Buildings: <b>40+</b> Land Improvements: <b>40+</b> Machinery & Equipment: <b>40+</b>		Average Condition Rating	Buildings: <b>69.52</b> (Good) Land Improvements: <b>15.42</b> (V Poor) Machinery & Equipment: <b>59.38</b> (Fair)	Buildings <40: <b>1%</b> Land Improvements <40: <b>100%</b> Machinery & Equipment <40: <b>7%</b>	Buildings: \$12,979 Land Improvements: \$33,201 Machinery & Equipment: \$3,973
			Minimize complaints		Service requests	Response to service requests		<b>TOTAL: \$50,153</b>

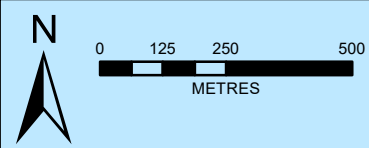
General Government Services	"A Town Hall that allows attendance at Council meetings, the payment of taxes, as well as a public space where questions about the municipality can be directed"	Safe and functional equipment and facilities	Many municipal services are provided at Town Hall, some of which include payment of taxes, lottery licensing, purchases of waterfront parking passes, issuing of marriage licenses, purchases of cemetery plots and renewal of dog tags. The general public are able to have inquiries addressed by municipal staff from the following departments: Clerk's office, Treasury, Operations and Environmental Services, Economic Development, Building and Planning, as well as Municipal By-Law Enforcement. Additionally, the Council Chambers are located within Town Hall. Goderich Town Council consists of one Mayor, one Deputy Mayor and five Councillors			Buildings: 4 structures (with associated roof and mechanical assets, including an elevator)  Vehicles: 1 pickup truck  Machinery & Equipment: building and office furniture, computer equipment/software, operating equipment, and technical equipment		
			Buildings: <b>40+</b> Vehicles: <b>40+</b> Machinery & Equipment: <b>40+</b>		Average Condition Rating	Buildings: <b>64.93</b> (Good) Vehicles: <b>84.52</b> (V Good) Machinery & Equipment: <b>14.12</b> (V Poor)	Buildings <40: <b>0%</b> Vehicles <40: <b>0%</b> Machinery & Equipment <40: <b>50%</b>	Machinery & Equipment: \$218,048
			Follow facility maintenance program		Number of non-compliance events	Meeting facility maintenance requirements		<b>TOTAL: \$218,048</b>
			Minimize complaints		Service requests	Response to service requests		

## **8.2 APPENDIX B: Level of Service Maps**









Legend

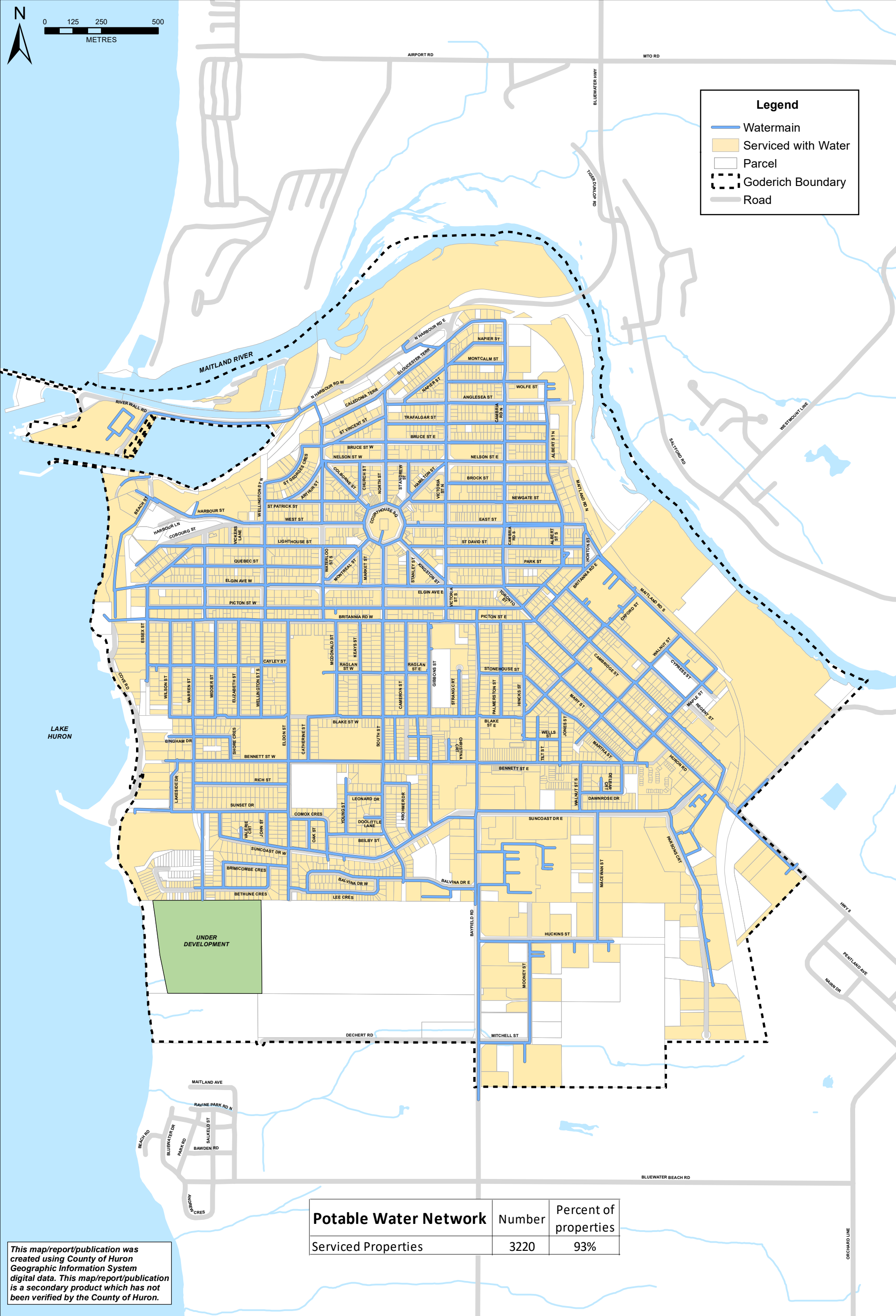
Watermain

Serviced with Water

Parcel

Goderich Boundary

Road



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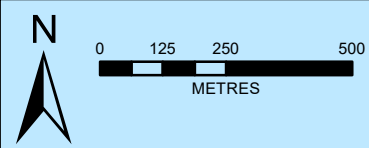
ASSET MANAGEMENT PLAN

MUNICIPAL WATER DISTRIBUTION SYSTEM  
AND SERVICED PROPERTIES

TOWN OF GODERICH

DATE AUG. 2022	PROJECT No. 22184
SCALE 1:15,000	FIGURE No. B3





- Legend
- Hydrant

Hydrant 90m Buffer

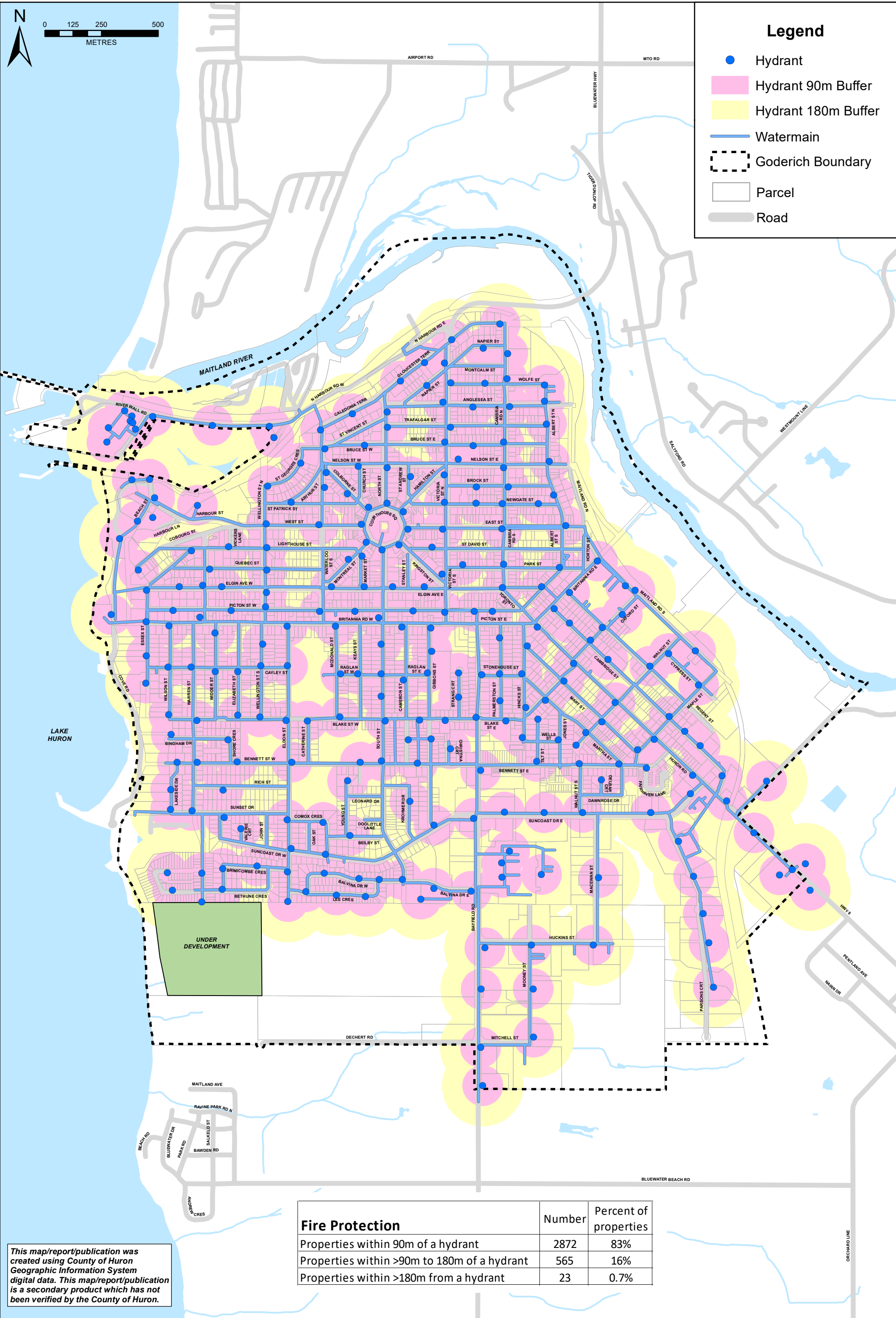
Hydrant 180m Buffer

Watermain

Goderich Boundary

Parcel

Road



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ASSET MANAGEMENT PLAN

MUNICIPAL WATER DISTRIBUTION SYSTEM

FIRE FLOW

TOWN OF GODERICH

DATE

AUG. 2022

PROJECT No.

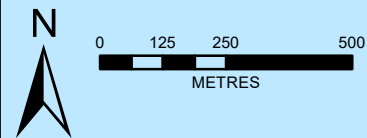
22184

SCALE

1:15,000

FIGURE No.

B4



**Legend**

Goderich Boundary

Waterbody

Roads

Maintenance Hole

Receiving Storm Structure

Wastewater Facility

Sewer Control Valves

Overflow

Syphon

Sanitary Cross Connection

**Gravity Main (mm dia.)**

100

125

150

200

225

250

300

375

450

500

525

550

600

750

825

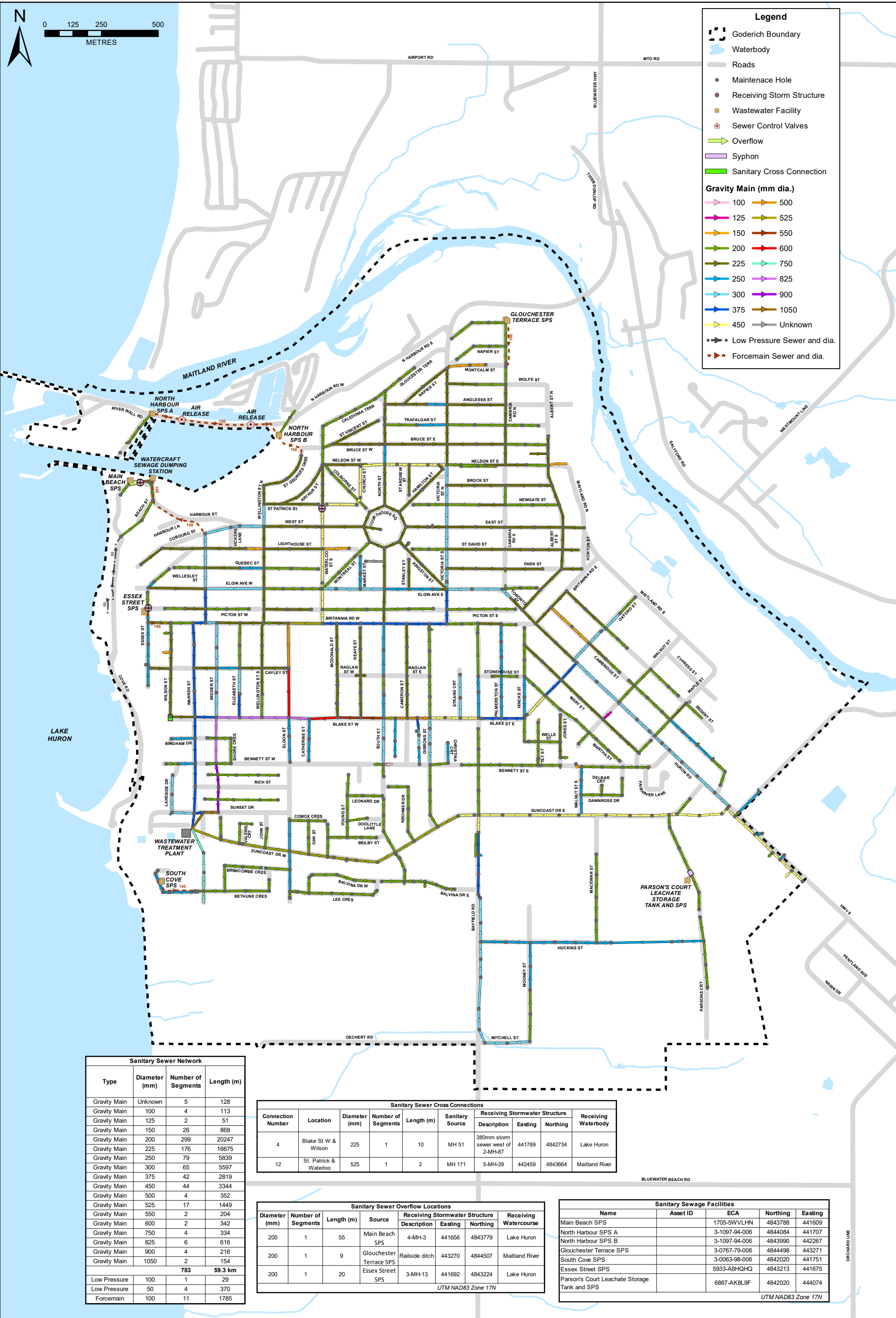
900

1050

Unknown

Low Pressure Sewer and dia.

Forcemain Sewer and dia.



Sanitary Sewer Network			
Type	Diameter (mm)	Number of Segments	Length (m)
Gravity Main	Unknown	5	128
Gravity Main	100	4	113
Gravity Main	125	2	51
Gravity Main	150	26	868
Gravity Main	200	299	20247
Gravity Main	225	176	16675
Gravity Main	250	79	5839
Gravity Main	300	65	5597
Gravity Main	375	42	2819
Gravity Main	450	44	3344
Gravity Main	500	4	352
Gravity Main	525	17	1449
Gravity Main	550	2	204
Gravity Main	600	2	342
Gravity Main	750	4	334
Gravity Main	825	6	616
Gravity Main	900	4	216
Gravity Main	1050	2	154
		<b>783</b>	<b>59.3 km</b>
Low Pressure	100	1	29
Low Pressure	50	4	370
Forcemain	100	11	1785

Sanitary Sewer Cross Connections								
Connection Number	Location	Diameter (mm)	Number of Segments	Length (m)	Sanitary Source	Receiving Stormwater Structure		
						Description	Easting	Northing
4	Blake St W & Wilson	225	1	10	MH 51	380mm storm sewer west of 2-MH-87	441789	4842734
12	St. Patrick & Waterloo	525	1	2	MH 171	5-MH-39	442459	4843664

Sanitary Sewer Overflow Locations							
Diameter (mm)	Number of Segments	Length (m)	Source	Receiving Stormwater Structure			Receiving Watercourse
				Description	Easting	Northing	
200	1	55	Main Beach SPS	4-MH-3	441656	4843779	Lake Huron
200	1	9	Gloucester Terrace SPS	Railside ditch	443270	4844507	Maitland River
200	1	20	Essex Street SPS	3-MH-13	441692	4843224	Lake Huron

Sanitary Sewage Facilities				
Name	Asset ID	ECA	Northing	Easting
Main Beach SPS		1705-SVVVLHN	4843788	441609
North Harbour SPS A		3-1097-94-006	4844084	441707
North Harbour SPS B		3-1097-94-006	4843990	442267
Gloucester Terrace SPS		3-0767-79-006	4844498	443271
South Cove SPS		3-0063-98-006	4842020	441751
Essex Street SPS		5933-ABHQHQ	4843213	441675
Parson's Court Leachate Storage Tank and SPS		6867-AK8L9F	4842020	444074



ASSET MANAGEMENT PLAN

MUNICIPAL WASTEWATER COLLECTION SYSTEM

TOWN OF GODERICH

DATE

AUG. 2022

SCALE

1:15,000

PROJECT No.

22184

FIGURE No.

B5

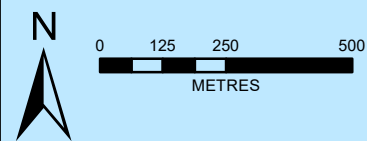




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Legend

Sewer Resilient based on Modeling

Sewer Not Resilient based on Modeling

Sewer Assumed Resilient based on Age

Sewer Assumed Not Resilient based on Age

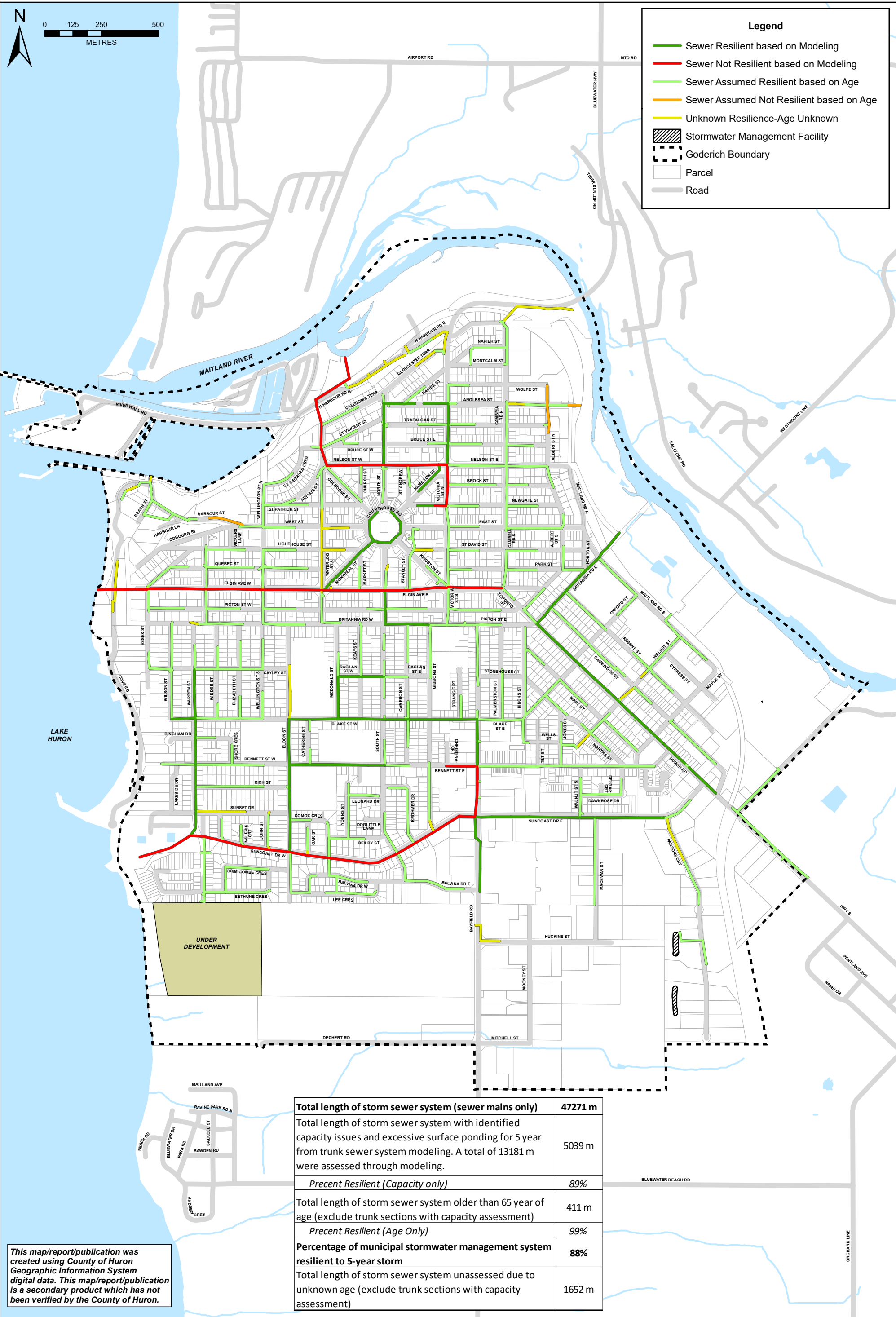
Unknown Resilience-Age Unknown

Stormwater Management Facility

Goderich Boundary

Parcel

Road



Total length of storm sewer system (sewer mains only)	47271 m
Total length of storm sewer system with identified capacity issues and excessive surface ponding for 5 year from trunk sewer system modeling. A total of 13181 m were assessed through modeling.	5039 m
Precent Resilient (Capacity only)	89%
Total length of storm sewer system older than 65 year of age (exclude trunk sections with capacity assessment)	411 m
Precent Resilient (Age Only)	99%
Percentage of municipal stormwater management system resilient to 5-year storm	88%
Total length of storm sewer system unassessed due to unknown age (exclude trunk sections with capacity assessment)	1652 m

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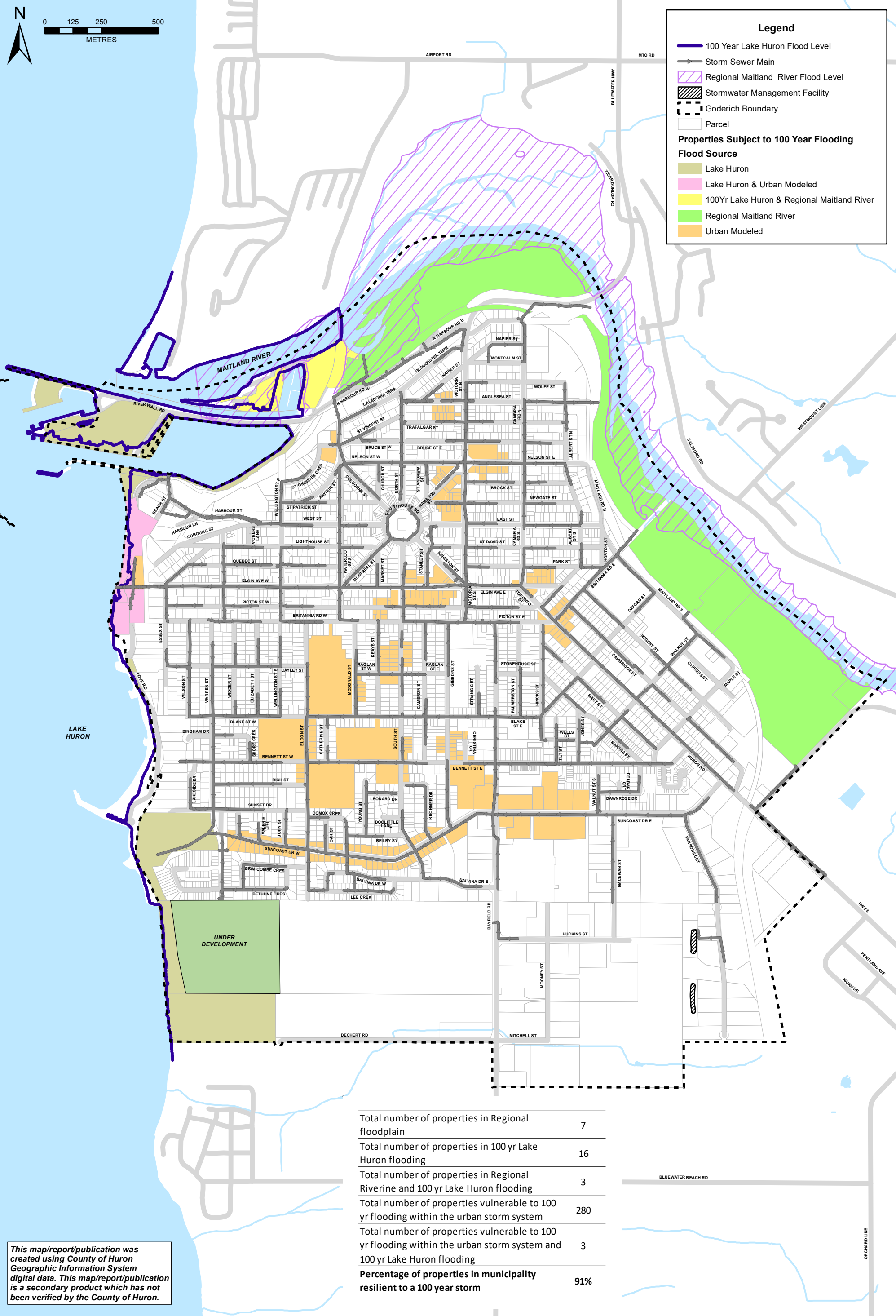
ASSET MANAGEMENT PLAN

MUNICIPAL STORMWATER MANAGEMENT SYSTEM

5-YEAR STORM RESILIENCE

TOWN OF GODERICH

DATE AUG. 2022	PROJECT No. 22184
SCALE 1:15,000	FIGURE No. B8



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## **8.3 APPENDIX C: Ten Year Capital Plan**



## TEN YEAR ASSET NETWORK FORECAST

	<b>Backlog</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>	<b>2032</b>	<b>2033</b>	<b>2034</b>
Road Network	26,748	884,000	1,821,625	4,320,313	7,140,000	5,734,259	5,899,000	3,316,513	1,824,949	2,767,234	2,680,522	5,366,190
Water Network	5,488,550	255,248	-	-	150,822	-	555,632	-	422,676	-	-	149,012
Sanitary Network	2,343,558	1,971,035	74,612	77,417	489,951	416,548	445,708	133,462	501,019	-	400,620.00	88,688.00
Storm Network	10,282	-	-	-	-	-	-	-	-	-	-	-
Facilities Network	928,267	-	30,754	-	-	4,898,247	22,504	-	-	485,726	594,237	20,601
Land Improv. Network	250,560	-	22,216	-	-	-	-	212,418	-	-	328,885	-
Fleet Network	928,297	296,507	-	314,851	89,938	-	240,805	342,848	489,925	475,029	314,851	567,633
Mach & Equip Network	1,411,506	259,649	303,283	359,218	103,699	456,503	432,665	237,460	204,791	513,659	205,504	571,492
<b>Total</b>	<b>11,387,768</b>	<b>3,666,439</b>	<b>2,252,490</b>	<b>5,071,799</b>	<b>7,974,410</b>	<b>11,505,557</b>	<b>7,596,314</b>	<b>4,242,701</b>	<b>3,443,360</b>	<b>4,241,648</b>	<b>4,524,619</b>	<b>6,763,616</b>

## TEN YEAR ROAD NETWORK FORECAST

	Backlog	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
<b>Road Network</b>												
Roads - Semi-Urban	-	-	-	-	969,000	1,156,000	-	-	-	-	-	493,000
Roads - Urban Collector	-	-	-	297,500	1,224,000	1,173,000	170,000	-	-	-	-	-
Roads - Urban Local H.C.	-	884,000	969,000	3,672,000	4,233,000	2,431,000	5,066,000	3,145,000	850,000	2,737,000	1,751,000	4,785,949
Roads - Urban Local L.C.	-	-	765,000	340,000	714,000	952,000	663,000	153,000	938,500	-	333,500	-
Roads - L.C. Bituminous	-	-	-	-	-	-	-	-	-	-	-	-
Sidewalks – Asphalt	15,935	-	-	-	-	11,446	-	-	-	11,446	-	-
Sidewalks – Concrete	-	-	-	-	-	-	-	7,700	-	7,975	-	11,550
Sidewalks - Paving Stone	-	-	-	-	-	-	-	-	-	-	-	-
Sidewalks – Wood	-	-	67,532	-	-	-	-	-	36,449	-	-	-
Streetlights	-	-	20,093	-	-	-	-	-	-	-	116,545	-
Traffic Signals	10,813	-	-	10,813	-	10,813	-	10,813	-	10,813	479,477	75,691
<b>Total</b>	<b>26,748</b>	<b>884,000</b>	<b>1,821,625</b>	<b>4,320,313</b>	<b>7,140,000</b>	<b>5,734,259</b>	<b>5,899,000</b>	<b>3,316,513</b>	<b>1,824,949</b>	<b>2,767,234</b>	<b>2,680,522</b>	<b>5,366,190</b>

## TEN YEAR WATER NETWORK FORECAST

	Backlog	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
<b>Water Network</b>												
Booster Pumping Station - Electrical Controls	-	-	-	-	-	-	-	-	-	-	-	114,542
Booster Pumping Station - Mechanical Pumps, etc.	-	-	-	-	6,939	-	123,398	-	-	-	-	-
Water Treatment Plant - Electrical Controls	163,997	239,291	-	-	127,489	-	174,818	-	-	-	-	-
Water Treatment Plant - Electrical Power	-	-	-	-	-	-	-	-	401,769	-	-	-
Water Treatment Plant - Mechanical Equipment	91,353	15,957	-	-	16,394	-	-	-	20,907	-	-	9,890
Water Treatment Plant - Mechanical Pumps, etc.	-	-	-	-	-	-	257,416	-	-	-	-	24,580
Watermain - Cast Iron	5,233,200	-	-	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>5,488,550</b>	<b>255,248</b>	<b>-</b>	<b>-</b>	<b>150,822</b>	<b>-</b>	<b>555,632</b>	<b>-</b>	<b>422,676</b>	<b>-</b>	<b>-</b>	<b>149,012</b>

## TEN YEAR SANITARY NETWORK FORECAST

	Backlog	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
<b>Sanitary Network</b>												
Sewage Pumping Station - Electrical Controls	-	-	-	-	-	-	-	10,737	-	-	-	-
Pollution Control Plant - Electrical Controls	-	70,950	-	-	-	25,694	70,950	52,420	-	-	25,694	70,950
Pollution Control Plant - Electrical Power	-	17,738	-	-	-	-	17,738	-	-	-	-	17,738
Pollution Control Plant - Mechanical Equipment	-	-	-	-	-	390,854	-	-	-	-	-	-
Pollution Control Plant - Mechanical Pumps, etc.	18,329	-	74,612	13,787	-	-	-	70,305	-	-	-	-
Sanitary Sewer - Asbestos Cement	173,536	367,292	-	-	-	-	357,020	-	-	-	90,712	-
Sanitary Sewer – Concrete	-	335,240	-	-	-	-	-	-	-	-	-	-
Sanitary Sewer – PVC	-	404,243	-	-	-	-	-	-	312,250	-	-	-
Sanitary Sewer - Vitrified Clay	2,151,693	775,572	-	63,630	489,951	-	-	-	188,769	-	284,214	-
<b>Total</b>	<b>2,343,558</b>	<b>1,971,035</b>	<b>74,612</b>	<b>77,417</b>	<b>489,951</b>	<b>416,548</b>	<b>445,708</b>	<b>133,462</b>	<b>501,019</b>	<b>-</b>	<b>400,620</b>	<b>88,688</b>

### TEN YEAR STORM NETWORK FORECAST

	Backlog	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
<b>Storm Network</b>												
Storm Sewers – Concrete	10,282.00	-	-	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>10,282.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

### TEN YEAR FACILITIES NETWORK FORECAST

	Backlog	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
<b>Facilities Network</b>												
Structure	-	-	-	-	-	-	9,525	-	-	-	15,163	-
Roof	-	-	-	-	-	637,178	-	-	-	485,726	9,360	-
Mechanical	876,355	-	30,754	-	-	4,159,117	12,979	-	-	-	569,714	20,601
Elevators	51,912	-	-	-	-	101,952	-	-	-	-	-	-
<b>Total</b>	<b>928,267</b>	<b>-</b>	<b>30,754</b>	<b>-</b>	<b>-</b>	<b>4,898,247</b>	<b>22,504</b>	<b>-</b>	<b>-</b>	<b>485,726</b>	<b>594,237</b>	<b>20,601</b>

### TEN YEAR LAND IMPROVEMENTS NETWORK FORECAST

	Backlog	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
<b>Land improvements Network</b>												
Driveways, Walkways, Sidewalks, Pedestrian Bridges	-	-	22,216	-	-	-	-	34,532	-	-	-	-
Fencing and Gates	47,225	-	-	-	-	-	-	162,558	-	-	-	-
Guard Rails	90,941	-	-	-	-	-	-	-	-	-	-	-
Parking Lots	112,394	-	-	-	-	-	-	15,328	-	-	183,377	-
Sports Field Amenities	-	-	-	-	-	-	-	-	-	-	145,508	-
<b>Total</b>	<b>250,560</b>	<b>-</b>	<b>22,216</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>212,418</b>	<b>-</b>	<b>-</b>	<b>328,885</b>	<b>-</b>

## TEN YEAR FLEET NETWORK FORECAST

	Backlog	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
<b>Fleet Network</b>												
Street Sweeper	253,824	-	-	-	-	-	-	-	-	-	-	253,824
Flusher Truck	25,175	-	-	-	-	-	-	-	-	-	-	25,175
Dump Trucks	423,569	-	-	219,614	-	-	-	191,192	259,688	-	219,614	163,881
Pickup Trucks	225,729	39,323	-	95,237	48,824	-	170,296	151,656	230,237	-	95,237	83,639
Cars	-	-	-	-	41,114	-	70,509	-	-	-	-	41,114
Pumper Truck	-	-	-	-	-	-	-	-	-	475,029	-	-
Rescue Truck	-	257,184	-	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>928,297</b>	<b>296,507</b>	<b>-</b>	<b>314,851</b>	<b>89,938</b>	<b>-</b>	<b>240,805</b>	<b>342,848</b>	<b>489,925</b>	<b>475,029</b>	<b>314,851</b>	<b>567,633</b>



## TEN YEAR MACHINERY & EQUIPMENT NETWORK FORECAST

	Backlog	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
<b>Machinery &amp; Equipment Network</b>												
Building Furniture	61,375	-	16,451	-	-	-	-	-	-	-	11,197	-
Chairs/Tables	39,761	-	-	-	-	20,476	-	-	-	-	-	-
Children's Furniture	-	-	-	-	-	-	-	-	-	-	557	-
Computer Equipment	51,409	-	-	-	-	-	46,866	-	-	-	-	51,409
Computer Server	51,365	-	-	-	22,469	-	-	-	-	12,006	-	39,359
Facilities Equipment	-	-	-	-	-	-	-	5,837	-	-	-	-
Fire Fighting Equipment - Misc	171,933	-	16,106	-	-	-	31,281	38,392	-	-	-	102,188
Grounds	7,884	15,592	-	-	-	-	46,061	29,996	-	-	-	-
Ice Resurfacers	103,607	-	-	-	-	-	-	-	-	-	-	-
Kitchen/Canteen Equipment	34,067	188,371	-	-	-	8,966	-	64,022	-	-	-	-
Medical Equipment	67,215	3,302	-	-	22,530	-	-	-	-	-	-	39,881
Off Road Vehicles	145,521	42,881	194,132	341,713	-	51,328	231,495	26,188	166,388	384,748	51,328	105,070
Office Furniture	17,355	9,503	16,569	-	-	-	-	-	20,271	-	-	-
Operating Equipment	411,133	-	-	15,311	8,003	97,642	72,508	8,832	-	63,916	87,264	221,409
Playground Equipment	33,881	-	-	2,194	-	97,116	-	-	-	-	-	-
Recreation Equipment	12,176	-	-	-	32,635	60,457	-	-	17,597	34,927	55,158	12,176
Rink Boards/Rink Glass	-	-	60,025	-	-	-	-	-	-	-	-	-
Rink Flooring - Temporary	-	-	-	-	-	-	-	64,193	-	-	-	-
Snowblower	-	-	-	-	-	120,518	-	-	-	-	-	-
Technical Equipment	198,851	-	-	-	18,062	-	4,454	-	535	18,062	-	-
Trailers	3,973	-	-	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>1,411,506</b>	<b>259,649</b>	<b>303,283</b>	<b>359,218</b>	<b>103,699</b>	<b>456,503</b>	<b>432,665</b>	<b>237,460</b>	<b>204,791</b>	<b>513,659</b>	<b>205,504</b>	<b>571,492</b>

Moved By: Deputy Mayor Noel  
Seconded By: Councillor Carroll

WHEREAS climate change emergency poses a significant threat to the environment, economy, and well-being of communities, risking the extinction of millions of species and weakening the health and integrity of ecosystems worldwide; contributing to billions of dollars in property and infrastructure damage; and harming the health and security of all people;

AND WHEREAS urgent action is necessary to mitigate the effects of climate change emergency, reduce greenhouse gas emissions, and transition towards a sustainable and resilient future; and

AND WHEREAS collaboration and coordination among all levels of government, the private sector, and society are essential to achieve meaningful progress in combating climate change emergency.

BE IT RESOLVED THAT THE TOWN OF GODERICH:

1. Officially declares a climate change emergency crisis for the purposes of naming, framing, and deepening our commitment to protecting our local ecosystem, economy, and community from climate change emergency;
2. Expresses its full support for climate change emergency initiatives and urges the federal, provincial, and other municipal governments to prioritize and implement comprehensive climate change policies and programs that align with international commitments and targets;
3. Calls upon the federal and provincial governments to provide adequate funding and resources to municipalities to support climate change emergency mitigation efforts, and supports the development and implementation of climate change adaptation strategies to protect vulnerable communities, infrastructure, and natural resources;
4. Commits to continuing its work under the Climate Protection Program coordinated between the Town and the Federation of Canadian Municipalities and ICLEI-Local Governments for Sustainability, setting additional policy goals and mobilizing our community to implement these goals by raising awareness and promoting public education on climate change issues, emphasizing the importance of both individual actions and inter-departmental coordination in reducing greenhouse gas emissions and building climate resilience;
5. Commits to regularly reviewing and updating Town of Goderich policies to align with best practices in addressing climate change, and revisiting this resolution with each term of Council when developing the Corporate Strategic Plan.

AND THAT this resolution shall be provided to Prime Minister Justin Trudeau; all federal Opposition party leaders; MP Ben Lobb; Premier Doug Ford; all provincial opposition party leaders; MPP Lisa Thompson; Environment and Climate Change Canada, Ministry of Environment Conservation and Parks, County of Huron, Maitland Valley Conservation Authority; all Ontario Municipalities and the local media.

**CARRIED**

## Lake Huron Forever Pledge

Situated on the stunning shores of Lake Huron, the Town of Goderich is a vibrant hub of ecological and community treasures, cherished by dedicated residents and thousands of visitors each year. This magnificent lake is not just a backdrop for the many residents that live here; it provides essential economic and recreational opportunities that sustain the Goderich community's wellbeing.

The Port of Goderich, owned by the municipality and managed by the Goderich Port Management Corporation, stands as the only deep-water port on the eastern shore of Lake Huron. This pivotal hub of commercial shipping in southwestern Ontario, supports the thriving regional mining, manufacturing, and agricultural industries. Each year, approximately 250 vessels make their call at this notable port, transporting vital commodities like salt, grain, calcium chloride and aggregate for high friction asphalt applications. Beyond its commercial significance, the port also welcomes fishing boats and other maritime endeavors.

The Town's mission, "to provide sustainable services, be environmental leaders and to promote and maintain an exceptional quality of life," reflects the municipality's unwavering commitment to preserving our cherished environment. As the first Canadian municipality to embrace the Lake Huron Forever Pledge, the Town of Goderich reaffirms its dedication to protecting Lake Huron's invaluable ecosystem. This includes working closely with Bay City, MI, our sister city and fellow pledge signer, to develop cross-border initiatives that enhance the lake's health and resilience

Many communities along Lake Huron look to the Town of Goderich as environmental leaders and recognize our consistent efforts to preserve Lake Huron and the various ecosystems the Lake supports, including its diverse wildlife and globally unique species. Together, we must ensure that Lake Huron is conserved not only for our enjoyment but for future generations who will depend on its thriving ecosystem.

The Town's community well-being and economic prosperity are tied to Lake Huron. We understand that access to healthy natural resources like fresh air, clean water and public land improves the health and wellness of our entire community.

The municipality understands that we must work together to protect the shoreline, forests, and waterways to address threats of pollution and flooding caused by stormwater, proactively plan for the impacts of a changing climate, support native plant restoration and provide corridors for wildlife.

Engage communities and activate local solutions to sustain a healthy Lake Huron Forever.

The Town of Goderich is committed to understanding the unique connections our residents and visitors have to Goderich, and to incorporate their priorities and concerns into municipal decision making as we continue to lead natural resource protection efforts in our region. We pledge to protect Lake Huron forever.

#### **Our Lake Huron Forever Pledge**

- We hereby pledge to create, implement and update a Lake Huron Forever Community Road Map.
- We promise to serve as an example of how to proactively protect Lake Huron by sharing our work with other Lake Huron communities.
- We will allocate resources (time, money, people) to understanding emerging needs and opportunities to protect Lake Huron forever.
- We will commit to and encourage all community organizations and residents to take their own actions to protect Lake Huron, forever.
- We will give back to Lake Huron by examining management practices across municipal departments to identify ways to improve efforts to protect land and water resources.
- We will share our pledge with neighboring community leaders, as well as state, provincial and federal representatives to generate more conversation and positive action for Lake Huron and Lake Huron communities.

#### **Our Lake Huron Forever Community Road Map**

The Town of Goderich has recognized specific environmental challenges that pose direct threats to the ecological health of Lake Huron, its shoreline, bluffs, and its distinctive port. In collaboration with the Lake Huron Forever network of partners, Goderich is committed to addressing these challenges through clearly defined goals and strategic action steps. Furthermore, the municipality consistently endeavors to acknowledge and integrate environmental protection within its long-term policies and plans, some of which include the Town of Goderich Official Plan, Asset Management Policy and Conservation and Demand Management (CDM) Plan.

The municipality aims to increase our efforts to collaborate with environmental organizations and agencies, civic organizations, youth groups, visitors and the general public to elevate the protection and care of our natural resources. Public education and engagement will be incorporated into municipal planning and priorities.

To best serve the community, the Town of Goderich supports a strategic and pragmatic approach to delivering economic, environmental and social programs to ensure the long-term sustainability of

Engage communities and activate local solutions to sustain a healthy Lake Huron Forever.

our efforts. We understand that current and future programs need to be within our capacity to sustain.

### **Our Lake Huron Forever Goals**

#### **BLUFF EROSION AND WATERFRONT:**

- Develop educational material regarding erosion control on bluffs with community partners and distribute to landowners living within the Town of Goderich boundary
- Develop a Coastal Environmental Plan

#### **CLIMATE CHANGE AND GREENHOUSE GAS EMISSIONS:**

- Integrate climate change mitigation and adaptation into infrastructure planning
- Investigate greenhouse gas (GHG) reduction programs for residential, commercial and industrial sectors provided by local utility companies
- Promote active transportation practices and infrastructure

#### **STORMWATER MANAGEMENT:**

- Develop educational materials regarding potential lake contamination via stormwater runoff
- When feasible, collaborate with the Lake Huron Coastal Centre to deploy litter traps aimed at reducing microplastics infiltration into the water system
- Explore nature-based solutions to stormwater runoff

#### **WASTE REDUCTION:**

- Explore additional strategies for the municipality to enhance waste diversion efforts
- Research and develop educational materials and campaigns to promote overall waste reduction, partnering with community organizations to leverage various public marketing strategies

#### **WATER CONSERVATION:**

- Invest in modernizing water infrastructure to reduce waste, support water recycling technologies and enforce usage regulations especially during peak times or droughts
- Implement strategies to promote usage of water-efficient appliances and provide incentives for sustainable practices like rainwater harvesting, alongside policies promoting efficient landscaping



Engage communities and activate local solutions to sustain a healthy Lake Huron Forever.

**GREENING GODERICH:**

- Investigate and develop educational materials to promote the planting of native trees and plants on private property, while integrating more natural habitats within the Town of Goderich
- Incorporate green infrastructure in current and future planning and development
- Provide education to seasonal staff that manage shoreline vegetation on invasive and native species identification
- Develop an inventory of Town-owned tree infrastructure
- Promote sustainable guidelines for festivals and events in Goderich

**EFFECTIVE COMMUNITY PARTNERSHIPS:**

- Institute partnership and collaboration to support all Lake Huron Forever initiatives
- Persist in reaching the milestones set by the FCM/ICLEI's Partners in Climate Protection (PCP) Program, which includes creating a comprehensive Corporate and Community Climate Plan
- Explore partnerships with conservation groups and trail networks
- Support youth environmental education
- Consider philanthropic opportunities, in collaboration with local Community Foundations, to welcome community support, donations and legacy giving towards building endowments and associated granting to further Lake Huron Forever pledge initiatives

**Our Action Steps To Reach These Goals****BLUFF EROSION AND WATERFRONT:**

1. Control phragmites growth through partnership with Ausable-Bayfield Conservation Authority
2. Review and enhance maintenance plans and partnerships at the Goderich waterfront
3. Continue to explore opportunities to provide accessible spaces for recreational activity at the Goderich waterfront, as well as municipal parks and greenspaces
4. Develop a Coastal Environmental Plan with the Town's Engineer

**CLIMATE CHANGE AND GREENHOUSE GAS EMISSIONS:**

5. Develop a Corporate and Community Climate Plan, a requirement of FCM/ICLEI's PCP program
6. Review and update the Corporate Climate Change Declaration, as well as the Lake Huron Forever Pledge, when onboarding new Council officials
7. Execute energy conservation measures from the Goderich GHG Reduction Pathway Feasibility Studies at the Maitland Recreation Centre and Wastewater Treatment Plant to reduce GHG emissions by 50% in ten years and 80% in twenty years

Engage communities and activate local solutions to sustain a healthy Lake Huron Forever.

8. Encourage electric vehicle (EV) usage within the municipality and uphold the Asset Management Policy by evaluating electric and alternative fuel sources for fleet and equipment replacements to ensure cost-effective lifecycle management

**WASTE REDUCTION:**

9. Refine municipal waste management strategies and continue promoting waste diversion activities, like improving waterfront recycling and reviewing acceptable organics in the curbside program after contract completion.

**WATER CONSERVATION:**

10. Utilize nature-based solutions for safe-guarding coastline and water quality, while considering the community's maintenance requirements and aesthetic preferences
11. Promote public use of water filling stations and explore other opportunities to assist in reducing single-use plastic consumption

**GREEN INFRASTRUCTURE AND STORMWATER MANAGEMENT:**

12. Continue annual tree planting initiatives for public participation through Maitland Valley Conservation Authority's Stewardship Services
13. Incorporate green infrastructure and nature-based solutions, such as innovative stormwater management options, to enhance environmental sustainability during capital construction projects across the municipality
14. Continue employing environmentally friendly vinegar for weed treatment in Goderich's flower beds and greenspaces
15. Evaluate and update current zoning practices to include low-impact development and green infrastructure

**GODERICH POLICIES AND PLANS:**

16. Implement and update the municipal Energy Conservation Strategy and the Town of Goderich Conservation Demand Management (CDM) Plan by converting municipal facilities to LED lighting and performing building retrofits for improved energy efficiency
17. Maintain Green Marine certification at the Port of Goderich
18. Integrate Lake Huron Forever Pledge goals in development of relevant municipal plans, such as the Corporate and Community Climate Action Plan and CDM Plan

Engage communities and activate local solutions to sustain a healthy Lake Huron Forever.

**EFFECTIVE COMMUNITY PARTNERSHIPS AND FUNDING:**

19. When feasibly possible, support various partnership initiatives offered by the Lake Huron Coastal Centre, such as the Coastal Conservation Youth Corps, beach clean-up efforts and stormwater protection practices (e.g., litter traps)
20. Increase invasive species awareness for both Town staff and property owners by supporting invasive species training programs and other education opportunities
21. Institute and maintain partnerships with regional Community Foundations
22. Collaborate on environmental initiatives with Bay City, MI, focusing on joint programs, monitoring, and public awareness to enhance the health and resilience of Lake Huron
23. Engage with current and future Lake Huron Forever communities through peer-learning opportunities and other regular meetings of city officials, staff and leadership
24. Continue to provide support to the Maitland Trail Association for maintenance of the Maitland Wood, Menesetung Trail and Millenium Trail, when possible
25. Monitor grants related to energy efficiency, environmental sustainability, tree planting, and active transportation to support municipal projects.
26. Tell the Lake Huron Forever story via various media outlets and update the Town's webpage to highlight local efforts to protect Lake Huron and local quality of life
27. With assistance from Lake Huron Forever partners, Goderich will install visual representation(s) highlighting the pledge to become a Lake Huron Forever community
28. The Town of Goderich will consider and discuss opportunities to raise or allocate funding for Lake Huron Forever programming and projects, including considering these goals for grant applications and as line items within the municipal budget

*Signature*

*Date*

\_\_\_\_\_  
Trevor Bazinet, Mayor,  
Town of Goderich

\_\_\_\_\_  
Andrea Fisher, Director of Legislative Services/Clerk  
Town of Goderich

## Staff Report

**To:** Mayor Bazinet and Members of Council  
**Report From:** Dave Duncan, Municipal Law Enforcement Manager  
**Meeting Date:** July 7, 2025  
**Subject:** Municipal Law Enforcement Report  
**Attachment(s):** 1) MESH Report  
2) Level of Service Survey Results

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**Recommendation:**

That Goderich Town Council receive this report for information.

**Report Summary:**

To provide Council with a summary of the Municipal Law Enforcement and Paid Parking for the first half of 2025.

**Background and Analysis:**

The Municipal Law Enforcement Department continues to see a steady increase in municipal law enforcement actions. Through the first 6 months of 2024, the Department completed 445 actions, while in the first 6 months of 2025 the Department completed 705.

Animal Control calls have seen a slight decline, especially in wildlife calls, though unleashed dog concerns remain an issue. Parking has seen the largest increase, with over 156 calls coming in. 446 tickets have been written along the waterfront, 24 on North Harbour Road, and 48 in town. 220 tickets have been paid to date, totaling \$13,120.00.

The largest increase in activity has been with Property Standards. 51 Property Standard calls have been received, leading to 66 property inspections and 176 actions. 20 Notice of Non-Compliance letters and 8 Orders to Remedy have been written. To date we have cleared 41 of these files.

While the data presented reflects a clear increase in enforcement activity and responsiveness, it is important to acknowledge the public perception challenges associated with enforcement. Each call for service and enforcement action requires time and resources. Despite the operational success of the paid parking program, both in terms of revenue generation and its role in managing visitor volume on busy summer weekends, staff continue to receive criticism.

These concerns often arise from public observations of staff in vehicles or working in pairs. These criticisms fail to consider the operational realities of enforcement, which require

coordination, safety, and mobility. Staff work diligently to enforce the Waterfront Parking and Parks & Facilities By-law daily throughout the summer season.

Enforcement is complaint-driven out of necessity, based on capacity and the nature of by-law issues. Complaints can be submitted in person at Town Hall or online through the Town's website.

Furthermore, results from a recent community survey indicate that public expectations around enforcement are currently being met. Staff remain committed to maintaining a fair, effective, and responsive approach to enforcement while continuing to support property owners and developers in navigating zoning, servicing, and compliance matters.

The current Property Standards By-law was enacted in 1999 and is currently being reviewed by staff to ensure it reflects modern expectations, tools, and timelines. This review will allow the Town to modernize enforcement provisions, clarify definitions, and improve responsiveness—ensuring that property-related concerns can be addressed efficiently and effectively.

**Linkage:**

- Corporate Strategic Plan Priority #4: Good Government

**Financial Impacts and/or Source of Funding:**

There is no financial impact associated with this report.

**Consulted With:**

Sean Thomas, Director of Community Services, Infrastructure and Operations

**Approved By:**

Janice Hallahan, Chief Administrative Officer

Andrea Fisher, Director of Legislative Services/Clerk



Status

Case Category

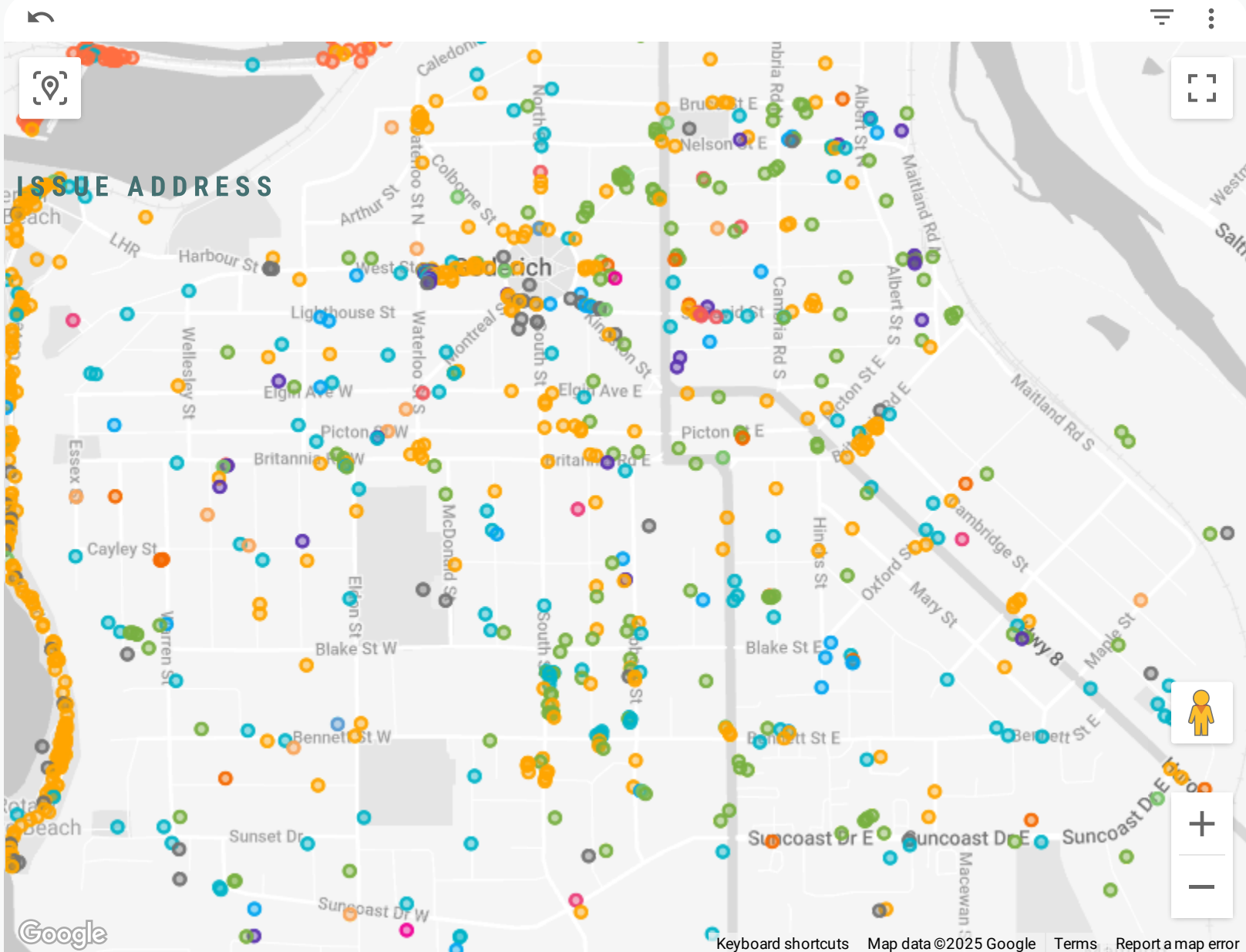
Case Type

Assigned Officer

Jan 1, 2025 - Jun 28, 2025

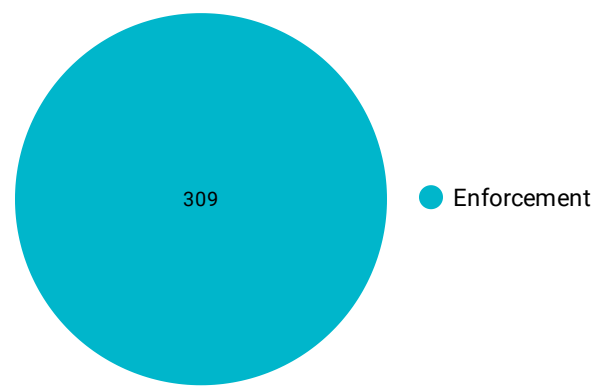
TOTAL CASES: 309

TOTAL ACTIONS: 703

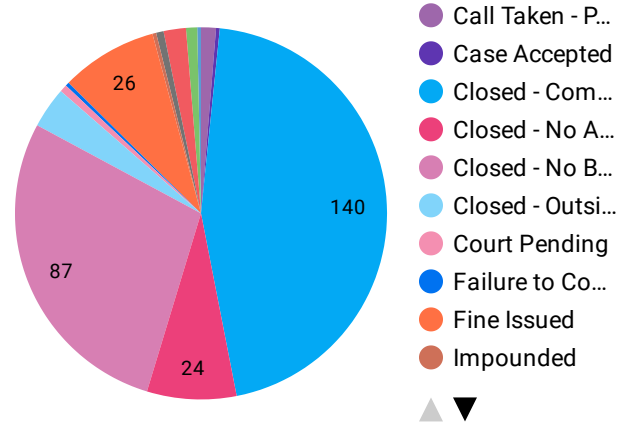


- Case Type**
- Animal Control
  - Property Standards
  - Parking
  - Noise
  - Zoning
  - Parking North Harbour Road
  - Fence
  - Sign
  - Open Burning
  - Municipal Parks
  - Snow Removal
  - Hawkers and Peddlers
  - Building

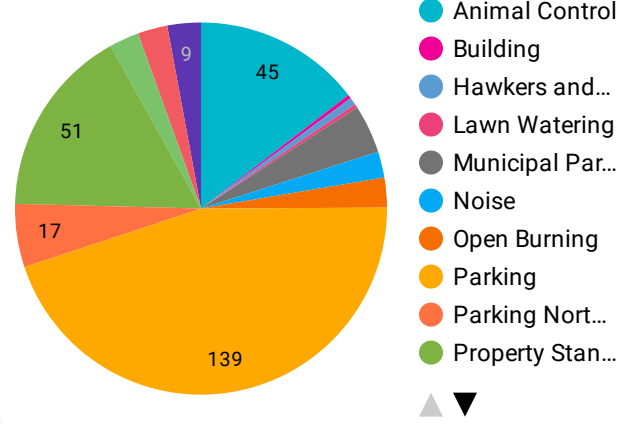
By Case Category



By Status



By Case Type



# ADMINISTRATIVE SERVICES – MUNICIPAL BY-LAW ENFORCEMENT SERVICES

*Cemetery, Building, By-Law Enforcement, and General Administration*



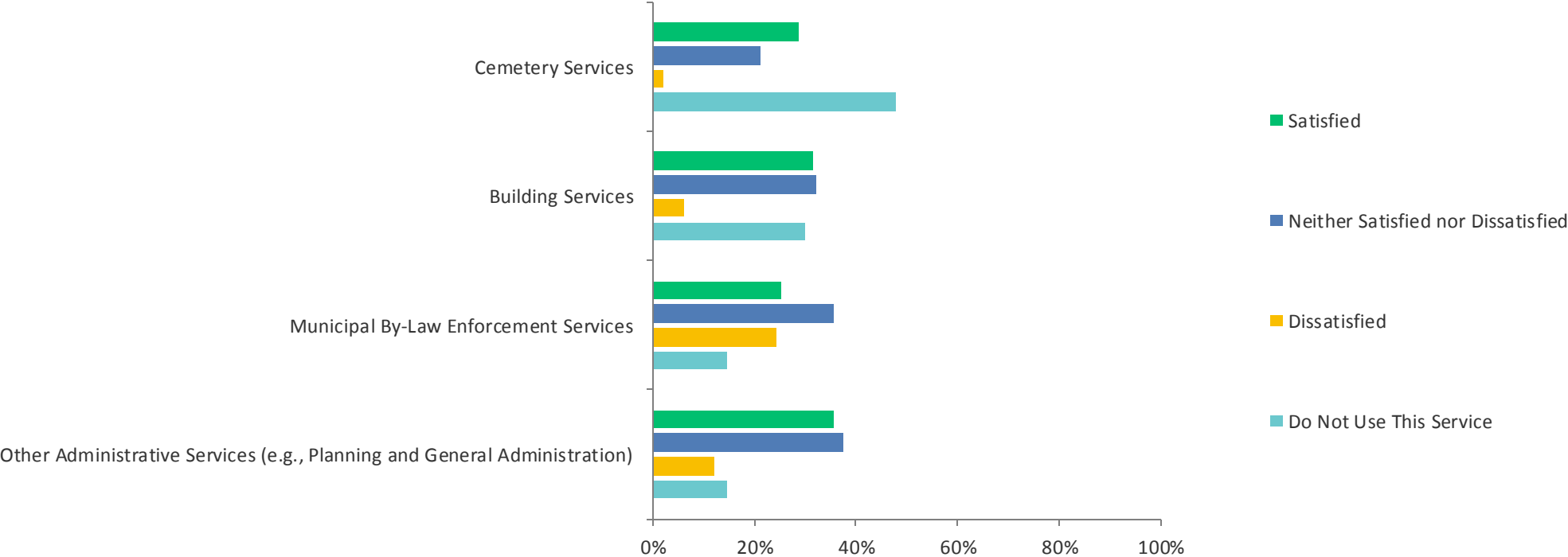
Town of Goderich is responsible for the above administrative services, provided by staff at Town Hall

	Satisfied	Neither Satisfied Nor Dissatisfied	Unsatisfied	Do Not Use This Service
Q19: How satisfied are you with the availability of <b>municipal by-law enforcement services</b> ?	25%	<b>36%</b>	24%	15%

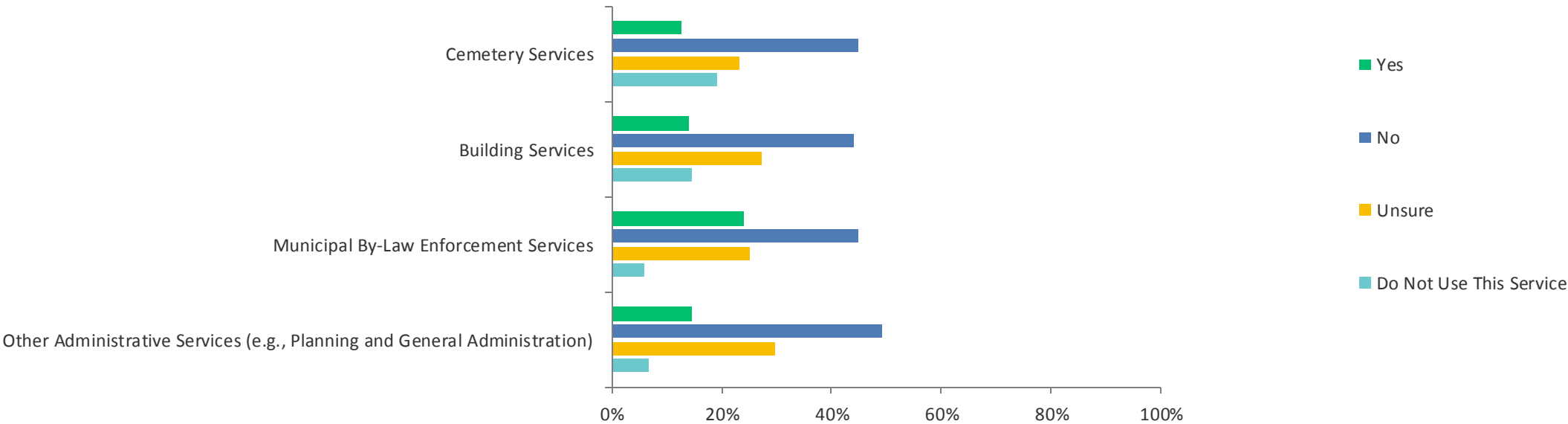
	Yes	No	Unsure	Do Not Use This Service
Q20: Would you support an increase in taxation to improve <b>municipal by-law enforcement services</b> ?	24%	<b>45%</b>	25%	6%

Q19: How satisfied are you with the availability of the following administrative services provided by the Town of Goderich?



	SATISFIED	NEITHER SATISFIED NOR DISSATISFIED	DISSATISFIED	DO NOT USE THIS SERVICE	TOTAL
Cemetery Services	28.71% 91	21.14% 67	2.21% 7	47.95% 152	317
Building Services	31.65% 100	32.28% 102	6.01% 19	30.06% 95	316
Municipal By-Law Enforcement Services	25.32% 80	35.76% 113	24.37% 77	14.56% 46	316
Other Administrative Services (e.g., Planning and General Administration)	35.76% 115	37.66% 115	12.03% 38	14.56% 46	316

Q20: Would you support an increase in taxation to improve the below administrative services provided by the Town of Goderich?



	YES	NO	UNSURE	DO NOT USE THIS SERVICE	TOTAL
Cemetery Services	12.62% 40	44.79% 142	23.34% 74	19.24% 61	317
Building Services	13.97% 44	44.13% 139	27.30% 86	14.60% 46	315
Municipal By-Law Enforcement Services	23.97% 76	44.79% 142	25.24% 80	5.99% 19	317
Other Administrative Services (e.g., Planning and General Administration)	14.51% 46	49.21% 156	29.65% 94	6.62% 21	317

## Staff Report

**To:** Mayor Bazinet and Members of Council or reflect Chair and Committee  
**Report From:** Jeff Wormington, Fire Services Manager/Fire Chief and Tracy Mero, Finance and Human Resources Manager  
**Meeting Date:** July 7, 2025  
**Subject:** Change in Compensation Structure for the Goderich Fire Department Firefighters  
**Attachment(s):** Amended Terms of Employment By-Law for Goderich Volunteer Firefighters

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### **Recommendation:**

That Goderich Town Council receives this report for information.

And Further That Goderich Town Council authorizes the Mayor and Clerk to execute the revised Terms of Employment By-Law for the Goderich Fire Department personnel, in the by-law section of the agenda. These revisions include updated duties and responsibilities for the department, as well as a new pay structure for its members, effective January 1, 2025.

### **Report Summary:**

#### **1. Changes in Compensation Structure**

- The current Volunteer Firefighter compensation system is based on a share-based model that rewards participants that respond to calls, equipment checks, and attendance at meetings and training sessions.
- The new model will transition this structure from a share-based model to an hourly rate of pay of \$31.16, with a guaranteed minimum of one (1) hour per call. This compensation applies from the moment the fire emergency vehicles have departed from the Fire Hall. The hourly compensation rate will be adjusted annually for inflation at a rate consistent with the Town's non-union staff adjustment, effective January 1.
- The Town shall provide pension coverage for employees under the OMERS Pension Plan with the opportunity to voluntarily enroll into the plan.

#### **2. Base Attendance Requirement**

- i. A Deputy Chief must maintain a minimum of 70% of scheduled internal training and meeting sessions and 30% of response calls to qualify for a base compensation of \$3,145.11.



- ii. A Captain must maintain a minimum attendance of 70% of scheduled internal training and meeting sessions and 30% of response calls to qualify for a base compensation of \$1,843.60.
- iii. A Firefighter must maintain a minimum attendance of 70% of scheduled internal training and meeting sessions and 30% of response calls to qualify for a base compensation of \$500.00. This compensation is designed to recognize and reward commitment to service excellence and professional development.

### 3. Key Attendance Requirements

- **Training and Meetings:**
  - Compensated at \$31.16 per hour, up to a maximum of 3.5 hours per session. This is crucial for keeping everyone updated on best practices and safety standards and is essential for operational readiness.
  - For approved external training sessions, firefighters will receive \$150.00 for a full day (4 or more hours) and \$75.00 for half a day (up to 4 hours). External training shall be requested to and approved by the Fire Services Manager/Fire Chief.
  - In situations where attendance is not possible due to unavoidable circumstances, it is imperative to inform the Fire Services Manager/Fire Chief promptly, providing valid reasons for absence from bi-weekly training and meeting.
- **Equipment and Truck Checks:** Compensation for conducting trucks and equipment checks will be provided at the rate of \$31.16 per hour, limited to 2 hours per check.
- **Public Education/Other Related Duties:** Compensation for public education or other related duties will be provided at the rate of \$31.16 per hour and subject to the Fire Services Manager/Fire Chief's discretion. Other related duties include but are not limited to fire drills, inspections and other duties that are not listed in any of the above duties.

**NOTE: Final decisions on hourly pay during response are subject to the Fire Services Manager/Fire Chief's discretion.**

#### **Background and Analysis:**

These changes are intended to align compensation with participation and commitment in various departmental activities, while also recognizing the unique nature of firefighting duties. The changes ensure consistency with the hourly pay structures of area fire departments. The primary goal is to fairly compensate firefighters for their dedication, while aligning with departmental needs and accommodating individual volunteer firefighters' schedules.

**Linkage:**

- Corporate Strategic Plan Priority #4: Good Government

**Financial Impacts and/or Source of Funding:**

The financial impact of the change in compensation structure was captured in the approved 2025 Budget.

**Consulted With:**

Deanna Hastie, Director of Corporate Services/Treasurers  
Goderich Fire Committee  
Area Fire Departments

**Approved By:**

Janice Hallahan, Chief Administrative Officer  
Andrea Fisher, Director of Legislative Services/Clerk

## Staff Report

**To:** Mayor Bazinet and Members of Council  
**Report From:** Jeff Wormington – Fire Chief/Fire Services Manager  
**Meeting Date:** July 07, 2025  
**Subject:** Fire Department Apparatus Replacement  
**Attachment(s):** January 7, 2025, Fire Services Manager/Fire Chief Report to Goderich Fire Committee

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### **Recommendation:**

That Goderich Town Council concurs with the Fire Chief/Fire Services Manager's recommendation to authorize the purchase of a new Front-Line Pumper from Dependable Emergency Vehicles in the amount of \$959,276.00 excluding HST.

### **Report Summary:**

The Goderich Fire Department requires a new Rescue Truck due to the age and condition of the current apparatus.

### **Background and Analysis:**

The current rescue unit, a model from 2003, has been experiencing significant mechanical and structural challenges, surpassing its expected operational lifespan. As a vital asset in all emergency response operations, ensuring its dependability is crucial. Additionally, our front-line pumper truck will attain 15 years of service by 2026. According to fire service standards, such equipment should be transitioned to reserve status after 15 years. This coinciding timeline indicates the necessity to replace both vehicles simultaneously, presenting a substantial financial burden for the municipality.

To address this, it is advisable to reassign the current pumper as a reserve unit, thereby replacing the outdated rescue unit. This strategy enables the procurement of a new front-line pumper now, effectively deferring major capital expenditures on vehicle replacements for the next 8-10 years.

The Town solicited quotations from five vendors through the Canoe Procurement process and received two responses:

- **Commercial Emergency Vehicles:** Quoted \$1,104,999.92 with availability in December 2025.
- **Rosenbauer:** Quoted \$1,082,900.00, potentially subject to a \$66,500.00 surcharge due to tariffs, with an estimated delivery by July 2026.

**Furthermore, a Request for Quotations (RFQ) was posted on the Bids and Tenders platform on the Town's website, resulting in the receipt of two quotations:**

**Fort Garry Fire Trucks** – 2025 ER RESCUE PUMPER quoted at \$1,205,537.00 + HST. Estimated delivery date of June 2026.

**Dependable Emergency Vehicles** – 2025 SPARTAN FC-94 QFLO PUMPER quoted at \$959,276.00 + HST. The apparatus is an in-stock unit. Estimated delivery of July 2025.

Originally, \$50,000.00 had been budgeted for the retrofit of Pumper 14. However, Pumper 14 can currently be utilized as a rescue vehicle with only minor modifications. Due to the increase in price, I propose reallocating the \$50,000.00 initially earmarked for Pumper 14 retrofit towards the purchase price of the new apparatus.

I recommend proceeding with the acquisition of the 2025 Spartan FC-94 QFLO PUMPER. This unit satisfactorily meets all operational requirements, is currently available, and aligns with our budgetary constraints. Council's approval for this purchase is respectfully requested.

**Linkage:**

- Corporate Strategic Plan Priority #1: Safe and Reliable Infrastructure
- Corporate Strategic Plan Priority #4: Good Government

**Financial Impacts and/or Source of Funding:**

The financial impact for the corporation will be \$959,276.00 + HST. This purchase will be funded by borrowing from the Corporation's Reserve Fund.

**Consulted With:**

Deanna Hastie, Director of Corporate Services/Treasurer

**Approved By:**

Janice Hallahan, Chief Administrative Officer

Andrea Fisher, Director of Legislative Services/Clerk



## **GODERICH FIRE DEPARTMENT**

Chief Jeff Wormington  
248 Suncoast Drive East • Goderich, ON N7A 4K4

### **Subject: Proposal for Replacement of Rescue #12**

#### **1. Current Status of Rescue #12:**

- Rescue #12, a 2004 International 4300 with a Walk-in Rescue body, has exhibited multiple structural concerns which have emerged over recent years. Despite structural repairs to extend its service life, it has reached a stage where replacement is prudent.
- The unit has seen extensive use, and several mechanical failures reported over the past fiscal year. Increasing maintenance requirements have affected our operational readiness. This highlights the urgent need for replacement to ensure reliability and safety in emergency response.
- Additionally, newer equipment required for current operational demands has maxed out the storage capacities of Rescue #12, creating significant challenges in our efforts to optimize response efficiency and safety.

#### **2. Strategic Transition Plan:**

- The current front-line pumper, 14 (a 2011 Spartan Metro Star), is nearing its expected operational end by 2026 as per our underwriters. NFPA 1901 recommends the replacement of front-line pumpers after 15 years unless stringent testing is performed to certify them for extended life. Addressing our fleet modernization now, while aligning with these standards, offers strategic benefits.

#### **3. Replacement Cost Considerations:**

- A custom-built Rescue vehicle can cost between 628,000–1,000,000 with a minimum wait period of 18 months. This delay rivals the scheduled replacement date for Pumper #14.
- Additionally, a custom cab option increases costs by approximately \$300,000 compared to a commercial cab and reduces seating capacity from 6 to 5 members, which impacts our operational capability.





## **GODERICH FIRE DEPARTMENT**

Chief Jeff Wormington  
248 Suncoast Drive East • Goderich, ON N7A 4K4

### **4. Proposed Cost-Efficient Solution:**

- By introducing a stock pumper (service-ready within 6 months for approximately \$900,000), we could convert Pumper #14 into a Rescue with a cost of approx. \$50,000, deferring its replacement by about 5 years. This would potentially ease the fiscal burden by deferring a large capital expenditure while retaining operational integrity.
- In 5 years, another stock unit could be procured to replace the front-line pumper, allowing the existing unit to transition to a rescue role. This strategic movement would provide a 10-year grace period before any further apparatus purchases are necessary, offering long-term budgeting stability.

### **5. Operational and Financial Advantages:**

- First-responder unit capabilities would improve with an onboard pump integrated into the Rescue truck, aiding in quick responses to vehicular incidents and fires without dependencies.
- Creating a 5-year replacement cycle through this transition mechanism offers substantial long-term savings and operational flexibility.

This strategy positions us well to manage budget allocations conscientiously and improve our emergency response framework for the residents of Goderich and surrounding areas of Central Huron and ACW, effectively balancing needs with fiscal responsibility. Hence, it's deemed our best option for replacement due to costs.

Fire Services Manager/ Fire Chief

Jeff Wormington

## Staff Report

**To:** Mayor Bazinet and Members of Council  
**Report From:** Emma MacNeil, Tourism Events and Marketing Coordinator  
**Meeting Date:** July 7, 2025  
**Subject:** Staff Report re July Event  
**Attachment(s):** 1) Goderich Seahawks Tournament – July 18-20 – Ltr 2 Council.pdf

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**Recommendation:**

That Goderich Town Council receives this report for information;

And Further That Goderich Town Council grants permission to make use of amplified sound for the July 18 – 20, 2025 Goderich Seahawks Annual Lions Centennial Girls Fastball Tournament at Bannister Park.

**Report Summary:**

Goderich Seahawks Annual Lions Centennial Girls Fastball Tournament, July 18-20, 2025, Bannister Park.

July 18 - 20, the Goderich Seahawks are excited to host the return of their annual Girls Fastball Tournament. The Tournament will host 30 youth teams for a weekend of fun competition and features a BBQ.

- This event requests permission to make use of amplified sound.

**Linkage:**

- Corporate Strategic Plan Priority #2: Welcoming and Caring Community

**Financial Impacts and/or Source of Funding:**

No financial impact is associated with this report.

**Consulted With:**

Greg Morningstar, Recreation Facilities Supervisor  
Jenna Ujiye, Tourism and Community Development Manager

**Approved By:**

Janice Hallahan, Chief Administrative Officer  
Andrea Fisher, Director of Legislative Services/Clerk

Goderich Town Council  
Town of Goderich  
57 West Street  
Goderich ON N7A 2K5

Date: Thursday, June 19, 2025

Name: Dan Ridsdale  
Address: 200 Widder Street, Goderich Ontario N7A 3V4  
Email: danrizz@yahoo.ca  
Phone: 519-440-0637

RE: Request to Council

To the Members of Goderich Town Council,

I am writing to you today on behalf of the Goderich Seahawks 4th Annual Lions Centennial Girls Fastball Tournament taking place on Friday, July 18 - Sunday, July 20 between the hours of 12:00pm - 11:00pm (Fri), 08:00am - 11:00pm (Sat), 08:00 - 7:00 pm (Sun) at Bannister Park and John O'Keefe Field. I would like to make the following request regarding our upcoming event.

- Permission to make use of amplified sound.
- Permission to use Pavilion and Canteen

Thank you very much for your time and consideration. We hope to see you there!

Sincerely,  
Dan Ridsdale  
Seahawks Fastball Tournament Chair



## **Municipal and Marine Heritage Committee Minutes**

**Wednesday, January 29, 2025**

**10:00 AM**

Present	Barry Page, Member John Thompson, Member Mary Gregg, Member Nancy Hughes, Member
Absent	Vicky Culbert, Member Kathy Ferguson, Member
Staff Present	Andrea Fisher, Director of Legislative Services/Clerk Jason Dykstra, Building Services Manager/Chief Building Official Andrea Rowntree, Secretary and Administrative Assistant to the Chief Administrative Officer and Clerk/Planning Coordinator
Staff Absent	Amanda Piskorski, Administrative Assistant to the Chief Administrative Officer and Clerk/Planning Coordinator

- 
- 1. CALL TO ORDER**
  - 2. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**
  - 3. CONFIRMATION OF AGENDA AND ADOPTION OF MINUTES**

3.1 Approval of the Agenda

Moved by: Member Gregg

Seconded by: Member Thompson

That the Municipal & Marine Heritage Committee hereby accepts the January 29, 2025, Agenda, as presented.

**CARRIED**

3.2 Adoption of the Minutes

Moved by: Member Page

Seconded by: Member Hughes

That the Municipal & Marine Heritage Committee hereby adopts the November 27, 2024, Minutes, as printed.

**CARRIED**

**4. PUBLIC MEETING(S)**

**5. DELEGATIONS AND PRESENTATIONS**

**6. STAFF REPORTS**

Moved by: Member Thompson

Seconded by: Member Page

That the Staff Reports be received for information and the noted action be approved.

**CARRIED**

6.1 Jason Dykstra, Building Services Manager/Chief Building Official re: 41 Victoria Street North - Fire in Heritage District

Staff Recommendation: Receive for information

6.2 Jason Dykstra, Building Services Manager/Chief Building Official re: Heritage Permit Application No. 2025-001 - 72-76 Hamilton St - Alterations

Staff Recommendation: Approve without conditions

**7. FINANCIAL REPORTS**

Moved by: Member Page

Seconded by: Member Hughes

That the Financial Reports be received for information and approved.

**CARRIED**

7.1 Draft Statement of Revenue and Expenditures for the General Fund for the fiscal period ending December 31, 2024

7.2 Draft Statement of Reserve Funds for the fiscal period ending December 31, 2024

**8. CORRESPONDENCE RECEIVED AND COPIED FOR WHICH THE DIRECTION OF COMMITTEE IS REQUIRED**

**9. CORRESPONDENCE RECEIVED FOR INFORMATION**

Moved by: Member Gregg

Seconded by: Member Page

That the correspondence be received for information.

**CARRIED**

9.1 Community Heritage Ontario - Membership Form 2025

9.2 Heritage Publications

9.2.1 Ontario Heritage Trust

9.2.1.1 Autumn Newsletter 2024

9.2.1.2 Doors Open Ontario 2025



**10. WORK PLAN**

**11. UNFINISHED BUSINESS**

- 11.1 Vicky Culbert & Barry Page re: Statement of Significance - 90 St. Patrick Street, Goderich Ontario
- 11.2 Donald R. Jeffery re: Salt Man Plaque - Pending
- 11.3 Goderich Heritage Walks Brochure - Pending
- 11.4 Waterfront Signage Working Group

**12. NEW BUSINESS**

- 12.1 Town of Goderich Website re: Heritage Goderich Pages - Update from Staff

Comments and recommendations for the Goderich website are due by February 19, 2025.

**13. CLOSED SESSION**

**14. REPORTING OUT OF CLOSED SESSION**

**15. PUBLIC FORUM**

**16. ADJOURNMENT**

Moved by: Member Hughes  
Seconded by: Member Gregg

That Municipal and Marine Heritage Committee does now adjourn at 11:59 AM to meet again at the next Municipal and Marine Heritage Committee meeting scheduled for May 28, 2025, at 10 AM.

**CARRIED**

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CHAIR, Vicky Culbert,

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SECRETARY, Andrea Fisher



## **Municipal and Marine Heritage Committee Minutes**

**Wednesday, May 28, 2025  
10:00 AM**

Present	Vicky Culbert, Member Barry Page, Member John Thompson, Member Mary Gregg, Member Nancy Hughes, Member
Staff Present	Andrea Fisher, Director of Legislative Services/Clerk Jason Dykstra, Building Services Manager/Chief Building Official
Staff Absent	Amanda Piskorski, Administrative Assistant to the Chief Administrative Officer and Clerk/Planning Coordinator
Others Present	Cindy Zell - Heritage Permit Application 2025-007 - 58 Market Street

- 
- 1. CALL TO ORDER**
  - 2. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**
  - 3. APPROVAL OF AGENDA AND ADOPTION OF MINUTES**

3.1 Approval of the Agenda

Moved by: Member Page

Seconded by: Member Gregg

That the Municipal and Marine Heritage Committee hereby accepts the  
May 28, 2025, Agenda, as presented.

**CARRIED**

3.2 Adoption of the Minutes

Moved by: Member Hughes

Seconded by: Member Page

That the Municipal & Marine Heritage Committee hereby adopts the  
January 29, 2025 Minutes, as printed.

**CARRIED**

**4. DEPUTATIONS AND PRESENTATIONS**

Moved by: Member Thompson  
Seconded by: Member Page

The Municipal and Marine Heritage Committee approves Heritage Permit  
Application No. 2025-007 - 58 Market Street - Replacement of storage garage.

**CARRIED**

**5. STAFF REPORTS**

5.1 Jason Dykstra, Building Services Manager/Chief Building Official re:  
Heritage Permit Application No. 2025-007 - 58 Market Street -  
Replacement of storage garage

Staff Recommendation: Approve without conditions

**6. CORRESPONDENCE RECEIVED AND COPIED FOR WHICH THE DIRECTION  
OF COMMITTEE IS REQUIRED**

**7. CORRESPONDENCE RECEIVED FOR INFORMATION**

Moved by: Member Thompson  
Seconded by: Member Hughes

That the correspondence be received for information.

**CARRIED**

7.1 Final Heritage Conservation District Walking Tour Brochure

7.2 Ontario Heritage Trust May 2025 Newsletter

7.3 Community Heritage Ontario Spring Newsletter

**8. WORK PLAN**

**9. UNFINISHED BUSINESS**

9.1 Jason Dykstra, Building Services Manager/Chief Building Official re:  
Heritage Permit Application No. 2025-001 - 72-76 Hamilton St - Alterations

Moved by: Member Hughes  
Seconded by: Member Page

Approve without conditions

**CARRIED**

9.2 Donald R. Jeffery re: Salt Man Plaque

9.3 Waterfront Signage Working Group

**10. NEW AND GENERAL BUSINESS**

10.1 Jason Dykstra, Building Services Manager/Chief Building Official re:  
Window Colour Options

10.2 Mary Gregg re: Letter of Appreciation for Bob Davis

10.3 Mary Gregg re: 2026 Community Heritage Ontario Conference

**11. FINANCIAL REPORTS**

11.1 Statement of Revenue and Expenditures for the General Fund for the  
fiscal period ending April 30, 2025

11.2 Statement of Reserve Funds for the fiscal period ending April 30, 2025

11.3 Heritage Reserve Fund Balance is \$62,003.78

Moved by: Member Page  
Seconded by: Member Gregg

That the financial statements be received and approved.

**CARRIED**

- 12. **POSSIBLE CLOSED COMMITTEE MEETING MATTERS**
- 13. **REPORTING OUT OF CLOSED SESSION**
- 14. **PUBLIC FORUM**
- 15. **ADJOURNMENT**

Moved by: Member Thompson  
Seconded by: Member Page

That Municipal and Marine Heritage Committee does now adjourn at 11:48 AM to meet again at the next Municipal and Marine Heritage Committee meeting scheduled for September 24, 2025 at 10 AM.

**CARRIED**

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CHAIR, Vicky Culbert,

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SECRETARY, Andrea Fisher



## Committee of Adjustment

**Tuesday, April 1, 2025  
2:00 PM**

Present	Tony Decoo, Chair Matthew Hoy, Member Donny Rivers, Member
Staff Present	Jason Dykstra, Building Services Manager/Chief Building Official Andrea Rowntree, Secretary and Administrative Assistant to the Chief Administrative Officer and Clerk/Planning Coordinator Hanna Holman, Huron County Senior Planner
Staff Absent	Victor Kloeze, Huron County Senior Planner
Others Present	Brooke Burlock, Zelinka Priamo Ltd.

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**1. CALL TO ORDER**

**2. DISCLOSURE OF PECUNIARY INTEREST**

**3. CONFIRMATION OF AGENDA AND ADOPTION OF MINUTES**

3.1 Approval of the Agenda

Moved By: Member Rivers  
Seconded By: Member Hoy

That the Town of Goderich Committee of Adjustment hereby accepts the  
April 1, 2025, Agenda, as presented.

**CARRIED**

3.2 Adoption of the Minutes

Moved By: Member Rivers  
Seconded By: Member Hoy

That the Town of Goderich Committee of Adjustment hereby adopts the  
January 15, 2025, Minutes, as printed.

**CARRIED**

**4. PUBLIC MEETING(S)**

**5. DELEGATIONS AND PRESENTATIONS**

**6. STAFF REPORTS**



6.1 Victor Kloeze Senior Planner re: Consent Application GOD MV01-2025 - Unaddressed Wolfe Street Parcel East of 170 Cambria Road North

Applicant: Zelinka Priamo Ltd. (Brooke Burlock)

Owner: 2563779 Ontario Inc. (Ali Farahani)

Request: The purpose of this minor variance application is to permit an increased maximum building height of 14 metres, and a reduced setback of 15 metres from the railway right-of-way. This application will facilitate the construction of two multiple unit dwelling buildings as part of a larger site development, including an amenity building and parking area. The subject property is zoned High Density Residential – Special Provisions - Holding (R3-12-H) in the Town of Goderich Zoning By-law. Provision 9.2.1.9 (Multiple-Unit Dwelling Maximum Building Height) establishes a maximum building height of 13.5 metres or 4 storeys. Provision 6.29 (Minimum Setback from Railway Right-of-Way) establishes a minimum setback of 60 metres from a railway for residential buildings four storeys in height or taller.

Following discussion;

Moved By: Member Rivers

Seconded By: Member Hoy

It is recommended that this application for minor variance be approved subject to the following conditions:

1. The proposed four storey buildings be constructed consistently with the site plan and elevation drawings submitted as part of the application to the satisfaction of the Town's Chief Building Official.
2. That the proposed buildings incorporate mitigation measures as directed by the provided noise study to the satisfaction of the Town's Chief Building Official.
3. The approval is valid for a period of 24 months from the Committee's decision.

**CARRIED**

6.1.1 Brooke Burlock, Zelinka Priamo Ltd re: GOD MV01-2025 Presentation

**7. NEW BUSINESS**

**8. UNFINISHED BUSINESS**

**9. PUBLIC FORUM**

**10. ADJOURNMENT**

It is noted that the Chair has suggested the Committee members attend in-person.

Moved By: Member Hoy

Seconded By: Member Rivers

That the Town of Goderich Committee of Adjustment does now adjourn at 2:37PM.

**CARRIED**

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CHAIR, Tony Decoo

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SECRETARY, Jason Dykstra



## Committee of Adjustment

**Thursday, June 12, 2025  
11:00 AM**

Present	Tony Decoo, Chair Donny Rivers, Member
Absent	Matthew Hoy, Member
Staff Present	Jason Dykstra, Building Services Manager/Chief Building Official Mandy Powell - Administrative Assistant to the Chief Administrative Officer and Clerk Hanna Holman, Planner
Others Present	Hugh Burgsma

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**1. CALL TO ORDER**

**2. DISCLOSURE OF PECUNIARY INTEREST**

**3. CONFIRMATION OF AGENDA AND ADOPTION OF MINUTES**

3.1 Approval of the Agenda

Moved By: Tony Decoo

Seconded By: Member Rivers

That the Town of Goderich Committee of Adjustment hereby accepts the June 12, 2025, Agenda, as presented.

**CARRIED**

3.2 Adoption of the Minutes

Moved By: Member Rivers

Seconded By: Tony Decoo

That the Town of Goderich Committee of Adjustment hereby adopts the April 1, 2025, Minutes, as printed.

**CARRIED**

**4. PUBLIC MEETING(S)**

**5. DELEGATIONS AND PRESENTATIONS**

**6. STAFF REPORTS**

- 6.1 Hanna Holman, Planner re: Minor Variance Application GOD MV02-2025 - 275 Christina Court

Applicant: Hugh Burgsma

Owner: Joyce Hartman

Request: The purpose of this application is to seek relief from Zoning By-law 124-2013 of the Town of Goderich. The subject lands include a single detached residence and is a corner lot fronting Christina Court and abutting Bennett Street East. The proposed development is for a pergola as an accessory structure. The purpose of this minor variance application is to reduce the exterior side yard setback to Bennett Street East. The subject property is zoned Medium Density Residential (R2) in the Town of Goderich Zoning By-law. Section 6.9.3.2.1.3 (Accessory Uses, Location) establishes that accessory structures shall be located no closer than the setback required for the main building; the main building requires an exterior side yard setback of 4.5 metres as per Section 7.2.1.4. The application requests relief to permit an decreased exterior side yard of 1.9 metres.

Moved By: Member Rivers

Seconded By: Tony Decoo

That the Committee of Adjustment approve the Minor Variance Application GOD MV02-2025, subject to the following conditions:

(1) The proposed pergola be constructed consistently with the site plan and elevation drawings submitted as part of the application to the satisfaction of the Town’s Chief Building Official;

(2) The approval is valid for a period of 24 months from the Committee’s decision.

**CARRIED**

- 7. NEW BUSINESS
- 8. UNFINISHED BUSINESS
- 9. PUBLIC FORUM
- 10. ADJOURNMENT

Moved By: Member Rivers  
Seconded By: Tony Decoo

That the Town of Goderich Committee of Adjustment does now adjourn at 11:07 AM.

**CARRIED**

\_\_\_\_\_  
CHAIR, Tony Decoo

\_\_\_\_\_  
SECRETARY, Jason Dykstra



## **Memorial Arena Task Force Minutes**

**Monday, February 10, 2025  
10:00 AM**

Present	Trevor Bazinet, Mayor Leah Noel, Deputy Mayor Liz Petrie, Councillor Barron Purser, Citizen Appointment Michael Daley, Citizen Appointment Ruby Debrouwer, Citizen Appointment Darren Scholl, Citizen Appointment (online) Alexandra Kasper, Citizen Appointment Ralph Rubino, Member (online)
Staff Present	Janice Hallahan, Chief Administrative Officer Andrea Fisher, Director of Legislative Services/Clerk Sean Thomas, Director of Community Services, Infrastructure, and Operations Deanna Hastie, Director of Corporate Services/Treasurer Amanda Banting, Deputy Clerk (Records Management Clerk) Jason Dykstra, Building Service Manager/Chief Building Official Jeff Wormington, Fire Chief

- 
- 1. CALL TO ORDER**
  - 2. DISCLOSURE OF PECUNIARY INTEREST**
  - 3. CONFIRMATION OF THE AGENDA AND ADOPTION OF MINUTES**

3.1 Approval of Agenda

Moved By: Member Daley  
Seconded By: Member Noel

That the Memorial Arena Task Force hereby accepts the February 10, 2025, Agenda, as presented.

**CARRIED**

3.2 Adoption of Minutes

Moved By: Member Debrouwer  
Seconded By: Member Daley

That the Memorial Arena Task Force hereby adopts the January 6, 2025, Minutes, as printed.

**CARRIED**



**4. DELEGATIONS AND PRESENTATIONS**

**5. STAFF REPORTS**

**6. CORRESPONDENCE RECEIVED AND COPIED FOR WHICH THE DIRECTION OF THE TASK FORCE IS REQUIRED**

**7. CORRESPONDENCE RECEIVED FOR INFORMATION**

Moved By: Member Petrie

Seconded By: Member Noel

That the correspondence be received for information.

**CARRIED**

**7.1 Memorial Arena Reports**

- December 16th and December 20th Staff Reports re Memorial Arena
- Goderich Memorial Arena Structural Inspection
- Masonry Quote
- Smith-Peat Roof Report
- JPM Architecture Inc. Letter and Quotes
- Additional Staff Comments

**8. CORRESPONDENCE RECEIVED AND RECOMMENDED ACTION NOTED**

**9. UNFINISHED BUSINESS**

**10. NEW BUSINESS**

10.1 Memorial Arena Request For Proposal - Comprehensive Plan and Recommendations on the Future Use and the Financial Viability of the Building/Property - Staff Update

10.2 Request for Proposal Interviews

Moved By: Member Daley

Seconded By: Member Kasper

That in addition to Town Staff and the Town's Engineer, that Task Force Members Mayor Bazinet, Deputy Mayor Noel and Councillor Petrie be appointed to conduct interviews with Memorial Arena Request for Proposal-Comprehensive Plan and Recommendations on the Future Use and the Financial Viability of the Building/Property, candidates;

And that as a result of the interview process, that staff provide a recommendation on a proponent to Goderich Town Council for consideration.

**CARRIED**

**11. CLOSED SESSION**

**12. REPORTING OUT OF CLOSED**

**13. PUBLIC FORUM**

There is discussion from shuffleboard members who are concerned with the closure of Memorial Arena. They were instructed to submit a letter to Council regarding their request of temporary access and reduced capacity.

**14. ADJOURNMENT**

Moved By: Member Debrouwer  
Seconded By: Member Daley

That the Memorial Arena Task Force does now adjourn at 11:21 AM to meet again at the next Regular Meeting scheduled for March 18, 2025.

**CARRIED**

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CHAIR, Trevor Bazinet,

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SECRETARY, Amanda Banting



## Memorial Arena Task Force Minutes

**Monday, February 24, 2025  
10:00 AM**

Present	Trevor Bazinet, Chair Liz Petrie, Councillor Leah Noel, Deputy Mayor Barron Purser, Citizen Appointment Ralph Rubino, Citizen Appointment
Absent	Michael Daley, Citizen Appointment Alexandra Kasper, Citizen Appointment Ruby Debrouwer, Citizen Appointment Darren Scholl, Citizen Appointment
Staff Present	Janice Hallahan, Chief Administrative Officer Sean Thomas, Director of Community Services, Infrastructure, and Operations Andrea Fisher, Director of Legislative Services/Clerk Deanna Hastie, Director of Corporate Services/Treasurer Andrea Rowntree, Administrative Assistant to the Director of Legislative Services/Clerk

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### 1. CALL TO ORDER

The Memorial Arena Task Force meeting commenced at 10:10 AM, due to technical difficulties.

### 2. UNANIMOUS MOTION

Moved By: Member Noel  
Seconded By: Member Rubino

That the Memorial Arena Task Force hereby unanimously consents to discussing and considering the following at the February 24, 2025, Special Memorial Arena Task Force Meeting at 10:00 AM;

1. To receive information and a recommendation regarding the Memorial Arena Comprehensive Plan and Recommendations on the Future Use and the Financial Viability of the Building/Property - Request for Proposal.
2. Kate Krouskie email, dated Saturday, February 15, 2025.
3. Jim Reese email, dated Friday, February 14, 2025.

**CARRIED**

**3. DISCLOSURE OF PECUNIARY INTEREST**

**4. CONFIRMATION OF THE AGENDA AND ADOPTION OF MINUTES**

**4.1 Approval of Agenda**

Moved By: Member Petrie

Seconded By: Member Rubino

That the Memorial Arena Task Force hereby accepts the February 24, 2025, Agenda, as presented.

**CARRIED**

**5. DELEGATIONS AND PRESENTATIONS**

**6. STAFF REPORTS**

Moved By: Member Noel

Seconded By: Member Rubino

That the Staff Reports be received for information and the recommended action be approved.

**CARRIED**

**6.1 Dale Erb, BM Ross and Associates Limited re: Goderich Memorial Arena Request for Proposal Review**

Staff Recommendation: Concur

**7. CORRESPONDENCE RECEIVED AND COPIED FOR WHICH THE DIRECTION OF THE TASK FORCE IS REQUIRED**

**8. CORRESPONDENCE RECEIVED FOR INFORMATION**

Moved By: Member Petrie

Seconded By: Member Rubino

That the correspondence be received for information.

**CARRIED**

**8.1 Kate Krouskie re: Memorial Arena**

**8.2 Jim Rees re: Memorial Arena**

**9. CORRESPONDENCE RECEIVED AND RECOMMENDED ACTION NOTED**

**10. UNFINISHED BUSINESS**

**11. NEW BUSINESS**

**12. CLOSED SESSION**

**13. REPORTING OUT OF CLOSED**

**14. PUBLIC FORUM**

Jim Howard comments on a potential location for shuffleboard with the Knights of Columbus.

John White comments on the safety of the Memorial Arena.

Roelie Leggatt asks questions on the 2024 budget compared to the 2025 budget, including costs for telephone and hydro.

Eric Wheeler comments on the BM Ross report regarding the Goderich Memorial Arena Request for Proposal Review.

**15. ADJOURNMENT**

Moved By: Member Petrie

Seconded By: Member Rubino

That the Memorial Arena Task Force does now adjourn at 10:58 AM to meet again at the next Regular Meeting scheduled for March 18, 2025.

**CARRIED**

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CHAIR, Trevor Bazinet,

---

SECRETARY, Andrea Fisher





## **Memorial Arena Task Force Minutes**

**Tuesday, March 18, 2025  
10:00 AM**

Present	Trevor Bazinet, Mayor Leah Noel, Deputy Mayor Liz Petrie, Councillor Barron Purser, Citizen Appointment Ruby Debrouwer, Citizen Appointment Darren Scholl, Citizen Appointment Alexandra Kasper, Citizen Appointment Ralph Rubino, Citizen Appointment
Absent	Michael Daley, Citizen Appointment
Staff Present	Janice Hallahan, Chief Administrative Officer Andrea Fisher, Director of Legislative Services/Clerk Sean Thomas, Director of Community Services, Infrastructure, and Operations Deanna Hastie, Director of Corporate Services/Treasurer Andrea Rowntree, Administrative Assistant to the Director of Legislative Services/Clerk

- 
- 1. CALL TO ORDER**
  - 2. DISCLOSURE OF PECUNIARY INTEREST**
  - 3. CONFIRMATION OF THE AGENDA AND ADOPTION OF MINUTES**

3.1 Approval of Agenda

Moved By: Member Noel

Seconded By: Member Debrouwer

That the Memorial Arena Task Force hereby accepts the March 18, 2025, Agenda, as presented.

**CARRIED**

3.2 Adoption of Minutes

Moved By: Member Rubino

Seconded By: Member Purser

That the Memorial Arena Task Force hereby adopts the February 24, 2025, Minutes, as printed.

**CARRIED**

**4. DELEGATIONS AND PRESENTATIONS**

**5. STAFF REPORTS**

5.1 Janice Hallahan, Chief Administrative Officer re: Request for Proposal Kick-Off Meeting Update - Verbal

**6. CORRESPONDENCE RECEIVED AND COPIED FOR WHICH THE DIRECTION OF THE TASK FORCE IS REQUIRED**

**7. CORRESPONDENCE RECEIVED FOR INFORMATION**

Moved By: Member Rubino  
Seconded By: Member Debrouwer

That the correspondence be received for information.

**CARRIED**

7.1 John Maaskant, Goderich Lions Club re: The Future of the Goderich Memorial Arena - A Call for Thoughtful Action and Genuine Community Engagement

7.2 Concerned Citizens Letter re: Potential Conflict of Interest - Memorial Arena

**8. CORRESPONDENCE RECEIVED AND RECOMMENDED ACTION NOTED**

**9. UNFINISHED BUSINESS**

**10. NEW BUSINESS**

**11. CLOSED SESSION**

**12. REPORTING OUT OF CLOSED**

**13. PUBLIC FORUM**

Don Edwards comments regarding occupancy, cost and replacement of Memorial Arena.

Laurie Moore comments regarding past reports and cost of Memorial Arena.

Donna Brander inquires about what funds will be used for Memorial Arena.

Roy Mayson thanks the Task Force volunteers for their hard work.

**14. ADJOURNMENT**

Moved By: Member Noel  
Seconded By: Member Scholl

That the Memorial Arena Task Force does now adjourn at 10:30 AM to meet again at the next Regular Meeting scheduled for April 22, 2025.

**CARRIED**

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CHAIR, Trevor Bazinet,

---

SECRETARY, Andrea Fisher



## Memorial Arena Task Force Minutes

**Tuesday, April 22, 2025  
10:00 AM**

Present	Trevor Bazinet, Mayor Leah Noel, Deputy Mayor Liz Petrie, Councillor Barron Purser, Citizen Appointment Michael Daley, Citizen Appointment Ruby Debrouwer, Citizen Appointment Darren Scholl, Citizen Appointment Alexandra Kasper, Citizen Appointment Ralph Rubino, Citizen Appointment
Staff Present	Janice Hallahan, Chief Administrative Officer Andrea Fisher, Director of Legislative Services/Clerk Sean Thomas, Director of Community Services, Infrastructure, and Operations Deanna Hastie, Director of Corporate Services/Treasurer Andrea Rowntree, and Mandy Powell, Administrative Assistant to the Director of Legislative Services/Clerk
Others Present	Evelyn Thomas - Project Lead, GSP Group Inc. Steve Wever - President, GSP Group Inc. Bob Prince -Principal, Invitzij Architects Inc.

- 
- 1. CALL TO ORDER**
  - 2. DISCLOSURE OF PECUNIARY INTEREST**
  - 3. CONFIRMATION OF THE AGENDA AND ADOPTION OF MINUTES**

3.1 Approval of Agenda

Moved By: Member Purser  
Seconded By: Member Noel

That the Memorial Arena Task Force hereby accepts the April 22, 2025,  
Agenda, as presented.

**CARRIED**

3.2 Adoption of Minutes

Moved By: Member Petrie  
Seconded By: Member Rubino

That the Memorial Arena Task Force hereby adopts the March 18, 2025, Minutes, as printed.

**CARRIED**

**4. DELEGATIONS AND PRESENTATIONS**

4.1 Memorial Arena Comprehensive Plan Update – GSP Group Inc. Verbal Update

Evelyn Thomas, GSP Project Lead, provides the Task Force with an update on the Memorial Arena Charrette that took place April 4 and 5.

**5. STAFF REPORTS**

**6. CORRESPONDENCE RECEIVED AND COPIED FOR WHICH THE DIRECTION OF THE TASK FORCE IS REQUIRED**

**7. CORRESPONDENCE RECEIVED FOR INFORMATION**

Moved By: Member Debrouwer

Seconded By: Member Kasper

That the correspondence be received for information.

**CARRIED**

7.1 Mike Alcock re: Memorial Arena Charrette

7.2 E. Kent Gillin, Chair, MacKay Centre for Seniors re: Memorial Arena Charrette

**8. CORRESPONDENCE RECEIVED AND RECOMMENDED ACTION NOTED**

**9. UNFINISHED BUSINESS**

**10. NEW BUSINESS**

**11. CLOSED SESSION**

**12. REPORTING OUT OF CLOSED**

**13. PUBLIC FORUM**

Donna Branders comments regarding shuffleboard wax on floors affecting other usage.

Jim Howard responds to a comment regarding the floors being slippery for shuffleboard

Kate Krouskie comments on budgetary items.

Katie Sully comments on fundraising and sponsorship opportunities.

John White comments on door quotes.

**14. ADJOURNMENT**

Moved By: Member Petrie

Seconded By: Member Rubino

That the Memorial Arena Task Force does now adjourn at 10:47 AM to meet again at the next Regular Meeting scheduled for May 12, 2025.

**CARRIED**



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CHAIR, Trevor Bazinet,

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SECRETARY, Andrea Fisher



## Memorial Arena Task Force Minutes

**Monday, May 26, 2025  
10:00 AM**

Present	Trevor Bazinet, Mayor Leah Noel, Deputy Mayor Liz Petrie, Councillor Barron Purser, Citizen Appointment Michael Daley, Citizen Appointment Ruby Debrouwer, Citizen Appointment Darren Scholl, Citizen Appointment Alexandra Kasper, Citizen Appointment Ralph Rubino, Citizen Appointment
Staff Present	Janice Hallahan, Chief Administrative Officer Andrea Fisher, Director of Legislative Services/Clerk Sean Thomas, Director of Community Services, Infrastructure, and Operations Deanna Hastie, Director of Corporate Services/Treasurer
Others Present	Bob Prince - Principal, Invitzij Architects Inc. Kyle Benassi - Invizij Architects Inc. Evelyn Thomas - Project Lead, GSP Group Inc. Steve Wever - President, GSP Group Inc. Tracy McQueen - Consultant, MGA Group Terry Alyman - MGA Group Mandy Powell, Administrative Assistant to the Director of Legislative Services/Clerk

- 
1. **CALL TO ORDER**
  2. **DISCLOSURE OF PECUNIARY INTEREST**
  3. **CONFIRMATION OF THE AGENDA**

3.1 Approval of Agenda

Moved By: Member Debrouwer  
Seconded By: Member Noel

That the Memorial Arena Task Force hereby accepts the May 26, 2025,  
Agenda, as presented.

**CARRIED**

4. **DELEGATIONS AND PRESENTATIONS**

- 4.1 GSP Group Inc. re: Goderich Memorial Arena REVISED Draft Comprehensive Plan and Future Use Recommendations and Financial Viability

Moved By: Member Purser

Seconded By: Member Daley

That the Memorial Arena Task Force recommend to Goderich Town Council to proceed with Phase 1 as outlined by GSP Group Inc in the Draft Comprehensive Plan and Future Use Recommendations and Financial Viability report, in order to allow for the Memorial Arena to open.

**CARRIED**

**5. STAFF REPORTS**

- 5.1 Janice Hallahan, Chief Administrative Officer re: Community Sport and Recreation Infrastructure Fund (Stream 2) Update

Staff Recommendation: Receive for information

**6. CORRESPONDENCE RECEIVED AND COPIED FOR WHICH THE DIRECTION OF THE TASK FORCE IS REQUIRED**

**7. CORRESPONDENCE RECEIVED FOR INFORMATION**

**8. CORRESPONDENCE RECEIVED AND RECOMMENDED ACTION NOTED**

**9. UNFINISHED BUSINESS**

**10. NEW BUSINESS**

**11. CLOSED SESSION**

**12. REPORTING OUT OF CLOSED**

**13. PUBLIC FORUM**

Laurie Moore—question regarding costs to Phase 2 and what it includes, and questions about a detailed risk assessment.

Kate Krouskie - questions regarding how Phase 1 is being financed

Glenn Scheels - asks if there is a benefit to remove boards and bleachers to make the floor space as big as possible as part of Phase 1.

John Thompson - Page 91 - table of current operations, clarification of do nothing, asks if these projected expenses are for first phase and what income it would bring in with just Phase 1.

John White - asks what the costs have been while Memorial Arena has been closed for the last 5 months.

**14. ADJOURNMENT**

Moved By: Member Petrie

Seconded By: Member Debrouwer

That the Memorial Arena Task Force does now adjourn at 11:14 AM to meet again at the next Regular Meeting scheduled for June 9, 2025.

**CARRIED**

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CHAIR, Trevor Bazinet,

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SECRETARY, Andrea Fisher



## Environment Committee Minutes

**Friday, February 21, 2025  
2:30 PM**

Present	Leah Noel, Chair Allison Segeren, Councillor Michele Young, Member Eric Kirk, Member Rhea Seeger, Member Barry Ward, Member
Absent	Con Melady, Member
Staff Present	Andrea Fisher, Director of Legislative Services/Clerk Jessica Clapp, Asset Management and Environmental Services Manager Andrea Rowntree, Administrative Assistant to the Director of Legislative Services/Clerk
Staff Absent	Janice Hallahan, Chief Administrative Officer

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### 1. CALL TO ORDER

#### 1.1 Appointment of Chair

Moved By: Member Segeren

Seconded By: Member Kirk

That Leah Noel be appointed as Chair of the Environment Committee.

**CARRIED**

### 2. UNANIMOUS MOTION

Moved By: Member Young

Seconded By: Member Kirk

That the Environment Committee hereby unanimously consents to discussing and considering the following at the February 21, 2025, Special Environment Committee meeting at 2:30 PM;

1. The appointment of Chair.
2. Irrigation request at the MacKay Centre.
3. Partnership with Maitland Valley Conservation Authority and the Lions Club regarding a Tree Planting Program.

**CARRIED**



**3. DISCLOSURE OF PECUNIARY INTEREST**

Member Seeger notes that she is a member of the Horticultural Society.

**4. CONFIRMATION OF THE AGENDA AND ADOPTION OF MINUTES**

**4.1 Approval of the Agenda**

Moved By: Member Segeren

Seconded By: Member Young

That the Environment Committee hereby accepts the February 21, 2025, Special Environment Agenda, as presented.

**CARRIED**

**5. DELEGATIONS AND PRESENTATIONS**

**6. STAFF REPORTS**

**7. CORRESPONDENCE RECEIVED AND COPIED FOR WHICH THE DIRECTION OF THE COMMITTEE IS REQUIRED**

**7.1 Irrigation System at the MacKay Centre**

Following discussion;

7.1.1 Betty Hendriks, President, Goderich District Horticultural Society re: Request for Irrigation System at the MacKay Centre

7.1.2 Motion of Goderich Town Council - December 16, 2024 Council Meeting

7.1.3 Letter from Goderich Horticultural Society

Moved By: Member Kirk

Seconded By: Member Young

That the Environment Committee collaborate with the Horticultural Society to discuss options for irrigation at the MacKay Centre and that future discussions take place with the Committee for a recommendation back to Council;

And That staff determine the type of tree located on the boulevards at the MacKay Centre to report back at the March Environment Committee meeting.

**CARRIED**

**8. CORRESPONDENCE RECEIVED FOR INFORMATION**

**9. CORRESPONDENCE RECEIVED AND RECOMMENDED ACTION NOTED**

**10. UNFINISHED BUSINESS**

10.1 Jessica Clapp, Asset Management and Environmental Services Manager re: Native Tree Planting Initiative - Progress To Date

**11. NEW BUSINESS**

**12. WORKPLAN**

**13. PUBLIC FORUM**

**14. ADJOURNMENT**

Moved By: Member Young  
Seconded By: Member Seeger

That the Environment Committee does now adjourn at 3:15 PM to meet again at the next Regular Meeting scheduled for March 10, 2025, at 10 AM.

**CARRIED**

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CHAIR, Leah Noel

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ACTING SECRETARY, Andrea Fisher



## Environment Committee Minutes

**Monday, March 10, 2025  
10:00 AM**

Present Leah Noel, Deputy Mayor and Chair  
Allison Segeren, Councillor  
Con Melady, Member  
Michele Young, Member  
Eric Kirk, Member  
Rhea Seeger, Member  
Barry Ward, Member

Staff Present Janice Hallahan, Chief Administrative Officer  
Jessica Clapp, Asset Management and Environmental Services  
Manager  
Amanda Banting, Deputy Clerk (Records Management Clerk)

- 
- 1. CALL TO ORDER**
  - 2. DISCLOSURE OF PECUNIARY INTEREST**
  - 3. CONFIRMATION OF THE AGENDA AND ADOPTION OF MINUTES**

3.1 Approval of the Agenda

Moved By: Member Young  
Seconded By: Member Segeren

That the Environment Committee hereby accepts the March 10, 2025,  
Agenda, as presented.

**CARRIED**

3.2 Adoption of the Minutes

Moved By: Member Segeren  
Seconded By: Member Young

That the Environment Committee hereby adopts the November 13, 2024,  
Regular Environment Minutes and the February 21, 2025, Special  
Environment Minutes, as printed.

**CARRIED**

- 4. DELEGATIONS AND PRESENTATIONS**
- 5. STAFF REPORTS**

Moved By: Member Segeren  
Seconded By: Member Ward

That the Staff Reports be received for information and the recommended action be approved.

**CARRIED**

- 5.1 Jessica Clapp, Asset Management and Environmental Services Manager  
re: Lake Huron Forever Pledge

Staff Recommendation: Concur

Moved By: Member Melady

Seconded By: Member Seeger

That the Environment Committee endorse the attached draft Lake Huron Forever Pledge and forward to Goderich Town Council for their consideration.

**CARRIED**

- 5.2 Kyle Williams, Community Services and Operations Manager re: Irrigation at MacKay Centre for Seniors and Spring Tree Assessment

Staff Recommendation: Concur

Moved By: Member Melady

That the Environment Committee recommend Council approve the quote from BlueJay in the amount of \$10,777.32 plus HST for an irrigation system at the MacKay Centre as outlined in the Community Services and Operations Managers March 10, 2025 report.

**AS THERE IS NO SECONDER THE MOTION DIES**

Moved By: Member Young

Seconded By: Member Seeger

That the Environment Committee recommend to Goderich Town Council to deny the Irrigation System quote from BlueJay in the amount of \$10,777.32 as outlined in the Community Services and Operations Managers March 10, 2025 report.

**CARRIED**

Moved By: Member Young

Seconded By: Member Seeger

That the Environment Committee receive this report for information;

And That staff conduct an assessment of the Norway Maple located at MacKay Centre at the corner of Nelson Street and North Street in the spring of 2025;

And Further that staff recommend that the Parks Department include the MacKay Centre gardens as part of their seasonal watering operations.

**CARRIED**

Moved By: Member Seeger

Seconded By: Member Melady

That the Environment Committee collaborate with the Horticultural Society to discuss options on the MacKay Centre garden and bring back a report to the Committee to discuss a recommendation to Council.

**CARRIED**

- 5.3 Jessica Clapp, Asset Management and Environmental Services Manager  
re: Legion Café 'Wake Up Wednesday's' Environmental Speaker Series

Staff Recommendation: Concur

Moved By: Member Melady

Seconded By: Member Ward

That the Environment Committee receive this report for information;  
And That the Committee endorse the Legion Café 'Wake Up  
Wednesday's' Environmental Speaker Series scheduled over an eight-  
week period during April/May 2025;

And That Committee members be allocated for each date to introduce  
each guest speaker;

And That the Committee allocate budget funds for the travel and  
accommodation for guest speakers travelling from outside of Huron  
County and advertise the Speaker Series in the local community.

**CARRIED**

- 5.4 Jessica Clapp, Asset Management and Environmental Services Manager  
re: 2024-2028 Conservation Demand Management Plan

Staff Recommendation: Receive for information

Moved By: Member Young

Seconded By: Member Melady

That the Environment Committee receive the attached 2024-2028  
Conservation Demand Management Plan for information.

**CARRIED**

**6. CORRESPONDENCE RECEIVED AND COPIED FOR WHICH THE DIRECTION  
OF THE COMMITTEE IS REQUIRED**

**7. CORRESPONDENCE RECEIVED FOR INFORMATION**

Moved By: Member Melady

Seconded By: Member Seeger

That the correspondence be received for information.

**CARRIED**

- 7.1 Phil Beard, Maitland Valley Conservation Authority re: Ecological Health  
Assessment – Maitland Woods, River Valley, and Shoreline Bluffs - Refer  
to the April 28, 2025, Special Environment Committee Meeting

**8. CORRESPONDENCE RECEIVED AND RECOMMENDED ACTION NOTED**

**9. UNFINISHED BUSINESS**

**10. NEW BUSINESS**

**11. WORKPLAN**

**12. PUBLIC FORUM**

**13. ADJOURNMENT**

Moved By: Member Young

Seconded By: Member Seeger



That the Environment Committee does now adjourn at 11:00 AM to meet again at the next Special Meeting scheduled for April 28, 2025.

**CARRIED**

---

CHAIR, Leah Noel

---

SECRETARY, Janice Hallahan



## Environment Committee Minutes

**Monday, April 28, 2025  
10:00 AM**

Present	Leah Noel, Deputy Mayor and Chair Allison Segeren, Councillor Con Melady, Member Michele Young, Member Eric Kirk, Member Barry Ward, Member
Absent	Rhea Seeger, Member
Staff Present	Janice Hallahan, Chief Administrative Officer Jessica Clapp, Asset Management and Environmental Services Manager Mandy Powell, Administrative Assistant to the Director of Legislative Services/Clerk Andrea Rowntree, Administrative Assistant to the Director of Legislative Services/Clerk
Others Present	Phil Beard Erin Gouthro

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**1. CALL TO ORDER**

**2. UNANIMOUS MOTION**

Moved By: Member Kirk

Seconded By: Member Young

That the Environment Committee hereby unanimously consents to discussing and considering the following at the April 28, 2025, Special Environment Committee meeting at 10 AM;

1. Ecological Health Assessment - Maitland Woods, River Valley, and Shoreline Bluffs

**CARRIED**

**3. DISCLOSURE OF PECUNIARY INTEREST**

**4. CONFIRMATION OF THE AGENDA AND ADOPTION OF MINUTES**

- 4.1 Approval of the Agenda

Moved By: Member Young  
Seconded By: Member Segeren

That the Environment Committee hereby accepts the April 28, 2025, Agenda, as presented.

**CARRIED**

**5. DELEGATIONS AND PRESENTATIONS**

5.1 Erin Gouthro and Phil Beard, Maitland Valley Conservation Authority (MVCA) re: Ecological Health Assessment - Maitland Woods, River Valley, and Shoreline Bluffs

Moved By: Member Young  
Seconded By: Member Kirk

That the Environment Committee receive the Ecological Health Assessment of the Maitland Woods, River Valley and Shoreline Bluffs, provided by the Maitland Valley Conservation Authority, for information

And further that the Environment Committee provide a report to Goderich Town Council that recommends:

1. That the Town’s Asset Management/Environmental Services Manager work with MVCA staff to create a Terms of Reference/Scope of Work for a Request For Proposal on the Ecological Health Assessment of the Maitland Woods, River Valley, and Shoreline Bluffs within the Town of Goderich boundaries;
2. And that the above-noted Terms of Reference/Scope of Work be submitted to the Environment Committee for review and further recommendation to Council.

**CARRIED**

**6. STAFF REPORTS**

**7. CORRESPONDENCE RECEIVED AND COPIED FOR WHICH THE DIRECTION OF THE COMMITTEE IS REQUIRED**

**8. CORRESPONDENCE RECEIVED FOR INFORMATION**

**9. CORRESPONDENCE RECEIVED AND RECOMMENDED ACTION NOTED**

**10. UNFINISHED BUSINESS**

**11. NEW BUSINESS**

**12. WORKPLAN**

**13. PUBLIC FORUM**

**14. ADJOURNMENT**

Moved By: Member Melady  
Seconded By: Member Ward

That the Environment Committee does now adjourn at 11:36 AM to meet again at the next Regular Meeting scheduled for June 16, 2025, at 10 AM.

**CARRIED**

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CHAIR, Leah Noel

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SECRETARY, Janice Hallahan

**Downtown Goderich Business Improvement Area  
BIA BOARD OF MANAGEMENT**

**Minutes # 257– January 16<sup>th</sup> 2025**

Thursday January 16<sup>th</sup>, 2025 @ 5:30 p.m.

Goderich, Ontario

Present: Anne Ferguson (Chair), Shelley Peet, Vicky Culbert(zoom), Gerri Catherwood, Clare Day(zoom), John Thompson (Town of Goderich Councillor), Randy Carroll (Town of Goderich Councillor), Lynn Beatty (Manager Goderich BIA),

Regrets: Sydney Pollock, Joan Tigert, Steve Bruce, Mary Coultis-Bruce, Colin Carmichael (Executive Director the Huron Chamber of Commerce)

**1.0 WELCOME**, Chair Anne Ferguson welcomes everyone to the meeting.

**2.0 DISCLOSURE OF PECUNIARY INTEREST** None declared.

**3.0 APPROVAL OF ADOPTION OF MINUTES AND AGENDA**

**3.1 Approval of Minutes**

Moved by: John Thompson

Seconded by: Vicky Culbert

That the BIA Board hereby adopts December 10<sup>th</sup>, 2024 BIA Board minutes.

John Thompson updated the BIA Board on the Terms of Reference he and Joan Tigert are working on, they will review information Andrea Fisher sent them and will bring back a report to the BIA Board prior to presenting it to Town of Goderich Council in March.

**CARRIED**

**3.2 BUSINESS ARISING FROM THE MINUTES**

none

**3.3 Adoption of the Agenda**

Moved by: Randy Carroll

Seconded by: Shelley Peet

That the BIA Board hereby accepts the January 16<sup>th</sup>, 2025 BIA Board Agenda as presented.

**CARRIED**

**4.0 FINANCIAL REPORTS**

Moved by: Shelley Peet

Seconded by: Randy Carroll

Approved the financial statements for the period ending December 31<sup>st</sup>, 2024.

**CARRIED**



## **5.0 NEW & GENERAL BUSINESS**

5.1 Gerri Catherwood owner of 33 East Street Gallery emailed a letter of interest in being a BIA Board member.

Moved by: Shelley Peet

Seconded by: Randy Carroll

Motion to accept Gerri Catherwood as a BIA Board Member.

**CARRIED**

Anne Fergusson mentioned she would like to step down as Chair moving forward and a resignation letter will be presented at the next Board meeting when there are more BIA Board members present. Anne will Chair on a volunteer basis for the next meeting in February when another BIA Board member is elected as Chair or Co-Chairs.

5.2 BIA Board meeting dates and Advertising & Events will be scheduled at the next BIA Board meeting Feb. 6<sup>th</sup> when more board members are present as well as a Advertising & Events Committee Chair.

Shelley Peet will stay as Beautification Committee Chair.

Motion to change Farmers' Market Committee to Market Committee – combining Farmers' and Sunday Market.

Moved by: John Thompson

Seconded by: Vicky Culbert

**CARRIED**

Vicky Culbert will stay as Chair of Market Committee.

BIA Beautification Committee meetings are set for Tuesday's March 18<sup>th</sup>, May 20<sup>th</sup>, September 23<sup>rd</sup> and November 18<sup>th</sup> at 8:30am.

BIA Market Committee meetings Thursday's February 13<sup>th</sup>, May 15<sup>th</sup>, July 17<sup>th</sup> and October 16<sup>th</sup> 11:00am.

Need to set Advertising & Events Committee meeting dates when a Committee Chair is selected at the next Board meeting Feb. 6<sup>th</sup>.

5.3 Discussion on the BIA Manager and Events/Marketing position on wages and hours.

Motion to form a hiring committee to proceed with hiring for the two positions commencing March 1<sup>st</sup>.

Moved by: Vicky Culbert

Seconded by: Randy Carroll

**CARRIED**

## **6.0 COMMITTEE REPORTS**

### **6.1 Beautification**

Shelley mentioned that the Town of Goderich Council approved the 6 additional metal benches for Downtown Goderich and recovery costs will come from memorial plaques placed on the benches.

Lynn brought in the small 3D metal butterfly to show the BIA Board. These 3D butterflies will be mounted throughout the Downtown on benches and maybe down at the beach.

Large - 3ft long and Small 1 1/2" ft long.

### **6.2 Advertising, Events and Programming**

No meeting.

### **6.3 Market**

No meeting.

## **7.0 Report**

### **7.1 BIA Manager's Report**

Lynn mentioned the OBIAA conference March 30<sup>th</sup> to April 2<sup>nd</sup> is open and Vicky Culbert and Manager will be attending.

The Thursday evening concert series is completed, and it starts May 22<sup>nd</sup> to September 18<sup>th</sup> 7:00pm to 9:00pm.

Lynn showed the post card Laura – Co-op created from marketing Downtown at the Markets and mentioned another co-op student will be joining the BIA in March and this student will help the Downtown businesses with graphic design, posters and marketing items.

### **7.2. Downtown Revitalization Committee Report**

Tender is out and an update from Town of Goderich Council at the February meeting. Target is March 27<sup>th</sup>.

## **8.0 CORRESPONDENCE**

None.

## **9.0 UNFINISHED BUSINESS**

## **10.0 POSSIBLE CLOSED BIA BOARD MEETING MATTERS**

## **11.0 NEXT MEETING**

The next meeting will be on Thursday February 6<sup>th</sup>, 2025, at 5:30pm in the Town of Goderich Town Hall, Menesetung Room both in person and via zoom.

## **12.0 ADJOURNMENT**

### **MOTION to adjourn meeting**

Moved by: Shelley Peet

Seconded by: Vicky Culbert

That the Goderich Business Improvement Area Board of Management hereby adjourn at 6:25pm.

**CARRIED**

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CHAIR, Anne Ferguson

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SECRETARY, Lynn Beatty

**Downtown Goderich Business Improvement Area  
BIA BOARD OF MANAGEMENT**

**Minutes # 258– February 6th 2025**

Thursday February 6<sup>th</sup>, 2025 @ 5:30 p.m.

Goderich, Ontario

Present: Anne Ferguson (Chair), Shelley Peet, Vicky Culbert, Sydney Pollock, Joan Tigert(zoom), Steve Bruce, Mary Coultis-Bruce, Clare Day(zoom), John Thompson (Town of Goderich Councillor), Randy Carroll (Town of Goderich Councillor), Lynn Beatty (Manager Goderich BIA),

Regrets: Gerri Catherwood, Colin Carmichael (Executive Director the Huron Chamber of Commerce)

**1.0 WELCOME**, Chair Anne Ferguson welcomes everyone to the meeting.

**2.0 DISCLOSURE OF PECUNIARY INTEREST** None declared.

**3.0 APPROVAL OF ADOPTION OF MINUTES AND AGENDA**

**3.1 Approval of Minutes**

Moved by: Shelley Peet

Seconded by: Steve Bruce

That the BIA Board hereby adopts January 16<sup>th</sup>, 2025 BIA Board minutes.

**CARRIED**

**3.2 BUSINESS ARISING FROM THE MINUTES**

none

**3.3 Adoption of the Agenda**

Moved by: Randy Carroll

Seconded by: Vicky Culbert

That the BIA Board hereby accepts the March 13<sup>th</sup>, 2025 BIA Board Agenda as presented.

**CARRIED**

**4.0 FINANCIAL REPORTS**

Moved by: John Thompson

Seconded by: Randy Carroll

Approved the financial statements for the period ending January 31st, 2025..

**CARRIED**

## **5.0 NEW & GENERAL BUSINESS**

5.1 Shelley Peet was selected as BIA Board Chair and Anne Ferguson will represent as past Chair.

Clare Day is the Advertising & Events Chair with Sydney Pollock and Mary Coultis-Bruce joining the Markets Committee.

Motion to appoint the following BIA Board members to the Hiring Committee; Vicky Culbert, Shelley Peet and Steve Bruce.

Moved by: Joan Tigert

Seconded by: Mary Coultis-Bruce

**CARRIED**

5.2 Dates and Times of the Advertising & Events meeting will be sent out to the committee as well to Andrea Rowntree, Admin. Assistant to the CAO and Director of Legislative Services/Clerk Town of Goderich.

5.3 John Thompson mentioned that he and Joan Tigert have been working on the Terms of Reference and submitted a list to Andrea Fisher, Director of Legislative Services/Clerk Town of Goderich. A draft will be brought back to the BIA Board and once approved by the BIA Board it will be presented to Town of Goderich Council at the end of March, beginning of April.

## **6.0 COMMITTEE REPORTS**

6.1 Beautification  
No meeting.

6.2 Advertising, Events and Programming  
No meeting.

6.3 Market

Vicky mentioned that Crystal MacPhee passed away and herself, George and Sherri Blackwell along with Lynn Beatty attended the funeral. Crystal was part of the Market family and huge part of the Town of Goderich. She will be missed.

Vicky also mentioned looking into having a Christmas outdoor market.

## **7.0 Report**

7.1 BIA Manger's Report

Lynn mentioned that she met with staff from Gateway to talk about a "Made/Produced in" survey to be sent out the businesses in response to the Tariff's. As well as Nick and Greg from Shoreline Radio to discuss a BIA Business group radio ad to help promote LoveYourLocal, Rediscovering Downtown Goderich and an email will be sent out.

Lynn noted that she was added to the Goderich Square Communications group to have updates on the process of construction downtown and this is a weekly meeting, Thursday's at 1pm zoom.



7.2. Downtown Revitalization Committee Report

Approved 4 companies for Tender open February 25th. Target is March 27<sup>th</sup>.

There is a parking study on the Town of Goderich website.

**8.0 CORRESPONDENCE**

None.

**9.0 UNFINISHED BUSINESS**

**10.0 POSSIBLE CLOSED BIA BOARD MEETING MATTERS**

**11.0 NEXT MEETING**

The next meeting will be on Thursday March 13<sup>th</sup>, 2025, at 5:30pm in the Town of Goderich Town Hall, Menesetung Room both in person and via zoom.

**12.0 ADJOURNMENT**

**MOTION to adjourn meeting**

Moved by: Vicky Culbert

Seconded by: Steve Bruce

That the Goderich Business Improvement Area Board of Management hereby adjourn at 6:40pm.

**CARRIED**

---

CHAIR, Anne Ferguson

---

SECRETARY, Lynn Beatty

**Downtown Goderich Business Improvement Area  
BIA BOARD OF MANAGEMENT**

**Minutes # 259– March 13<sup>th</sup>, 2025**

Thursday March 13<sup>th</sup>, 2025 @ 5:30 p.m.

Goderich, Ontario

Present: Shelley Peet (Chair), Vicky Culbert, Sydney Pollock, Gerri Catherwood, Steve Bruce,  
John Thompson (Town of Goderich Councillor), Lynn Beatty (Manager Goderich BIA),

Regrets: Anne Ferguson Joan Tigert, Randy Carroll (Town of Goderich Councillor), Mary Coultis-Bruce,  
Clare Day, Colin Carmichael (Executive Director the Huron Chamber of Commerce)

**1.0 WELCOME**, Chair Shelley Peet welcomes everyone to the meeting.

**2.0 DISCLOSURE OF PECUNIARY INTEREST** None declared.

**3.0 APPROVAL OF ADOPTION OF MINUTES AND AGENDA**

**3.1 Approval of Minutes**

Moved by: Vicky Culbert

Seconded by: Steve Bruce

That the BIA Board hereby adopts February 6<sup>th</sup>, 2025 BIA Board minutes.

**CARRIED**

**3.2 BUSINESS ARISING FROM THE MINUTES**

none

**3.3 Adoption of the Agenda**

Moved by: Sydney Pollock

Seconded by: John Thompson

That the BIA Board hereby accepts the March 13<sup>th</sup>, 2025 BIA Board Agenda as amended with the  
corrected date of next meeting.

**CARRIED**

**4.0 FINANCIAL REPORTS**

Moved by: Steve Bruce

Seconded by: Gerri Catherwood

Approved the financial statements for the period ending February 28<sup>th</sup>, 2025..

**CARRIED**

## **5.0 NEW & GENERAL BUSINESS**

5.1 The Markets and Events Coordinator contract was presented and requested a start date change from April 1 to May 1 and make additional corrections.

Motion to make the necessary changes and extend from April 1 to May 1 as a starting date.

Moved by: Steve Bruce

Seconded by: Vicky Culbert

**CARRIED**

5.2 John Thompson mentioned the updates on Terms of Reference have been submitted to Andrea Fisher and should get a report back in April for the next meeting.

5.3 Vicky spoke on an OBIAA presentation and noted how important BIAs are in communities.

5.4 “Locally Owned” posters were printed courtesy of The Print Shop and will be handed out to all BIA Businesses.

5.5 Thank you to Vicky Culbert and Steve Bruce for participating in the interviews for the new BIA Manager position and second round of interviews are scheduled for Thursday March 20<sup>th</sup>.

## **6.0 COMMITTEE REPORTS**

6.1 Beautification

No report, the next meeting is Tuesday March 18<sup>th</sup> at 8:30am.

6.2 Advertising, Events and Programming

Next meeting is April 8<sup>th</sup>.

6.3 Market

Next meeting is May 15<sup>th</sup>.

## **7.0 Report**

7.1 BIA Manger’s Report

Lynn mentioned the Thursday Evening Concert Series is all scheduled with a variety of performers and will start May 22<sup>nd</sup> and will hand out the posters to the BIA Businesses and posted on social media and website.

The Strategic Plan will be posted in the BIA website.

Lynn noted that downtown businesses are participating in the group radio ad and will have another opportunity in the spring to do another radio ad.

Lynn showed a reusable bag Kevin from N SewOn made with “Keep it Canadian”, “Locally Sourced”, “Love Your Local”, “Rediscover” with a Canadian Map in the centre with an arrow pointing to Goderich. He is making 200 bags and Lynn will send an email out the BIA Businesses to see who is interested in purchasing them.

Lynn is continuing with the “Rediscover” Downtown Goderich campaign as well as continuing to look for sponsorship for the Thursday Evening Series and music for Sunset Music Festival.

Lynn also noted that Sunset Music Festival will partner with Salt & Harvest Festival this year.

BIA will have their Thursday Evening music Aug. 28<sup>th</sup>, Friday evening music Aug. 29<sup>th</sup> and Saturday will be Salt Fest music Aug. 30<sup>th</sup> and Sunday will end with BIA music in the afternoon Aug. 31<sup>st</sup>.

#### 7.2. Downtown Revitalization Committee Report

John noted that the tender has been extended to April and discussion followed.

#### 8.0 CORRESPONDENCE

None.

#### 9.0 UNFINISHED BUSINESS

#### 10.0 POSSIBLE CLOSED BIA BOARD MEETING MATTERS

#### 11.0 NEXT MEETING

The next meeting will be on Thursday April 10<sup>th</sup>, 2025, at 5:30pm in the Town of Goderich Town Hall, Menesetung Room both in person and via zoom.

#### 12.0 ADJOURNMENT

##### **MOTION to adjourn meeting**

Moved by: Sydney Pollock

Seconded by: John Thompson

That the Goderich Business Improvement Area Board of Management hereby adjourn at 6:09pm.

**CARRIED**

---

CHAIR, Shelly Peet

**Downtown Goderich Business Improvement Area  
BIA BOARD OF MANAGEMENT**

**Minutes # 260– April 10<sup>th</sup>, 2025**

Thursday April 10<sup>th</sup>, 2025 @ 5:30 p.m.

Goderich, Ontario

Present: Shelley Peet (Chair), Steve Bruce, Clare Day, Joan Tigert, Randy Carroll (Town of Goderich Councillor), John Thompson (Town of Goderich Councillor), Lynn Beatty (Manager Goderich BIA)

Regrets: Vicky Culbert, Sydney Pollock, Gerri Catherwood, Anne Ferguson, Colin Carmichael (Executive Director the Huron Chamber of Commerce)

**1.0 WELCOME**, Chair Shelley Peet welcomes everyone to the meeting.

**2.0 DISCLOSURE OF PECUNIARY INTEREST** None declared.

**3.0 APPROVAL OF ADOPTION OF MINUTES AND AGENDA**

**3.1 Approval of Minutes**

Moved by: John Thompson

Seconded by: Steve Bruce

That the BIA Board hereby adopts March 13<sup>th</sup>, 2025 BIA Board minutes.

**CARRIED**

**3.2 BUSINESS ARISING FROM THE MINUTES**

none

**3.3 Adoption of the Agenda**

Moved by: Joan Tigert

Seconded by: Randy Carroll

That the BIA Board hereby accepts the April 10<sup>th</sup>, 2025 BIA Board Agenda as amended with the corrected date of next meeting.

**CARRIED**

**4.0 FINANCIAL REPORTS**

Moved by: John Thompson

Seconded by: Steve Bruce

Approved the financial statements for the period ending March 31<sup>st</sup>, 2025..

**CARRIED**



## **5.0 NEW & GENERAL BUSINESS**

5.0(a) Brendan Couture played a new promotional video showcasing the Thursday Evening Concert Series musicians. He created a jingle for the Downtown BIA asking the musicians to add to his verse.

5.1 Shelley mentioned they narrowed the Manager hire to one person and they have requested 3 week vacation instead of 2 weeks.

Motion to amend BIA Manager contract from 2 week vacation to 3 week vacation.

Moved by: Randy Carroll

Seconded by: Joan Tigert

**CARRIED**

5.2 John mentioned there is no Terms of Reference document at this time and is aiming to have it for the May 8<sup>th</sup> meeting.

## **6.0 COMMITTEE REPORTS**

### **6.1 Beautification**

Shelley mentioned there are short- and long-term projects, looking at feather flags for the entrance to Downtown on Hamilton St. The need to keep it fun was mentioned and the need to create a tag lines – catch phrases to put on the signs. Shelley also noted that the businesses will have to keep their store front clean during construction and a newsletter will be sent out to the businesses.

Shelley also mentioned meeting with Lynn and Phil from Artech to discuss blade signs and the process of getting them as well as creating an Art Installation project in the downtown area with sculptures in memorial of the past Mayors and the placing metal butterflies in the Town Hall courtyard.

### **6.2 Advertising, Events and Programming**

Clare went through the list of 2025 Events; Markets starting in May, Thursday Evening Concert Series starting in May, Youth Music Festival in June, Thursday Night Market starting in July, Sidewalk Sale in July, Goderich Salt Festival in August, Spooktacular Oct. 31 and Ladies Night Nov and No Tax Sunday in December.

She noted that more events will have to take place during construction such as giant legos, and pits with toy trucks and looking at a Townwide yard sale which will include businesses.

### **6.3 Market**

Lynn mentioned there are 80 vendors for Saturday and 40 for Sunday. A vendor map will be ready for BIA Board approval at the next meeting.

## **7.0 Report**

### **7.1 BIA Manager's Report**

Lynn mentioned she met with Ally that does the A Life's Good podcast and that Ally is applying for the SLED grant to help promote the downtown businesses during the dig.

Lynn noted that there have been a lot of people calling for Downtown dollars and that the BIA needs to look into having this available during the construction period.

### **7.2. Downtown Revitalization Committee Report**

John mentioned a Special Council meeting Friday April 11<sup>th</sup> at 9am to discuss the construction company that was selected and go through the budget. There will be an Open House for the construction company – April 30<sup>th</sup> 2pm-4pm and 6pm-8pm at The Legion. Construction is to start shortly after in May.

The construction company proposal included a communications person to work 3 days a week and there will be weekly meetings that will include the BIA Manager.

#### **8.0 CORRESPONDENCE**

Joan Tigert emailed Shelley here resignation letter and the Board accepted it.

Clare left at 6:40pm which means the meeting has concluded because there is no quorum.

#### **9.0 UNFINISHED BUSINESS**

#### **10.0 POSSIBLE CLOSED BIA BOARD MEETING MATTERS**

#### **11.0 NEXT MEETING**

The next meeting will be on Thursday May 8<sup>th</sup>, 2025, at 5:30pm in the Town of Goderich Town Hall, Menesetung Room both in person and via zoom.

#### **12.0 ADJOURNMENT**

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CHAIR, Shelly Peet

**Downtown Goderich Business Improvement Area  
BIA BOARD OF MANAGEMENT**

**Minutes # 261– May 8, 2025**

Thursday May 8th, 2025 @ 5:30 p.m.

Goderich, Ontario

Present: Shelley Peet (Chair), Steve Bruce, Clare Day, Randy Carroll (Town of Goderich Councillor), John Thompson (Town of Goderich Councillor), Lynn Beatty (Manager Goderich BIA), Vicky Culbert, Gerri Catherwood, Anne Ferguson, Deanna Hastie, Andrea Fisher, Lynn Beatty, Dan Gall

Regrets: Sydney Pollock, Colin Carmichael (Executive Director the Huron Chamber of Commerce)

**1.0 WELCOME**, Chair Shelley Peet welcomes everyone to the meeting.

**2.0 DISCLOSURE OF PECUNIARY INTEREST** None declared.

**3.0 APPROVAL OF ADOPTION OF MINUTES AND AGENDA**

**3.1 Approval of Minutes**

Moved by: Steve Bruce  
Seconded by: Clair Day

That the BIA Board hereby adopts April 10<sup>th</sup> 2025 BIA Board minutes.

**CARRIED**

**3.2 BUSINESS ARISING FROM THE MINUTES**

None

**3.3 Adoption of the Agenda**

Moved by: John Thompson  
Seconded by: Steve Bruce

That the BIA Board hereby accepts the May 8th 2025 BIA Board Agenda.

**CARRIED**

## 4.0 FINANCIAL REPORTS

Moved by: Vicky Culbert

Seconded by: Randy Carroll

Approved the financial statements for the period ending April 30<sup>th</sup>, 2025.

**CARRIED**

## 5.0 NEW & GENERAL BUSINESS

5.1 The Chair welcomes new BIA Manager and thanked acting Manager for assisting with the transition.

### 5.2. Terms of Reference

The Board discussed the Terms of Reference proposal that was submitted.

Board reviewed the document with several items discussed including:

- Including the Board be involved in the four-year Terms of Reference review
- The board will consist of no less than seven (7) members to a maximum of twelve (12) members.
- That the Executive Committee may “call Special Meetings”
- Remove mention of Treasurer
- Create language that specifies that the board will appoint a member of the board in the absence of a past Chair, Chair or Vice Chair.
- Change that the Chair has the authority to appoint the Manager or a designate as a spokesperson for the public
- 3b) Change to “Membership of the BIA allows attendance at BIA meetings including the AGM and eligibility to vote on BIA related issues at the AGM such as the annual budget and selection of members to the Board”
- 8b) Proxies to be removed.
- 14a) Specify that the seat of a member of the Board may become vacant if the member is absent for three (3) “board” meetings.
- 16 c) ii: Discussion regarding that the “Reserve Fund” to address unforeseen events. The Board will allocate a reserve for long term planning and a contingency for projects.
- In 16 c) ii: Remove “with maximum reserve fund levels”
- 16 c) iii: Change to “...support, promote and recognize local businesses”
- 22 a): To read “a sub-committee shall consist of a minimum of three members.
- Change title of 23 to “Meeting Notice, Agendas, and Minutes *of the Board of Management and the Committees*”
- 23 a): Change to “the Board of Management will meet at least ten (10) times a year”
- 23 b): Remove from Terms of Reference
- 23 c): Add “...any Special Meeting *of the board of management*”

- 23 e): After "Any member of the BIA may ask for issues or items of interest to be placed on the agenda..." insert "...and shall be submitted within ten days prior to the board meeting"
- 24 b): Quorum shall consist of 50% of the board, plus one"
- 24 e): "...public notice must appear on the town and BIA websites and a minimum of one local newspaper"
- 25.: Special Meetings add "Of the Membership" and include quorum shall consist of 50% of the board plus one"

Next steps:

- Above changes will be made and be presented back to the board for review and approval at the June Board of Management meeting.
- Following adoption of the Terms by Board, the document will then be forwarded to town council for approval.
- Board of Management to draft procedure on managing board elections and submit for review
- Steve Bruce and Vicky Culbert to meet to draft a board elections document and present at the next Board of Management meeting

### 5.3 Public Parking

- The Chair stated that the Town of Goderich has asked for input on limiting timed parking downtown.
- The board recommended timed parking should be limited to three hours between 9am-5pm.

## 6.0 COMMITTEE REPORTS

### 6.1 Beautification

The town has allowed the BIA to use the Tourist Information sign as a BIA billboard on Victoria Street by Maple Leaf Motel.

BIA has provided a signage proposal to town council for review and approval May 20<sup>th</sup>.

The Town was informed that the planters were damaged by town equipment over the winter. BIA waiting for response regarding the town repairing or replacing.

Committee exploring Blade signs concept.

### 6.2 Advertising, Events and Programming

No report provided.



### 6.3 **Market**

Approximately 40 vendors attended BIA Open House.

Saturday Market has 90 vendors participating, Sunday Market has 45 vendors, Thursday night Market has 20 vendors

Moving Sunday Market on May 18<sup>th</sup> to Credit Union due to Town event.

All vendors have been flexible and cooperative with the changes made due to the construction project.

Next meeting May 15th

## 7.0 **REPORT**

### 7.1 BIA Manger's Report

- Reviewing BIA strategic plan
- Met with Chamber of Commerce
- Attending Construction Open Houses
- Met with the businesses impacted with Phase 1 construction
- Released the "Digging in the Dirt" newsletter
- Met with Mayor and CAO
- Attended Mayor's Luncheon
- Requested the board to approve the purchase of an office laptop

**Motion to purchase a laptop and related equipment to a maximum of \$2,500.00**

Moved by: Vicky Culbert

Seconded by: Steve Bruce

**Carried**

- Lease Agreement Update
- BIA is negotiating a Sublease with the new tenant.

Requesting approval to pay outstanding monies owed to the landlord to the amount of \$4,500 as per invoice submitted

**Motion to pay to invoice as submitted.**

Moved by: John Thompson

Seconded by: Anne Ferguson

**Carried**

### 7.2. Downtown Revitalization Committee Report

- Open House held April 20<sup>th</sup> and was well attended.
- Regular meetings will be cancelled now that project is underway.
- Task force will stay in place.

- Construction meetings held Tuesday mornings.

## **8.0 CORRESPONDENCE**

None to report

## **9.0 UNFINISHED BUSINESS**

Executive committee will set up a Reserve Fund meeting to discuss allocation of funds  
200th anniversary should be noted under Special Events in the Reserve Fund

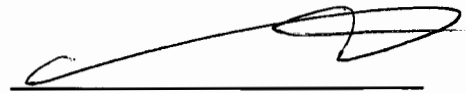
## **10.0 POSSIBLE CLOSED BIA BOARD MEETING MATTERS**

## **11.0 NEXT MEETING**

The next meeting will be on **Thursday June 12, 2025**, at **5:30pm** in the Town of Goderich Town Hall, Menesetung Room both in person and via zoom.

## **12.0 ADJOURNMENT**

Motion made by Steve Bruce

A handwritten signature in black ink, appearing to read 'Shelly Peet', is written over a horizontal line.

CHAIR, Shelly Peet

**TOWN OF GODERICH**  
**Statement of Revenue and Expenditures**

*Revised Budget*  
*For Farmers' Market (8830)*  
*For the Fiscal Period 2025-5 Ending May 31, 2025*

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>						
01-8830-51052	Ontario Grants	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
01-8830-54600	Registrations	0.00	7,064.00	40,000.00	10,059.00	74.85%
01-8830-54601	Registrations - Flea Market	0.00	780.00	20,000.00	780.00	96.10%
01-8830-55790	Miscellaneous recoveries	0.00	0.00	0.00	0.00	0.00%
01-8830-59050	Transfer from Reserve	0.00	0.00	0.00	0.00	0.00%
01-8830-59100	Transfer from Reserve Funds	0.00	0.00	0.00	0.00	0.00%
<b>Total Farmers' Market Revenues</b>		<b>\$ 0.00</b>	<b>\$ 7,844.00</b>	<b>\$ 60,000.00</b>	<b>\$ 10,839.00</b>	<b>81.94%</b>
<b>Expenditures</b>						
01-8830-71000	Salaries	\$ 0.00	\$ 0.00	\$ 21,900.00	\$ 0.00	100.00%
01-8830-71500	Benefits	0.00	0.00	3,000.00	0.00	100.00%
01-8830-73100	Office Supplies	0.00	0.00	0.00	0.00	0.00%
01-8830-73400	Advertising, Signs & Posters	0.00	1,353.41	6,000.00	1,554.07	74.10%
01-8830-73600	Conferences - Registration	0.00	0.00	0.00	0.00	0.00%
01-8830-73780	Association Membership	0.00	0.00	350.00	0.00	100.00%
01-8830-77400	Miscellaneous	0.00	162.79	1,000.00	185.66	81.43%
01-8830-78200	Transfer to Reserve Fund	0.00	0.00	27,750.00	0.00	100.00%
<b>Total Farmers' Market Expenditures</b>		<b>\$ 0.00</b>	<b>\$ 1,516.20</b>	<b>\$ 60,000.00</b>	<b>\$ 1,739.73</b>	<b>97.10%</b>
<b>Farmers' Market Excess of Revenues Over Expenditure</b>						
		<b>\$ 0.00</b>	<b>\$ 6,327.80</b>	<b>\$ 0.00</b>	<b>\$ 9,099.27</b>	<b>0.00%</b>

**TOWN OF GODERICH**  
**Statement of Revenue and Expenditures**  
*Revised Budget*

*For the Fiscal Period 2025-5 Ending May 31, 2025*

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total Revenues	\$	0.00	\$ 7,844.00	\$ 60,000.00	\$ 10,839.00	81.94%
Total Expenditures	\$	0.00	\$ 1,516.20	\$ 60,000.00	\$ 1,739.73	97.10%
Total Excess of Revenues Over Expenditures	\$	0.00	\$ 6,327.80	\$ 0.00	\$ 9,099.27	0.00%

## **Special Meeting Minutes- May 30<sup>th</sup> 2025 - #263**

Friday, May 30<sup>th</sup>, 2025, 2:00pm

Via Zoom, Menesetung Room

**1. ORDER: 2:00pm**

**PRESENT:** Gerri Catherwood, Anne Ferguson, Shelley Peet (Chair),  
Sydney Pollack, Randy Carroll, John Thompson, Vicky Culbert,

**ABSENT:** Clare Day, Steve John Bruce

**2. CALL FOR PECUNIARY INTERESTS OF THE BOARD OF MANAGEMENT**

- None declared

**3. APPROVAL OF MAY 30TH AGENDA**

1. Motion: Vicky Culbert
- Second: Anne Ferguson

**Carried**

**4. CHAIR'S OPENING REMARKS**

- At a separate meeting involving the Chair, BIA manager, Town Mayor and CAO, the Town of Goderich requested Goderich BIA financial consideration for site furnishings.
- At the separate meeting, the Chair requested the Town a formal request be made to the Board of Management for further discussion and consideration.
- The Special Meeting was called to discuss the allocation of the BIA Reserve fund.

**5. RESERVE FUND PROPOSAL – REVIEW & DISCUSSION**

- The Executive committee met with the BIA manager to draft an allocation of the Reserve Fund in the following categories: Operational Overhead, Beautification, Marketing & Promotion Initiatives, and Strategic Planning



- Recommendation was made to move ten thousand dollars from Operational Overhead to Strategic Planning to accommodate a review of current by-laws.
- Recommended that the Reserve Fund allocation be scheduled from a 3-year period to 4-year period.
- The Bi centennial should be noted as part of the allocation of the Reserve Fund.
- The reallocation of the monies in the Reserve Fund does not allow for the Town of Goderich's financial request to assist with construction costs at this time but consideration will be given at year end depending on BIA's financial situation at that time.

**Motion: The Reserve Fund proposal be accepted as amended be accepted**

Moved by: Vicky Culbert

Seconded by: Gerri Catherwood

**Carried**

#### **6. Motion To Go into Closed Session (2:32pm)**

- Moved by: Vicky Culbert
- Seconded by: Anne Ferguson

**Carried**

#### **6.1 Motion to Go Out of Closed Session: (2:39pm)**

- Moved by: Vicky Culbert
- Seconded by: Randy Carroll

**Carried**

**Motion: The office of Goderich BIA be moved to 39 West Street and the lease commences on July 1<sup>st</sup>, 2025 and 60-day notice be given to the current sub lessor.**

- Moved by: Vicky Culbert
- Seconded by: Randy Carroll

**Carried**

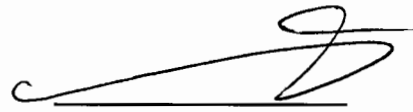
#### **7. Adjournment**

- Moved by: John Thompson
- Seconded by: Anne Ferguson

**Carried**

- Moved by: John Thompson
- Seconded by: Anne Ferguson

**Carried**

A handwritten signature in black ink, consisting of a long horizontal stroke followed by a loop and a final flourish.

**Shelley Peet, Chair**

To: Town of Goderich

From: Chris Lee – trail advocate and Huron County citizen

I recently became aware that the town of Goderich is in the process of upgrading the stairway from North Harbour Road to Caledonia Terrace. I can appreciate that this provides an important active transportation link for able-bodied residents and demonstrates an admirable commitment by the town council to public services and a willingness to invest significant sums to do so.

However, this will not address the current and future issues associated with the intersection at North Harbour Road of a growing active recreation and tourism corridor with an expanding commercial trucking and railway route.

1. **Accessibility and inclusivity:** Enhancement needed for touring bikes, mobility devices, hand crank recumbents, e-bikes, pedestrians with disabilities, and to create continuity from the trail to the boardwalk. The improved transition will benefit residents by connecting the town to the trail, thus encouraging active lifestyles and inviting visitors to leave the trail to go into town or down the boardwalk.
2. **Safety:** Eliminate the need to traverse two steep and marginally maintained paths, a commercial roadway and a railway crossing. The North Harbour Road parking area is exceeding capacity, spilling into the roadway and conflicts with boat launch and fishermen's activities. Truck and rail traffic will increase as planned harbour activity unfolds.
3. **Destination development:** Usage data on the G2G has been collected as part of the TransCanada Trail partnership. 2023 saw 650,000+ trail, with an increase to 810,000 year over year in 2024 along the trail's length. Continued upstream improvements such as the Conestoga River crossing led in 2026, led by the Region of Waterloo, will encourage increasing tourism traffic. Facilitating the "last mile" to all that Goderich offers just makes sense.
4. **Design considerations:** a holistic planning approach with all stakeholders' input is needed to ensure the capacity to meet these goals and accommodate commercial development. Restoring the North Harbour Road bridge to its existing abutments should be under serious consideration.
5. **Suggested next step:** A first-stage engineering report could poll stakeholders, establish feasibility, budgetary estimates, and identify constraints at a reasonable cost.

Regards  
Chris Lee



# The Township of Georgian Bay

## Resolutions

### Council - 02 Jun 2025

Item 11.(b)

Date: June 2, 2025

C-2025-155

**Moved by** Councillor Kristian Graziano

**Seconded by** Councillor Allan Hazelton

WHEREAS the Floating Accommodations – Position Paper (April 2025) provides detailed guidance to Ontario municipalities on the regulation of Floating Accommodations, highlighting critical legal and environmental challenges; and

WHEREAS the document identifies significant gaps in current provincial and federal frameworks that municipalities are best positioned to address through zoning and land-use bylaws; and

WHEREAS the paper recommends proactive municipal action based on successful case studies and legal precedents such as the Glaspell v. Ontario decision; and

WHEREAS Georgian Bay Township has already taken steps to address Floating Accommodations and has an interest in promoting inter-municipal collaboration on this issue;

NOW THEREFORE BE IT RESOLVED THAT Council receive the Floating Accommodations – Position Paper (May 2025) for informational purposes; and

THAT the Clerk be further directed to forward the document and this resolution to the Association of Municipalities of Ontario (AMO) and member municipalities for consideration and potential provincial advocacy.

☒ Carried      ☐ Defeated      ☐ Recorded Vote      ☐ Referred      ☐ Deferred

#### **Recorded Vote:**

	For	Against	Absent
Councillor Brian Bocek			
Councillor Peter Cooper			
Councillor Kristian Graziano			
Councillor Allan Hazelton			
Councillor Stephen Jarvis			
Councillor Steven Predko			
Mayor Peter Koetsier			

**Peter Koetsier, Mayor**





Floating  
Accommodations not  
Vessels Coalition



# ***Floating Accommodations Position Paper***

## EXECUTIVE Summary

This position paper provides guidance for Ontario municipalities seeking to regulate or restrict Floating Accommodations within their jurisdictions.

Floating Accommodations are a detrimental presence on Ontario's lakes and rivers. They present multiple environmental, navigational, taxation, and zoning issues. Over the past four years, they have eluded control as the issue of Floating Accommodations fell into a very large gray area when this all began.

The authors of this position paper, the **Floating Accommodations not Vessels Coalition**, strongly urge you as municipal leaders to pursue **one or a hybrid** of the following two regulatory strategies:

**1. Ban floating accommodations in your jurisdiction.** *They cannot exist within your*



*municipality without putting your natural environment and governance regulations in turmoil. The Township of Severn has led the way with a bylaw banning Floating Accommodations [[Township of Severn Zoning By-law Amendment to regulate Floating Accommodations](#)]. The Township of Georgian Bay recently adopted a similar by-law [[Township of Georgian Bay Zoning By-law](#)*

*[Amendment to regulate Floating Accommodations](#)]. The intent is to provide clarity in their zoning bylaws in that floating accommodations are not a permitted use. Several municipalities are following their lead and investigating this strategy.*



**2. Restrict floating accommodations to fixed / permanent moorings.** *These locations would be*

*subject to municipal zoning by-laws stipulating appropriate sanitary, hydro, power connectivity, and placed on environmentally safe floatation systems. Floating accommodations are permanently located in a properly zoned facility similar to a trailer park but*

*for floating accommodations on water. This model has several working examples such as Bluffers Park on Lake Ontario or False Creek in downtown Vancouver. For most municipalities, this would be considered a new form of development and require significant policy changes.*



## **“Your new neighbours”**

### **They can suddenly appear on your waterfront at any moment...**

Floating Accommodations (FAs) can be a building or structure such as modified shipping containers or wood framed structures placed on floatation devices. They are not primarily intended for navigation and will moor over crown lakebeds or private property lakebeds. FAs can move frequently and are usually equipped with an anchoring system such as steel ‘spuds’ embedded into the lakebed to stabilize the unit at each mooring location. They potentially shed toxic materials and other contaminants into surrounding waters and lakebeds.



## **Municipalities Play a Crucial Role in Fully Regulating Floating Accommodations**

Municipalities have a crucial role in addressing regulatory gaps and exceptions that fall outside the recent implementation of federal, provincial, and private property trespassing regulations to manage Floating Accommodations. Verifying and strengthening the regulatory framework was a collaboration between Parks Canada (PC - federal), the Ministry of Natural Resources (MNR - provincial), and the Ontario Provincial Police (OPP - provincial).

The following scenarios are not hypothetical. They have all occurred and would fall outside the jurisdiction of new and existing federal, provincial and OPP controls.

- 1) *What happens to an owner of an FA who chooses to float their FA over their personally owned private lakebed property?*
- 2) *What happens to commercial marinas who wish to establish mooring for FAs on their premises in a permanent or semi-permanent manner?*
- 3) *What happens when FA owners floating within a township, move daily to relocate in that same township to avoid confrontation with governing agencies?*

## ***Municipal Bylaws – What Issues Are You Being Asked to Tackle?***

The recently launched PC, MNR, and OPP frameworks can clearly deal with trespassing for stationary (moored) FAs in federal / provincial waters and over private lakebeds.

However, there are 3 scenarios that fall outside of the newly published PC, MNR, and OPP frameworks. They are:

- 1) ***FAs floating over private lakebeds:*** *What is missing is how to deal with an FA owner who chooses to park adjacent to their shoreline where he/she has property 'ownership' rights to the lakebed. This issue is very real and exists in many of Ontario's lakes and rivers. The scenario would allow an FA owner to bypass existing building codes and local taxation to class their structure (be it a boathouse, or residence) as a vessel. This scenario is a "trojan horse" into illegal residential boathouses and homes on water with the very real possibility of being short term rentals.*
- 2) ***FAs floating in a commercial marina:*** *The scenario of a marina establishing an unauthorized temporary (or permanent) mooring location for a FA within a municipality that is not zoned for FAs causes a significant degree of difficulty. Most current municipal zoning does not acknowledge FAs and in a jurisdiction without FA definitions and approved zoning the FA owner can fall back on their vessel designation and potentially use the Transport Canada vessel designation as a shield to avoid any charges. This scenario has already occurred throughout Ontario, including in the Rideau Canal and the Kawartha Lakes region.*
- 3) ***FAs floating freely and/or mooring in a different location each night:*** *The challenge with this scenario is some FA owners have been very creative in where they moor and for how long. They have become very familiar with enforcement processes and time limitations and simply move before charges can be laid. Each situation would be reviewed on a case-by-case basis and time limitations may or may not apply.*

All three of these scenarios require a municipal regulatory framework. There are emerging strategies to guide Ontario's municipalities in preventing FAs from further potential abuse and destruction of our natural resources for current and future generations.

## Call to Action To All Ontario Municipalities With Waterfront Assets

Based on our collective learning, experience and history with the FA problem, we believe there are two responses municipalities can utilize to attempt to control FAs participating in one or more of the three scenarios outlined above:

- 1) **FAs cannot exist within the boundaries of a municipality:** *This scenario has recently been enacted in the Townships of Severn and Georgian Bay; although they have not yet been tested in court. These zoning by-law amendments provide clarity in that floating accommodations are not a permitted use. FAs cannot exist on waters within these Townships, under any circumstances, over public or private lakebeds or in commercial marina establishments. Their outright ban of FAs is actively being considered by several other municipalities, [\[Township of Severn Zoning By-law Amendment to regulate Floating Accommodations\]](#), [\[Township of Georgian Bay Zoning By-law Amendment to regulate Floating Accommodations\]](#)*
- 2) **FAs can only exist as FHs (floating homes):** *When floating accommodations are permanently fixed to an approved dock/mooring with permanent hydro, sanitary, and water connections they are classified by Transport Canada as a Floating Home (FH). Floating Homes are not vessels. This scenario of approved mooring for Floating Homes is well understood, documented and in place throughout British Columbia and Bluffers Park on Lake Ontario and would require significant municipal policy changes for most. One further twist on this scenario is that a FH owner who chooses to untether and go float “free range” for a time and then come back may be banned from the FH mooring location depending upon their Home Owners Agreement. This solution has existed for some 20+ years in both locations and is very well understood.*

It is suggested that municipalities consult with their own legal representatives to determine what regulatory approach is best suited for your jurisdiction.

Need To Find Out More?

If you need more information or further clarification on any aspect of this position paper, please feel free to reach out to any member of the Floating Accommodations not Vessels Coalition or to our email address [fanv2025@gmail.com](mailto:fanv2025@gmail.com).



## APPENDIX

### ***Floating Homes versus Floating Accommodations: Definitions and Management to date***

#### **Historical context and definitions:**

Historically, floating residential structures have existed in zoned-for-purpose marinas and permanent mooring locations. These types of structures look and feel like houses. They are typically wood framed units with windows, doors, roofs, and decking and floatation devices. Inside they have bathrooms, kitchens, living rooms and bedrooms... essentially a house on water. They are “permanently” moored / fixed to a docking arrangement and are also permanently connected to sanitary sewers, water supply, power supply, and gas (for heating and cooking) supply.

There are multiple instances of these floating residences, but the most popular and recognized communities are the 24 floating homes in Bluffers Park on the shores of Lake Ontario in Scarborough (Toronto), and 60+ homes in False Creek in downtown Vancouver.



Both of these examples and all other occurrences where a floating residence is fixed permanently to a mooring location are classified by Transport Canada as “Floating Homes”. It is important to understand that Floating Homes are not recognized by Transport Canada as vessels. They are distinct and separate from Floating Accommodations.



### How do Floating Accommodations differ from Floating Homes?

The recently emerging challenge is Floating Accommodations, which can be ‘repurposed’ shipping containers modified by DIY individuals or purpose-built wood construction. The units have windows, doors and some form of bathroom, kitchen, sleeping, and living quarters. Floating Accommodations are not restricted to the configuration seen below, as there are numerous examples of residences fabricated with wood frame construction built on floatation devices that appear more like a traditional boathouse.



All of these floating accommodations are not permanently fixed to a mooring location. They are “free range floating residences”; moving, floating and mooring whenever and wherever they wish.

Transport Canada classifies floating residences that are not connected to a permanent mooring location as vessels.

Floating Accommodations until 2023 were largely unregulated within Ontario. The topic had not historically been an issue; therefore, government agencies needed to react to the changing issue and the “vessel” designation being utilized by Transport Canada as well as by the individuals and/or companies exploiting this loophole.

The authors can now report that Parks Canada, MNR, and OPP have separately and collectively identified enforcement avenues where appropriate to attempt to govern Floating Accommodations. To complete the governance framework, appropriate amendments to existing municipal by-laws are required.

### ***What Are the Challenges Associated with Floating Accommodations?***

This table illustrates the complexity of multiple government agencies whose mandates are individually impacted yet require collective collaboration to implement solutions. The following table lists the various issues and respective agencies likely to manage them.

Issue / Concern with Floating Accommodations	Expected Responsible Agency
Potential absence of sanitary capability and dumping of toxic and other harmful substances from FA	Environment & Climate Change Canada (ECCC) (Federal) and Ministry of Environment (Prov.)
Pollution from floatation devices and garbage	Transport Canada & ECCC (Federal); Ministry of Environment (Provincial)
Impact of endangered wildlife when moored in environmentally sensitive areas	Parks Canada or ECCC if outside of Parks Canada sites; Fisheries & Oceans if fish/mussel related; <i>Endangered Species Act</i> administered by Ministry of the Environment (Provincial)
Navigational impediment as a moving vessel	Transport Canada
Navigational impediment as a moored vessel	Transport Canada & Local Municipalities (via VORR's)
No building or construction standards specifically related to FAs exist	Transport Canada
FAs pay no taxation to support consumption of local emergency services or waste management services	Municipality
Mooring in any location	Municipal zoning (not yet tested in court)
Mooring on private lakebeds (must make contact with private property beneath the water)	OPP – Trespass to Property Act

Issue / Concern with Floating Accommodations	Expected Responsible Agency
Spawning ground / fish habitat damage caused by the steel spuds into lakebeds	Fisheries and Oceans Canada (DFO) (Federal water control); DFO supported by Parks Canada in National Parks, National Historic Sites and National Marine Conservation Areas; MNR (inland lakes); responsible for the management of fisheries
Floating Accommodations becoming vacation rentals (VRBO or Airbnb)	Municipal by-laws (e.g. Short-Term Rental by-laws and zoning by-laws)
Floating Accommodations becoming an unregulated expansion of a cottage	Federal waters – Parks Canada in National Parks, National Historic Sites and National Marine Conservation Areas Provincial waters- <i>Public Lands Act</i> administered by MNR prohibits FAs from occupying provincial public land through regulation Privately owned waters – Municipality

During our early discussions, each of the agencies that we expected to play a partial and/or full role to control Floating Accommodations felt they were not legislated to manage and regulate Floating Accommodations. Many felt that other agencies were better equipped to regulate the problem or that, given Transport Canada's designation of FAs as vessels, that Transport Canada was the ultimate controlling ministry. Agencies outside of Transport Canada were of the opinion that any attempt to act would result in legal proceedings that given the vessel designation, would likely be unsuccessful with respect to the agency responsible for legal expenses.

### ***What Changes Have Been Made to Support a Regulatory Framework?***

The shift to create enforceable solutions came via 2 separate but foundational insights:

1. ***Glaspell vs Ontario 2015*** – Clarifying lakebed ownership which has become the cornerstone strategy “anchoring” all of the in-force regulatory frameworks.
2. ***Freedom of Information request to Transport Canada*** – Clarified 3 important aspects:
  - a) *Floating Homes vs Floating Accommodations: Floating Homes are not vessels; Floating Accommodations are vessels.*



- b) Transport Canada's primary (and some would say only) objective is vessel safety. They do not believe their mandate / charter per the Canadian Transport Act (2001) mandates them or requires them to control Floating Accommodations.*
- c) Transport Canada has expressed strong public support of the newly launched MNR Floating Accommodation regulatory framework (161/17). Transport Canada's guidance to other agencies interested in governing FAs was very clear – use the MNR framework to guide your actions.*

It is critical to the municipal strategy that readers of this position paper are comfortable with the solid underpinnings of the current provincial, federal and criminal regulatory framework.

The Glaspell v Ontario ruling [[Glaspell v Ontario 2015 ONSC 3965](#)] has clarified 3 elements that have been 'baked' into case law informing FA regulations formed by Parks Canada and MNR.

- a) Glaspell ruling established that all lakebeds and riverbeds are the ownership of either federal crown, provincial crown or private ownership, and separately, municipalities have the option to issue zoning controls over those lakebeds.*
- b) The ownership of lakebed can act as a basis to authorize or not permit a floating object overhead to cast a shadow over the lakebed and by definition occupying that lakebed.*
- c) Resulting from the case law establishing enforceable lakebed ownership, the principle of authorized vs unauthorized occupation of crown land (lakebed) has been crystallized into FA regulatory frameworks.*

The importance of Glaspell was vital to the success of the regulatory frameworks that have emerged. The critical learning here is that historically all enforcement by Parks Canada, MNR, and OPP was through "land-based" policies. Had any of these agencies sought to remedy through water-based policies, they likely would have lost any court challenge due to the vessel designation that Transport Canada would likely uphold. Seeking to control Floating Accommodations through land-based laws was a masterful stroke of genius and we applaud the leadership of MNR, Parks Canada and OPP.

Municipalities would be advised to consider and build on the positive implications of the Glaspell ruling in their formation of FA zoning and governance by-laws.

The Ministry of Natural Resources (MNR Ontario) was first out of the gate to create their regulatory framework based on the Glaspell ruling. Specifically, 161/17 which is exactly the right regulatory framework to govern Floating Accommodations.



The full definition of Ontario Regulation 161/17 is found in this link [[MNR Regulation 161/17 governing Floating Accommodations](#)] The fundamentals of 161/17 include:

- a) Defining what is and what is not a floating accommodation.*
- b) Defining occupation of provincial crown land by the shadow of a floating object overhead on crown lakebed.*
- c) Conveying that a floating accommodation is not permitted to occupy provincial lakebed and shoreline.*
- d) The ability to charge the owner of the floating accommodation in the event they are occupying provincial lakebed without permission.*

The principles underlying the MNR 161/17 framework (released in summer of 2023) has since been adopted in principle by both Parks Canada and OPP and both agencies have identified enforcement avenues where appropriate.

Parks Canada's solution was issued in 2024 and mirrors MNR's strategy. The full definition of Parks Canada's regulation can be found in the following link [[Parks Canada Mooring Regulations covering Floating Accommodations](#)]. The fundamentals of Parks Canada's framework include:

- a) Defining what is a floating accommodation in a manner similar to MNR.*
- b) Requiring all floating accommodations secure a permit to lawfully moor over federal lakebeds overnight.*
- c) Failure to obtain a permit constitutes "unauthorized occupation" of federal lands and the occupying person(s) will be charged accordingly.*

Lastly, the OPP have embraced a similar lakebed ownership strategy for privately owned lakebed. They have case law where they have successfully prosecuted a floating accommodation that was making actual contact with a private lakebed in an unauthorized manner and consequently the FA owners were charged and successfully prosecuted with trespassing.

## ***The Townships of Severn and Georgian Bay Experience***

As we described in the first few pages, the existing regulatory framework created by MNR, Parks Canada and OPP has a few gaps. Severn Township recognized that early on and amended their by-law in 2024 [[Township of Severn Zoning By-law Amendment to regulate Floating Accommodations](#)]. A similar by-law amendment was enacted in the Township of Georgian Bay in 2025 [[Township of Georgian Bay Zoning By-law Amendment to regulate Floating Accommodations](#)].

The essential element of these amended by-laws, described in this position paper as Response #1 on page 5, is very simple... FAs cannot exist on waters within the boundaries of these two townships.... period. While they have not been tested in court, one by-law has already been successfully used as a deterrent to an FA presence. Several other townships are actively studying and considering implementing similar by-laws for their respective jurisdictions.

### ***There Are Numerous Lessons Gained Along This Journey***

Our grass roots organization **Floating Accommodations not Vessels Coalition** experienced many peaks and valleys in the journey to facilitate the appropriate agencies to successfully manage and control the new “issue” of Floating Accommodations.

It would be an accurate reflection to say that only if we knew then what we know now...

#### **There are six key learnings:**

- 1) It takes a team of motivated, passionate, patient people to stick with it... we discussed after year one and two – was this worth it? Yes! While it took our coalition four years to get here, we believe our efforts have been instrumental in facilitating the right framework that can be applied province-wide.*
- 2) When working with federal and provincial agencies who say no, don't take that for an answer, keep up the pressure, continue to make your issue their issue. At some point in time the right set of agencies will step forward and get to the solution. In our case that was a combination of Parks Canada, MNR, OPP and our local municipalities – the Townships of Severn and Georgian Bay.*
- 3) Broad based support by multiple grass roots organizations was key to our combined success. In our case that consisted of numerous local Cottage Associations large and small who all successfully raised their voices. We would do it again in the same way.*
- 4) While appeals by local politicians and provincial MPP's and federal MP's to both provincial and federal ministers didn't directly solve the issue, it greatly helped to communicate the seriousness of the issue.*
- 5) Sometimes, it takes a change in basic assumptions and in this case it was the insights gained from the Glaspell ruling to get to the right answer. Together with MNR, Parks Canada and OPP we were fortunate enough to understand the pathway and leverage Glaspell.*
- 6) Media! We were fortunate to tap into print, tv, radio, social media – it all helped. We brought on partners like Federation of Ontario Cottagers' Association (FOCA) and Cottage Life to spread the message. Had we had more financial resources we would have stepped up our investment in social media... maybe next time!*

## ***Acknowledgements and Thank You.***

We would like to thank in no particular order...

- *Working group members from our partners at Parks Canada, Ministry of Natural Resources and the Ontario Provincial Police.*
- *Working group members from our municipal partners - Mayors, Councillors and Staff from Severn Township, Township of Georgian Bay, Tay Township and Township of the Archipelago.*
- *Gloucester Pool Cottagers' Association & Georgian Bay Association*
- *The Decibel Coalition*
- *Safe Quiet Lakes Coalition*
- *Cottage Life*
- *Many cottage associations, and the Federation of Ontario Cottagers' Association (FOCA)*
- *And lastly, the Floating Accommodations Not Vessels Coalition members who authored this position paper*

While we did strive to ensure the accuracy and completeness of this information, the authors assume no responsibility for any omissions to or errors that may be contained within this position paper.

We the members of the Floating Accommodations not Vessels Coalition wish to express our deep gratitude and thanks to all the members mentioned above that have been instrumental in this journey.... Thank you!

# Municipality of *Bluewater*

June 6, 2025

The Honourable Doug Ford  
Legislative Building  
Queens Park  
TORONTO ON M7A 1A4  
[premier@ontario.ca](mailto:premier@ontario.ca)

Dear Premier Ford:

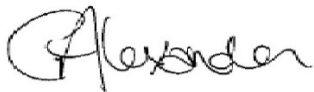
At the Municipality of Bluewater's regular Council meeting held on June 2, 2025, Council received a resolution distributed by the Town of LaSalle regarding the Northern Health Travel Grant Program. Please be advised that the Council of the Municipality of Bluewater passed the following resolution:

**MOVED:** Councillor Bailey **SECONDED:** Councillor Walden  
THAT the Council of the Municipality of Bluewater supports the resolution passed by the Town of LaSalle regarding the Northern Health Travel Grant Program; and

THAT this resolution of support be circulated to all Ontario municipalities, Premier Doug Ford, Lisa Thompson, MPP for Huron Bruce, Minister of Health and Deputy Premier Ms. Sylvia Jones.  
**CARRIED.**

Attached is the resolution passed by the Town of LaSalle.

Sincerely,



Chandra Alexander  
Manager of Corporate Services/Clerk

cc:

Lisa Thompson, Huron-Bruce MPP  
Sylvia Jones, Minister of Health and Deputy Premier  
Jennifer Astrologo, Director of Council Services/Clerk  
Ontario Municipalities



February 4, 2025

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

Via Email: [premier@ontario.ca](mailto:premier@ontario.ca)

Re: Northern Health Travel Grant Program

---

Council of the Town of LaSalle, at its Regular Meeting held Tuesday, January 28, 2025, passed the following resolution:

14/25

Moved by: Deputy Mayor Akpata  
Seconded by: Councillor Renaud

Whereas the Northern Health Travel Grant program (the "Program") offers financial assistance to Northern Ontario residents who need to travel long distances for specialized medical services or procedures at a ministry funded health care facility;

And Whereas, the grants for this Program are based on the distance residents must travel to reach the nearest medical specialist or ministry funded healthcare facility;

And Whereas, residents must travel at least 100 kilometers one-way to access the nearest medical specialist or ministry-funded healthcare facility for services that are not available locally to qualify for the grant;

And Whereas, there are many occasions in which residents of Windsor-Essex County must travel at least 100 kilometers one way to access health care facilities or services that are not available locally; And Whereas, there are four primary children's hospitals across the province, located in London, Hamilton, Toronto and Ottawa, and none of these facilities are within 100 kilometers of Windsor-Essex County;

And Whereas, it has been reported that more than 5,000 times each year pediatric patients across Windsor-Essex County must drive to London Health Sciences Centre for treatment at its Children's Hospital, which places a financial strain on families and care-givers;



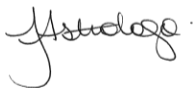
Now Therefore, the Town of LaSalle calls upon the Provincial Government and Ministry of Health to establish a grant system similar to the Northern Health Travel Grant program in Windsor-Essex County to provide support to the residents of Windsor-Essex County when they need to travel long distances for specialized medical services or procedures at ministry funded health care facilities;

And that, this motion be circulated to all municipalities for support, Premier Doug Ford, MPP Anthony Leardi, MPP Andrew Dowie, Minister of Health and Deputy Premier Ms. Sylvia Jones and all local municipalities.

**Carried.**

Please consider this letter as confirmation of the Town of LaSalle's support of the above matter.

Yours Truly,



Jennifer Astrologo  
Director of Council Services/Clerk  
Town of LaSalle  
[jastrologo@lasalle.ca](mailto:jastrologo@lasalle.ca)

Cc: (via email)  
MPP Anothony Leardi [Anthony.Leardi@pc.ola.org](mailto:Anthony.Leardi@pc.ola.org)  
MPP Andrew Dowie [Andrew.Dowie@pc.ola.org](mailto:Andrew.Dowie@pc.ola.org)  
MPP Minister of Health and Deputy Premier Sylvia Jones [sylvia.jones@pc.ola.org](mailto:sylvia.jones@pc.ola.org)  
Association of Municipalities of Ontario [resolutions@amo.on.ca](mailto:resolutions@amo.on.ca)  
All Ontario Municipalities



CORPORATION OF THE  
**TOWNSHIP OF BLACK RIVER – MATHESON**  
367 FOURTH AVE, P.O. BOX 601, MATHESON, ON P0K 1N0  
TELEPHONE (705) 273-2313 EMAIL : [brm@twpbrm.ca](mailto:brm@twpbrm.ca) WEBSITE: [www.twpbrm.ca](http://www.twpbrm.ca)

---

**Jon Pegg**  
**Fire Marshal of Ontario**  
**Office of the Fire Marshal**  
**25 Morton Shulman Avenue**  
**Toronto, ON M3M 0B1**

**June 10, 2025**

**Via Email: [Jon.Pegg@ontario.ca](mailto:Jon.Pegg@ontario.ca)**

Dear Fire Marshal Pegg:

**Subject: Request for Exemption to Proposed Mandatory Firefighter Certification Requirements (O. Reg. 343/22)**

On behalf of the Council of the Township of Black River-Matheson, I am writing to express our concerns regarding the mandatory firefighter certification requirements under Ontario Regulation 343/22.

At its meeting held on June 10<sup>th</sup>, Council passed the attached resolution formally opposing the implementation of these requirements. While we recognize and support the importance of firefighter training and safety, the regulation as it stands does not adequately reflect the operational realities of small, rural, and northern municipalities.

Communities such as ours rely heavily on volunteer and composite fire departments that already face critical challenges in recruitment, training accessibility, and financial capacity.

Specifically, we are burdened by:

- Geographic barriers and long travel distances to accredited training centres,
- Inconsistent access to instructors and scheduling options,
- Limited budgets and competing capital demands,
- Difficulty in retaining and replacing volunteers due to increased regulatory pressures.

Without additional support, flexibility, or exemption mechanisms, the implementation of O. Reg. 343/22 will severely compromise our ability to provide consistent, timely, and effective fire protection to our residents.

Accordingly, the Council of the Township of Black River-Matheson respectfully requests that the Office of the Fire Marshal and the Ministry of the Solicitor General:

1. Defer full implementation of the certification regulation for rural and northern municipalities,
2. Provide exemptions or alternative compliance pathways tailored to the needs and limitations of small, remote fire services,
3. Increase funding and training supports for municipalities outside major urban centres.

We believe that a one-size-fits-all regulatory model will disproportionately and unfairly affect communities like ours. A more flexible, consultative approach is urgently needed. Thank you for your consideration of this request. We would welcome further discussion and are open to participating in any future consultations or working groups aimed at resolving these challenges collaboratively.

**Sincerely,**

**Dave Dymont, Mayor**

/hjl

On behalf of the Council of Black River-Matheson

**Encl.:** Resolution No.2025-214 – Council Opposition to O. Reg. 343/22

**CC:**

The Honourable Michael Kerzner, Solicitor General – michael.kerzner@ontario.ca

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

John Vanthof, MPP, Timiskaming—Cochrane – jvanthof-co@ndp.on.ca

Association of Municipalities of Ontario (AMO) – amo@amo.on.ca

Federation of Northern Ontario Municipalities (FONOM) – admin@fonom.org

All Ontario Municipalities



**Corporation of the Township of Black River - Matheson**  
367 Fourth Avenue  
P.O. Box 601  
Matheson, Ontario  
P0K 1N0

**ITEM # 2025-10.b)**  
**RESOLUTION**

DATE: June 10, 2025

2025-214

Moved by Councillor Steve Campsall  
Seconded by Councillor Alain Bouchard

WHEREAS the Ontario government has enacted O. Reg. 343/22, establishing mandatory certification requirements for firefighters under the Fire Protection and Prevention Act, 1997;

AND WHEREAS Council for the Township of Black River-Matheson acknowledges the importance of standardized firefighter training and safety;

AND WHEREAS these mandatory certification requirements pose significant challenges for small, rural, and northern municipalities due to limited financial and training resources, geographic barriers, and reliance on volunteer fire departments;

AND WHEREAS the implementation of these requirements without additional flexibility or support may negatively impact the Township's ability to recruit and retain volunteer firefighters and provide adequate fire protection to its residents;

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Township of Black River-Matheson formally opposes the mandatory firefighter certification requirements as currently outlined in O. Reg. 343/22;

AND FURTHER THAT this resolution be forwarded to the Solicitor General, Premier of Ontario, MPP John Vanthof, the Fire Marshal, AMO, FONOM, and all Ontario municipalities

☒ CARRIED      ☐ DEFEATED

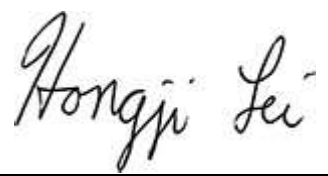
**CHAIR SIGNATURE**

☐ Original    ☐ Amendment    ☐ Refer    ☐ Defer    ☐ Reconsider    ☐ Withdrawn

**Recorded Vote-TO BE COMPLETED BY CLERK ONLY**

	YEAS	NAYS
Mayor Dave Dymont		
Councillor Allen		
Councillor Charbonneau		
Councillor Campsall		

Councillor McCutcheon		
Councillor Gadoury		
Councillor Bouchard		



---

Hong Ji Lei  
Town Manager/Clerk



June 13, 2025

Please be advised that during the regular Council meeting of June 10, 2025 the following resolution regarding support of advocacy to the Federal Government for 'disability without poverty' was carried.

**RESOLUTION NO. 2025-345**

**DATE: June 10, 2025**

**MOVED BY: Councillor Roberts**

**SECONDED BY: Councillor Branderhorst**

**WHEREAS one in four Ontarians lives with a disability; and**

**WHEREAS the median household income in Prince Edward County (\$75K) is already well below both the Basic Living Income and the Ontario Median Household Income (\$84K); and**

**WHEREAS persons with disabilities are twice as likely to live in poverty and would already require an average of 30% more income just to reach the poverty line; and**

**WHEREAS the new federal benefit for people with disabilities (about \$200/month) and called the Canada Disability Benefit) is about to be rolled out; and**

**WHEREAS the Federal government has yet to exempt this new federal benefit from being considered income for federal tax purposes,**

**NOW THEREFORE BE IT RESOLVED:**

**THAT the Mayor be requested to communicate with Prime Minister Carney that the Council of the County of Prince Edward calls on the Government of Canada to commit to exempting the Canada Disability Benefit from income tax and work towards supporting Canadians with a disability to live without poverty;**

**THAT Prime Minister Carney be requested to publicly confirm his government's commitment to making that legislative change as soon as possible; and**

**THAT a copy of this resolution be circulated to the federal Minister of Finance, the federal Minister of Health, the Federation of Canadian Municipalities, Prince Edward Lennox and Addington Social Services, the Rural Ontario Municipal Association (ROMA), the Eastern Ontario Wardens' Caucus (EOWC) and all municipalities in the Province of Ontario.**

**CARRIED**

Yours truly,



Victoria Leskie, **CLERK**

cc: Mayor Steve Ferguson, Councillor Roberts, Councillor Branderhorst, and Adam Goheen, Interim CAO



THE HONOURABLE ROBERT BLACK  
SENATOR – ONTARIO



L'HONORABLE ROBERT BLACK  
SÉNATEUR – ONTARIO

SENATE | SÉNAT  
CANADA

June 13, 2025

Mayor Trevor Bazinet  
Town of Goderich  
57 West St  
Goderich Ontario N7A 2K5

Dear Mayor Bazinet,

I am writing you to raise an important issue impacting provinces, territories and municipalities across Canada that requires your immediate attention and action.

In June 2024, the Standing Senate Committee on Agriculture and Forestry (AGFO) tabled a report on soil health in Canada that was completed over an 18-month period. This report examined the state of soil health across Canada, the effects of soil pollution and contamination, as well as domestic and international practices in place to protect, preserve and conserve soil.

Our report found that soil is at risk. Canada, along with other countries around the world, are losing substantial amounts of healthy, useable soil that is needed to grow food to feed our nation. In addition, there are over 20 million contaminated sites around the world, and more than 30 per cent of the world's soil is already degraded, meaning it has significantly lost its ability to grow food, hold water or support plants and animals. The Food and Agriculture Organization of the United Nations (FAO-UN) estimates that 90 per cent of the world's soil will be degraded by 2050, if something is not done.

Climate change is causing extreme weather events and unpredictable weather that causes soil degradation. Farmers may not have the financial means or resources to use sustainable methods to preserve their soil and agricultural lands full of rich soil are being paved over to build infrastructure and housing. While the agriculture sector faces these issues, there is little being done to ensure that soil is being protected.

If Canada continues down this path and does not prioritize the protection of farmlands and the conservation of soil health, we will find ourselves lacking the agricultural land we need to sustain our ever-growing country. We will lose the ability to not only feed Canadians but the world!

The preservation of Canadian soil requires a whole of government approach. While many recommendations in the report specifically call on action by federal and provincial governments, municipal governments are equally as equipped to assist in this endeavor. With your support, we can work to keep this issue front of mind for all government officials, so that soil protection and conservation is taken seriously and met with meaningful action.



In April 2025, I had the pleasure of presenting our soil report and recommendations to the Township of Amaranth Council in Dufferin County. The response I received from this visit was tremendous, with the Council putting forward a resolution that supports all the recommendations outlined in the AGFO soil report. This initiative pushes us forward in the fight to save our soil and reiterates to all levels of government the urgency of this issue.

Subsequently, the Township of North Wellington Council passed a similar motion of support.

Enclosed, you will find a QR Code to access the AGFO soil report, and copies of the Township of Amaranth and Township of Wellington North resolutions. I implore you to read the report, the 25 recommendations on how to best protect, preserve and conserve our soils, the federal government's response, as well as the municipal resolutions put forward this spring. And hopefully you will consider supporting the resolution and pass a similar one at a future council meeting.

I am committed to continue advocating for soil health in the Red Chamber, and I hope that the agriculture sector has your support in this endeavor. It is important that we work together to ensure we will have the land we need to continue feeding our country now and for years to come.

Sincerely,

A handwritten signature in blue ink, appearing to read 'R. Black', with a stylized flourish at the end.

The Hon. Robert Black, P. Ag. (Hon)  
Senator (Ontario)

c.c.: All Municipal Councils across Ontario

Attachments (3)

Sunday June 15, 2025

Goderich Town Council Members  
57 West Street,  
Goderich, ON  
N7A 2K5

**Re: Rescind Maitland Valley Medical Centre Parking User Fees Motion**

Attention Council Members;

It's been since the meeting of February 24, 2025, that council passed a motion for staff to begin implementation of the process to collect parking user fees at Maitland Valley Medical Centre. Since then, the issue has been the subject of discussion and comments regularly around town and on social media. Council has not yet passed a by-law, but still seems to support the measure as good government because it diversifies revenue sources and reduces reliance on residential taxpayers, according to your strategic plan up-date presented and passed at council May 20, 2025.

Attached to the June 9, 2025 Goderich Town Council agenda was a correspondence from me that clearly spelled out four arguments why council should not proceed to collect parking user fees at Maitland Valley Medical Centre. I detailed in the letter the decision is against the principals of the Canada Health Act, the political mood has changed for this source of user fee, the forecast for expected net revenue was questionable and there are ample examples of duplication and waste in the Town's financial operations to offset proposed user fees at Maitland Valley Medical Centre.

I, and many citizens, believe it's time to end the uncertainty and consternation by taking a final decision on this matter. To this end, let me respectfully submit the following motion that could be proposed and considered at the July 7, 2025 Goderich Town Council meeting:

Moved By: \_\_\_\_\_  
Seconded By: \_\_\_\_\_

That Goderich Town Council rescinds the direction to staff of Feb 24, 2025 to proceed with the implementation of paid parking at Maitland Valley Medical Centre and further, commits to not revisiting the issue until after the October 2026 municipal election.

The above motion will also allow time for comprehensive study of the broader parking user fee issue across all town controlled parking such as on Courthouse Square, spoke streets to the Square, the new Stanley Street parking lot, Livery parking, Maitland Recreation Centre and Bannister Park to name a few revenue opportunities. If you are still determined parking user fees at Maitland Valley Medical Centre is a good idea after rescinding your earlier intention, you'll each have a chance to campaign on the issue and seek a mandate from voters in October 2026.

Please rescind Maitland Valley Medical Centre parking user fees now.

Sincerely,



Steve Buchanan  
196 St. David St.  
Goderich, ON N7A 1L8



**FOR IMMEDIATE RELEASE**

## Community Safety and Well-Being Plan Launches Safety and Security Campaign: “Stronger, Together”

**Huron County, ON** – A coalition of organizations and municipalities in Huron County are combining their efforts to draw attention to strategies to make our communities safer.

The Community Safety and Well-Being Plan which service providers, community organizations and the 9 lower-tier municipalities in Huron County work together on, is launching a Stronger, Together campaign that will run from July to September 2025.

The campaign will draw attention to specific actions residents can take to build safer, more inclusive, and better-connected communities.

“Community safety isn’t just about emergency response—it’s about prevention, inclusion, and awareness,” says *Inspector Laura Lee Brown, Huron County OPP*.

“When community members work together, share resources, and speak up, we create safer and stronger neighbourhoods for everyone.”

The campaign, which will focus on delivering powerful information through digital channels, highlights the importance of building belonging in our rural areas by welcoming, supporting and including new residents.

Building a welcoming community means ensuring everyone—regardless of background, age, or experience—feels like they are a valued and active part of the whole explains *Marg Anderson, Deputy Mayor, Municipality of Central Huron*. “When every voice is heard and everyone is treated with respect, our community becomes more resilient, united, and vibrant.”

A second theme of the campaign will be about the importance of reporting and taking action.

Whether it's reporting acts of hate, reaching out to someone who may be struggling, addressing micro-aggressions, or calling 9-1-1 or Crime Stoppers when witnessing impaired driving—every action matters, emphasizes *Brown*. “These everyday efforts by individuals contribute to a stronger, safer community for all.”

“Through a series of initiatives, educational events, and collaborative efforts with local organizations, the campaign aims to focus on empowering residents to recognize, report, and respond to issues that affect community safety—from hate and discrimination to mental health crises and public safety risks,” says *Anderson*.

In addition, the campaign will highlight the importance of safe driving habits, including school bus safety, distracted driving, impaired driving, seatbelt use and speeding.

Health education is another major component, with targeted youth outreach. The campaign addresses drug use prevention more broadly by raising awareness about the signs of misuse, the risks associated with opioids and other substances, and the value of connecting individuals and families with local support services.

“Through community education and proactive engagement, the campaign strives to foster safer, healthier neighborhoods for everyone,” says *Brown*.

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*For more information or to arrange an interview with one of the spokespersons, please contact:*

Michaela Johnston

Town of Goderich

Co-Secretary, Community Safety and Well-Being for Huron Oversight Committee

[mjohnston@goderich.ca](mailto:mjohnston@goderich.ca)

519-524-8344 x212

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## Memo

From: Andrew Garland  
[agarland@bmross.net](mailto:agarland@bmross.net)

**To:** Sean Thomas

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**Re:** Goderich Water Treatment Plant Project Status Updates and Next Steps

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**File #:** 22039/18271

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**Date:** June 26, 2025

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### **Background**

B. M. Ross and Associates Limited (BMROSS) is assisting the Town with two projects at the Goderich Water Treatment Plant (WTP). The two projects are separate in nature but have been advancing concurrently over the past several years. In general, the projects are described as follows.

1. An assessment of WTP water supply capacity and the potential need for expansion of the facility. There have been two main drivers for this project:
  - a. A past operational concern that the plant may not be physically capable of supplying water at the intended design rate (i.e., rated capacity).
  - b. Potential growth and development in the community will increase customer demand over time. There is a need to quantify the remaining capacity at the WTP that can be committed to future development, and in the event of a shortfall, understand how to create additional capacity.
2. Design for major electrical and building mechanical replacement (e.g., MCC replacement, HVAC replacement). The main driver for this project has been to upgrade defunct equipment.

### **Purposes of Memo**

The purposes of this memo are described below.

1. To provide an update and current status of each project.
2. With respect to the Class EA, to summarize initial findings and report on recommendations for next steps.
3. With respect to the electrical and mechanical upgrades project, describe how initial findings of the Class EA affect the recommended scope of electrical work at the plant.

### **Assessment of WTP Capacity**

In 2021, as a result of significant development interest within the community occurring around that time, a reserve capacity analysis was completed in order to evaluate existing water usage and future projected needs based on growth in comparison to WTP capacity. Based on past operational staff experience, there was concern that the WTP was only consistently capable of producing water at a rate of 8,000 m<sup>3</sup>/day; only two-thirds of the 12,000 m<sup>3</sup>/day WTP rating per the Municipal Drinking Water Licence (MDWL). The specific concern related to filter performance at the plant. At the lower rate, the reserve capacity analysis identified that WTP would be operating at a deficit in capacity once development commitments were considered. As a result of those findings, planning for further assessment of the plant operations and potential constraints was initiated in late 2022, with preliminary technical analyses starting in 2023. The intended approach to the project has been to begin with technical analyses to more fully understand the current operational approaches at the plant, identify actual constraints, and then commence with more formal planning work (e.g., Class Environmental Assessment) required to support facility expansion if necessary.

Given the need for expertise in water treatment plant operations and processes, BMROSS engaged R. V. Anderson (RVA) on behalf of the Town in order to undertake a detailed review and assessment of WTP operations. This assessment included performance testing of the WTP filters with assistance from Veolia, the operating authority. Enclosed is an RVA memo dated March 13, 2025, which provides the full details of their assessment. Our interpretation and summary of the key findings are as follows.

1. Operational constraints at the WTP are largely linked to the current lack of automated processes at the plant (e.g., relies heavily on operations staff to manually carry out processes). An example would be manual backwashing of the plant filters to clean them at scheduled days/times, rather than having dedicated instruments at the plant that can monitor conditions and activate backwashes in response to actual conditions. RVA recommends that **Phase 1** of WTP improvements be to “**Automate the Plant and Upgrade SCADA.**” Based on testing performed, it is believed this will allow the WTP to operate at its rated capacity per the MDWL.
2. Currently, the Town meters most industrial and commercial water customers in the community, but not residential properties. In an effort to reduce customer water consumption, and effectively increase the remaining plant capacity available to new customers, RVA recommends that **Phase 2** of addressing WTP capacity be to “**Implement Water Conservation Metering**” across the entire customer base. As discussed further below, BMROSS and Town staff are of the opinion that this could be deferred to a later stage.
3. The plant was constructed in the early 1960s, and although there have been some specific upgrades over time (e.g., expansion of the water storage reservoir) there are limitations affecting the ability to perform certain types of maintenance and upgrades. For example, there are two flocculation and settling tanks and two filter trains at the plant, but it is unknown when the internal components were last inspected, cleaned, and repaired/replaced because it is not practical to remove one of the trains from service and rely exclusively on the other during that time. RVA recommends that **Phase 3** of the project be “**Expand the Existing Water Treatment Plant on this**

**Existing Site**” which would effectively mean adding a third treatment process train. As discussed further below, BMROSS and Town staff are of the opinion that it may be prudent to have this become the second phase in the overall sequence.

An updated 2025 reserve capacity analysis by BMROSS is enclosed. It has been completed on the basis that the WTP is capable of supplying water at the plant rated capacity (i.e., assumes Phase 1 above is carried out). The analysis demonstrates the following:

- There is sufficient total reserve capacity to service existing development commitments.
- The uncommitted reserve capacity is nearly sufficient to service known development proposals that are unapproved at this time, but if all proposals were approved there would be a marginal overcommitment of capacity (i.e., in the order of 160 m<sup>3</sup>/day or 1.4% of plant net capacity).

As additional residential or industrial/commercial development proposals are submitted, the Town may eventually be faced with a situation of having all WTP committed, even if it takes many years for some of these commitments to become real physical customers.

Based on the above, in our opinion it would be prudent to carry out physical upgrades now that ensure the plant is able to operate at the current rated capacity, as well as initiate planning for a future expansion to accommodate further development if and when necessary. Completing plant automation as recommended by RVA would be the first step toward ensuring the current rated capacity can be met, and would also have some linkage to the forthcoming electrical upgrades, as discussed in the next memo section.

Adding a third treatment process train may not be needed in the immediate future for total plant supply, but it is recommended that planning and design for that work be initiated, and the expansion be completed as soon as practical, in order to facilitate intermittent shutdowns, inspection, and maintenance of the existing two treatment trains at the plant. The third treatment train would become Phase 2 of addressing plant capacity needs and provide overall improved redundancy, security, and operational flexibility for the plant.

Implementation of water metering for all customers has the potential benefit of reducing demand experienced by the WTP, but is a project that is physically separate from the WTP in terms of how it would be planned for and carried out. Because there are several staffing and operational considerations related to metering (e.g., how will data be monitored and collected, dealing with customer inquiries, handling of invoicing, setting rates, initial decrease in consumption vs. potential rebound in usage, etc.) it is our recommendation that the Town consider this a potential Phase 3 that is further evaluated separate from any projects at the WTP.

### **WTP Electrical and Mechanical Upgrades**

As noted above, the Goderich WTP was constructed in the early 1960s. There have been miscellaneous replacements of some electrical and building mechanical components since that time, but much of the components are still original. Replacement of “like-for-like” components has become increasingly difficult given the age of some defunct equipment. Preliminary planning for replacement of the MCC commenced in 2019. Through ongoing site



investigation to aid in that design, additional components including much of the building HVAC and lighting panels have also been identified to be in need of replacement, either because of condition or because of linkage to the MCC itself. After several years of iterative design and site investigations, a tender for the electrical and mechanical upgrades is ready to issue with an intended closing date near end of July 2025.

The MCC and HVAC portions of the electrical and mechanical upgrades at the plant were included as part of a successful Housing Enabling Water Systems Fund (HEWSF) application in 2024. The total grant funding was based on an overall project budget of approximately \$4.4M, with approximately \$3.2M allocated to MCC and HVAC work. The amount includes construction, engineering, and contingency, and excludes HST. It is important to note that the design basis was originally equipment to be “like-for-like” with respect to plant operation and function, though components would be of modern make.

Given the RVA recommendation to automate the WTP process and upgrade the SCADA system (i.e., Phase 1 of the WTP capacity work), there are opportunities to incorporate certain design elements within the MCC replacement project that would work toward automation of the plant. For example, SCADA and PLC upgrades can be provided, pump motor controls may be modified to allow greater flexibility of operation, and various plant instrumentation (e.g., flow meters, water level and pressure sensors, chemical monitoring equipment) can have modified arrangements. There would be additional costs to take advantage of this opportunity relative to the original budget used for the HEWSF application. It is our recommendation that these additional upgrades be included in the tender for the MCC and HVAC works. Concurrent completion of SCADA, PLC, and instrumentation upgrades would serve to address the initial steps needed to improve plant operational capacity, and would take advantage of having an electrical contractor at site anyway for the MCC and HVAC work.

### **Summary**

In summary, the Goderich WTP is projected to have sufficient capacity for current development commitments, and nearly all currently known development proposals, provided that equipment is maintained in good working order and the level of automation is improved to optimize plant performance. Commitment to development beyond currently known proposals would require a plan for plant expansion, even if the actual demand is not realized for many years. In this regard, the following is recommended:

1. Complete electrical and building mechanical upgrades at the WTP. A tender related to these upgrades is ready for issue, with intended closing at end of July 2025.
2. Commence with work to better automate the WTP operations. There is opportunity to incorporate the initial portions of this work, largely SCADA and PLC upgrades, as part of the electrical and mechanical upgrades contract.
3. Commence with preliminary design and planning for the addition of a third treatment process train at the WTP. Timing for actual construction is to be determined, and not critical at this time with respect to plant capacity, but should be implemented as soon as practical as the existing two treatment trains are aged and should be inspected thoroughly and repaired/upgraded as needed. The ability to inspect and carry out any repairs/upgrades is constrained by the lack of ability to take a train offline.

4. Implementation of water metering for all customers could be considered as a separate project, if desired by the Town. It is recommended that potential advantages and disadvantages of universal metering be considered.

Should you have any questions, please do not hesitate to contact me.

B. M. ROSS AND ASSOCIATES LIMITED  
Andrew Garland, P.Eng.

AJG:hv

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## Memo

From: Andrew Garland  
[agarland@bmross.net](mailto:agarland@bmross.net)

**To:** Town of Goderich  
Attn: Sean Thomas, Director of Community Services, Infrastructure and Operations

**Re:** Water Treatment and Storage Reserve Capacity Analysis

**File #:** 22039

**Date:** June 24, 2025

### Summary

The reserve capacity analysis established the following:

- **Water Supply** – Total reserve capacity was calculated using the assumed net capacity of the Goderich Water Treatment Plant (WTP). The Municipal Drinking Water License (MDWL) states a rated capacity of 12,000 m<sup>3</sup> /day maximum, which is a gross value. Assuming 5% for in-plant losses, the net capacity of the plant is taken as 11,400 m<sup>3</sup>/day. The total reserve capacity is 4,016 m<sup>3</sup>/day, of which 2,556 m<sup>3</sup>/day is committed, and 1,460 m<sup>3</sup>/day is uncommitted. The uncommitted reserve may supply an additional 679 Equivalent Residential Units (ERUs) using the net supply capacity of 11,400 m<sup>3</sup> /day.
- **Water Storage** – Sufficient water storage is available for existing customers, approved development commitments, and unapproved development proposals. When considering existing and approved development commitments plus current development proposals, the calculated water storage requirement is 81% of the available storage in the system.

### 1.0 PURPOSE OF MEMO AND BACKGROUND

The purpose of this memo is to summarize an analysis of the reserve capacities of the following water and wastewater system facilities in the Town of Goderich:

- Water Supply
- Water Storage

Water supply information was obtained and reviewed for the years 2022 to 2024 from reports prepared by Veolia. Existing customer and development information was obtained from Town staff.

### 2.0 METHODOLOGY

#### 2.1 Definition of an ERU

For the purposes of quantifying servicing requirements for current development commitments and future growth, water demands are described in terms of Equivalent Residential Units (ERUs). An ERU is defined as the unit flow design value for a single detached residential unit. Design flows for other types of residential development are proportioned to single detached units based on expected

per person occupancies (PPU). For calculation purposes the following values, as developed from census data and rounded upwards, are used:

- Single detached and semis = 2.50 PPU = 1.00 ERU
- Townhouses = 2.00 PPU = 0.80 ERU
- Apartments = 1.50 PPU = 0.60 ERU
- Nursing home beds = 1.25 PPU = 0.50 ERU

For calculation purposes it is assumed that for every residential unit built there will be a proportional increase in non-residential. The current customer count includes both residential and non-residential. While total flows include water supplied from both as well, for purposes of the reserve calculation the historical “per customer flow”, plus 10% as a further provision for non-residential demand, is used as the flow for one ERU. Water demands per ERU, including consideration of non-residential development, are calculated in Section 4.0.

## **2.2 Total Reserve Method**

System capacities were established through a review of the Municipal Drinking Water License (MDWL) and Drinking Water Works Permit (DWWP) for the water system.

The existing condition was established as the maximum daily demand over the 2022-2024 period.

## **2.3 Uncommitted Reserve Method**

The uncommitted reserve value is determined by subtracting the expected flow to development commitments from the total reserve value. Commitments are residential units that are planned and approved but not yet connected to the water system.

## **3.0 EXISTING POPULATION, CUSTOMERS AND DEVELOPMENT INFORMATION**

### **3.1 Existing Population**

The estimated Town population, based on the 2021 census, was 7,881. Based on previous reserve capacity assessment work (BMROSS File No. 21013) it is estimated that in recent years, an additional 20 ERUs per year have been added as customers. On this basis for the 2022-2024 period, and 2.5 persons per ERU, the estimated population as of year-end 2024 is 8,031.

### **3.2 Existing Customers**

An existing customer is a user of the system that is consuming water. At the end of 2024, there are 3,771 customers (378 metered and 3,393 non-metered).

### **3.3 Development Commitments and Proposals**

The following is based on plans and draft plans of residential development within the existing urban boundary that are either approved or have been identified as in the process of seeking approval. In some cases, assumptions have been made about the number of potential units in multi-unit parcels. Development commitments can be either vacant serviced lots in existing developed areas or approved draft plans or lots of record. The developments summarized below are considered to be applicable for both water and wastewater servicing in Goderich.

**Table 3.1  
Development Commitments (Approved)**

<b>Development Name and Type</b>	<b>No. of Units</b>	<b>No. of ERUs</b>
Infill Lots	30	18
Infill intensification	25	15
The Coast	--	282
Walter Broos – Water's Edge	--	680
York – St. Andrew St.	70	42
191 Southcoast Drive East	81	49
51 Kingston	3	3
Central Huron	100	100
<b>Total Commitments</b>	<b>--</b>	<b>1,189</b>

The total of all commitments, as summarized above, is 1,189 ERUs. The estimated equivalent increase in population is approximately 2,973 persons.

**Table 3.2  
Development Proposals (Unapproved)**

<b>Development Name and Type</b>	<b>No. of Units</b>	<b>No. of ERUs</b>
The Coast	389	166
Walter Broos - Water's Edge	267	190
Golf Course - Peever	70	56
295 Bayfield Road Apartments	140	91
350 Bayfield Road	30	30
Suncoast Drive	64	38
Hayter Lands	118	82
Further Allowance - Goderich lands	100	100
<b>Total Proposals</b>	<b>1,178</b>	<b>753</b>

The total of all currently proposed but not approved developments, as summarized above, is 753 ERUs. The estimated equivalent increase in population is approximately 1,883 persons.

Based on customer information, it is estimated that in recent years in the order of 20 additional ERUs have been added annually as customers. While there is anticipated to be year-to-year variability in the number of new ERUs connected as customers, it is anticipated that the development commitments and proposals noted represent decades worth of development in the community.

#### **4.0 Total Reserve Calculations – Water Supply**

##### **4.1 Water Supply Capacity**

The Goderich Drinking Water System (DWS) obtains water from Lake Huron.



The MDWL is considered the limiting factor for supply purposes. The MDWL states the maximum daily rate of treated water that flows from the treatment plant shall not exceed 12,000 m<sup>3</sup>/day. The gross supply capacity will be 12,000 m<sup>3</sup>/day and the net supply capacity is assumed to be 95% of the total at 11,400 m<sup>3</sup>/day. This is to account for any in-plant losses (e.g., filter backwashing, etc.) which is actually less than 5% based on recent years data, but 5% is assumed for a measure of conservation in estimating net capacity.

## 4.2 Goderich Current Water Demands

### 4.2.1 Methodology

Water supply capability is assessed using annual maximum day demands. Demands are recorded daily, with average and maximum day values reported monthly.

### 4.2.2 Maximum Day Demand

Table 4.1 identifies the maximum day flows for 2022-2024.

**Table 4.1**  
**Maximum Day Demand 2022-2024**

Year	Maximum Day Demand (m <sup>3</sup> /d)
2022	6,857
2023	7,223
2024	7,384
<b>Maximum</b>	<b>7,384</b>

### 4.2.3 Unit Demands

On the basis that the existing per customer flow plus 10% is the flow per ERU; the maximum daily unit flow for Goderich is:

$$\text{Flow per Customer} = \frac{7,384 \text{ m}^3/\text{day}}{3,771 \text{ customers}}$$

$$= 1.96 \text{ m}^3/\text{day}$$

$$\text{Flow per ERU} = 1.96 \times 1.1 = \mathbf{2.15 \text{ m}^3/\text{day}}$$

## 4.3 Goderich Total Reserve Capacity

As noted previously, the total reserve capacity is the difference between net capacity and the existing maximum day demand for Goderich.

$$\begin{aligned} \text{Net Supply Capacity} &= 11,400 \text{ m}^3/\text{day} \\ \text{Existing Max. Day} &= 7,384 \text{ m}^3/\text{day} \\ \text{Net Total Reserve} &= \mathbf{4,016 \text{ m}^3/\text{day}} \end{aligned}$$

The plant has 4,016 m<sup>3</sup>/day in net total reserve.

#### 4.4 Goderich Uncommitted Reserve Capacity

Tables 3.1 and 3.2 summarize existing development commitments and known proposals, respectively. Based on these values, and a unit demand of 2.15 m<sup>3</sup>/day per ERU, the uncommitted reserve is:

Net Total Reserve	= 4,016 m <sup>3</sup> /day
Committed = 1,189 ERUs x 2.15 m <sup>3</sup> /day	= 2,556 m <sup>3</sup> /day
Net Uncommitted Reserve	= <b>1,460 m<sup>3</sup>/day</b>

The uncommitted reserve based on net capacity is 1,460 m<sup>3</sup>/day, which could supply an additional 679 ERUs, which is slightly less than the unapproved proposal count of 753 ERUs.

#### 5.0 Water Storage Reserve

##### 5.1 Existing Facilities

Table 5.1 identifies the existing storage facilities and their volumes.

**Table 5.1**  
**Water Storage Facilities**

Facility	Total Volume (m <sup>3</sup> )	Effective Volume (m <sup>3</sup> )
Goderich Elevated Storage Tank	941	941
Bridle Booster Reservoir	5,000	3,958
Clearwell	1,050	1,050
WTP Reservoir	2,712	2,071
<b>Total Effective Storage Capacity</b>	<b>9,703</b>	<b>8,020</b>

##### 5.2 Basis of Assessment

The theoretical required storage is based on a formula in the Ministry of the Environment, Conservation and Parks (MECP) Design Guidelines. The Guidelines recommend storage be provided for peak flow equalization, fire flows and emergencies. The equalization component is 25% of the maximum daily demand. Fire flow rates and durations are linked to the population served. The emergency storage component is calculated as 25% of the combined equalization and fire values. Essentially all are linked to the population served.

##### 5.3 Required Water Storage


Goderich has 8,020 m<sup>3</sup> of effective water storage between their four water storage facilities. Table 5.2 summarizes the storage required for the individual components and total required storage volumes.

**Table 5.2**  
**Storage Summary**

Scenario	Volume Required (m <sup>3</sup> )			
	For Equalization	For Fire Protection	For Emergency	Total
Existing	1,846	1,890	934	4,670
Existing + Commitments	2,485	2,139	1,156	5,780
Existing + Commitments +Proposals	2,891	2,279	1,293	6,463

Therefore, based on current rates of usage and population there is sufficient water storage to accommodate development commitments. Even after accounting for current unapproved development proposals, the calculated storage requirement is 81% of the available volume.

B. M. ROSS AND ASSOCIATES LIMITED

Per   
 \_\_\_\_\_  
 Andrew Garland, P. Eng.

:sd



## **Goderich Water Treatment Plant Expansion Class EA**

Water Treatment Plant Phase 2  
Alternative Solutions

### **Draft 2**

Prepared for:

Town of Goderich

**B.M. Ross and Associates Limited  
Engineers and Planners**



In Association With:



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**RVA 226632**

**March 13, 2025**

RVA 226632

March 13, 2025

B.M. Ross and Associates Limited Engineers and Planners  
62 North Street  
Goderich, ON  
N7A 2T4

**Attention: Andrew Garland, P.Eng.**

Dear Mr. Garland:

Re: Town of Goderich - Goderich Water Treatment Plant Expansion Class EA  
Water Treatment Plant Phase 2 Alternatives Solutions – DRAFT 2

Please find attached the second draft version of the above technical memorandum.

We look forward to discussing this with you and representatives of the Town of Goderich.

Yours very truly,

**R.V. Anderson Associates Limited**

Ken Campbell, P.Eng.  
Senior Specialist, Water

Kim Sayers, MSc., P.Eng., PMP  
Vice President

Encls.



**GODERICH WATER TREATMENT PLANT EXPANSION CLASS EA**  
**WATER TREATMENT PLANT PHASE 2 ALTERNATIVE SOLUTIONS**  
**TABLE OF CONTENTS**

<b>1.0</b>	<b>INTRODUCTION .....</b>	<b>1</b>
1.1	Project Introduction .....	1
1.2	Purpose of this Technical Memorandum .....	1
1.3	Water Treatment Plant Background .....	1
	<b>1.3.1</b> History and Current Situation.....	1
	<b>1.3.2</b> Treated Water Quantity and Quality .....	2
1.4	Current Plant Limitations and Conditions .....	3
<b>2.0</b>	<b>PLANT FUTURE CAPACITY REQUIREMENTS.....</b>	<b>10</b>
<b>3.0</b>	<b>ALTERNATIVE SOLUTIONS.....</b>	<b>11</b>
3.1	Alternative Solution – Long List.....	11
<b>4.0</b>	<b>IDENTIFICATION AND SCREENING OF ALTERNATIVES .....</b>	<b>14</b>
4.1	Approach to Screening the Long List .....	15
4.2	Screening of Long-Listed Alternative Solutions .....	16
<b>5.0</b>	<b>EVALUATION OF SHORT-LISTED ALTERNATIVES .....</b>	<b>19</b>
5.1	Evaluation Criteria and Approach.....	19
5.2	Evaluation of Alternatives.....	20
5.3	Recommended Solution.....	22
<b>6.0</b>	<b>CONFIRMATION OF EA SCHEDULE.....</b>	<b>23</b>
<b>7.0</b>	<b>SUMMARY AND NEXT STEPS .....</b>	<b>23</b>

**LIST OF TABLES**

Table 1.1 – Goderich WTP Treatment Components
Table 2.1 – Existing and Proposed Plant Capacity
Table 4.1 – Screening Criteria and Considerations
Table 4.2 – Screening of Alternatives
Table 5.1 – Evaluation Criteria and Considerations
Table 5.2 – Scoring Graphic Legend
Table 5.3 – Evaluation of Short-Listed Alternatives

**LIST OF FIGURES**

Figure 1.1 – Goderich WTP Process Flow Diagram (Based on BM Ross, May 2012)
Figure 1.2 – Goderich WTP Treated Water Flows
Figure 3.1 – Alternative 4 – Expand the Plant on the Existing Site (From BM Ross, 1986)
Figure 3.2 – Alternative 5 – New Plant on New Town-Owned Site

## **APPENDICES**

### **APPENDIX A – Site Visit Notes**

## **1.0 INTRODUCTION**

### **1.1 Project Introduction**

B.M. Ross and Associates Limited Engineers and Planners (B.M. Ross) was retained by the Town of Goderich to undertake a Class Environmental Assessment (Class EA) to examine the future population growth of Goderich and determine what changes to the drinking water system would be required to meet the growth.

B.M. Ross retained R.V. Anderson Associates Limited (RVA) as a sub-consultant to evaluate water treatment aspects of the project, and to identify solutions and design concepts that could address water supply aspects of the anticipated growth.

### **1.2 Purpose of this Technical Memorandum**

This Technical Memorandum provides an overview of the existing plant history, capacity, water production and treated water quality. It examines the existing treatment processes and identifies existing shortcomings.

A long list of alternative solutions is presented and a short list of alternatives recommended. The short list of alternatives is evaluated based on a proposed set of evaluation criteria. A recommended solution approach is presented. Based on the recommended approach, the Class EA schedule is confirmed.

### **1.3 Water Treatment Plant Background**

#### **1.3.1 History and Current Situation**

The Goderich Water Treatment Plant (WTP) was constructed in 1964 at 100 Cove Rd. in Goderich. The plant had various upgrade projects in 1988, 2005, 2007, and 2020. The plant has a rated capacity of 12,000 m<sup>3</sup>/d and consist of:

- a 750 mm intake pipe that draws raw water from a depth of approximately 5.5 m, approximately 518 m west of the WTP in Lake Huron
- flash mixing, coagulation, flocculation and sedimentation through two (2) sedimentation basins
- filtration through two (2) dual media gravity filters
- post-chlorination and chlorine contact for primary disinfection

- fluoridation
- pumping to the Goderich Water Distribution System.

A schematic of the plant is shown in **Figure 1.1**.

The plant is currently operated by Veolia Water Canada (Veolia) which is the Operating Authority.

The plant has a Supervisory Control and Data Acquisition (SCADA) system, however most of the plant operation including sedimentation tank blow-downs and filter backwashes are completely manual. Chemical systems also operate at fixed rates and require operator adjustments to account for different flows or raw water conditions.

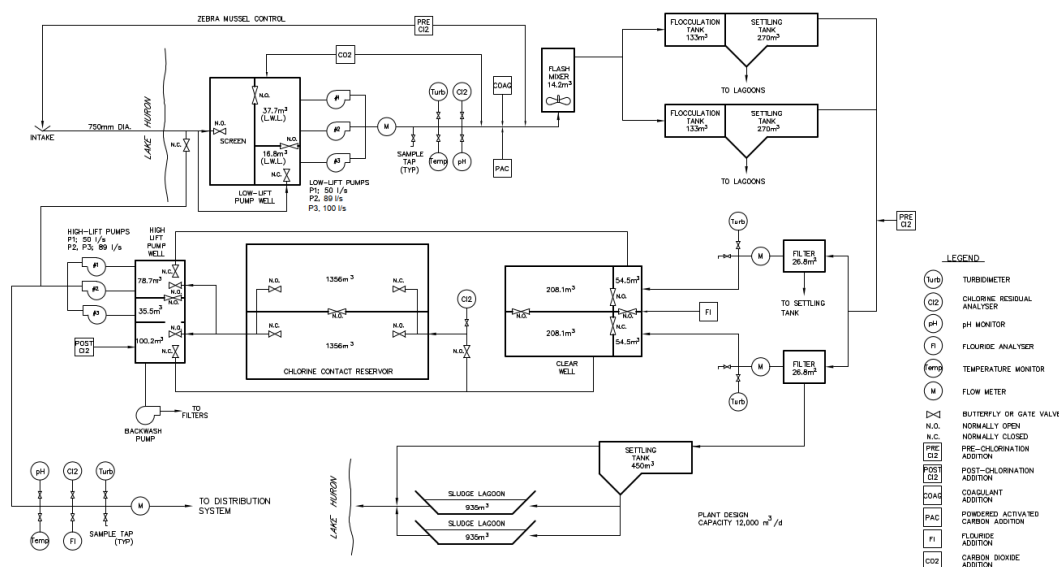


Figure 1.1 – Goderich WTP Process Flow Diagram (Based on BM Ross, May 2012)

Sludge from the sedimentation basins flow to one of two sludge lagoons, where the sludge is dewatered by settling, filtration into the ground, and eventually atmospheric drying. Backwash wastewater is discharged to an equalization tank that is also pumped to the sludge lagoons.

### 1.3.2 Treated Water Quantity and Quality

Over the past seven years based on published annual reports, the quantity of treated water flows at the Goderich WTP have been fairly steady with one maximum day peak in 2020, which was due to faulty operations at a relatively new industry. Current maximum day flows appear to be about 7500 m<sup>3</sup>/d which is about 62% of the plant capacity, however the plant

operating authority, Veolia, has noted that actual treatment capacity is lower than the rated capacity. This will be discussed further in the next section.

Figure 1.2 presents the average and maximum day flows at the Goderich WTP since 2017.

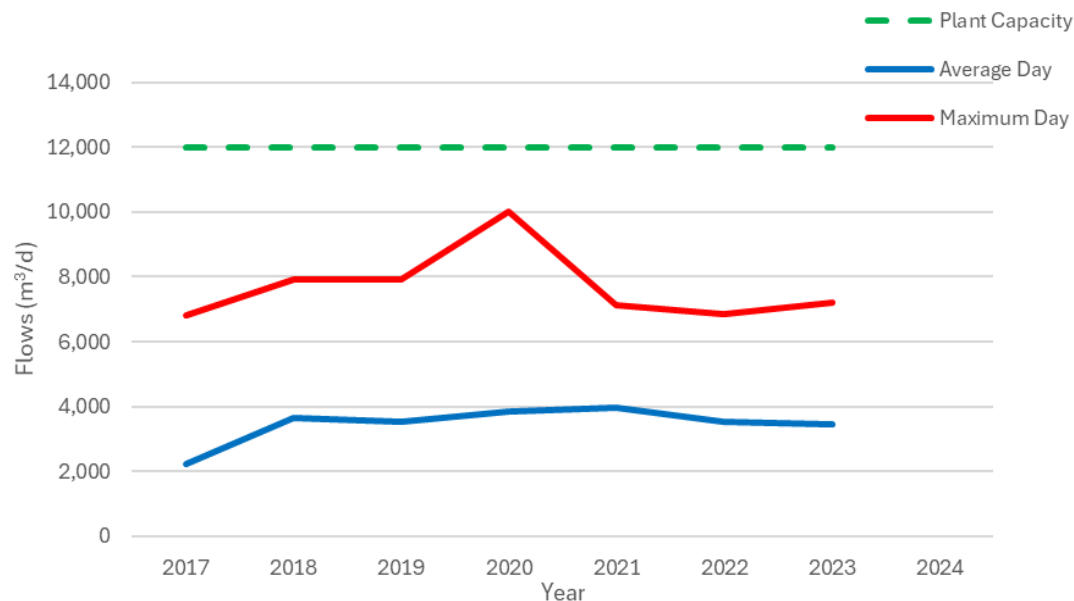


Figure 1.2 – Goderich WTP Treated Water Flows

The quality of the treated water pumped to the water distribution system has been of a uniformly high quality. Treated water turbidity is less than 0.1 NTU, microbial and all health related parameters are well within regulations. It was reported that there were no taste and odour complaints regarding drinking water in Goderich.

## 1.4 Current Plant Limitations and Conditions

To evaluate the existing plant conditions, a site visit was held on August 23, 2023 which included staff from The Town of Goderich, Veolia, B.M Ross and RVA. (Notes of the Site Visit are contained in Appendix A.) In addition, available background information was reviewed including:

- contract drawings (original plant construction in 1961, as well as upgrades in 1987 and 2004)
- documents making up the O&M Manual
- annual reports
- 2015 intake and submerged valve inspection - diver videos



- electrical and mechanical condition assessment reports
- 2022 Reserve Capacity Memo
- MECP Drinking Water Works Permit (DWWP), Municipal Drinking Water Licence (MDWL) and Permit to Take Water (PTTW)
- Appendix of Inventory Report
- Sample plant SCADA data
- Filter media sample testing, 2023
- Operations and Control Manual, 2012

In addition, Veolia was requested to conduct filter performance tests by isolating one filter at a time, then pushing 50% of the plant flow through the one remaining filter. This was to simulate the operation of the plant at the design capacity.

Filter performance testing was completed in the spring of 2024. The testing demonstrated that the plant was successfully able to operate up to about 10,000 m<sup>3</sup>/d (about 83% of the permitted capacity). Increasing the flow beyond this was difficult, primarily due to the lack of low lift pump speed control, lack of on-line monitoring, operator availability, and challenges maintaining the clearwell water level.

Using all of the above, **Table 1.1** was prepared to summarize the treatment components and their capacities (using typical MECP guidelines). The table also includes commentary on the ability of existing plant elements to handle a plant expansion along with some specific observations and recommendations, which are included *in italics*:

Table 1.1 – Goderich WTP Treatment Components

Component	Description & Comment
<b>Intake</b>	<ul style="list-style-type: none"> <li>750 mm diameter intake pipe 518 m into Lake Huron, complete an intake bell approximately 5.5 meters below water surface</li> <li>The theoretical capacity of the intake should easily support the existing plant capacity as well as a 50% plant expansion, however the 2015 video inspection of the intake shows that it has a thick coating of zebra mussels, and some locations appear to be approximately 1/3<sup>rd</sup> filled with sediment. <i>It is recommended that drawdown testing be performed and that the intake structure be cleaned and sediment removed to the degree possible to restore the hydraulic capacity of the intake.</i></li> <li><i>At the time of the site visit it was reported that the zebra mussel chlorination line had been out of service for several years. It is</i></li> </ul>

Component	Description & Comment
	<p><i>recommended that the intake zebra mussel chlorination line be replaced (ideally with a duty and standby line) and that a sample line (or lines) be installed. This work could be done in conjunction with the intake cleaning noted above.</i></p>
<b>Screening</b>	<ul style="list-style-type: none"> <li>One (1) travelling water screen was installed in the screen room. The dimensions of the screen openings are not known, but are anticipated to be 10 – 15 mm. There is a manual bypass, but it has no attached screen.</li> <li>Assuming the screen can be kept clean, the theoretical capacity of the screen should easily support the existing plant capacity as well as a plant expansion.</li> <li>A future plant expansion should consider another screen well and screen (either a travelling screen or possibly a manually-cleaned screen) to allow a lengthy shut-down of the existing screen well for inspection and comprehensive repairs.</li> <li><i>At the time of the site visit it was noted that the screen was out of service. Especially if the zebra mussel chlorination system continues to be off-line, it is recommended that the screen be repaired and placed back in service, if this has not already occurred.</i></li> </ul>
<b>Low Lift</b>	<ul style="list-style-type: none"> <li>Three pumps with rated capacities of 50 L/s, 89 L/s, 100 L/s</li> <li>Pumps have a firm capacity adequate for the existing plant capacity, but some or all pumps would require replacement, or new pumps added for a plant expansion.</li> <li><i>It was noted that the existing low lift pumps are on/off only. As a result, the plant has limited operational flexibility with respect to treatment rates. It is recommended that variable speed drives be installed to allow more flexible flow control.</i></li> </ul>
<b>Flash Mix</b>	<ul style="list-style-type: none"> <li>2.34 m x 2.34 m x 2.59 m deep flash mix tank with a 2.2 kW mixer.</li> <li>The flash mix tank and its downstream piping are adequate for the existing plant, but would not be suitable for a significant plant expansion as it is a single unit and has no standby in the case of a failure.</li> </ul>
<b>Flocculation</b>	<ul style="list-style-type: none"> <li>Two (2) flocculation cells, each 6.25 m wide x 4.5 m long x 4.8 m deep, with walking beam flocculation and with a total volume of 133 m<sup>3</sup> and a theoretical detention time of 32 minutes at the existing design flow.</li> <li>The tanks are suitable for the existing capacity but would not be suitable for any increase in capacity.</li> </ul>

Component	Description & Comment
<b>Settling Tanks</b>	<ul style="list-style-type: none"> <li>Two (2) tanks, each 18.74 m long x 6.24 m wide x 2.28 m deep</li> <li>Length: width ratio = 3.0 vs. 4.0 minimum recommended by MECP, therefore low.</li> <li>Depth = 2.28 m vs. 3-4.5 m recommended by MECP, therefore low.</li> <li>Overflow rate = 2.1m/h vs. 1-2.4 m/h recommended by MECP, therefore OK.</li> <li>Sludge scraper system and manual blowdown, typically once per week for about 15 minutes.</li> <li>Settling tanks are acceptable for the existing capacity but would not be suitable for any increase in capacity.</li> <li><i>The addition of an automated sludge blowdown system would allow more frequent, shorter duration blowdowns which could allow the settling tank operation to be optimized, and would also reduce operator time requirements.</i></li> </ul>
<b>Filters</b>	<ul style="list-style-type: none"> <li>Two (2) filters, each 3.66 m wide by 7.31 m long, area = 26.75 m<sup>2</sup></li> <li>Filtration rate at design flow = 9.3 m/h vs. 11.7 m/h recommended by MECP, therefore OK, however MECP guidelines state: "where only two units are provided...consideration should be given to having additional filter area so that each filter is capable of meeting the majority of plant gross design capacity at the design filtration rate." This is not the case at the Goderich plant.</li> <li>Leopold clay tile underdrain, with graded gravel, sand and anthracite</li> <li>Filter to waste is manual only, and not currently practiced.</li> <li>Filters are adequate for existing plant capacity but without recommended level of redundancy.</li> <li>Filters are not adequate for any increase in plant capacity.</li> <li><i>It appears that the perception that the filters cannot support the existing design capacity of the plant is based on staffing limitations for the manual backwash process, which currently takes place every 2-3 days. Automation of the backwash system could allow backwashes to occur more frequently and would be expected to allow the filters to be run at their design flow rates.</i></li> <li><i>The surface sweep system installed was out of service for Filter No. 1 at the time of the site visit. It is recommended that the surface sweeps be repaired.</i></li> <li><i>At the time of any plant upgrade or expansion, consideration should be given to adding the following: automated backwash, automated filter-to-waste, air scour and improving instrumentation</i></li> </ul>

Component	Description & Comment
	<i>to provide on-line differential pressure monitoring.</i>
<b>Backwash Pump</b>	<ul style="list-style-type: none"> <li>One backwash pump rated at 263 L/s at 12.2 m TDH</li> <li>Design backwash rate is 35.4 m/h vs. 37-50 m/h recommended by MECP</li> <li>Backwash pump could be acceptable for additional filters (assuming additional filters have same area and media characteristics)</li> <li>Capacity of the existing backwash pump should be checked against requirements of any new design.</li> <li>A backup backwash water supply source is available via a pressure reducing valve supplied from the high lift pump discharge.</li> <li><i>The backup backwash system appeared to be out of service at the time of the site visit. In the short term it is recommended that the backup backwash water supply system be maintained and returned to a "ready" state for use if the single backwash pump fails.</i></li> <li><i>In the longer term, and potentially as part of a plant expansion, a standby backwash pump is recommended for improved operational/standby security.</i></li> </ul>
<b>Clearwell &amp; Reservoir</b>	<ul style="list-style-type: none"> <li>Two (2) clearwell cells with a total volume of 109 m<sup>3</sup> each; Two larger clearwell cells with a total volume of 416 m<sup>3</sup> each; Two reservoir cells with a combined volume of 2712 m<sup>3</sup>; Total onsite clearwell and reservoir volume = 3762 m<sup>3</sup></li> <li>CT assumed to be within the reservoir only, using a baffle factor of 0.6</li> <li>Area of one reservoir cell = 318.2 m<sup>2</sup></li> <li>Total reservoir depth = 4.4 m</li> <li>Assumed minimum depth for CT = 2.0 m</li> <li>Assumed that remaining volume is adequate for filter backwash operation and pump supply</li> <li>Reservoir has adequate CT capacity for existing plant capacity.</li> <li>Reservoir could have adequate CT capacity for plant expansion, but would require higher minimum operating levels, and/or higher chlorine residual levels. (Note that some limitations on backwash scheduling may be required under maximum flow conditions- i.e. may not be able to backwash all filters one after the other.)</li> <li><i>It was noted that two of the clearwell cells are located directly underneath the settling tanks and could be at risk of settling tank leakage contaminating the treated water. Dewatering of these clearwells along with a detailed visual inspection is recommended.</i></li> </ul>

Component	Description & Comment
	<p><i>This should be done while the settling tanks are full. Lining of the settling tanks should be undertaken if necessary to protect the treated water in the clearwells.</i></p>
<b>High Lift</b>	<ul style="list-style-type: none"> <li>One (1) vertical turbine pump rated at 50 L/s at a TDH of 116 m</li> <li>Two (2) vertical turbine pumps, each rated at 110 L/s at a TDH of 116 m</li> <li>Existing high lift pumps are adequate for current capacity, but pumps would need to be replaced or extra pumps added for an increased plant capacity.</li> </ul>
<b>Chlorine</b>	<ul style="list-style-type: none"> <li>Three chlorine application locations: 1) at intake for zebra mussel control (currently out of service); 2) flash mixer/filter inlet (on as needed basis); 3) Post filtration, for primary disinfection</li> <li>Three (3) chlorinators, each with capacities of 45.5 kg/d (2 duty and one standby)</li> <li>Current chlorinators are adequate for current plant, although zebra mussel chlorination system should be re-constructed, and additional flexibility could be provided with a post-chlorine trim application system following high lift pumps. Future chlorine disinfection system would require some chlorinator capacity modifications and additional chlorine units would be recommended.</li> <li>The existing chlorine system feed control is completely manual. <i>Automating the feed control is recommended to allow the plant to have more operational and flow flexibility. Automation would reduce operator time requirements and maintain water quality through plant flow adjustments.</i></li> <li>Plant does not have a chlorine gas scrubber. It is understood that the addition of a scrubber is included in a forthcoming electrical and HVAC upgrade at the plant.</li> </ul>
<b>Fluoride System</b>	<ul style="list-style-type: none"> <li>2 – 3375 L hydrofluosilicic acid storage tanks and a single chemical metering pump with a capacity of 57 L/d</li> <li>This system is suitable for the existing plant capacity and would also be suitable for a plant capacity increase</li> <li><i>A standby pump is recommended.</i></li> <li><i>The existing fluoride feed system feed control is completely manual. Automating the feed control is recommended to allow the plant to have more operational and flow flexibility. Automation would reduce operator time requirements and maintain water quality through plant flow adjustments</i></li> </ul>

Component	Description & Comment
<b>Powdered Activated Carbon (PAC)</b>	<ul style="list-style-type: none"> <li>There is an existing PAC handling and feed system however it has not been used for some years.</li> <li>Taste and odour concerns have not been identified as a concern in recent years. The operational ability of the existing system is not known.</li> <li>It is understood that the MECP and the local health unit have been consulted, and the Town is now planning to remove the system as part of the forthcoming electrical and HVAC upgrade project.</li> <li>Should taste and odour re-occur in the future, an investigation into new treatment alternatives would be recommended. Alternatives could include an updated PAC feed system, GAC filter caps or contactors, or a UV/advanced oxidation system.</li> </ul>
<b>Backup Power Supply</b>	<ul style="list-style-type: none"> <li>One (1) 425 kW standby diesel engine generator set</li> <li>It is understood that this is suitable for the existing plant operation.</li> <li>This unit could likely be suitable for an expanded plant but with reduced capacity limits during a power failure. A new unit would likely be required to provide full standby capacity.</li> </ul>
<b>Waste Residual Management</b>	<ul style="list-style-type: none"> <li>450 m<sup>3</sup> backwash equalization tank, with pumps that discharge to one of two-935 m<sup>3</sup> sludge holding/ dewatering/infiltration lagoons.</li> <li>The existing system appears to work well for the existing plant operation, and (depending on the filtration technology selected) would likely be suitable for a plant expansion.</li> <li>It is reported that the lagoons presently do not fill up to the level of the overflow weir so water appears to be infiltrating into the ground.</li> <li>With increased wastewater flows it would be more likely that some supernatant from the residuals could overflow into overflow drain.</li> <li><i>Dechlorination of the residuals does not currently occur. For any future plant expansion/upgrade it is recommended that consideration be given to dechlorinating the residuals that will be discharged into the environment.</i></li> </ul>
<b>SCADA System</b>	<ul style="list-style-type: none"> <li>The existing plant has a Supervisory Control and Data Acquisition (SCADA) system that monitors the plant operation, but has very little control capability. At present all chemical feeds are manually started, stopped and adjusted. Backwashes are manually undertaken on week-days.</li> <li>The limitations of the existing SCADA system are currently limiting the practical capacity of the plant.</li> <li><i>It is recommended that all aspects of the plant be upgraded to allow for automated flow control, automated settling tank blow-</i></li> </ul>



Component	Description & Comment
	<i>down, and automatic filter backwashing. This would include upgrading all chemical systems, addition of online instrumentation, addition of variable speed low lift and high lift pump controllers, and an improved central SCADA program and operator interface. It is expected that such an upgrade could allow the plant to be run at its current design capacity. It is understood that this work is to be included in the forthcoming electrical and HVAC upgrade project</i>

## 2.0 Plant Future Capacity Requirements

At the time of preparation of this technical memorandum detailed future water demand projections had not yet been finalized. However, it is anticipated that the existing rated capacity of the plant will be exceeded.

The anticipated Problem or Opportunity Definition could be:

*To plan for future development in Goderich and associated growth in drinking water demands, it is anticipated that additional water treatment capacity will be required in the Goderich Water System. Furthermore, as the existing Goderich Water Treatment Plant is aging and will require major renovations and upgrades in the future, it is necessary that additional treatment capacity be available to allow for portions of the existing plant to be taken out of service while meeting municipal water demands. Additional treatment redundancy will also reduce the risk that equipment or process failures within the plant would lead to the need for implementation of emergency water restrictions.*

Given that additional capacity is expected to be required, the question arises how much additional capacity is required. Given the rating of the existing plant is based on full operation of both filters, it is recommended that the expansion capacity should at least match the capacity of one of the existing filters. This would increase the plant capacity but would also significantly increase the firm capacity of the plant (i.e. with one train or filter out of service). This is illustrated in **Table 2.1**.

Table 2.1 – Existing and Proposed Plant Capacity

Existing Plant	Existing Plant Capacity	Proposed Plant Capacity
<b>Number of Trains</b>	2 Existing	2 Existing + 1 New
<b>Capacity of Each Train</b>	6000 m <sup>3</sup> /d	6000 m <sup>3</sup> /d
<b>Total Capacity</b>	12,000 m <sup>3</sup> /d	18,000 m <sup>3</sup> /d

Existing Plant	Existing Plant Capacity	Proposed Plant Capacity
<b>Firm Capacity (i.e. with one train out of service)</b>	6000 m <sup>3</sup> /d	12,000 m <sup>3</sup> /d
<b>Firm capacity percentage</b>	50%	67%

## 3.0 Alternative Solutions

Phase 2 of the Municipal Class EA requires that “Alternative Solutions” be identified and evaluated. Once the preferred alternative has been selected, Phase 3 of the Class EA requires that “Alternative Design Concepts” be identified and evaluated. In other words, “Alternative Solutions” are “big picture” solutions, while the “Alternative Design Concepts” are detailed concept alternatives within the overall preferred alternative solution.

### 3.1 Alternative Solution – Long List

The following is a long list of alternatives that have been identified to address the project objectives:

**Alternative 1 – Do Nothing:** The Class EA requires that the “Do Nothing” alternative be considered. In this case, doing nothing would ultimately limit community growth and would make the rehabilitation of the existing water treatment plant impossible.

**Alternative 2 – Do Not Allow Growth:** Not allowing growth will prevent the Town from growing and will be in conflict with local and provincial planning policies.

**Alternative 3 – Automate Plant and Upgrade SCADA:** This alternative would allow the plant to automatically respond to system demands without the need for increases in plant operator time requirements. It would include upgrades of all chemical systems to allow for automated adjustment in feed rates, addition of on-line monitoring at various locations in the plant, and replacement of pump starters with variable speed drive (VFD) units to allow for pumped flows to be automatically increased and decreased. The system would also include an improved operator interface and alarming capabilities. It would allow the plant to be backwashed automatically, and allow the settling tanks to be blown down (de-sludged), even without the presence of an operator. This would allow these operations to occur during times when operators were not on site, which should theoretically allow the plant to operate up to its existing rated capacity. While this alternative would not increase the nominal capacity of the WTP, it could be part of a phased upgrade.

**Alternative 4 – Expand the Existing Water Treatment Plant on the Existing Site:** This alternative would consist of the construction of a 3<sup>rd</sup> treatment train. There appears to be adequate space on the lake side of the existing plant as shown in **Figure 3.1**. As the location shown for the plant is on reclaimed land, it is likely that ground conditions would be poor, with significant groundwater construction challenges. As a result, a fully-interlocked caisson or interlocked steel sheet pile protected excavation would likely be required. Although this adds to construction costs, the benefits of being able to connect to the nearby intake, chlorine contact reservoir, discharge water mains and sludge lagoon make this alternative attractive.

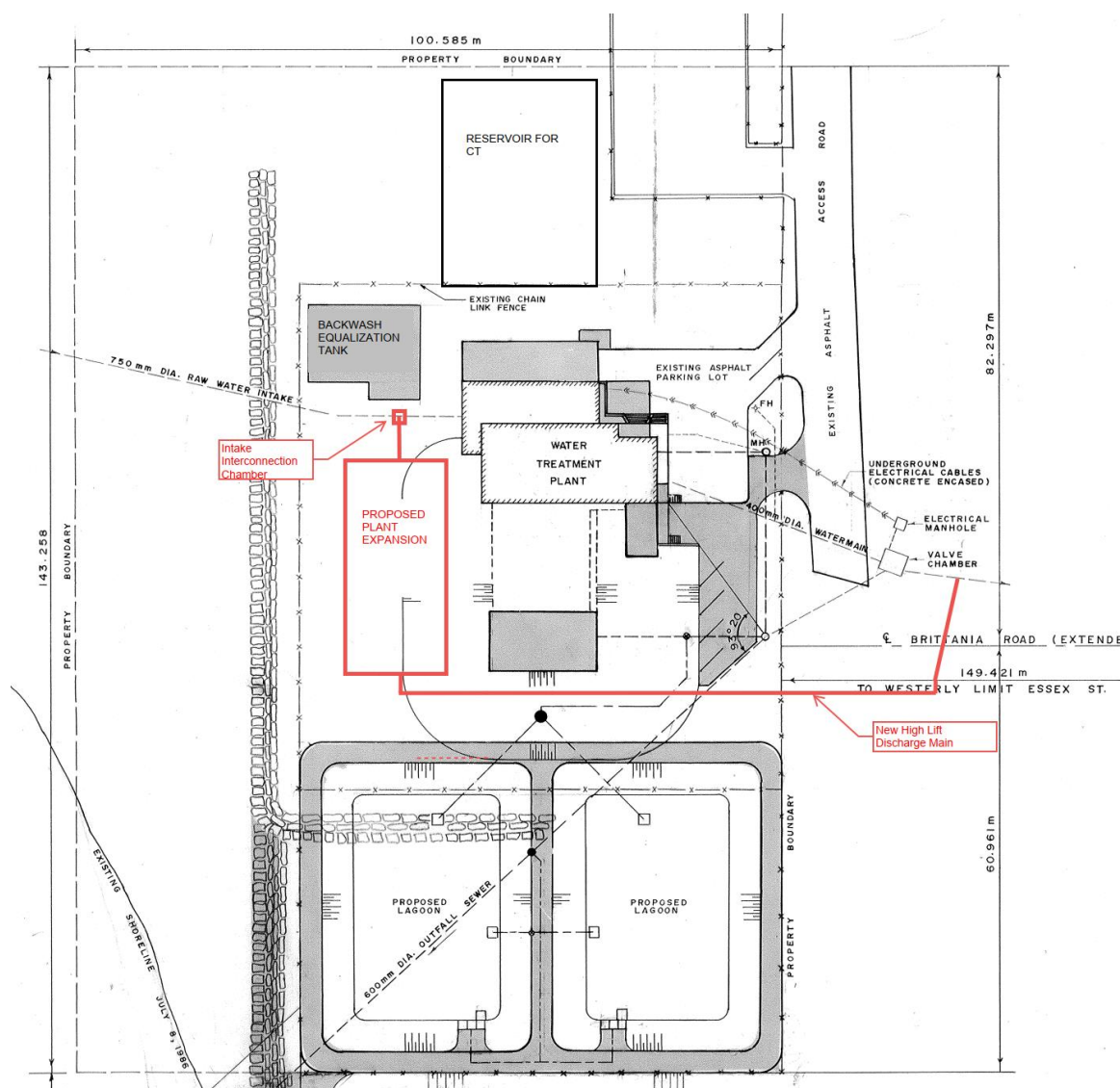


Figure 3.1 – Alternative 4 – Expand the Plant on the Existing Site (From BM Ross, 1986)

**Alternative 5 – Construct a New Plant at a New Site:** B.M. Ross has investigated potential alternative water treatment sites in the past. Only one site has been identified, that is a Town-owned property directly south of the intersection of Harbour St. and Beach St., about 500 m north of the existing plant. It appears that this property is approximately the same size as the existing site, albeit in a triangular shape. As the site has been previously used for railway tracks and a railway station, the possibility of contamination on this site would be a concern that would need investigation. The existing plant site could be converted to a low lift pumping station. A new raw water main would then need to be constructed to the new site. A new treated water transmission main would also likely need to be constructed to bring water back to the existing main that runs up the hill directly east of the existing plant. While this is likely to be a more expensive alternative, it would result in a brand new treatment facility that could provide a long life to the community.



Figure 3.2 – Alternative 5 – New Plant on New Town-Owned Site

**Alternative 6 – Connect to an Adjacent Water Supply System:** There are no known adjacent municipalities or industries that could serve as a potential replacement or additional source of raw or treated water to the Town of Goderich.

**Alternative 7 – New Groundwater Supply System:** This alternative has been investigated in the past by B.M. Ross. Their findings were:

1. Multiple well sites would be required for a community this size.
2. There are no Goderich owned parcels that would have been viable for those well sites (i.e., it would be necessary to look for well sites in adjacent municipalities).
3. It wasn't clear where one or more new treatment pumphouses could be located, but in any event, based on lack of available land it wouldn't be able to go along the route of existing trunk mains.

Any groundwater supply would first require a lengthy and costly groundwater investigation. Many groundwater supplies in Southern Ontario require supplementary treatment for iron and manganese. In addition, new municipal groundwater supply wells trigger the need for source protection studies and the development of well head protection areas, with potential land use restrictions, which can create significant public opposition.

**Alternative 8 – Water Conservation:** Water conservation can be implemented to reduce overall water demands and to delay the need for infrastructure expansion. The single most important aspect of water conservation is universal metering. At present, larger Industrial, Commercial and Institutional (ICI) water customers are required to install water meters, but residential customers are not. Municipal experience in Ontario has shown that implementation of full water meters in a community can result in a significant drop in water demands. While there may be some "re-bound" over time, the experience remains that water meters do lead to a permanent reduction in per capita water demands. Furthermore, there could be significant cost benefits to delaying major plant expansion works.

Another aspect of water conservation is the use of lawn-watering restrictions to reduce maximum day water demands in the summer. The Town has implemented a water use by-law that limits properties to only water their lawn every other day between certain hours. This is a valuable policy that typically results in reduced maximum day: average day ratios. It is recommended that this policy be maintained.

## 4.0 Identification and Screening of Alternatives

The alternative solutions were evaluated through a two-step process:



**Step 1:** Screen long list of alternative solutions to establish a short list of reasonable and feasible solutions.

**Step 2:** Evaluate short-listed alternatives against multiple criteria to confirm the recommended solution.

## 4.1 Approach to Screening the Long List

The alternatives identified in Section 3 were screened against pass or fail criteria to confirm feasibility before proceeding to a detailed evaluation.

Specific screening criteria are shown in **Table 4.1**.

Table 4.1 – Screening Criteria and Considerations

Criteria	Considerations
<b>Is the Alternative Feasible and Reasonable?</b>	<ul style="list-style-type: none"> <li>Is the alternative technically feasible and reasonable?</li> <li>Can the alternative be constructed for a reasonable cost?</li> <li>Are the ecological, social, or other impacts anticipated to be unreasonably high relative to other alternatives?</li> <li>Does the alternative provide a long-term solution, or part of a collection of long-term solutions?</li> </ul>
<b>Does the Alternative Address the Problem and Opportunity Statement?</b>	<ul style="list-style-type: none"> <li>Does the alternative address completely or partially the considerations listed in the Problem and Opportunity Statement?</li> <li>Does the alternative support planned growth to the target planning horizon?</li> <li>Can the alternative offer resiliency to potential future changes to regulatory, climatic, and raw water quality conditions?</li> </ul>
<b>Does the Alternative meet Applicable Planning Policies?</b>	<ul style="list-style-type: none"> <li>Does the alternative meet local, regional, and provincial planning policies?</li> </ul>



## 4.2 Screening of Long-Listed Alternative Solutions

The screening of the alternative solutions based on the criteria noted above is shown in **Table 4.2**.

Based on this screening, the following alternatives were included in the short-list:

- Alternative 3 – Automate the Plant and Upgrade SCADA
- Alternative 4 – Expand the Existing Water Treatment Plant on the Existing Site
- Alternative 5 – Construct a New Water Treatment Plant on a New Site
- Alternative 8 – Water Conservation

Table 4.2 – Screening of Alternatives

Alternative	Is the Alternative Feasible and Reasonable?	Does the Alternative Address the Problem and Opportunity Statement?	Does the Alternative meet Applicable Planning Policies?	Summary
<b>1 Do Nothing</b>	<div>✗</div> <p>No. While it would be technically and economically feasible to continue with the operation and maintenance of the existing Goderich WTP, it would not be a reasonable solution to do so. As noted in Table 1.1, the current plant has limited redundancy which cannot be improved through the Do Nothing alternative.</p>	<div>✗</div> <p>No. This alternative would not support planned growth to planning horizon. It would also not address considerations related to increasing resiliency against future regulatory, climatic, or raw water changes.</p>	<div>✗</div> <p>No. The Do Nothing alternative would not support planned growth, which is prescribed through local, regional, and provincial planning policies.</p>	<div>✗</div> <p>The Do Nothing alternative does not pass the screening as it does not address the short term needs of the plant nor the longer term growth needs of the community.</p>
<b>2 Do Not Allow Growth</b>	<div>✗</div> <p>No. This alternative would not be a reasonable long-term solution. It is beyond the jurisdiction of this study to prevent growth in the Town of Goderich.</p>	<div>✗</div> <p>No. This alternative would not support planned growth to the planning horizon.</p>	<div>✗</div> <p>No. The Do Nothing alternative would not support planned growth, which is prescribed through local, regional, and provincial planning policies.</p>	<div>✗</div> <p>This alternative does not pass the screening and was not carried forward to the detailed evaluation.</p>
<b>3 Automate Plant and Upgrade SCADA</b>	<div>✓</div> <p>Yes. This alternative will increase the reliable capacity of the existing plant, and will be a requirement of any future plant expansion.</p>	<div>✓✗</div> <p>Partially. This alternative will allow the Town to move part way towards the project objective, but is not a complete solution.</p>	<div>✓✗</div> <p>Yes, this alternative would assist, but not offer a complete solution.</p>	<div>✓</div> <p>This alternative could stand alone or be linked to other alternatives. It was carried forward to the detailed evaluation.</p>
<b>4 Expand the Existing Water Treatment Plant on the Existing Site</b>	<div>✓</div> <p>Yes. This alternative would be feasible and reasonable long-term solution. There appears to be space for a future expansion and the existing property can accommodate expansion to the required capacity.</p>	<div>✓</div> <p>Yes. This alternative meets the Problem and Opportunity Statement considerations and would support growth and allow for future resiliency.</p>	<div>✓</div> <p>Yes. This alternative would meet local and provincial planning policies.</p>	<div>✓</div> <p>This alternative passed the screening and was carried forward to the detailed evaluation.</p>

Alternative	Is the Alternative Feasible and Reasonable?	Does the Alternative Address the Problem and Opportunity Statement?	Does the Alternative meet Applicable Planning Policies?	Summary
5 Construct a New Water Treatment Plant on a New Site	<div>✓</div> <p>Yes. This alternative would be feasible and reasonable long-term solution. There appears to be space at the site shown in Figure 3.2.</p>	<div>✓</div> <p>Yes. This alternative meets the Problem and Opportunity Statement considerations and would support growth and allow for future resiliency.</p>	<div>✓</div> <p>Yes. This alternative would meet local and provincial planning policies.</p>	<div>✓</div> <p>This alternative passed the screening and was carried forward to the detailed evaluation.</p>
6 Connect to an Adjacent Water Supply System	<div>✗</div> <p>No. This alternative would not be technically feasible as there are no adjacent water systems.</p>	<div>✗</div> <p>No. This alternative would not be able to support planned growth.</p>	<div>✗</div> <p>No. This alternative would not meet planning policies.</p>	<div>✗</div> <p>This alternative did not pass the screening and was not carried forward to the detailed evaluation.</p>
7 New Groundwater Supply System	<div>✗</div> <p>No. This alternative would not be a feasible long-term solution. Suitable sites are not available.</p>	<div>✗</div> <p>No. While it is theoretically possible that this alternative could work, the practical obstacles and risks outweigh any theoretical possibility.</p>	<div>✗</div> <p>No. This alternative would not meet planning policies.</p>	<div>✗</div> <p>This alternative did not pass the screening and was not carried forward to the detailed evaluation.</p>
8 Water Conservation	<div>✓</div> <p>Yes. This alternative is technically feasible and has been recommended to the Town by B.M. Ross on several past occasions.</p>	<div>✓✗</div> <p>Partially. Implementation of improved water conservation measures would likely open up existing capacity for some additional growth.</p>	<div>✓</div> <p>Yes. Existing planning policies encourage water conservation.</p>	<div>✓</div> <p>While this alternative alone cannot meet the project objectives, it could be combined with other alternatives as part of a comprehensive plan and was therefore carried forward to the detailed evaluation.</p>

## 5.0 Evaluation of Short-Listed Alternatives

### 5.1 Evaluation Criteria and Approach

The short-listed alternative solutions were evaluated with respect to their impact on the following criteria categories: social, technical, environmental, and relative cost and financial risk. The evaluation criteria categories and considerations under each category are shown in Table 5.1.

Table 5.1 – Evaluation Criteria and Considerations






Criteria	Considerations
<b>Social</b>	<ul style="list-style-type: none"> <li>• Effects on neighbouring properties</li> <li>• Effects on Indigenous communities</li> <li>• Sensory impacts during and after construction (noise, dust, etc.)</li> <li>• Effects on the municipality, local businesses, etc.</li> <li>• Future growth as per the County Official Plan as well as development commitments and proposals specific to the Town.</li> </ul>
<b>Technical</b>	<ul style="list-style-type: none"> <li>• Compatibility with existing systems</li> <li>• Ease of implementation</li> <li>• Effects on operations and maintenance</li> <li>• Treatment complexity</li> <li>• Ability to meet existing and future water demands</li> </ul>
<b>Environmental</b>	<ul style="list-style-type: none"> <li>• Effects on wildlife and vegetation</li> <li>• Effects on habitats and air quality</li> <li>• Effects on Source Water Protection</li> <li>• Climate Change</li> </ul>
<b>Relative Cost and Financial Risk</b>	<ul style="list-style-type: none"> <li>• Affordability</li> <li>• Relative magnitude of expense</li> <li>• Additional costs related to unknown materials</li> </ul>

Criteria	Considerations
----------	----------------

- Potential construction risks that could impact cost or other financial risks

A graphical scoring method, as shown in **Table 5.2**, was used in the evaluation. Preference for an alternative solution was indicated by the direction and colour of the arrow as determined based the magnitude of potential impacts or benefits. A double blue arrow represents an optimal alternative solution, and a double orange arrow represents poor alignment with the criteria considerations.





















Table 5.2 – Scoring Graphic Legend

				
Low Alignment with Criteria	Not Well Aligned with Criteria	Somewhat Aligned with Criteria	Well Aligned with Criteria	Very Well Aligned with Criteria

## 5.2 Evaluation of Alternatives

The evaluation of the short list of Alternative Solutions is shown in **Table 5.3**.

Table 5.3 – Evaluation of Short-Listed Alternatives

Evaluation Criteria	Alt. 3 – Automate the Plant and Upgrade SCADA	Rating	Alt. 4 – Expand the Existing Water Treatment Plant on the Existing Site	Rating	Alt. 5 – Construct a New Water Treatment Plant on a New Site	Rating	Alt. 8 – Water Conservation	Rating
<b>Social</b>	<ul style="list-style-type: none"> <li>No impacts on neighbouring properties</li> <li>Minimal impacts on municipality</li> <li>However, doesn't meet future growth requirements</li> </ul>		<ul style="list-style-type: none"> <li>Construction noise and vibration at site, but site is remote from neighbours and shielded to some degree by existing building</li> <li>Fully addresses capacity requirements</li> </ul>		<ul style="list-style-type: none"> <li>Biggest construction effort, and biggest construction impacts</li> <li>Extra raw and treated water transmission mains required, with construction impacts</li> <li>Fully addresses capacity requirements</li> </ul>		<ul style="list-style-type: none"> <li>Some impacts on community, in that they will no longer have unlimited water for fixed cost</li> <li>Otherwise, minimal impacts, and could delay impacts of other required solution components.</li> </ul>	
<b>Technical</b>	<ul style="list-style-type: none"> <li>Will increase complexity of existing plant and will be challenging to implement, but will ultimately make operations easier</li> <li>Will allow plant to operate at higher capacity</li> <li>Can't meet future water demands completely</li> </ul>		<ul style="list-style-type: none"> <li>If well planned and designed, plant expansion should be compatible with existing systems</li> <li>Will be some increase in operations time requirements</li> <li>Will fully address future needs, and will provide opportunities to repair/upgrade existing plant</li> </ul>		<ul style="list-style-type: none"> <li>Would require new connections for raw and treated water</li> <li>Would likely require some complex connection modifications for low lift supply</li> <li>Would result in fully new plant</li> <li>Would fully meet future water demands.</li> </ul>		<ul style="list-style-type: none"> <li>Technical requirements of metering well known, but would cause some individual impacts.</li> <li>Can't meet future water demands completely</li> </ul>	
<b>Environmental</b>	<ul style="list-style-type: none"> <li>Minimal environmental effects of any type</li> </ul>		<ul style="list-style-type: none"> <li>Effects on environment will be limited</li> <li>Will require much less construction than Alt. 5</li> </ul>		<ul style="list-style-type: none"> <li>Will have the greatest environmental impacts</li> <li>May have positive impacts on proposed brownfield site</li> <li>Additioanl transmission main impacts</li> <li>Risks of possible site contamination</li> </ul>		<ul style="list-style-type: none"> <li>Minimal environmental impacts</li> <li>Reduction in energy consumption with reduced water demand</li> </ul>	
<b>Relative Cost and Financial Risk</b>	<ul style="list-style-type: none"> <li>Relatively small cost to achieve practical capacity increases</li> <li>Most equipment is accessible, so risks of unknown issues should be quite limited</li> </ul>		<ul style="list-style-type: none"> <li>This will be costly, but will be significantly less costly than Alt. 5, as existing plant to be refurbished and kept in service</li> <li>Site history is better known than Alt. 5, so less likelihood of unexpected issues</li> </ul>		<ul style="list-style-type: none"> <li>This will be significantly more costly than Alt. 4</li> <li>Significant risks of ground contamination, with significant cost impacts.</li> <li>Risks of construction of new transmission mains in areas of fill along roadway.</li> </ul>		<ul style="list-style-type: none"> <li>Savings by freeing up capacity and delaying major capital costs could balance against meter installation costs</li> <li>Installation issues of metering are generally well known and can be mitigated</li> </ul>	
<b>Overall Conclusion</b>	Recommended that this be the first phase of the preferred alternative.		Recommended that this be the third phase of the preferred alternative.		While this alternative would provide the Town with a brand new plant, the costs and impacts are high.		Recommended that this be the second phase of the preferred alternative	



## 5.3 Recommended Solution

Based on the evaluation of the short-listed alternatives, the recommended alternative was identified as a three-phased solution as follows:

Phase 1 – **Automate the Plant and Upgrade SCADA (Alternative 3)**. This should allow the existing plant to achieve its current rated capacity and firm up the ability of the plant to supply a limited amount of new development.

Phase 2 – **Implement Water Conservation Metering (Alternative 8)**. This will delay the need for plant expansion and will help to allocate water supply costs equitably throughout the community.

Phase 3 - **Expand the Existing Water Treatment Plant on this Existing Site (Alternative 4)**. This alternative was recommended because it would:

- Meet the Problem and Opportunity Statement and allow for growth in the service area.
- Provide increased capacity and opportunities for redundancy of the Goderich WTP.
- Cause few negative social impacts and minor environmental impacts.
- Limit construction related work to the existing facility property.
- Require few approvals and investigational studies are anticipated.
- Have a moderate capital cost while reducing the risk of unforeseen maintenance issues and expenditures.
- Optimize the use of existing infrastructure.

As part of Phase 1, it is also recommended that the various specific maintenance recommendations contained in Table 1.1 also be undertaken. These will reduce the risks that various aspects of the existing plant fail or otherwise limit the capacity of the existing plant.

## 6.0 Confirmation of EA Schedule

Implementation of a plant automation system would be considered a Schedule A activity and would not require a Class EA to be undertaken. Implementation of universal metering would also not require a Class EA.

As per the Municipal Class EA process, a Schedule C Class EA is required for construction of a new water treatment plant or expansion of an existing water treatment plant beyond its existing rated capacity. A Schedule C project has the potential for significant environmental effects and requires evaluation of alternative solutions and alternative design concepts of the preferred alternative. In this case, the public and all stakeholders need to be provided with opportunities throughout the process to provide input and comments.

For this project, a Schedule C Class EA was selected as the existing WTP will require an increase in its rated capacity.

## 7.0 Summary and Next Steps

The next step will be for B.M. Ross to circulate this draft for review and comments.

This document could then form part of the basis for a first consultation process with agencies and the public, which could include consultation on:

- The proposed problem/opportunity statement
- The long list of alternatives
- The screening criteria to establish a short list
- The short list of alternatives
- The evaluation criteria to select the preferred alternative
- The evaluation itself and the 3-phase alternative solution selected.

## **APPENDIX A**

### **SITE VISIT NOTES**



GODERICH WATER TREATMENT PLANT (WTP) CLASS EA  
NOTES OF WTP SITE VISIT  
(August 23, 2023)

In Attendance:

- Sean Thomas – Town of Goderich
- Jessica Feere – Town of Goderich
- Steve Johnson – Veolia
- Steve Walmsley – Veolia
- Camille Desnos - Veolia
- Andrew Garland – BMRoss
- Lisa Courtney – BMRoss
- Lyndsey Simard- BMRoss
- Appana Lok – RVA
- Ken Campbell – RVA

This site visit consisted of a walk-around to see and photograph all aspects of the process. This document summarizes information collected during the visit. Additional photographs are available in RVA files.

Intake:

- The intake is shown about 500 m long, 750 mm diameter concrete pressure pipe
- There was the top of a concrete access MH visible in lake. (Interestingly from the original drawings, this MH was originally located on shore, near the water's edge)



- The zebra mussel chlorination line to the intake has been out of service for some years
- The intake has not been inspected for several years.
- The raw water turbidity typically ranges between 2-20 NTU, and was about 5 NTU at the time of our visit.

Screen Room:

- There is a single travelling water screen in the screen room. It is currently out of service and a replacement is planned.
- There is a screen bypass that goes to the “far” end of the low lift pump well. The bypass is not screened.



Low Lift Pump:

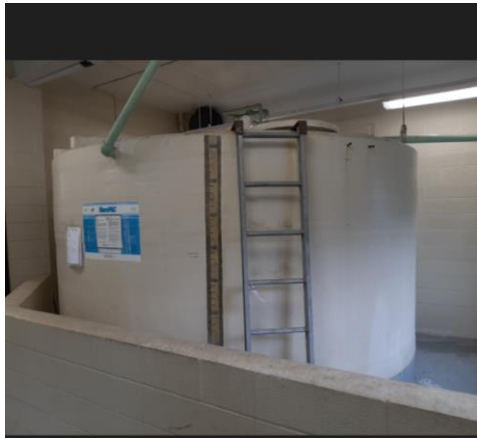
- There are 3 low lift pumps, painted green. One of the pumps was being serviced at the time of the visit.
- All pumps are different sizes. The pump size information is available (contained in DWWP).
- It was noted that the pump motors are inverter rated (i.e. suitable for variable frequency drives (VFDs))



Coagulant Feed and Flash Mix Chamber:

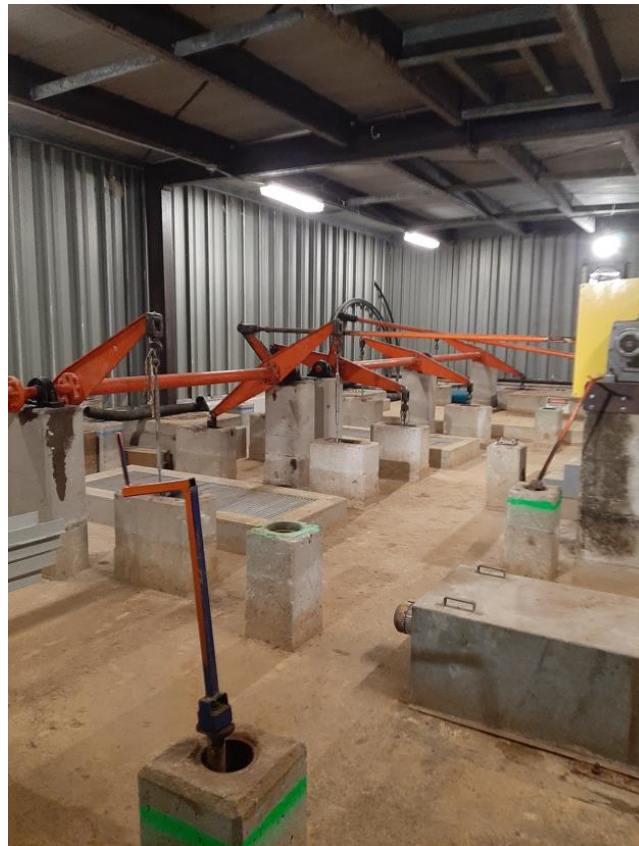
- The plant uses Polyaluminum Chloride (PAC) as a coagulant (Kemira SternPAC) which is contained in a bulk tank
- The coagulant is injected into a flash mix chamber with a turbine mixer.
- The coagulant feed is automatically adjusted based on the use of a streaming current monitor. Plant staff occasionally perform jar tests monthly to optimize the dose as well.





Flocculation:

- Flocculation is done using walking-beam flocculators – these have worked well with no reported problems. They were repaired/rehabilitated about 5-6 years ago.
- The drive units mounted above the tanks are enclosed in a separate structure. There are two tanks.



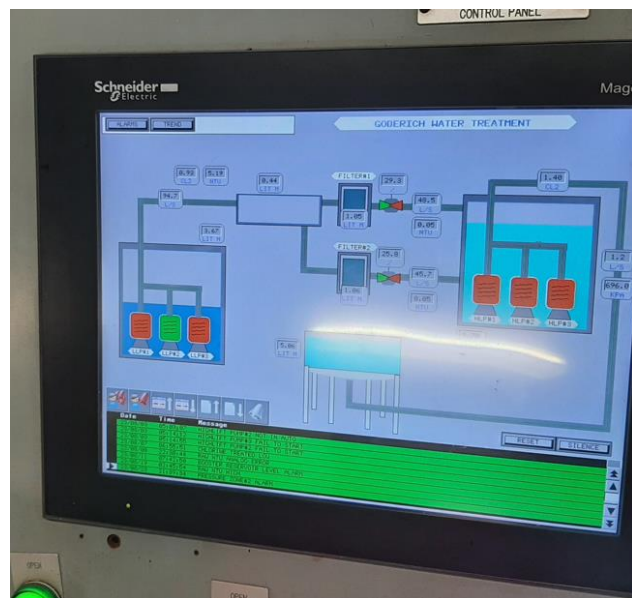
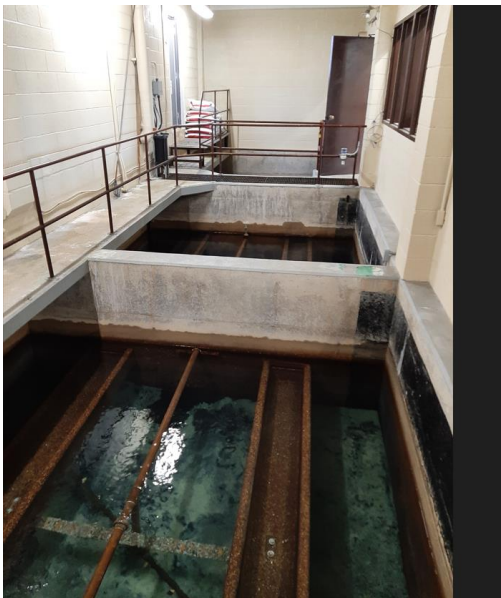
Settling Tanks:

- There are two settling tanks, each fitted with a sludge scraper system.
- To de-sludge the plant, the operators stop the plant, the operators manually start the chain and flight scrapers to move the sludge into the hoppers at the end of the settling tanks. After 10 – 15 minutes, the operators open the sludge drain valves one by one and observe the flow running to the sludge lagoons. According to the drawings there are 2 drain valves on each settling tank, and one drain on each floc tank. The operator talked about opening all three valves on each tank. When the sludge becomes clear, they close the valve and move to the next valve. It takes about 30 minutes to de-sludge both tanks, and this is done once per week. The entire tank is enclosed, and is therefore not visible. One of the operators for the sludge draw-off valves is located in the foreground in the above photograph.

Filters:

- Filters are dual media, anthracite/sand, with surface scour and no air scour
- The underdrains are Leopold Clay Tile with graded gravel. An old tile block was available in the floc room and was photographed.
- The media has not been changed for a long time, but is occasionally topped up.
- Plant staff noted that the filters are backwashed on Mondays, Wednesdays, and Fridays. From Friday to Monday, there would therefore be a 3-day operating window.
- It is not clear how the filters operate. RVA was authorized to talk to the SCADA programmer – Rick Beers of Datasoft to get more information.
- It is not known if the headloss is recorded, or what the maximum headloss is.
- It was noted that the water level above the filter media appeared to be fairly low – perhaps 4-8” above the top of the backwash troughs. (The drawings show a depth above the lip of the troughs of 11”.
- The filters are reported to operate well, and produce good quality water. Typical filtered water turbidity is less than 0.1 NTU.
- Backwash is done by stepping up flows in 10% increments up to full flow (100%). When the wastewater becomes clear the backwash is ramped down in 10% increments until 30%.
- There is only one backwash pump, but there is a standby supply from the high lift discharge through a pressure reducing valve.
- It was noted that the filters do not have curbs. This is not in accordance with good practice.
- Filter to waste piping does exist, but it is not practiced, and can only be done manually.

- The original filter control panels still exist, but the filter valve operation is done from a new HMI mounted in the Filter No. 1 panel. Existing controllers in the panels are no longer active.
- Filter backwashes are performed manually. The backwash is run until the backwash wastewater appears to be clean.
- Filters are backwashed one after the other, and placed into service immediately after the backwash is complete, with no rest interval.
- The filter media was recently tested by Anthrafilter (Steve Loney). Results were provided to RVA. He also verbally noted that the media was clean and didn't contain mudballs.
- On-line Hach turbidimeters monitor the effluent of each filter.
- The filters have surface scour/sweeps, but the system for Filter No. 1 is currently out of service. Some additional white accumulation was noted on the surface of Filter No. 1



- It was noted that there have been no complaints about taste and odour in the water
- There have been no known algae problems in the raw water

Clearwells and High Lift Pumps:

- There are the original clearwells located underneath the settling tanks.

- A new chlorine contact chamber was built more recently to the north of the existing building.
- The operator noted that a ROV inspection of the clearwell was scheduled.
- There are 3 high pumps – one small and two larger. One of the pumps was out of service for repairs.
- High lift pumps are painted in dark blue. The backwash pump is light blue. It was noted that the backwash supply piping appeared to allow for a future extension to the west of the existing building.



#### Residuals Management

- Sludge from the settling tanks is discharged directly to the sludge lagoons
- Backwash wastewater is discharge to an equalization tank located to the west of the original plant. From there is pumped to the lagoons. The operator says that it takes about 20 minutes for a backwash to be pumped from the equalization tank to the lagoon. In the photograph below, waste backwash water is being pumped into the water-filled lagoon, and is apparent as a small fountain.



- One sludge lagoon is used at a time, while the other is allowed to dewater and dry.
- One lagoon needs to be excavated and cleaned every 1-2 years.
- It is possible that the lagoons can be operated in series or in parallel
- The water in the lagoon generally exfiltrates into the groundwater.
- The operator commented that one of the restrictions about backwashing could be that too frequent backwashing could cause the lagoon to overflow.



#### Chemical Systems:

- The plant uses gas chlorination
- There is no gas scrubber
- The plant typically uses about one 150 cylinder per week.
- There is a duty/standby cylinder arrangement with automatic switchover.
- The chlorine application points and residual monitoring points were discussed, and there was some confusion about this. It appears that there are only 2 locations – pre and post, at this time. RVA to review the drawings to try to clarify.

#### Request for Information:

- RVA requested all available process log information from the plant (raw water, chemicals, treated water, residuals, etc.)

**From:** Saya Soma <Saya@mccallmacbain.org>

**Sent:** Friday, June 27, 2025 4:47:30 PM

**Subject:** Press Release - Announcing the 2025 McCall Huron County Scholarship Recipients

**This is the first email you've received from this external sender.**

Do not click links or open attachments unless it is an email you expected to receive.

Hello,

I hope this email finds you well.

I am reaching out to share a press release we have just issued - *Announcing the 2025 McCall Huron County Scholarship Recipients*. We thought it might be of interest to your audience, especially given your coverage of Huron County.

The release is an announcement of the 2025 cohort of the McCall Huron County Scholarship program, which has been supporting youth from the county to pursue post-secondary education since 2019. If you think it'd be a good fit, we'd love for you to consider sharing it. If you have any questions, please let me know. Thank you so much.

Warm Regards,



**Saya Soma (she/her)**

Grants & Programs Officer

416 306 8600 x9230

20 Maud St, Suite 203, Toronto, ON M5V 2M5

[www.mccallmacbain.org/](http://www.mccallmacbain.org/)



Title: Announcing the 2025 McCall Huron County Scholarship Recipients

Date: June 26, 2025



**Huron County, Canada** – Nine students have been selected as the 2025 recipients of the McCall Huron County Scholarships, established by John and Marcy McCall MacBain in 2018 to honour students from Marcy McCall MacBain’s home community. Each recipient will receive up to \$44,000 from the McCall MacBain Foundation to support their studies in a degree or diploma program at a public Canadian college or university. In addition, eight finalists will receive a one-time award of \$2,500 in recognition of their achievements.

This is the seventh and, to date, the largest cohort to receive the McCall Huron County Scholarships. They recognize students who have demonstrated leadership potential and a commitment to community service alongside exceptional character, such as empathy, dedication, and a strong work ethic.

The 2025 McCall Huron County Scholarship recipients are Sydney Bromley (F. E. Madill Secondary School), Kyla Fisher (St. Anne’s Catholic Secondary School), Sophie Gosleigh (South Huron District High School), Camden Leddy (Central Huron Secondary School), Finlay McKercher (Central Huron Secondary School), Manoj Medavarapu (Goderich District Collegiate Institute), Annan Moffat (F. E. Madill Secondary School), Taryn Steinmann (St. Anne’s Catholic Secondary School), and Emma Story (Central Huron Secondary School).

“On behalf of the McCall MacBain Foundation, I am thrilled to announce the seventh class of McCall Huron County Scholarship recipients,” said Dr. Marcy McCall MacBain.

“Having grown up in Huron County, I know firsthand that local youth understand the value of compassion, connection, and a shared sense of responsibility in building and strengthening our communities. Our Foundation is immensely proud to invest in students who live out these values as they pursue their post-secondary goals.”

For the fifth straight year, Huron County entrepreneur and Desire2Learn founder John Baker and his family have supported the scholarship program by sponsoring one scholarship recipient and one finalist.

The comprehensive selection process values well-rounded candidates who have demonstrated potential to become grounded, compassionate, and impactful leaders. This year’s cohort includes students who have worked as camp counsellors, launched school clubs, captained sports teams, raised money for mental health causes, and held part-time jobs on local farms and with local retail businesses.

The 2025 recipients will pursue a range of studies, including aviation technology, biology, history, paramedics, engineering, powerline technician, and more. Recipients were chosen through a selection process involving a written application, school nomination, and interviews.

The McCall Huron County Scholarships have supported over 40 students in their pursuit of post-secondary education since its launch in 2019. Application for the 2026 cohort will open on September 23, 2025.

Learn more about the scholarships here: [www.mccallmacbain.org/mccall](http://www.mccallmacbain.org/mccall)

### **About Dr. Marcy McCall MacBain**

Originally from Huron County, Ontario, Dr. Marcy McCall MacBain is the co-Founder and Vice-Chair of the McCall MacBain Foundation. [Read More.](#)

### **About the McCall MacBain Foundation:**

The McCall MacBain Foundation’s mission is to improve the welfare of humanity by providing scholarships and other educational opportunities that nurture transformational leadership, and by investing in evidence-based strategies to address climate change, preserve our natural environment, and improve health outcomes.

The Foundation has made significant investments in the leadership potential of young people, most notably through the [McCall MacBain Scholarships at McGill](#), the [Rhodes Scholarships](#), the [Loran Awards](#), and scholarships at several universities in Canada including [McMaster University](#) and [Dalhousie University](#), as well as the [Mandela Rhodes Scholarships](#) based in South Africa and the [Kupe Leadership Scholarships](#) in New Zealand.

### **The 2025 McCall Huron County Recipients**



**Sydney Bromley**

F. E. Madill Secondary School  
Health Sciences, Western University (ON)

Sydney serves as the Student Body President on her school's Student Council, where she organizes large-scale events. As a long-time member of the local school board's Indigenous Student Grant Council, she supports fellow Indigenous students by leading monthly meetings, raising issues, and fostering a sense of belonging. Sydney is also a dedicated athlete, competing in softball, broomball, and track and field. She has worked as a student rouger in agriculture, a dishwasher at a local event venue, and through a co-op placement at a local hospital.



**Kyla Fisher**

St. Anne's Catholic Secondary School  
Paramedic, Lambton College (ON)

Kyla is a long-time volunteer at the Seaforth Legion, contributing to the organization's fundraising efforts toward student bursary programs, local sports teams, and initiatives for veterans experiencing homelessness. At school, she is an elected member of the Student Cabinet, facilitating grade retreats and school activities. Kyla is also a student athlete, playing goalie on her school hockey team, as well as on the local community hockey and ringette teams. She has worked as a student paramedic through co-op and as a hostess at local restaurants.



**Sophie Gosleigh**

South Huron District High School  
Human Kinetics, University of Guelph (ON)

Sophie is the Co-Founder and Co-President of her school's Interact Club, where she organizes meetings, recruits new members, and plans events for the community. She is also an active member of her school's Athletic Council, Radio Club, and captain of the school basketball team. Outside of school, Sophie founded a community tennis club to provide a positive space for community members to connect over their interest in the sport. She has also previously volunteered at her hometown's hockey association. She works at a local pharmacy.



**Camden Leddy**

Central Huron Secondary School  
Powerline Technician, Conestoga College (ON)

Camden has played hockey for more than ten years and now serves as the captain of his community team. He also collaborates with teammates off the ice, raising awareness and funds for mental health initiatives. Camden volunteers as a referee for hockey games and

supports the power skating program for younger youth at a skating club. A multi-sport athlete, Camden has also played on baseball, badminton, volleyball, and track and field teams. He has worked in construction, yardwork, and as a milker for a local farm.



**Finlay McKercher**

Central Huron Secondary School  
Engineering, Queen's University (ON)

Finlay volunteers with the Seaforth Agricultural Society, supporting its annual agricultural fair and teaching young children about farming practices. He has played hockey for over a decade and now serves as the captain of his hockey team. He also competes in Nordic skiing, cross-country, and track and field. Finlay is the President of his school's Student Council, where he leads meetings and plans school-wide events to raise school spirit. He also represents his peers as a Senator on the Student Senate. Outside of school, Finlay works on local farms as a general labourer.



**Manoj Medavarapu**

Goderich District Collegiate Institute  
Automation Systems Engineering Technology, McMaster University (ON)

After participating in a YMCA Youth Leadership program, Manoj launched a social media initiative to support United Way Perth-Huron's annual Coldest Night of the Year campaign, raising awareness and funds to address homelessness in the community. He has also worked as a camp counsellor at Camp Menesetung and as a tutor with the local school board. He plays tennis and badminton on his school teams. He organized a town cleanup, tutored at a homework hub, and volunteered with the Young Politicians of Canada as the Director of Operations, promoting civic participation in Ontario.



**Annan Moffat**

F. E. Madill Secondary School  
History, Wilfrid Laurier University (ON)

A dedicated multi-sport athlete, Annan plays on her school's varsity hockey and soccer teams. She also competes in volleyball, track and field, and cross country at her school. She volunteers in her community as an instructor for youth hockey teams and as a goalie clinic assistant, helping younger athletes build skills and confidence. She has also worked as a sports camp counsellor and arena staff, leveraging her athletic expertise and skills. Outside of sports, she helped organize the annual Colour Run event at her school.



**Taryn Steinmann**

St Anne's Catholic Secondary School  
Aviation Technology, Sault College (ON)

Taryn is a dedicated skater, having started figure skating at the age of two and competitive skating at the age of eleven. She also volunteers as a coach with CanSkate and as a program assistant at the Exeter Figure Skating Club, where she supports younger athletes. Taryn has also been part of the track and field, field hockey, soccer, and volleyball teams at her school. She is a member of her school's Anti-Racism and Culture Club. In addition to her volunteer work, she has worked as a skating coach, customer service employee, and through a co-op placement at a local airport.

**Emma Story**

Central Huron Secondary School  
Integrated Sciences, Western University (ON)

Emma is a founding member and treasurer of her school's Music Council, helping shape a welcoming space for students with a passion for music. She also serves as treasurer on the Student Council at her school. Being a passionate musician herself, she plays the trumpet in the school's jazz band and French horn in the concert bands, leading her section in the concert band. Outside of school, she also serves as a section leader for a community band. She has worked at a local restaurant and a coffee shop.

June 30, 2025

Town of Goderich

Dear Michaela Johnston - CEMC:

Emergency Management Ontario (EMO) is proud to support your efforts to deliver on our common mission to ensure Ontarians are safe, practiced and prepared before, during and after emergencies.

The Emergency Management and Civil Protection Act (EMCPA) requires each municipality to develop and implement an Emergency Management (EM) program that includes:

- Municipal hazard and identification risk assessment;
- Municipal critical infrastructure list;
- Municipal emergency plan;
- Program By-law;
- Annual Review;
- Annual training;
- Annual exercise;
- Public education program;
- An Emergency Operations Center;
- A Community Emergency Management Coordinator;
- An Emergency Management Program Committee;
- A Municipal Emergency Control Group (MECG) and;
- An Emergency Information Officer.

Emergency Management Ontario (EMO) assists municipalities by making available our Field Officers and other resources to provide advice and guidance, deliver training, participate in exercises, and other advisory services including annually advising municipalities on achieving their EMCPA requirements.

Thank you for sharing your EM program related information and the effort undertaken to do so. Upon review of the documentation submitted, EMO is pleased to advise that our assessment indicates that your municipality has satisfied all thirteen (13) program elements required under the EMCPA 2024.

Congratulations on your municipality's efforts in meeting your EMCPA requirements in 2024.

You may also be interested in learning of the following information for further context:



- 423 of 444 municipalities sought EMO's advice on their progress to meet their EMCPA requirements in 2024, of which 418 were advised they appeared to satisfy their EMCPA requirements.
- Of the 5 municipalities who were advised they did not appear to meet all 13 program elements required under the EMCPA, the most prevalent reasons were:
  - Not conducting an annual exercise as prescribed;
  - CEMC did not complete training;
  - Not completing the annual MCEG training; and/or
  - Not completing an annual review of their EM program.

There is nothing more important than the safety and wellbeing of our families and loved ones, and the importance of ensuring that your municipality is as prepared as possible for any potential emergency cannot be understated.

Once again, EMO is here to assist municipalities in achieving their EMCPA requirements. For further information or if you have any questions or concerns about this letter, please contact our Field Officer assigned to your Sector; their contact information is below.

Name: Brendan MacMullin

Email: [brendan.macmullin@ontario.ca](mailto:brendan.macmullin@ontario.ca); [bobby.dehetre@ontario.ca](mailto:bobby.dehetre@ontario.ca)


Phone: 437-424-1214

Sincerely,

Heather Levecque  
 Assistant Deputy Minister, Operations Division  
 Ministry of Emergency Preparedness and Response

cc: Mayor / Reeve Trevor Bazinet

**From:** Deputy Minister Martha Greenberg  
**Sent:** June 19, 2025 6:31 PM  
**To:** Janice Hallahan  
**Subject:** MMAH Deputy Minister Letter - City of Toronto - Building Code Act Amendment



**This is the first email you've received from this external sender.**  
Do not click links or open attachments unless it is an email you expected to receive.

Good Afternoon,  
Attached please find a letter providing clarity regarding the authority of municipalities in setting building standards, particularly in light of the recently passed legislative changes under the *Protect Ontario by Building Faster and Smarter Act, 2025* (Bill 17).  
Thank you,

**Martha Greenberg**  
Deputy Minister  
Ministry of Municipal Affairs and Housing  
Ministry of Rural Affairs  
Ontario Public Service  
416-999-9724 | *Taking pride in strengthening Ontario, its places and its people*

**Ministry of Municipal  
Affairs and Housing**

Office of the Deputy Minister

777 Bay Street, 17<sup>th</sup> Floor  
Toronto ON M7A 2J3  
Tel.: 416 585-7100

**Ministère des Affaires  
Municipales et du Logement**

Bureau du sous-ministre

777, rue Bay, 17<sup>e</sup> étage  
Toronto (Ontario) M7A 2J3  
Tél. : 416 585-7100



242-2025-4

June 19, 2025

Dear Sir/Madam,

I am writing to provide clarity regarding the authority of municipalities in setting building standards, particularly in light of the recently passed legislative changes under the *Protect Ontario by Building Faster and Smarter Act, 2025* (Bill 17).

As part of the government's commitment to accelerating housing development and ensuring consistency across Ontario, the amendment to the *Building Code Act, 1992*, in Schedule 1 of Bill 17 now provides greater clarification that municipalities do not have, and have never had, the authority to pass by-laws that establish construction or demolition standards. Municipalities cannot use provisions in the *Municipal Act*, *City of Toronto Act*, and *Planning Act*, including site plan control, to create and require construction or demolition standards for buildings. This includes, but is not limited to, local green building standards or green development standards as they pertain to the construction of a building, including any energy efficiency requirements for buildings.

The intent of this clarification is to:

- Ensure predictability and consistency for builders and developers across the province.
- Avoid duplication and any differences between municipal by-laws and provincial regulations.
- Support the timely delivery of housing and other buildings.
- Avoid the need for developers and designers to redesign their products for use in different municipal jurisdictions.

Municipalities play an important role in community planning and development, however, it is essential that all jurisdictions operate within the framework established by provincial legislation to ensure a streamlined and effective approach to building across Ontario.

As this clarification is reflected in municipal processes, the ministry has been directed to monitor outcomes to ensure actions are not taken to bypass this, which would erode efforts to ensure standardization of mandatory requirements across the province. If necessary, and considering economic conditions, the government is prepared to take additional legislative action to ensure municipalities are adhering to the provincial framework and reducing red tape in this space.

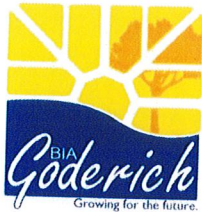
Should you have any questions or require further clarification, please contact David McLean, Assistant Deputy Minister, Housing Policy and Planning Division, MMAH.

Sincerely,

A handwritten signature in black ink, appearing to read 'Martha', followed by a horizontal line with a small loop at the end.

Martha Greenberg  
Deputy Minister, Ministry of Municipal Affairs and Housing

Cc: David McLean, Assistant Deputy Minister, Housing Policy and Planning Division,  
MMAH



## Downtown Goderich BIA

91 Hamilton St. Goderich, ON N7A 1K1

phone: 519-440-0871

Mayor Trevor Bazinet  
Town Hall  
57 West Street  
Goderich, Ontario  
N7A 2K5



### Your Worship,

First, I would like to extend my sincere gratitude to you and Town Council for the unwavering support and commitment you have shown to the Downtown Goderich BIA and its members. Your efforts, particularly during the infrastructure renewal construction project, have been instrumental in helping foster a vibrant and thriving downtown core during the construction phase.

As we have previously discussed, a persistent concern—both before and during construction—has been the issue of long-term parking in front of downtown businesses by employees and local services, rather than by shoppers and visitors. This limits accessibility for customers and impacts on the overall vitality of our downtown area.

Last year, the BIA Board of Directors issued a memo to our members, respectfully urging business owners to encourage their staff to utilize municipal parking lots, thereby freeing up storefront parking for patrons. In May of this year, following discussions with yourself and the CAO, the Board reviewed potential solutions and recommended implementing a **three-hour parking limit between 9:00 AM and 5:00 PM** as a balanced approach to address the issue.

Since then, we have continued to receive inquiries from downtown businesses seeking further guidance and support in managing this ongoing challenge. I am writing to kindly inquire whether there have been any developments regarding the Board's recommendations and what next steps the Town envisions in working toward a resolution.

The BIA is eager to collaborate with the Town to find a practical and effective solution that benefits all stakeholders—businesses, employees, and visitors alike. We would greatly appreciate any updates you can provide so that we may relay them to our members and work together toward a positive outcome.

Once again, I want to emphasize how much we value the Town's partnership and support in advancing our shared goals for downtown Goderich. Should you wish to discuss this matter further, please do not hesitate to contact me at your convenience.

I look forward to your response and to continuing our productive collaboration.

**Best regards,**



Dan Gall  
BIA Manager

Cc; Shelley Peet, BIA Chair



**From:** Sandra Ambing <[info@byobzwd.ca](mailto:info@byobzwd.ca)>

**Sent:** June 17, 2025 09:11

**To:** Leah Noel <[lnoe@goderich.ca](mailto:lnoe@goderich.ca)>

**Subject:** Timed parking

Good morning Leah,

Quietly as its been kept, there is a parking war going on in the downtown business sector.

We, (owners of BYOB) located on Hamilton St have been experiencing these issues for the past 5 years, and have recently seen a large increase of vehicles parking down Hamilton St, filling up the parking spots in front of several businesses.

BDO performed the parking survey last year on Aug 29th, and I can rest assure you at least 3 of the businesses on Hamilton St, Suggested timed parking spaces (myself, Classic Cuts, and the Red Door) all for a different reason.

Myself- we offer bulk foods (which are very heavy) to several venues in the downtown core on a regular basis, and it is quite challenging to have to walk 1/2 way down the block with 100+kg of product to be loaded in a clients vehicle. We also cater to a large portion of our senior population, who too have struggles when they have to park so far away from the shoppe, and have to carry their purchases to their vehicles, as we are a sole operation, and sometimes cannot leave the shoppe to help them load!

Classic Cuts - Majority of their clients are seniors

Red Door - Majority of their clients are moms with infants, carrying car seats, and or little people.

The new owners of the laundromat have experienced parking issues as well, which is the obvious, taking loads of laundry in.

Eat Local Huron has also experienced issues when loading their vehicle with outgoing orders to be delivered.

Cravings recent Facebook post, stirred the pot a bit for us, as Nicole suggested the people to park on side streets, (not clarifying the ones without businesses), as she likely is unaware that we are being effected too!

After completion of the parking survey, Our Mayor rest assured the staff of the businesses confirmed they do not park on the streets in front of businesses, and they were aware of the munipicle parking lots available for them to park, and here we are with a parking war that us business owners are having to mediate, which is time consuming, and rather annoying to be honest.

We look forward to the townships response to this silent issue!

Best,  
Sandra Ambing  
BYOB Bulk Food & Eatery

**From:** Deighton, Becky <[Becky.Deighton@edwardjones.com](mailto:Becky.Deighton@edwardjones.com)>

**Sent:** June 17, 2025 15:43

**To:** Leah Noel <[lnoel@goderich.ca](mailto:lnoel@goderich.ca)>

**Subject:** Request for Immediate Implementation of Timed Parking

Dear Members of Town Council,

I'm writing as a local business owner located on Kingston Street, between Goderich Tourism and the Canadian Mental Health Association (CMHA). I'd like to formally request the immediate implementation of timed parking in this area to help support the vitality of our downtown businesses.

Even prior to the current construction, parking has been a challenge. With now only three available spots on one side of the street and five on the other, the limited parking has become even more difficult to manage. These spots are meant to support customer access to businesses, including Shanahan's IDA Pharmacy and others on the square. Unfortunately, they are often occupied all day by employees or individuals who do not appear to be shopping or visiting nearby establishments.

While some progress has been made—for instance, most CMHA employees now appear to be parking farther away—many vehicles remain parked for extended periods. I've observed certain vehicles occupying the same spaces daily, which significantly reduces the turnover needed for customer access. For example, earlier today, a G-TEL vehicle occupied one of only three spaces for the entire day, and a clearly marked IDA vehicle took up another. Additionally, three other vehicles parked across the street have not moved since I arrived at my office this morning.

Several other business owners have shared similar frustrations. Even when they speak directly to those parking in front of their stores, the issue persists—and in some cases, worsens. There is a real concern that parking misuse is negatively impacting local businesses, especially as many are already reporting a decline in foot traffic and revenue. While I recognize the efforts the BIA has made to promote parking courtesy, a more formal and enforceable solution is needed. Timed parking would encourage better turnover, making it easier for residents and visitors to support the businesses in our downtown core. Thank you for considering this matter. I truly believe that implementing timed parking now—not later—will make a meaningful difference in supporting our community's economic well-being.



**Becky Deighton CEA®**

**Financial Advisor | Edward Jones**

37 Kingston St. Goderich, ON N7A 3K2

Phone: 226-458-0105 | Fax: 888-233-0992

[Becky.deighton@edwardjones.com](mailto:Becky.deighton@edwardjones.com) | [www.edwardjones.ca/becky-deighton](http://www.edwardjones.ca/becky-deighton)

Connect with us on  or 

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**THE CORPORATION OF THE TOWN OF GODERICH  
BY-LAW NO. 95 OF 2025**

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**BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO EXECUTE AND  
AFFIX THE CORPORATE SEAL TO A ROAD MAINTENANCE PROGRAM FOR THE  
CORPORATION OF THE TOWN OF GODERICH**

---

**WHEREAS** the Council of the Corporation of the Town of Goderich deems it necessary and desirable to execute Road Maintenance Program for the Corporation of the Town of Goderich;

**AND WHEREAS** at their June 9, 2025, meeting, Council passed the Roads Maintenance Program for the Corporation of the Town of Goderich;

**AND WHEREAS** this Road Maintenance Program is attached hereto and forms part of this By-Law;

**AND WHEREAS** the Corporation of the Town of Goderich is agreeable to the terms of this Road Maintenance Program.

**NOW, THEREFORE, THE COUNCIL OF THE CORPORATION OF THE TOWN OF GODERICH ENACTS AS FOLLOWS:**

1. That the Mayor and Clerk be and are hereby authorized to execute and affix the Corporate Seal to a Roads Maintenance Program for the Corporation of the Town of Goderich.

**READ A FIRST, SECOND, AND THIRD TIME AND FINALLY PASSED THIS 7<sup>TH</sup> DAY OF JULY 2025.**

---

**MAYOR, Trevor Bazinet**

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**CLERK, Andrea Fisher**

## **Administration By-Law No. 95 of 2025 – Road Maintenance Program**

**Area:** Administration **Effective Date:** July 7, 2025

**Subject:** Road Maintenance Program **Revision Date:**

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### **1. POLICY STATEMENT**

The Roads Maintenance Program “*Program*” is intended to ensure that road maintenance activities within the Town of Goderich (*hereinafter referred to as “Town”*) are efficient, consistent, and meet both resident and provincial legislative requirements.

### **2. SCOPE**

The Program prioritizes maintenance activities based on service levels that balance the needs of residents and compliance with the Ontario Minimum Maintenance Standards (MMS), O. Reg. 239/02, as amended.

### **3. DEFINITIONS**

“**Program**” means Road Maintenance Program;

“**Town**” means the Town of Goderich;

### **4. PURPOSE**

The Town will utilize this Program to guide seasonal and routine maintenance of roads and related infrastructure, ensuring that service delivery aligns with community expectations, while maintaining compliance with all applicable legislation.

The Town is committed to delivering road maintenance services in a manner that promotes safety, efficiency, and meaningful engagement with residents.

### **5. ASSET MANAGEMENT**

An effective road maintenance plan within the Town’s Asset Management Plan ensures sustained road quality and service levels, reducing long-term costs and risks. Further exploration may involve adopting intelligent transportation systems (ITS) and advanced asset management software to enhance real-time monitoring and predictive maintenance capabilities.

### **6. KEY PRINCIPLES:**

The following guiding principles ensure that the Town delivers road maintenance services in a manner that is proactive, transparent, and aligned with both regulatory requirements and the needs of the community.



**Community Engagement**

- Communicating with residents in advance of major projects or planned maintenance activities.
- Providing public notice where disruption to normal travel patterns is expected.
- Maintaining transparency regarding service levels and maintenance schedules.

**Sustainability**

- Incorporate environmentally friendly materials and practices, where feasible.
- Prioritizing energy efficiency in designs and operations.
- Consider long-term maintenance cost and environmental impact in decision making.

**Project Management**

- Applying proven project management methodologies.
- Establish clear timelines, deliverables and budgets for maintenance activities.
- Monitoring progress regularly and reporting outcomes.

**Safety Protocols**

- Ensuring all road maintenance activities comply with the Occupational Health and Safety Act and applicable safety standards.
- Providing Town staff with training on safe work practices.
- Conducting regular safety inspections with follow-up actions and discussions with staff, if required.
- Maintaining safety documentation.

**Innovation and Technology**

- Utilizing GIS mapping and asset management tools to support maintenance planning and decision making.
- Implementing technology platforms to track maintenance activities and resident service requests, in a timely manner.

**Financial Management**

- Preparing budgets and cost estimates for maintenance activities.
- Monitoring expenditures to ensure projects remain within approved budgets.

- Exploring available funding opportunities including grants, and partnerships to supplement municipal resources.

### **Regulatory Compliance**

- Ensuring all road maintenance activities comply with applicable local, provincial, and federal regulations including the Ontario Minimum Maintenance Standards (MMS)
- Obtaining all required permits and approvals prior to commencing work.
- Maintain accurate documentation for audits and inspections.

### **Training, Education, Staff Retention, and Workforce Development**

- Investing in training and professional development opportunities for staff.
- Promoting inclusive hiring practices that reflect the diversity of the community.
- Supporting a positive workplace culture that encourages staff retention and promotes a healthy work life balance.

## **7. ASSESSMENT OF ROAD CONDITIONS**

The Town Road Maintenance Program uses a structured approach to maintain the safety, condition, and longevity of municipal roadways.

### **Assessment of Road Conditions includes:**

- Maintaining a current inventory of all roads and classifications. *(see Schedule 2)*
- Conducting regular inspections to assess road conditions, identify deficiencies such as cracks, potholes, drainage issues.
- Utilizing available tools such as pavement condition index (PCI) to help evaluate and prioritize road maintenance needs.
- Encroachments and boulevard enhancements that have been created are at the risk of being eliminated at the Town's discretion.

## **8. MAINTENANCE STRATEGIES**

### **Pothole Maintenance and Road Patrols**

The Town conducts road patrols in accordance with the Ontario Minimum Maintenance Standards (MMS) to monitor road conditions and identify deficiencies. The frequency of road patrols is outlined in Schedule 1 of this document.

### **Street Lighting**

The Town inspects and repairs streetlights annually through a maintenance agreement with EARTH Power in accordance with the Ontario Minimum Maintenance Standards (MMS). Maintenance of the streetlights is performed by a third-party contractor.

### **Pavement Markings**

The Town will paint crosswalks and arrows on road surfaces as per Ontario Traffic Maintenance (OTM) Book 11 (*see Schedule 3*) and are maintained by Ontario Minimum Maintenance Standards (MMS).

### **Road Drainage**

The Town performs annual inspections and maintenance of catch basin structure including grate and basin. Visual inspections for obstructions are completed bi-weekly for potential drainage issues.

### **Signage**

Regulatory and warning signs are installed as per OTM Book 4 (*see Schedule 3*), and inspected bi-weekly. Signage is tested annually for retro-reflectivity as per Ontario Minimum Maintenance Standards (MMS).

### **Traffic Signals / Pedestrian Crossover (PXO)**

Traffic Signals are installed and maintained as per OTM Book 12 (*see Schedule 3*), and inspected weekly. PXO's are installed and maintained as per OTM Book 15 (*see Schedule 3*), and inspected weekly.

### **Crack Sealing**

Each year, the Town will undertake crack sealing operations as part of its Preventative Maintenance Strategy. Crack sealing extends the life of road surfaces by preventing water infiltration and further deterioration. Crack sealing locations will be determined based on road condition assessments, projected deterioration, and available funding.

### **Sidewalk Maintenance**

The Town inspects all municipal sidewalks at least once per calendar year, in accordance with the Ontario Minimum Maintenance Standards (MMS).

Where deficiencies such as cracks or surface irregularities are identified:

- Surface irregularities may be ground down where feasible.
- Where grinding is not practical, sidewalk panels may be scheduled for replacement.
- Temporary markings (e.g., green paint) may be applied to increase visibility of deficiencies until permanent repairs are completed.
- Encroachments and boulevard enhancements that have been created are at the risk of being eliminated, at the Town's discretion.

## **Winter Maintenance**

During the winter season (October 1 to April 30) the Town actively monitors and documents current and forecasted weather conditions in accordance with the Ontario Minimum Maintenance Standards (MMS), which requires weather monitoring at least once per shift or three times per calendar day, whichever is more frequent.

In practice, the Town monitors and documents road and sidewalk conditions regularly throughout the day at representative locations across the community. Key locations are inspected multiple times per day to assess conditions and inform operational decisions for snow clearing, sanding, and salting.

The Town maintains a 24/7 winter operations schedule with staff on-call, or actively working, to ensure timely response to winter events. Winter maintenance activities are carried out in accordance with the MMS, which outlines response times for snow accumulation and icy conditions based on road classification. The MMS standards are attached as Schedule 1 to this Program.

## **9. DRIVEWAYS**

Property owners having access to a municipal road are fully responsible for the maintenance of the driveway access including the removal of snow and ice.

Driveway entrances, to municipal roads, are privately constructed and maintained by the property owner. The portion of the driveway located within the Municipal Right-Of-Way remains the responsibility of the owner to maintain in a safe condition, including snow and ice removal.

Driveway entrances to a municipal road must be designed, constructed and maintained in a manner to prevent surface water from discharging onto the travelled portion of the municipal roadway.

Specifications for driveways are stipulated in the Town's Zoning By-Law, Municipal Servicing Guidelines, and applicable Site Plan Control Agreements. Property owners must apply for and receive approval from the Town prior to constructing or altering a driveway entrance.

For clarity, The Town permits driveway access across the Municipal Right-Of-Way, however, this area remains privately owned and maintained.

## **10. IMPLEMENTATION PROCESS**

The Town will maintain a maintenance process to guide road and sidewalk maintenance activities. This process will be informed by:

- Road and sidewalk condition assessments
- Service level requirements under the MMS

- Available resources and budget
- Identified priorities based on risk and resident needs

Maintenance activities may vary year-to-year based on weather conditions, operational demands, and available funding.

The Town will allocate the necessary equipment, materials, and staff resources to support the delivery of maintenance activities in a timely and efficient manner.

## **11. MONITORING & REPORTING**

The Town will monitor the effectiveness of its Roads Maintenance Program through:

- Tracking service requests and complaints related to roads and sidewalks
- Reviewing road and sidewalk condition data
- Evaluating response times against MMS standards
- Documenting maintenance activities and associated costs

The Town Roads Maintenance Program will be reviewed periodically, and updated as necessary, to reflect:

- Changes to the Ontario MMS
- Emerging best practices in road maintenance
- Available funding and resources
- Feedback from residents and Council

## **12. FUNDING AND BUDGETING**

The Town will prepare cost estimates for planned maintenance activities, equipment or other as part of its annual budget process.

Maintenance activities will be prioritized based on available funding, with consideration given to legislative requirements, risk management, and resident needs.

The Town will seek to leverage external funding opportunities, where available, including provincial or federal grants, cost-sharing programs, and partnerships to supplement municipal resources.

## **13. DOCUMENTATION AND REPORTING**

The Town will maintain records of:

- Road and sidewalk inspections
- Maintenance activities completed
- Resident service requests and responses
- Expenditures related to road and sidewalk maintenance
- Road and sidewalk condition assessments

The Town utilizes Go Evo MESH, (Work Order and Asset Management software), and / or other customer service management software (i.e. Town's website) to track inspections, maintenance activities, and resident service requests, in a timely and consistent manner.

Reporting on maintenance activities may be provided to Council as needed, particularly in support of budget processes, funding applications, or legislative compliance.

#### **14. CONCLUSION**

This Roads Maintenance Program provides a framework to support safe, efficient, and proactive maintenance to the Town's road and sidewalk infrastructure.

By aligning maintenance practices with the Ontario Minimum Maintenance Standards (MMS), balancing resident needs, and ensuring the efficient use of municipal resources, the Town can continue to maintain its road network in a manner that meets both regulatory requirements and community expectations.



**SCHEDULE 1**

Ontario Minimum Maintenance Standards

**SCHEDULE 2**

Town of Goderich Road Network

**SCHEDULE 3**

Ontario Traffic Manual Book 4, 11, 12, 15



**THE CORPORATION OF THE TOWN OF GODERICH  
BY-LAW NO. 96 OF 2025**

---

**BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO EXECUTE  
AND AFFIX THE CORPORATE SEAL TO A SUBSCRIBER  
ACKNOWLEDGEMENT AND LIMITATION OF LIABILITY AGREEMENT  
REGARDING CELLULAR COMMUNICATIONS SERVICES BETWEEN  
TYCO SAFETY PRODUCTS CANADA LTD. O/A CONNECT 24 AND THE  
CORPORATION OF THE TOWN OF GODERICH**

---

**WHEREAS** at the April 7, 2025, meeting, Council entered into a Commercial Sales Agreement between Johnson Controls Inc. and the Corporation of the Town of Goderich for the purpose of Fire Alarm Panel Upgrades and Annual Monitoring at the Town Hall, Maitland Recreation Centre, Library, and the Maitland Valley Medical Centre;

**AND WHEREAS** to provide priority cell phone services, Johnson Controls Inc. has contracted Tyco Safety Products Canada Ltd. O/A “Connect 24”;

**AND WHEREAS** this agreement will allow the transport of alarm signals from the premises to a monitoring station via a cellular communication network;

**AND WHEREAS** this agreement is attached as Schedule “A”;

**AND WHEREAS** the Corporation of the Town of Goderich is agreeable to the terms of this Commercial Sales Agreement.

**NOW, THEREFORE, THE COUNCIL OF THE CORPORATION OF THE TOWN OF GODERICH ENACTS AS FOLLOWS:**

1. That the Mayor and the Clerk be and are hereby authorized and instructed to sign a Subscriber Acknowledgement and Limitation of Liability Agreement regarding Cellular Communications Services between Tyco Safety Products Canada Ltd. and the Corporation of the Town of Goderich for the purpose of transporting alarm signals from the premises to a monitoring station via a cellular communication network.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 7<sup>TH</sup> DAY OF JULY 2025.**

---

**MAYOR, Trevor Bazinet**

---

**CLERK, Andrea Fisher**

## **SUBSCRIBER ACKNOWLEDGEMENT AND LIMITATION OF LIABILITY AGREEMENT REGARDING CELLULAR COMMUNICATIONS SERVICES**

The Subscriber identified below acknowledges that the alarm dealer with whom Subscriber has contracted to provide alarm monitoring services (the "Alarm Service Provider"), has contracted with Tyco Safety Products Canada Ltd. O/A Connect 24 ("CONNECT 24") to transport alarm signals from Subscriber's premises to a monitoring station via a cellular communications network. The alarm signals are transported using a proprietary cellular technology known as the "Service". CONNECT 24 makes the Service available to the Alarm Service Provider by contracting with a cellular service provider operating cellular networks covering the location of the Subscriber's premises ("Associated Cellular Carrier"). CONNECT 24 and the Associated Cellular Carrier are collectively referred to herein as the "Providers".

1. **Limitation of Liability.** Subscriber acknowledges that Subscriber's contractual relationship is with the Alarm Service Provider and not with any of the Providers and that the Service is provided by the Providers without warranty and subject to the following:

(i) SUBSCRIBER HAS NO PROPERTY RIGHT IN ANY IDENTIFIER ISSUED TO OR ASSOCIATED WITH SUBSCRIBER OR ANY EQUIPMENT USED BY SUBSCRIBER.

(ii) SUBSCRIBER EXPRESSLY UNDERSTANDS AND AGREES THAT IT HAS NO CONTRACTUAL RELATIONSHIP WHATSOEVER WITH THE ASSOCIATED CELLULAR CARRIER OR CONNECT 24 AND THAT SUBSCRIBER IS NOT A THIRD PARTY BENEFICIARY OF ANY AGREEMENT BETWEEN THE ALARM SERVICE PROVIDER, CONNECT 24 AND THE ASSOCIATED CELLULAR CARRIER. IN ADDITION, SUBSCRIBER EXPRESSLY UNDERSTANDS AND AGREES THAT THE ASSOCIATED CELLULAR CARRIER AND CONNECT 24 MAKE NO REPRESENTATIONS OR WARRANTIES WHATSOEVER AND SHALL HAVE NO LEGAL, EQUITABLE, OR OTHER LIABILITY OF ANY KIND TO SUBSCRIBER, REGARDLESS OF THE FORM OF THE ACTION, WHETHER FOR BREACH OF CONTRACT, WARRANTY, NEGLIGENCE, STRICT LIABILITY, IN TORT OR OTHERWISE.(iii)

SUBSCRIBER SHALL INDEMNIFY AND HOLD HARMLESS CONNECT 24 AND THE ASSOCIATED CELLULAR CARRIER, AND THEIR RESPECTIVE OFFICERS, EMPLOYEES, AND AGENTS AGAINST ANY AND ALL CLAIMS, INCLUDING WITHOUT LIMITATION CLAIMS FOR LIBEL, SLANDER, INFRINGEMENT OF COPYRIGHT, OR PERSONAL INJURY OR DEATH, ARISING IN ANY WAY DIRECTLY OR INDIRECTLY IN CONNECTION WITH THE SERVICES PROVIDED BY CONNECT 24 OR THE ASSOCIATED CELLULAR CARRIER OR THE USE, MISUSE, FAILURE TO USE, OR INABILITY TO USE THE ASSOCIATED EQUIPMENT. THIS INDEMNITY SHALL SURVIVE THE TERMINATION OF SUBSCRIBER'S SERVICES AGREEMENT AND THIS AGREEMENT.

(iv) THE SERVICE IS PROVIDED WITHOUT WARRANTY OF ANY KIND, WHETHER EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY OF MERCHANTABILITY AND ANY WARRANTY THAT THE SERVICE IS FIT FOR ANY PARTICULAR PURPOSE.

2. **Subscriber Information.** Unless Subscriber provides express consent or disclosure is pursuant to a legal power, all information kept by the Alarm Service Provider regarding the Subscriber, other than the Subscriber's name, address and listed telephone number, is confidential and may not be disclosed by Alarm Service Provider to anyone other than:

- (i) the Subscriber;
- (ii) a person who, in the reasonable judgement of Alarm Service Provider, is seeking the information as an agent of the Subscriber;
- (iii) another telephone company, provided the information is required for the efficient and cost-effective provision of telephone service and disclosure is made on a confidential basis with the information to be used only for that purpose;
- (iv) a company involved in supplying the Subscriber with telephone or telephone directory related services, provided the information is required for that purpose and disclosure is made on a confidential basis with the information to be used only for that purpose; or
- (v) an agent retained by the Alarm Service Provider in the collection of Subscriber's account,

provided the information is required for and is to be used only for that purpose.  
Express consent may be taken to be given by a Subscriber where the Subscriber provides:

- (i) written consent;
- (ii) oral confirmation verified by an independent third party;
- (iii) electronic confirmation through the use of a toll-free number;
- (iv) electronic confirmation via the Internet;
- (v) oral consent, where an audio recording of the consent is retained by Alarm Service Provider; or
- (vi) consent through other methods, as long as an objective documented record of customer consent is created by the customer or by an independent third party.

Subscriber hereby consents to the use of Subscriber's personal information in accordance with Alarm Service Provider's privacy policy.

**3. Limits on Liability for Emergency Services Provided on a Mandatory Basis.** In respect of the provision of emergency services on a mandatory basis (i.e. 911 and for greater certainty, not alarm monitoring services), the Providers and the Alarm Service Provider are not liable for:

- (i) libel, slander, defamation or the infringement of copyright arising from material or messages transmitted over the network from Subscriber's property or premises or recorded by Subscriber's equipment or Alarm Service Provider's equipment;
- (ii) damages arising out of Subscriber's act, default, neglect or omission in the use or operation of equipment provided by Alarm Service Provider;
- (iii) damages arising out of the transmission of material or messages over the network on Subscriber's behalf which is in any way unlawful; or
- (iv) any act, omission or negligence of other companies or telecommunications systems when their facilities are used in establishing connections to or from Subscriber's facilities and equipment.

Furthermore, except in cases where negligence on Alarm Service Provider's part results in physical injury, death or damage to Subscriber's property or premises, Alarm Service Provider's liability for negligence related to the provision of emergency services on a mandatory basis is limited to the greater of \$20 and three times the amount (if any) Alarm Service Provider would otherwise be entitled to receive as a refund for the provision of defective cellular service. However, Alarm Service Provider's liability is not limited by this subsection in cases of deliberate fault, gross negligence or anti competitive conduct on Alarm Service Provider's part or in cases of breach of contract where the breach results from Alarm Service Provider's gross negligence.

**ALARM SERVICE PROVIDER'S RIGHTS AND OBLIGATIONS, INCLUDING LIMITATIONS OF LIABILITY, IN RESPECT OF THE PROVISION OF ALARM MONITORING SERVICES SHALL BE AS SET FORTH IN THE ALARM SERVICES AGREEMENT BETWEEN SUBSCRIBER AND ALARM SERVICE PROVIDER AND NOTHING SET FORTH HEREIN SHALL LIMIT ALARM SERVICE PROVIDER'S RIGHTS UNDER SUCH AGREEMENT.**

**4. Certain Acknowledgements.** Subscriber acknowledges and agrees that:

(i) ALARM SERVICE PROVIDER IS ACTING AS AGENT TO CONNECT 24 AND THE ASSOCIATED CELLULAR CARRIER FOR THE LIMITED PURPOSE OF SECURING PERFORMANCE OF THE FOREGOING PROVISIONS.

(ii) CONNECT 24 AND THE ASSOCIATED CELLULAR CARRIER'S SERVICES DO NOT INCLUDE ANY VOICE SERVICES. ALARM SERVICE PROVIDER'S PROVISION OF CELLULAR SERVICE TO SUBSCRIBER IS SUBJECT TO CONNECT 24 AND THE ASSOCIATED CELLULAR CARRIER'S RULES, GUIDELINES AND PROCEDURES.

(iv) THE SERVICE MAY BE TEMPORARILY REFUSED, INTERRUPTED, OR LIMITED AT ANY TIME BECAUSE OF (A) LIMITATIONS TO ASSOCIATED CELLULAR CARRIER'S FACILITIES; (B) TRANSMISSION LIMITATIONS CAUSED BY ATMOSPHERIC, TOPOGRAPHICAL OR OTHER FACTORS REASONABLY OUTSIDE OF THE ASSOCIATED CELLULAR CARRIER'S CONTROL; OR (C) EQUIPMENT MODIFICATIONS, UPGRADES, RELOCATIONS, REPAIRS, AND OTHER SIMILAR ACTIVITIES NECESSARY FOR THE PROPER OR IMPROVED OPERATION OF THE SERVICES. END USER'S EQUIPMENT MUST BE IN OPERATING RANGE OF THE ASSOCIATED CELLULAR CARRIER'S FACILITIES IN ORDER TO FUNCTION.

(vi) (A) ONE HUNDRED PERCENT OF MESSAGES AND SIGNALS MAY NOT BE DELIVERED; (B) THE PROVIDERS WILL NOT BE LIABLE TO SUBSCRIBER FOR ANY SIGNALS OR MESSAGES DELETED OR NOT DELIVERED, REGARDLESS OF THE REASON FOR DELETION OR NONDELIVERY, INCLUDING, WITHOUT LIMITATION, MESSAGE OR SIGNAL PROCESSING OR TRANSMISSION ERRORS; AND (C) THE PROVIDERS MAKE NO REPRESENTATION OR WARRANTY REGARDING THE QUALITY, TIMELINESS OR SECURITY OF THE SERVICE OR THAT THE SERVICE WILL BE UNINTERRUPTED, ERROR FREE, FREE FROM UNAUTHORIZED ACCESS, OR THAT ALL MESSAGES AND SIGNALS WILL BE DELIVERED.

(viii) THE SERVICE IS FOR SUBSCRIBER'S USE ONLY AND SUBSCRIBER MAY NOT RESELL THE SERVICE TO ANY OTHER PARTY.

**5. Language.** It is the express wish of the Subscriber that this document be drafted in English. Le client a expressément demandé que ce document soit rédigé en anglais.

Date \_\_\_\_\_

3

**THE CORPORATION OF THE  
TOWN OF GODERICH  
BY-LAW 97 OF 2025**

---

**A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF GODERICH TO AMEND AN  
OFFICIAL PLAN.**

---

**WHEREAS** the Municipal Council of the Corporation of the Town of Goderich considers it advisable to amend the Town of Goderich Official Plan, as amended, of the Corporation of the Town of Goderich;

**NOW, THEREFORE**, the Council of the Corporation of the Town of Goderich, in accordance with the provisions of the Planning Act, RSO 1990, ENACTS as follows:

- 1. Amendment No. 19 to the Official Plan of the Town of Goderich, consisting of the attached maps, is hereby adopted.
- 2. The Clerk is hereby authorized and directed to give Notice of Adoption of Official Plan Amendment No. 19 and to make application to the Council of the Corporation of the County of Huron for the approval of Amendment No. 19 to the Official Plan of the Town of Goderich.
- 3. This By-law shall come into force and take effect on the day of final passing thereof.

**READ A FIRST TIME THIS 7<sup>TH</sup> DAY OF JULY 2025.**  
**READ A SECOND TIME THIS 7<sup>TH</sup> DAY OF JULY 2025.**  
**READ A THIRD TIME AND PASSED THIS 7<sup>TH</sup> DAY OF JULY 2025.**

\_\_\_\_\_  
Trevor Bazinet, Mayor

\_\_\_\_\_  
Andrea Fisher, Clerk



**AMENDMENT NO. 19  
TO THE OFFICIAL PLAN FOR  
THE TOWN OF GODERICH**

Affecting a portion of the lands described as Plan 457, Lot 357, Lot 358, in the Town of  
Goderich, as illustrated on the attached schedules, in the Town of Goderich

---

**Statement of Components**

PART "A" is the preamble to Amendment No. 19 to the Official Plan for the Town of Goderich and does not constitute part of this amendment. It provides general introductory information on the purpose, location and basis of the amendment.

PART "B" consisting of the following text and maps (Schedules "A" and "B") constitutes Amendment No. 19 to the Official Plan for the Town of Goderich.

PART "C" is the appendix and does not constitute part of this statement. The appendices contain the background data, planning considerations and public participation associated with this amendment. Although the attached appendices do not constitute part of the formal amendment, they do provide explanatory material. In cases where a more detailed interpretation of the amendment is required, such an interpretation will be obtained from the appendices.

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**Part "A"**

**The Preamble**

**AMENDMENT NO. 19  
TO THE OFFICIAL PLAN  
FOR THE TOWN OF GODERICH**

**1. PURPOSE**

The purpose of the Official Plan Amendment is to amend Schedule B of the Town of Goderich Official Plan to re-designate the lands from Community Facility to Residential. No textual amendments are proposed.

**2. LOCATION**

The lands affected by this Amendment are approximately 0.32 acres in area with frontage onto Picton Street West. The lands are legally known as a portion of Plan 457, Lot 357, Lot 358, in the Town of Goderich.

**3. BASIS**

The subject lands are currently vacant.

The purpose of the Official Plan Amendment is to amend Schedule B of the Town of Goderich Official Plan to re-designate to Residential, to facilitate future residential development.

An application to rezone the subject lands from Non-Site Specific Minor Community Facility (CF1-11) to Residential Medium Density (R2) is also being considered.

Part "B"

AMENDMENT NO. 19  
TO THE OFFICIAL PLAN FOR  
THE TOWN OF GODERICH

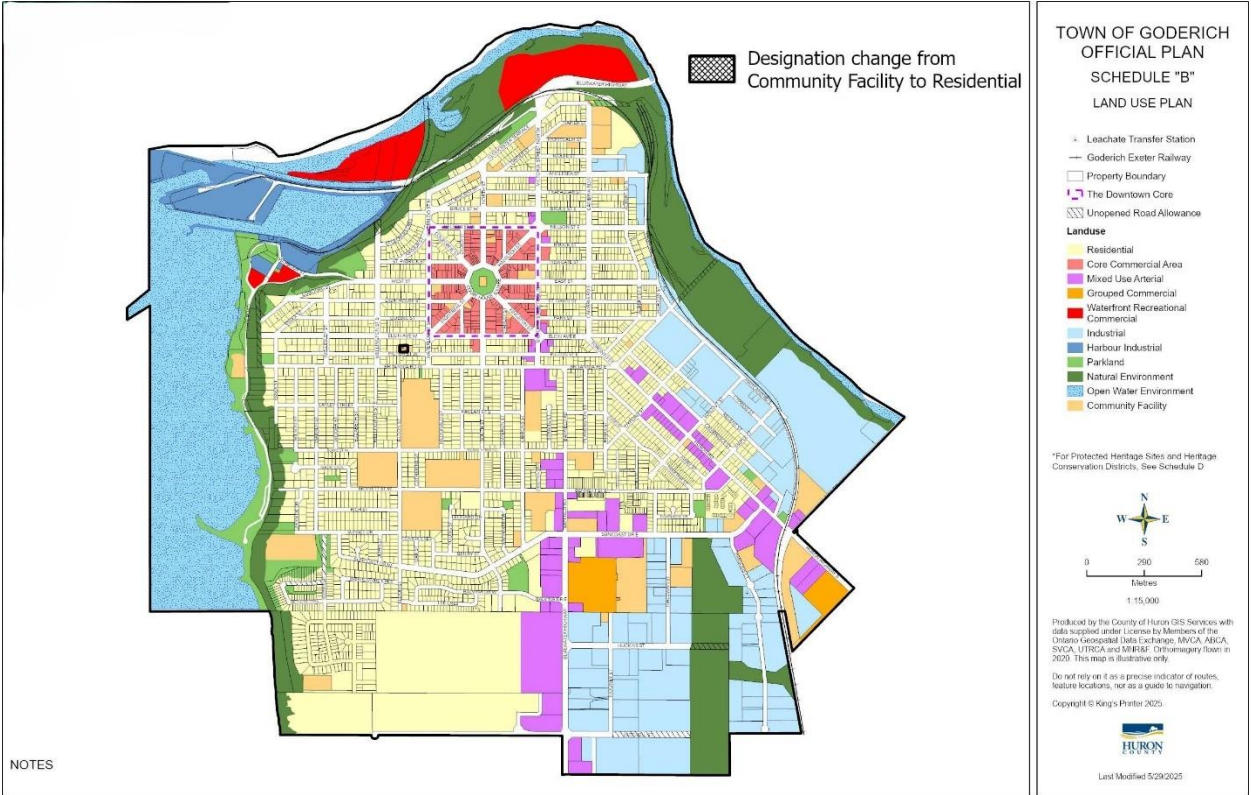
1. INTRODUCTION

All of this part of the document entitled Part "B", consisting of the following text and attached maps, constitutes Amendment No. 19 to the Official Plan for the Town of Goderich.

2. DETAILS OF THE AMENDMENT

The Official Plan for the Town of Goderich is hereby amended as follows:

- 2.1. Schedule B of the Official Plan, as amended, is hereby further amended with respect to a portion of the lands which are legally known as a portion of Plan 457, Lot 357, Lot 358, in the Town of Goderich. These lands shall be designated as Residential as shown on Schedule "B", attached hereto and forming part of this Amendment.



## **PART "C"**

### **APPENDIX**

The appendix does not form part of Amendment No. 19, but are for information purposes only.

#### **1. Background**

The proposed Official Plan Amendment and Zoning By-Law Amendment would change the land use designation and zoning of a portion of the lands at 110 Picton Street West, in the Town of Goderich. The land subject to the amendments are approximately 0.32 acres in size and include the western portion of 110 Picton Street West corresponding with the former area used for lawn bowling.

The land use designation is proposed to change from Community Facility to Residential. The zoning is proposed to change from Non-Site Specific Minor Community Facility (CF1-11) to Residential Medium Density (R2). The rest of the lands at 110 Picton that are not subject to the amendment and include the existing community facility building will continue to be designated Community Facility and zoned Non-Site Specific Minor Community Facility (CF1-11).

The purpose of the proposed Official Plan and Zoning By-Law amendment is to facilitate future residential development. It is anticipated that these lands will be included as part of the Town's future Expression of Interest process on the subject lands for residential projects. It is anticipated that upon receiving proposals that the specific details on the type of residential development will be evaluated.

This By-Law amends the Town of Goderich Official Plan and Zoning By-Law 124-2013. A Key Map showing the location of the lands is attached as Schedule A.

The Zoning B-Law Amendment will not come into force until the Official Plan Amendment (OPA 19) is approved by the County of Huron, in accordance with Section 34(21) of the Planning Act.

**THE CORPORATION OF THE  
TOWN OF GODERICH  
BY-LAW 98 OF 2025**

**WHEREAS** the Municipal Council of the Corporation of the Town of Goderich considers it advisable to amend Zoning By-law 124-2013, as amended, of the Corporation of the Town of Goderich;

**NOW, THEREFORE,** the Council of the Corporation of the Town of Goderich ENACTS as follows:

1. By-law 124-2013, Section 7 is hereby amended by changing the zoning on the subject lands from Non-Site Specific Minor Community Facility (CF1-11) to Residential Medium Density (R2).
2. Key Map 06 of By-law 124-2013 is hereby amended and replaced by the attached Schedule A, Key Map 06 which is declared to be part of this by-law.
3. The attached Schedule 1, detailing the purpose and effect of the zoning amendment, is declared to be part of this By-law.
4. This by-law shall come into force pursuant to Section 34(21) of the Planning Act, RSO 1990.

**READ A FIRST TIME THIS 7<sup>TH</sup> DAY OF JULY 2025.**

**READ A SECOND TIME THIS 7<sup>TH</sup> DAY OF JULY 2025.**

**READ A THIRD TIME AND PASSED THIS 7<sup>TH</sup> DAY OF JULY 2025.**

---

Trevor Bazinet, Mayor

---

Andrea Fisher, Clerk

**SCHEDULE 1  
THE CORPORATION OF THE  
TOWN OF GODERICH  
BY-LAW 93 OF 2025**

**Purpose and Effect:**

The proposed Official Plan Amendment and Zoning By-Law Amendment would change the land use designation and zoning of a portion of the lands at 110 Picton Street West, in the Town of Goderich. The land subject to the amendments are approximately 0.32 acres in size and include the western portion of 110 Picton Street West corresponding with the former area used for lawn bowling.

The land use designation is proposed to change from Community Facility to Residential. The zoning is proposed to change from Non-Site Specific Minor Community Facility (CF1-11) to Residential Medium Density (R2).

The purpose of the proposed Official Plan and Zoning By-Law amendment is to facilitate future residential development. It is anticipated that these lands will be included as part of the Town's future Expression of Interest process on the subject lands for residential projects. It is anticipated that upon receiving proposals that the specific details on the type of residential development will be evaluated.

1. This by-law amends the Town of Goderich Official Plan and Zoning By-law 124-2013. Key Map(s) showing the location of the lands are the attached Schedule A.
2. The Zoning By-law Amendment will not come into force until the Official Plan Amendment (OPA 19) is approved by the County of Huron.

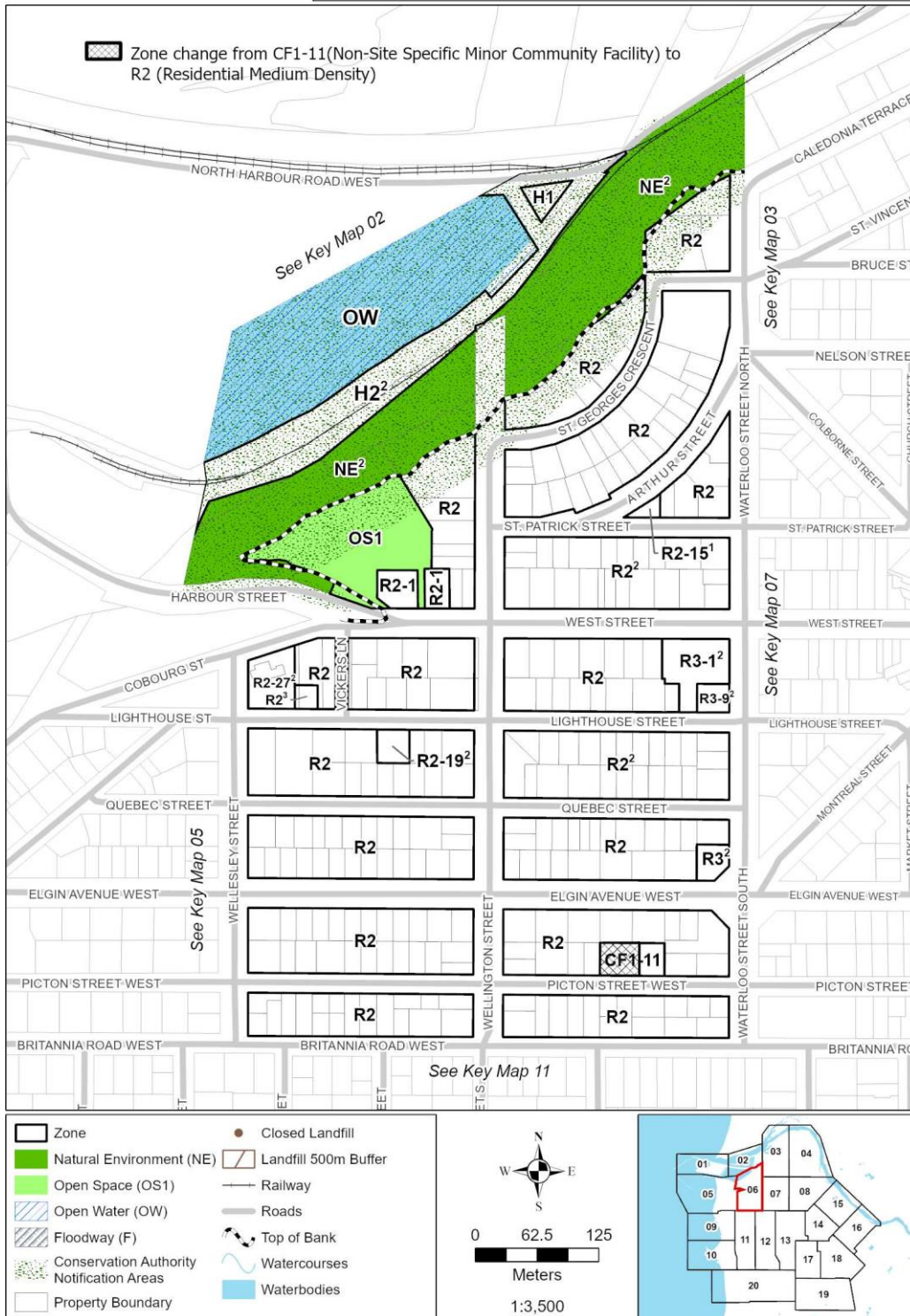


## Schedule A

Town of Goderich  
Zoning By-Law  
06

Amendments  
1 Amended by By-law 119-2016  
2 Amended by By-law 62-2023  
3 Temporary Use By-law 45-2023 (Expires May 22, 2026)

Revision Date: May 29, 2025





**THE CORPORATION OF THE TOWN OF GODERICH  
BY-LAW NO. 99 OF 2025**

---

**BEING A BY-LAW TO REPEAL BY-LAW 36 OF 2024 AND TO CONFIRM THE  
VARIOUS APPOINTMENTS OF COMMITTEES AND BOARDS FOR THE  
CORPORATION OF THE TOWN OF GODERICH**

---

**WHEREAS** the Town of Goderich deems it advisable to update the appointments of Committees and Boards, for the Corporation of the Town of Goderich;

**AND WHEREAS** Appendix ‘A’ details the appointments to be made as of this date;

**NOW THEREFORE, THE COUNCIL OF THE CORPORATION OF THE TOWN  
OF GODERICH ENACTS AS FOLLOWS:**

1. That the Council of the Town of Goderich hereby confirm appointments to various Boards and Committees as described in Appendix "A", hereto attached.
2. That By-Law 36 of 2024 be hereby repealed.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 7<sup>TH</sup>  
DAY OF JULY 2025.**

---

**MAYOR, Trevor Bazinet**

---

**CLERK, Andrea Fisher**

**Appendix “A” to By-Law 99 of 2025**

<b>Boards and Committees</b>	<b>Representatives</b>	<b>Term</b>
Ausable Bayfield Maitland Valley Source Protection Committee North Group	Councillor John Thompson	November 14, 2026
BIA Board of Management	Councillor John Thompson, Councillor Randy Carroll  Steve Bruce, Gerri Catherwood, Vicky Culbert, Clare Day, Anne Ferguson, Shelley Peet, Sydney Pollock	November 14, 2026
BIA Advertising, Events and Programming Committee	Clare Day, Vicky Culbert, Anne Ferguson, Shelley Peet	November 14, 2026
BIA Beautification Committee	Clare Day, Cheryl Dunn, Shelley Peet	November 14, 2026
BIA Farmers’ Market Committee	Vicky Culbert, Sydney Pollock	November 14, 2026
2027 Bicentennial Committee	Councillor Liz Petrie  Susan O’Brien, Alexander Bome, Laura Herman, Vlorat Vitija	Until completion of project
Bluewater Recycling Association	Councillor Randy Carroll	November 14, 2026
Committee of Adjustment/Property Standards Committee	Tony Decco, Donny Rivers, Matthew Hoy	November 14, 2026
Community Safety & Well-Being Plan	Michaela Johnston	November 14, 2026
Emergency Control Group	Appointed by By-Law adopting Emergency Plan, appointed by position	
Environment Committee	Deputy Mayor Leah Noel, Councillor Allison Segeren  Con Melady, Michele Young, Eric Kirk, Rhea Seeger, Barry Ward	November 14, 2026
Goderich Fire Committee	Deputy Mayor Leah Noel, Councillor Liz Petrie, Councillor Randy Carroll  Michael Russo (Central Huron), Anita Snobelen (ACW)	November 14, 2026
Huron OPP Detachment Board	Mayor Trevor Bazinet	November 14, 2026
Goderich Port Management Corporation (GPMC)	Mayor Trevor Bazinet	To the next Annual General Meeting of GPMC
Huron County Immigration Partnership	Councillor Vanessa Kelly	November 14, 2026
MacKay Centre for Seniors Board of Management	Mayor Trevor Bazinet	November 14, 2026
Maitland Valley Conservation Authority and Maitland Source Protection Authority	Councillor Vanessa Kelly	November 14, 2026
Memorial Arena Task Force	Mayor Trevor Bazinet, Deputy Mayor Leah Noel, Councillor Liz Petrie  Alexandra Kasper, Barron Purser, Darren Scholl, Michael Daley, Ralph Rubino, Ruby Debrouwer	Until completion of the project
Mid-Huron Landfill Site Board	Councillor John Thompson  Allison Lobb (Central Huron), Glen McNeil (ACW), Bernie MacLellan (Huron East), Peter Walden (Bluewater), Shari Flett (Huron-Kinloss)	November 14, 2026
Mid-Huron Recycling Centre Board	Councillor John Thompson  Bernie MacLellan (Huron East), Allison Lobb (Central Huron)	November 14, 2026

Municipal & Marine Heritage Committee	Councillor John Thompson  Vicky Culbert, Barry Page, Nancy Hughes, Mary Gregg, Maureen Nummelin, and Alexander Bome	November 14, 2026
Rebuilding Downtown Infrastructure Task Force	Mayor Trevor Bazinet, Councillor Randy Carroll, Councillor Allison Segeren  Huron Chamber of Commerce Representative - Vicky Culbert, Business Improvement Area Representative Christopher Spaleta, Citizen Representative Colin Carmichael, Huron Chamber of Commerce Appointment	Until completion of the project
Recreation Advisory Committee	Mayor Trevor Bazinet, Deputy Mayor Leah Noel	November 14, 2026



## **THE CORPORATION OF THE TOWN OF GODERICH**

### **BY-LAW NO. 100 OF 2025**

---

#### **BEING A BY-LAW TO EXTEND THE APPOINTMENT OF A PLUMBING & ONSITE SEPTIC SERVICES INSPECTOR FOR THE CORPORATION OF THE TOWN OF GODERICH**

---

**WHEREAS** Council may appoint municipal employees for the purpose of enforcing by-laws of the Corporation;

**AND WHEREAS** the Health Units of the County of Huron and the County of Perth amalgamated on January 1, 2020, and determined that they would no longer be providing Sewage System Management Service and Plumbing Inspections Services to the lower tier Huron County municipalities;

**AND WHEREAS** the Corporation of the Town of Goderich agreed to accept the responsibilities of Plumbing Inspections with the passage of By-Law No. 120 of 2019;

**AND WHEREAS** Larry Fulton, former Huron County Public Health Unit Plumbing & Onsite Septic Services Inspector, has provided the Town of Goderich with plumbing and onsite septic inspection services since January 15, 2020;

**AND WHEREAS** it is desirable to extend the contract with Larry Fulton for continued Plumbing & Onsite inspection services to December 31, 2025.

**NOW, THEREFORE, THE COUNCIL OF THE CORPORATION OF THE TOWN OF GODERICH ENACTS AS FOLLOWS:**

1. That Larry Fulton is hereby appointed as Plumbing & Onsite Septic Services Inspector for the Corporation of the Town of Goderich for a contract term extending to December 31, 2025, or until amended.
2. That the appointment of Larry Fulton as Plumbing & Onsite Septic Services Inspector be subject to the terms set out in the contract of employment.
3. That Larry Fulton, Plumbing & Onsite Septic Services Inspector will enforce By-law No. 12 of 2020.
4. That fees associated to Plumbing and Onsite Septic Service Inspections are located in the Town's Fee By-Law.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 7<sup>TH</sup> DAY OF JULY 2025.**

---

**MAYOR, Trevor Bazinet**

---

**CLERK, Andrea Fisher**



## **THE CORPORATION OF THE TOWN OF GODERICH**

### **BY-LAW NO. 101 OF 2025**

---

#### **BEING A BY-LAW TO AUTHORIZE A MEMORANDUM OF UNDERSTANDING BETWEEN THE CORPORATION OF THE TOWN OF GODERICH AND GODERICH LITTLE THEATRE**

---

**WHEREAS** the Corporation of the Town of Goderich Council continues to support cultural development through annual budget allocations, as financially feasible, including the sum of \$30,000 towards the cost of a Cultural Feasibility Study provided to the Goderich Little Theatre, in the Town's 2025 budget;

**AND WHEREAS** through their continued support of cultural development, the Town of Goderich Council and the Goderich Little Theatre would like to outline their common understanding of their relationship with respect to an annual budget allocation of \$15,000 as financially feasible for minor capital repairs at "the Livery";

**AND WHEREAS** aside from the annual budget allocation of \$15,000 for minor capital repairs/improvements, neither the Town of Goderich nor the Goderich Little Theatre have approved any major capital improvements;

**AND FURTHER THAT** any major capital improvements or development of major facilities to the Goderich Little Theatre building/property will be subject to feasibility study(s) and subject to a formal request to Goderich Town Council for future budgetary considerations should the GLT require financial assistance from the municipality;

**AND WHEREAS** this Memorandum of Understanding is attached hereto and forms part of this By-Law;

**AND WHEREAS** the Corporation of the Town of Goderich is agreeable to the terms of this Memorandum of Understanding.

#### **NOW, THEREFORE, THE COUNCIL OF THE CORPORATION OF THE TOWN OF GODERICH ENACTS AS FOLLOWS:**

1. That the Mayor and Clerk be and are hereby authorized to execute and affix the Corporate Seal to a Memorandum of Understanding between the Corporation of the Town of Goderich and the Goderich Little Theatre with respect to the use of the building.
2. That By-Law 91 of 1998 be hereby repealed.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 7TH DAY  
OF JULY, 2025.**

---

**MAYOR, Trevor Bazinet**

---

**CLERK, Andrea Fisher**



## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is dated this 7th day of July, 2025.

### BETWEEN:

**THE CORPORATION OF THE TOWN OF  
GODERICH**  
(hereinafter the "Town")

and

**GODERICH LITTLE THEATRE**  
(hereinafter the "GLT")

### Description of Land/Parking Lot:

Lying and being in the Town of Goderich, in the County of Huron and Province of Ontario and being composed of the southern twenty-five (25') feet of Lot Number 171, Registered Plan 457 and all of Lot Number 172, Registered Plan 457, being that part of said property presently used as a parking lot.

The parties would like to outline their common understanding of their relationship with respect to ongoing support of the historic Livery Building and GLT operation, and the agreement by the Town for the use of the building and parking lot at 35 South Street, for public use.

### THE TOWN

1. Shall pay to the GLT the sum of fifteen thousand dollars (\$15,000) annually for minor capital repairs and theatre equipment to the 35 South Street building/property.
2. Shall provide normal maintenance of the parking lot, including lighting.
3. Shall be responsible for removal of snow from the parking lot.
4. Shall assume all public liability and hold the GLT harmless for any damage which may result from the operation of the said parking lot.
5. Shall have unrestricted use of the auditorium area and parking lot areas during times when they are not being used by the Goderich Little Theatre in return for payment of an amount of three thousand dollars (\$3,000.00) per year. Such amount is due and payable each and every April 1st.

### THE GLT

1. Owns the building and lands at 35 South Street and operates a community theatre on said premises.
2. Shall identify annually to the Town's Director of Corporate Services/Treasurer prioritized building repairs, services and theatre equipment needs, to be supported by the Town's funding and provide an annual summary for Council's information.
3. Shall permit the Town to use the parking lot for the term of the MOU for the purpose of Public Parking.
4. Reserves the right to extend the existing Livery building, subject to all laws and regulations and on such portions of the leased lands, as may be required.
5. Reserves the right to use the parking lot for special events upon notice to the Town.

### TERM

The term of the Memorandum of Understanding shall be 5 years, and shall commence on 7th day of July, 2025, and continue until 6th day of July, 2030.

**THE CORPORATION OF THE TOWN OF  
GODERICH**

Per: \_\_\_\_\_

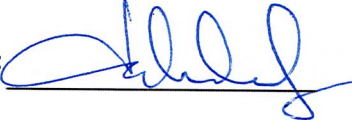
**MAYOR, Trevor Bazinet**

Per: \_\_\_\_\_

**CLERK, Andrea Fisher**

I/We have the authority to bind the Corporation

GODERICH LITTLE THEATRE

Per:  JOHN LODGE  
TREASURER.

Per:   
D. H. ARMOUR, PRES.

I/We have the authority to bind the Corporation

**MEMORANDUM OF UNDERSTANDING**

This Memorandum of Understanding is dated this 7th day of July, 2025.

**BETWEEN:**

**THE CORPORATION OF THE TOWN OF  
GODERICH**  
(hereinafter the "Town")

and

**GODERICH LITTLE THEATRE**  
(hereinafter the "GLT")

**Description of Land/Parking Lot:**

Lying and being in the Town of Goderich, in the County of Huron and Province of Ontario and being composed of the southern twenty-five (25') feet of Lot Number 171, Registered Plan 457 and all of Lot Number 172, Registered Plan 457, being that part of said property presently used as a parking lot.

The parties would like to outline their common understanding of their relationship with respect to ongoing support of the historic Livery Building and GLT operation, and the agreement by the Town for the use of the building and parking lot at 35 South Street, for public use.

**THE TOWN**

1. Shall pay to the GLT the sum of fifteen thousand dollars (\$15,000) annually for minor capital repairs and theatre equipment to the 35 South Street building/property.
2. Shall provide normal maintenance of the parking lot, including lighting.
3. Shall be responsible for removal of snow from the parking lot.
4. Shall assume all public liability and hold the GLT harmless for any damage which may result from the operation of the said parking lot.
5. Shall have unrestricted use of the auditorium area and parking lot areas during times when they are not being used by the Goderich Little Theatre in return for payment of an amount of three thousand dollars (\$3,000.00) per year. Such amount is due and payable each and every April 1st.

**THE GLT**

1. Owns the building and lands at 35 South Street and operates a community theatre on said premises.
2. Shall identify annually to the Town's Director of Corporate Services/Treasurer prioritized building repairs, services and theatre equipment needs, to be supported by the Town's funding and provide an annual summary for Council's information.
3. Shall permit the Town to use the parking lot for the term of the MOU for the purpose of Public Parking.
4. Reserves the right to extend the existing Livery building, subject to all laws and regulations and on such portions of the leased lands, as may be required.
5. Reserves the right to use the parking lot for special events upon notice to the Town.

**TERM**

The term of the Memorandum of Understanding shall be 5 years, and shall commence on 7th day of July, 2025, and continue until 6th day of July, 2030.

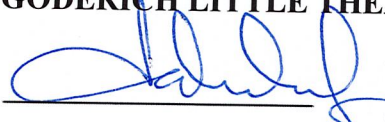
**THE CORPORATION OF THE TOWN OF  
GODERICH**

**Per:** \_\_\_\_\_  
**MAYOR, Trevor Bazinet**

**Per:** \_\_\_\_\_  
**CLERK, Andrea Fisher**

I/We have the authority to bind the Corporation

**GODERICH LITTLE THEATRE**

Per:  JOHN LONG  
TREASURER

Per:   
D.H. ARMOUR PRES.

I/We have the authority to bind the Corporation



## **THE CORPORATION OF THE TOWN OF GODERICH**

### **BY-LAW NO. 102 OF 2025**

---

#### **BEING A BY-LAW TO APPROVE THE DONATION OF THE CEREMONIAL TOP HAT TO THE HURON COUNTY MUSEUM AND HISTORIC GOAL**

---

**WHEREAS** annually since 1932, the first captain to arrive in the Goderich harbour is greeted by Town of Goderich representatives for a Top Hat Ceremony, wherein a top hat is signed by the Captain;

**AND WHEREAS** the current top hat needs replaced as it has served its purpose and there is no more room left for additional signatures;

**AND WHEREAS** the Town of Goderich wishes to donate the ceremonial top hat in order for it to be preserved, to the Huron County Museum and Historic Goal;

**AND WHEREAS** a Deed of Gift is attached hereto as Schedule “A”;

**AND WHEREAS** a Temporary Receipt is attached hereto as Schedule “B”;

**AND WHEREAS** the Corporation of the Town of Goderich is agreeable to this Donation.

**NOW, THEREFORE, THE COUNCIL OF THE CORPORATION OF THE TOWN OF GODERICH ENACTS AS FOLLOWS:**

1. That the Mayor and Clerk be and are hereby authorized to execute and affix the Corporate Seal to the Deed of Gift.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 7<sup>TH</sup> DAY OF JULY, 2025.**

---

**MAYOR, Trevor Bazinet**

---

**CLERK, Andrea Fisher**





## DEED OF GIFT

### HURON COUNTY MUSEUM & HISTORIC GAOL 110 North Street, Goderich, Ontario N7A 2T8

Name:	<u>Town of Goderich</u>	Date:	<u>06/03/2025</u>
Address:	<u>57 West Street</u>		
City:	<u>Goderich</u>	Prov.:	<u>ON</u> Co.: <u></u>
PhoneH/W:	<u></u>	PC:	<u>N7A 2K5</u>

Credit Line: \_\_\_\_\_

The HURON COUNTY MUSEUM & HISTORIC GAOL gratefully acknowledges the following object(s) as a gift. The said object(s) shall be the exclusive and absolute property of the Museum. The Museum reserves the right to display this/these object(s) as they deem advisable. In making the donation the donor understands and agrees that the object(s) may be displayed, loaned, retained or disposed of in such manner as is in the best interest of the Museum.

The donor hereby certifies that he/she is the owner of the object(s) listed below and that he/she is free of any encumbrances, and do hereby give, transfer, and release all right, titles and interest in and possession of same to the HURON COUNTY MUSEUM AND HISTORICAL GAOL.

The donor understands that personal information gathered at the time of donation will remain confidential and is only used internally to document transfer of ownership.

The donor gives permission for his/her name to be used on exhibit labels while artifact(s) are on display?  
\_\_\_ Yes \_\_\_ No Initial \_\_\_\_\_

#### Description of Gift:

- Ceremonial top hat with signatures inside
- Top hat box with lid
- lists of captains who have signed the top hat

#### Biographical History:

Every year, the first captain to arrive in the Goderich harbour is greeted by representatives from the Town of Goderich and participates in the Goderich Top Hat Ceremony, wherein a top hat is signed by the captain. This tradition dates to 1932. The Town of Goderich is replacing the original hat and donating this original hat to the Huron County Museum for preservation.



By my signature below I accept the foregoing conditions and acknowledge reading any attached information.

Donor: \_\_\_\_\_

Date: \_\_\_\_\_

The HURON COUNTY MUSEUM & HISTORIC GAOL hereby gratefully acknowledges the receipt of the object(s) listed above.

Registrar:   
(Christi Hudson)

Date: June 5, 2025



**T** 25 - 01

(519)524-2686      Fax (519)524-1922

<b>Date</b>	Day	Month	Year
	03	06	2025

Access. #

Name Town of Gadenich	Phone (R)
Street 57 West Street Gadenich	Phone (B) 319-524-8344
City/Town Gadenich	Fax
Province ON	Postal Code N7A 2K5

<b>Objects offered:</b>	For identification	As a Loan	As a Gift	<input checked="" type="checkbox"/>
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Have made a donation to the Huron County Museum & Historic Gaol before?    Yes    No

**Object(s) offered** (briefly describe each item)

Top Hat used for Top Hat Ceremony annually  
Since 1932.

The **MUSEUM** will give the object(s) described above the same care it devotes to its own collection. However, objects on 'Temporary Receipt' are not covered by insurance and are left at the **OWNER'S** risk.

In the event of refusal, the **MUSEUM** can not be responsible for objects left over thirty (30) days after notification has gone out that they may be picked up.

Depositors	Signature
------------	-----------

For the HURON COUNTY MUSEUM





**THE CORPORATION OF THE TOWN OF GODERICH  
BY-LAW NO. 103 OF 2025**

---

**BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO EXECUTE AND  
AFFIX THE CORPORATE SEAL TO A TERMS OF REFERENCE FOR THE TOWN OF  
GODERICH BUSINESS IMPROVEMENT AREA**

---

**WHEREAS** the Municipal Act, S.O. 2001 c.25, Section 204(1) provides that a local municipality may designate an area as an improvement area and establish a board of management;

**AND WHEREAS** the Council of the Corporation of the Town of Goderich has passed By-Law 30 of 1977 to establish the Goderich Business Improvement Area;

**AND WHEREAS** the Council of the Corporation of the Town of Goderich has passed By-Law 37 of 1977 to establish a Board of Management for the Goderich Business Improvement Area;

**AND WHEREAS** the Municipal Act, S/O. 2011, c 25, Section 238, requires that every municipality and local board shall pass a procedural By-Law for governing the calling, place, and proceedings of meetings;

**AND WHEREAS** the Goderich Business Improvement Area, being a local board of the Town of Goderich, deems it expedient to pass such a By-Law;

**AND WHEREAS** the Corporation of the Town of Goderich is agreeable to the Terms of Reference attached hereto as Schedule "A".

**NOW, THEREFORE, THE COUNCIL OF THE CORPORATION OF THE TOWN OF  
GODERICH ENACTS AS FOLLOWS:**

1. That the Mayor and Clerk be and are hereby authorized to execute and affix the Corporate Seal to Terms of Reference for the Goderich Business Improvement Area.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 7<sup>TH</sup> DAY OF  
JULY 2025.**

---

**MAYOR, Trevor Bazinet**

---

**CLERK, Andrea Fisher**



## **GODERICH BUSINESS IMPROVEMENT AREA**

### **TERMS OF REFERENCE**

**Established by Council: May 2, 1977**

**Regular Review Timeframe: Once every 4 years by the Director of Legislative Services/Clerk in consultation with the Board of Management.**

#### **1. DEFINITIONS**

- a) “Board of Management” or “Board” – is a corporation consisting of the number of directors established by the municipality (Municipal Act, 2001, c. 25, s.204(1)), and is a local board of the municipality for all purposes
- b) “BIA” – Goderich Business Improvement Area, governed by the Board of Management
- c) “Town” – The Corporation of the Town of Goderich
- d) “Area” – is the boundaries designated as an Improvement area by the Town as shown on Schedule “A”
- e) “Proxies” – a person who votes on behalf of a member.
- f) “Quorum”- shall mean the majority (more than half) of the total number of Board members except where a member(s) has declared a pecuniary interest pursuant to the Municipal Conflict of Interest Act, the quorum may be less than half plus one of the whole number of members but shall not be less than two.

#### **2. PURPOSE**

- a) The Terms of Reference set out the mandate and operation of the Goderich Business Improvement Area (BIA). These rules and procedures are to be observed at meetings of the general membership, the Board, and Sub-Committees of the Board.

- b) The purpose of the Business Improvement Area under the Municipal Act, as amended, is:
  - i. to oversee the improvement, beautification and maintenance of municipally owned land, buildings and structures in the area beyond that provided at the expense of the municipality generally; and
  - ii. To promote the area as a business or shopping area.
- b) Where greater clarification is required, the Board and their Sub-Committees shall observe the Town's Procedure By-law.
- c) The boundaries of the BIA, established by the Town through By-Law 30 of 1977, include the entire downtown square in the Town of Goderich. The BIA area is bound by Nelson Street, Waterloo Street, Elgin Avenue, and Victoria Street., as shown on Schedule "A".
- d) All businesses within the designated area are assessed for a Special Levy that is collected by the Town to support the activities of the BIA.

### **3. BIA MEMBERSHIP**

- a) Members of an improvement area consist of persons who are assessed, on the last returned assessment roll, with respect to ratable property in the area that is in a prescribed business property class and tenants of such property. 2001, c. 25, s. 204 (4).
- b) Membership on the BIA allows attendance at BIA meetings, including the annual general meeting (AGM), and eligibility to vote on BIA-related issues at the Annual General Meeting such as the annual budget and selection of members to the Board of Management.

### **4. BOARD OF MANAGEMENT**

- a) The Board of Management shall consist of not less than 7 members to a maximum of twelve (12) members appointed by Council, two (2) shall be members of Town Council and the remaining five (5) members shall be selected by a vote of the membership of the BIA Improvement Area and then appointed by the Town. (2001, c. 25, s. 204 (3).
- b) The Board shall, as soon as possible after its members have been appointed by Council in their first-year term, elect a Chair and Vice-Chair, and they may appoint a Secretary and Treasurer, and such other officers, or advisory members, as deemed necessary. BIA staff can serve as the Secretary.
- c) The Chair, Vice-Chair, and Past Chair (or someone appointed from the Board in absence of any of those three) shall form the Executive Committee. The Executive Committee shall have the authority to act for the Board of Management in the intervals between Board meetings on such matters as may be necessary to conduct the business of BIA, including calling Special Meetings of the Board of Management.

- i. **CHAIR:** shall have the general management and direction, subject to the authority of the Board, of the business and affairs of the BIA. The Chair will be authorized to speak publicly for the BIA and have the authority to appoint a delegate on their behalf.
    - Shall work with staff of the Town to ensure all legislative obligations are met, including but not limited to those regarding all staff, volunteers, committees and Board of Management of the BIA.
    - Is the ex-officio, on all sub-committees.
  - ii. **VICE-CHAIR:** will assume the duties of the Chair if absence or disability occurs.
  - iii. **SECRETARY:** will be responsible for recording Minutes for all Board of Management and Executive Meetings. The Secretary will be responsible for delivering the signed and approved Minutes to the Town Clerk, not more than 10 days after approval.
5. Members of the Board of Management shall receive an Orientation Package from the Town Clerk upon appointment. The Orientation Package may include the following supplementary information: General Information, Roles, Agenda and Minutes, Best Practices, Municipal Conflicts of Interest Act, Closed Session, Procedure By-Law and Public Notice, Accountability and Transparency Policy, Code of Conduct Policy, Social Media Policy.
6. **ROLE OF COUNCIL MEMBERS**
  - a) Represent the interests of the BIA Board, including providing prompt reports on BIA activities to Council.
  - b) Report on regular Council deliberations to the BIA Board that may interest them.
  - c) Represent the broader interests and responsibilities of the Town of Goderich.
  - d) Are full voting members of the Board.
7. **ASSOCIATE MEMBERS**
  - a) The Board may request the advice or participation of individuals or organizations with a particular area of expertise. (e.g., Huron Chamber of Commerce Executive Director).



- b) Associate members are not entitled to vote or act as the presiding officer at the meetings.

## **8. ONE VOTE**

- a) Each member of an improvement area has one vote regardless of the number of properties that the member may own or lease in the improvement area (Municipal Act, 2001, c. 25, s. 204 (6)).

## **9. TERM OF APPOINTMENT**

- a) The terms of the directors of the Board of Management are the same as the terms of the Council that appointed them but continues until their successors are appointed (Municipal Act, 2001, c. 25, s. 204 (10)).

## **10. ELECTIONS**

- a) An election will be conducted within four (4) months of the new term of Council commencing or as directed by Council.
- b) The date and location of the election shall be advertised to the membership by any or all of the following: email, direct mail, public advertisement, and/or social media accounts. Notice will be provided for a minimum of three (3) weeks in advance of the election.
- c) A BIA member is responsible for registering their voting delegate before the election process begins. The names of those Board members continuing their term must appear on the ballot. A voting delegate must make nominations from the floor with a seconder. If desired, the Chair may appoint one or more scrutineer (who need not be members) to count ballots. Only one (1) delegate per business member can be nominated for election at any one time.
- d) Election results must be submitted to the Town Clerk within one (1) week to be confirmed through an appointment By-Law on the next regular agenda.
- e) Nominations Committee Structure and Process – The Nominations Committee shall consist of:
  - Past Chair
  - Current Chair
  - One (1) additional Director

The Committee is responsible for overseeing the nomination process and reporting at the BIA Annual General Meeting (AGM).

f) Election Procedure at Annual General Meeting

During the Open Election at the AGM, the Nominations Committee will:

- Make three (3) calls to the general membership for nominations.
- Ensure each nomination receives a second (2<sup>nd</sup>) before being finalized.

**11. REFUSAL OF APPOINTMENT**

- a) The Town may refuse to appoint a person selected by the members of an improvement area, in which case the Town may leave the position vacant or direct that a meeting of the members of the improvement area be held to elect or select another candidate for the Town's consideration (Municipal Act, 2001, c. 25, s. 204 (9)).

## **12. REAPPOINTMENT**

- a) Members of the Board of Management are eligible for reappointment if duly elected (Municipal Act, 2001, c. 25, s. 204 (11)).

## **13. RESIGNATION**

- a) Board members may resign in writing and shall be effective at any time or date requested.

## **14. VACANCIES**

- a) The seat of a member of the Board of Management may become vacant if the member is absent for three (3) consecutive Board of Management meetings. After thirty (30) days (about 4 and a half weeks) written notice to the absent member, the Board may pass a motion authorizing the removal of such members, and only then will the member cease to be a member of the Board of Management.
- b) Subject to subsection (9), if a vacancy occurs for any reason, the Town may appoint a person to fill the vacancy for the unexpired part of the term, and the appointed person does not have to be a member of the improvement area (Municipal Act, 2001, c. 25, s. 204 (12)). Such interim members must be confirmed by a resolution of the Board of Management and appointed by Council for the Town of Goderich.

## **15. FISCAL YEAR**

- b) The fiscal year of the BIA is from January 1 to December 31. The proposed budget is to be approved by the BIA members at the Annual General Meeting (AGM) by February each calendar year to be included in the Town budget approval. The BIA budget must be set for the new calendar year and be followed without major modifications. Spending and debt may not exceed the time limits of the calendar year, except when approved at a regularly scheduled AGM or Special General Meeting, and with the concurrence of the Town Council.

## **16. BUDGET**

- a) The Board of Management shall prepare a proposed budget for each fiscal year by the date and in the form required by the municipality and shall hold one or more meetings of the members of the improvement area for discussion of the proposed budget (Municipal Act, 2002, c. 17, Sched. A, s. 40 (1)).
- b) The Board of Management shall submit the budget to Council by the date and in the form required by the municipality, and the municipality may approve it in whole or in part but may not add expenditures to it (Municipal Act, 2001, c. 25, s. 205 (2); 2002, c. 17, Sched. A, s. 40 (2)).

The Board of Management shall not,

- i. spend any money unless it is included in the budget approved by the municipality or in a Reserve Fund established under section 417;
  - ii. incur any indebtedness extending beyond the current year without the prior approval of the municipality; or
  - iii. borrow money (Municipal Act, 2001, c. 25, s. 205 (3)).
- c) BIAs often have surplus funds from their operating budgets. These funds can be used for various purposes, such as:
  - i. **SUBSEQUENT OPERATING BUDGET YEARS:** Surplus funds that are accumulated within the current operating year may be used to fund the next year's annual operating budget to offset budget pressures;
  - ii. **CONTRIBUTING TO A RESERVE FUND:** Surplus funds from a current operating year budget can be invested into a BIA Reserve Fund, for contingency or other projects as determined by the Board that align with the BIA's 5-Year Long Strategic Plan;
  - iii. **SUPPORT, PROMOTE, AND RECOGNIZE LOCAL BUSINESSES:** This could include special marketing campaigns/promotions, or funding for specific business programs (i.e., digital marketing);

## 17. ANNUAL REPORT

- a) The Board of Management shall submit its annual report for the preceding year to Council by the date and in the form required by the municipality. The report shall include audited financial statements. (Municipal Act, 2001, c. 25, s. 207 (1)).
- b) The municipal auditor is the auditor of the Board of Management and may inspect all records of the board. (Municipal Act, 2001, c. 25, s. 207 (2)).

## 18. FUNDS TO BE RAISED

- a) The municipality shall annually raise the amount required for the purposes of the Board of Management, including any interest payable by the municipality on money borrowed by it for the purposes of the Board of Management. (Municipal Act, 2001, c. 25, s. 208 (1)).

## **19. DISSOLUTION OF BOARD**

- a) Upon the repeal of a by-law under subsection 204 (1), the Board of Management is dissolved, and the assets and liabilities of the board become the assets and liabilities of the municipality. (Municipal Act, 2001, c. 25, s. 214 (1)).

## **20. QUORUM**

- a) Quorum for Board meetings shall be reached and kept with the presence of a majority of the appointed members, at a time no later than fifteen (15) minutes past the scheduled meeting time. The members may hold an informal discussion in such a situation but may not vote on any issue until the next meeting, where there is a quorum. The Secretary shall report to the next meeting of the Board on any proposals made at the informal gathering. Any proposals made at the informal gathering shall be submitted to the Board for consideration at the next regular meeting.
- b) Members of Council appointed to the Board shall be included for the purpose of determining quorum.
- c) In the event a member must leave a meeting, and the meeting no longer has quorum, the meeting shall adjourn.
- d) As per the Town's Procedure By-Law, the Mayor is a voting ex-officio member of this board and retains all powers granted to all other Directors on the Board of Management. The Mayor does not count towards quorum.

## **21. DECLARATION OF INTEREST**

- a) At the beginning of each meeting, as an agenda item, it shall be the duty of every Board member who is in any way, whether directly or indirectly, interested in a contract or arrangement that may be an item to be discussed by the Board and has some financial benefit to the Board member, either directly or indirectly, to declare this interest and not participate in the discussion and voting. This applies to personal self-interest and the interests of any spouse, children, parents, parents-in-law or siblings.

## **22. SUBCOMMITTEES**

- a) The Board may strike a subcommittee during its term to prepare recommendations on a specific topic(s) for the Board. A subcommittee must have a minimum of three members.
- b) Subcommittee members are confirmed by a vote of the BIA Board of Management. They are expected to work closely with BIA Board members (committee leads).

- c) A subcommittee shall consist of at least one (1) member of the Board. The Board may appoint members from the community at large who are willing to volunteer their time and then be appointed by the Town. Membership shall not include a quorum of the Board.
- d) Subcommittees will set their own meeting and operational schedule to fulfil the tasks set out for the subcommittee by the Board.
- e) The subcommittee shall come to a consensus on a recommendation which shall be presented to the Board at a regular meeting for consideration.
- f) A subcommittee has none of the decision-making powers of the BIA or the Board.
- g) Ultimate responsibility for their activities rests with the BIA Board of Management, which must therefore receive reports on sub-committee activities at monthly Board meetings.
- h) Upon completion of the special project, or a Board decision, the subcommittee shall be dissolved by a Board resolution.

### **23. MEETING NOTICE, AGENDAS, AND MINUTES FOR THE BOARD OF MANAGEMENT AND SUBCOMMITTEES**

- a) The BIA Board of Management shall meet at least ten (10) times per year, or at the Call of the Chair, at a date and time determined at the first Board meeting. Meetings will be held in a hybrid format, both in-person in the Town Hall Menesetung Room and via Zoom. The meeting schedule shall be delivered to the Clerk's department as soon as possible to advertise the meeting dates/times on the Town's website.
- b) Any Special Meetings of the Board of Management shall be advertised as per the Town's Notice By-Law requirements.
- c) The BIA Board of Management agenda shall be prepared by the BIA Secretary, in consultation with the Chair and provided to Board members one week in advance of the meeting, and to the Clerk to be posted on the Town's website.
- d) Any member of the BIA may ask for issues or items of interest to be placed on the agenda of the BIA Board of Management for discussion and/or resolution provided they are submitted ten days prior to the meeting. They may contact the Chair or Secretary for the inclusion of an item on an upcoming agenda. Additionally, with reasonable notice, any member may request to make a deputation or presentation to the BIA Board of Management. For further information, see the Town's Procedure By-law regarding timelines for the proper submission of agenda items.



- e) The minutes shall be recorded by the Secretary. Signed minutes of all meetings of the Board shall be sent to the Town Clerk no later than one (1) week after approval. The Clerk's department will electronically circulate the meeting minutes to all members of Council in the next Council Agenda package for their information and post the meeting minutes on the Town's website. The Clerk's department shall file approved minutes following the Ontario Municipal Records Management System (TOMRMS). The Clerk's department shall publish the approved minutes via eScribe on the Town's website.
- f) All meetings shall be open to the public who may attend but may not take part in the proceedings unless invited to do so by the Chair.
- g) Any Member of the BIA may attend a Board of Management meeting, ask to be recognized by the Board Chair, and speak on any items on the agenda or request new business to be placed on a future agenda. However, they shall not vote on any items on the agenda.
- h) A meeting of the Board may only be closed to the public if the subject matter being considered meets the criteria outlined in Section 239 of the Municipal Act. The Board shall keep a record of the Closed meeting and provide it to the Town Clerk.

#### **24. ANNUAL GENERAL MEETINGS**

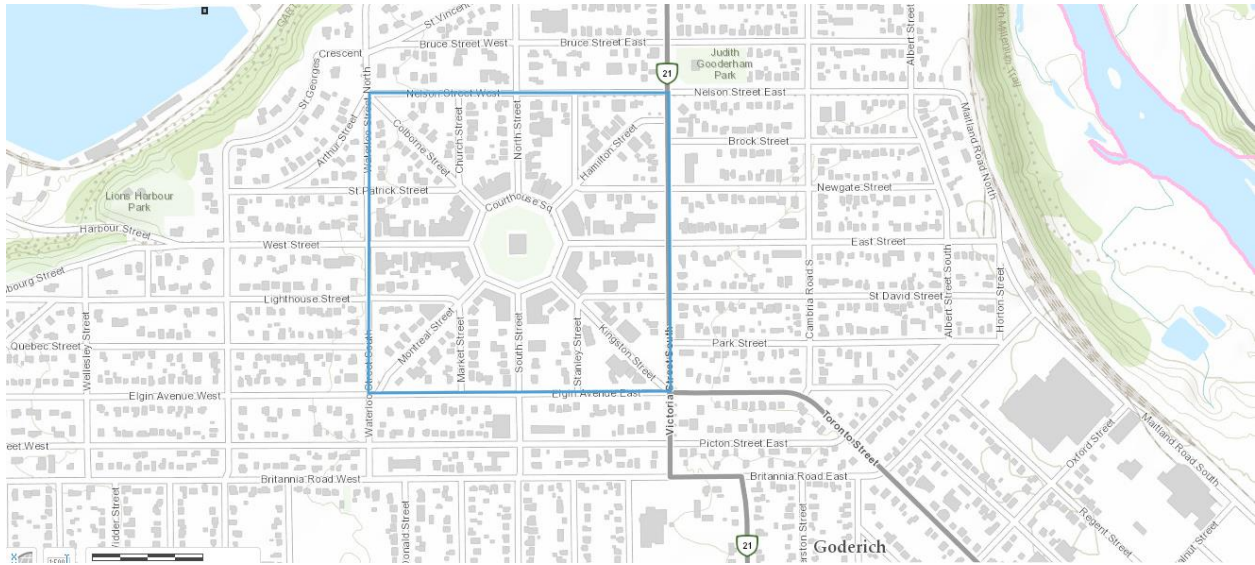
- a) Each calendar year, the Board of Management will call and hold one (1) Annual General (AGM) Meeting. These meetings shall be held in a hybrid format and will be held in the Menesetung Room at Town Hall. The timing of the meeting shall be determined by the Chair in consultation with the Board of Directors.
- b) Quorum shall consist of 50% of the Board membership plus one. If quorum is not reached within fifteen (15) minutes of the start of the AGM, the meeting shall be adjourned and a new meeting scheduled as soon as possible.
- c) At each AGM, financial statements for the previous year must be presented and approved by a majority of the membership present, after which time the figures will be put before Council and the levy requested.
- d) An agenda for the AGM with copies of the most recent audited financial statement shall be distributed to the general membership at least ten (10) calendar days before the meeting.
- e) Membership should receive notice of the AGM not less than ten (10) days before the meeting date, and public notice must appear on the Town website and the BIA website before the meeting date. The accidental omission to give notice to any member, Board member, officer, or auditor shall not invalidate any action taken at any meeting held pursuant to such notice.

- f) In the event of equality of votes, either upon a show of hands or upon a poll, the Chair shall be entitled to a casting vote.

## **25. SPECIAL MEETINGS OF THE MEMBERSHIP**

- a) The Board may also call and hold at any time one or more Special Meeting(s) to deal with special issues or to update the organization membership. These meetings shall be held in a hybrid format and will be held in the Menesetung Room at Town Hall.
- b) Membership should receive notice of the Special Meeting not less than ten (10) days before the meeting date, and public notice must appear on the Town website and the BIA website before the meeting date. The accidental omission to give notice to any member, Board member, officer, or auditor shall not invalidate any action taken at any meeting held pursuant to such notice.
- c) Quorum shall consist of 50% of the Board membership plus one. If quorum is not reached within fifteen (15) minutes of the start of the Special Meeting, the meeting shall be adjourned and a new meeting scheduled as soon as possible.
- d) A petition signed by ten (10) or more members is sufficient to order a Special Meeting within ten (10) days (about 1 and a half weeks) on receipt of that petition by the Executive.
- e) The members may, by resolution passed by at least two thirds (2/3) of the votes cast at a Special Meeting of Members called for that purpose, remove any Member of the Board before the expiration of his/her term of office and may, by majority vote at that meeting, elect any person in his/her place for the remainder of the term.
- g) In the event of equality of votes, either upon a show of hands or upon a poll, the Chair shall be entitled to a casting vote.

# SCHEDULE 1 BIA DESIGNATED AREA





**THE CORPORATION OF THE TOWN OF GODERICH  
BY-LAW NO. 104 OF 2025**

---

**BEING A BY-LAW TO APPOINT PATRICK O'DONNELL, BRAYDON  
GRANDMAISON, MEGAN WILSON, AND SOPHIA LINDSTROM  
AS PAID PARKING ATTENDANTS FOR THE CORPORATION OF THE TOWN  
OF GODERICH FROM JULY 7, 2025, THROUGH TO OCTOBER 15, 2025, AND  
TO REPEAL BY-LAW 67 OF 2025**

---

**WHEREAS** it is desirable to appoint Paid Parking Attendants pursuant to the Municipal Act R.S.O. 2001, as amended, Section 23.1;

**AND WHEREAS** pursuant to Section 1 of the Provincial Offences Act, R.S.O., 1990, Chapter P.33 the Attorney General of Ontario has designated Paid Parking Attendants as provincial offences officers to enforce the by-laws of the municipality under the Provincial Offences Act;

**AND WHEREAS** the Paid Parking Attendants for the Town of Goderich will be responsible for administering and enforcing By-Laws as per the paid parking job descriptions attached hereto as Schedule "A".

**NOW, THEREFORE THE MUNICIPAL COUNCIL OF THE CORPORATION  
OF THE TOWN OF GODERICH ENACTS AS FOLLOWS:**

1. That Patrick O'Donnell, Braydon Grandmaison, Megan Wilson and Sophia Lindstrom be appointed as Paid Parking Attendants for the Corporation of the Town of Goderich.
2. That this By-Law shall be in force from July 7, 2025, through to October 15, 2025.
3. That By-Law 67 of 2025 is hereby repealed.

**READ A FIRST, SECOND, AND THIRD TIME AND FINALLY PASSED THIS  
7<sup>TH</sup> DAY OF JULY 2025.**

---

**MAYOR, Trevor Bazinet**

---

**CLERK, Andrea Fisher**

PAID PARKING ATTENDANT

**Department:** Protective Inspection and Control  
**Reports To:** Municipal Law Enforcement Manager  
**Supervises:** Not Responsible for the Supervision of Staff  
**Review Date:** August 2023

**SUMMARY OF POSITION**

Under the directions of the Municipal Law Enforcement Manager, the Paid Parking Attendants will proactively engage and assist the public with operation of the paid parking meters. The Attendants will perform the enforcement of the Town's parking regulations, in the metered parking spaces, North Harbour Road Parking By-Law, and assists with the enforcement of the Parks and Facilities By-Law at the Town's Waterfront.

**FUNCTIONAL RESPONSIBILITIES**

- ❖ Patrols assigned areas to monitor adherence to Town's Waterfront Parking and North Harbour Road by-laws, identifies parking violation and issues violation tickets in accordance with parking by-law/Provincial Offences Act.
- ❖ Informs Municipal Law Enforcement Manager of any malfunctioning parking meters, faded paint in designated parking spaces, vandalized signs, and other damages.
- ❖ Monitors equipment condition of meters and trouble shoots problems with the parking meters as required.
- ❖ Performs maintenance of parking meters and collection and handling of cash boxes.
- ❖ Assists parking patrons with use of parking meters.
- ❖ Attempts to resolve issues between complainants and alleged violators, providing educational information to achieve By-Law compliance and penalization if necessary.
- ❖ Maintains records and Attendant's notes.
- ❖ Attends Court if required.
- ❖ Assists the Municipal Law Enforcement Manager and Officer when required.
- ❖ Adheres to Town and Departmental policies, procedures, and programs. Contributes to development of department goals and objectives regarding own work as requested by Municipal Law Enforcement Manager.
- ❖ Promotes a high standard of customer service to the public as well as to all internal customers.
- ❖ Assists in the maintenance of a positive team environment by working cooperatively with other staff, using the appropriate processes for handling problems, helping to motivate and encourage peers, contributing ideas, and assisting others where necessary.
- ❖ Performs other related duties as assigned.

PAID PARKING ATTENDANT

**POLICY/PROCEDURE**

- ❖ Not responsible for policy/procedure management

**STRATEGIC MANAGEMENT**

- ❖ Not responsible for strategic management.

**EDUCATION AND QUALIFICATIONS.**

- ❖ Must be 18 Years of Age.
- ❖ Enrollment in a post-secondary program of a related field (i.e., Police Studies, Community and Justice Services or Protection, Security, and Investigation) or related experience.
- ❖ Valid Ontario Driver's Licence.
- ❖ Valid First Aid/CPR Certification
- ❖ Satisfactory Vulnerable Sector Check (VSC)

**KNOWLEDGE AND SKILLS**

- ❖ Knowledge of municipal Waterfront Parking by-laws.
- ❖ Self-motivated individual.
- ❖ Good verbal communication and customer service skills.
- ❖ Good written communication skills including concise report writing.
- ❖ High level of comfort in dealing with the public.
- ❖ Ability to perform physical work (lifting, sitting, standing, walking, carrying) and capable of working in varying of weather conditions.
- ❖ Ability to listen to and prioritize complaints.
- ❖ Ability to interpret by-laws and enforce the same.
- ❖ Knowledge and use of general office equipment including related computer software/hardware.
- ❖ Ability to demonstrate tact and discretion in handling matters of a confidential or politically sensitive nature.
- ❖ Ability to think and act strategically and appropriately in a political and community service environment.
- ❖ Ability to work independently with minimal supervision and in a team environment.

**PERSONAL CONTACTS**

Communicates with internal and external individuals.

- ❖ Internally, this includes:
  - CAO, Senior Leadership Team Directors and Managers, municipal employees, and members of Council



#### PAID PARKING ATTENDANT

- ❖ Externally, this includes:
  - The public, neighbouring municipalities, consultants, contractors, provincial and federal agencies, and non-governmental organizations (NGO) (i.e., local service clubs, etc.)

#### HEALTH AND SAFETY

- ❖ Ensure that Occupational Health & Safety Act, the Town of Goderich Health and Safety Program, and other provincial legislation and regulations are strictly observed and followed.
- ❖ The Town will provide the necessary safety equipment for this position.

#### WORKING CONDITIONS

Work occurs in an outdoor environment in all weather conditions. This position requires long periods of sitting, standing, or walking, as well as consistent visual and mental concentration on cell phone screen when issuing parking violations. Hours of work are scheduled within the core operating hours of 8:00 AM – 6:00 PM, Monday through Sunday, working 40 hours per week between May-August. Work involves exposure to abusive language, threatening behaviour, disruptions, difficult situations and/or conflict that must be handled diplomatically and without compromising the Town of Goderich's corporate policies.

**NOTE TO READER:** This job description is intended to relay information that describes the general responsibilities, tasks and processes involved in performing the duties of this job. It is not intended to be a

PAID PARKING ATTENDANT

comprehensive list of tasks or a detailed step-by-step job manual. The information provided will indicate the general skills, effort, responsibility, and working conditions expected in the role.



## **THE CORPORATION OF THE TOWN OF GODERICH**

### **BY-LAW NO. 105 OF 2025**

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#### **BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF A LEASE AGREEMENT WITH NATHAN FERGUSON FOR A “T” HANGAR AT THE GODERICH REGIONAL AIRPORT**

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**WHEREAS** the Corporation of the Town of Goderich deems it necessary to enter into a Lease Agreement with Nathan Ferguson for the rental of a "T" Hangar at the Goderich Regional Airport, located on Part of Block A, Western Division, in the Township of Ashfield-Colborne-Wawanosh, for the term of three (3) years commencing on the 8th day of July 2025, and ending on the 8th, day of July, 2028;

**AND WHEREAS** this Lease Agreement is attached hereto and forms part of this By-Law;

**AND WHEREAS** the Corporation of the Town of Goderich is agreeable to the terms of this Lease Agreement.

**NOW, THEREFORE THE MUNICIPAL COUNCIL OF THE CORPORATION OF THE TOWN OF GODERICH ENACTS AS FOLLOWS:**

1. That the Mayor and Clerk be authorized, and they are hereby instructed to execute on behalf of the Corporation of the Town of Goderich, a Lease Agreement with Henry Nathan Ferguson for the rental of a “T” Hangar at the Goderich Regional Airport, attached hereto.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 7<sup>TH</sup> DAY OF JULY 2025.**

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**MAYOR, Trevor Bazinet**

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**CLERK, Andrea Fisher**

## THIS INDENTURE

Made as of the 7th day of July, 2025, In pursuance of The Short Forms  
of Leases Act

**BETWEEN:**

**THE CORPORATION OF THE TOWN OF GODERICH**

herein called the

"**Lessor**", of the First

Part

and **NATHAN FERGUSON**

herein called the

"**Lessee**",

of the Second Part

**WITNESSETH**, that in consideration of the rents, covenants and agreements hereinafter reserved and contained on the part of the Lessee, the Lessor doth demise and lease unto the Lessee, Lessee's heirs, executors, administrators and permitted assigns, all that

"T" Hangar 2, Unit 2 (second unit from south end of Hangar #2, the central "T" Hangar) located on Part of Block A, Western Division in the Township of Ashfield-Colborne-Wawanosh, that is occupied by the establishment known as "Goderich Municipal Airport" for the sole purpose of storing an aircraft (the "demised premises").

### **1. TERM**

- 1.1 To have and to hold the said demised premises for and during the term of three years, commencing on the 8th day of July 2025, and ending on the 8<sup>th</sup> day of July 2028 (the "term"). The Lessor or the Lessee may terminate this lease without cause with 30 days' written notice to the Lessor, and such termination shall take effect at the end of the month following the month in which the notice was given.

### **2. RENT**

- 2.1 Yielding and paying therefore monthly and every month during the said term unto the said Lessor, the sum of \$290.00 per month plus applicable taxes (the "rent") to be adjusted annually on January 1<sup>st</sup> by the CPI. The CPI rate to be that of the average CPI rate of the previous 12 months of each year of the term of the lease. Payment to be made in advance on the first day of each month. The rent shall include the use of the demised premises, any and all Goderich Municipal Airport access fees both by land and by air, hydro or other applicable utilities and any real property taxes.
- 2.2 The first of such payments to become due and be paid on the 8<sup>th</sup> day of July 2025 and the last payment to become due and be paid on the 1<sup>st</sup> day of June 2028.
- 2.3 Provided that in the event of fire, riot, explosion, settling or shifting of any building, lightning, falling aircraft, tempest, any other Act of God, such that the demised premises are

no longer suitable for the use and enjoyment set out herein, rent shall cease until the premises are rebuilt or repairs are completed such that the Lessee may continue to use the demised premises as set out herein.

**3. LESSEE'S COVENANTS**

The Lessee hereby covenants and agrees with the Lessor as follows:

- 3.1 To pay the rent set out herein to the Lessor.
- 3.2 To repair any damage to the demised premises caused by the Lessee during the term and to keep the demised premises in reasonably clean condition all at the Lessee's expense. The said Lessor may enter and view the state of repair and cleanliness, upon reasonable written notice and at reasonable times, and provide the Lessee with notice in writing of any such damage or deficiencies. The Lessee will be provided a reasonable opportunity to repair such damage or deficiency within a reasonable period of time after receiving such notice. Notwithstanding the foregoing, the Lessee shall not be responsible for repairing reasonable wear and tear to the demised premises, capital maintenance to the demised premises and any damage as a result of fire, riot, explosion, settling or shifting of any building, lightning, falling aircraft, tempest or any other Act of God.
- 3.3 To obtain and pay the premium for liability insurance in respect to aircraft that are to be stored in the said demised premises, in the minimum amount of \$5,000,000/occurrence, with an aggregate of not less than \$5,000,000 with the Town of Goderich named as an additional insured and agree to forward to the Lessor a copy of the policy of such insurance and the annual renewals thereof upon written request by the Lessor;
  - a. The policy shall contain a provision for cross-liability and severability of interest in respect of the Named Insured;
  - b. Non-owned automobile coverage with a limit not less than \$5,000,000, and shall include contractual non-owned coverage;
  - c. Products and Completed Operations coverage;
  - d. Contractual Liability;
  - e. Hostile Fire;
  - f. The Policy shall provide 30 days prior notice of cancellation.
- 3.4 To indemnify the Lessor, its elected officials, employees, servants, agents, heirs, successors and assigns against all demands, actions, causes of action and costs including legal costs of any kind to which the Lessor may become liable by reason of any breach, violations or non-performance by the Lessee of any covenant, term or provision of this lease or any injury, death or damage to property occasioned to or suffered by any person by reason of any act, neglect or default by the Lessee or its servants, employees, agents or invitees.
- 3.5 To not use any building within the demised premises or any part thereof except for the storing of aircraft and other related purposes, nor to use the lands within the demised premises and beyond the building except for usual airport purposes.
- 3.6 To not carry on upon the said demised premises any business.
- 3.7 To not erect any building or structure on the demised premises except with the Lessor's written approval.
- 3.8 To observe and fulfil the lawful provisions and requirements of all statutes, by-laws, rules and regulations, municipal, provincial or federal, relating to the demised premises. Notwithstanding the foregoing, the Lessor shall not be permitted to prepare, cause to be prepared or participate in any way with, any by-laws, rules, regulations or similar governmental documents, which would in any way interfere with the provisions of this lease.
- 3.9 To not display paint, inscribe, affix or mount any sign, advertisement, notice, lettering or direction on the exterior of the hangar or on the demised premises except with the written consent of the Lessor, acting reasonably.

- 3.10 To not communicate by radio or other device located within the demised premises or the hangar located thereon with any aircraft on the frequency assigned by the Department of Communications to the Lessor except in the case of an emergency or as required during the usual safe operation of an aircraft.
- 3.11 To not bring into the Goderich Municipal Airport or store within the demised premises or offer for sale, aviation fuel, gasoline, oil or any petroleum product for any aircraft or vehicle whatsoever, but nothing herein shall prevent the Lessee from bringing into or storing any fuel, gasoline, oil or petroleum product when contained within or required for the fuel storage tank or engine of any aircraft. For clarity, the Lessee shall be permitted to store on the demised premises such of the foregoing products as are reasonably required by the Lessee for the use of an aircraft stored within the demised premises.
- 3.12 To comply with all regulations, requirements and orders issued by Transport Canada and the Department of Communications as same relate to the Lessee's use of the demised premises.
- 3.13 To not cause or permit the discharge within the demised premises of any contaminant by which the demised premises are injured or damaged or endangered, save and except as required during the usual use or maintenance of an aircraft, such as fumes from a running aircraft. For the purpose of this covenant, "contaminant" means any solid, liquid, or gas, or any combination of them. Further, for the purpose of this covenant, the demised premises shall not be considered to be endangered by any solid, liquid, or gas should the same be stored or kept in any manner approved by the appropriate regulating or governing body.

#### **4. INDEMNITY**

- 4.1 Unless caused by the negligence of the Lessor or another person for whose negligence the Lessor is responsible in law, the Lessor shall not be liable for the death of or injury to the Lessee or others on the premises, or for the loss of or damage to property of the Lessee or others by theft or otherwise. Without limiting the generality of the foregoing, the Lessor shall not be liable for death, injury, loss or damage of or to persons or property resulting from fire, explosion, water, rain or snow or leaks from the roof or sub-surface or from any other place or by dampness or other cause of any kind unless arising through the negligence of the Lessor or other person for whose negligence the Lessor is responsible in law. The Lessor is not liable for death, injury, loss or damage caused by other Lessees or occupants on the premises or in any part of the premises unless caused by the negligence of the Lessor or another person for whose negligence the Lessor is responsible in law.

#### **5. LESSOR'S COVENANTS**

- 5.1 The said Lessor covenants with the said Lessee for quiet enjoyment of the demised premises. The Lessee shall and may peacefully and quietly have, hold, occupy, possess and enjoy the demised premises for the term hereinbefore provided, and during any renewals or extensions thereof provided that the Lessee pays the rent as herein set forth and keeps, observes and performs all of the other covenants and provisions as required in this lease.
- 5.2 The Lessor agrees during the term to cut the grass and remove snow within and around the demised premises in accordance with its usual practice or such other practice as it may determine, acting reasonably.
- 5.3 The Lessor agrees to repair, replace or maintain any capital repairs required at the demised premises during the term. Such capital repairs shall include, but not be limited to, repairs to the structure including the roof, walls, windows and doors and repairs to any systems such as electrical, mechanical, etc. Notwithstanding the foregoing, the Lessor shall not be responsible for any damage caused by the Lessee as set out in subsection 3.2 hereof.

#### **6. RE-ENTRY, LEVY AND DISTRESS**

- 6.1 The Lessee agrees that the Lessor has the right of re-entry on non-payment of rent or non-performance of the covenants subject to the provisions of this lease.



- 6.2 That in consideration of the demised premises, and of the leasing and letting by the Lessor to the Lessee of the lands and premises above named for the term hereby created (and it is upon that express understanding that these presents are entered into) that notwithstanding anything contained in the Commercial Tenancies Act, R.S.O. 1990, c.L.7, or in any other Act, which has been or may hereafter be passed in amendment thereof, or substitution therefor, none of the goods or chattels of the Lessee at any time during the continuance of the term hereby created, on said premises shall be exempt from levy by distress for rent in arrears by the Lessee as provided for by any Act above named, and that upon any claim being made for such exemption by the Lessee, or on distress being made by the Lessor, this covenant and agreement may be pleaded as an estoppel against the Lessee in any action brought to test the right to the levying upon any such goods as are named as exempted in said Act or Acts, the Lessee waiving, as the Lessee hereby does, all and every benefit that could or might have accrued to the Lessee under any or by virtue of the said Acts, or any amendment thereof, but for the above covenant.

## **7. DEFAULT**

- 7.1 It is hereby agreed between the parties hereto that if the term hereby granted, or any of the goods or chattels of the Lessee, shall at any time during the said term be seized or taken in execution or in attachment by any creditor of the Lessee or if the Lessee shall make any assignment for the benefit of creditors, or becoming bankrupt or insolvent shall take the benefit of any Act that may be in force for bankrupt or insolvent debtors, the then current and next ensuing rent shall immediately become due and payable, and the said term shall, at the option of the Lessor, immediately become forfeited and determined, and in such case the Lessor may re-enter and take possession of the said demised premises as though the Lessee, or the Lessee's servants, or any other occupant of the said demised premises was holding over after the expiration of the said term.
- 7.2 If the Lessee shall fail to pay any rent when due and shall allow such default to continue for ten (10) days after written notice from the Lessor or shall fail to perform any of the other covenants, conditions or agreements herein contained and shall allow any such default to continue for thirty (30) days after written notice of such default from the Lessor, save and except any repairs required pursuant to subsection 3.2 that require additional time to complete, acting reasonably, then the lease hereby granted may, at the option of the Lessor be terminated and the estate hereby vested in the Lessee and any other rights of the Lessee hereunder shall thereupon immediately cease and expire.
- 7.3 If the Lessee shall default in the performance of any covenant in this lease (except the covenant to pay rent) and if such default shall continue beyond the period set out in subsection 7.2, the Lessor may perform that covenant on the Lessee's behalf and may enter the demised premises for that purpose and shall not be liable to the Lessee save and except any negligence of the Lessor or another person for whose negligence the Lessor is responsible in law. If the Lessor at any time is compelled to pay any reasonable expense including legal fees in instituting, prosecuting or defending any action or proceeding based upon any default of the Lessee of this lease (including any action or proceeding against the Lessee), any reasonable sum including legal costs so paid by the Lessor together with all interest and damages, shall be payable to the Lessor on demand.

## **8. ENTRY BY LESSEE**

- 8.1 The Lessor may place "For Rent" or "For Sale" signs in or on the demised premises, provided that "For Rent" signs shall not be placed in or on the demised premises prior to the sixty (60) days at the end of the term or any renewal thereof. The Lessee will not remove or permit anyone to remove any such signs. The Lessor shall have the right to show the demised premises to any Mortgagee or Purchaser upon reasonable notice to the Lessee and at reasonable hours.

## **9. NO WAIVER**

- 9.1 No exercise of a specific right or remedy by the Lessor or by the Lessee precludes it from or prejudices it in exercising another right or pursuing another remedy or maintaining an action to which it may otherwise be entitled either at law or in equity.

- 9.2 The waiver by the Lessor or the Lessee of a breach of a term, covenant, or condition of this lease will not be considered to be a waiver of a subsequent breach of the term, covenant or condition or other term, covenant or condition. The subsequent acceptance of rent by the Lessor will not be considered to be a waiver of a preceding breach by the Lessee of a term, covenant or condition of this lease and regardless of the Lessor's knowledge of the preceding breach of this lease, it will not be considered to have been waived by the Lessor or by the Lessee unless the waiver is in writing signed by the Lessor or by the Lessee as the case may be.

## **10. DESTRUCTION OR DAMAGE**

- 10.1 Notwithstanding subsection 2.3, if during the term of this lease or any renewal thereof, the hangar or any other building on the demised premises is destroyed by any cause whatsoever or partially destroyed by any such cause so that it cannot be repaired with reasonable diligence within one hundred and twenty (120) days of the cause of such damage, then the lease shall cease and become null and void from the date of such damage or destruction. If the hangar or such building shall be irreparable as aforesaid within one hundred and twenty (120) days from the happening of said damage, the rent shall not run or accrue after the date of the said damage. In the event the hangar or any other building on the demised premises can be repaired or rebuilt with reasonable diligence within one hundred and twenty (120) days of the cause of such damage, the Lessor shall repair or rebuild the hangar or such building with all reasonable speed and the rent shall recommence immediately after such repairs have been completed.

## **11. NOTICE**

All notices which it may be necessary or proper for either party to give to the other shall be effectively given if personally served or if sent by prepaid registered mail in the case of the Lessor to:

The Town of Goderich  
Attention: Clerk  
57 West Street  
Goderich, ON N7A  
4M2

In the case of the Lessee to:

Nathan Ferguson  
87 St. Patrick Street  
Goderich, Ontario  
N7A 2L5  
519-955-5233  
[nferguson@fergusonplg.ca](mailto:nferguson@fergusonplg.ca)

All notices so mailed shall be deemed to be received on the third business day after mailing.

Each party may from time to time specify in writing a new address to which any such notice shall thereafter and until further notice be sent.

## **12. SUBLEASE OR ASSIGNMENT**

The Lessee may not sublet or assign its interest in this lease without the written consent of the Lessor, such consent not to be unreasonably withheld.

## **13. PRIOR LEASE**

The Lessee acknowledges that any previous lease between it and the Lessor in respect of the demised premises is terminated and that the Lessor is the owner of the hangar erected thereon by the Lessee or its predecessors and that, except as provided in this lease, the Lessee has no right, title, claim or interest in such hangar.

**14. GENERAL TERMS**

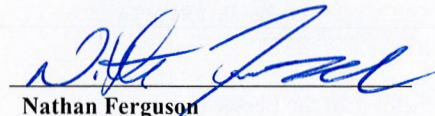
- 14.1 This Lease contains all the representations, warranties, covenants, agreements, conditions and understandings between the Lessor and the Lessee concerning the demised premises or the subject matter of this lease.
- 14.2 No alternation, amendment, change or addition to this lease will bind the Lessor or the Lessee unless in writing and signed by both of them.
- 14.3 It is hereby declared and agreed that the expressions "Lessor" and "Lessee", wherever used in this Indenture, shall, when the context allows, include, be binding on and enure to the benefit of not only the parties hereto, but also their respective heirs, executors, administrators, successors, assigns, and permitted assigns, as the case may be.
- 14.4 And it is further agreed between the parties hereto that wherever the singular and masculine are used throughout this lease they shall be construed as if the plural or the feminine had been used, where the context or the party or parties hereto so require, and the rest of the sentence shall be construed as if the grammatical and terminological changes thereby rendered necessary had been made.
- 14.5 The headings in this lease are inserted for convenience of reference only and are not to be considered when interpreting the lease.
- 14.6 The parties agree that this lease shall be construed in accordance with the laws of Canada and the Province of Ontario, as applicable.

**IN WITNESS WHEREOF** the said parties hereto have hereunto set out their hands and seals.

**SIGNED, SEALED AND DELIVERED**

in the presence of

  
WITNESS

  
Nathan Ferguson

THE CORPORATION OF THE TOWN OF  
GODERICH

\_\_\_\_\_  
**MAYOR, Trevor Bazinet**

\_\_\_\_\_  
**CLERK, Andrea Fisher**

I/We have the authority to bind  
the Corporation





## **THE CORPORATION OF THE TOWN OF GODERICH**

### **BY-LAW NO. 106 OF 2025**

---

#### **BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF A LEASE AGREEMENT WITH HENRY ALBERT BUFFINGA FOR A “T” HANGAR AT THE GODERICH REGIONAL AIRPORT**

---

**WHEREAS** the Corporation of the Town of Goderich deems it necessary to enter into a Lease Agreement with Henry Albert Buffinga for the rental of a "T" Hangar at the Goderich Regional Airport, located on Part of Block A, Western Division, in the Township of Ashfield-Colborne-Wawanosh, for the term of three (3) years commencing on the 8th day of July 2025, and ending on the 8th, day of July, 2028;

**AND WHEREAS** this Lease Agreement is attached hereto and forms part of this By-Law;

**AND WHEREAS** the Corporation of the Town of Goderich is agreeable to the terms of this Lease Agreement.

**NOW, THEREFORE THE MUNICIPAL COUNCIL OF THE CORPORATION OF THE TOWN OF GODERICH ENACTS AS FOLLOWS:**

1. That the Mayor and Clerk be authorized, and they are hereby instructed to execute on behalf of the Corporation of the Town of Goderich, a Lease Agreement with Henry Albert Buffinga for the rental of a “T” Hangar at the Goderich Regional Airport, attached hereto.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 7<sup>TH</sup> DAY OF JULY 2025.**

---

**MAYOR, Trevor Bazinet**

---

**CLERK, Andrea Fisher**

**THIS INDENTURE**

Made as of the 7th day of July, 2025, In pursuance of The Short Forms  
of Leases Act

**BETWEEN:**

**THE CORPORATION OF THE TOWN OF GODERICH**

herein called the

**"Lessor"**, of the First  
Part

and **HENRY ALBERT BUFFINGA**

herein called the

**"Lessee"**,  
of the Second Part

**WITNESSETH**, that in consideration of the rents, covenants and agreements hereinafter reserved and contained on the part of the Lessee, the Lessor doth demise and lease unto the Lessee, Lessee’s heirs, executors, administrators and permitted assigns, all that

"T" Hangar 3, Unit 2 (second unit from south end of Hangar #3, the most westerly “T” Hangar) located on Part of Block A, Western Division in the Township of Ashfield-Colborne- Wawanosh, that is occupied by the establishment known as "Goderich Municipal Airport" for the sole purpose of storing an aircraft (the “demised premises”).

**1. TERM**

- 1.1 To have and to hold the said demised premises for and during the term of three years, commencing on the 8th day of July 2025, and ending on the 8<sup>th</sup> day of July 2028 (the “term”). The Lessor or the Lessee may terminate this lease without cause with 30 days’ written notice to the Lessor, and such termination shall take effect at the end of the month following the month in which the notice was given.

**2. RENT**

- 2.1 Yielding and paying therefore monthly and every month during the said term unto the said Lessor, the sum of \$290.00 per month plus applicable taxes (the “rent”) to be adjusted annually on January 1<sup>st</sup> by the CPI. The CPI rate to be that of the average CPI rate of the previous 12 months of each year of the term of the lease. Payment to be made in advance on the first day of each month. The rent shall include the use of the demised premises, any and all Goderich Municipal Airport access fees both by land and by air, hydro or other applicable utilities and any real property taxes.
- 2.2 The first of such payments to become due and be paid on the 8<sup>th</sup> day of July 2025 and the last payment to become due and be paid on the 1<sup>st</sup> day of June 2028.
- 2.3 Provided that in the event of fire, riot, explosion, settling or shifting of any building, lightning, falling aircraft, tempest, any other Act of God, such that the demised premises are

no longer suitable for the use and enjoyment set out herein, rent shall cease until the premises are rebuilt or repairs are completed such that the Lessee may continue to use the demised premises as set out herein.

### **3. LESSEE'S COVENANTS**

The Lessee hereby covenants and agrees with the Lessor as follows:

- 3.1 To pay the rent set out herein to the Lessor.
- 3.2 To repair any damage to the demised premises caused by the Lessee during the term and to keep the demised premises in reasonably clean condition all at the Lessee's expense. The said Lessor may enter and view the state of repair and cleanliness, upon reasonable written notice and at reasonable times, and provide the Lessee with notice in writing of any such damage or deficiencies. The Lessee will be provided a reasonable opportunity to repair such damage or deficiency within a reasonable period of time after receiving such notice. Notwithstanding the foregoing, the Lessee shall not be responsible for repairing reasonable wear and tear to the demised premises, capital maintenance to the demised premises and any damage as a result of fire, riot, explosion, settling or shifting of any building, lightning, falling aircraft, tempest or any other Act of God.
- 3.3 To obtain and pay the premium for liability insurance in respect to aircraft that are to be stored in the said demised premises, in the minimum amount of \$5,000,000/occurrence, with an aggregate of not less than \$5,000,000 with the Town of Goderich named as an additional insured and agree to forward to the Lessor a copy of the policy of such insurance and the annual renewal thereof upon written request by the Lessor;
  - a. The policy shall contain a provision for cross-liability and severability of interest in respect of the Named Insured;
  - b. Non-owned automobile coverage with a limit not less than \$5,000,000, and shall include contractual non-owned coverage;
  - c. Products and Completed Operations coverage;
  - d. Contractual Liability;
  - e. Hostile Fire;
  - f. The Policy shall provide 30 days prior notice of cancellation.
- 3.4 To indemnify the Lessor, its elected officials, employees, servants, agents, heirs, successors and assigns against all demands, actions, causes of action and costs including legal costs of any kind to which the Lessor may become liable by reason of any breach, violations or non-performance by the Lessee of any covenant, term or provision of this lease or any injury, death or damage to property occasioned to or suffered by any person by reason of any act, neglect or default by the Lessee or its servants, employees, agents or invitees.
- 3.5 To not use any building within the demised premises or any part thereof except for the storing of aircraft and other related purposes, nor to use the lands within the demised premises and beyond the building except for usual airport purposes.
- 3.6 To not carry on upon the said demised premises any business.
- 3.7 To not erect any building or structure on the demised premises except with the Lessor's written approval.
- 3.8 To observe and fulfil the lawful provisions and requirements of all statutes, by-laws, rules and regulations, municipal, provincial or federal, relating to the demised premises. Notwithstanding the foregoing, the Lessor shall not be permitted to prepare, cause to be prepared or participate in any way with, any by-laws, rules, regulations or similar governmental documents, which would in any way interfere with the provisions of this lease.
- 3.9 To not display paint, inscribe, affix or mount any sign, advertisement, notice, lettering or direction on the exterior of the hangar or on the demised premises except with the written consent of the Lessor, acting reasonably.



- 3.10 To not communicate by radio or other device located within the demised premises or the hangar located thereon with any aircraft on the frequency assigned by the Department of Communications to the Lessor except in the case of an emergency or as required during the usual safe operation of an aircraft.
- 3.11 To not bring into the Goderich Municipal Airport or store within the demised premises or offer for sale, aviation fuel, gasoline, oil or any petroleum product for any aircraft or vehicle whatsoever, but nothing herein shall prevent the Lessee from bringing into or storing any fuel, gasoline, oil or petroleum product when contained within or required for the fuel storage tank or engine of any aircraft. For clarity, the Lessee shall be permitted to store on the demised premises such of the foregoing products as are reasonably required by the Lessee for the use of an aircraft stored within the demised premises.
- 3.12 To comply with all regulations, requirements and orders issued by Transport Canada and the Department of Communications as same relate to the Lessee's use of the demised premises.
- 3.13 To not cause or permit the discharge within the demised premises of any contaminant by which the demised premises are injured or damaged or endangered, save and except as required during the usual use or maintenance of an aircraft, such as fumes from a running aircraft. For the purpose of this covenant, "contaminant" means any solid, liquid, or gas, or any combination of them. Further, for the purpose of this covenant, the demised premises shall not be considered to be endangered by any solid, liquid, or gas should the same be stored or kept in any manner approved by the appropriate regulating or governing body.

#### **4. INDEMNITY**

- 4.1 Unless caused by the negligence of the Lessor or another person for whose negligence the Lessor is responsible in law, the Lessor shall not be liable for the death of or injury to the Lessee or others on the premises, or for the loss of or damage to property of the Lessee or others by theft or otherwise. Without limiting the generality of the foregoing, the Lessor shall not be liable for death, injury, loss or damage of or to persons or property resulting from fire, explosion, water, rain or snow or leaks from the roof or sub-surface or from any other place or by dampness or other cause of any kind unless arising through the negligence of the Lessor or other person for whose negligence the Lessor is responsible in law. The Lessor is not liable for death, injury, loss or damage caused by other Lessees or occupants on the premises or in any part of the premises unless caused by the negligence of the Lessor or another person for whose negligence the Lessor is responsible in law.

#### **5. LESSOR'S COVENANTS**

- 5.1 The said Lessor covenants with the said Lessee for quiet enjoyment of the demised premises. The Lessee shall and may peacefully and quietly have, hold, occupy, possess and enjoy the demised premises for the term hereinbefore provided, and during any renewals or extensions thereof provided that the Lessee pays the rent as herein set forth and keeps, observes and performs all of the other covenants and provisions as required in this lease.
- 5.2 The Lessor agrees during the term to cut the grass and remove snow within and around the demised premises in accordance with its usual practice or such other practice as it may determine, acting reasonably.
- 5.3 The Lessor agrees to repair, replace or maintain any capital repairs required at the demised premises during the term. Such capital repairs shall include, but not be limited to, repairs to the structure including the roof, walls, windows and doors and repairs to any systems such as electrical, mechanical, etc. Notwithstanding the foregoing, the Lessor shall not be responsible for any damage caused by the Lessee as set out in subsection 3.2 hereof.

#### **6. RE-ENTRY, LEVY AND DISTRESS**

- 6.1 The Lessee agrees that the Lessor has the right of re-entry on non-payment of rent or non-performance of the covenants subject to the provisions of this lease.

- 6.2 That in consideration of the demised premises, and of the leasing and letting by the Lessor to the Lessee of the lands and premises above named for the term hereby created (and it is upon that express understanding that these presents are entered into) that notwithstanding anything contained in the Commercial Tenancies Act, R.S.O. 1990, c.L.7, or in any other Act, which has been or may hereafter be passed in amendment thereof, or substitution therefor, none of the goods or chattels of the Lessee at any time during the continuance of the term hereby created, on said premises shall be exempt from levy by distress for rent in arrears by the Lessee as provided for by any Act above named, and that upon any claim being made for such exemption by the Lessee, or on distress being made by the Lessor, this covenant and agreement may be pleaded as an estoppel against the Lessee in any action brought to test the right to the levying upon any such goods as are named as exempted in said Act or Acts, the Lessee waiving, as the Lessee hereby does, all and every benefit that could or might have accrued to the Lessee under any or by virtue of the said Acts, or any amendment thereof, but for the above covenant.

## **7. DEFAULT**

- 7.1 It is hereby agreed between the parties hereto that if the term hereby granted, or any of the goods or chattels of the Lessee, shall at any time during the said term be seized or taken in execution or in attachment by any creditor of the Lessee or if the Lessee shall make any assignment for the benefit of creditors, or becoming bankrupt or insolvent shall take the benefit of any Act that may be in force for bankrupt or insolvent debtors, the then current and next ensuing rent shall immediately become due and payable, and the said term shall, at the option of the Lessor, immediately become forfeited and determined, and in such case the Lessor may re-enter and take possession of the said demised premises as though the Lessee, or the Lessee's servants, or any other occupant of the said demised premises was holding over after the expiration of the said term.
- 7.2 If the Lessee shall fail to pay any rent when due and shall allow such default to continue for ten (10) days after written notice from the Lessor or shall fail to perform any of the other covenants, conditions or agreements herein contained and shall allow any such default to continue for thirty (30) days after written notice of such default from the Lessor, save and except any repairs required pursuant to subsection 3.2 that require additional time to complete, acting reasonably, then the lease hereby granted may, at the option of the Lessor be terminated and the estate hereby vested in the Lessee and any other rights of the Lessee hereunder shall thereupon immediately cease and expire.
- 7.3 If the Lessee shall default in the performance of any covenant in this lease (except the covenant to pay rent) and if such default shall continue beyond the period set out in subsection 7.2, the Lessor may perform that covenant on the Lessee's behalf and may enter the demised premises for that purpose and shall not be liable to the Lessee save and except any negligence of the Lessor or another person for whose negligence the Lessor is responsible in law. If the Lessor at any time is compelled to pay any reasonable expense including legal fees in instituting, prosecuting or defending any action or proceeding based upon any default of the Lessee of this lease (including any action or proceeding against the Lessee), any reasonable sum including legal costs so paid by the Lessor together with all interest and damages, shall be payable to the Lessor on demand.

## **8. ENTRY BY LESSEE**

- 8.1 The Lessor may place "For Rent" or "For Sale" signs in or on the demised premises, provided that "For Rent" signs shall not be placed in or on the demised premises prior to the sixty (60) days at the end of the term or any renewal thereof. The Lessee will not remove or permit anyone to remove any such signs. The Lessor shall have the right to show the demised premises to any Mortgagee or Purchaser upon reasonable notice to the Lessee and at reasonable hours.

## **9. NO WAIVER**

- 9.1 No exercise of a specific right or remedy by the Lessor or by the Lessee precludes it from or prejudices it in exercising another right or pursuing another remedy or maintaining an action to which it may otherwise be entitled either at law or in equity.

- 9.2 The waiver by the Lessor or the Lessee of a breach of a term, covenant, or condition of this lease will not be considered to be a waiver of a subsequent breach of the term, covenant or condition or other term, covenant or condition. The subsequent acceptance of rent by the Lessor will not be considered to be a waiver of a preceding breach by the Lessee of a term, covenant or condition of this lease and regardless of the Lessor's knowledge of the preceding breach of this lease, it will not be considered to have been waived by the Lessor or by the Lessee unless the waiver is in writing signed by the Lessor or by the Lessee as the case may be.

## **10. DESTRUCTION OR DAMAGE**

- 10.1 Notwithstanding subsection 2.3, if during the term of this lease or any renewal thereof, the hangar or any other building on the demised premises is destroyed by any cause whatsoever or partially destroyed by any such cause so that it cannot be repaired with reasonable diligence within one hundred and twenty (120) days of the cause of such damage, then the lease shall cease and become null and void from the date of such damage or destruction. If the hangar or such building shall be irreparable as aforesaid within one hundred and twenty (120) days from the happening of said damage, the rent shall not run or accrue after the date of the said damage. In the event the hangar or any other building on the demised premises can be repaired or rebuilt with reasonable diligence within one hundred and twenty (120) days of the cause of such damage, the Lessor shall repair or rebuild the hangar or such building with all reasonable speed and the rent shall recommence immediately after such repairs have been completed.

## **11. NOTICE**

All notices which it may be necessary or proper for either party to give to the other shall be effectively given if personally served or if sent by prepaid registered mail in the case of the Lessor to:

The Town of Goderich  
Attention: Clerk  
57 West Street  
Goderich, ON N7A  
4M2

In the case of the Lessee to:

Henry Albert Buffinga  
41102B Summerhill Road  
Clinton, Ontario  
N0M 1L0  
519-441-7003  
[hjbuffings@outlook.com](mailto:hjbuffings@outlook.com)

All notices so mailed shall be deemed to be received on the third business day after mailing.

Each party may from time to time specify in writing a new address to which any such notice shall thereafter and until further notice be sent.

## **12. SUBLEASE OR ASSIGNMENT**

The Lessee may not sublet or assign its interest in this lease without the written consent of the Lessor, such consent not to be unreasonably withheld.

## **13. PRIOR LEASE**

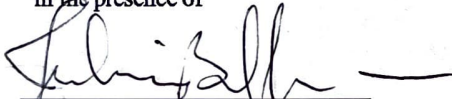
The Lessee acknowledges that any previous lease between it and the Lessor in respect of the demised premises is terminated and that the Lessor is the owner of the hangar erected thereon by the Lessee or its predecessors and that, except as provided in this lease, the Lessee has no right, title, claim or interest in such hangar.


**14. GENERAL TERMS**

- 14.1 This Lease contains all the representations, warranties, covenants, agreements, conditions and understandings between the Lessor and the Lessee concerning the demised premises or the subject matter of this lease.
- 14.2 No alternation, amendment, change or addition to this lease will bind the Lessor or the Lessee unless in writing and signed by both of them.
- 14.3 It is hereby declared and agreed that the expressions "Lessor" and "Lessee", wherever used in this Indenture, shall, when the context allows, include, be binding on and enure to the benefit of not only the parties hereto, but also their respective heirs, executors, administrators, successors, assigns, and permitted assigns, as the case may be.
- 14.4 And it is further agreed between the parties hereto that wherever the singular and masculine are used throughout this lease they shall be construed as if the plural or the feminine had been used, where the context or the party or parties hereto so require, and the rest of the sentence shall be construed as if the grammatical and terminological changes thereby rendered necessary had been made.
- 14.5 The headings in this lease are inserted for convenience of reference only and are not to be considered when interpreting the lease.
- 14.6 The parties agree that this lease shall be construed in accordance with the laws of Canada and the Province of Ontario, as applicable.

**IN WITNESS WHEREOF** the said parties hereto have hereunto set out their hands and seals.

**SIGNED, SEALED AND DELIVERED**  
in the presence of

  
**WITNESS**

  
**Henry Albert Buffinga**

**THE CORPORATION OF THE TOWN OF  
GODERICH**

**MAYOR, Trevor Bazinet**

**CLERK, Andrea Fisher**

I/We have the authority to bind  
the Corporation



**THE CORPORATION OF THE TOWN OF  
GODERICH BY-LAW NO. 107 OF 2025**

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**BEING A BY-LAW TO SET VARIOUS FEES FOR THE  
CORPORATION OF THE TOWN OF GODERICH FOR 2025  
AND TO REPEAL BY-LAW 46 OF 2025**

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**WHEREAS** Part XII of the Municipal Act, 2001, as amended authorizes a municipality to impose fees and charges;

**AND WHEREAS** the Planning Act, RSO 1990, as amended, Section 69(1) authorizes the establishment of a tariff of fees for the processing of applications made in respect of planning matters;

**AND WHEREAS** Section 7 of the Building Code Act, S.O. 1992, c. 23, as amended by the Services Improvement Act, S.O., 1997, c. 30, empowers municipal councils to pass by-laws respecting construction, demolition and change of use permits and inspections;

**AND WHEREAS** the Council of the Corporation of the Town of Goderich deems it expedient to establish fees in the Town.

**NOW, THEREFORE, THE COUNCIL OF THE CORPORATION OF THE TOWN OF GODERICH ENACTS AS FOLLOWS:**

1. That the Town of Goderich hereby adopts the fees in the attached Schedules to this By-Law.
2. That this By-Law be cited as the “Consolidated Fee By-Law”.
3. That any schedule can be amended by resolution or by-law of Council and that the amended schedule shall form part and be included in the Consolidated Fee By-Law.

SCHEDULE A	Child Care Fees
SCHEDULE B	Building Department Fees
SCHEDULE C	Plumbing and Sewer Fees
SCHEDULE D	Planning and Related Fees
*SCHEDULE E	Airport Fees
SCHEDULE F	Public Works Fees
*SCHEDULE G	Maitland Cemetery Fees
**SCHEDULE H	Sanitary Sewer Rates
**SCHEDULE I	Water Rates
SCHEDULE J	Fire Department Fees
SCHEDULE K	License Fees
SCHEDULE L	Animal Control Fees
SCHEDULE M	Enforcement Fees
SCHEDULE N	Paid Parking - Waterfront
SCHEDULE O	Recreation Fees
SCHEDULE P	Marina Fees
SCHEDULE Q	Administration Fees
SCHEDULE R	Other Fees

4. \* Schedules are subject to a Consumer Price Index (CPI) increase in January, annually.
5. \*\* Schedules H and I are subject to a 4.8% increase in January of each year based on the 2020-2025 Water Works and Wastewater Works Financial Plans.
6. CPI is a calculation of the average rate of the previous twelve (12) months.
7. Subject to any provision to the contrary in a specific by-law, all fees and charges imposed under any By-Law of the Municipality shall be due and payable on the specified due date, or where no due date is stipulated, within thirty (30) days of the date of issuance of the invoice setting out the fee or charge. Any amount remaining unpaid after thirty (30) days shall bear interest from the due date until paid at a rate per annum of fifteen percent

(15%), not compounded, to be calculated at a rate of two percent (1.25%) per month.

8. That any other fee in any by-law inconsistent with these fees and charges are hereby repealed.
9. That this By-Law shall come into full force and effect on April 7, 2025 unless specified otherwise.
10. That By-Law 46 of 2025 be hereby repealed.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THE 7<sup>TH</sup> DAY OF JULY 2025.**

\_\_\_\_\_  
**MAYOR, Trevor Bazinet**

\_\_\_\_\_  
**CLERK, Andrea Fisher**



SCHEDULE “A”

Childcare fees reflect the mandated fee reductions as per the Canada-Ontario Canada-Wide Early Learning and Child Care (CWELCC) program

AGE	PROGRAM	EFFECTIVE JANUARY 1, 2025
Infant	One Full Day	\$22.00
Toddler	One Full Day	\$22.00
Pre-School	One Full Day	\$22.00
Late Pick-Up Fee	Centre is locked at 5:30 PM. If a child is still in attendance after 5:30 PM, the Child Care Teacher will call the parent for pick ups that occur after 5:30 p.m.	Additional fee equal to a minimum of 2 hours labour and benefits rate for a Step 5 ECE Teacher will be charged

Childcare services are exempt from HST

**SCHEDULE B**  
**BUILDING DEPARTMENT FEES**

**FEES**

1. Permit Fees will be charged as outlined in the Table below.
2. The minimum basic fee for any permit is \$158.00.
3. Fireplaces and uncovered decks are included in the permit fee for single detached residences when installed at the same time as the residence is being constructed.
4. Inspections outside of normal working hours, authorized by the Chief Building Official, will be charged a minimum of \$100.00 for each hour.
5. Any other building or structure not included in the Table below or where square footage cannot be calculated effectively, a rate of \$10.00 per \$1,000.00 of construction value shall be charged for a building permit.
6. Where work or construction is carried out or commenced prior to permit issuance, the municipality shall be compensated for the additional expenditures required because of the unlawful commencement of the work. The minimum fee charged in addition to the required regular permit fee shall be 100% of the required fee based on the entire work to be performed and exclusive of any part into which the application for permit may be subdivided.

	<b>CLASS OF PERMIT</b>	<b>FEE EFFECTIVE JANUARY 1, 2025</b>	<b>APPLICABLE TAXES</b>
<b>A</b>	<b>CONSTRUCTION-New Building, Additions, Mezzanines</b>	\$158.00 Base +	Exempt
	Group A Assembly Occupancy +	1.73/ft <sup>2</sup>	Exempt
	Group B Care & Detention Facilities	1.73/ft <sup>2</sup>	Exempt
	Group C Residential Occupancies	1.73/ft <sup>2</sup>	Exempt
	Single Residences, Semis, Duplexes, Non-Permanent Dwellings	1.73/ft <sup>2</sup>	Exempt
	Apartment Buildings	1.73/ft <sup>2</sup>	Exempt
	Hotels/Motels	1.73/ft <sup>2</sup>	Exempt
	Group D Business and Personal Services		
	Office Buildings	.98/ft <sup>2</sup>	Exempt
	Group E Mercantile		
	Retail Stores	.98/ft <sup>2</sup>	Exempt
	Group F Industrial		
	Manufacturing Buildings & Warehouses	.98/ft <sup>2</sup>	Exempt
	Group G Interior Shell	.49/ft <sup>2</sup>	Exempt
	Group H Green Energy		
	Wind Turbine Permits	\$158.00 + \$10.00 per \$1000 of construction value	Exempt
	Solar Collecting Devices	\$158.00 + \$10.00 per \$1000 of construction value	Exempt
	ACCESSORY RESIDENTIAL-including attached & detached parking garages/carports and storage sheds	.49/ft <sup>2</sup>	Exempt
	Exterior decks, ramps, landings and uncovered porches	The greater of \$158.00 or .30/ft <sup>2</sup>	Exempt
<b>B</b>	<b>ALTERATIONS/RENOVATIONS-All classes</b>		
	Flat fee of \$158.00 plus \$11.25 per \$1,000.00 of construction value when the building or structure exceeds \$5,000.00 of construction value		Exempt

**SCHEDULE B cont'd**  
**BUILDING DEPARTMENT FEES**

	<b>CLASS OF PERMIT</b>	<b>FEE EFFECTIVE JANUARY 1, 2025</b>	<b>APPLICABLE FEES</b>
<b>C</b>	<b>DEMOLITION-All structures</b>	\$158.00	Exempt
<b>D</b>	<b>DESIGNATED STRUCTURES (O.B.C. 1.3.1, Div. A, Pt 1)</b>	\$158.00	Exempt
<b>E</b>	<b>MISCELLANEOUS</b>		
	Chimneys, fireplaces, solid fuel wood burning appliances	\$158.00	Exempt
	Elevators/escalators/lifts	\$158.00	Exempt
	Tents (per site)-more than 646 square feet, air supported structures and temporary Structures (as per O.B.C. 3.14, Div. B, Pt. 3)	\$158.00	Exempt
	Bed and Breakfast Inspections	\$ 79.50	Exempt
<b>F</b>	<b>MECHANICAL WORK (STAND ALONE)</b>		
	HVAC, Residential	\$158.00	Exempt
	Commercial Kitchens, Spray Booths, Dust Collectors	\$158.00	Exempt
	Sprinkler Systems	\$158.00	Exempt
	Elevators/escalators/lifts	\$158.00	Exempt
<b>G</b>	<b>ELECTRICAL WORK (STAND ALONE)</b>		
	Fire Alarm systems & Electrical work	\$158.00	Exempt
	Electromagnetic locks and hold open devices	\$158.00	Exempt
<b>H</b>	<b>CONDITIONAL BUILDING PERMIT</b>		
	Minimum (all other fees and agreements excluded)	\$158.00	Exempt
<b>I</b>	<b>CHANGE OF USE</b>		
	All structures-flat fee of \$158.00 plus \$11.25 per \$1,000.00 of construction value for buildings & structures that exceed \$5,000.00 of construction value		Exempt
<b>J</b>	<b>ADDITIONAL INSPECTIONS</b>		
	All inspections requested in addition to inspections listed on a building permit. All additional inspections at the discretion of the Chief Building Official	\$79.50	Exempt
<b>K</b>	<b>SWIMMING POOLS</b>	\$158.00	Exempt
<b>L</b>	<b>CERTIFICATE OF COMPLIANCE</b>	100% actual costs	Exempt
<b>M</b>	<b>MUNICIPAL PROPERTY PROTECTION AND PERFORMANCE SECURITY DEPOSITS</b>	Value of the building permit. Deposit returned when final inspection completed.	Not applicable
	Value of the building permit		

**SCHEDULE C  
PLUMBING AND SEWAGE FEES**

	<b>FEE EFFECTIVE JANUARY 1, 2025</b>	<b>APPLICABLE TAXES</b>
Basic Fee (Plumbing Permit)	\$216.00	Exempt
Total Fixture Units	X \$12.25 per fixture unit	Exempt
Sewer Inspections	\$138.70 for the first 30 metres and \$3.30 for each additional 30 metres	Exempt
Water connections inspections	\$138.70 for first 30 meters and \$3.30 for each additional 30 metres	Exempt
Repeat Inspections	\$133.60	Exempt
Alterations without addition of fixtures	\$8.15	Exempt
Storm sewer inspection	First 30 metres \$138.70	Exempt
Storm sewer inspection	\$2.05 per linear meter exceeding 30 meters x \$2.00	Exempt
Catch basins/manholes inspection	\$11.20	Exempt
Inspection of testable backflow prevention devices	\$81.60/unit	Exempt
Rain water leader piping inspection	\$2.05 per linear meter	Exempt
Roof drains inspection	\$11.20 per drain	Exempt
Main building drain inspection	\$2.05 per linear meter	Exempt
Fire/water service inspections	First 30 meters - \$139.70	Exempt
Fire/water service inspections	\$2.05 per linear meter exceeding 30 meters	Exempt
Additional plan review	\$98.23 per hour	Exempt
Permit transfer	\$55.00	Exempt
Reactivation of permit	\$110.00	Exempt
Onsite consultation	\$55.00	Exempt
Plumbing Permit Search	\$79.50	Exempt
Backflow Program – Annual Test Report	\$35.50	+HST
Backflow Program – Late Fee for Test Reports	\$20.40	+HST

**SEWAGE SYSTEMS RELATED INSPECTIONS**

	<b>FEE EFFECTIVE JANUARY 1, 2025</b>	<b>APPLICABLE TAXES</b>
Class 2 permit	\$304.98	Exempt
Class 4 permit	\$657.90	Exempt
Class 4 (tertiary system) permit	\$769.00	Exempt
Class 5 permit	\$770.00	Exempt
Lot assessment site visit	\$55.00	Exempt
Permit for addition/repair to system	\$321.00	Exempt
Severance application inspection (up to 2 lots)	\$283.50	Exempt
Severance application inspection (more than 2 lots)	\$539.50	Exempt
Plan of subdivision (>5 lots)	\$1,120.00	Exempt
Minor variance inspection	\$134.50	Exempt
Rezoning inspection	\$134.50	Exempt
Official Plan Amendment	\$191.75	Exempt
Property enquiry – file search	\$191.75	Exempt
Property enquiry – site visit	\$397.80	Exempt

**SCHEDULE D  
PLANNING AND RELATED FEES**

<b>TYPE</b>	<b>FEE -EFFECTIVE JANUARY 1, 2025</b>	<b>APPLICABLE TAXES</b>
Site Plan Application	\$1,000.00 plus recovery of any costs Deposit will be requested upon application	Exempt
Amendments to Existing Site Plan and/or Agreements	\$250.00 plus recovery of any costs	Exempt
Appeal to the Local Planning Appeal Tribunal (LPAT)	As prescribed by LPAT	Exempt
Copy of Zoning By-law	\$20.00	HST inclusive
Copy of Official Plan	\$10.00	HST inclusive
Cash In Lieu of Parking	\$1,500.00 per parking space	Exempt
Parkland Dedication – By-Law 136 of 2017	\$500.00 per lot created	Exempt
Subdivision Agreements	Full cost recovery of Engineering and Legal costs incurred by municipality. Deposit will be requested upon application	+HST

2025 PLANNING APPLICATION FEES: (Effective January 1, 2025)

TYPE OF APPLICATION	Local Municipal	Huron County	TOTAL FEE
Official Plan Amendment (OPA), Local OPA, County OPA	\$1,840.00	\$4,280.00	\$6,120.00
Official Plan Amendment (OPA), Local OPA, County OPA-New or expanding aggregate operation	\$3,670.00	\$8,570.00	\$12,240.00
Zoning By-law Amendment (ZBLA)	\$1,350.00	\$2,730.00	\$4,080.00
Zoning By-law Amendment (ZBLA) -New or expanding aggregate operation if no OPA is required	\$3,370.00	\$6,830.00	\$10,200.00
Minor Variance (1 variance)	\$1,100.00	\$1,450.00	\$2,550.00
Minor Variance (2 variances)	\$1,430.00	\$1,890.00	\$3,320.00
Minor Variance (3 or more variances)	\$1,750.00	\$2,330.00	\$4,080.00
Consent-Technical (e.g. lot additions, easements, ROW's, Validation Certificates, re-creation of original lots, cancellation certificate etc.)	\$765.00	\$2,295.00	\$3,060.00
Consent-New Lot Creation (e.g. new lots, surplus farm severances)- Base fee includes one severed and one retained. Add \$2550 (Municipal \$640/County \$1910) for each additional lot created.	\$1150 \$640	\$3440 \$1910	\$4590 Base fee includes one severed and one retained - add \$2550 for each additional lot created
Retained Land Certificate		\$510.00	\$510.00
Cancellation Certificate		\$510.00	\$510.00
Change of Consent Condition or Consent Endorsement Certificate		\$510.00	\$510.00
Plan of Subdivision/Condominium	\$2,550.00	\$7,650.00	\$10,200.00
Lots/Blocks/Units over 10	add \$70 per lot/unit/ block	add \$130 per lot/unit/ block	add \$200 per lot/unit/ block
Draft approval extension - First extension	\$640.00	\$1,910.00	\$2,550.00
-Any subsequent extension	\$1,270.00	\$3,830.00	\$5,100.00
Phasing, Final Approval*	\$765.00	\$2,295.00	\$3060 per final approval/phase*
Changes to a Draft Approval Plan or Conditions*	\$510.00	\$1,530.00	\$2,040.00
*Note: Where Final Approval, Phasing or Changes to draft plan conditions result in the creation of additional lots/blocks/units, an additional fee of \$200/lot/block/unit shall apply.	\$70.00	\$130.00	\$200 per lot/block/unit
Removal of Holding (H) Symbol	\$510.00	\$510.00	\$1,020.00
Renewal of Temporary Use Zoning By-law	\$1,010.00	\$2,050.00	\$3,060.00
By-law to Deem lots not in a Plan of Subdivision, or the repeal of such By-law *	\$510.00	\$510.00	\$1,020.00
Part Lot Control *	\$1,530.00	\$1,530.00	\$3,060.00
	add \$100 per additional conveyable Part over 2	add \$100 per additional conveyable Part over 2	plus \$200 per additional conveyable Part over 2
*For Deeming and Part Lot Control, applicants cover all legal costs & by-law prep			
Application Re-circulation fee (resulting from a change/meeting cancellation requested by the applicant)	Fee to be paid to Municipality responsible for re-circulation.	Fee to be paid to Municipality responsible for re-circulation.	\$510.00
Site Plan Control	Fee to be set by local Municipality	\$760 County base fee (additional cost recovery for more than 4 hours of review)	Variable
Agreements: , subdivision, condominium, development, lot grading & drainage (Costs to be reimbursed for legal and engineering).	Cost recovery	Cost recovery	Variable-Cost recovery
Natural Heritage Review by County Biologist (if development is proposed within 120m of a Natural Heritage feature): comments on planning application Review terms of reference and EIS		\$510 comments on planning application \$60/hour billed hourly for review of Terms of Reference and EIS	\$510 for comments on planning application \$60/hour billed hourly for review of Terms of Reference and EIS
<b>Note:</b> On January 1st each year, planning fees will be increased on a percentage basis rounded up or down to the nearest ten-dollar increment consistent with the Statistics Canada Consumer Price Index for Ontario for the previous calendar year (October to October), if the index shows an increase.			



**SCHEDULE E  
AIRPORT FEES**

TYPE		FEES-EFFECTIVE JANUARY 1, 2025
Grass	Month	\$63.00 + HST
	Day	\$8.30 + HST
Paved + Hydro	Month	\$132.60 + HST
	Day	\$20.15 + HST
Paved	Month	\$94.85 + HST
	Day	\$13.25 + HST
Landing Fee	Visiting Commercial Aircraft - 5,000 kg or more gross registered weight	\$150.00 + HST
Landing Fee	Military/ Medevac/Hydro One/ OPP	\$250.00 per landing + HST
Callout	3 hour	\$150.00 + HST Not subject to CPI
Callout	Each hour over 3 hours	\$51.00 + HST
Signage on entry pylon ( 3' x 8')	Annual	\$405.00 + HST
Flight School Airfield Operating Rate	Annual fee for unlimited use	\$750 per year + HST
Airport Property Rental Fee	Approved municipally significant events	\$500/day + HST

Fees will be increased annually by the CPI rate.

**SCHEDULE F  
PUBLIC WORKS FEES**

<b>TYPE</b>	<b>FEE-EFFECTIVE JANUARY 1, 2025</b>	<b>APPLICABLE TAXES</b>
<b>Wood</b>		
Preference will be given to in town deliveries	\$127.50 per load for in town delivery	+HST
	\$178.50 per load for out of town delivery	+HST
<b>Work Approval Permit</b>		
All applications except water	\$178.50	+HST
Water services	See schedule 'I'	
<b>Sidewalk Replacement</b>	\$15.30 per square foot	Exempt
<b>Machinery &amp; Operator Schedule</b>	<b>All Machinery and Operator fees are per hour plus labour costs + 40% payroll burden and a \$25.00 administration fee</b>	
Bucket Truck	\$112.00 per hour	+HST
Sewer Flusher	\$112.00 per hour	+HST
Sweeper-Sweep Streets	\$112.00 per hour	+HST
Backhoe/Loader	\$92.00 per hour	+HST
Chipper	\$41.00 per hour	+HST
Chain Saws	\$ 7.15 per hour	+HST
Concrete Saws	\$ 7.15 per hour	+HST
Single Axle Dump Truck	\$85.00 per hour	+HST
Tractor + Attachments	\$51.00 per hour	+HST
½ Ton Truck pick up	\$25.50	+HST
Loader/Blower-Airport	\$190.00	+HST
Administration fee – insurance claim documentation	\$55 flat fee	+HST
<b>Tree Removal</b>	Cost recovery. Removal at discretion and approval of Town.	
<b>Signs</b>		
Sign permit	\$102.00	Exempt
Sandwich Board Signs permit	\$49.00 per calendar year	Exempt
Banners (hanging up and taking down)	\$510.00	Inclusive of HST

**SCHEDULE “G” MAITLAND CEMETERY PRICE LIST**

**INTERMENT RIGHTS FEES:**

Interment right prices listed below include a non-refundable contribution to the cemetery’s Care and Maintenance Fund. The prices listed below do not include the opening and closing of the grave, niche or crypt (“interment fee”), memorialization costs (flat marker, upright monument, etc.), and associated installation fees.

All interment Rights are sold at a single standard depth.

**Adult:**

Interment Rights include 1 casket burial, and up to 2 cremated remains in urns in a single adult lot, or up to 4 cremated remains in urns in a single adult lot.  
Allows 1 upright monument maximum size 48 in, and 1 footstone not to exceed 12 in by 18 in, at an additional fee  
Lots are 4 ft by 12 ft.

Resident.....	\$1,224/lot
Non-Resident.....	\$1,698/lot

**Urn Garden (Cremation only):**

Interment Rights include up to 2 cremated remains in urns in a single Urn Garden lot.  
Allows 1 flat marker, 12 in by 20 in, at an additional fee.  
Lots are 2 ft x 2 ft.

Resident.....	\$750/lot
Non-Resident.....	\$1,121/lot

**Veteran Section:**

Interment Rights include 1 casket burial or up to 2 cremated remains in a single Veteran Section lot.  
Allows 1 monument approved by Veteran Affairs Canada, and 1 marker 12 in x 12 in at an addition fee.  
Lots are 12 ft by 4 ft.

Resident.....	\$310/lot
Non-Resident.....	\$408/lot

**Baby Land:**

Interment Rights include 1 casket burial, or 1 cremation in a Baby Land lot.  
Allows 1 flat marker at a standard 12 in by 20 in, or a maximum of 24 in, at an additional fee.  
Lots are 2 ft by 3 ft.

Resident.....	\$315/lot
Non-Resident.....	\$416/lot

**Columbarium:**

Interment Rights include up to 2 cremated remains in urns in a single Niche.  
Interment Rights holders shall purchase the Town’s 11 in x 8 in wreath niche plaque at an additional fee.  
Niches are 13 square inches.

Rows A & B.....	\$2,806/niche
Rows C.....	\$2,258/niche
Rows D.....	\$1,891/niche

**Care and Maintenance Fund Contribution:**

As required under the *Funeral, Burial and Cremation Services Act*, 2002 and Ontario Regulation 30/11, the amounts below will be contributed to an irrevocable trust fund known as the Care and Maintenance Fund. Income (interest) from this fund is used to cover care and maintenance expenses of the cemetery in perpetuity.

For one in-ground grave, 2.23m <sup>2</sup> /24ft <sup>2</sup> or larger .....	40% (or minimum \$290) of the purchase price
For one child or cremation grave, smaller than 2.23m <sup>2</sup> /24ft <sup>2</sup> .....	40% (or minimum \$175) of the purchase price
For one columbarium niche.....	15% (or minimum \$165) of the purchase price

**INTERMENT/DISINTERMENT ORDER & REMOVAL FEES (Opening and closing of graves):**

**Graves:**

		→ ADDITIONAL CHARGES ←				
	Charges	Interment Saturday AM, (double the tariff)	Saturday after 12:00 Noon	Weekdays after 4:00 PM (per half hour)	Interment Sunday or Statutory Holiday (triple the tariff)	Spring Interments on Saturday from a Mausoleum
Resident (Adult)	\$961.00	+\$931.00	+\$454.00	+\$137.00	+\$1,862.00	+\$610.00
Non-Resident (Adult)	\$1,329.00	+\$1,299.00	+\$454.00	+\$137.00	+\$2,599.00	+\$1,294.00
0-17 years	\$351.00	+\$321.00	+\$454.00	+\$137.00	+\$642.00	+\$610.00

**Cremations:**

		→ ADDITIONAL CHARGES ←			
	Charges	Interments on Saturday (double the tariff)	Saturday after 12:00 noon	Weekdays after 4:00 p.m. (per half hour)	Interments Sunday or Statutory Holiday (triple the tariff)
Resident (Adult)	\$539.00	+\$509.00	+\$454.00	+\$137.00	+\$1,018.00
Non-Resident (Adult)	\$698.00	+\$668.00	+\$454.00	+\$137.00	+\$1,336.00
0-17 years	\$351.00	+\$321.00	+\$454.00	+\$137.00	+\$642.00

**Columbarium:**

		→ ADDITIONAL CHARGES ←			
	Charges	Interments on Saturday AM (double the tariff)	Saturday after 12:00 noon	Weekdays after 4:00 p.m. (per half hour)	Interments Sunday or Statutory Holiday (triple the tariff)
Resident (Adult)	\$432.00	+\$402.00	+\$454.00	+\$137.00	+\$804.00
Non-Resident (Adult)	\$539.00	+\$509.00	+\$454.00	+\$137.00	+\$1,018.00
0-17 years	\$351.00	+\$321.00	+\$454.00	+\$137.00	+\$642.00

**Foundation and Markers:**

<b>Small</b> (maximum 6 cubic feet) .....	\$266.00
<b>Medium</b> (over 6 cubic feet, maximum 12 cubic feet) .....	\$530.00
<b>Large</b> (over 12 cubic feet, maximum 18 cubic feet) .....	\$799.00
<b>Extra Large</b> (over 18 cubic feet .....	\$799.00 + \$48.00 for each cubic
foot or part thereof in excess of 18 cubic feet	
<b>Foundation Removal</b> .....	\$121.00 each
<b>Raise Markers</b> (Charged on the request to fix markers for aesthetic purposes.).....	\$49.00 each

**Care & Maintenance Fund Contribution:**

As required under the *Funeral, Burial and Cremation Services Act, 2002*, the following amounts must be paid to the cemetery operator before a marker is installed. After each marker installation, the amount will be contributed to an irrevocable trust fund known as the Care and Maintenance Fund. Interest from the fund will be used to cover expenses for the care and maintenance of markers and monuments in perpetuity.

For flat markers measuring less than 173in <sup>2</sup> .....	\$0
For flat markers measuring 173in <sup>2</sup> or .....	\$100
For upright monuments 1.22m / 4ft or less in height and 1.22m / 4ft or less in length, including .....	\$200
For upright monuments more than 1.22m / 4ft in height and 1.22m / 4ft, including base	\$400

**OTHER**

**Columbarium Plaques:**

Bronze Wreath Plaques and Vase End Plaques .....	\$625.00 each
Subsequent Date Engraving .....	\$80.00 each

**Transfer of Lot:** .....Agenda Page 643 of 682..... \$91.00/tax exempt

**Storage Rate:** (\*Storage if the casketed body in our winter storage facility on the cemetery property)  
This fee is charged between November 15 and June 1 when no burials take place, unless weather conditions permit interment. The cemetery operator reserves the sole right to determine if weather and soil conditions are suitable for interment during winter months.

<b>Interment to be in Town:</b> .....	\$156.00
<b>Interment to be out of Town:</b> .....	\$318.00
<b>Interment after June 1 – Surcharge:</b> .....	\$1,054.00

**Payment Terms:**  
For all cemetery services, payment is due at the time of purchase. The Town accepts cash, debit, cheque, or online banking payments. Additional information about payment options is available upon request.

Financial assistance for burial and cremation services is available through various governmental agencies to those who qualify.

\*Fees will be increased January 1<sup>st</sup> annually by the CPI rate, unless otherwise approved by Council. Said CPI rate to be the average CPI rate for the 12 months of the preceding calendar year. The CPI rate increases do not apply to Care & Maintenance Fees.

**SCHEDULE H  
SANITARY SEWER RATES**

1. That the following rates be established for the use of the sanitary sewer system and/or the Pollution Control Plant by any person, firm or corporation in the Town of Goderich who uses the water being supplied by the Town of Goderich, except that where a water account provides water to a property and there is no possibility as determined by the Town of Goderich, that any of the supplied water would enter into the sanitary sewer system, that account shall be exempt from the charges in this by-law.

a) For each household unit, the following flat rate will apply per month.

EFFECTIVE JANUARY 1, 2025
\$42.85

- b) For each industrial and commercial user, except those who obtain metered water, in the Town of Goderich, the sum of \$43.85 per month.
- c) For each Home Occupation user, the sum of \$18.18/month in addition to the household unit charge. Home Occupation defined as follows: “Home Occupation – is a commercial use that is combined with and is secondary to a residential use, - the commercial portion occupies less than 25% of the gross floor area of the residence and, - there is use of municipal services such as water supply, sanitary and storm sewers and generation of waste for the commercial use and/or where clients must visit the property for a service of product.”
- d) For each user who obtains metered water from the Town of Goderich the following sewer charges will apply per month:

	EFFECTIVE JANUARY 1, 2025
Minimum Charge	\$46.02
Per cubic metre	\$1.36

2. That the following rates for the use of the sanitary or combined storm and sanitary sewer system and/or the Pollution Control Plant by any persons, firms or corporations in the Town of Goderich who are not being supplied with water by the Town of Goderich.

a) For each household unit, the following per month charge:

EFFECTIVE JANUARY 1, 2025
\$42.85

b) To all commercial and industrial users, a sum of which is equivalent to a sum paid by the users who are being supplied with water by the Town of Goderich and who are carrying on a similar type of business or industry.

3. That the following rates for the use of the sanitary or combined storm and sanitary sewer system and/or the Pollution Control Plant by any persons, firms or corporations in the Town of Goderich who transport sewage to the sanitary sewer, combined sewer or the Pollution Control Plant by means of a tanker.

- a) \$29.39/cu. metre of sewage transported.
- b) In the case where the person, firm or corporation is supplied by metered water from the Town of Goderich and the person, firm or corporation requests to be charged as per Section I of this by-law, the rates in section I (d) shall apply.

4. The said rates shall be collected on behalf of the Town of Goderich by a third party.
5. Arrears for non-payment of sewage rates in excess of a period of three months shall be added to the tax bill of the owner of the property in respect to which the said arrears were incurred. **Interest on overdue accounts will be charged at a rate of 1.25% monthly, not compounded, to an equivalent of 15% per annum.**
6. Annually all surplus funds collected by Schedule H of this by-law, in excess of the amounts (including allocated administration) needed for operating and capital purposes of the Pollution Control Plant and the sanitary sewer system, shall be placed in the Pollution Control Plant Reserve Fund to be used by the Town of Goderich to repair, maintain or expand the Pollution Control Plant or sanitary sewer system in the Town of Goderich.

\*\* Schedule H is subject to a 4.8% increase in January of each year as per the Wastewater Works Financial Plan.



**SCHEDULE I  
WATER RATES**

1. Fees for turning the water supply on or off to a private or public water service, other than a new service or for the purpose of short time repair (less than 7 days) to the water service/system provided that the turn off or on is during regular working hours.

- 7:00 a.m. to 3:30 p.m. - Monday to Friday    \$113.70   Flat rate for each on or off.
- Any other time     \$332.15   Flat rate for each on or off.

2. That the following rates be established for any person, firm or corporation in the Town of Goderich who uses the water being supplied by the Corporation of the Town of Goderich.

a)        For each household unit, non-metered industrial and commercial water users, the following flat rate(s) will apply per month.

January 1, 2019	January 1, 2020	August 1, 2021	January 1, 2022	March 1, 2023	January 1, 2024	January 1, 2025
\$45.05	\$45.66	\$47.66	\$49.75	\$51.95	\$54.25	\$56.66

b)        For each Home Occupation user, the sum of \$17.47 per month in addition to the household unit charge;

c)        For each user who obtains metered water from the Town of Goderich the following charges will apply monthly;

	January 1, 2019	January 1, 2020	August 1, 2021	January 1, 2022	March 1, 2023	January 1, 2024	January 1, 2025
Minimum Charge	\$45.05	\$45.66	\$47.66	\$49.75	\$51.95	\$54.25	\$56.66
Per cubic metre	\$1.29	\$1.31	\$1.37	\$1.43	\$1.50	\$1.57	\$1.64

For Multiple Unit Residential – which are metered (2 units to 5 units) the owner, upon application will be charged \$37.49 per month per residential unit plus a meter charge as set out below, plus the rate per cubic meter for water consumed over 30 cubic meter/month/unit.

d)        For multiple-unit residential – metered (6 units or more) the owner, upon application will be charged \$15.00 per residential unit plus a meter charge as set outbelow plus the rate per cubic meter of water consumed. Multi-unit residential applications, with more than one building, will be required to pay one flat rate charge monthly for utility room purposes, per connection to the watermain. This is to be in addition to the residential charges.

e)        All customers receiving metered water will pay monthly meter service charges as follows:

WATER METER SERVICE CHARGE	PER MONTH
12.7 mm, 15.8 mm, 19 mm	\$3.90
25.4 mm	\$7.92
38.1 mm	\$21.46
50.8 mm	\$23.70
76.2 mm	\$63.18
101.6 mm	\$98.67
152.4 mm	\$138.17
203.2 mm	\$197.40

f)        All customers with sprinkler services will pay sprinkler service charges monthly as follows:

SPRINKLER SERVICE CHARGE	PER MONTH
50.8 mm	\$16.49
76.2 mm	\$31.52
101.6 mm	\$94.78
127 mm	\$126.31
152.4 mm	\$157.83
203.2 mm	\$236.85
254 mm	\$332.12

**SCHEDULE I cont'd**  
**WATER RATES**

- g) The Town of Goderich will pay for fire protection charge of \$595.98 per hydrant annually.
- h) The Town of Goderich will pay an annual charge per fountain or garden tap of \$43.79.
- i) Existing non-residential applications combined with residential applications that find that the separation of these users, in the opinion of the Town, is not practical the following shall apply. All the water provided will be metered and billed as per this schedule however, the non-residential component will be billed for all the water provided through the meter less 30 cubic meters multiplied by the number of residential units contained in the multi-use application. This billing shall not be less than the combined flat rate charges would be for the total number of non-residential & residential units located at the application.

3. Water Service Charge

Any owner wishing to have a connection made to the water main shall pay the following inspection/connection charge

- |    |                             |  |
|----|-----------------------------|--|
| a) | For 19 mm water lines       | \$477.66 plus the cost of a work permit                          |
| b) | For 25 mm water lines       | \$690.61 plus the cost of a work permit                          |
| c) | For all other size services | \$178.35 each plus the actual cost of the connection & materials |

4. The said rates shall be collected on behalf of the Town of Goderich by a third party.

5. **Interest on overdue accounts will be charged at a rate of 1.25% monthly, not compounded, to an equivalent of 15% per annum.**

\*\* Schedule I is subject to a 4.8% increase in January of each year based on the 2020-2025 Water Works Financial Plan.

**SCHEDULE J**  
**FIRE DEPARTMENT FEES**

<b>TYPE</b>	<b>FEE-EFFECTIVE JANUARY 1, 2025</b>	<b>FEE-EFFECTIVE APRIL 7, 2025</b>	<b>TAXES</b>
<b>Fire Inspections + Report</b>			
Residential Smoke and CO alarm inspection		No charge	
Residential inspection with report – single OBC Group C occupancies	\$75.00	\$105.00	+HST
Residential inspection with report, multi-unit Group C occupancies		\$105.00	+ HST
Commercial	\$75.00 per hour	-	+HST
Industrial	\$100.00 per hour	-	+HST
Institutions	\$100.00 per hour	-	+HST
Commercial, industrial or institutional OBC classification A,B,D, E and F (less than 10,000 square feet)		\$120.00	+ HST
Commercial, industrial or institutional OBC classification A,B,D, E and F (for each additional 2,500 square feet over 10,000 square feet)		\$30.00	+ HST
Mobile Canteen and Refreshment Stands	\$50.00 per hour	\$50.00 per hour	+HST
For each follow up or reinspection		\$30.00	+HST
File Search	\$75.00	\$80.00	+HST
<b>False Alarms</b>			
First and Second false alarm and/or failure of the keyholder to attend alarm location within twelve months of the first	No charge	No charge – written notice on second offense	
Third and subsequent false alarms and/or failure of key holder to attend alarm location within twelve months of the first – same building- due to faulty or improperly installed or maintained equipment or in the opinion of the Fire Chief or Designate that alarm could have been prevented by alternate measures	Current MTO rate per hour per vehicle plus personnel costs plus any additional costs for each and every call	Current MTO rate per hour per vehicle plus personnel costs plus any additional costs for each and every call	Exempt
<b>Other</b>			
Attendance at open air/controlled burn – illegal/unauthorized		Current MTO Rates (At Chief’s discretion)	Exempt
Service rendered at an illegal incident to support OPP or RCMP	Current MTO rate per hour per vehicle plus personnel costs plus any additional costs for each and every call	Current MTO rate per hour per vehicle plus personnel costs plus any additional costs for each and every call	Exempt
For attending an incident at a property where no locate was obtained or where requirements of the locate have not been followed		Current MTO rate + personnel + any additional costs per call	Exempt

**SCHEDULE J**  
**FIRE DEPARTMENT FEES cont'd**

Service rendered at a Motor Vehicle Accident (MTO call) HWY 21 or HWY 8	Current MTO rate per hour per vehicle plus personnel costs plus any additional costs for each and every call	Current MTO rate per hour per vehicle plus personnel costs plus any additional costs for each and every call	Exempt
For response to incidents involving the release, or potential release, of dangerous goods	Current MTO rate per hour per vehicle plus personnel costs plus any additional costs for each and every call	Current MTO rate per hour per vehicle plus personnel costs plus any additional costs for each and every call	Exempt
Fire Suppression Foam and Dry Chemical Foam	Full Cost Recovery		Exempt
Firefighter personnel cost per hour	\$70.00	\$70.00	
Residential Smoke and Carbon Monoxide Detectors provided to resident per alarm		Costs recovery	+HST
<b>Extraordinary Expenses</b>			
If the fire department responds to a motor vehicle collision or other emergency at any property in Town and the Fire Chief or Designate determine that it is necessary to retain a private contractor, rent special equipment not normally carried on a fire apparatus, or use more materials than are carried on a fire apparatus in order to determine origin and cause, make safe or otherwise control and eliminate an emergency or damage to equipment owned by the Town, the owner shall be charged those expenses incurred	Full Cost Recovery	Full Cost Recovery	Exempt
<b>Fire Marque Agency Agreement</b>			
Fire Department Response Fees/Indemnification Technology ®	Current MTO rate per hour per vehicle plus personnel costs plus any additional costs for each and every call	Current MTO rate per hour per vehicle plus personnel costs plus any additional costs for each and every call	

**SCHEDULE K  
LICENCE FEES**

TYPE	FEE-EFFECTIVE JANUARY 1, 2025	APPLICABLE TAXES
<b>Taxi Licences</b>		
Taxi Licence (including 1st car)	\$100.00 (up to May 1st)	Exempt
Taxi Licence (including 1st car)	\$150.00 (after May 1st)	Exempt
Each car thereafter	\$16.00	Exempt
Taxi cab licence (first one) (driver)	\$25.00 (May 1st to April 30th)	Exempt
Each one thereafter	\$25.00	Exempt
Outdoor Café Licences	\$200.00 per year	Exempt
Annual Encroachment		
- Patios 12 or fewer seats	\$150.00	Exempt
- Patios with 13 or more seats	\$300.00	Exempt
Mobile Canteen Licence	\$220.00	Exempt
Refreshment Stands Licence	\$220.00	Exempt
Hawkers or Peddlers Licence – For Market Produce Only	\$300.00/calendar year	Exempt
Hawkers or Peddlers Licence	\$270.00 per day per individual or business	Exempt
Licence Replacement Fee	\$25.00	Exempt
<b>Marriage Licences</b>		
Marriage Licence	\$130.00	Exempt
Marriage Licence Replacement Fee	\$100.00	Exempt
<b>Lottery Licences</b>		
Raffle Licence	3% of prizes	Exempt
Bingo Licence	3% of prizes	Exempt
Break Open Tickets	3% of prizes	Exempt

**SCHEDULE L  
ANIMAL CONTROL FEES**

<b>TYPE</b>	<b>FEE-EFFECTIVE JANUARY 1, 2025</b>	<b>APPLICABLE TAXES</b>
Spayed Female Dog or Neutered Male Dog	\$20.00	Exempt
Male Dog or Female Dog	\$45.00* *A male dog which is neutered is entitled to a pro-rated refund. *A female dog which is spayed is entitled to a pro-rated refund.	Exempt
Replacement Tag	\$10.00	Exempt
Late Fee (after end of February)	\$20.00	Exempt
Pit Bull	\$120.00	Exempt
Animal Pound	Cost recovery of Veterinary Bill(s) Plus a dog reclaim fee of \$100	Exempt
Animals Running at Large	\$50.00 Administration Charge	Exempt



**SCHEDULE M**  
**ENFORCEMENT FEES**

TYPE	FEE- EFFECTIVE JANUARY 1, 2025	APPLICABLE TAXES
By-law inspection fee where owner fails to comply with a notice or order, per re-inspection	\$110.00	Exempt
Property Standards Order Appeal fee	\$425.00	Exempt
Certificate of Compliance	\$100.00	Exempt
Registration of Property Standards Order on Title	Actual cost	Exempt
Property Standards Order requires discharge	Actual cost	Exempt
Property clean up administrative fee	10% of all expenses incurred by the Town to bring property into compliance – minimum charge \$100	+HST

**SCHEDULE N**  
**PAID PARKING – WATERFRONT**  
**7 days per week, 9:00 a.m. to 5:00 p.m.**  
**May 15 to October 15 Inclusive**

DESCRIPTION	FEE EFFECTIVE JANUARY 1, 2025	APPLICABLE TAXES
Hourly Rate	\$ 6.00	HST Inclusive
Daily Rate	\$30.00	HST Inclusive
Non-Resident Seasonal Permit	\$65.00	+HST
Resident Seasonal Permit (maximum of two (2) per household, each being valid for one (1) licence plate	No charge	
Additional Resident Seasonal Permit	\$25.00	+HST
On-Line Waterfront Parking Permit purchase processing fee	\$2.50	+HST
On-Line Waterfront Parking Ticket payment processing fee	\$2.75	+HST
Waterfront Parking Permit purchase by App processing fee	\$0.35	+HST

**SCHEDULE O  
RECREATION  
FEES**

Facility Rental – Maitland Recreation Centre	Regular	Not-For Profit	Applicable Taxes
<b>Sifto Arena Floor</b>			
Basic rate - without tables and chairs	\$ 793.50	\$595.00	+ HST
Consecutive Days thereafter	\$ 733.00	\$549.75	+ HST
Basic rate - with tables and chairs	\$ 955.00	\$716.25	+ HST
Consecutive Days thereafter	\$ 881.00	\$660.75	+ HST
<b>Track</b>			
In conjunction with arena floor	\$ 565.00	\$423.75	+ HST
<b>Sky Harbour Room</b>			
Room rental for Bar Only	\$ 124.00	\$93.00	+ HST
Meetings			
Hourly Fee	\$ 30.00	\$22.50	+ HST
Full Day	\$ 216.00	\$162.00	+ HST
<i>Note: Pool, Multi-purpose room and gymnasium rentals are booked through the YMCA</i>			
<b>Facility Rental – Memorial Arena</b>	<b>Regular</b>	<b>Not-For Profit</b>	<b>Applicable Taxes</b>
<i>Memorial Arena floor</i>			
Basic rate – without tables and chairs	\$610.00	\$457.50	+ HST
Consecutive days thereafter	\$530.50	\$397.50	+ HST
Basic rate – with tables and chairs	\$791.50	\$593.25	+ HST
Consecutive days thereafter	\$702.00	\$526.50	+ HST
Stag and Doe/Dance	\$1,032.00	-	+ HST
SOCAN fees extra for music	\$143.00	-	+ HST
<i>Auditorium</i>			
Event rental – dance, games night etc.	\$600.00	\$450.00	+ HST
SOCAN fees extra for music	\$143.00	\$143.00	+ HST
Auditorium - 20% rate reduction for multiple consecutive day event rentals			
<b>Meetings:</b>			
Per hour	\$40.00	+ HST	
½ day (4 hours)	\$145.00	+ HST	
Full day (8 hours)	\$255.00	+ HST	
<i>Not-For-Profit means a group or organization that is registered with the Canada Customs and Revenue Agency, whose membership is not restricted and membership consists mainly of Town of Goderich Residents</i>			

**SCHEDULE O**  
**RECREATION**  
**FEES cont'd**

	FEE	APPLICABLE TAXES
Sifto Arena Rink Board Advertising-3 year contract	Year 1 \$1,000.00; Year 2 \$ 1,500.00. Year 3 \$1,500.00	+HST
In ice logo – Centre ice	\$2,000.00 per year 3-year contract	+HST
In ice logo – Neutral zone	\$1,500.00 per year 3-year contract	+ HST
Wall board	\$350.00 per year 3-year contract	+ HST
<b>Sifto Arena Ice Rates</b>		
<b>Ice</b> rates are based on a one-hour <b>rental</b> , including a 10-minute flood period		
<b>Prime Time –</b>	<b>Sept 1/24 – March 31/25</b>	<b>Sept 1/25 – March 31/26</b>
<i>Monday-Friday (4 pm - 11 pm)</i>		
<i>Saturday, Sunday (all day)</i>		
Adult - per hour	\$147.00 + HST	\$150.00+ HST
Youth- per hour	\$134.00 +HST	\$137.00 + HST
<b>Non- Prime Time</b>	<b>Sept 1/24 – March 31/25</b>	<b>Sept 1/25 – March 31/26</b>
<i>Monday - Friday (6 am - 4 pm)</i>		
Adult - per hour	\$110.00 +HST	\$110.00 + HST
Youth - per hour	\$100.00 +HST	\$100.00 +HST
<b>Summer Ice (April 1/25 - August 31/25)</b>		
<i>All Prime Ice</i>		
Adult - summer ice - per hour	\$175.00	+HST
Youth - summer ice - per hour	\$160.00	+HST
<b>Last Minute Ice</b>		
<i>Prime Time</i>	\$125.00	+HST
<i>Non-Prime Time</i>	\$85.00	+HST
<b>Skate Sharpening</b>	\$7.00	HST Inclusive
<b>Sponsored Public Skate – 1.5 hours</b> <b>Subject to ice availability – Effective</b> <b>December 17, 2024</b>	\$110.00	+HST
<b>Outdoor Facilities</b>		
<i>Premium Fields – Bannister Park</i>		
Ball Diamond per game	\$42.50	+HST
Soccer Pitch per game	\$42.50	+HST
Soccer Pitch practice	\$31.00	+HST
Lights surcharge	\$7.00	+HST
<i>Regular Fields – GDCI, Rotary Fields, others</i>		
Ball Diamond per game	\$40.00	+HST
Ball Diamond practice	\$25.50	+HST
Soccer pitch per game	\$40.00	+HST
Soccer pitch per practice	\$25.50	+HST

**SCHEDULE O  
RECREATION  
FEES cont’d**

	Fee	Applicable Taxes
<i>Baseball Tournaments – flat rate per diamond per day</i>	<i>\$100 deposit is required</i>	
Daily Adult– no charge for lights	\$235.00	+HST
Daily Minor – no charge for lights	\$81.50	+HST
Evenings – no charge for lights	\$81.50	+HST
<b>Minor leagues</b>		
Baseball – per player per season	\$25.50	+HST
Soccer – per player per season	\$12.75	+HST
Sports Field Banner 4’x8’ mesh – 3 year contract	\$500.00 per year	+HST
Sports Field Bleacher sponsorship 9’x6’’ plaque – 3 year contract	\$250.00 per year	+HST
<b>Memorial Arena – recreation rates</b>		
Adult arena floor - hourly	\$60.00	+HST
Adult arena floor – ½ day (4 hours)	\$215.00	+HST
Adult arena floor – full day (8 hours)	\$385.00	+HST
Youth arena floor - hourly	\$50.00	+HST
Youth arena floor – ½ day (4 hours)	\$180.00	+HST
Youth arena floor – full day (8 hours)	\$320.00	+HST

SCHEDULE P  
MARINA

TYPE	FEE – EFFECTIVE JANUARY 1, 2025	APPLICABLE TAX
Season Pass	\$110.00	+HST
Weekly Pass	\$45.00	+HST
Daily	\$18.65	HST Inclusive



**SCHEDULE Q  
ADMINISTRATION FEES**

TYPE	FEE-EFFECTIVE JANUARY 1, 2025	APPLICABLE TAXES
<b>Meeting Room Rental</b>		
<i>Weddings – Council Chambers only</i>	\$100.00	+HST
<i>Ministry of the Attorney General for Court Proceedings</i>		
Council Chambers	\$100.00/day/room	+HST
Menesetung, Galt and Dunlop Rooms	\$50.00/day/room	+HST
Tax Sale Tender Package	\$25.00	+ HST
Tax Certificates	\$55.00	Exempt
Zoning Certificates	\$75.00	Exempt
NSF Charges	\$25.00	Exempt
Wire Transfer Charge	Cost recovery	
Commissioning of Document	\$25.00	+HST
*Freedom of Information Application Fee	\$5.00	Exempt
Photocopy	\$1.00 per page	HST inclusive
Fax	\$1.00 per page	HST Inclusive
Out-of-Town Death Registrations	\$25.00	Exempt
In Town Death Registrations	\$25.00	Exempt
Interest on Overdue Property Tax Receivable Accounts	1.25% per month 15% per annum	
Interest on All Other Overdue Receivable Accounts	1.25% per month 15% per annum	
Heritage Property Tax Refund Application Fee	\$50.00	

\*Mandatory Provincial Fee

**SCHEDULE R  
OTHER FEES**

TYPE	FEE – EFFECTIVE JANUARY 1, 2025	APPLICABLE TAXES
Pavilion Rental	\$80.00 (Non-Refundable) * *A \$20.00 administration fee applies to change the date of the pavilion rental or change the pavilion rented.	+ HST
Goderich Flags (36” x 54”)	Cost recovery	+HST
Heritage Goderich Promotional Items	Cost recovery	+HST
Garbage and Organics Collection fee per cart pair ( 1 Garbage cart + 1 Organics cart)	\$165.00 annual fee	EXEMPT
	<b>Effective April 7, 2025</b>	
Garbage and Organics Collection – fee for level of service change – increase or decrease number of bin pairs This fee covers the cost of delivery.	\$100.00	EXEMPT
Garbage and Organics bin replacement due to loss or damage. This fee covers the cost of the new bin and delivery	\$100.00	EXEMPT



**THE CORPORATION OF THE TOWN OF GODERICH  
BY-LAW NO. 108 OF 2025**

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**BEING A BY-LAW TO PROVIDE FOR THE ESTABLISHMENT AND REGULATION OF A  
VOLUNTEER FIRE DEPARTMENT AND TO REPEAL BY-LAW 31 OF 2020**

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WHEREAS Section 2.2 (b) of the Fire Prevention Act 1997 S.O. 1997, c4 as amended, provides that a municipality shall establish a fire department;

AND WHEREAS Sections 8 (1) and 9 of the Municipal Act, 2001, S.O. 2001 c.25 as amended, provide that the powers of a municipality under this or any other Act shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues and a municipality has the capacity, rights, powers and privileges of a natural person for purpose of exercising its authority under this or any other Act;

AND WHEREAS pursuant to the said Municipal Act, Section 11 (2) provides that a lower-tier municipality may pass by-laws respecting the governance structure of the municipality and its local boards;

AND WHEREAS the Council of the Corporation of the Town of Goderich passed By-Law 31 of 2020 to Establish and Regulate a Volunteer Fire Department;

NOW THEREFORE, the Council of the Corporation of the Town of Goderich enacts as follows:

1. Definitions:

“Corporation” means the Corporation of the Town of Goderich

“Council” means the Council of the Town of Goderich

“Department” means the Goderich Volunteer Fire Department

“Fire Services Manager/Fire Chief” means the one person appointed by a by-law of the Council for the municipality to act as Fire Services Manager/Fire Chief.

“Fire Committee” means a Committee comprised of Town of Goderich Council representatives, one Township of Ashfield-Colborne-Wawanosh Representative and one Central Huron representative.

“Deputy Fire Chief” means the one person appointed by the Council of the municipality to act in the place of the Fire Chief in their absence, or in the case of a vacancy in the Fire Services Manager/Fire Chief position.

“Fire Protection” means a range of programs designed to protect the lives and property of the inhabitants of the Fire Department response area from the

adverse effects of fires, sudden medical emergencies or exposure to dangerous conditions created by man or nature and includes fire prevention and public education, rescue and suppression services.

“Volunteer Fire Fighter” means a firefighter who provides fire protection services either voluntarily or for a nominal consideration, honorarium, training or activity allowance, shall mean the same as a member. Hereafter referred to as Firefighter.

2. A Municipal Fire Department under the authority of the Municipal Act shall be known as the Goderich Volunteer Fire Department. The term Fire Department may also be used to reference the department and is hereby established, and the Manager of the Department shall be known as the Fire Services Manager/Fire Chief.
3. In addition to the Fire Services Manager/Fire Chief, Council shall appoint a Deputy Fire Chief.
4. The Fire Department shall be structured in conformance with the approved Corporate Organizational Chart (attached as Appendix A), forming part of this by-law.
5. The Fire Services Manager/Fire Chief has an obligation to manage the Department in accordance with the Town’s Human Resources Policies, Health & Safety Policies and Procedures, and the Department’s Standard Operating Guidelines (SOGs).
6. The Fire Services Manager/Fire Chief appoints qualified persons as members of the Fire Department subject to the approved hiring process of the Goderich Fire Department (attached as Appendix B - Firefighter Hiring Procedure).
7. To be appointed as a qualified member of the Goderich Fire Department for firefighting duties, a person:
  - a) Must be 18 years of age
  - b) Successfully completed Grade 12 or equivalent industry experience
  - c) Lives within five (5) kms from the Goderich Fire Hall
  - d) Is physically and mentally fit to be a firefighter as certified by a qualified physician
  - e) Valid Ontario “G” Driver’s Licence with a clean driver’s abstract
  - f) Clean Vulnerable Sector Check (VSC), and
  - g) Follows the Corporation’s and Department’s Policies and Procedures.
8. The annual cost of operating the Department shall be included in the annual budget estimates of the municipality, as recommended by the Fire Committee.
9. The estimates, as submitted by the Fire Committee, shall be in the form required by the Treasurer and shall include all costs pertaining to capital purchases and operating expenses for the Fire Department.
10. The compensation for all members of the Department shall be reviewed annually through the budget process (attached as Appendix C).
11. Members of the Department must maintain a minimum attendance of 70 percent (70%) for on-site training and thirty percent (30%) response calls. Failure to meet the attendance requirements may result in appropriate disciplinary action.

12. Reasons for not attending training/meetings or response calls shall include but not limited to personal/family matters, work commitments, vacation and illness. Final decisions on hourly pay during responses are subject to the Fire Services Manager/Fire Chief's discretion.
13. The Department shall not respond to any fire calls outside the limits of the municipality, except:
- a) with respect to any fire, which in the opinion of the Chief threatens any property within the municipality;
  - b) from a municipality with which an agreement has been entered into to provide fire protection on a mutual aid basis;
  - c) where an agreement to provide fire protection on an annual rate or fee per call basis has been entered into with any company, organization or person whose property is situated outside the municipal limits and distance not more than 15 miles therefrom;
  - d) in the event of the Department answering a call outside the municipality, no more than nine firefighters and three Captains may accompany the equipment.
14. The Fire Services Manager/Fire Chief, or their designate, shall:
- a) Have charge of the conduct and general operation of the Department, including fighting a fire, responding to a fire alarm, at drills or practices, and the care and maintenance of the fire hall and of all apparatus, equipment and supplies, and shall be responsible for the training of all members.
  - b) Maintain proper decorum, discipline and efficiency of the Department at fires, alarms and practices and in the discharge of all Department duties in so far as they have a bearing on the efficiency of the Department or the care and maintenance of the Fire Hall, apparatus, equipment and supplies;
  - c) From time to time inspect for fire hazard of all manufacturing and commercial establishments, churches, schools, institutions, public buildings and places of public assembly, and on request inspect residences and designate any Captain or Firefighter as Fire Prevention Inspector to assist in such duties;
  - d) Maintain a book to record the attendance of members of the Department at fires and practices, the particulars of every fire call and every fire reported to the Department and the apparatus, equipment and supplies used for each fire call, and any breakages, shortages or deficiencies in the apparatus, equipment and supplies, and any other information that may be required from time to time by the Council;
  - e) Submit a monthly report to Council, or more often if requested, outlining the activities of the Department and the losses in life and property suffered by fire;
  - f) Report promptly all fires to the Fire Marshall of Ontario and the printed forms supplied for such purpose and otherwise comply with the provisions of The Fire Marshall's Act and Regulations thereunder and other provincial laws for which the Fire Chief is an enforcing officer.
15. The Deputy Chief shall carry out the instructions of the Fire Service Manager/Fire Chief and shall assume the duties of the Fire Chief in their absence, and it shall be their responsibility to see that all apparatus, equipment and supplies are kept in a clean and serviceable condition and ready for immediate use, and to detail

firefighters for such duties when necessary, and shall report immediately to the Fire Services Manager/Fire Chief any deficiencies or untoward circumstances in connection with the same.

16. All Captains shall carry out the instructions of the Fire Chief and Deputy Fire Chief.
17. The firefighters, except firefighters on probation, shall respond promptly to all fire alarms, and all firefighters, including firefighters on probation shall attend all practices as far as possible and carry out the instructions of the officers.
18. The Department shall meet at least once a month for practice and instruction in the use of all apparatus, equipment and supplies of the Department and the principles of fire prevention and fire protection.
19. The Incident Commander in charge of the Department at any fire may cause any fence or any out-structure to be removed or torn down, if such removal or tearing down appears necessary to prevent the spread of fire.
20. No persons shall impede, interfere with or hinder any officer or firefighter in the discharge of his duties at a fire, in responding to a fire alarm or at a practice, and no person shall damage apparatus, equipment or supplies, and no person shall put to any use not authorized by the Fire Chief any apparatus, equipment or supplies.
21. Any person contravening any provisions of Section 17 of this By-Law shall, upon conviction therefore, be liable to a fine not less than \$250.00 and not exceeding \$2,000.00 exclusive of costs or to imprisonment for any term not exceeding thirty (30) days, or to both such fine and imprisonment.
22. In case the provisions of this By-Law conflict with the provisions of any other by-law, the provisions of this By-Law shall prevail.
23. That By-Law 31 of 2020 be hereby repealed.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 7<sup>TH</sup> DAY OF JULY, 2025.

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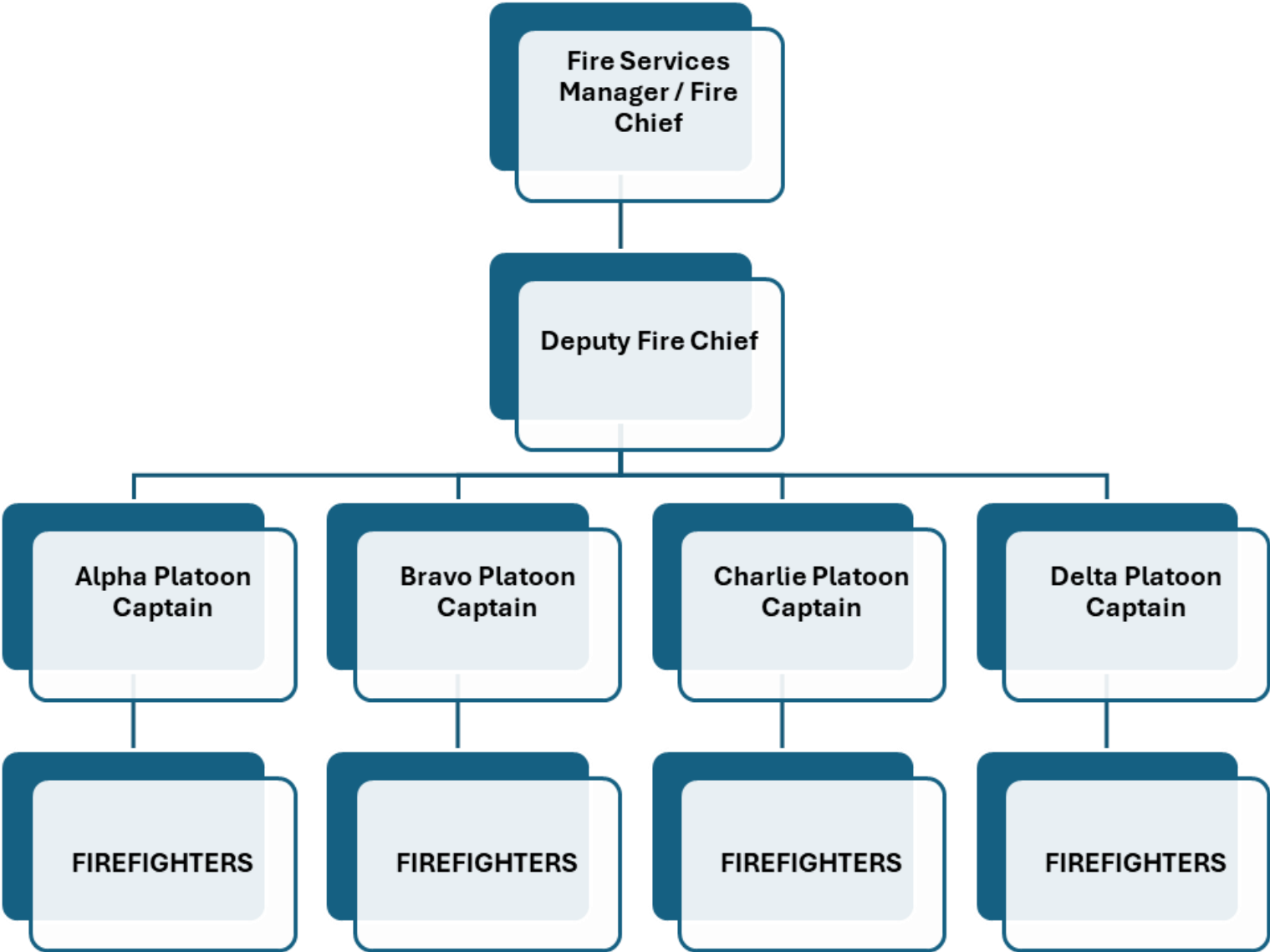
MAYOR, Trevor Bazinet

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CLERK, Andrea Fisher



APPENDIX A - FIRE DEPARTMENT ORGANIZATIONAL CHART



## **APPENDIX B – FIREFIGHTERS HIRING PROCEDURE**

Statement: To ensure that the selection process for firefighters hired by the Town of Goderich aligns with Human Resources Policy No. 29-21 – Recruitment and is consistently conducted to meet the department's needs in optimizing fire response, providing fire safety education, and maintaining adequate fire protection at all times.

### **1. Position Announcement:**

- Advertise openings through multiple channels including the Town's website, and social media platforms.
- Clearly outlines the role, responsibilities, and minimum qualifications required.

### **2. Application Process:**

- Qualified candidates are invited to email their letter of application and resume (one PDF document) to the Town's HR Department.

### **3. Interview Process:**

- The Fire Services Manager/Fire Chief and the Finance and Human Resources Manager shall conduct the initial review of applications for completeness and compliance with minimum qualification standards.
- Schedule interviews for qualified candidates with a minimum panel consisting of Fire Services Manager/Fire Chief, Deputy Chief and 2 Captains and the Finance and Human Resources Manager.
- Assess candidates experience, skills, problem-solving abilities, and teamwork criteria.
- Physical Agility Testing

### **4. Required at Time of Conditional Offer:**

- Clean Vulnerable Sector Check (VSC)
- Clean Driver's Abstract
- Background Check will be conducted by the HR representative
- Medical Assessment Report-The examining physician will determine the candidates's medical eligibility based on a review of all relevant medical information in accordance with NFPA 15 – Comprehensive Occupational Medical Program for Fire Departments

### **5. Final Evaluation and Appointment:**

- Review requested documentation and finalize selection
- Confirm appointment upon successful completion, followed by a one (1) year probationary period

## **APPENDIX C – COMPENSATION**

### **1. Base Attendance Requirement:**

- A Deputy Chief must maintain a minimum of 70% of scheduled internal training and meeting sessions and 30% of response calls to qualify for a base compensation of \$3,145.11.
- A Captain must maintain a minimum attendance of 70% of scheduled internal training and meeting sessions and 30% of response calls to qualify for a base compensation of \$1,843.60.
- A Firefighter must maintain a minimum attendance of 70% of scheduled internal training and meeting sessions and 30% of response calls to qualify for a base compensation of \$500.00.
- In situations where attendance is not possible due to unavoidable circumstances, it is imperative to inform the Fire Services Manager/Fire Chief promptly, providing valid reasons for absence from training and meeting.

### **2. Response Call Compensation:**

- Each response call attended is compensated at an hourly rate of \$31.16, with a guaranteed minimum of 1 hour per call. This compensation applies from the moment the fire emergency vehicles have departed from the Fire Hall.
- Members of the department must maintain a minimum attendance of 30%.
- Final decisions on hourly pay during responses are subject to the Fire Services Manager/Fire Chief's discretion.

### **3. Training and Meeting Attendance:**

- Attendance at internal bi-weekly training and meetings is compensated at \$31.16 per hour, up to a maximum of 3.5 hours per session.
- Members of the department must maintain a minimum attendance of 70%.
- This structure aims to encourage full participation in critical training, which is essential for operational readiness.

### **4. External Training Compensation:**

- For approved external training sessions, firefighters will receive \$150.00 for a full day (4 or more hours) and \$75.00 for half a day (up to 4 hours).
- Approval of such training must come from the Fire Services Manager/Fire Chief.

### **5. Equipment and Truck Checks:**

- Compensation for conducting trucks and equipment checks will be provided at the rate of \$31.16 per hour, limited to 2 hours per check.

### **6. Public Education/Other Related Duties:**

- Compensation for public education or other related duties will be provided at the rate of \$31.16 per hour and subject to the Fire Manager/Fire Chief's discretion. Other related duties include but are not limited to fire drills, inspections and other duties that are not listed in any of the above duties.

**7. Annual Hourly Compensation Adjustment:**

- The hourly compensation rate will be adjusted annually for inflation at a rate consistent with the Town's non-union staff adjustment, effective January 1.

**8. Other Entitlements**

- The Town shall provide pension coverage for employees under the OMERS Pension Plan with the opportunity to voluntarily enrol into the plan.
- The Town agrees to pay one hundred percent (100%) of the cost of the following benefits for the employees:
  - a) Group Life Insurance of \$40,000.
  - b) Accidental Death and Dismemberment coverage is equal to the amount of Life coverage.
- On-Duty Volunteer Fireman's Insurance Services (VFIS) Coverage.
- You may receive an annual reimbursement of up to \$300 for fitness program membership as specified in the Town's By-Law 95 of 2016.

## Staff Report

**To:** Chair Noel and Environment Committee Members  
**Report From:** Kyle Williams, Community Services and Operations Manager  
**Meeting Date:** March 10, 2025  
**Subject:** Requested Quote for MacKay Centre Irrigation and Tree Assessment

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**Recommendation:**

That the Environment Committee receive this report for information;

And That staff conduct an assessment of the Norway Maple located at MacKay Centre at the corner of Nelson Street and North Street in the spring of 2025;

And Further that staff recommend that the Parks Department include the MacKay Centre gardens as part of their seasonal watering operations.

**Report Summary:**

At the Special Environment Committee meeting on Friday, February 21, 2025, the Committee requested Town staff to provide a quote for irrigation at the MacKay Centre, as well as provide an assessment of the mature boulevard tree on the corner of North Street and Nelson Street.

**Background and Analysis:**

At the December 16, 2024, regular Council meeting, the following motion was passed:

Moved by: Councillor Petrie

Seconded by: Councillor Segeren

That Goderich Town Council refer item 10.2 Request for Irrigation System at the MacKay Centre to the 2025 Budget, and to the Environment Committee for collaboration and discussion, and that the Horticultural Society be invited to attend.

A Special Environment Committee meeting was scheduled for February 21, 2025, where two options for watering the gardens located at the MacKay Centre were discussed between Committee members, Town staff, and members of the Horticultural Society in attendance. Two options were presented to the Committee:

- (1) Parks Department to be responsible for watering the gardens at the MacKay Centre
- (2) Installation of an irrigation system at the MacKay Centre

The Committee requested a cost for the irrigation system to be brought back to a future meeting for discussion. Additionally, the Committee requested an assessment on the boulevard tree located at MacKay Centre (corner of North Street and Nelson Street), which is also discussed below.

**MacKay Centre Irrigation:**

Three companies were consulted to receive a quote for the installation of an irrigation system at MacKay Centre. Bluejay was the only company willing to submit a quote which was \$10,777.32 plus HST. In addition to labour and materials, this quote includes the installation of the required backflow prevention device, and associated reporting requirements. This cost does not include the ongoing maintenance cost of the irrigation system annually.

**Boulevard Tree Assessment (North/Nelson Street)**

The mature Norway Maple (*Acer platanoides*) located on the boulevard of North Street and Nelson Street, at the MacKay Centre, is classified as an invasive species by the Ontario Invasive Plant Council. Town staff are scheduled to conduct an assessment of this tree during the spring season.

**Financial Impacts and/or Source of Funding:**

There is no financial impact associated with this report at this time.

**Consulted With:**

Nathan Feagan, Parks and Cemetery Supervisor  
Jessica Clapp, Asset Management and Environmental Services Manager

**Approved By:**

Janice Hallahan, Chief Administrative Officer  
Andrea Fisher, Director of Legislative Services/Clerk



## **Proposal: Transfer of Reserve Funds to 2025 Operational Budget**

**Presented to: Town Council**

**Prepared by: Downtown Goderich BIA Board of Management**

**Date: June 24, 2025**

### **Introduction**

The Downtown Goderich BIA is requesting approval to transfer funds from the **Reserve Fund** to the **2025 Operational Budget** to address two critical needs:

- 1. Office Relocation Costs** – Covering expenses related to moving the BIA office to **39 West Street**.
- 2. Marketing & Advertising Initiatives** – Supporting downtown area during the ongoing construction phase.

This proposal outlines the specific allocations and justifications for each expense.

## 1. Operational Overhead – Office Relocation

**Reserve Fund Allocation: \$160,000**

**Requested Transfer: \$13,350**

### Expense Breakdown

Item	Cost Center	Request Amount	Comments
<b>Waste Bin</b>	8800-72020 Rent	\$300	
<b>Door Strike</b>	8800-72020 Rent	\$2,000	To gain remote access to building & offices
<b>Furniture/Fixtures</b>	8800-73100 Office Supplies	\$2,000	Desk, Conference Table, Signage, new stationary
<b>Additional Rent</b>	8800-72020 – Rent	\$6,000	To offset back payment and increase rental costs
<b>Off Site Storage</b>	8800-72020 – Rent	\$900	To host BIA Market equipment and Event Games
<b>Communications</b>	8800-71025 Telephone/Internet	\$150	Internet and phone hook up, voice mail service
<b>Office Services</b>	8800-77400 Misc.	\$2,000	ShredAll service, snow removal

### Transfer Summary

- **Total Requested: \$13,350**
- **Remaining Reserve Balance: \$146,650**

## 2. Marketing & Advertising – Construction Awareness

Reserve Fund Allocation: \$60,000

Requested Transfer: \$23,900

### Expense Breakdown

Item	Cost Center	Request Amont	Comments
Feather Flags	8800-73400 Advertising/Signs	\$8,000	
Sign	8800-73400 Advertising/Signs	\$1,200	Maple Motel
Artec Sign	8800-73400 Advertising/Signs	\$1,500	Above Grapevine Winery sign on Hamilton
Digital Signage	8800-73400 Advertising/Signs	\$2,000	Town/BIA partnership
Mobile Signage	8800-73400 Advertising/Signs	\$1,200	Two signs for 6 months
Radio/Print	8800-73400 Advertising/Signs	\$10,000	

### Transfer Summary

- Total Requested: \$23,900
- Remaining Reserve Balance: \$36,100\*\*

## Conclusion & Recommended Action

The proposed fund transfer will ensure:

- ✓ **Smooth office relocation** with necessary upgrades and operational support.
- ✓ **Effective marketing campaigns** to maintain downtown visibility during construction.

## Request for Approval

Council is asked to:

1. **Approve** the transfer of **\$13,350** from the Reserve Fund to **Operational Overhead**.
2. **Approve** the transfer of **\$23,900** from the Reserve Fund to **Marketing & Advertising**.

## Next Steps

- **Town Council** for review for approval - July 7<sup>th</sup>, 2025
- **Implementation** upon approval.

**Thank you for your consideration.** We look forward to your support in ensuring a vibrant downtown during this transitional period.

Moved by: Vicky Culbert  
Seconded by Anne Ferguson

“That the BIA Board of Management approve the transfer from its Reserve Fund budget the amount of \$37,250 for allocation to the BIA’s 2025 Operational budget to fund and complete board approved projects including office relocation and marketing and advertising project specific to the reconstruction of downtown Goderich as outlined in the expense breakdown provided”.

**Carried**

**TOWN OF GODERICH**  
**Statement of Revenue and Expenditures**

*Revised Budget*  
*For Farmers' Market (8830)*  
*For the Fiscal Period 2025-5 Ending May 31, 2025*

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>						
01-8830-51052	Ontario Grants	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
01-8830-54600	Registrations	0.00	7,064.00	40,000.00	10,059.00	74.85%
01-8830-54601	Registrations - Flea Market	0.00	780.00	20,000.00	780.00	96.10%
01-8830-55790	Miscellaneous recoveries	0.00	0.00	0.00	0.00	0.00%
01-8830-59050	Transfer from Reserve	0.00	0.00	0.00	0.00	0.00%
01-8830-59100	Transfer from Reserve Funds	0.00	0.00	0.00	0.00	0.00%
<b>Total Farmers' Market Revenues</b>		<b>\$ 0.00</b>	<b>\$ 7,844.00</b>	<b>\$ 60,000.00</b>	<b>\$ 10,839.00</b>	<b>81.94%</b>
<b>Expenditures</b>						
01-8830-71000	Salaries	\$ 0.00	\$ 0.00	\$ 21,900.00	\$ 0.00	100.00%
01-8830-71500	Benefits	0.00	0.00	3,000.00	0.00	100.00%
01-8830-73100	Office Supplies	0.00	0.00	0.00	0.00	0.00%
01-8830-73400	Advertising, Signs & Posters	0.00	1,353.41	6,000.00	1,554.07	74.10%
01-8830-73600	Conferences - Registration	0.00	0.00	0.00	0.00	0.00%
01-8830-73780	Association Membership	0.00	0.00	350.00	0.00	100.00%
01-8830-77400	Miscellaneous	0.00	162.79	1,000.00	185.66	81.43%
01-8830-78200	Transfer to Reserve Fund	0.00	0.00	27,750.00	0.00	100.00%
<b>Total Farmers' Market Expenditures</b>		<b>\$ 0.00</b>	<b>\$ 1,516.20</b>	<b>\$ 60,000.00</b>	<b>\$ 1,739.73</b>	<b>97.10%</b>
<b>Farmers' Market Excess of Revenues Over Expenditure</b>						
		<b>\$ 0.00</b>	<b>\$ 6,327.80</b>	<b>\$ 0.00</b>	<b>\$ 9,099.27</b>	<b>0.00%</b>

**TOWN OF GODERICH**  
**Statement of Revenue and Expenditures**  
*Revised Budget*

*For the Fiscal Period 2025-5 Ending May 31, 2025*

Account Number		Current Budget		Current Actual		Annual Budget		YTD Actual		Remaining Budget %
Total Revenues	\$	0.00	\$	7,844.00	\$	60,000.00	\$	10,839.00		81.94%
Total Expenditures	\$	0.00	\$	1,516.20	\$	60,000.00	\$	1,739.73		97.10%
Total Excess of Revenues Over Expenditures	\$	0.00	\$	6,327.80	\$	0.00	\$	9,099.27		0.00%



**TOWN OF GODERICH**  
**General Ledger**  
*Business Improvement Area (8800)*  
*For the Fiscal Period 2025-5 Ending May 31, 2025*

01-8800-41045Suppl. Levy - Commercial, Industrial								Debit		Credit			
								Beginning Balance				0.00	
								Ending Balance				0.00	
01-8800-45900Business Improvement area levy								Debit		Credit			
								Beginning Balance				125,460.36	
								Ending Balance				125,460.36	
01-8800-51052Ontario Grants								Debit		Credit			
								Beginning Balance				0.00	
								Ending Balance				0.00	
01-8800-51072Federal Grants								Debit		Credit			
								Beginning Balance				0.00	
								Ending Balance				0.00	
01-8800-54500Donations								Debit		Credit			
								Beginning Balance				0.00	
								Ending Balance				0.00	
01-8800-55790Miscellaneous recoveries/Sponsorships								Beginning Balance		6,560.00			
Trans action	Src	Typ	Date	Document Number	PO/Ref Number	Payor/ Vendor	Description	Debit		Credit			
343997	MR	CR	05/27/25	125048	CHQ-TD		RAYCORE ENTERPRISES - SUMMER MUSIC SPONSORSHIP	0.00		500.00			
								Ending Balance		7,060.00			
01-8800-59050Transfer from Reserve								Debit		Credit			
								Beginning Balance				0.00	
								Ending Balance				0.00	
01-8800-59100Transfer from Reserve Funds								Debit		Credit			
								Beginning Balance				0.00	
								Ending Balance				0.00	
01-8800-64500Donations								Debit		Credit			
								Beginning Balance				0.00	
								Ending Balance				0.00	
01-8800-69050Transfer from Reserve								Debit		Credit			
								Beginning Balance				0.00	
								Ending Balance				0.00	
01-8800-69100Transfer from Reserve Funds								Debit		Credit			
								Beginning Balance				0.00	
								Ending Balance				0.00	
01-8800-71000Salaries								Debit		Credit			
								Beginning Balance		18,000.00			
								Ending Balance		18,000.00			
01-8800-71025Office Admin/Telephone/Computer								Debit		Credit			
								Beginning Balance		1,262.81			
Trans action	Src	Typ	Date	Document Number	PO/Ref Number	Payor/ Vendor	Description	Debit		Credit			
343583	AP	IN	05/06/25	559373		28-BLUEWATER OFFICE EQ	LASER CARTRIDGE	172.82		0.00			
344149	AP	IN	05/28/25	10896645-6		1718-HURONTEL	INTERNET ACCOUNT #1089664 JUNE 2025	66.09		0.00			
								Ending Balance		1,501.72			
01-8800-71029Beautification								Debit		Credit			
								Beginning Balance		0.00			
Trans action	Src	Typ	Date	Document Number	PO/Ref Number	Payor/ Vendor	Description	Debit		Credit			
343611	AP	IN	05/07/25	1205		3166-WALLACE, JAMIE	BENCHES X6	8,547.84		0.00			
343778	AP	IN	05/07/25	1205		3166-WALLACE, JAMIE	BENCHES X6	0.00		8,547.84			
343779	AP	IN	05/07/25	1205		312-JAMES WALLACE	BENCHES X6	8,547.84		0.00			

**TOWN OF GODERICH**

5/30/2025 11:46am

**General Ledger**

Page: 2

Business Improvement Area (8800)

For the Fiscal Period 2025-5 Ending May 31, 2025

								Ending Balance	8,547.84	
									Debit	Credit
01-8800-71500 Benefits								Beginning Balance	2,401.35	
								Ending Balance	2,401.35	
									Debit	Credit
01-8800-72020 Rent								Beginning Balance	0.00	
Trans action	Src	Typ	Date	Document Number	PO/Ref Number	Payor/ Vendor	Description		Debit	Credit
343576	AP	IN	05/07/25	1		161-REFFLINGHAUS, ANNA	BIA OFFICE RENT NOVEMBER 2024 TO APRIL 2025		4,500.00	0.00
344226	AP	IN	05/27/25	RENT 5272		4498-CAKES COOKIES & CO	RENT MAY 2025		750.00	0.00
								Ending Balance	5,250.00	
									Debit	Credit
01-8800-72410 Grounds - R&M - Benches								Beginning Balance	0.00	
								Ending Balance	0.00	
									Debit	Credit
01-8800-73100 Office Supplies								Beginning Balance	135.07	
Trans action	Src	Typ	Date	Document Number	PO/Ref Number	Payor/ Vendor	Description		Debit	Credit
343071	AP	IN	05/01/25	OFFICE SU		682-PEET, SHELLEY	OFFICE FRIDGE/VACUUM		254.38	0.00
343136	AP	IN	05/06/25	COFFEE M		4637-GALL, DAN	COFFEE MAKER		15.25	0.00
343536	AP	IN	05/08/25	67153		78-GODERICH PRINT SHOP	BUSINESS CARDS X100 D GALL		56.99	0.00
								Ending Balance	461.69	
									Debit	Credit
01-8800-73250 Tax Write-Offs								Beginning Balance	0.00	
								Ending Balance	0.00	
									Debit	Credit
01-8800-73400 Advertising, Signs & Posters,Event Prog								Beginning Balance	4,089.37	
Trans action	Src	Typ	Date	Document Number	PO/Ref Number	Payor/ Vendor	Description		Debit	Credit
343041	AP	IN	05/01/25	2025-25843		497-NORTH HURON PUBLIS	RURAL VOICE DAY TRIPS & DESTINATIONS AD		279.84	0.00
343864	GL	CR	05/23/25				BIA - 91 HAMILTON ST - PERMIT # 2025-027		102.00	0.00
								Ending Balance	4,471.21	
									Debit	Credit
01-8800-73410 Gifts, Flowers, Awards								Beginning Balance	0.00	
Trans action	Src	Typ	Date	Document Number	PO/Ref Number	Payor/ Vendor	Description		Debit	Credit
344094	AP	IN	05/27/25	BIA AWAR		1283-GDCI	GODERICH BIA AWARD-A BISSET		500.00	0.00
344163	AP	IN	05/16/25	14319		3539-OLIVE & ROSE FLOWE	NEW BUSINESS OPENING X3		125.17	0.00
								Ending Balance	625.17	
									Debit	Credit
01-8800-73420 Events Programming								Beginning Balance	1,863.20	
Trans action	Src	Typ	Date	Document Number	PO/Ref Number	Payor/ Vendor	Description		Debit	Credit
344137	AP	IN	05/21/25	SUMMER C		1116-DUCKWORTH, MARK	SUMMER CONCERT PERFORMER JUNE 19 2025		700.00	0.00
344138	AP	IN	05/21/25	SUMMER C		4449-SMITH, SARAH	SUMMER CONCERT PERFORMER JUNE 18 2025		1,000.00	0.00
344139	AP	IN	05/21/25	SUMMER C		4645-SYKES, GREG	SUMMER CONCERT PERFORMER JUNE 12 2025		500.00	0.00
344140	AP	IN	05/21/25	SUMMER C		544-MAIN, PHIL	SUMMER CONCERT PERFORMER JUNE 5 2025		150.00	0.00
344141	AP	IN	05/21/25	SUMMER C		4646-SCHOU, TIM	SUMMER CONCERT PERFORMER JUNE 5 2025		400.00	0.00
344164	AP	IN	05/21/25	SUMMER C		3998-COUTURE, BRENDAN	SUMMER CONCERT-YOUTH		100.00	0.00

**TOWN OF GODERICH**  
**General Ledger**  
*Business Improvement Area (8800)*  
For the Fiscal Period 2025-5 Ending May 31, 2025

FESTIVAL JUNE 14 2025

							Ending Balance	4,713.20				
								Debit	Credit			
01-8800-73425							Festival Event			Beginning Balance	2,000.00	
										Ending Balance	2,000.00	
								Debit	Credit			
01-8800-73432							Initiatives - Economic Development			Beginning Balance	0.00	
										Ending Balance	0.00	
								Debit	Credit			
01-8800-73600							Conferences - Registration			Beginning Balance	2,030.50	
										Ending Balance	2,030.50	
								Debit	Credit			
01-8800-73601							Conferences - Accomodations			Beginning Balance	1,261.16	
										Ending Balance	1,261.16	
								Debit	Credit			
01-8800-73603							Conferences - Meals			Beginning Balance	0.00	
										Ending Balance	0.00	
								Debit	Credit			
01-8800-73700							Legal			Beginning Balance	101.76	
										Ending Balance	101.76	
								Debit	Credit			
01-8800-73710							Audit			Beginning Balance	0.00	
										Ending Balance	0.00	
								Debit	Credit			
01-8800-73750							Other Professional Services			Beginning Balance	2,966.30	
Trans action	Src	Typ	Date	Document Number	PO/Ref Number	Payor/ Vendor	Description	Debit	Credit			
342382	AP	IN	05/22/25	181		3998-COUTURE, BRENDAN	HALF OF 2025 SUMMER CONCERT SERIES SCHEDULING	6,614.40	0.00			
							Ending Balance	9,580.70				
								Debit	Credit			
01-8800-73780							Association Membership			Beginning Balance	483.26	
										Ending Balance	483.26	
								Debit	Credit			
01-8800-77300							Meetings			Beginning Balance	0.00	
										Ending Balance	0.00	
								Debit	Credit			
01-8800-77350							Travel			Beginning Balance	0.00	
										Ending Balance	0.00	
								Debit	Credit			
01-8800-77400							Miscellaneous			Beginning Balance	0.00	
										Ending Balance	0.00	
								Debit	Credit			
01-8800-78100							Transfer to Reserve			Beginning Balance	0.00	
										Ending Balance	0.00	
								Debit	Credit			
01-8800-78200							Transfer to Reserve Fund			Beginning Balance	0.00	
										Ending Balance	0.00	
								Debit	Credit			
01-8800-79200							Allocated Administration			Beginning Balance	0.00	
										Ending Balance	0.00	
								Debit	Credit			
							Total Debits and Credits	33,382.62	9,047.84			
							Grand Total Debits and Credits	33,382.62	9,047.84			

# TOWN OF GODERICH

5/30/2025 11:46am

## General Ledger

Page: 1

Farmers' Market (8830)

For the Fiscal Period 2025-5 Ending May 31, 2025

01-8830-51052								Ontario Grants		Beginning Balance		Debit		Credit		0.00	
								Ending Balance				0.00					
01-8830-54600								Registrations		Beginning Balance				2,995.00			
Trans action		Src	Typ	Date	Document Number	PO/Ref Number	Payor/ Vendor	Description	Debit		Credit						
343734		MR	CR	05/21/25	124996	CASH-TD		FARMER'S MARKET - MAY 17TH - VARIOUS VENDORS	0.00		2,645.00						
343735		MR	CR	05/21/25	124997	CHQ-TD		FARMER'S MARKET - MAY 17TH - BURDAN	0.00		567.00						
343736		MR	CR	05/21/25	124998	CHQ-TD		FARMER'S MARKET - MAY 17TH - POSTER	0.00		35.00						
344004		MR	CR	05/27/25	125071	CASH-TD		FARMER'S MARKET - VARIOUS REGISTRATIONS - MAY 24, 2025	0.00		3,215.00						
344005		MR	CR	05/27/25	125073	CHQ-TD		FARMER'S MARKET REGISTRATION - MAY 24, 2025 - SQUARE BREW	0.00		567.00						
344006		MR	CR	05/27/25	125074	CHQ-TD		FARMER'S MARKET REGISTRATION - MAY 24, 2025 - POSTER	0.00		35.00						
								Ending Balance				10,059.00					
										Debit		Credit					
01-8830-54601								Registrations - Flea Market		Beginning Balance				0.00			
Trans action		Src	Typ	Date	Document Number	PO/Ref Number	Payor/ Vendor	Description	Debit		Credit						
344003		MR	CR	05/27/25	125070	CASH-TD		FLEA MARKET - VARIOUS REGISTRATIONS - MAY 25, 2025	0.00		780.00						
								Ending Balance				780.00					
										Debit		Credit					
01-8830-55790								Miscellaneous recoveries		Beginning Balance				0.00			
								Ending Balance				0.00					
										Debit		Credit					
01-8830-59050								Transfer from Reserve		Beginning Balance				0.00			
								Ending Balance				0.00					
										Debit		Credit					
01-8830-59100								Transfer from Reserve Funds		Beginning Balance				0.00			
								Ending Balance				0.00					
										Debit		Credit					
01-8830-71000								Salaries		Beginning Balance		0.00					
								Ending Balance				0.00					
										Debit		Credit					
01-8830-71500								Benefits		Beginning Balance		0.00					
								Ending Balance				0.00					
										Debit		Credit					
01-8830-73100								Office Supplies		Beginning Balance		0.00					
								Ending Balance				0.00					
										Debit		Credit					
01-8830-73400								Advertising, Signs & Posters		Beginning Balance		200.66					
Trans action		Src	Typ	Date	Document Number	PO/Ref Number	Payor/ Vendor	Description	Debit		Credit						
343612		AP	IN	05/09/25	BIA BAGS		1700-N SEW ON	REUSEABLE BAGS X200	1,017.60		0.00						
344096		AP	IN	05/26/25	623-52639		2932-BLACKBURN MEDIA IN	FAMERS MARKET/SUNDAY MARKET RADIO ADS	183.17		0.00						
344097		AP	IN	05/26/25	62245108		2932-BLACKBURN MEDIA IN	FAMERS MARKET/SUNDAY MARKET RADIO ADS	152.64		0.00						
								Ending Balance		1,554.07							
										Debit		Credit					
01-8830-73600								Conferences - Registration		Beginning Balance		0.00					

**TOWN OF GODERICH****General Ledger**

Farmers' Market (8830)

For the Fiscal Period 2025-5 Ending May 31, 2025

								Ending Balance	0.00	
									Debit	Credit
01-8830-73780 Association Membership								Beginning Balance	0.00	
								Ending Balance	0.00	
									Debit	Credit
01-8830-77400 Miscellaneous								Beginning Balance	22.87	
Trans action	Src	Typ	Date	Document Number	PO/Ref Number	Payor/ Vendor	Description		Debit	Credit
344136	AP	IN	05/22/25	MARKET T		4429-MILBURN, SHERRI	MARKET TENT		162.79	0.00
								Ending Balance	185.66	
									Debit	Credit
01-8830-78200 Transfer to Reserve Fund								Beginning Balance	0.00	
								Ending Balance	0.00	
								Total Debits and Credits	1,516.20	7,844.00
								Grand Total Debits and Credits	1,516.20	7,844.00

# TOWN OF GODERICH

## Statement of Revenue and Expenditures

*Revised Budget*  
*For Business Improvement Area (8800)*  
*For the Fiscal Period 2025-5 Ending May 31, 2025*

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>						
01-8800-41045	Suppl. Levy - Commercial, Industrial	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
01-8800-45900	Business Improvement area levy	0.00	0.00	125,833.00	125,460.36	0.30%
01-8800-51052	Ontario Grants	0.00	0.00	5,000.00	0.00	100.00%
01-8800-51072	Federal Grants	0.00	0.00	2,500.00	0.00	100.00%
01-8800-54500	Donations	0.00	0.00	0.00	0.00	0.00%
01-8800-55790	Miscellaneous recoveries/Sponsorsh	0.00	500.00	12,000.00	7,060.00	41.17%
01-8800-59050	Transfer from Reserve	0.00	0.00	0.00	0.00	0.00%
01-8800-59100	Transfer from Reserve Funds	0.00	0.00	27,750.00	0.00	100.00%
01-8800-64500	Donations	0.00	0.00	0.00	0.00	0.00%
01-8800-69050	Transfer from Reserve	0.00	0.00	0.00	0.00	0.00%
01-8800-69100	Transfer from Reserve Funds	0.00	0.00	0.00	0.00	0.00%
<b>Total Business Improvement Area Revenues</b>		<b>\$ 0.00</b>	<b>\$ 500.00</b>	<b>\$ 173,083.00</b>	<b>\$ 132,520.36</b>	<b>23.44%</b>
<b>Expenditures</b>						
01-8800-71000	Salaries	\$ 0.00	\$ 0.00	\$ 76,400.00	\$ 18,000.00	76.44%
01-8800-71025	Office Admin/Telephone/Computer	0.00	238.91	2,710.00	1,501.72	44.59%
01-8800-71029	Beautification	0.00	8,547.84	13,895.00	8,547.84	38.48%
01-8800-71500	Benefits	0.00	0.00	14,600.00	2,401.35	83.55%
01-8800-72020	Rent	0.00	5,250.00	9,000.00	5,250.00	41.67%
01-8800-72410	Grounds - R&M - Benches	0.00	0.00	0.00	0.00	0.00%
01-8800-73100	Office Supplies	0.00	326.62	500.00	461.69	7.66%
01-8800-73250	Tax Write-Offs	0.00	0.00	3,400.00	0.00	100.00%
01-8800-73400	Advertising, Signs & Posters,Event	0.00	381.84	14,800.00	4,471.21	69.79%
01-8800-73410	Gifts, Flowers, Awards	0.00	625.17	1,000.00	625.17	37.48%
01-8800-73420	Events Programming	0.00	2,850.00	8,913.00	4,713.20	47.12%
01-8800-73425	Festival Event	0.00	0.00	11,000.00	2,000.00	81.82%
01-8800-73432	Initiatives - Economic Development	0.00	0.00	0.00	0.00	0.00%
01-8800-73600	Conferences - Registration	0.00	0.00	1,182.50	2,030.50	(71.71%)
01-8800-73601	Conferences - Accomodations	0.00	0.00	1,182.50	1,261.16	(6.65%)
01-8800-73603	Conferences - Meals	0.00	0.00	0.00	0.00	0.00%
01-8800-73700	Legal	0.00	0.00	0.00	101.76	0.00%
01-8800-73710	Audit	0.00	0.00	500.00	0.00	100.00%
01-8800-73750	Other Professional Services	0.00	6,614.40	12,300.00	9,580.70	22.11%
01-8800-73780	Association Membership	0.00	0.00	500.00	483.26	3.35%
01-8800-77300	Meetings	0.00	0.00	500.00	0.00	100.00%
01-8800-77350	Travel	0.00	0.00	100.00	0.00	100.00%
01-8800-77400	Miscellaneous	0.00	0.00	100.00	0.00	100.00%
01-8800-78100	Transfer to Reserve	0.00	0.00	0.00	0.00	0.00%
01-8800-78200	Transfer to Reserve Fund	0.00	0.00	0.00	0.00	0.00%
01-8800-79200	Allocated Administration	0.00	0.00	500.00	0.00	100.00%
<b>Total Business Improvement Area Expenditures</b>		<b>\$ 0.00</b>	<b>\$ 24,834.78</b>	<b>\$ 173,083.00</b>	<b>\$ 61,429.56</b>	<b>64.51%</b>
<b>Business Improvement Area Excess of Revenues Over</b>	<b>\$</b>	<b>0.00</b>	<b>\$ (24,334.78)</b>	<b>\$ 0.00</b>	<b>\$ 71,090.80</b>	<b>0.00%</b>



**TOWN OF GODERICH**  
**Statement of Revenue and Expenditures**  
*Revised Budget*

*For the Fiscal Period 2025-5 Ending May 31, 2025*

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total Revenues	\$	0.00	\$ 500.00	\$ 173,083.00	\$ 132,520.36	23.44%
Total Expenditures	\$	0.00	\$ 24,834.78	\$ 173,083.00	\$ 61,429.56	64.51%
Total Excess of Revenues Over Expenditures	\$	0.00	\$ (24,334.78)	\$ 0.00	\$ 71,090.80	0.00%