

COUNCIL MEETING AGENDA

Thursday, October 12, 2023 at 7:00 p.m.

W & M Edelbrock Centre, 30 Centre Street, Orangeville

The meeting will be live streamed on YouTube at the following link:

<https://www.youtube.com/channel/UCCx9vXkywflJr0LUVkKnYWQ>

1. ROLL CALL

Verbal roll call by the Clerk.

2. APPROVAL OF THE AGENDA

THAT the Agenda and any Addendum distributed for the October 12, 2023 meeting of Council, be approved.

3. DECLARATION OF INTEREST BY MEMBERS

Members of Council are required to state any pecuniary interest in accordance with the Municipal Conflict of Interest Act.

4. APPROVAL OF MINUTES OF THE PREVIOUS MEETING

THAT the minutes of the regular meeting of Council of September 14, 2023, be adopted.

5. PROCLAMATIONS, DELEGATIONS AND PRESENTATIONS

5.1. Proclamation: Circular Economy Month – October 2023 & Waste Reduction Week – October 16 – 22, 2023

5.2. Proclamation: International Day for the Eradication of Poverty – October 17, 2023

5.3. Proclamation: Veterans' Week – November 5 – 11, 2023

6. PUBLIC QUESTION PERIOD

Members of the Public in attendance are able to ask a question. If you are unable to attend and would like to submit a question, please contact us at info@dufferincounty.ca or 519-941-2816 x2500 prior to 4:30 p.m. on October 11, 2023.

7. PRESENTATION AND CONSIDERATIONS OF REPORTS

7.1. Community Development & Tourism Minutes – September 28, 2023

A presentation from WSP regarding the Municipal Comprehensive Review (MCR) Phase III Official Plan Amendment (OPA) – Land Use Policy Framework and Transportation Master Plan.

THAT the minutes of the Community Development and Tourism meeting held on September 28, 2023, and the recommendations set out, be adopted.

COMMUNITY DEVELOPMENT & TOURISM – September 28, 2023 – ITEM #1
Municipal Comprehensive Review Phase III Official Plan Amendment – Land Use Policy Framework & Transportation Master Plan

THAT the report of the Director of Development and Tourism, "Municipal Comprehensive Review (MCR) Phase III Official Plan Amendment (OPA) – Land Use Policy Framework and Transportation Master Plan", dated September 28, 2023, be received;

AND THAT staff be directed to make modifications to the Dufferin County Transportation Master Plan pertaining to the truck routes, the Shelburne bypass, and regional transit connections;

AND THAT the modified draft Municipal Comprehensive Review (MCR) Phase III Official Plan Amendment (OPA) – Land Use Policy Framework and Dufferin County Transportation Master Plan be brought to October Council for review.

7.2. Manager of Corporate Finance, Treasurer’s Report – Financial Update

A report from the Manager of Corporate Finance, Treasurer, dated October 12, 2023, to provide a financial update up to August 31, 2023.

THAT the report from the Manager of Corporate Finance, Treasurer, dated October 12, 2023, regarding a financial update up to August 31, 2023, be received.

7.3. Chief Administrative Officer's Report – Monthly Update from Outside Boards

A report from the Chief Administrative Officer, dated October 12, 2023, to provide Council with an update of activities from outside boards and agencies.

THAT the report of the Chief Administrative Officer, dated October 12, 2023, with respect to Reports from Outside Boards, be received.

8. STRATEGIC PLAN UPDATE

There is no strategic update for this month.

9. CORRESPONDENCE

10. NOTICE OF MOTIONS

10.1. Moved by Councillor Gerrits

WHEREAS the County of Dufferin created the Community Development and Tourism (CDT) Committee in 2020 and held the first meeting of the Committee on January 28th, 2021;

AND WHEREAS it would be consistent with the recently approved Strategic Plan Governance Priority Area to “identify opportunities to improve governance and service delivery” to review the committee following three years of operation;

BE IT RESOLVED THAT the Council hereby request that the full portfolio of the CDT Committee be reviewed for opportunities to improve governance and service delivery including adding or reducing the scope of the services offered;

AND THAT staff report back to Council.

10.2. Moved by Councillor Gerrits

WHEREAS the local municipalities within Dufferin County have historically been responsible for all aspects of local planning;

AND WHEREAS upper-tier planning constitutes undue effort and costs for applicants and tax payers;

AND WHEREAS the Province of Ontario deemed a number of municipalities as “upper-tier municipalities without planning responsibilities” as part of Bill 23 in November 2022;

BE IT RESOLVED THAT Dufferin County Council request a review of the upper-tier planning responsibilities and report back to Council;

AND FURTHER THAT if Council deems upper-tier planning responsibilities to be a redundant and burdensome process, that Dufferin County request that the Ministry of Municipal Affairs and Housing deem Dufferin County an “upper-tier municipality without planning responsibility” effective immediately.

11. MOTIONS

12. CLOSED SESSION

12.1. Closed Session Minutes – Municipal Act, Section 239 (2)(d) – Labour relations or employee negotiations

Closed session minutes from the regular meeting of Council on September 14, 2023.

13. BY-LAWS

2023-50 A by-law to amend By-Law 2005-32, Schedule “H”, to regulate traffic on roads under the jurisdiction of the County of Dufferin. (Reduce speed to 70 km/h – Dufferin Road 11)
Authorization: Infrastructure and Environmental Services – August 24, 2023

2023-51 A by-law to ratify the actions of the Warden and the Clerk for executing an agreement between the Corporation of the County of Dufferin, Scone Developments Inc & Dufferin Common Condominium Corporation No. 44. (Assumption Agreement)
Authorization: Infrastructure and Environmental Services – May 27, 2021

THAT By-Law 2023-50 through to By-Law 2023-51, inclusive, be read a first, second and third time and enacted.

14. OTHER BUSINESS

15. CONFIRMATORY BY-LAW

2023-xx A by-law to confirm the proceedings of the Council of the Corporation of the County of Dufferin at its meeting held on October 12, 2023.

THAT By-Law 2023-xx be read a first, second and third time and enacted.

16. ADJOURNMENT

THAT the meeting adjourn.



DUFFERIN COUNTY COUNCIL MINUTES

Thursday, September 14, 2023 at 7:00 p.m.

W & M Edelbrock Centre, 30 Centre Street, Orangeville ON

Council Members Present:

Warden Wade Mills (Shelburne)
Councillor John Creelman (Mono)
Councillor Guy Gardhouse (East Garafraxa)
Councillor Chris Gerrits (Amaranth)
Councillor Earl Hawkins (Mulmur)
Councillor Janet Horner (Mulmur)
Councillor Gail Little (Amaranth)
Councillor James McLean (Melancthon)
Councillor Fred Nix (Mono)
Councillor Lisa Post (Orangeville)
Councillor Philip Rentsch (Grand Valley)
Councillor Steve Soloman (Grand Valley)
Councillor Todd Taylor (Orangeville)(joined the meeting at 7:10 p.m.)
Councillor Darren White (Melancthon)

Council Members Absent:

Councillor Shane Hall (Shelburne)(prior notice)

Staff Present:

Sonya Pritchard, Chief Administrative Officer
Rebecca Whelan, Deputy Clerk
Aimee Raves, Manager of Corporate Finance, Treasurer
Scott Burns, Director of Public Works/County Engineer
Cody Joudry, Director of Development & Tourism
Rohan Thompson, Director of People & Equity
Anna McGregor, Director of Community Services
Brenda Wagner, Administrator of Dufferin Oaks
Tom Reid, Chief Paramedic

Warden Mills called the meeting to order at 7:01 p.m.

Warden Mills announced that the meeting is being live streamed and publicly broadcast.

The recording of this meeting will also be available on our website in the future.

Upcoming committee meetings will be held in the Dufferin Room at 30 Centre St, Orangeville on Thursday, September 28, 2023 at the following times:

Infrastructure and Environmental Services – 9:00 a.m.

General Government Services Committee – 11:00 a.m.

Health & Human Services Committee – 1:00 p.m.

Community Development & Tourism Committee – 3:00 p.m.

The next regular meeting of County Council will be held virtually on October 12, 2023.

1. **LAND ACKNOWLEDGEMENT STATEMENT**

Warden Mills shared the Land Acknowledgement Statement.

2. **ROLL CALL**

The Deputy Clerk verbally took a roll call of the Councillors in attendance.

3. **APPROVAL OF THE AGENDA**

Moved by Councillor Post, seconded by Councillor Nix

THAT the Agenda and any Addendum distributed for the September 14, 2023 meeting of Council, be approved.

-Carried-

4. **DECLARATION OF INTEREST BY MEMBERS**

Members of Council are required to state any pecuniary interest in accordance with the Municipal Conflict of Interest Act.

Councillor Taylor declared a pecuniary interest regarding General Government Services Item #9 – Annual Cost of Living Adjustment, noting a family member is employed by Dufferin County.

5. **APPROVAL OF MINUTES OF THE PREVIOUS MEETING**

Moved by Councillor Creelman, seconded by Councillor Gardhouse

THAT the minutes of the regular meeting of Council of July 13, 2023 and the special meeting of Council of July 27, 2023, be adopted.

-Carried-

PROCLAMATIONS, DELEGATIONS AND PRESENTATIONS

6. Proclamation & Presentation: Hunger Awareness Month – September 2023

Warden Mills declared September 2023 as Hunger Awareness month in the County of Dufferin. Heather Hayes, Executive Director, Orangeville Food Bank, accepted the proclamation and provided an update on food insecurity in the County. She thanked Council for their support and requested further support for 2024.

Councillor Taylor joined the meeting at 7:10 p.m.

7. Delegation: Dufferin Men's Shelter

Keith Ward and Brian Scott, Board members from Dufferin Men's Shelter, delegated to provide highlights included in their business plan. The Men's Shelter is asking for \$216,000 of emergency funding to remain open until March 2024.

8. Director of Community Services' Report – Dufferin Men's Shelter

A report from the Director of Community Services, dated September 14, 2023, to provide a summary of the knowledge sharing meeting that took place on September 11, 2023 and provide Council with additional material to consider when reviewing the business case provided by the shelter.

Moved by Councillor McLean, seconded by Councillor Gardhouse

THAT the report of the Director of Community Services, titled Dufferin Men's Shelter, dated September 14, 2023, be received.

-Carried-

Moved by Councillor Gerrits, seconded by Councillor McLean

THAT the Dufferin Men's Shelter be provided up to \$116,000 of emergency funding in 2023 based on participation in the Project in Difficulty program;

AND THAT funds be taken from the Rate Stabilization Reserve;

AND THAT the funding be provided in monthly installments based on actual expenses incurred by the shelter;

AND THAT staff provide a report at the October Council meeting on the progress made by the Dufferin Men’s Shelter Board.

A recorded vote was requested and taken as follows:

	Yay	Nay
Councillor Creelman (3)	x	
Councillor Gardhouse (2)	x	
Councillor Gerrits (1)	x	
Councillor Hall (2)	ABSENT	
Councillor Hawkins (1)	x	
Councillor Horner (1)	x	
Councillor Little (1)	x	
Councillor McLean (1)	x	
Councillor Mills (2)	x	
Councillor Nix (2)	x	
Councillor Post (8)	x	
Councillor Rentsch (1)	x	
Councillor Soloman (1)	x	
Councillor Taylor (7)	x	
Councillor White (1)	x	
Total (32)	32	0
	-CARRIED-	

9. **Presentation: Equity Strategy**

Stephanie Rebello, Director of Design & Strategy, Feminuity, presented Dufferin County’s draft Equity Strategy.

Moved by Councillor Nix, seconded by Councillor Post

THAT the Equity Strategy be adopted.

-Carried-

10. **PUBLIC QUESTION PERIOD**

There were no questions from the public.

PRESENTATION AND CONSIDERATIONS OF REPORTS

11. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – August 24, 2023 – ITEM #1
Updated Dufferin County Road Network Rationalization Plan

Moved by Councillor Nix, seconded by Councillor Gardhouse

THAT the report of the Director of Public Works/County Engineer, dated August 24, 2023, Updated Dufferin County Road Network Rationalization Plan, be received;

AND THAT the Dufferin County Road Network Rationalization Plan be adopted;

AND THAT staff be directed to proceed with implementation.

-Carried-

Warden Mills called a ten minute recess. The meeting resumed at 9:51 p.m.

12. **Infrastructure and Environmental Services Minutes – August 24, 2023**

Moved by Councillor McLean, seconded by Councillor Post

THAT the minutes of the Infrastructure and Environmental Services meeting held on August 24, 2023, and the recommendations set out, excluding Item #1 – Updated Dufferin County Road Network Rationalization Plan, be adopted.

-Carried-

13. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – August 24, 2023 – ITEM #2
Speed & Passing Zone Review – Dufferin Road 11

THAT the report of the Director of Public Works/County Engineer, dated August 24, 2023, Speed and Passing Zone Review – Dufferin Road 11, be received;

AND THAT staff be directed to revise the posted speed limit of the southern portion of Dufferin Road 11 to 70 km/hr;

AND THAT Schedule H of the Consolidated Traffic By-Law 2005-32 be revised to include the following:

County Road Number	From	To
11	A point situated at the northern limit of Dufferin Road 109	A point situated 250 metres north of Shannon Court

14. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – August 24, 2023 – ITEM #3 Dufferin County Forest – Oak Wilt Response

THAT the Report, Dufferin County Forest – Oak Wilt Response, dated August 24, 2023, from the Director of Public Works/County Engineer, be received.

15. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – August 24, 2023 – ITEM #4 Household Hazardous Waste Services Update and Event Request

THAT the report of the Director of Public Works/County Engineer, dated August 24, 2023, Household Hazardous Waste Services Update and Event Request, be received.

16. **General Government Services Minutes – August 24, 2023**

Moved by Councillor Nix, seconded by Councillor White

THAT the minutes of the General Government Services meeting held on August 24, 2023, and the recommendations set out, excluding Item #5 – Anti-Racism and Intersectional Oppression Training Program and Item #9 – Annual Cost of Living Adjustment, be adopted.

-Carried-

17. GENERAL GOVERNMENT SERVICES – August 24, 2023 – ITEM #1 Headwaters Community in Action (HCIA) Mid-Year Report

THAT the report from Headwaters Communities In Action, dated August 24, 2023, with a mid-year report on activities, be received.

18. GENERAL GOVERNMENT SERVICES – August 24, 2023 – ITEM #2 Access Dufferin Minutes

THAT the minutes from the Access Dufferin meetings on June 21, 2023, July 19, 2023, and August 16, 2023, be adopted.

- 19. GENERAL GOVERNMENT SERVICES – August 24, 2023 – ITEM #3
Diversity, Equity and Inclusion Community Advisory Committee Updates: Recommended Appointments & Selection Process

THAT the report of the Director People & Equity titled Diversity Equity Inclusion Community Advisory Committee Updates: Recommended Appointments & Selection Process, dated August 24, 2023, be received;

AND THAT the names being put forward for appointment to the Diversity Equity Inclusion Community Advisory Committee be approved.

- 20. GENERAL GOVERNMENT SERVICES – August 24, 2023 – ITEM #4
County of Dufferin Equity Strategy Update

THAT the report of the Director People & Equity, titled County of Dufferin Equity Strategy Update, dated August 24, 2023, be received.

- 21. GENERAL GOVERNMENT SERVICES – August 24, 2023 – ITEM #6
2024 Budget Schedule

THAT the report of the Manager of Corporate Finance, Treasurer, dated August 24, 2023, outlining the 2024 budget schedule, be received.

- 22. GENERAL GOVERNMENT SERVICES – August 24, 2023 – ITEM #7
Tax Policy Review

THAT the report of the Manager of Corporate Finance, Treasurer, dated August 24, 2023, regarding the tax policy review, be received;

AND THAT the multi-residential class ratio be reduced to 1.7 in 2024, 1.4 in 2025 and 1.1 in 2026;

AND THAT the Vacant Land and Excess Land Discounts be eliminated as of 2024.

- 23. GENERAL GOVERNMENT SERVICES – August 24, 2023 – ITEM #8
Digital Modernization Project Update

THAT the report of the Manager of Corporate Finance, Treasurer, dated August 24, 2023, regarding the digital modernization project update, be received.

24. GENERAL GOVERNMENT SERVICES – August 24, 2023 – ITEM #5
Anti-Racism & Intersectional Oppression Training Program

Moved by Councillor White, seconded by Councillor Creelman

THAT the report of the Director People & Equity, titled Anti-Racism and Intersectional Oppression Training Program, dated August 24, 2023, be received;

AND THAT County Council approve a single source expenditure of \$200,000 for the development and delivery of a 10 module Anti-Racism and Intersectional Oppression Training program with Stephanie Nixon and Associates Inc.;

AND THAT the cost of the one-time development of the program be funded as follows: \$50,000 from the current year corporate training budget and \$150,000 from the Rate Stabilization Reserve.

-Carried-

Councillor Taylor declared a pecuniary interest regarding the Annual Cost of Living Adjustment and left the meeting at 10:04 p.m.

25. GENERAL GOVERNMENT SERVICES – August 24, 2023 – ITEM #9
Annual Cost of Living Adjustment

Moved by Councillor Horner, seconded by Councillor Gardhouse

THAT the report of the Manager of Corporate Finance, Treasurer, dated August 24, 2023, regarding the annual cost of living adjustment, be received;

AND THAT the non-union cost-of-living adjustment for 2024 be set at 4% with an effective date of April 1, 2024.

A recorded vote was requested and taken as follows:

	Yay	Nay
Councillor Creelman (3)	x	
Councillor Gardhouse (2)	x	
Councillor Gerrits (1)	x	
Councillor Hall (2)	ABSENT	

	Yay	Nay
Councillor Hawkins (1)	x	
Councillor Horner (1)	x	
Councillor Little (1)	x	
Councillor McLean (1)	x	
Councillor Mills (2)	x	
Councillor Nix (2)	x	
Councillor Post (8)		x
Councillor Rentsch (1)		x
Councillor Soloman (1)	x	
Councillor Taylor (7)	ABSENT	
Councillor White (1)	x	
Total (25)	16	9
	-CARRIED-	

Councillor Taylor joined the meeting at 10:09 p.m.

26. **Health and Human Services Minutes – August 24, 2023**

Moved by Councillor Post, seconded by Councillor Creelman

THAT the minutes of the Health and Human Services meeting held on August 24, 2023, and the recommendations set out, be adopted.

-Carried-

27. HEALTH & HUMAN SERVICES – August 24, 2023 – ITEM #2
Paramedic Agreement Extension

THAT the report of the Manager of Corporate Finance, Treasurer and Chief Paramedic, regarding the Paramedic Agreement extension, dated August 24, 2023, be received;

AND THAT the Agreement for Provision of Paramedic Services with Headwaters Health Care Centre be extended for a period of two years, ending December 31, 2025.

28. HEALTH & HUMAN SERVICES – August 24, 2023 – ITEM #3
Community Services Activity Report – Second Quarter 2023

THAT the report of the Director, Community Services, titled Quarterly Community Services Activity Report – Second Quarter 2023, dated August 24, 2023, be received.

29. HEALTH & HUMAN SERVICES – August 24, 2023 – ITEM #4
Annual Rent Increase Guideline 2024

THAT the report of the Director, Community Services dated August 24, 2023, titled Annual Rent Increase Guideline 2024, be received;

AND THAT the 2024 Market Rents of County of Dufferin owned housing units be increased by the maximum level of 2.5% over the previous year.

30. HEALTH & HUMAN SERVICES – August 24, 2023 – ITEM #5
Social Services Relief Fund

THAT the report of the Director, Community Services, titled Social Services Relief Funding Update, dated August 24, 2023, be received.

31. HEALTH & HUMAN SERVICES – August 24, 2023 – ITEM #6
Dufferin Oaks Capital Workplan Update

THAT the report of the Administrator, dated August 24, 2023, regarding the 2023 Capital Workplan Update, be received;

AND THAT the upgrade to the Nurse Call System be awarded through Single Source procurement;

AND THAT additional costs for the parking lot paving project be funded through the current Dufferin Oaks Capital Reserve Fund;

AND THAT the Dufferin Oaks Capital Workplan be adjusted accordingly.

32. HEALTH & HUMAN SERVICES – August 24, 2023 – ITEM #7
Federation of Northern Ontario Municipalities

THAT the following resolution from the Federation of Northern Ontario Municipalities, be supported:

WHEREAS the Federal and Provincial Governments need to support their most vulnerable households, the ones who are or are at risk of becoming homeless. Overall, housing and services for low-income, vulnerable, or marginalized people should be a primary consideration moving forward so we help those who need it the most;

WHEREAS Dufferin County understands every community across Ontario is impacted by a need for affordable housing and support for people at risk of homelessness. Municipal governments are working in collaboration with all orders of government to invest in permanent solutions to the housing and homelessness crisis in Ontario;

WHEREAS the Dufferin County understands that the Federal National Housing Strategy allocation formula to provinces and territories for jointly funded housing initiatives, roughly follows their share of the national population. This approach leaves Ontario underfunded because, as per the 2021 Census figures, the number of Ontario households in Community Housing Network as a share of the national total is 44.1 percent, which is well above the provincial share of the national population at 38.5 percent. This is also by far the highest share of national Community Housing Network relative to every other province and territories;

WHEREAS receiving a by-population allocation from the federal government hampers Ontario's ability to reach more of those households in need that require assistance with housing;

WHEREAS the lack of ongoing federal operating funding for National Housing Strategy initiatives leads to significant underfunding for subsidized housing projects and can undermine the physical and financial viability of the community housing stock;

WHEREAS a similar situation occurs with federal homelessness funding to Ontario through Reaching Home, where the share allocated to Ontario is also below the provincial share of Community Housing Network nationally;

WHEREAS there is an inequitable distribution of Reaching Home funding in Ontario as only 25 of 47 Service Managers have designated communities receiving funding under the program, despite the prevalence of need across the entire Province;

WHEREAS Dufferin County understand the federal government takes the position that its role is to provide capital funding while Provinces and Territories are to

fund operating expenses, but this approach does not create an equitable sharing of the burden of funding long term operating costs, which continue for the life of a project;

WHEREAS taken altogether, the underfunding to Ontario for housing and homelessness relative to its share of national Canadian Housing Network amounts to approximately \$480 million over the term of the Federal National Housing Strategy;

WHEREAS the federal government previously provided leadership in ensuring the long-term financial and physical viability of the social housing stock under the Social Housing Agreement for several decades through federal social housing operating agreements that provided funding for both mortgages and operating costs;

WHEREAS without some flexibility on the part of the federal government, Ontario and its municipalities will be poorly positioned to take advantage of this funding, and this will turn into a significant missed opportunity, leading to a further deterioration in the long-term physical and financial sustainability of the community housing stock;

THEREFORE BE IT RESOLVED Dufferin County also supports the provincial ask for federal operating funding for National Housing Strategy initiatives;

THEREFORE BE IT RESOLVED Dufferin County would appreciate the federal effort to repurpose this funding quickly from the main National Housing Co-Investment Fund program line, Service Managers across the province have indicated their challenges with meeting the terms of the federal proposal, particularly as they relate to cost matching and meeting the requirements for greenhouse gas emissions, energy efficiency and accessibility;

THEREFORE BE IT RESOLVED that Dufferin County would like need-driven indicators incorporated into the funding allocation formulas for all federal programs;

THEREFORE BE IT RESOLVED THAT FONOM appreciates the federal government's commitment to end chronic homelessness and wishes this to be inclusive across all areas of our province by expanding Reaching Home funding to all Service Managers;

THEREFORE BE IT RESOLVED the Federation of Northern Ontario Municipalities (FONOM) also supports the provincial position in relation to the provinces and territories Repair Fund under the National Housing Co-Investment Fund;

THEREFORE BE IT RESOLVED the Federation of Northern Ontario Municipalities (FONOM) supports the Province of Ontario position on the application-based \$4 billion federal Housing Accelerator Fund. We wish to emphasize the importance of providing municipalities with maximum support in preparing applications to the HAF, understanding that some rural and northern municipalities may face capacity challenges in applying to this program on the anticipated tight timelines;

THEREFORE BE IT RESOLVED Dufferin County wishes to request that Canadian Mortgage and Housing Corporation consider actions taken by municipalities under the province's Housing Supply Action Plans into account when assessing municipal applications, recognizing that these initiatives have the potential to significantly increase the supply of housing in our communities;

THEREFORE BE IT RESOLVED Dufferin County believes the lack of ongoing federal operating funding for National Housing Strategy initiatives leads to significant underfunding for subsidized housing projects and can undermine the physical and financial viability of the community housing stock;

THEREFORE BE IT RESOLVED Dufferin County believes the federal government should heed the precedent of the Social Housing Agreement and recommit itself to funding operating costs that often stretch out over decades for the lifetime of a housing project. As an example, the Rapid Housing Initiative's 20-year affordability requirement and lack of federal operating dollars will very likely result in housing providers asking Service Managers and the provincial government to fund operating expenses to ensure the long-term affordability of units given housing providers' limited revenue-raising capacity;

THEREFORE BE IT RESOLVED this lack of ongoing federal operating funding for National Housing Strategy initiatives leads to significant underfunding for subsidized housing projects and can undermine the physical and financial viability of the community housing stock;

THEREFORE BE IT RESOLVED Dufferin County urges the Federal Government provide additional funding for Ontario so that we can deal with our shortages of safe and affordable housing and at the same time build safer and healthier communities for all our residents;

FURTHER IT BE RESOLVED THAT a copy of the resolution be forward to the individuals listed below for consideration and support, Prime Minister Trudeau, Minister Sean Fraser, Kyle Seeback, MP, Premier Ford, Minister Paul Calandra, Sylvia Jones, MPP, Leaders of the Federal and Provincial Opposition Parties, the Association of Municipalities of Ontario, and the Federation of Northern Ontario Municipalities.

33. **Community Development & Tourism Minutes – August 24, 2023**

Moved by Councillor Little, seconded by Councillor Post

THAT the minutes of the Community Development and Tourism meeting held on August 24, 2023, and the recommendations set out, be adopted.

-Carried-

34. COMMUNITY DEVELOPMENT & TOURISM – August 24, 2023 – ITEM #1
Museum Visitor and Outreach Statistics – Second Quarter

THAT the report of the Director of Development and Tourism, “Museum Visitor and Outreach Statistics Report Q2”, dated August 24, 2023, be received.

35. COMMUNITY DEVELOPMENT & TOURISM – August 24, 2023 – ITEM #2
2023 International Plowing Match & Rural Expo – Update

THAT the report of the Director of Development and Tourism, “2023 International Plowing Match and Rural Expo – Update”, dated August 24, 2023, be received.

36. COMMUNITY DEVELOPMENT & TOURISM – August 24, 2023 – ITEM #3
New Dufferin County Tourism Brand

THAT the report of the Director of Development and Tourism, “County Tourism Brand Development”, dated August 24, 2023, be received;

AND THAT the proposed brand be trialed at the International Plowing Match.

37. COMMUNITY DEVELOPMENT & TOURISM – August 24, 2023 – ITEM #4
Shared Planning Services with Local Municipalities

THAT the report of the Director of Development and Tourism, “Shared Planning Services with Local Municipalities”, dated August 24, 2023, be received;

AND THAT staff work with local municipal staff to determine the amount of time required for each type of planning service;

AND THAT the terms of the Planning Services Memorandum of Understandings be updated as required.

38. COMMUNITY DEVELOPMENT & TOURISM – August 24, 2023 – ITEM #5
Closed Session Report – Municipal Act, Section 239 (2)(f) - Advice that is subject to solicitor-client privilege, including communications necessary for that purpose

THAT staff proceed as discussed during Closed Session.

39. **Chief Administrative Officer’s Report – Fire Protection and Prevention Services Study**

A report from the Chief Administrative Officer, dated September 14, 2023, to review options on the process of engaging subject matter experts to support a study on fire protection and prevention services.

Moved by Councillor Horner, seconded by Councillor Gardhouse

THAT the report from the Chief Administrative Officer, dated September 14, 2023, regarding a fire protection and prevention services study, be received.

-Carried-

Moved by Councillor Post, seconded by Councillor White

THAT staff be directed to move forward with a Request for Proposal (RFP) at a cost up to \$75,000 to conduct a study on fire protection and prevention services.

A recorded vote was requested and taken as follows:

	Yay	Nay
Councillor Creelman (3)	x	
Councillor Gardhouse (2)	x	
Councillor Gerrits (1)		x
Councillor Hall (2)	ABSENT	
Councillor Hawkins (1)	x	
Councillor Horner (1)	x	
Councillor Little (1)		x

	Yay	Nay
Councillor McLean (1)	x	
Councillor Mills (2)	x	
Councillor Nix (2)		x
Councillor Post (8)	x	
Councillor Rentsch (1)		x
Councillor Soloman (1)		x
Councillor Taylor (7)	x	
Councillor White (1)	x	
Total (32)	26	6
	-CARRIED-	

40. **Chief Administrative Officer’s Report – Strategic Plan Monthly Update #2**

A report from the Chief Administrative Officer, dated September 14, 2023, to provide an update regarding the County’s Strategic Plan implementation.

Moved by Councillor Nix, seconded by Councillor Creelman

THAT the report of the Chief Administrative Officer, dated September 14, 2023, with respect to Strategic Plan Monthly Update #2, be received.

-Carried-

41. **Chief Administrative Officer’s Report – Monthly Update from Outside Boards**

A report from the Chief Administrative Officer, dated September 14, 2023, to provide Council with an update of activities from outside boards and agencies.

Moved by Councillor Post, seconded by Councillor McLean

THAT the report of the Chief Administrative Officer, dated September 14, 2023, with respect to Reports from Outside Boards, be received.

-Carried-

CORRESPONDENCE

42. **Township of Mulmur Resolution**

A resolution from the Township of Mulmur, dated September 7, 2023, regarding the proposed download of County Road 19, the use of salt on County Roads and compensation for address changes as a result of the upload/download of roads.

Councillor Nix left the meeting at 10:51 p.m. and rejoined at 10:53 p.m.

43. **Township of Melancthon**

A resolution from the Township of Melancthon, dated September 12, 2023, to support Bill C-310, an Act to Amend the Income Tax Act (Volunteer Firefighting and Search and Rescue Volunteer Tax Credit).

Moved by Councillor Creelman, seconded by Councillor Gerrits

THAT Council support the Township of Melancthon resolution, dated September 12, 2023, regarding support for Bill C-310, an Act to Amend the Income Tax Act (Volunteer Firefighting and Search and Rescue Volunteer Tax Credit).

-Carried-

44. **NOTICE OF MOTIONS**

45. **MOTIONS**

Warden Mills called a vote to allow the meeting to proceed past 11:00 p.m. in accordance with Section 5.6 of the Procedural By-Law.

46. **Moved by Councillor Post, seconded by Councillor White**

THAT the Council meeting of September 14, 2023 extend beyond 11:00 p.m.

-Carried-

47. **CLOSED SESSION**

Moved by Councillor Horner, seconded by Councillor Creelman

THAT Council moved into Closed Session (10:54 p.m.) in accordance with the Municipal Act Section 239 (2)(d) – Labour Relations or Employee Negotiations and Section 239 (2)(f) – Advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

-Carried-

While in Closed Session, Council reviewed Closed Session minutes from the Community Development and Tourism Committee meeting on August 24, 2023. Council also reviewed a report from the Administrator of Dufferin Oaks and the Director of People and Equity regarding the Ontario Nurses Association (ONA) negotiation mandate.

Moved by Councillor Nix, seconded by Councillor Creelman

THAT Council move into open session (10:58 p.m.).

-Carried-

BUSINESS ARISING FROM CLOSED SESSION

48. **Moved by Councillor Horner, seconded by Councillor Post**

THAT the Closed Session minutes from the Community Development and Tourism Committee meeting on August 24, 2023, be adopted.

-Carried-

49. **Moved by Councillor White, seconded by Councillor Gardhouse**

THAT staff be directed to proceed as discussed in Closed Session regarding the Ontario Nurses Association (ONA) negotiation mandate.

-Carried-

50. **BY-LAWS**

2023-47 A by-law to ratify the actions of the warden and the clerk for executing an agreement between the Corporation of the County of Dufferin and March of Dimes Canada. (Lease Agreement – Mel Lloyd Centre)

Authorization: Council – September 14, 2023

2023-48 A by-law to authorize the Warden and the Clerk to execute an agreement between the Corporation of the County of Dufferin and GFL Environmental Inc. (Non-Eligible Sources Recycling Collection) Authorization: Infrastructure and Environmental Services – May 26, 2022

Moved by Councillor White, seconded by Councillor Horner

THAT By-Law 2023-47 through to By-Law 2023-48, inclusive, be read a first, second and third time and enacted.

-Carried-

51. **OTHER BUSINESS**

Warden Mills noted Saturday, September 30th is the National Day for Truth and Reconciliation and Orange Shirt Day, a day to reflect and honour Survivors, their families and communities affected by the legacy of Indian Residential School policies. The National Day for Truth and Reconciliation seeks to understand the impact and intergenerational harm that residential schools have caused to Indigenous families and nations, and to honour the First Nations, Inuit and Métis lives who were lost, and the survivors, their families and communities who have been affected by this injustice. Dufferin County acknowledges the tragic and ongoing discovery of the unmarked graves and burials on and near residential schools, as well as Canada's history and relationship with Indigenous communities. The County is dedicated to undertaking meaningful action that moves us towards greater accountability and achieving Truth and Reconciliation with Indigenous Peoples and their nations. The Warden encouraged the community to wear orange on September 30th and to reflect, remember, and honour Indigenous families and their nations on this important day.

Warden Mills announced the Economic Development department will be hosting an Economic Development Strategy Workshop on November 8th and 9th, 2023 for all members of County Council in the Dufferin Room. The purpose of this workshop is to introduce a modern perspective of economic development, which takes into account the interdependent nature of economic, social, and environmental factors. Brock Dickinson, one of the leading minds in modern economic development and an adjunct professor at the University of Waterloo, will lead and facilitate this workshop.

52. **CONFIRMATORY BY-LAW**

2023-49 A by-law to confirm the proceedings of the Council of the Corporation of the County of Dufferin at its meeting held on September 14, 2023.

Moved by Councillor Nix, seconded by Councillor McLean

THAT By-Law 2023-49, be read a first, second and third time and enacted.

-Carried-

53. **ADJOURNMENT**

Moved by Councillor Gardhouse, seconded by Councillor White

THAT the meeting adjourn.

-Carried-

The meeting adjourned at 11:03 p.m.

Next meeting: Thursday, October 12, 2023
Video Conference

Wade Mills, Warden

Rebecca Whelan, Deputy Clerk



Dufferin County Municipal Comprehensive Review Phase 3 – General Policy Updates



October 12, 2023



- **Purpose of this Presentation**
- **Overview of the Official Plan Amendment**
- **Key Details of the Amendment**
- **Next Steps**
- **Public Comments**
- **Council Comments and Questions**

Presentation Purpose:

- To present the proposed third phase Official Plan Amendment as a result of the County's Municipal Comprehensive Review under Section 26 of the Planning Act
- To give an opportunity for the committee to ask questions and provide input
- The draft amendment includes over 130 proposed changes to the Official Plan, key changes will be summarized, and specific policies may be discussed at the end

Official Plan Amendment Overview

Purpose and Effect of the Amendment:

- The purpose and effect of the Official Plan Amendment is to update the policies of the Official Plan to address general policy input received over the course of the Municipal Comprehensive Review, to respond to the changing needs of residents and businesses in the County, and to simplify and clarify the policies of the Official Plan.

The Basis of the Amendment:

- The County of Dufferin Official Plan was adopted in 2015.
- New Official Plans are required to be reviewed and updated within ten years of adoption, however the release of an updated Growth Plan in 2017 included a requirement for upper-tier municipalities to update their Official Plans to conform by July 2, 2022.
- The County undertook a comprehensive review to update population and employment growth forecasts and update mapping which were implemented through two previous Amendments.
- Over the course of preparing the previous amendments a number of general policy updates were recommended by County Staff, local municipalities and the general public. These include updates related to housing options, climate change, implementation and interpretation, among others.

Public Consultation:

- There have been multiple public open houses and public meetings regarding the Dufferin County Municipal Comprehensive Review since 2019.
- Residents and Stakeholders have submitted dozens of comments, some of which have been addressed through the two previous amendments, and some of which are addressed in this proposed amendment.

Staff Input:

- Feedback from various County departments have resulted in amendments related to climate change, implementation policies, definitions, transportation and other subject matter.

Key Details of the Amendment:

- Updates to terminology:
 - References to the “Provincial Policy Statement, 2014” are updated to “Provincial Policy Statement, 2020”
 - “Secondary Dwelling Units” are updated to “Additional Residential Units”
 - “Special needs housing” replaced with “supportive housing”
- Climate Change:
 - New goals and objectives to emphasize the need to plan with the impacts of climate change in mind
 - New policy stating the County or local municipalities may enact Green Development Standards
- Settlement Areas
 - Updates to expansion/adjustment policies to clarify process and requirements consistent with the PPS, 2020
 - New policy to require privately-initiated proposals for settlement area adjustments to identify lands to be added and removed.
- Housing
 - Replacing references to “character” with references to the height, density or massing of development
 - Updates to “Additional Residential Unit” policies to allow up to 3 units on a given property, subject to servicing requirements and other standards
 - Updates to strengthen “complete communities” policies to provide for a mix of compatible land uses within close proximity to each other

Provincial Review:

- Once endorsed by County Council, the draft amendment will be submitted to the Ministry of Municipal Affairs and Housing for comments.

Public Engagement:

- A statutory Public Open House will be held to provide members of the public an opportunity to review the draft amendment, ask questions and provide feedback
- Residents can submit written comments at any time prior to adoption of the amendment

Revisions:

- Based on the feedback received from the public and the province, a final draft will be prepared and presented at a Statutory Public Meeting

- Final revisions will be made as necessary prior to adoption by County Council

Council Comments and Questions



Dufferin County Transportation Master Plan



Thursday, October 12, 2023

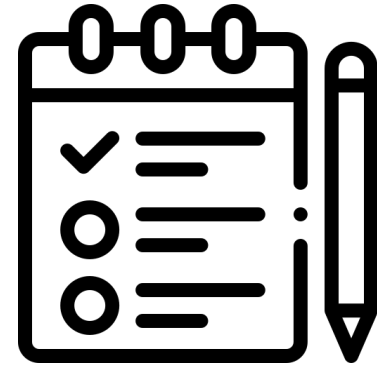


Council Meeting



Agenda

1. What is the TMP? – An Overview
 - Existing Travel Patterns
 - Working Vision Statement
 - TMP Objectives
2. What did We Hear? – Consultation
 - Key Themes from Engagement
3. What did We Do? – Recommendations
 - Recommendations by Various Modes of Travel
4. Next Steps





What is the TMP – an Overview



Thursday, October 12, 2023



Council Meeting



Overview of a TMP

What is a TMP?



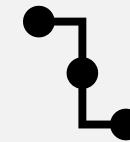
Why develop a TMP?



Growth in population/employment



Alignment with existing policies in Provincial & Federal level



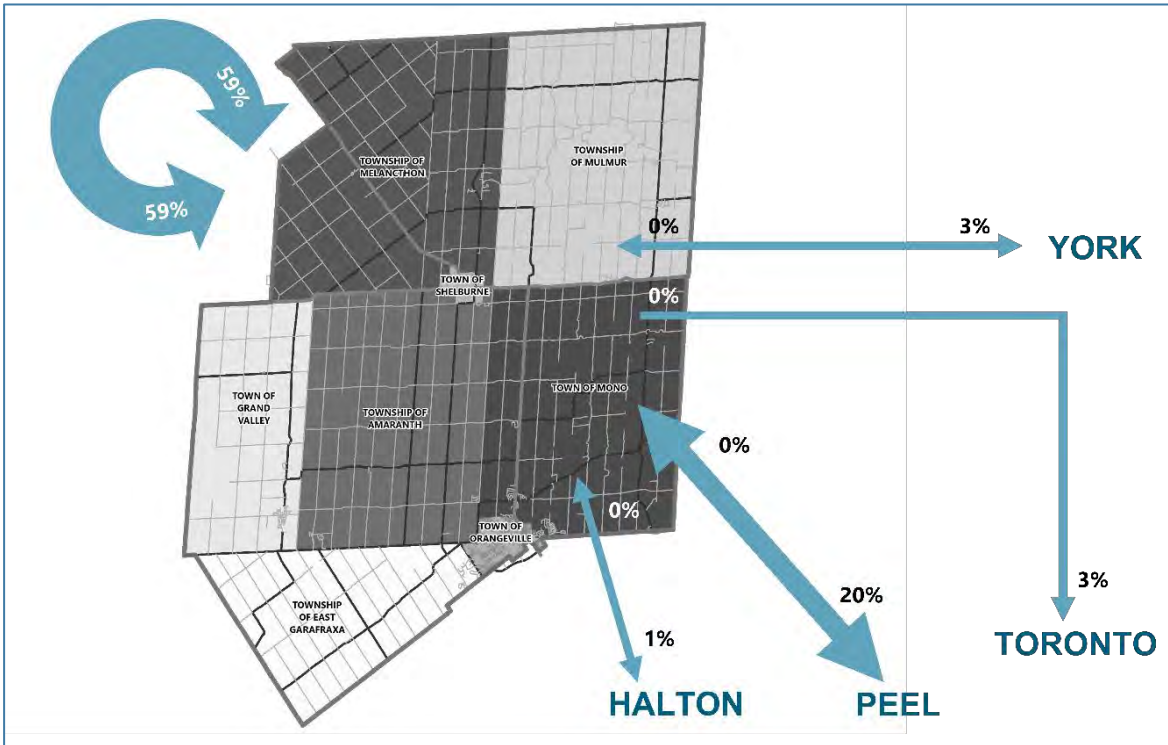
Enhanced Connectivity within County & surrounding municipalities



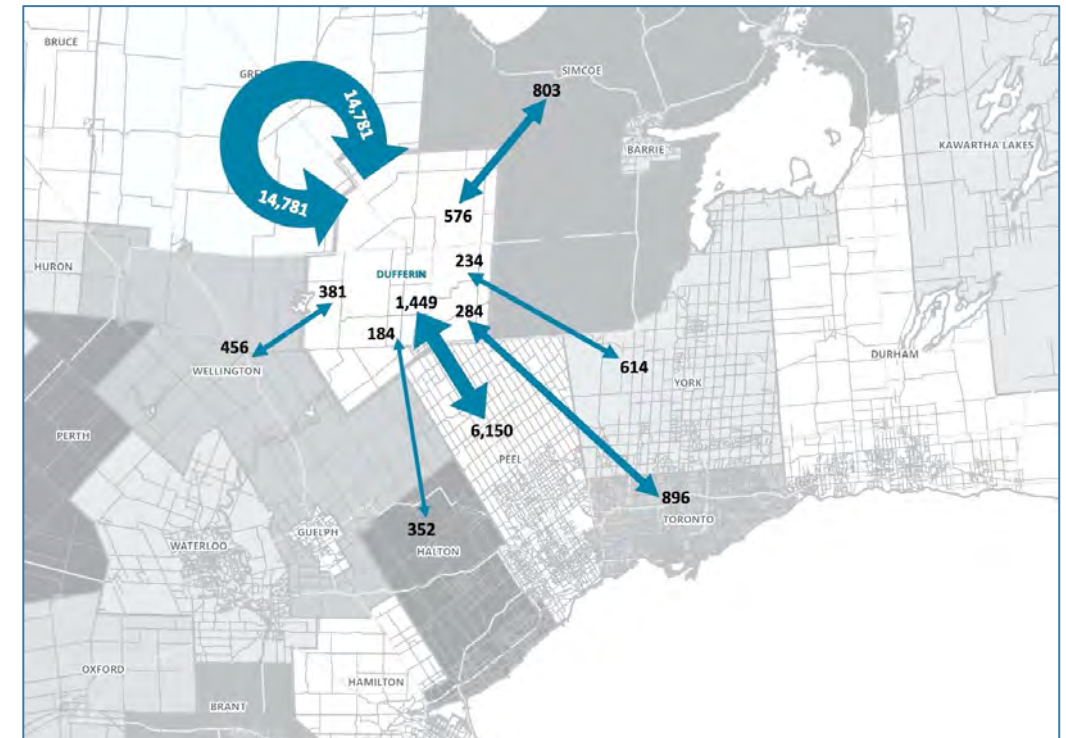
Emerging Trends and shift to sustainable transportation and Transportation Demand Management

Existing Travel Patterns

Existing Weekday AM Travel Patterns (Percentage)

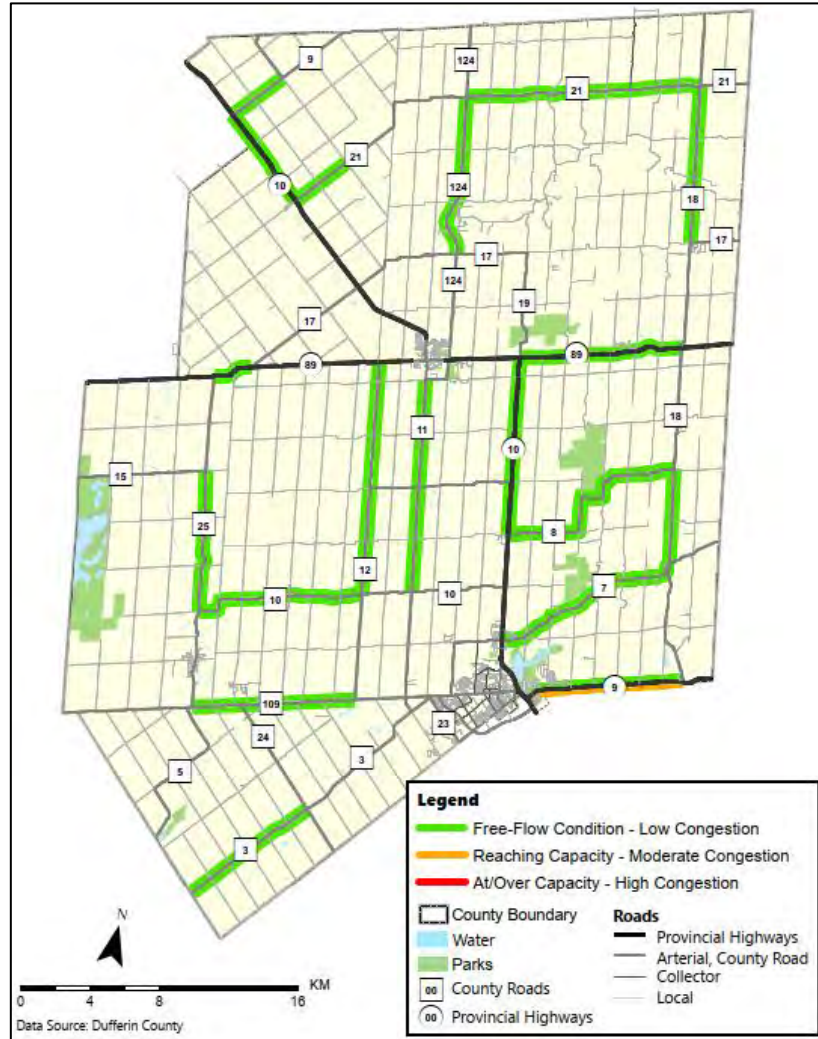


Existing Weekday AM Travel Patterns (Trips)

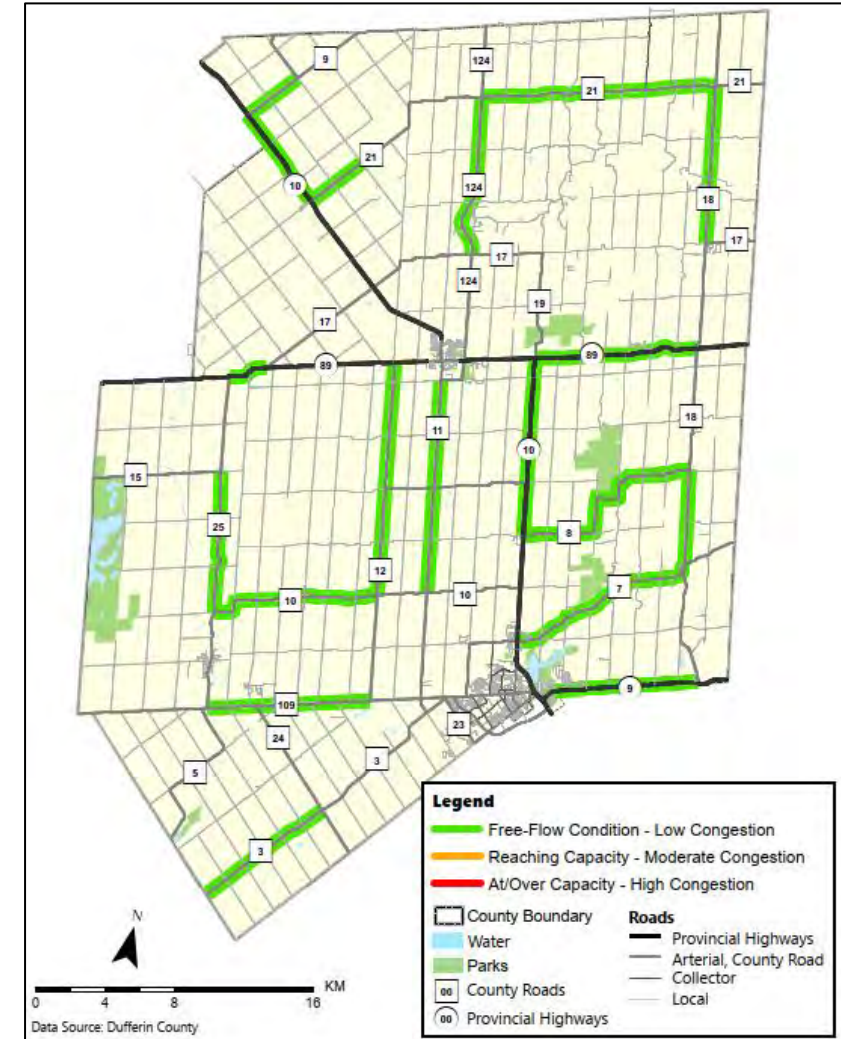


Existing Road Network Performance

Countywide AM Peak Hour

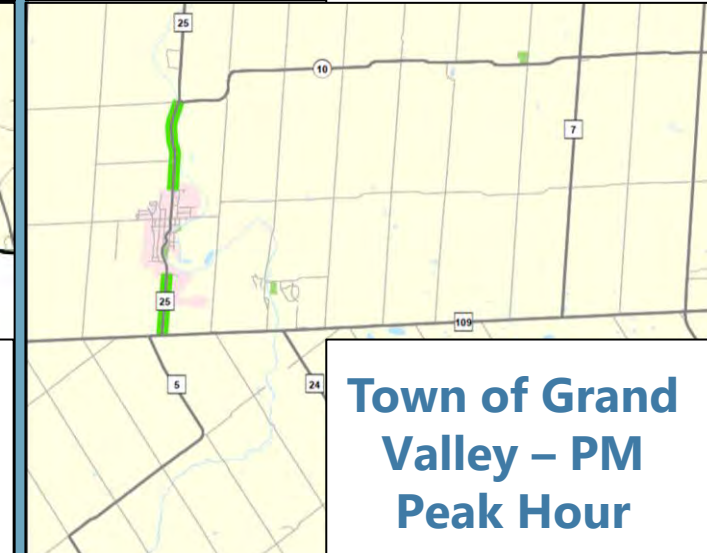
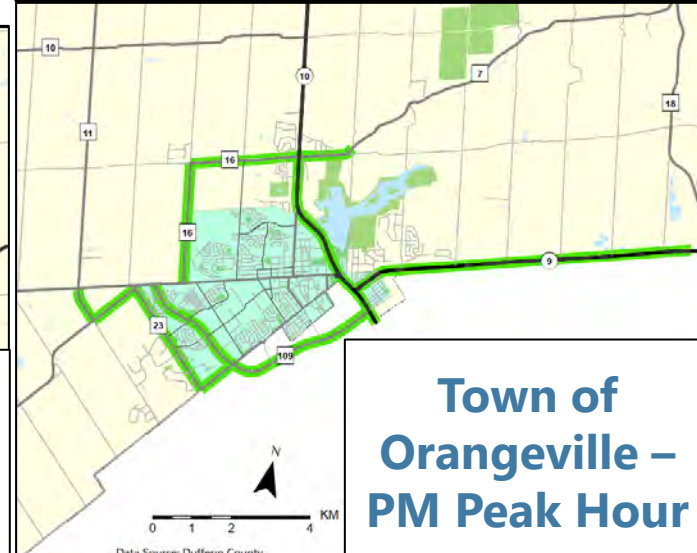
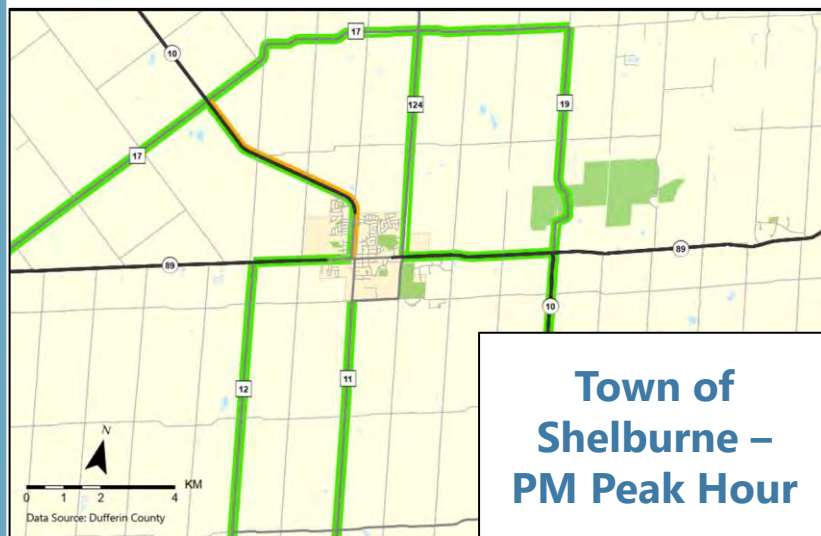
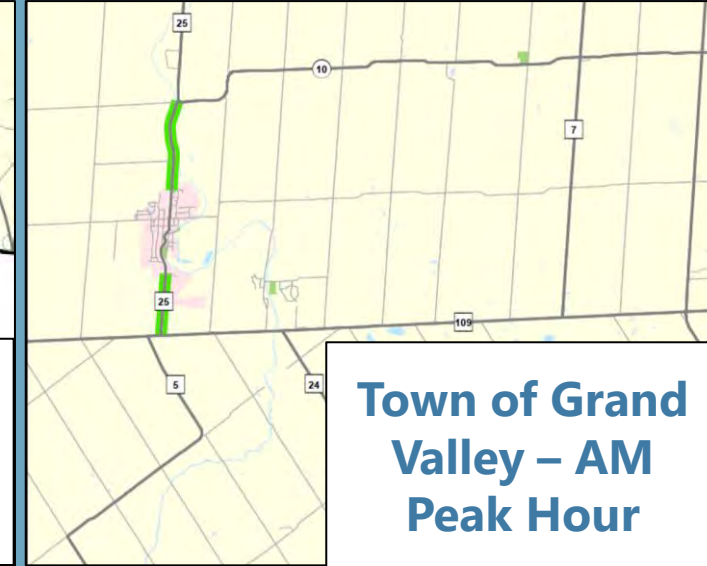
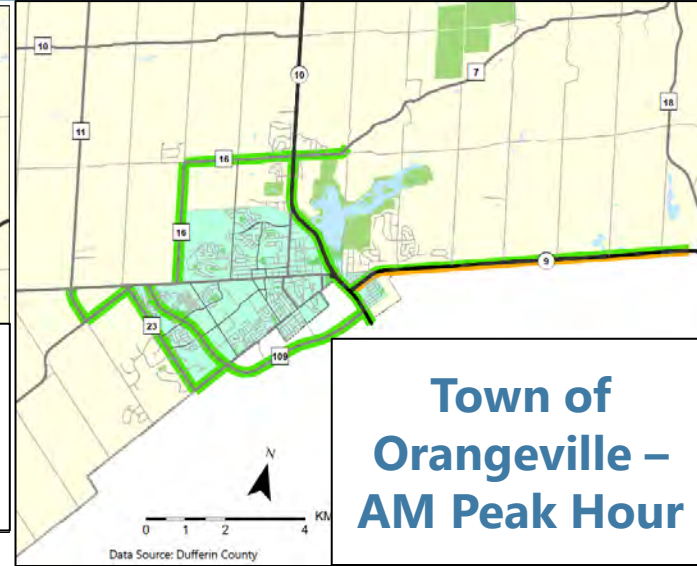
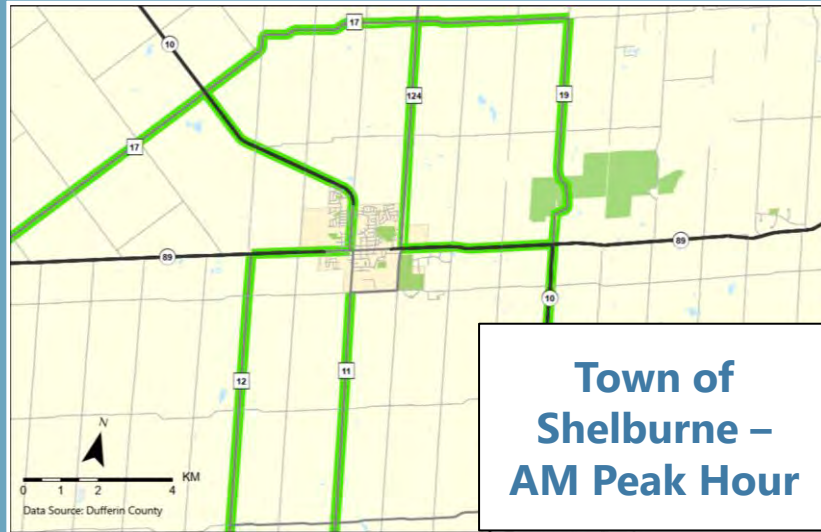


Countywide PM Peak Hour



Existing Road Network Performance

- Legend**
- Free-Flow Condition - Low Congestion
 - Reaching Capacity - Moderate Congestion
 - At/Over Capacity - High Congestion
 - County Boundary
 - Water
 - Parks
 - County Roads
 - Provincial Highways
- Roads**
- Provincial Highways
 - Arterial, County Road
 - Collector
 - Local



Working Vision Statement



The vision for mobility in Dufferin County is...

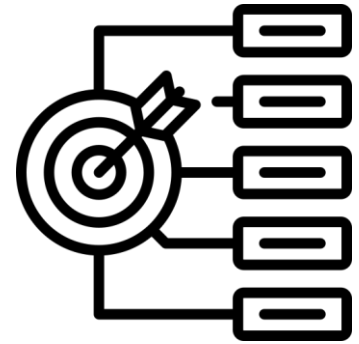


“a **vibrant and integrated community** that supports movement of users of all ages and abilities through active transportation facilities, transit routes and roads. The multi-modal transportation network should provide mobility and connectivity in an **accessible, equitable, environmentally and financially sustainable** manner. Viable transportation options should be provided to foster **healthier, more sustainable choices** for its residents and visitors.”

TMP Objectives



1. Promote the establishment of a comprehensive and **efficient transportation system** to move people and goods to support **economic development** objectives of the County.
2. Support and encourage **active transportation** to contribute to the development of healthy, safe and **complete communities** and **minimize auto-dependence**.
3. **Optimize** the use of **existing infrastructure** and public facilities prior to considering the development of new infrastructure.





What did We Hear? - Consultation



Thursday, October 12, 2023



Council Meeting



Who and When Did We Consult?

Who Did We Engage With?

- Public
- Local Municipal Staff
- County Staff
- Council

Public Sessions

Public Sessions	Dates
Public Open House	March 3, 2020
Public Information Centre	July 26, 2022
Joint MCR and TMP Public Information Centre	January 21, 2023
MCR Public Workshop	July 6, 2023

Local Municipal Staff Sessions

Local Municipal Staff Sessions	Dates
Grand Valley Municipal Staff	July 19, 2023
Local Municipal Planners of Dufferin County	July 20, 2023

What We Heard

Key Themes

- Plan for improved and expanded transportation networks to support anticipated areas of growth in the future.
- Consider bypasses of Shelburne and Grand Valley.
- Improve road safety and reduce vehicular-related accidents.
- Maintain and improve the local roads and arteries across the County.
- Support accessible transit and transportation options.
- Promote active transportation and healthy active living by improving access to trails and recreational uses.



What did We Do? - Recommendations



Thursday, October 12, 2023

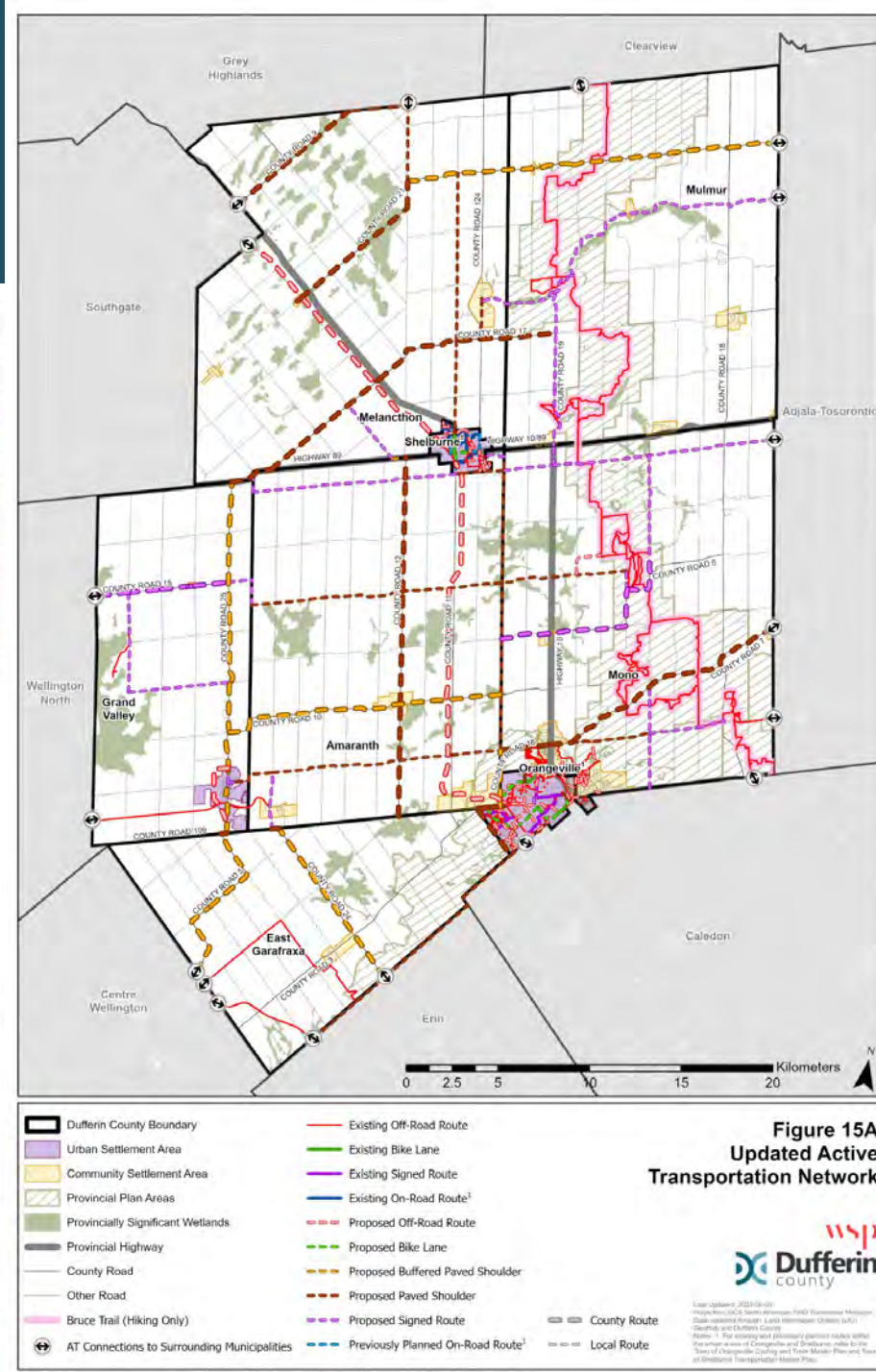
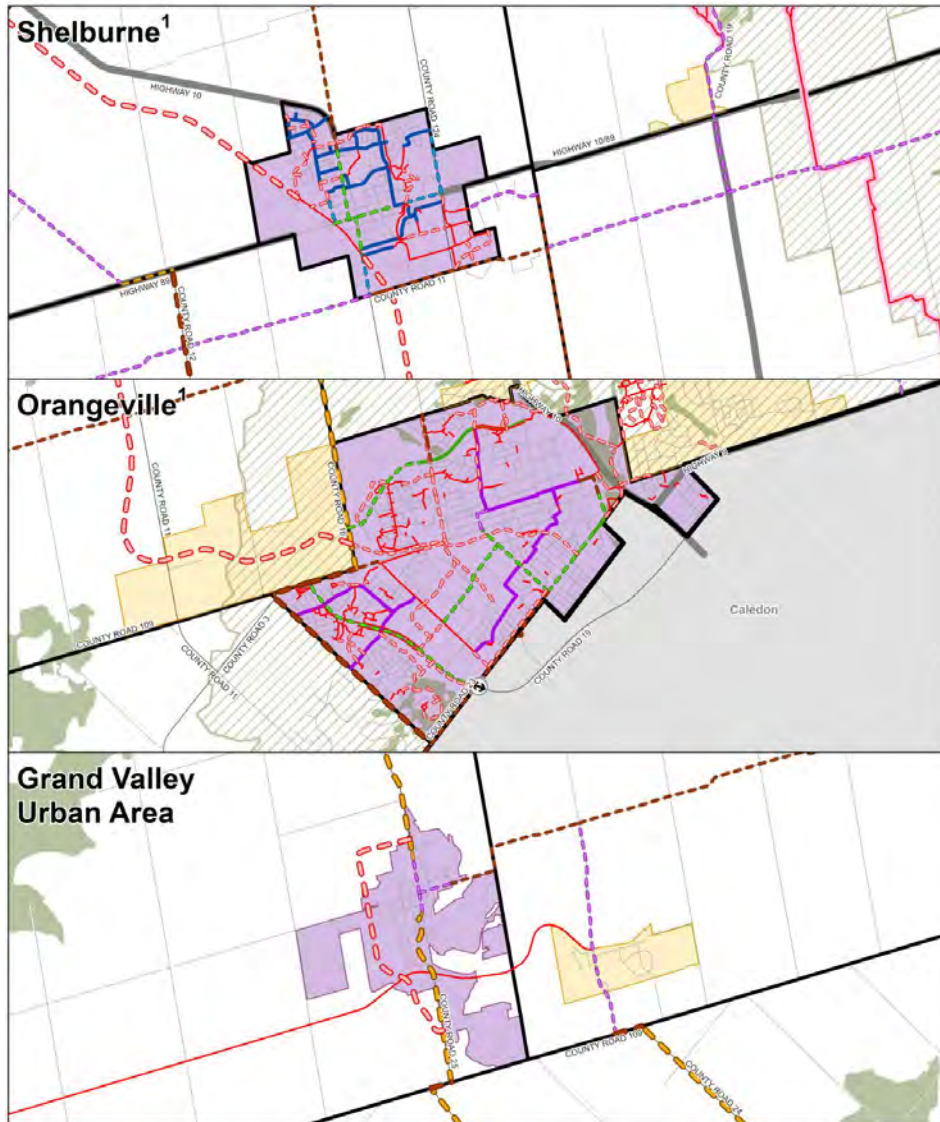


Council Meeting



Proposed Cycling Network

- Integrating the existing and proposed AT routes with existing and planned transit development;
- Expanding AT facilities and infrastructure to improve the accessibility and connectivity of the network, such as bike parking and other supportive infrastructure; and
- Conducting outreach to promote AT routes and introducing benefits.



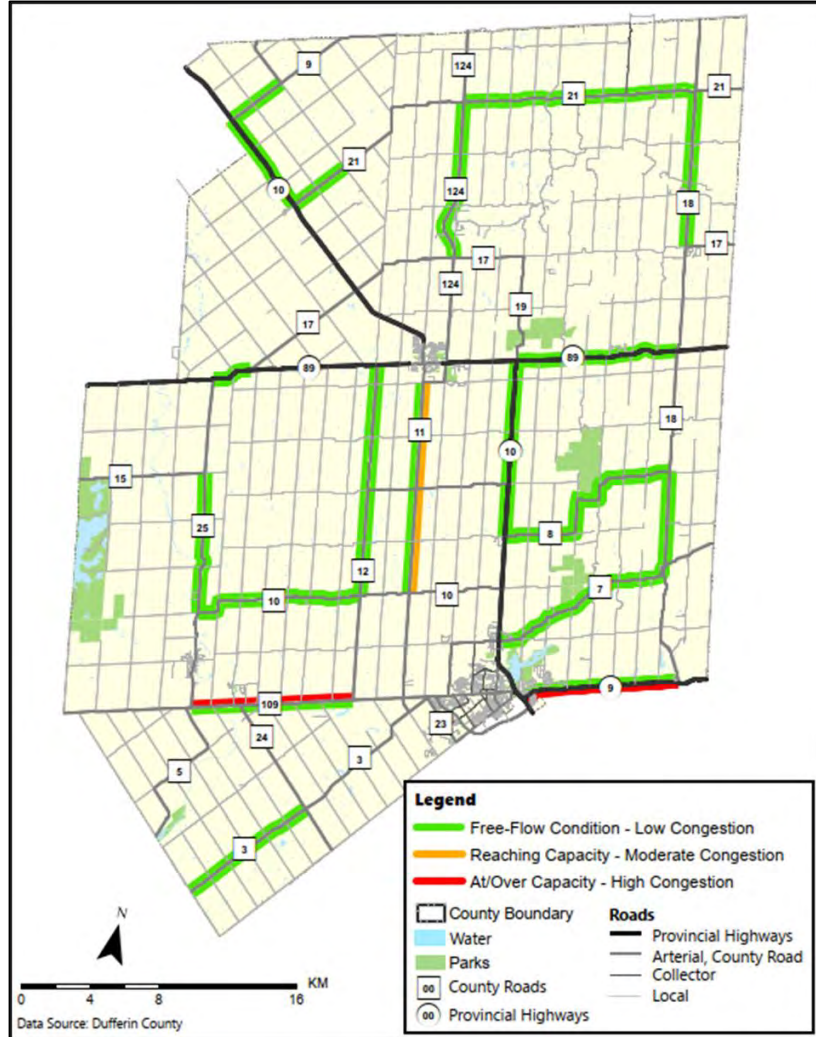
Proposed Transit Service

- Previously Proposed:
 - Possible alternative was an **On-Demand Curb-to-Curb** service.
 - Not funded in 2023 County budget.
- County should continue to consider funding opportunities and when to introduce County-supported transit.
- County should advocate for increased GO Transit service:
 - More convenient times
 - More frequency
 - Faster (possibly non-stop) service from Orangeville to Brampton
 - Extend GO services to Shelburne

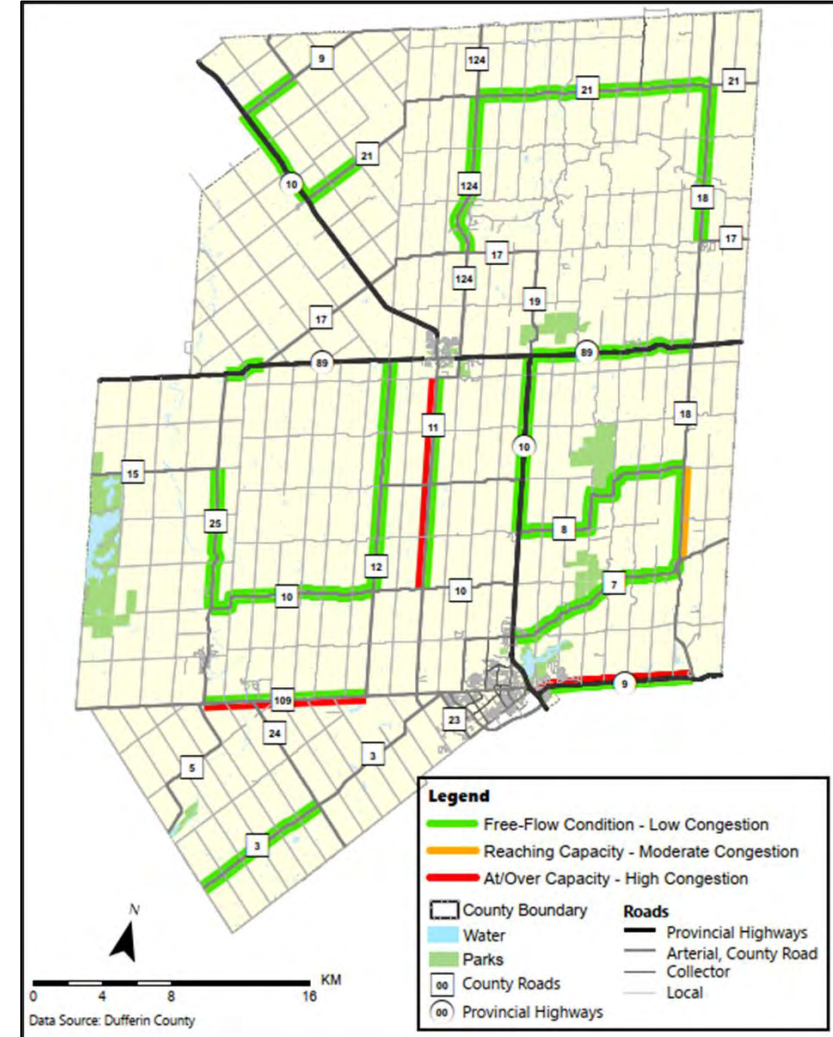


2051 Road Network Performance – Base Case

Countywide AM Peak Hour



Countywide PM Peak Hour



2051 Road Network Performance – Base Case

Legend

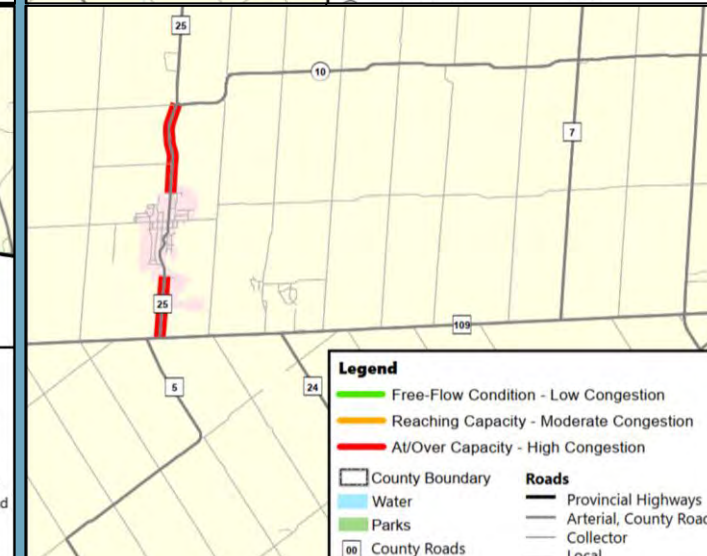
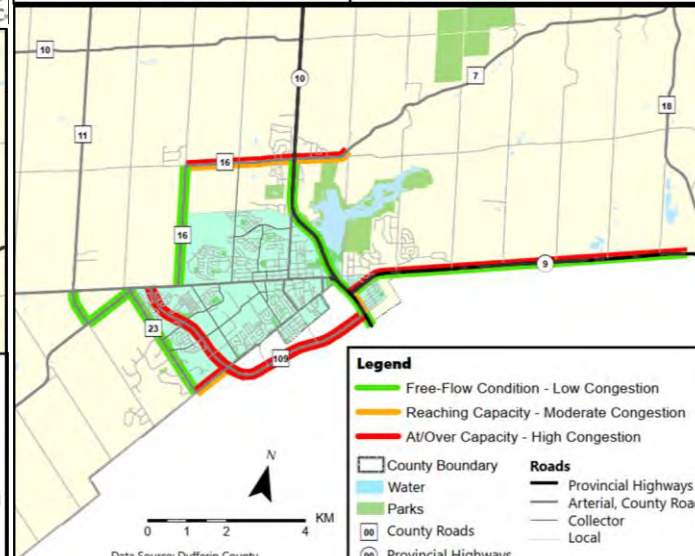
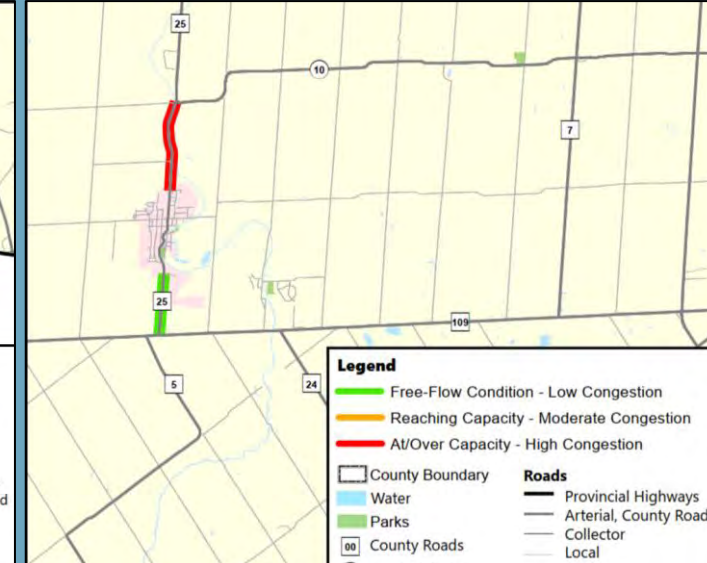
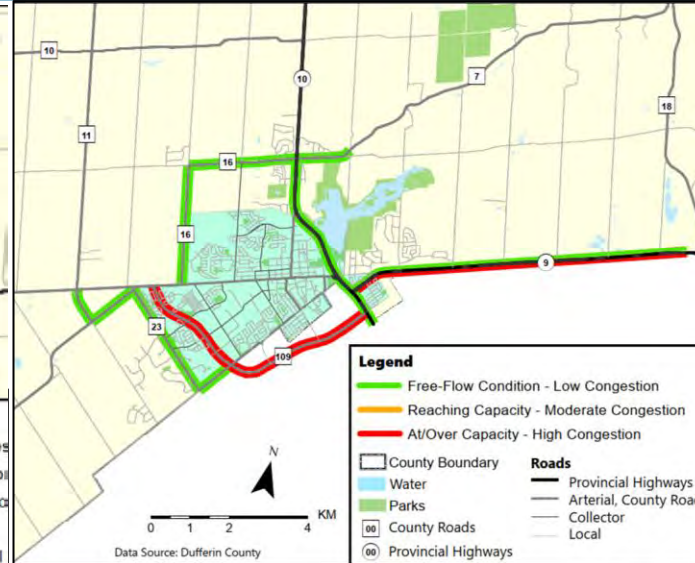
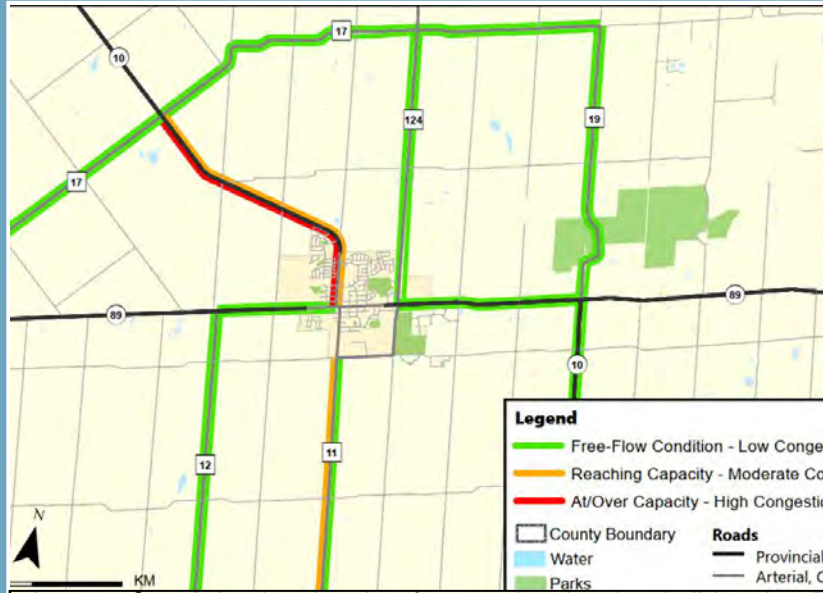
- Free-Flow Condition - Low Congestion
- Reaching Capacity - Moderate Congestion
- At/Over Capacity - High Congestion

County Boundary

- Water
- Parks
- County Roads
- Provincial Highways

Roads

- Provincial Highways
- Arterial, County Road
- Collector
- Local



Alternative 3 Road Improvements

County Improvements

1. Widening of Dufferin County Road 109 to 4-lane roadway between Dufferin County Road 25 & Highway 10.
2. Widening of Dufferin County Road 16 to 4-lane roadway between Highway 10 & Mono Amaranth Townline Road.
3. Widening of Dufferin County Road 7 to 4-lane roadway between Highway 10 & Side Road 5.
4. Construct a new two-lane road along Amaranth East Luther Townline to bypass Grand Valley, from Dufferin County Road 109 to Dufferin County Road 10.

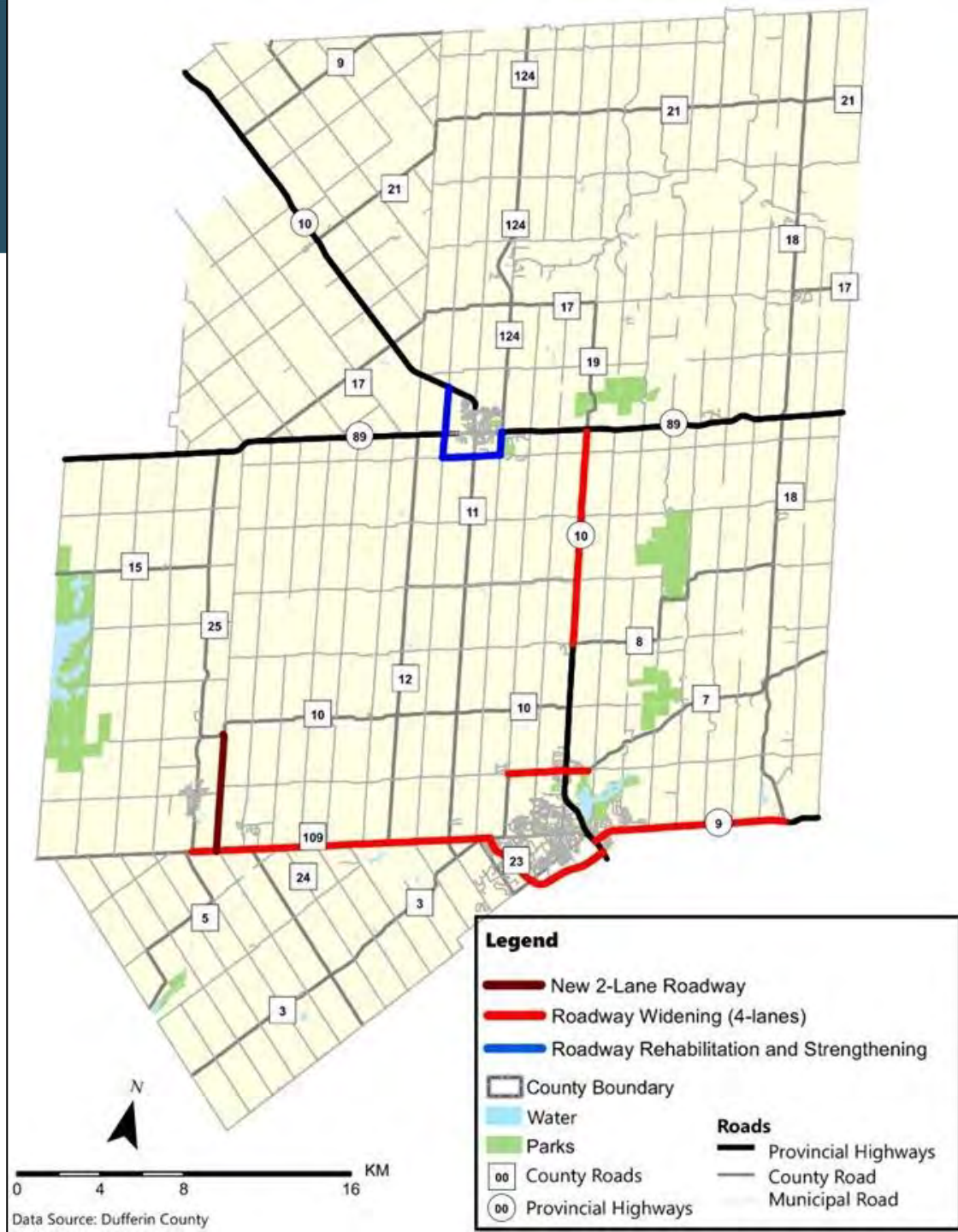
Figure 37. Alternative 3 Roadway Improvements



Alternative 3 Road Improvements

MTO Improvements

- A. Widening of Highway 9 to 4-lane roadway from Highway 10 to County Road 18; and,
- B. Widening of Highway 10 to 4-lane roadway between Side Road 15/Mono Center Road and Highway 89.
- C. Rehabilitate & upgrade 30 Side Road to arterial roadway standards between County Road 11 & 4 Line (Shelburne).
- D. Rehabilitate & upgrade 4 Line to arterial roadway standards between 30 Side Road & Highway 10 (Shelburne).
- E. Rehabilitate & upgrade County Road 11/2nd Line to arterial roadway standards between 30 Side Road & Highway 89 (Shelburne).
- F. Rehabilitate & upgrade County Road 11/30 Side Road to arterial roadway standards between Victoria Street & 2nd Line (Shelburne).



Phasing for Proposed Road Improvements

Phasing based on traffic volume data-driven needs

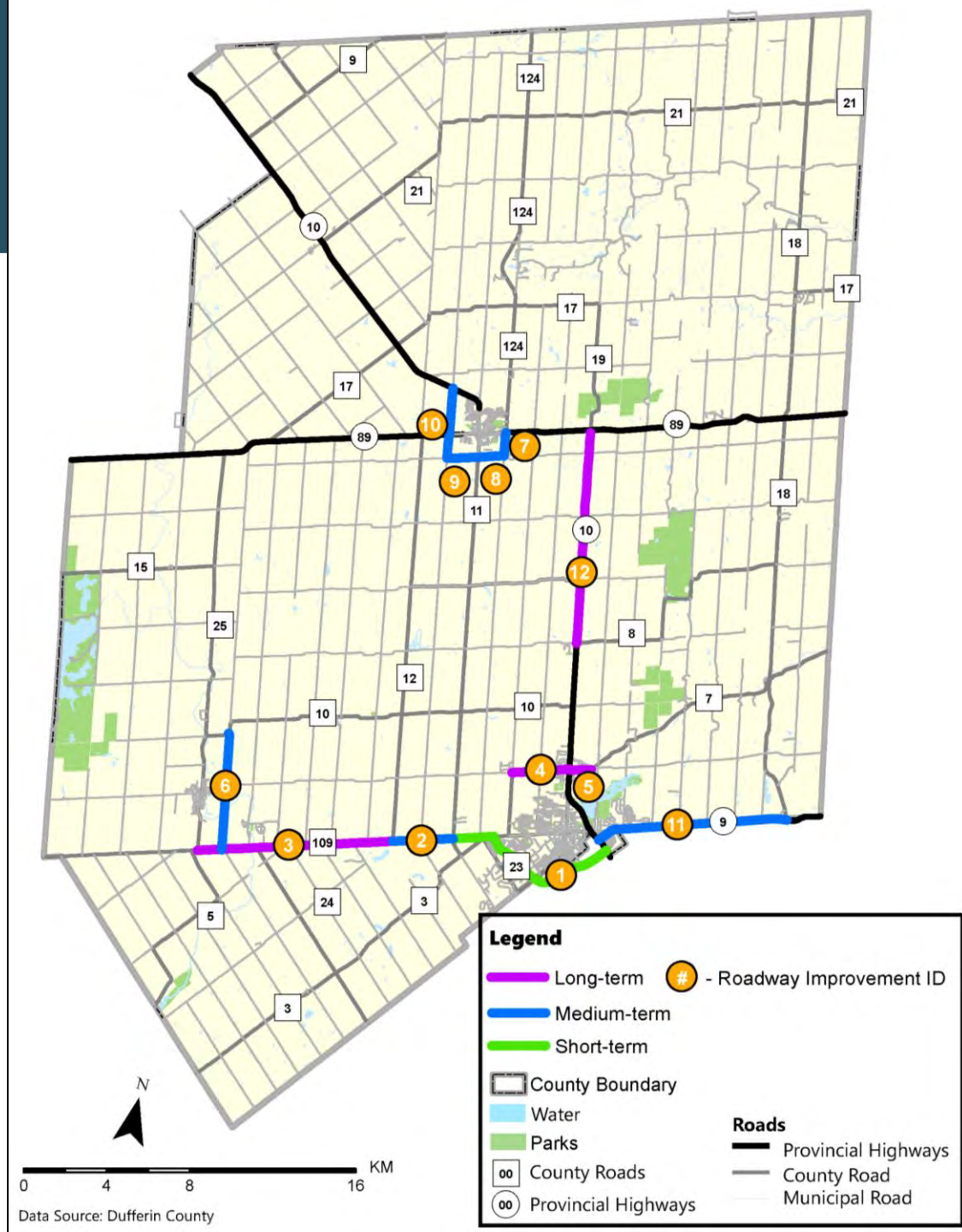
- Short term = constructed by 2031
- Medium term = constructed by 2041
- Long term = constructed by 2051

Next steps for these projects

- Municipal Class Environmental Assessment Schedule "C" to determine preferred alignment and preliminary design
- Detailed design
- Construction

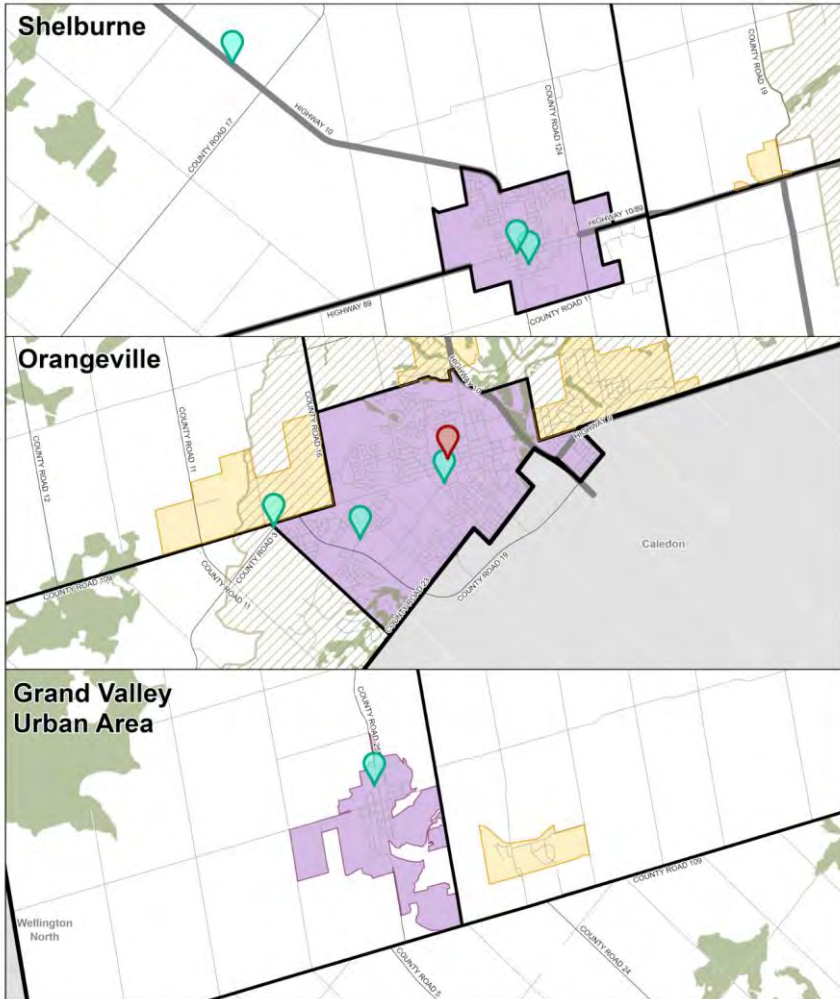
Steps implemented by proponent

- MTO implements MTO projects
- County implements County projects



Electric Vehicles

Existing Charge-Up Dufferin Network



Recommendations

- Apply for funding to expand the existing charging station network.
- Work towards equipping all public facilities to have at least level-two fast chargers.
- Provide incentives for community partners and private businesses to provide charging stations.
- Acquire capital funds through governmental or developer partnerships.
- Raising public awareness through climate action initiatives.
- Review electric vehicle parking requirements for new residential or commercial property development.
- Continue maintaining and expanding the EV education program and events such as the Electric Vehicle Test Drive event.
- Consider electric vehicles for future County-owned transit vehicles, partner with transit providers such as Orangeville Transit and Grey Transit on electrification of transit fleets.

Complete Streets



Elements of Complete Street Policy

1. Embodies a Community Vision
2. Defines All Users and Modes
3. Applies to All Projects and Phases
4. Identifies Clear, Accountable Exceptions
5. Encourages Network Connectivity and Integration
6. Adoptable by All Agencies and Jurisdictions
7. Utilizes Latest Design Guidelines
8. Acknowledges Context Sensitive Solutions
9. Defines Performance Standards with Measurable Outcomes
10. Proposes Specific Implementation Steps

Proposed Goods Movement Network

Recommended Improvements

- Provide alternative routes for truck movement through the Town of Shelburne, and Grand Valley, which could be in the form of a bypass of any of these communities.
- Widen Dufferin County Road 109 south of Orangeville, to enhance the truck bypass route for the east-west truck traffic through Orangeville.
- The County Roads 10, 11 and 12 in the Township of Amaranth should be adequately strengthened to remove spring load restrictions and accommodate the weight of trucks year-round.



Next Steps

- 1 **Finalize TMP Report**
- 2 **Issue Notice of Study Completion**
 - 30-day public review period
 - Address outstanding comments
 - Proceed to implementation
- 3 **Implementation**
 - Allocate budget
 - Municipal Class Environmental Assessment Schedule "C" to determine preferred alignment and preliminary design
 - Detailed design
 - Construction

Contact information:

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syousif@dufferincounty.ca

Brett Sears, MCIP, RPP



brett.sears@wsp.com



COMMUNITY DEVELOPMENT AND TOURISM COMMITTEE MINUTES **Thursday, September 28, 2023 at 3:00 p.m.**

The Committee met at 3:00 p.m. at the Edelbrock Centre, Dufferin Room, 30 Centre St, Orangeville.

Members Present: Councillor Janet Horner (Chair)
Councillor John Creelman
Councillor Earl Hawkins
Councillor Gail Little (arrived 3:04 p.m.)
Warden Wade Mills
Councillor Lisa Post
Councillor Darren White

Staff Present: Sonya Pritchard, Chief Administrative Officer
Michelle Dunne, Clerk
Rebecca Whelan, Deputy Clerk
Cody Joudry, Director of Development and Tourism
Silva Yousif, Senior Planner

Chair Horner called the meeting to order at 3:00 p.m.

LAND ACKNOWLEDGEMENT STATEMENT

Chair Horner shared the Land Acknowledgement Statement.

DECLARATIONS OF PECUNIARY INTEREST

There were no declarations of pecuniary interest.

PUBLIC QUESTION PERIOD

There were no questions from the public.

Councillor Little joined the meeting at 3:04 p.m.

REPORTS

1. **COMMUNITY DEVELOPMENT & TOURISM – September 28, 2023 – ITEM #1
Municipal Comprehensive Review Phase III Official Plan Amendment – Land Use
Policy Framework & Transportation Master Plan**

Matt Alexander, WSP, presented information on the proposed Official Plan Amendment. The purpose of the Official Plan Amendment is to update the policies to address general policy input received over the course of the Municipal Comprehensive Review, to simplify and clarify the policies in the Official Plan, and to respond to the changing needs of residents and businesses in the County.

Brett Sears, WSP, presented highlights of the draft Transportation Master Plan. The objectives of the Transportation Master Plan are to promote the establishment of an efficient transportation system, to encourage active transportation, and to optimize the use of existing infrastructure.

A report from the Director of Development and Tourism, dated September 28, 2023, to present the proposed third Official Plan Amendment (OPA) related to the Municipal Comprehensive Review (MCR) for review, as well as present the Transportation Master Plan.

Moved by Warden Mills, seconded by Councillor Post

THAT the report of the Director of Development and Tourism, "Municipal Comprehensive Review (MCR) Phase III Official Plan Amendment (OPA) – Land Use Policy Framework and Transportation Master Plan", dated September 28, 2023, be received;

AND THAT staff be directed to make modifications to the Dufferin County Transportation Master Plan pertaining to the truck routes, the Shelburne bypass, and regional transit connections;

AND THAT the modified draft Municipal Comprehensive Review (MCR) Phase III Official Plan Amendment (OPA) – Land Use Policy Framework and Dufferin County Transportation Master Plan be brought to October Council for review.

-Carried-

OTHER BUSINESS

Chair Horner announced that Cody Joudry, Director of Development and Tourism, will be leaving the County for a new position. She wished Cody well in his new position and thanked Cody for all his great work.

ADJOURNMENT

The meeting adjourned at 4:42 p.m.

NEXT MEETING: Thursday, October 26, 2023
Edelbrock Centre, Dufferin Room, 30 Centre St, Orangeville

Respectfully submitted,

.....
Councillor Janet Horner, Chair
Community Development and Tourism Committee



FINANCIAL REPORT

AUGUST 31, 2023

Infrastructure & Environmental Services Committee

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INTRODUCTION

This Financial Report offers a comprehensive overview of Dufferin County's financial performance from January 1 to August 31, 2023. The Report is primarily focused on operational highlights with progress on the capital work plan being reported separately. It contains information about the financial plans of various departments and functional areas, and presents updates on revenues and expenses.

The Strategic Plan 2023-2026 articulates Dufferin's path forward, setting out our vision and values for the future of our community and guides staff and Council as decisions on where to prioritize and invest public resources are made. The Plan is centered on the intersections among those priorities and how every individual's work is a piece to a puzzle to achieving our shared vision and creating a unified approach to serving the community.

VISION

A community that grows together.

MISSION

Providing programs and services that foster a thriving, equitable and resilient community in an ever-changing world.

VALUES

Collaboration | Accountability | Innovation | Compassion | Courage

Dufferin County is committed to supporting a strong, connected community with responsive services for all residents. This report highlights the achievements of divisions to date this year, and initiatives planned for the coming months. It addresses challenges the County has faced during the reporting period, like insufficient funding and staffing and the impact of inflation on the County's financial performance.

The primary goal of this report is to provide a transparent, consumable and accurate account of Dufferin County's financial performance and position. By presenting a comprehensive overview, the County aims to inform stakeholders and highlight its progress, along with showing our commitment to improving decision-making processes by introducing two new lenses - Equity and Climate.

This report incorporates revenues received and expenses paid over the first eight months of the year. Most line items should be approximately 66.7% of budget at the end of August. However, there are a number of items that can often skew the numbers such as a delay in timing of invoices paid, seasonality of work, project delays or government transfers received in advance. For the most part, departments are on track or below budget for this time of year.

PUBLIC WORKS

PUBLIC WORKS FINANCIAL PLAN

(in 000s)	2022 ACTUAL	AUG 2023 ACTUAL	2023 BUDGET	DOLLAR CHANGE	%AGE CHANGE
Revenues					
User Fees	\$110	\$132	\$154	\$22	85.42%
Rent Revenue	\$604	\$404	\$1,279	\$875	31.58%
Government Transfers	\$43	\$0	\$0	\$0	0.00%
Other Revenue	\$2,413	\$776	\$1,610	\$834	48.18%
Total Revenues	\$3,170	\$1,311	\$3,043	\$1,732	43.09%
Expenditures					
Salaries and Benefits	\$4,966	\$3,388	\$5,961	\$2,573	56.83%
Administrative and Office	\$644	\$461	\$1,182	\$721	39.00%
Debt Repayment	\$171	\$288	\$433	\$144	66.67%
Service Delivery	\$7,855	\$4,546	\$7,443	\$2,897	61.07%
IT and Communications	\$72	\$54	\$104	\$51	51.38%
Facilities	\$626	\$651	\$1,052	\$402	61.83%
Vehicles and Equipment	\$869	\$495	\$847	\$352	58.42%
Internal Services Recovered	-\$1,215	-\$829	-\$1,237	-\$408	67.02%
COVID	\$18	\$0	\$0	\$0	0.00%
Total Expenditures	\$14,006	\$9,052	\$15,784	\$6,732	57.35%
Transfers					
Transfers from Reserves	-\$88	-\$67	-\$565	-\$499	11.79%
DC Contribution	-\$18	-\$64	-\$96	-\$32	66.67%
Transfers to Reserves	\$1,343	\$404	\$702	\$298	57.51%
Total Transfers	\$1,236	\$273	\$41	-\$233	672.35%
Total Operating Public Works	\$12,073	\$8,014	\$12,782	\$4,767	62.70%
Capital Investment	\$5,215	\$5,440	\$5,440	\$0	100.00%
Total Public Works	\$17,288	\$13,454	\$18,222	\$4,767	73.84%

PUBLIC WORKS CAPITAL ASSET FUND

	2022 ACTUAL	2023 ACTUAL	2023 BUDGET
Opening Balance	\$8,327	\$10,398	\$10,398
Contributions			
Government Transfers	\$5,228	\$387	\$3,310
Capital Levy	\$5,215	\$5,440	\$5,440
Other Revenue	\$181	\$393	\$900
Debt Financing	\$0	\$0	\$3,500
Transfers from Reserves	\$1,550	\$376	\$2,037
DC Contribution	\$484	\$0	\$441
Total Contributions	\$12,658	\$6,597	\$15,629
Capital Work			
Land Improvements	\$19	\$49	\$4,686
Buildings	\$105	\$41	\$1,421
Equipment & Machinery	\$208	\$18	\$383
Vehicles	\$345	\$462	\$1,046
Roads	\$7,828	\$402	\$7,988
Bridges & Culverts	\$1,811	\$111	\$1,772
Other	\$272	\$0	\$0
Total Capital Work	\$10,587	\$1,083	\$17,296
Ending Capital Asset Fund Balance	\$10,398	\$15,912	\$8,731

**Progress on the capital work plan will be reported separately and will not exist in this report.*



TRANSPORTATION | OPERATIONS

AT A GLANCE

2,985 Regulatory and Warning Road Signs Inspected	1,200 KMS Of Maintenance Patrols Performed	366 Maintenance Work Orders Completed	73 Oversized Load Permits Issued
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* Stats reflect period between May 1 - August 31, 2023

WHAT HAS HAPPENED THUS FAR

- Spring Maintenance Program:
 - Bridge washing and culvert repairs
 - Hard top maintenance
- Successful recruitment of two vacant operator positions
- Fleet management review project completion
 - Delivery of County's first electric vehicle

WHAT IS GOING ON NOW

- Summer maintenance program
 - Safety systems (guiderail repairs, streetlights, signs and pavement markings)
 - Roadside maintenance (grass cutting, shouldering, ditching and brushing)
 - Loose top maintenance (grading and resurfacing)
- Commencement of in-house Dufferin Rail Trail resurfacing project
- Hiring of 12 seasonal winter operators
- New Operations Centre project to tender
 - Phase 1: Feasibility and site selection

WHAT IS UP NEXT

- Fall Maintenance Program
 - Snowplow conversions
 - Stocking of winter maintenance materials
 - Snow fence installations throughout
 - Pre-winter training sessions

CHALLENGES

- Capacity limitations through the centralization of fleet services
- Aging workforce and historical knowledge transfer
- Increasing traffic volumes on entire road network
- Higher level of services expectations from the public

TRANSPORTATION | ENGINEERING

AT A GLANCE

13.3 KM Of Capital Construction Underway; Replaced 41 Culverts Total	1,200 METRES Of Roadside Drainage and Ditching Improvements	30 Broadband Expansion Submissions Received	81 Road Occupancy Permits Issued
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* Stats reflect period between May 1 - August 31, 2023

WHAT HAS HAPPENED THUS FAR

- Awarded 2023 capital construction and pavement preservation tenders
- Advertised and closed the Future Bridge Design and Contract Administration Request for Proposal
- Awarded Rail Trail Granular Materials and resurfacing of Blacks Bridge tenders
- Completed Biennial Roads Needs assessment in preparation of 2024 Capital Budget
- Final draft of the Road Rationalization Report
- 2022 Capital project deficiencies addressed

WHAT IS GOING ON NOW

- Administration of the 2023 capital road and large structure projects
- Planning and preparation of the 10-year Capital road and large structure budget
- Data collection and design of the 2024 Capital road projects
- Staff recruitment for the vacant Development Review Lead position
 - Reassessment of job roles and responsibilities and compensation consideration
- Continued support of planning and development related applications
- Dufferin Road 109 and 2nd Line Environmental Assessment
- Transportation Master Plan

WHAT IS UP NEXT

- Completion of the 2023 capital construction projects and administration of pavement preservation contract
- Preparation of the 2024 capital construction tender documents and detailed design drawing packages
- Secure permits and approvals for the 2024 Capital works program
- Award Future Bridge Design and Contract Administration proposal

CHALLENGES

- Staff recruitment
- Limited staff capacity to address increasing volume of applications
- High volume of utility and development related applications

TRANSPORTATION FINANCIAL PLAN

(in 000s)	2022 ACTUAL	AUG 2023 ACTUAL	2023 BUDGET	DOLLAR CHANGE	%AGE CHANGE
Revenues					
User Fees	\$17	\$65	\$69	\$4	93.70%
Rent Revenue	\$0	\$0	\$13	\$13	0.00%
Government Transfers	\$33	\$0	\$0	\$0	0.00%
Other Revenue	\$532	\$184	\$689	\$505	26.74%
Total Revenues	\$582	\$249	\$771	\$522	32.29%
Expenditures					
Salaries and Benefits	\$2,858	\$1,929	\$3,326	\$1,397	58.00%
Administrative and Office	\$411	\$271	\$593	\$322	45.74%
Service Delivery	\$1,997	\$939	\$2,032	\$1,093	46.21%
IT and Communications	\$44	\$20	\$62	\$42	31.49%
Facilities	\$117	\$84	\$135	\$51	62.37%
Vehicles and Equipment	\$772	\$432	\$751	\$319	57.48%
Total Expenditures	\$6,215	\$3,675	\$6,900	\$3,224	53.27%
Transfers					
Transfers from Reserves	-\$63	\$0	-\$203	-\$203	0.00%
Transfers to Reserves	\$723	\$404	\$702	\$298	57.51%
Total Transfers	\$660	\$404	\$499	\$96	80.84%
Total Operating	\$6,294	\$3,830	\$6,628	\$2,798	57.78%
Capital Investment	\$4,903	\$5,129	\$5,129	\$0	100.00%
Total Transportation	\$11,196	\$8,959	\$11,757	\$2,798	76.20%

FINANCIAL HIGHLIGHTS

- Key Performance Indicator & Standard Service (KPI-SLA) has been differed to 2024 with a reduced cost of \$10,000
- Salaries and benefits continue to track under budget due to difficulties recruiting vacant position within the Engineering Division
- Majority of Other Revenue is received in the fall although staff time spent on capital projects which is captured here has been lower than expected

TRANSPORTATION CAPITAL ASSET FUND

(in 000s)	2022 ACTUAL	2023 ACTUAL	2023 BUDGET
Opening Balance	\$6,477	\$8,518	\$8,518
Contributions			
Government Transfers	\$5,119	\$387	\$3,298
Capital Levy	\$4,903	\$5,129	\$5,129
Other Revenue	\$19	\$384	\$40
Debt Financing	\$0	\$0	\$3,500
Transfers from Reserves	\$1,550	\$376	\$2,021
DC Contribution	\$484	\$0	\$441
Total Contributions	\$12,075	\$6,276	\$14,429
Capital Work			
Land	\$0	\$0	\$0
Land Improvements	\$4	\$42	\$4,430
Buildings	\$0	\$0	\$305
Equipment & Machinery	\$45	\$6	\$68
Vehicles	\$345	\$462	\$926
Roads	\$7,828	\$402	\$7,988
Bridges & Culverts	\$1,811	\$111	\$1,772
Total Capital Work	\$10,033	\$1,023	\$15,489
Ending Capital Asset Fund Balance	\$8,518	\$13,771	\$7,459

**Progress on the capital work plan will be reported separately and will not exist in this report.*



CLIMATE AND ENERGY

AT A GLANCE

2,087 HOURS Of Charging at EV Stations	6 TONNES Of Greenhouse Gases Avoided Through EV Charging	2 Climate-Friendly Landscaping Workshops Delivered by Youth Volunteers	15 Public Events Attended and Hosted
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* Stats reflect period between May 1 - August 31, 2023

WHAT HAS HAPPENED THUS FAR

- Youth Climate Activation Circle project completed with the delivery of climate-friendly landscaping workshops
- Engaged with Federation of Canadian Municipalities to prepare funding application for the BetterHomes Dufferin Home Retrofit Program
- Drafted divisional implementation plans to actionize the Dufferin Climate Adaptation Strategy
- Contracted the Ivy Network to install the Regional Electric Vehicle Fast-Charging Station Network
- Hired a Corporate Climate Initiatives Coordinator
- Updated EV charging station fees
- Developed Climate and Equity Lenses with People and Equity

WHAT IS GOING ON NOW

- Developing climate training for staff for 2024
- Procuring consultant for energy audits with Building Condition Assessment Project
- Reviewing Request For Proposals for Green Development Standard Framework in collaboration with Grey and Wellington Counties
- Planning community resilience hub project in 2024

WHAT IS UP NEXT

- Launch Climate and Equity Lenses to staff
- Rollout of divisional implementation work plans to actionize the Dufferin Climate Adaptation Strategy
- Preparation of funding applications to the Green Municipal Fund to develop a net-zero pathway for Dufferin's community housing buildings and BetterHomes Dufferin Program
- Development of RFP for a Master Plan for County-owned land at 195620 Amaranth-Grand Valley Townline

CHALLENGES

- Limited staffing capacity and resources to fulfil commitments outlined in the Dufferin Climate Action Plan and Dufferin Climate Adaptation Strategy
- Capital to fund projects outlined in the Dufferin Climate Action Plan, including matching funding in grant applications for program development

CLIMATE AND ENERGY FINANCIAL PLAN

(in 000s)	2022 ACTUAL	AUG 2023 ACTUAL	2023 BUDGET	DOLLAR CHANGE	%AGE CHANGE
Revenues					
Government Transfers	\$3	\$0	\$0	\$0	0.00%
Other Revenue	\$6	\$58	\$31	-\$27	186.38%
Total Revenues	\$9	\$58	\$31	-\$27	186.38%
Expenditures					
Salaries and Benefits	\$240	\$161	\$296	\$135	54.52%
Administrative and Office	\$33	\$38	\$230	\$193	16.40%
Service Delivery	\$48	\$51	\$67	\$15	76.73%
IT and Communications	\$7	\$13	\$16	\$3	81.21%
Facilities	\$5	\$1	\$8	\$7	10.32%
Total Expenditures	\$333	\$271	\$617	\$346	43.90%
Transfers					
Transfers from Reserves	\$0	-\$67	-\$150	-\$83	44.44%
Total Transfers	\$0	-\$67	-\$150	-\$83	44.44%
Total Climate and Energy	\$324	\$146	\$436	\$290	33.59%

FINANCIAL HIGHLIGHTS

- Summer public events and campaigns completed according to plan and on budget
- Other consultant fees are scheduled for Fall 2023
- Salaries and benefits currently below budget due to position vacancy that was filled and staff began September 5



FACILITIES

AT A GLANCE

26 Community Housing Unit Improvements	943 Work Orders Completed	54 After hour Service Calls	18 Facilities Serviced
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* Stats reflect period between May 1 - August 31, 2023

WHAT HAS HAPPENED THUS FAR

- Hiring of New Facility Coordinator
- Award of roofing replacement project
- Stakeholder review and collaboration of Courtroom 204 design, including Ontario Heritage Trust approval of proposed repair details and techniques
- Community Housing common space improvements and modernization

WHAT IS GOING ON NOW

- Parking lot rehabilitation and accessibility improvement project at various County owned properties
- Implementation of perimeter security and building access measures at prioritized County buildings
- Continuation of Life Safety improvements within the Community Housing portfolio
- Procurement of consultant to complete Building Condition Assessments and the establishment of Facility Condition Indexes
- Housing portfolio review, including the identification of potential assets that can be economically retrofitted to improve accessibility

WHAT IS UP NEXT

- Development of window and entry improvement details and strategies for Community Housing
- Facility workflow revisions and development of a standardized maintenance reporting process
- Electrical infrastructure review and power distribution assessment at select County buildings
- Creation of a Facility Service Menu to define level of service for internal clients
- Recruitment of part time seasonal maintenance worker

CHALLENGES

- Staffing resources to assist with facility asset management and inventory development
- Addressing evolving stakeholder needs resulting from evolving hybrid work/service delivery models

FACILITIES FINANCIAL PLAN

(in 000s)	2022 ACTUAL	AUG 2023 ACTUAL	2023 BUDGET	DOLLAR CHANGE	%AGE CHANGE
Revenues					
Rent Revenue	\$601	\$404	\$1,263	\$859	31.98%
Other Revenue	\$84	\$6	\$0	-\$6	0.00%
Total Revenues	\$684	\$410	\$1,263	\$854	32.44%
Expenditures					
Salaries and Benefits	\$1,156	\$789	\$1,550	\$761	50.88%
Administrative and Office	\$55	\$51	\$111	\$60	46.14%
Debt Repayment	\$171	\$288	\$433	\$144	66.67%
Service Delivery	\$0	\$0	\$0	\$0	0.00%
IT and Communications	\$16	\$17	\$20	\$4	82.24%
Facilities	\$502	\$565	\$896	\$331	63.04%
Vehicles and Equipment	\$79	\$46	\$77	\$30	60.61%
Internal Services Recovered	-\$1,215	-\$829	-\$1,237	-\$408	67.02%
Total Expenditures	\$768	\$927	\$1,849	\$922	50.13%
Transfers					
Transfers from Reserves	-\$3	\$0	-\$75	-\$75	0.00%
DC Contribution	\$0	-\$51	-\$77	-\$26	66.67%
Total Transfers	-\$3	-\$51	-\$152	-\$101	33.71%
Total Operating Facilities	\$81	\$466	\$434	-\$32	107.33%
Capital Investment	\$300	\$290	\$290	\$0	100.00%
Total Facilities Management	\$381	\$756	\$724	-\$32	104.40%

FINANCIAL HIGHLIGHTS

- Salaries and benefits will be under budget due to vacant positions, Facility Coordinator position successfully filled started in September
- Consulting fees will be over budget due to market value assessment of properties, ongoing accessibility and life safety upgrades
- Rent revenue tracks under budget until end of year when province is billed for share of operating costs



FACILITIES CAPITAL ASSET FUND

(in 000s)	2022 ACTUAL	2023 ACTUAL	2023 BUDGET
Opening Balance	\$1,778	\$1,796	\$1,796
Contributions			
Government Transfers	\$109	\$0	\$12
Capital Levy	\$300	\$290	\$290
Other Revenue	\$162	\$0	\$860
Total Contributions	\$572	\$290	\$1,162
Capital Work			
Land Improvements	\$14	\$7	\$250
Buildings	\$105	\$41	\$1,116
Equipment & Machinery	\$163	\$0	\$300
Vehicles	\$0	\$0	\$60
Other	\$272	\$0	\$0
Total Capital Work	\$554	\$47	\$1,726
Ending Capital Asset Fund Balance	\$1,796	\$2,039	\$1,232

**Progress on the capital work plan will be reported separately and will not exist in this report.*



WASTE SERVICES

AT A GLANCE

23 TONNES Of E-Waste Collected at First 4 *HHW Events of 2023	1,559 VEHICLES In Attendance at First 4 HHW Events of 2023	6 Spring Compost Giveaway Days Held	1,650 TONNES Of Organics Collected From January-July
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* Stats reflect period January - July, 2023

* Household Hazardous Waste (HHW)

WHAT HAS HAPPENED THUS FAR

- Blue box transition occurred July 1, 2023, with producers now responsible for residential recycling and their collections contractor GFL now collecting recycling in dedicated vehicles
- Dufferin County's new curbside collection contract with GFL started July 1, 2023 with garbage and organics now being co-collected
- Four Household Hazardous and Electronic waste Event Days have been held between April and July, with three more events to occur in the fall

WHAT IS GOING ON NOW

- A review of HHW service is underway. Staff are continuing to investigate and evaluate the opportunity to implement a Mobile Depot that was recommended and adopted in the May 25, 2023, Committee report Household Hazardous Waste Service Review and Future Options
- A Green Bin neighbourhood campaign to encourage participation and increase organics tonnage, including a set out study in one Shelburne neighbourhood

WHAT IS UP NEXT

- Update Waste By-law to include changes due to Blue Box transition, and consider set fines
- Prepare for upcoming Long-Term Waste Management Strategy update scheduled for 2024, including scope of work
- Community engagement through upcoming International Plowing Match (IPM) display, Household Hazardous and Electronic Waste (HHEW) Days and fall school presentations

CHALLENGES

- Coordinating special waste programs (batteries, electronics, household hazardous waste, etc.) in parallel with transition to full producer responsibility for designated materials
- Increasing promotion, education and customer service due to everchanging needs and areas of focus, including increasing green bin usage

WASTE SERVICES FINANCIAL PLAN

(in 000s)	2022 ACTUAL	AUG 2023 ACTUAL	2023 BUDGET	DOLLAR CHANGE	%AGE CHANGE
Revenues					
User Fees	\$93	\$67	\$85	\$18	78.70%
Rent Revenue	\$3	\$0	\$3	\$3	0.00%
Government Transfers	\$5	\$0	\$0	\$0	0.00%
Other Revenue	\$1,723	\$525	\$834	\$309	62.96%
Total Revenues	\$1,823	\$592	\$921	\$330	64.22%
Expenditures					
Salaries and Benefits	\$537	\$351	\$541	\$190	64.88%
Administrative and Office	\$125	\$88	\$222	\$134	39.64%
Service Delivery	\$5,801	\$3,551	\$5,323	\$1,772	66.71%
IT and Communications	\$4	\$3	\$5	\$3	49.02%
Facilities	\$2	\$1	\$2	\$1	33.07%
Vehicles and Equipment	\$13	\$7	\$13	\$6	51.54%
Total Expenditures	\$6,482	\$4,000	\$6,107	\$2,107	65.50%
Transfers					
Transfers from Reserves	-\$23	\$0	-\$73	-\$73	0.00%
DC Contribution	-\$18	-\$13	-\$19	-\$6	66.67%
Transfers to Reserves	\$619	\$0	\$0	\$0	0.00%
Total Transfers	\$579	-\$13	-\$92	-\$79	13.77%
Total Operating Waste	\$5,237	\$3,396	\$5,093	\$1,698	66.67%
Capital Investment	\$7	\$10	\$10	\$0	100.00%
Total Waste Services	\$5,244	\$3,405	\$5,103	\$1,698	66.73%

BUDGET HIGHLIGHTS

- The collection and processing costs for residential recycling, in addition to revenues for recycling, ended as of June 30th, with the transition of residential blue box services on July 1st, 2023 to full producer responsibility. Industrial, Commercial and Institutional (IC&I) recycling costs will remain as a County budget item
- Recycling market revenues are lower than anticipated for 2023
- Waste audit included in consulting fees may commence in fall and continue into 2024

WASTE SERVICES CAPITAL ASSET FUND

(in 000s)	2022 ACTUAL	2023 ACTUAL	2023 BUDGET
Opening Balance	\$24	\$31	\$31
Contributions			
Capital Levy	\$7	\$10	\$10
Other Revenue	\$0	\$9	\$0
Total Contributions	\$7	\$18	\$10
Capital Work			
Vehicles	\$0	\$0	\$0
Total Capital Work	\$0	\$0	\$0
Ending Capital Asset Fund Balance	\$31	\$49	\$40

**Progress on the capital work plan will be reported separately and will not exist in this report.*



COUNTY FOREST

AT A GLANCE

1,066 HECTARES Forested Area Owned by the County of Dufferin Across 14 Tracts	543,596 TREES Over 9cm Diameter Across the County Forest	\$72,546 Worth of Timber Sustainably Harvested in 2022	UP TO \$15.6M Estimated Value of Ecosystem Services per Year for County Forest Tracts
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WHAT HAS HAPPENED THUS FAR

- User agreement for Dufferin Rooftop Riders and Dufferin-Grey ATV Club for the Dufferin Rail Trail signed off
- Began implementation of the invasive species plan, focusing on the eradication of European buckthorn, dog-strangling vine, autumn olive, periwinkle, Japanese knotweed
- European Buckthorn: 3 hectares total area intensively controlled, including over 500 buckthorn stems treated with fungal herbicide at Mono and Levitt Tracts
- Dog-Strangling Vine: 0.5 hectares total area intensively controlled at Mono, Main and Leening Tracts
- Collection of trail counter data
- Two rounds of in-person user surveys in May and August
- 12 events in the forest, over 500 people attended in total

WHAT IS GOING ON NOW

- Continued implementation of the invasive species plan, focusing on the eradication of European buckthorn, dog-strangling vine, autumn olive, periwinkle, Japanese knotweed
- Collection of inventory data to determine what stands will be part of the 2024 timber sales
- Preparing for International Plowing Match

WHAT IS UP NEXT

- 2023 Timber sales
- Communications around fall hunting seasons for white-tailed deer and wild turkey
- Installation of new "permitted uses" signs at the County Forest tracts
- Harvesting of stands that were part of the 2022 timber sales
- Participation in the International Plowing Match

CHALLENGES

- Managing increasing recreational activity in the County Forest with limited resources
- Managing increasing communication and enforcement needs arising from increasing recreational activity
- Balancing recreational use with forest management activities that increase resilience & improve forest health
- Planning for succession due to upcoming retirement of key personnel

COUNTY FOREST FINANCIAL PLAN

(in 000s)	2022 ACTUAL	AUG 2023 ACTUAL	2023 BUDGET	DOLLAR CHANGE	%AGE CHANGE
Revenues					
Government Transfers	\$3	\$0	\$0	\$0	0.00%
Other Revenue	\$69	\$3	\$57	\$53	5.33%
Total Revenues	\$71	\$3	\$57	\$53	5.33%
Expenditures					
Salaries and Benefits	\$175	\$157	\$247	\$90	63.52%
Administrative and Office	\$20	\$12	\$25	\$13	49.61%
Service Delivery	\$8	\$5	\$21	\$17	21.49%
IT and Communications	\$0	\$2	\$1	-\$1	212.85%
Vehicles and Equipment	\$6	\$3	\$6	\$3	48.03%
Total Expenditures	\$209	\$179	\$311	\$132	57.45%
Transfers					
Transfers from Reserves	\$0	\$0	-\$65	-\$65	0.00%
Total Transfers	\$0	\$0	-\$65	-\$65	0.00%
Total Operating County Forest	\$138	\$176	\$189	\$14	92.70%
Capital Investment	\$5	\$12	\$12	\$0	100.00%
Total County Forest	\$143	\$188	\$201	\$14	93.13%

BUDGET HIGHLIGHTS

- New permitted uses signs for all of the forest tracts have been purchased and will be installed in the fall
- Majority of the advertising budget will be spent in the fall related to communication about hunting seasons
- Majority of revenue will be generated through timber sales in the fall



COUNTY FOREST CAPITAL ASSET FUND

(in 000s)	2022 ACTUAL	2023 ACTUAL	2023 BUDGET
Opening Balance	\$48	\$53	\$53
Contributions			
Capital Levy	\$5	\$12	\$12
Transfers from Reserves	\$0	\$0	\$16
Total Contributions	\$5	\$12	\$28
Capital Work			
Land Improvements	\$0	\$0	\$6
Equipment & Machinery	\$0	\$12	\$15
Vehicles	\$0	\$0	\$60
Total Capital Work	\$0	\$12	\$81
Ending Capital Asset Fund Balance	\$53	\$53	\$0

**Progress on the capital work plan will be reported separately and will not exist in this report.*





FINANCIAL REPORT

AUGUST 31, 2023

General Government Services Committee

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INTRODUCTION

This Financial Report offers a comprehensive overview of Dufferin County's financial performance from January 1 to August 31, 2023. The Report is primarily focused on operational highlights with progress on the capital work plan being reported separately. It contains information about the financial plans of various departments and functional areas, and presents updates on revenues and expenses.

The Strategic Plan 2023-2026 articulates Dufferin's path forward, setting out our vision and values for the future of our community and guides staff and Council as decisions on where to prioritize and invest public resources are made. The Plan is centered on the intersections among those priorities and how every individual's work is a piece to a puzzle to achieving our shared vision and creating a unified approach to serving the community.

VISION

A community that grows together.

MISSION

Providing programs and services that foster a thriving, equitable and resilient community in an ever-changing world.

VALUES

Collaboration | Accountability | Innovation | Compassion | Courage

Dufferin County is committed to supporting a strong, connected community with responsive services for all residents. This report highlights the achievements of divisions to date this year, and initiatives planned for the coming months. It addresses challenges the County has faced during the reporting period, like insufficient funding and staffing and the impact of inflation on the County's financial performance.

The primary goal of this report is to provide a transparent, consumable and accurate account of Dufferin County's financial performance and position. By presenting a comprehensive overview, the County aims to inform stakeholders and highlight its progress, along with showing our commitment to improving decision-making processes by introducing two new lenses - Equity and Climate.

This report incorporates revenues received and expenses paid over the first eight months of the year. Most line items should be approximately 66.7% of budget at the end of August. However, there are a number of items that can often skew the numbers such as a delay in timing of invoices paid, seasonality of work, project delays or government transfers received in advance. For the most part, departments are on track or below budget for this time of year.

COUNCIL

AT A GLANCE

A NEW VISION "A community that grows together" was adopted through the Strategic Plan	64 Staff Reports Published	20 Meetings and Training Sessions Attended
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* Stats reflect period between May 1 - August 31, 2023

WHAT HAS HAPPENED THUS FAR

- Had three flag raising ceremonies at County facilities
 - Pride Month
 - Multicultural
 - Sikh Heritage
- Awarded \$15,000 to six students through the Bill Hill Scholarship program
- Held a public meeting for the adoption of Official Plan Amendment No. 3

WHAT IS GOING ON NOW

- Directed staff to report on the process for a study on fire protection and prevention services in Dufferin County
- Delegation with the Ministry of Agriculture Food & Rural Affairs at AMO Conference for rural lot creation and protection of agricultural land

WHAT IS UP NEXT

- A workshop to review County facilities and property inventory and assess options for current and future use of spaces
- An Economic Development Strategy workshop to be held in November

CHALLENGES

- Technology challenges in hybrid meeting space at Edelbrock Centre
- Changes in provincial legislation and the evolving impact on municipalities

COUNCIL & GRANT FINANCIAL PLAN

(in 000s)	2022 ACTUAL	AUG 2023 ACTUAL	2023 BUDGET	DOLLAR CHANGE	%AGE CHANGE
Expenditures					
Salaries and Benefits	\$369	\$308	\$499	\$191	61.80%
Administrative and Office	\$107	\$76	\$142	\$66	53.57%
Service Delivery (Grant Progr.	\$1,451	\$205	\$194	-\$12	105.94%
IT and Communications	\$3	\$1	\$0	-\$1	0.00%
Facilities	\$0	\$0	\$7	\$7	0.00%
Total Expenditures	\$1,929	\$591	\$841	\$250	70.26%
Transfers					
Transfers from Reserves	-\$1,332	-\$25	\$0	\$25	0.00%
Total Transfers	-\$1,332	-\$25	\$0	\$25	0.00%
Total Council & Grant Programs	\$597	\$566	\$841	\$275	67.29%

FINANCIAL HIGHLIGHTS

- Per diems for committees are under budget as the DEI committee has been later to get started
- Holding Council meetings at the Edelbrock Centre has reduced the amount required for rent of external facilities
- Conference expenses include AMO registration and hotels



OFFICE OF THE CAO

AT A GLANCE

13,000 FANS And Followers Across Corporate County Social Media Accounts with 163,000 Impressions Made	3 Records Management and MFIPPA Training Sessions for Staff Held	8 TRAILERS Purchased and Stocked, Each with Supplies for 50 Evacuees
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* Stats reflect period between May 1 - August 31, 2023

WHAT HAS HAPPENED THUS FAR

- Completed Strategic Plan process
- Initiated monthly Strategic Plan Update report
- Supported emergency exercises with WDGPH, health care, and other agencies
- Facilitated a multi-agency Hazard Identification and Risk Assessment for the International Plowing Match

WHAT IS GOING ON NOW

- Foundational work to assist with refining short, medium, and long term objectives in the Strategic Plan
- Finalizing Community Engagement Framework to support staff in delivering successful community engagement projects
- Reviewing/researching best solutions for digital signatures
- Review of Council policies to include an Equity and Climate lens
- Consequence management planning for emergencies related to the International Plowing Match
- Developing severe weather education materials with Climate and Energy division

WHAT IS UP NEXT

- Developing objectives and key results for Strategic Plan short term objectives
- Assessment of short and long-term facilities requirements
- Modernizing the Bill Hill Scholarship program
- Emergency exercise planning for each municipality
- Developing and executing strategic communication campaigns for the International Plowing Match, Equity Strategy, Budget and other large scale internal and external priorities

CHALLENGES

- Prioritizing short versus long term objectives with limited capacity
- Balancing conflicting priorities with other divisions
- Lack of resources to ensure records management policies are being followed

OFFICE OF THE CAO FINANCIAL PLAN

(in 000s)	2022 ACTUAL	AUG 2023 ACTUAL	2023 BUDGET	DOLLAR CHANGE	%AGE CHANGE
Revenues					
User Fees	\$1	\$0	\$1	\$1	0.00%
Other Revenue	\$10	\$2	\$8	\$6	27.12%
Total Revenues	\$11	\$2	\$9	\$7	24.19%
Expenditures					
Salaries and Benefits	\$962	\$666	\$1,041	\$375	63.99%
Administrative and Office	\$230	\$133	\$278	\$145	47.73%
Service Delivery	\$67	\$37	\$53	\$15	70.84%
IT and Communications	\$43	\$11	\$45	\$34	23.93%
Internal Services Recovered	-\$21	-\$15	-\$22	-\$7	66.67%
Total Expenditures	\$1,281	\$832	\$1,395	\$562	59.67%
Transfers					
Transfers from Reserves	-\$124	-\$82	-\$150	-\$68	54.76%
Transfers to Reserves	\$27	\$17	\$20	\$3	86.67%
Total Transfers	-\$97	-\$65	-\$130	-\$65	49.85%
Total Office of the CAO	\$1,174	\$765	\$1,255	\$490	60.95%

FINANCIAL HIGHLIGHTS

- IT expenditures appear under budget as the fee for JoinIn Dufferin has yet to be processed
- Legal fees are under budget and costs are only incurred as required
- Program costs are slightly over budget due to higher than expected costs for the emergency management forum
- Administrative and Office expenses appear under budget as final invoices for the Strategic Plan consulting have not been processed



CORPORATE SERVICES

CORPORATE SERVICES FINANCIAL PLAN

(in 000s)	2022 ACTUAL	AUG 2023 ACTUAL	2023 BUDGET	DOLLAR CHANGE	%AGE CHANGE
Revenues					
Investment Income	\$1,037	\$654	\$775	\$121	84.35%
Taxation	\$686	-\$17	\$355	\$372	-4.89%
Government Transfers	\$99	\$49	\$95	\$46	51.17%
Other Revenue	\$319	\$213	\$309	\$96	68.81%
Total Revenues	\$2,140	\$898	\$1,534	\$636	58.53%
Expenditures					
Salaries and Benefits	\$2,446	\$1,795	\$2,671	\$876	67.20%
Vacancy Savings	\$0	\$0	-\$750	-\$750	0.00%
Administrative and Office	\$1,590	\$1,353	\$2,220	\$867	60.96%
Service Delivery	\$90	\$110	\$178	\$68	61.89%
IT and Communications	\$660	\$662	\$2,298	\$1,636	28.82%
Vehicles and Equipment	\$3	\$0	\$3	\$2	2.12%
Internal Services Recovered	-\$358	-\$274	-\$415	-\$142	65.89%
Total Expenditures	\$4,432	\$3,647	\$6,204	\$3,809	58.79%
Transfers					
Transfers from Reserves	-\$507	-\$700	-\$3,210	-\$2,510	21.80%
DC Contribution	-\$35	\$0	\$0	\$0	0.00%
Transfers to Reserves	\$13	\$0	\$0	\$0	0.00%
Total Transfers	-\$529	-\$700	-\$3,210	-\$2,510	21.80%
Total Operating Corporate	\$1,763	\$2,050	\$1,460	-\$590	140.38%
Capital Investment	\$300	\$300	\$300	\$0	100.00%
Total Corporate Services	\$2,063	\$2,350	\$1,760	-\$590	133.50%

CORPORATE SERVICES CAPITAL ASSET FUND

	2022 ACTUAL	2023 ACTUAL	2023 BUDGET
Opening Balance	\$451	\$423	\$423
Contributions			
Capital Levy	\$300	\$300	\$300
Other Revenue	\$23	\$1	\$3
Transfers from Reserves	\$18	\$0	\$8
Total Contributions	\$340	\$301	\$311
Capital Work			
Equipment & Machinery	\$368	\$134	\$423
Total Capital Work	\$368	\$134	\$423
Ending Capital Asset Fund Balance	\$423	\$590	\$311

**Progress on the capital workplan will be reported separately and will not exist in this report.*



INFORMATION TECHNOLOGY

AT A GLANCE

505 Service Desk Requests to Support 650 Individuals and 350 End-User Devices	1742 KM² Of Digital Aerial Photos Including 10cm and 20cm Created	25% WORKFORCE Adoption of Microsoft Teams as Main Communication Tool
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* Stats reflect period May 1 - August 31, 2023

WHAT HAS HAPPENED THUS FAR

- Successful completion of GIS aerial photography 10 cm and 20 cm resolution projects
- Website transition milestone reached: vendor agreement formalized and initiating requirements gathering and design phases
- Enhancement of security infrastructure: expanded the scope and capabilities of intrusion detection and prevention footprint

WHAT IS GOING ON NOW

- Lifecycle replacement of end-user hardware and core infrastructure components
- Negotiating adoption and change reinforcement agreement for SharePoint online transition project
- Planning for annual cybersecurity staff training

WHAT IS UP NEXT

- Upgrade and modernizing IT Ticketing System for enhanced user experience and operational efficiency
- Reinforcement phase for SharePoint transition project: ensuring maximum platform engagement and efficiency among staff
- Comprehensive review of telecommunication system
- Replacement and upgrade of wireless access points at Dufferin Oaks Long Term Care Home for improved network performance and security
- Planning for transition from layer 2 to layer 3 protocols to facilitate network backbone infrastructure fiber upgrade

CHALLENGES

- Surge in GIS requests from partners due to county-wide expansion: navigating increased demand and resource allocation
- Escalating partner expectations coupled with heightened cybersecurity mandates: challenges in sustaining existing service levels amid operational intensity
- Expansion in project management, business analysis, and change management roles: rising support requirements for multiple large-scale initiatives

INFORMATION TECHNOLOGY FINANCIAL PLAN

(in 000s)	2022 ACTUAL	AUG 2023 ACTUAL	2023 BUDGET	DOLLAR CHANGE	%AGE CHANGE
Revenues					
Government Transfers	\$3	\$0	\$0	\$0	0.00%
Other Revenue	\$319	\$211	\$309	\$98	68.16%
Total Revenues	\$322	\$211	\$309	\$98	68.16%
Expenditures					
Salaries and Benefits	\$1,283	\$892	\$1,219	\$327	73.20%
Administrative and Office	\$336	\$365	\$841	\$477	43.35%
Service Delivery	\$45	\$105	\$103	-\$2	102.09%
IT and Communications	\$616	\$619	\$945	\$326	65.48%
Vehicles and Equipment	\$3	\$0	\$3	\$2	2.12%
Internal Services Recovered	-\$106	-\$82	-\$123	-\$41	66.67%
Total Expenditures	\$2,176	\$1,899	\$2,988	\$1,089	63.56%
Transfers					
Transfers from Reserves	-\$337	-\$524	-\$885	-\$361	59.26%
Transfers to Reserves	\$13	\$0	\$0	\$0	0.00%
Total Transfers	-\$324	-\$524	-\$885	-\$361	59.26%
Total Operating Information	\$1,531	\$1,164	\$1,794	\$630	64.89%
Capital Investment	\$300	\$300	\$300	\$0	100.00%
Total Information Technology	\$1,831	\$1,464	\$2,094	\$630	69.92%

FINANCIAL HIGHLIGHTS

- Completion of year three renewal for Microsoft licensing agreement: the agreement covers end-user devices, servers and software, with a total expenditure of \$236,000
- Budget performance for IT & Communication: currently operating at 35 per cent under budget, with upcoming renewals for software security solutions
- Substantial cost savings in IT and Communications under internet account: approximately \$40,000 saved in anticipation of pending network backbone infrastructure fiber upgrade, contingent on network layer modernization

INFORMATION TECHNOLOGY CAPITAL ASSET FUND

	2022 ACTUAL	2023 ACTUAL	2023 BUDGET
Opening Balance	\$451	\$423	\$423
Contributions			
Capital Levy	\$300	\$300	\$300
Other Revenue	\$23	\$1	\$3
Transfers from Reserves	\$18	\$0	\$8
Total Contributions	\$340	\$301	\$311
Capital Work			
Equipment & Machinery	\$368	\$134	\$423
Total Capital Work	\$368	\$134	\$423
Ending Capital Asset Fund Balance	\$423	\$590	\$311

**Progress on the capital workplan will be reported separately and will not exist in this report.*



FINANCE

AT A GLANCE

125 Records of Employment Issued, incl. Medical and Maternity Leaves	96 Ministry Reports Submitted	64 New Hires Set Up in Payroll	9,183 Invoices Processed
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* Stats reflect YTD (August 31, 2023)

WHAT HAS HAPPENED THUS FAR

- Completion of tax policy review
- Establishment of Dufferin Area Finance Group where finance staff from lower tier municipalities meet to discuss ongoing finance related topics
- Development of new financial reporting for Council

WHAT IS GOING ON NOW

- Recruiting of new Payroll and Benefits Coordinator
- RFP issued for new Finance and Payroll System
- Working with consultant to assist with reporting requirements for asset retirement obligations
- Budget preparation

WHAT IS UP NEXT

- Budget presentation to Committee and Council
- Preparation for year end
- Development Charge analysis to weigh pros and cons updating DC Background Study in 2024

CHALLENGES

- Staying abreast of ongoing provincial changes and requests for information
- Supporting conflicting needs of existing and new and growing programs, services, and departments
- Heavy reliance on manual processes leading to inefficiencies and added workload

FINANCE FINANCIAL PLAN

(in 000s)	2022 ACTUAL	AUG 2023 ACTUAL	2023 BUDGET	DOLLAR CHANGE	%AGE CHANGE
Expenditures					
Salaries and Benefits	\$892	\$693	\$1,031	\$338	67.23%
Administrative and Office	\$203	\$75	\$127	\$52	59.22%
IT and Communications	\$43	\$43	\$1,350	\$1,307	3.19%
Internal Services Recovered	-\$251	-\$191	-\$292	-\$101	65.56%
Total Expenditures	\$886	\$620	\$2,217	\$1,597	27.98%
Transfers					
Transfers from Reserves	-\$170	-\$175	-\$1,325	-\$1,150	13.23%
DC Contribution	-\$35	\$0	\$0	\$0	0.00%
Total Transfers	-\$206	-\$175	-\$1,325	-\$1,150	13.23%
Total Finance	\$680	\$445	\$892	\$447	49.88%

FINANCIAL HIGHLIGHTS

- Salaries and benefits tracking under budget due to difficulties recruiting new Payroll and Benefits Coordinator
- The digital modernization project for a new Financial and Human Resources Information Systems is progressing slower than anticipated



CORPORATE FINANCE FINANCIAL PLAN

(in 000s)	2022 ACTUAL	AUG 2023 ACTUAL	2023 BUDGET	DOLLAR CHANGE	%AGE CHANGE
Revenues					
Taxation	\$686	-\$17	\$355	\$372	-4.89%
Investment Income	\$1,037	\$654	\$775	\$121	84.35%
Government Transfers	\$96	\$49	\$95	\$46	51.17%
Total Revenues	\$1,818	\$687	\$1,225	\$538	56.10%
Expenditures					
Vacancy Savings	\$0	\$0	-\$750	-\$750	0.00%
Administrative and Office	\$1,046	\$908	\$1,235	\$327	73.52%
Service Delivery	\$45	\$5	\$75	\$70	6.65%
Total Expenditures	\$1,091	\$913	\$560	-\$353	163.04%
Transfers					
Transfers from Reserves	\$0	\$0	-\$1,000	-\$1,000	0.00%
Total Transfers	\$0	\$0	-\$1,000	-\$1,000	0.00%
Total Corporate Finance	-\$727	\$226	-\$1,665	-\$1,891	-13.57%

FINANCIAL HIGHLIGHTS

- Taxation and transfers from reserves will be minimal until the end of the year
- Vacancy savings will remain at zero as the savings are experienced throughout the various departments
- Investment income will vary depending on the maturity date of investments although currently tracking slightly better than budget
- Insurance claim activity higher than normal will result in being over budget



PROCUREMENT

AT A GLANCE

20 BIDS Posted on Bids and Tenders	256 Registered Proponents to All Bid Opportunities	62 Bid Submissions Received
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* Stats reflect period May 1 - August 31, 2023

WHAT HAS HAPPENED THUS FAR

- Corporate Website – IT is working with awarded vendor Cinnamon Toast
- Nurse Call phone system – POs sent to Aatel for upgrade of system
- Culvert Replacements 004-2507 and 004-2508 – awarded
- Crack Sealing Services for Various County and Township Roads – awarded

WHAT IS GOING ON NOW

- Pharmacy Services for Dufferin Oaks Long Term Care – closes September 12
- Digital Signature software – re-group internally and review Adobe
- Working with consultant to restructure/reformat Procurement Policy

WHAT IS UP NEXT

- Snow plowing/snow removal
- Timber sales
- Develop a Purchase Requisition Form (departmental use) and a Procurement Strategy Form (Procurement use)

CHALLENGES

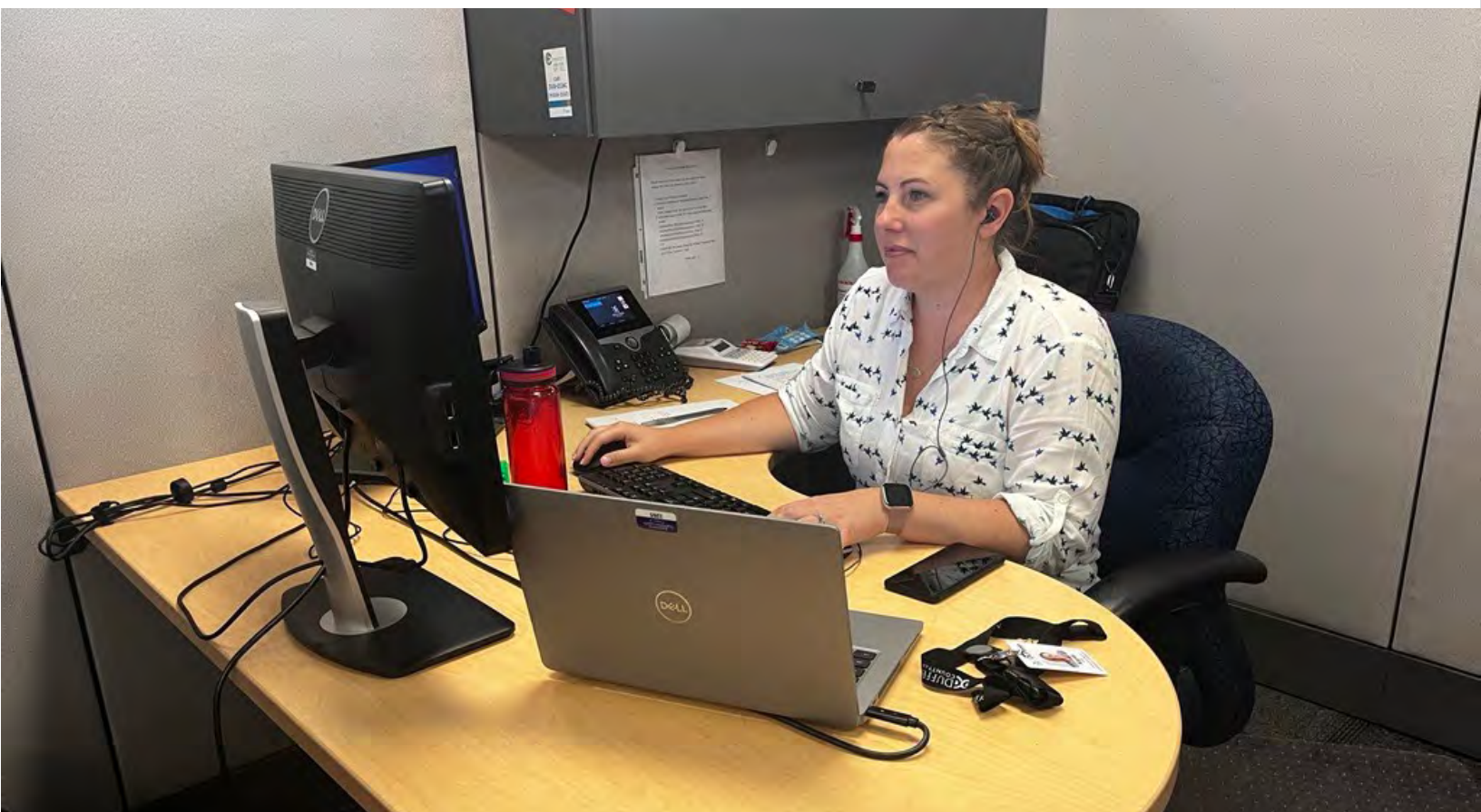
- Getting the required information from various departments in order to get the product/service tendered and submissions in order to meet deadlines
- Balancing various priorities to get everyone's needs met on time as required

PROCUREMENT FINANCIAL PLAN

(in 000s)	2022 ACTUAL	AUG 2023 ACTUAL	2023 BUDGET	DOLLAR CHANGE	%AGE CHANGE
Expenditures					
Salaries and Benefits	\$272	\$210	\$421	\$212	49.76%
Administrative and Office	\$6	\$5	\$16	\$11	31.69%
IT and Communications	\$1	\$0	\$2	\$2	9.33%
Total Expenditures	\$279	\$215	\$439	\$224	48.92%
Total Procurement	\$279	\$215	\$439	\$224	48.92%

FINANCIAL HIGHLIGHTS

- Salaries and benefits are tracking below budget due to vacancies
- Consultant engaged to review existing Procurement Policy and provide Gap Analysis
- Purchasing Agents to attend Ontario Public Buyers Association conference to stay up to date on current trends in public procurement



PEOPLE & EQUITY

PEOPLE & EQUITY FINANCIAL PLAN

(in 000s)	2022 ACTUAL	AUG 2023 ACTUAL	2023 BUDGET	DOLLAR CHANGE	%AGE CHANGE
Revenues					
Government Transfers	\$0	\$1	\$1	-\$1	191.89%
Other Revenue	\$58	\$46	\$89	\$42	52.06%
Total Revenues	\$58	\$47	\$89	\$42	53.16%
Expenditures					
Salaries and Benefits	\$1,209	\$910	\$1,476	\$566	61.65%
Administrative and Office	\$481	\$331	\$543	\$212	60.94%
Service Delivery	\$7	\$2	\$6	\$4	26.67%
IT and Communications	\$14	\$3	\$29	\$25	10.77%
Internal Services Recovered	-\$191	-\$129	-\$213	-\$84	60.55%
Total Expenditures	\$1,528	\$1,117	\$1,841	\$724	60.67%
Transfers					
Transfers from Reserves	-\$223	-\$214	-\$433	-\$219	49.47%
Total Transfers	-\$223	-\$214	-\$433	-\$219	49.47%
Total People and Equity	\$1,247	\$855	\$1,319	\$463	64.85%

FINANCIAL HIGHLIGHTS

- Completed two major projects (Theory of Change & Equity Strategic Plan)
- Ran a successful Long Service Awards event, that acknowledged staff that have reached significant milestones
- Ran a successful and well attended Staff Appreciation event at the MoD earlier this year
- Staffing expenses are on track due to being fully staffed and not having any staffing vacancies in 2023
- The Corporate Training budget line is underspent. However, there are several training opportunities that will be offered to County staff before the end of the year

HUMAN RESOURCES AND LEARNING & ORGANIZATIONAL DEVELOPMENT

AT A GLANCE

13 Non-union job postings	39 External, Non-Union and Unionized Positions Filled	10 Summer Students on Contract
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* Stats reflect period May 1 - August 31, 2023

WHAT HAS HAPPENED THUS FAR

- Increased job posting presence by signing up for three job boards focused on reaching Indigenous and other equity deserving communities
- Annual Long Service Awards and staff engagement event at the MoD
- Total Compensation Review Committee (TCRC) Benefits Survey
- Rollout of revised performance and development process
- Updated onboarding process for new hires, focusing on a more streamlined process

WHAT IS GOING ON NOW

- TCRC Survey Results analyzed and recommendations submission to SMT
- Review of unionized job postings (CUPE Job Posting Committee) and ONA bargaining preparation
- Rollout of Phase 1 of revised onboarding process, including an updated HR session and training structure
- Revising the performance appraisal policy and learning and development policy and training
- Finalizing draft of Organizational Learning Framework to help guide how we prioritize and deliver training

WHAT IS UP NEXT

- ONA Bargaining
- Review and revision of employment agreements
- REST tool pilot program
- SunLife contract renewal
- Creating a central online hub for learning and organizational development and onboarding supports
- Building and curating a repository of training resources to help support performance and development, onboarding, and other critical priority areas

CHALLENGES

- Multiple finalist candidates declining offers of employment/wage viability
- Lacking software/automation to support all HR and People and Equity business operations
- Significant absences requiring case management, return to work oversight
- Meeting increasing demand for learning support and services with limited resources

EQUITY

AT A GLANCE

2 Facilitated Workshops for County Staff in Recognition of Mental Health Week	3 Drop-In Equity Audit Support Sessions for Managers and Supervisors	2 Facilitated Workshops for County Staff in Recognition of Pride Month
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* Stats reflect period May 1 - August 31, 2023

WHAT HAS HAPPENED THUS FAR

- Recognized National Indigenous History Month by hosting a public engagement event where Dr. Pamalea Palmater provided a keynote address, aired on Rogers TV
- Shared the draft Equity Strategy with the Equity Strategy DESIGN Committee for review and comment
- Met with the Dufferin Oaks Leadership team and CUPE and ONA to discuss the Dufferin Oaks departmental town halls and to share responsive solutions to the workplace experiences of Black and racialized staff
- Development of resources to support with the implementation of the Equity Strategy
- Recruitment and selection of new DEICAC and Access Dufferin committee members
- Finalized Equity Strategy submitted to Council for adoption

WHAT IS GOING ON NOW

- Development of an Equity Lens Tool to be applied across the County
- Finalizing Equity Strategy
- Working with management at Dufferin Oaks to develop short term, medium and long term responses to Equity Audit Findings
- Development of a communications and implementation plan for the Equity Strategy

WHAT IS UP NEXT

- Roll out of the Equity Lens Tool
- Ongoing sourcing and rollout of staff mandatory and voluntary equity capacity building and training
- DEICAC to reconvene in October 2023 to begin comprehensive onboarding of the committee and begin prioritizing implementation of its strategic plan

CHALLENGES

- Implementation of Equity Strategy with current resources
- The need for ongoing equity professional development opportunities
- Imbedding equity into all County of Dufferin policies, programs and procedures

HEALTH & SAFETY

AT A GLANCE

9

Multisite Joint Health
and Safety Inspections

28

Health & Safety New Staff
Orientations Completed

* Stats reflect period of May 1 - August 31, 2023

WHAT HAS HAPPENED THUS FAR

- Conducted Safety and Health Week activities
- Revised Memorandum of Understanding with lower tier municipalities for Health and Safety support and service provision
- Provided training (chainsaw, working at heights, ongoing orientations)
- Health and safety support to member municipalities
- Supported the selection and onboarding of a new Multi-Workplace Joint Health Safety Committee Management Co-Chair

WHAT IS GOING ON NOW

- Ergonomic assessments
- Updating new hire orientation
- Violence risk assessments
- MJHSC recruitment campaign

WHAT IS UP NEXT

- Job demands analysis project
- Health and Safety training review and updates
- Health and Safety Manual review

CHALLENGES

- Manual record keeping in the absence of support software (i.e. Learning Management System)
- Increased demand for Health and Safety support for the County and the lower tier municipalities is putting a strain on current resources



FINANCIAL REPORT

AUGUST 31, 2023

Health & Human Services Committee

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INTRODUCTION

This Financial Report offers a comprehensive overview of Dufferin County's financial performance from January 1 to August 31, 2023. The Report is primarily focused on operational highlights with progress on the capital work plan being reported separately. It contains information about the financial plans of various departments and functional areas, and presents updates on revenues and expenses.

The Strategic Plan 2023-2026 articulates Dufferin's path forward, setting out our vision and values for the future of our community and guides staff and Council as decisions on where to prioritize and invest public resources are made. The Plan is centered on the intersections among those priorities and how every individual's work is a piece to a puzzle to achieving our shared vision and creating a unified approach to serving the community.

VISION

A community that grows together.

MISSION

Providing programs and services that foster a thriving, equitable and resilient community in an ever-changing world.

VALUES

Collaboration | Accountability | Innovation | Compassion | Courage

Dufferin County is committed to supporting a strong, connected community with responsive services for all residents. This report highlights the achievements of divisions to date this year, and initiatives planned for the coming months. It addresses challenges the County has faced during the reporting period, like insufficient funding and staffing and the impact of inflation on the County's financial performance.

The primary goal of this report is to provide a transparent, consumable and accurate account of Dufferin County's financial performance and position. By presenting a comprehensive overview, the County aims to inform stakeholders and highlight its progress, along with showing our commitment to improving decision-making processes by introducing two new lenses - Equity and Climate.

This report incorporates revenues received and expenses paid over the first eight months of the year. Most line items should be approximately 66.7% of budget at the end of August. However, there are a number of items that can often skew the numbers such as a delay in timing of invoices paid, seasonality of work, project delays or government transfers received in advance. For the most part, departments are on track or below budget for this time of year.

COMMUNITY SERVICES

COMMUNITY SERVICES FINANCIAL PLAN

(in 000s)	2022 ACTUAL	AUG 2023	2023 BUDGET	DOLLAR CHANGE	%AGE CHANGE
Revenues					
User Fees	\$16	\$11	\$17	\$6	65.51%
Rent Revenue	\$2,051	\$1,388	\$2,070	\$681	67.08%
Government Transfers	\$18,386	\$15,600	\$19,851	\$4,251	78.58%
Other Revenue	\$905	\$474	\$687	\$213	69.05%
Total Revenues	\$21,358	\$17,473	\$22,624	\$5,151	77.23%
Expenditures					
Salaries and Benefits	\$3,888	\$2,650	\$4,638	\$1,988	57.15%
Administrative and Office	\$188	\$276	\$482	\$206	57.28%
Debt Repayment	\$641	\$426	\$638	\$213	66.67%
Service Delivery	\$17,395	\$13,131	\$19,814	\$6,683	66.27%
IT and Communications	\$130	\$43	\$99	\$56	43.09%
Facilities	\$2,057	\$1,467	\$1,993	\$527	73.58%
Vehicles and Equipment	\$5	\$6	\$8	\$3	65.48%
Internal Services Used	\$1,105	\$708	\$1,100	\$392	64.38%
Total Expenditures	\$25,408	\$18,707	\$28,773	\$10,067	65.01%
Transfers					
DC Contribution	-\$440	-\$426	-\$638	-\$213	66.67%
Transfers to Reserves	\$1,269	\$5	\$7	\$2	66.67%
Total Transfers	\$829	-\$421	-\$631	-\$210	66.67%
Total Operating Community Services	\$4,880	\$813	\$5,518	\$4,705	14.73%
Capital Investment	\$700	\$600	\$600	\$0	100.00%
Total Community Services	\$5,580	\$1,413	\$6,118	\$4,705	23.09%

COMMUNITY SERVICES CAPITAL ASSET FUND

	2022 ACTUAL	2023 ACTUAL	2023 BUDGET
Opening Balance	\$3,005	\$2,922	\$2,922
Contributions			
Capital Levy	\$700	\$600	\$600
Other Revenue	\$0	\$0	\$89
Transfers from Reserves	\$242	\$0	\$0
DC Contribution	\$80	\$0	\$0
Total Contributions	\$1,022	\$600	\$689
Capital Work			
Land Improvements	\$59	\$7	\$671
Buildings	\$934	\$538	\$1,486
Equipment & Machinery	\$113	\$29	\$47
Total Capital Work	\$1,106	\$574	\$2,204
Ending Capital Asset Fund Balance	\$2,922	\$2,948	\$1,407

**Progress on the capital work plan will be reported separately and will not exist in this report.*



EARLY YEARS & CHILD CARE

AT A GLANCE

1,080 Children Aged 0-5 Received Reduced Child Care Fees Through CWELCC* from May 1- July 31, 2023	717 Unique Children and 587 Unique Parents/ Caregivers Served in EarlyON Centres in 2023 Thus Far	94 Average Children Per Month Supported Through iCAN*	319 Children Per Month on Average with Reduced Fees Through Child Care Fee Subsidy
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* Stats reflect period between May 1 - July 31, 2023

*Canada-Wide Early Learning & Child Care (CWELCC) *Inclusion for Children with Additional Needs (iCAN)

WHAT HAS HAPPENED THUS FAR

- Conducted and analyzed surveys and interviews for families, educators, and licensed child care providers to gain more understanding of the child care and early years community, with a focus on quality of licensed child care provided and recruitment/retention of educators in the workforce
- Added new outdoor family programming through the EarlyON

WHAT IS GOING ON NOW

- CWELCC funding continues to be provided to licensed child care (LCC) operators to support a 50% fee reduction for eligible families and a \$1/hour wage increase for eligible Registered Early Childhood Educators
- The fee subsidy program continues to work in tandem with CWELCC to support low income families
- Wage Enhancement Grants (WEG) of \$2/hour provided to child care educators to support workforce wages
- Preparing to transition from a manual process to administer and track licensed child care provider CWELCC payments to a more efficient, automated process for all eligible children through the Ontario Child Care Management System (OCCMS), the software currently used to manage Fee Subsidy payments
- Working with the Atkinson Centre Knowing Our Numbers project to facilitate evidence informed planning and decision making in service system management of the licensed child care sector
- Continued focus on mental health, resilience and Diversity, Equity and Inclusion
- Continue to grow and expand programming by building team capacity

WHAT IS UP NEXT

- Reporting to the Ministry of Education on the progress of the targeted growth plan to use access and inclusion funding in support of the creation of 478 licensed child care spaces over the next five years
- Implementing a more efficient payment process for CWELCC for all eligible children through OCCMS
- Evaluating results of the surveys conducted for families, educators and licensed child care providers to determine next steps and plan accordingly

CHALLENGES

- Province-wide registered early childhood educator shortage
- Uncertainties about future growth for the targeted growth plan
- Funding for access and inclusion expected to be insufficient

EARLY YEARS & CHILD CARE FINANCIAL PLAN

(in 000s)	2022 ACTUAL	AUG 2023	2023 BUDGET	DOLLAR CHANGE	%AGE CHANGE
Revenues					
Rent Revenue	\$2	\$2	\$7	\$5	23.57%
Government Transfers	\$9,178	\$9,748	\$9,404	-\$344	103.66%
Other Revenue	\$197	\$63	\$202	\$140	30.97%
Total Revenues	\$9,376	\$9,813	\$9,614	-\$199	102.07%
Expenditures					
Salaries and Benefits	\$1,130	\$800	\$1,366	\$566	58.57%
Administrative and Office	\$20	\$12	\$34	\$22	35.01%
Service Delivery	\$8,237	\$7,334	\$8,965	\$1,632	81.80%
IT and Communications	\$22	\$17	\$23	\$6	75.71%
Facilities	\$99	\$67	\$102	\$35	65.57%
Vehicles and Equipment	\$4	\$3	\$5	\$2	55.37%
Internal Services Used	\$151	\$110	\$98	-\$12	112.42%
Total Expenditures	\$9,663	\$8,343	\$10,594	\$2,251	78.75%
Transfers					
Transfers to Reserves	\$573	\$0	\$0	\$0	0.00%
Total Transfers	\$573	\$0	\$0	\$0	0.00%
Total EYCC	\$860	-\$1,470	\$980	\$2,450	-149.89%

FINANCIAL HIGHLIGHTS

- Government Transfers and Service Delivery are higher than budgeted due to the additional ongoing funding for CWELCC
- Salaries are lower due to staff absence



HOUSING SERVICES

AT A GLANCE

701 Housing Units	745 Average Applicants on Housing Access Dufferin Waitlist	11 People Housed
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* Stats reflect period between May 1 - July 31, 2023

WHAT HAS HAPPENED THUS FAR

- Income and Assets review continues to determine wait list eligibility
- Rent Smart delivered to two cohorts (Dufferin Youth Shelter and Dufferin Men's Shelter)
- Homelessness Prevention Plan – Investment Plan received Ministry of Municipal Affairs and Housing (MMAH) approval

WHAT IS GOING ON NOW

- Complete rehabilitation of several aged units
- Search for Rent Supplement landlords
- Site visits, social programming and tenant engagement at buildings

WHAT IS UP NEXT

- Canada-Ontario Community Housing Initiative disbursement of allocation
- Exploring possible CMHC funding opportunity for capital projects
- Rent Smart for clients on the By-Name-List (BNL)
- Planning for annual Housing Forum to be held on November 22, 2023

CHALLENGES

- Until a letter of commitment is received from the MMAH concerning Canada-Ontario Community Housing Initiative (COCHI) & Ontario Priorities Housing Initiative (OPHI) allocation, we are unable to move forward with the disbursement of funding for capital projects
- Inability to deliver the Homeownership Program due to home values determined by MMAH in current market
- Special Priority (victims of domestic violence) waitlist is at the highest number ever and exacerbated because the proposal for new units put forth by Family Transition Place was not approved
- Creating and implementing supportive housing

HOUSING SERVICES FINANCIAL PLAN

(in 000s)	2022 ACTUAL	AUG 2023	2023 BUDGET	DOLLAR CHANGE	%AGE CHANGE
Revenues					
User Fees	\$16	\$11	\$17	\$6	65.51%
Rent Revenue	\$2,049	\$1,386	\$2,063	\$676	67.22%
Government Transfers	\$4,020	\$2,301	\$2,864	\$562	80.36%
Other Revenue	\$646	\$328	\$384	\$56	85.43%
Total Revenues	\$6,732	\$4,027	\$5,327	\$1,300	75.60%
Expenditures					
Salaries and Benefits	\$1,196	\$822	\$1,548	\$726	53.11%
Administrative and Office	\$64	\$197	\$312	\$115	63.05%
Debt Repayment	\$641	\$426	\$638	\$213	66.67%
Service Delivery	\$5,040	\$2,884	\$4,281	\$1,397	67.37%
IT and Communications	\$85	\$11	\$53	\$42	19.94%
Facilities	\$1,942	\$1,389	\$1,875	\$486	74.08%
Vehicles and Equipment	\$1	\$3	\$3	\$1	81.15%
Internal Services Used	\$605	\$498	\$910	\$412	54.70%
Total Expenditures	\$9,574	\$6,228	\$9,620	\$3,392	64.74%
Transfers					
Transfers from Reserves	\$0	\$0	\$0	\$0	0.00%
DC Contribution	-\$440	-\$426	-\$638	-\$213	66.67%
Transfers to Reserves	\$684	\$0	\$0	\$0	0.00%
Total Transfers	\$244	-\$426	-\$638	-\$213	66.67%
Total Operating Housing	\$3,086	\$1,776	\$3,655	\$1,879	48.59%
Capital Investment	\$700	\$600	\$600	\$0	100.00%
Total Community Housing	\$3,786	\$2,376	\$4,255	\$1,879	55.84%

FINANCIAL HIGHLIGHTS

- Facilities costs continue to trend higher due to increased turnover, accessibility requests and higher costs
- There are additional cleaning related costs due to staff vacancies
- Majority IT and Communication occur in the fall, although changes to software and usage should result in overall reduction from last year
- Staff vacancies earlier in the year will result in savings in Salary and Benefits

HOUSING SERVICES CAPITAL ASSET FUND

	2022 ACTUAL	2023 ACTUAL	2023 BUDGET
Opening Balance	\$3,005	\$2,922	\$2,922
Contributions			
Capital Levy	\$700	\$600	\$600
Other Revenue	\$0	\$0	\$89
Transfers from Reserves	\$242	\$0	\$0
DC Contribution	\$80	\$0	\$0
Total Contributions	\$1,022	\$600	\$689
Capital Work			
Land Improvements	\$59	\$7	\$671
Buildings	\$934	\$538	\$1,486
Equipment & Machinery	\$113	\$29	\$47
Total Capital Work	\$1,106	\$574	\$2,204
Ending Capital Asset Fund Balance	\$2,922	\$2,948	\$1,407

**Progress on the capital work plan will be reported separately and will not exist in this report.*



ONTARIO WORKS & EMPLOYMENT

AT A GLANCE

481 Average Ontario Works Caseload	21 People Housed From By-Name-List	35 Individuals Experiencing Homelessness
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* Stats reflect period between May 1 - July 31, 2023

WHAT HAS HAPPENED THUS FAR

- Ongoing Meetings with New Service System Manager, Serco, for Employment Services Transformation (EST)
- Ontario Works leadership staff continue to meet regularly with MCCSS while planning for the implementation of EST
- Clients continue to experience multiple challenges such as poverty, trauma, mental health, addiction and homelessness

WHAT IS GOING ON NOW

- Applications continue to increase through Central Intake and continue to navigate additional created administrative work
- Training the trainer for the Common Assessment Tool and the Action Plan – two components of EST
- Supporting Coordinated Access System and By-Name-List to help population who are homeless or at risk of homelessness

WHAT IS UP NEXT

- Begin training staff on the new components of EST
- Joint meetings to begin with the Intake and Benefits Administration Unit
- Determine how best to use Homelessness Prevention Program funding with Housing Division and Coordinated Access Table

CHALLENGES

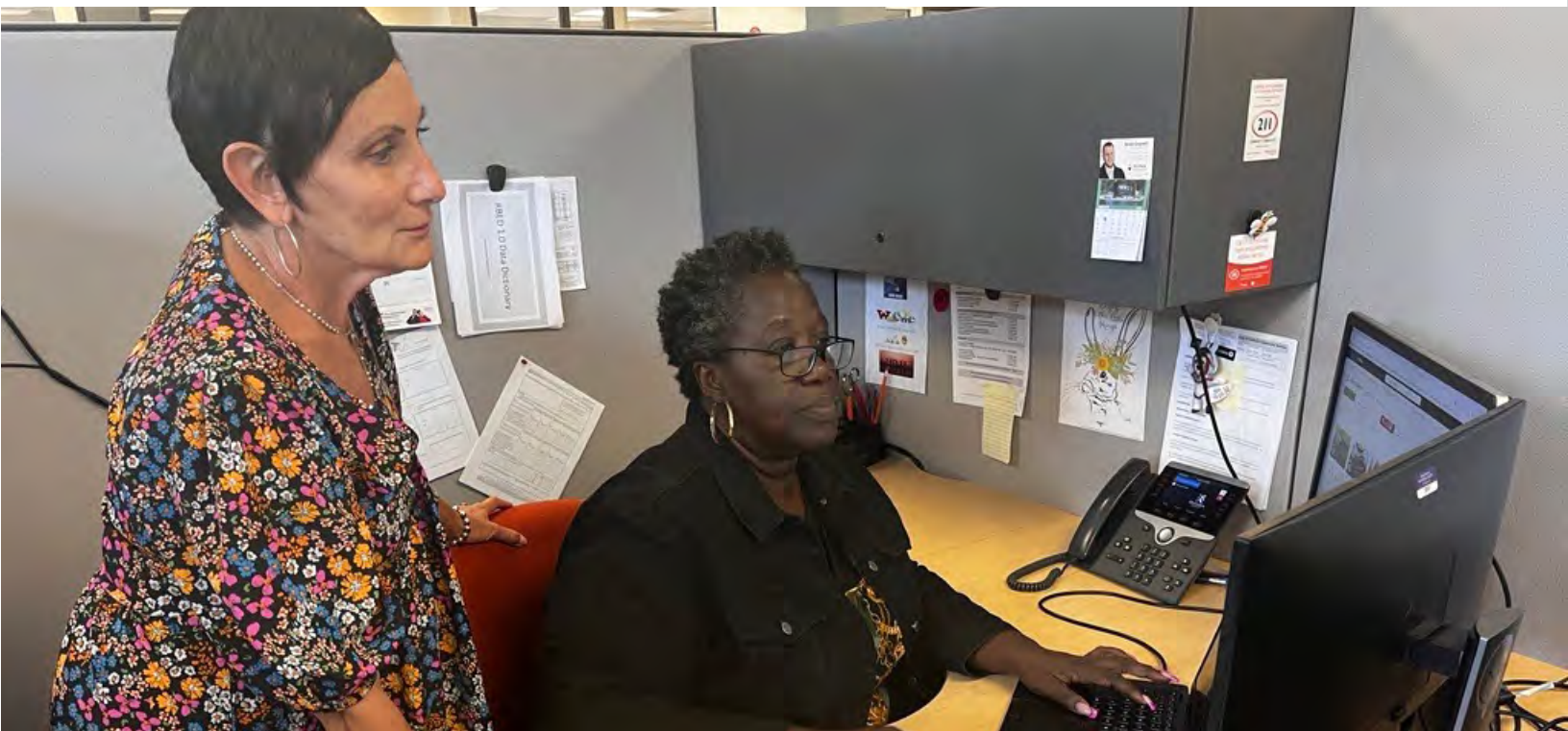
- Social assistance rates unchanged since 2018 despite high cost of living/inflation
- Centralized Intake System brought longer wait times for clients and more administration for staff
- Provincial funding for the County has remained unchanged since 2018
- Funding will be reduced further in 2024 because of Employment Services Transformation

ONTARIO WORKS & EMPLOYMENT FINANCIAL PLAN

(in 000s)	2022 ACTUAL	AUG 2023	2023 BUDGET	DOLLAR CHANGE	%AGE CHANGE
Revenues					
Government Transfers	\$5,188	\$3,550	\$7,584	\$4,033	46.82%
Other Revenue	\$61	\$83	\$100	\$17	83.18%
Total Revenues	\$5,249	\$3,634	\$7,684	\$4,050	47.29%
Expenditures					
Salaries and Benefits	\$1,562	\$1,029	\$1,725	\$696	59.64%
Administrative and Office	\$104	\$67	\$135	\$68	49.64%
Service Delivery	\$4,117	\$2,914	\$6,568	\$3,654	44.36%
IT and Communications	\$22	\$15	\$23	\$8	63.41%
Facilities	\$16	\$11	\$16	\$5	66.67%
Internal Services Used	\$349	\$100	\$92	-\$8	108.59%
Total Expenditures	\$6,171	\$4,135	\$8,559	\$8,559	48.31%
Transfers					
Transfers to Reserves	\$13	\$5	\$7	\$2	66.67%
Total Transfers	\$13	\$5	\$7	\$2	66.67%
Total Ont. Works & Employment	\$934	\$506	\$883	\$377	57.35%

FINANCIAL HIGHLIGHTS

- Government Transfers low due to time lag for subsidy claim from the province
- Service Delivery reflects volume of service to date, caseload not at pre-pandemic levels



DUFFERIN OAKS

DUFFERIN OAKS FINANCIAL PLAN

(in 000s)	2022 ACTUAL	AUG 2023 ACTUAL	2023 BUDGET	DOLLAR CHANGE	%AGE CHANGE
Revenues					
User Fees	\$3,814	\$2,737	\$3,962	\$1,225	69.07%
Rent Revenue	\$531	\$350	\$581	\$230	60.33%
Government Transfers	\$13,746	\$9,720	\$12,090	\$2,370	80.39%
Other Revenue	\$538	\$375	\$503	\$128	74.51%
Total Revenues	\$18,629	\$13,181	\$17,135	\$3,954	76.92%
Expenditures					
Salaries and Benefits	\$15,675	\$10,650	\$17,123	\$6,473	62.20%
Administrative and Office	\$520	\$352	\$835	\$483	42.14%
Service Delivery	\$2,906	\$1,576	\$2,966	\$1,389	53.15%
IT and Communications	\$122	\$64	\$139	\$75	46.09%
Facilities	\$1,487	\$909	\$1,688	\$779	53.86%
Vehicles and Equipment	\$169	\$126	\$193	\$67	65.45%
Internal Services Used	\$191	\$129	\$213	\$84	60.55%
Total Expenditures	\$21,080	\$13,807	\$23,157	\$9,350	59.62%
Transfers					
Transfers from Reserves	-\$242	-\$124	-\$353	-\$229	35.05%
Transfers to Reserves	\$838	\$110	\$88	-\$22	124.86%
Total Transfers	\$596	-\$14	-\$265	-\$251	5.21%
Total Operating Dufferin Oaks	\$3,047	\$612	\$5,757	\$5,145	10.63%
Capital Investment	\$755	\$705	\$705	\$0	100.00%
Total Dufferin Oaks	\$3,802	\$1,317	\$6,462	\$5,145	20.38%

DUFFERIN OAKS LONG TERM CARE HOME

AT A GLANCE

27 New Admissions	357 Individuals on the Waitlist	3.52 HOURS Of Direct Care Per Resident Per Day
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* Stats reflect period YTD - July 31, 2023

WHAT HAS HAPPENED THUS FAR

- A Request for Proposal for Pharmacy Services was posted with input from our Nursing department and Procurement. Pharmacy Services, currently provided by CareRX, includes 7 day per week service for residents as well as support for staff. There are several staff involved in the procurement process with the overall goal of seeking the best service
- Enhanced funding to support additional direct care for residents was reported to County Council in May. Additional hours have been added to the nursing schedule, taking effect in September. The provincial target for Direct Hours of Care is 3.70 hours per resident by March 31, 2024
- The FLTCA (Fixing Long-Term Care Act) requires annual training covering all staff topics. The required training was completed by over 230 staff in June 2023
- Dufferin Oaks partnered with Community Living Dufferin with the opening of the B Social Café in June

WHAT IS GOING ON NOW

- Paving of all parking lots is currently occurring except for the Mill St. Parking lot, which was paved in 2020
- Recruitment of the Quality Services Coordinator has occurred, and will be joining the team in October
- Lampposts were installed along the perimeter walkway of Dufferin Oaks, increasing accessibility

WHAT IS UP NEXT

- Tender for the shower installation awarded and construction will commence in September
- Recruitment of the Project Lead for the Seniors Services and Housing Needs Review is currently underway. Once recruited, an RFP (Request for Proposal) for a consultant will be developed as the next step in the review process
- The RFP for Physiotherapy Services will be developed and posted this fall
- Contract Negotiations with the Ontario Nurses Association is set for this fall
- The campus security project is in the design phase with implementation expected to occur in 2024
- Replacement of several roof top air conditioning units

CHALLENGES

- Recruitment of staff remains a challenge. While enhanced funding to support resident care is welcome, it increases the need for ongoing recruitment
- Capital projects continue to see an increase in costs. This makes planning for future capital work difficult
- A planned replacement of the Dufferin Oaks, Mel Lloyd Centre and McKelvie Burnside roofs has been postponed to 2024 due to tenders received exceeding the 2023 approved budget

LONG TERM CARE HOME FINANCIAL PLAN

(in 000s)	2022 ACTUAL	AUG 2023 ACTUAL	2023 BUDGET	DOLLAR CHANGE	%AGE CHANGE
Revenues					
User Fees	\$3,716	\$2,659	\$3,782	\$1,124	70.29%
Government Transfers	\$12,322	\$8,593	\$10,452	\$1,860	82.21%
Other Revenue	\$487	\$338	\$445	\$108	75.83%
Total Revenues	\$16,525	\$11,589	\$14,680	\$3,091	78.94%
Expenditures					
Salaries and Benefits	\$15,055	\$10,218	\$16,402	\$6,184	62.30%
Administrative and Office	\$481	\$326	\$753	\$427	43.34%
Service Delivery	\$2,093	\$1,242	\$1,821	\$579	68.22%
IT and Communications	\$108	\$49	\$124	\$75	39.70%
Facilities	\$836	\$500	\$916	\$416	54.59%
Vehicles and Equipment	\$124	\$102	\$132	\$30	77.16%
Internal Services Used	\$191	\$129	\$213	\$84	60.55%
COVID	\$6	\$0	\$0	\$0	0.00%
Total Expenditures	\$18,898	\$12,566	\$20,360	\$7,794	61.72%
Transfers					
Transfers from Reserves	-\$242	-\$124	-\$353	-\$229	35.05%
Transfers to Reserves	\$838	-\$24	\$88	\$112	-27.77%
Total Transfers	\$596	-\$148	-\$265	-\$117	55.91%
Total Operating Dufferin Oaks	\$2,969	\$829	\$5,416	\$4,586	15.31%
Capital Investment	\$475	\$445	\$445	\$0	100.00%
Total Dufferin Oaks Long Term Care	\$3,444	\$1,274	\$5,861	\$4,586	21.74%

FINANCIAL HIGHLIGHTS

- Higher revenues noted year to date over what was budgeted. This was reported in May once funding announcements had been received from the province
- Salary and Benefits are under budget due to continued vacancies and a delay in hiring the new Quality Coordinator
- Equipment and Vehicles show increased spending exceeding what was budgeted for 2023. These expenditures have been funded through Infection Prevention and Control funding as well as Falls Prevention Funding

DUFFERIN OAKS CAPITAL ASSET FUND

	2022 ACTUAL	2023 ACTUAL	2023 BUDGET
Opening Balance	\$2,060	\$2,077	\$2,077
Contributions			
Government Transfers	\$0	\$0	\$220
Capital Levy	\$755	\$705	\$705
Other Revenue	\$20	\$164	\$101
Transfers from Reserves	\$46	\$0	\$0
Total Contributions	\$821	\$869	\$1,026
Capital Work			
Land Improvements	\$66	\$17	\$285
Buildings	\$523	\$258	\$2,001
Equipment & Machinery	\$215	\$99	\$341
Vehicles	\$0	\$134	\$240
Other	\$0	\$2	\$400
Total Capital Work	\$804	\$509	\$3,267
Ending Capital Asset Fund Balance	\$2,077	\$2,437	-\$164

**Progress on the capital work plan will be reported separately and will not exist in this report.*



COMMUNITY SUPPORT SERVICES

AT A GLANCE

3191 Meals Delivered Through the Meals on Wheels Program	254 Seniors Received Transportation Services	720 Active Clients
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* Stats reflect period YTD - July 31, 2023 unless otherwise indicated

WHAT HAS HAPPENED THUS FAR

- Recent increase in baseline funding to support increased capacity
- Received new mobility van

WHAT IS GOING ON NOW

- Policy updates, services are returning to normal service levels post COVID
- Paving of all parking lots is currently occurring except for the Mill St. Parking lot which was paved in 2020

WHAT IS UP NEXT

- Seniors Services and Housing Needs Assessment
- Seniors' transportation service review to investigate expanding service
- The campus security project is in the design phase with phased implementation expected to occur in 2024

CHALLENGES

- Recruitment of volunteers to support programs remains a challenge



COMMUNITY SUPPORT SERVICES FINANCIAL PLAN

(in 000s)	2022 ACTUAL	AUG 2023 ACTUAL	2023 BUDGET	DOLLAR CHANGE	%AGE CHANGE
Revenues					
User Fees	\$94	\$74	\$175	\$101	42.46%
Government Transfers	\$1,424	\$1,127	\$1,638	\$511	68.82%
Other Revenue	\$0	\$0	\$2	\$2	0.00%
Total Revenues	\$1,518	\$1,202	\$1,815	\$614	66.20%
Expenditures					
Salaries and Benefits	\$621	\$432	\$722	\$289	59.92%
Administrative and Office	\$38	\$26	\$82	\$56	31.18%
Service Delivery	\$813	\$334	\$1,145	\$811	29.18%
IT and Communications	\$11	\$13	\$12	-\$1	109.11%
Facilities	\$52	\$36	\$54	\$18	66.67%
Vehicles and Equipment	\$45	\$25	\$61	\$37	40.22%
Total Expenditures	\$1,580	\$866	\$2,076	\$1,210	41.72%
Transfers					
Transfers from Reserves	\$0	\$0	\$0	\$0	100.00%
Transfers to Reserves		\$134	\$0	\$0	100.00%
Total Transfers	\$0	\$134	\$0	-\$134	100.00%
Total Community Support Services	\$62	-\$202	\$260	\$462	-77.38%

FINANCIAL HIGHLIGHTS

- Year to date actual expenses are lower than budgeted due to several programs not yet experiencing a return to operations (Congregate Dining, Bridging You Home) as well as programs not yet operating at full capacity due to Covid measures still in place (Adult Day Program)
- The Seniors at Risk position with Canadian Mental Health Association Peel Dufferin funded through Service Delivery remains vacant resulting in savings



MCKELVIE BURNSIDE VILLAGE

AT A GLANCE

2 New Tenants Housed; 1 Internal Move to Aid Accessibility	2 UNITS Renovated to Improve Accessibility
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* Stats reflect period YTD - July 31, 2023

WHAT HAS HAPPENED THUS FAR

- Renovation of apartments continue to occur as they are vacated. These renovations will bring greater accessibility to future tenants

WHAT IS GOING ON NOW

- Tub room renovation scheduled for this year is in the planning stage

WHAT IS UP NEXT

- Planned refresh of public washrooms is planned for this year along with work being completed in the tub boom used for the Community Bathing Program
- A lighting assessment of the building exterior
- The campus security project is now in the design phase with phased implementation expected to occur in 2024
- Replacement of several roof top air conditioning units

CHALLENGES

- Capital projects continue to see an increase in costs. This makes planning for future capital work difficult
- A planned replacement of the Dufferin Oaks, Mel Lloyd Centre and McKelvie Burnside roofs has been postponed to 2024 due to tenders received exceeding the 2023 approved budget

MCKELVIE BURNSIDE VILLAGE FINANCIAL PLAN

(in 000s)	2022 ACTUAL	AUG 2023 ACTUAL	2023 BUDGET	DOLLAR CHANGE	%AGE CHANGE
Revenues					
User Fees	\$4	\$3	\$4	\$1	79.76%
Rent Revenue	\$238	\$150	\$232	\$82	64.71%
Total Revenues	\$242	\$153	\$236	\$83	64.98%
Expenditures					
IT and Communications	\$2	\$1	\$2	\$1	57.05%
Facilities	\$205	\$114	\$232	\$118	49.01%
Total Expenditures	\$206	\$115	\$234	\$119	49.07%
Total Operating McKelvie	-\$36	-\$39	-\$3	\$36	0.00%
Capital Investment	\$180	\$120	\$120	\$0	100.00%
Total McKelvie Supportive Hsg	\$144	\$81	\$117	\$36	69.11%

FINANCIAL HIGHLIGHTS

- Utility costs are lower than budgeted
- Revenues are lower than budgeted due to several apartments requiring extensive renovations after long term tenants moved out



MEL LLOYD CENTRE

AT A GLANCE

98,000

Total Square Feet of Space

14

Total Tenants Leasing Space

* Stats reflect period YTD - July 31, 2023

WHAT HAS HAPPENED THUS FAR

- Flooring has been replaced in several areas

WHAT IS GOING ON NOW

- Paving of all parking lots is currently occurring except for the Mill Street parking lot, which was paved in 2020

WHAT IS UP NEXT

- The campus security project is now in the design phase with phased implementation expected to occur in 2024
- Replacement of several roof top air conditioning units

CHALLENGES

- Capital projects continue to see an increase in costs. This makes planning for future capital work difficult
- A planned replacement of the Dufferin Oaks, Mel Lloyd Centre and McKelvie Burnside roofs has been postponed to 2024 due to tenders received exceeding the 2023 approved budget



MEL LLOYD CENTRE FINANCIAL PLAN

(in 000s)	2022 ACTUAL	AUG 2023 ACTUAL	2023 BUDGET	DOLLAR CHANGE	%AGE CHANGE
Revenues					
Rent Revenue	\$293	\$200	\$348	\$148	57.42%
Other Revenue	\$50	\$37	\$56	\$19	66.67%
Total Revenues	\$343	\$237	\$404	\$167	58.69%
Expenditures					
IT and Communications	\$1	\$1	\$1	\$1	53.99%
Facilities	\$395	\$259	\$486	\$227	53.37%
Total Expenditures	\$396	\$260	\$487	\$227	53.37%
Total Operating Mel Lloyd	\$53	\$23	\$83	\$60	27.53%
Capital Investment	\$100	\$140	\$140	\$0	100.00%
Total Mel Lloyd Centre	\$153	\$163	\$223	\$60	72.98%

FINANCIAL HIGHLIGHTS

- Utility costs are lower than budgeted



HEALTH SERVICES

HEALTH SERVICES FINANCIAL PLAN

(in 000s)	2022 ACTUAL	AUG 2023 ACTUAL	2023 BUDGET	DOLLAR CHANGE	%AGE CHANGE
Revenues					
Government Transfers	\$4,790	\$3,583	\$5,313	\$1,730	67.44%
Other Revenue	\$92	\$21	\$15	-\$6	141.64%
Total Revenues	\$4,882	\$3,604	\$5,327	\$1,724	67.64%
Expenditures					
Administrative and Office	\$7	\$8	\$15	\$7	52.52%
Debt Repayment	\$238	\$159	\$238	\$79	66.67%
Service Delivery	\$9,060	\$6,281	\$10,215	\$3,934	61.49%
IT and Communications	\$140	\$106	\$222	\$116	47.84%
Facilities	\$120	\$84	\$169	\$85	49.73%
Vehicles and Equipment	\$410	\$268	\$390	\$122	68.81%
Internal Services Used	\$249	\$173	\$259	\$86	66.67%
Total Expenditures	\$10,225	\$7,078	\$11,507	\$1,283	61.51%
Transfers					
DC Contribution	-\$127	-\$108	-\$161	-\$54	66.67%
Total Transfers	-\$52	-\$96	-\$161	-\$66	59.38%
Total Operating Health	\$5,291	\$3,379	\$6,019	-\$507	56.14%
Capital Investment	\$490	\$490	\$490	\$0	100.00%
Total Health Services	\$5,781	\$3,869	\$6,509	\$2,640	59.44%

PARAMEDICS

AT A GLANCE

6504 Call Volume	3363 Total Transports	08:25 MINS Average Response Time	38 Code Red Incidents
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* Stats reflect period YTD - July 31, 2023

WHAT HAS HAPPENED THUS FAR

- Hired seven new staff: two Advanced Care Paramedics and five Primary Care Paramedics, all oriented and started
- Completed annual service review, waiting for final report
- Received one new response vehicle
- Confirmed two years additional Community Paramedic funding (\$1,816,000 over two years)
- Increase in offload nursing funding in 2023 to \$211,458

WHAT IS GOING ON NOW

- Central Ambulance Dispatch – transfer of call details (address, nature of emergency, hazard identification) directly to iPad in the vehicle, and providing integrated mapping. Paramedics are able to update the status of the vehicle by touching a soft key on the iPad which providing more accurate times and less radio traffic. Paramedics will also receive immediate notification of hazards related to the emergency which increases paramedic safety
- Extension of agreement with Headwaters Health Care Centre

WHAT IS UP NEXT

- CAD Link – bi-direction transfer of patient data from dispatch center to the Ambulance Call Report (ACR) and back freeing up time for paramedics and dispatchers
- Final service review report September 2023
- New Ambulance arriving any day
- International Plowing Match and Rural Expo support

CHALLENGES

- Health human resource staffing – Paramedic Services and hospitals
- Recent arbitration (budget pressure) June 2023 award

PARAMEDICS FINANCIAL PLAN

(in 000s)	2022 ACTUAL	AUG 2023 ACTUAL	2023 BUDGET	DOLLAR CHANGE	%AGE CHANGE
Revenues					
Government Transfers	\$4,790	\$3,583	\$5,313	\$1,730	67.44%
Other Revenue	\$92	\$21	\$15	-\$6	141.64%
Total Revenues	\$4,882	\$3,604	\$5,327	\$1,724	67.64%
Expenditures					
Administrative and Office	\$7	\$8	\$15	\$7	52.52%
Service Delivery	\$7,370	\$5,134	\$8,494	\$3,360	60.44%
IT and Communications	\$140	\$106	\$222	\$116	47.84%
Facilities	\$120	\$84	\$169	\$85	49.73%
Vehicles and Equipment	\$410	\$268	\$390	\$122	68.81%
Internal Services Used	\$249	\$173	\$259	\$86	66.67%
Total Expenditures	\$8,297	\$5,772	\$9,548	\$3,776	60.45%
Transfers					
Transfers from Reserves	\$0	\$0	\$0	\$0	0.00%
Transfers to Reserves	\$75	\$12	\$0	-\$12	0.00%
Total Transfers	\$75	\$12	\$0	-\$12	0.00%
Total Operating Paramedic	\$3,490	\$2,181	\$4,221	\$2,040	51.66%

FINANCIAL HIGHLIGHTS

- Recent arbitration (budget pressure) June 2023 award
- Confirmed two years additional Community Paramedic funding (\$1,816,000 over two years)
- Increase in offload nursing funding in 2023-24 to \$316,000
- Decrease of total maximum base funding Land Ambulance Services Grant (LASG) for 2023 calendar year down to \$3,979,215



PARAMEDICS CAPITAL ASSET FUND

	2022 ACTUAL	2023 ACTUAL	2023 BUDGET
Opening Balance	\$1,354	\$1,457	\$1,457
Contributions			
Capital Levy	\$490	\$490	\$490
Other Revenue	\$37	\$11	\$22
Total Contributions	\$527	\$501	\$512
Capital Work			
Buildings	\$9	\$23	\$141
Equipment & Machinery	\$0	\$0	\$35
Vehicles	\$415	\$158	\$585
Total Capital Work	\$424	\$181	\$761
Ending Capital Asset Fund Balance	\$1,457	\$1,777	\$1,208

**Progress on the capital workplan will be reported separately and will not exist in this report.*



PUBLIC HEALTH

PUBLIC HEALTH FINANCIAL PLAN

(in 000s)	2022 ACTUAL	AUG 2023 ACTUAL	2023 BUDGET	DOLLAR CHANGE	%AGE CHANGE
Expenditures					
Debt Repayment	\$238	\$159	\$238	\$79	66.67%
Service Delivery	\$1,690	\$1,147	\$1,721	\$574	66.67%
Total Expenditures	\$1,928	\$1,306	\$1,959	\$653	66.67%
Transfers					
DC Contribution	-\$127	-\$108	-\$161	-\$54	66.67%
Total Transfers	-\$127	-\$108	-\$161	-\$54	66.67%
Total WDG Public Health	\$1,802	\$1,199	\$1,798	\$599	66.67%





FINANCIAL REPORT

AUGUST 31, 2023

Community Development & Tourism Committee

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INTRODUCTION

This Financial Report offers a comprehensive overview of Dufferin County's financial performance from January 1 to August 31, 2023. The Report is primarily focused on operational highlights with progress on the capital work plan being reported separately. It contains information about the financial plans of various departments and functional areas, and presents updates on revenues and expenses.

The Strategic Plan 2023-2026 articulates Dufferin's path forward, setting out our vision and values for the future of our community and guides staff and Council as decisions on where to prioritize and invest public resources are made. The Plan is centered on the intersections among those priorities and how every individual's work is a piece to a puzzle to achieving our shared vision and creating a unified approach to serving the community.

VISION

A community that grows together.

MISSION

Providing programs and services that foster a thriving, equitable and resilient community in an ever-changing world.

VALUES

Collaboration | Accountability | Innovation | Compassion | Courage

Dufferin County is committed to supporting a strong, connected community with responsive services for all residents. This report highlights the achievements of divisions to date this year, and initiatives planned for the coming months. It addresses challenges the County has faced during the reporting period, like insufficient funding and staffing and the impact of inflation on the County's financial performance.

The primary goal of this report is to provide a transparent, consumable and accurate account of Dufferin County's financial performance and position. By presenting a comprehensive overview, the County aims to inform stakeholders and highlight its progress, along with showing our commitment to improving decision-making processes by introducing two new lenses - Equity and Climate.

This report incorporates revenues received and expenses paid over the first eight months of the year. Most line items should be approximately 66.7% of budget at the end of August. However, there are a number of items that can often skew the numbers such as a delay in timing of invoices paid, seasonality of work, project delays or government transfers received in advance. For the most part, departments are on track or below budget for this time of year.

DEVELOPMENT & TOURISM

DEVELOPMENT & TOURISM FINANCIAL PLAN

(in 000s)	2022 ACTUAL	AUG 2023 ACTUAL	2023 BUDGET	DOLLAR CHANGE	%AGE CHANGE
Revenues					
User Fees	\$1,940	\$665	\$1,238	\$572	53.75%
Government Transfers	\$154	\$28	\$89	\$61	31.91%
Other Revenue	\$118	\$165	\$245	\$79	67.63%
Total Revenues	\$2,212	\$859	\$1,571	\$712	54.68%
Expenditures					
Salaries and Benefits	\$2,108	\$1,545	\$2,565	\$1,020	60.25%
Administrative and Office	\$444	\$203	\$578	\$375	35.15%
Service Delivery	\$159	\$207	\$1,061	\$854	19.48%
IT and Communications	\$137	\$110	\$143	\$33	77.00%
Facilities	\$247	\$136	\$289	\$153	47.08%
Vehicles and Equipment	\$29	\$24	\$35	\$12	66.97%
Internal Services Used	\$239	\$237	\$316	\$79	74.99%
Total Expenditures	\$3,363	\$2,462	\$4,987	\$2,525	49.36%
Transfers					
Transfers from Reserves	-\$38	-\$499	-\$1,111	-\$612	44.94%
Transfers from Trust	-\$8	-\$5	\$0	\$5	0.00%
Transfer to Trust	\$4	\$0	\$15	\$15	0.00%
DC Contribution	-\$74	\$0	\$0	\$0	0.00%
Transfers to Reserves	\$454	\$0	\$0	\$0	0.00%
Total Transfers	\$338	-\$505	-\$1,096	-\$592	46.04%
Total Operating Development	\$1,489	\$1,098	\$2,319	\$1,221	47.33%
Capital Investment	\$94	\$95	\$95	\$0	100.00%
Total Development and Tourism	\$1,583	\$1,193	\$2,414	\$1,221	49.41%

DEVELOPMENT & TOURISM CAPITAL ASSET FUND

	2022 ACTUAL	2023 ACTUAL	2023 BUDGET
Opening Balance	\$685	\$710	\$710
Contributions			
Capital Levy	\$94	\$95	\$95
Transfers from Reserves/Trust	\$33	\$0	\$240
Total Contributions	\$127	\$95	\$335
Capital Work			
Buildings	\$0	\$16	\$293
Equipment & Machinery	\$102	\$0	\$0
Vehicles	\$0	\$0	\$400
Total Capital Work	\$102	\$16	\$693
Ending Capital Asset Fund Balance	\$710	\$788	\$352

**Progress on the capital work plan will be reported separately and will not exist in this report.*



BUILDING SERVICES

AT A GLANCE

2,738 Inspections Conducted	1293 Permits Issued	\$352,045 Total Permit Fees Collected
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* Stats reflect period between May 1 - August 31, 2023

WHAT HAS HAPPENED THUS FAR

- Legal Procedures Manual with a DEIA lens has been completed and implemented
- As of August 25, 2023, we have issued 304 permits and conducted 4,464 inspections
- Staff changes resulted in the division not being fully staffed until August 2023

WHAT IS GOING ON NOW

- Currently working on the Customer Feedback Project, which includes exploring a partnership with Dufferin Board of Trade (DBOT) to act as third-party to gather qualitative and quantitative data about applicant experiences (i.e. customer service)
- Permit numbers are lower than last year, resulting in lower permit revenues of \$512,883 compared to \$1,508,218 of August 25, 2022
- Working with the IPM to obtain permits and complete inspections for the IPM 2023 in September

WHAT IS UP NEXT

- Implementing Customer Feedback Project once partnership and process with DBOT is finalized
- Completing review of Building permit fees for presentation to Council later this year

CHALLENGES

- Lack of resources to address inactive permits
- Insufficient staff impact response times

BUILDING SERVICES FINANCIAL PLAN

(in 000s)	2022 ACTUAL	AUG 2023 ACTUAL	2023 BUDGET	DOLLAR CHANGE	%AGE CHANGE
Revenues					
User Fees	\$1,883	\$623	\$1,181	\$558	52.74%
Other Revenue	\$4	\$3	\$3	\$1	81.43%
Total Revenues	\$1,887	\$626	\$1,184	\$559	52.82%
Expenditures					
Salaries and Benefits	\$1,070	\$799	\$1,095	\$296	72.96%
Administrative and Office	\$82	\$80	\$131	\$52	60.72%
Service Delivery	\$10	\$4	\$11	\$7	33.22%
IT and Communications	\$114	\$88	\$112	\$24	78.98%
Vehicles and Equipment	\$23	\$20	\$24	\$4	82.38%
Internal Services Used	\$135	\$134	\$187	\$52	71.96%
Total Expenditures	\$1,434	\$1,125	\$1,560	\$435	72.11%
Transfers					
Transfers from Reserves	\$0	-\$499	-\$376	\$124	132.90%
Transfers to Reserves	\$453	\$0	\$0	\$0	0.00%
Total Transfers	\$453	-\$499	-\$376	\$124	132.90%
Total Building	\$0	\$0	\$0	\$0	0.00%

FINANCIAL HIGHLIGHTS

- Revenue for building permits is below estimations
- Staffing costs are estimated to stay on track
- Customer Feedback project (and start-up costs) will be completed by end of year

BUILDING SERVICES CAPITAL ASSET FUND

	2022 ACTUAL	2023 ACTUAL	2023 BUDGET
Opening Balance	\$127	\$160	\$160
Contributions			
Transfers from Reserves	\$33	\$0	\$240
Total Contributions	\$33	\$0	\$240
Capital Work			
Vehicles	\$0	\$0	\$400
Total Capital Work	\$0	\$0	\$400
Ending Capital Asset Fund Balance	\$160	\$160	\$0

**Progress on the capital work plan will be reported separately and will not exist in this report.*



MUSEUM OF DUFFERIN

AT A GLANCE

755 Paid Admission Visitors	1878 Outreach Visitors	21 Programs and Events Conducted	16,483 Website Visits
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* Stats reflect period between May 1 - August 31, 2023

WHAT HAS HAPPENED THUS FAR

- Continue to implement new Museum of Dufferin (MoD) strategic plan
- Increased visitorship, programs and outreach
- Hired Programming and Outreach staff who will be starting in September 2023

WHAT IS GOING ON NOW

- Summer Camps for kids returned to the MoD
- MoD-Tots program for parents and children has been highly successful
- Dufferin County Multicultural Event and Exhibition held in June

WHAT IS UP NEXT

- New Programming and Outreach staff will make and implement plan to create more “stories” with MoD archives and artifacts and conduct more programs and outreach
- Develop plan to make research related work in Archives more financially sustainable
- Preparing for events, new exhibits and programs which includes a new Veteran’s Week event from November 4 to 10

CHALLENGES

- Staffing changes created capacity issues but did not affect overall programming and events
- Being short staffed has impacted internal work and planning, which should be addressed in quarter three

MUSEUM OF DUFFERIN FINANCIAL PLAN

(in 000s)	2022 ACTUAL	AUG 2023 ACTUAL	2023 BUDGET	DOLLAR CHANGE	%AGE CHANGE
Revenues					
User Fees	\$15	\$21	\$17	-\$4	121.39%
Government Transfers	\$154	\$0	\$54	\$54	0.00%
Other Revenue	\$114	\$26	\$128	\$101	20.54%
Total Revenues	\$283	\$47	\$198	\$152	23.60%
Expenditures					
Salaries and Benefits	\$661	\$446	\$883	\$437	50.55%
Administrative and Office	\$116	\$57	\$113	\$56	50.54%
Service Delivery	\$67	\$32	\$83	\$51	39.15%
IT and Communications	\$21	\$21	\$24	\$3	87.13%
Facilities	\$247	\$136	\$289	\$153	47.08%
Vehicles and Equipment	\$6	\$4	\$11	\$7	32.95%
Internal Services Used	\$104	\$102	\$129	\$27	79.38%
Total Expenditures	\$1,222	\$799	\$1,532	\$733	52.15%
Transfers					
Transfers to Trust	\$4	\$0	\$15	\$15	0.00%
Transfers from Trust	-\$8	-\$5	\$0	\$5	0.00%
Transfers from Reserves	-\$38	\$0	-\$8	-\$8	0.00%
Total Transfers	-\$42	-\$5	\$7	\$12	-76.19%
Total Operating Museum	\$897	\$747	\$1,340	\$594	55.71%
Capital Investment	\$94	\$95	\$95	\$0	100.00%
Total Museum of Dufferin	\$991	\$842	\$1,435	\$594	58.64%

FINANCIAL HIGHLIGHTS

- Received funding for three students and internships via Young Canada Works grants (covering May to end of December)
- Quarter three will see more expenditures on exhibitions and public programming focused on attracting young families with children under the age of 10
- Holiday Treasures, our largest revenue event, occurs in quarter four
- HVAC system has required more repairs and upgrades this year, resulting in expenditures in the facilities budget line
- There has been a focus on team development and staff training this year

MUSEUM OF DUFFERIN CAPITAL ASSET FUND

	2022 ACTUAL	2023 ACTUAL	2023 BUDGET
Opening Balance	\$557	\$550	\$550
Contributions			
Capital Levy	\$94	\$95	\$95
Total Contributions	\$94	\$95	\$95
Capital Work			
Buildings	\$0	\$16	\$293
Equipment & Machinery	\$102	\$0	\$0
Total Capital Work	\$102	\$16	\$293
Ending Capital Asset Fund Balance	\$550	\$628	\$352

**Progress on the capital work plan will be reported separately and will not exist in this report.*



LAND USE PLANNING

AT A GLANCE

30 Planning Applications Reviewed	19 County Preconsultations Submitted	31 Building Permits Reviewed for Zoning Compliance	46 Public Inquiries
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* Stats reflect period between May 1 - August 31, 2023

WHAT HAS HAPPENED THUS FAR

- Municipal Comprehensive Review (MCR) Phase 2 complete and Official Plan Amendment (OPA) submitted to Minister for approval
- Five stakeholder engagement activities: four public round tables, one committee meeting for Phase 3 of the MCR related to the policy section of the Official Plan
- Three Planners of Dufferin meetings held

WHAT IS GOING ON NOW

- Finalizing input from various County departments with regards to the Official Plan policy framework as part of Phase III of MCR project
- Preparing for Phase III MCR presentation to Committee and Council (Transportation Master Plan + policy framework)

WHAT IS UP NEXT

- Recruitment of new development-focused planner
- Submission Phase III MCR (TMP + policy framework) to the Province
- Commence other planning projects after MCR submission

CHALLENGES

- Constant legislative changes
- Pressure to support many needs with limited staff resources

LAND USE PLANNING FINANCIAL PLAN

(in 000s)	2022 ACTUAL	AUG 2023 ACTUAL	2023 BUDGET	DOLLAR CHANGE	%AGE CHANGE
Revenues					
User Fees	\$42	\$22	\$40	\$18	55.00%
Other Revenue	\$0	\$36	\$69	\$32	53.10%
Total Revenues	\$42	\$58	\$109	\$50	53.80%
Expenditures					
Salaries and Benefits	\$223	\$182	\$293	\$111	62.23%
Administrative and Office	\$213	\$49	\$217	\$167	22.72%
IT and Communications	\$1	\$0	\$2	\$2	15.58%
Total Expenditures	\$437	\$232	\$512	\$280	45.29%
Transfers					
Transfers from Reserves	\$0	\$0	-\$163	-\$163	0.00%
DC Contribution	-\$74	\$0	\$0	\$0	0.00%
Transfers to Reserves	\$1	\$0	\$0	\$0	0.00%
Total Transfers	-\$73	\$0	-\$163	-\$163	0.00%
Total Planning	\$321	\$173	\$241	\$67	72.05%

FINANCIAL HIGHLIGHTS

- Consultation services will be fully realized in quarter four, as Phase III MCR is completed
- Other revenue includes recoveries for services provided to lower tiers which are billed in arrears and reflect actual time worked
- Some projects will not be completed this year due to not enough staff resources and increased planning application work. Redirecting expenses for this year to add second County planner position

ECONOMIC DEVELOPMENT

AT A GLANCE

OVER 1,000 Explore Dufferin Guides Distributed to Local Townhalls and Information Centres	1,000+ Staff Hours Spent Planning for the IPM	20 Tourism Ambassadors Recruited and Trained for the IPM	25+ Community Stakeholders Engaged For County Tourism Branding
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* Stats reflect period between May 1 - July 31, 2023

WHAT HAS HAPPENED THUS FAR

- Gathering housing and income related data as part of strategic priorities work
- Developed and presented New Dufferin County tourism brand and roll-out plan developed and finalized following consultations with local municipalities, community groups and stakeholders

WHAT IS GOING ON NOW

- Logistics and coordination for tourism tent at the IPM 2023
- Recruitment of new Economic Development Officer (EDO) to focus on tourism
- Reviewing quotations for new County tourism website blueprint and content development
- Research and assessment of housing needs in Dufferin County

WHAT IS UP NEXT

- Creating a new economic development strategy for the County
- Collaborating with large employers on workforce development
- Economic Development Workshop slated for November 8 and 9, 2023
- Developing content for new tourism website

CHALLENGES

- IPM requires a lot of focus and staff time
- Lack of staff resources to move multiple initiatives and priorities forward in a timely manner
- Expected difficulties in recruiting new tourism-focused Economic Development Officer

ECONOMIC DEVELOPMENT FINANCIAL PLAN

(in 000s)	2022 ACTUAL	AUG 2023 ACTUAL	2023 BUDGET	DOLLAR CHANGE	%AGE CHANGE
Revenues					
Government Transfers	\$0	\$28	\$35	\$7	81.11%
Other Revenue	\$0	\$100	\$45	-\$55	222.22%
Total Revenues	\$0	\$128	\$80	-\$48	160.48%
Expenditures					
Salaries and Benefits	\$154	\$118	\$294	\$176	40.02%
Administrative and Office	\$34	\$17	\$117	\$100	14.58%
Service Delivery	\$81	\$170	\$967	\$797	17.63%
IT and Communications	\$1	\$1	\$5	\$4	14.88%
Total Expenditures	\$270	\$306	\$1,383	\$1,077	22.13%
Transfers					
Transfers from Reserves	\$0	\$0	-\$565	-\$565	0.00%
Total Transfers	\$0	\$0	-\$565	-\$565	0.00%
Total Economic Development	\$271	\$178	\$738	\$561	24.07%

FINANCIAL HIGHLIGHTS

- Economic Development Manager and Economic Development positions started later in the year than originally planned and budgeted
- Expenditures towards upcoming International Plowing Match are expected to be lower than originally estimated, exact totals will not be known until quarter four
- Higher than budgeted grant funding received from Central Counties Tourism





A community that grows together

Report To: Warden Mills and Members of County Council

Meeting Date: October 12, 2023

Subject: Monthly Update from Outside Boards

From: Sonya Pritchard, Chief Administrative Officer

Recommendation

THAT the report of the Chief Administrative Officer, dated October 12, 2023, with respect to Reports from Outside Boards, be received.

Executive Summary

This report outlines updates of activities from outside boards and agencies in which there is Dufferin County representative. This report is for information purposes.

Background & Discussion

Wellington Dufferin Guelph Health Unit

Representative(s): Councillor Guy Gardhouse and Ralph Manktelow

Next Meeting date: November 1, 2023

Niagara Escarpment Commission (NEC)

Representative(s): Councillor Janet Horner

Meeting dates: September 14, 2023

Highlights: The Commission was presented with 3 staff reports on Development Permit Applications for properties in the Regions of Halton and Niagara.

Attached: [Commission Meeting Agenda – September 2023](#)

Dufferin Board of Trade (DBOT)

Representative(s): Councillor James McLean

Highlights: DBOT is hosting the Dream Dufferin & Career Pathways on November 9, 2023. This is a new event held in partnership with the Career Education Council to showcase local in-demand careers to youth, featuring hands-on-demos, interactive booths and panel discussions.

Attached: [Trades Dufferin – Career Pathway Information](#)

Headwaters Communities in Action

Representative: Councillor Philip Rentsch

Highlights:

- HCIA sets strategic directions and finalizes playbook, Leadership Council met Sep. 27,
- HCIA becomes GrandPals local affiliate for Dufferin;
- Community Safety Well Being IT assesses data/engagement/comms plans and survey revisions;
- DC Grants program gears up for 2024;

Attached: Headwaters Communities in Action Meeting Report – October 2023

Western Ontario Wardens' Caucus (WOWC)

Representative(s): Warden Wade Mills, Chief Administrative Officer Sonya Pritchard

Highlights: WOWC has partnered with CTV News London and the Elgin Middlesex Oxford Workforce Planning Board on London and Area Works. This news feature highlighted during the evening news on Mondays, it features businesses from across the region, as well as links to local job boards, tips and job market trends.

Attached: [WOWC Newsletter - September 2023](#)

Next Meeting date: WOWC CAOs currently meets every Monday via Zoom

SWIFT Board of Directors

Representative: Councillor Chris Gerrits

Highlights: SWIFT reported that more than 960 previously underserved homes and businesses in Dufferin County and Caledon now have access to high-speed internet, as the regional broadband expansion program marks construction complete on two fibre-optic projects.

Attached: [SWIFT Media Release – August 1, 2023](#)

Financial, Staffing, Legal, or IT Considerations

There are no financial, staffing, legal or IT considerations.

In Support of Strategic Plan Priorities and Objectives

Good Governance – ensure transparency, clear communication, prudent financial management

Inclusive & Supportive Community – support efforts to address current & future needs for a livable community

Respectfully Submitted By:

Sonya Pritchard
Chief Administrative Officer



Making Life Better Together



REPORT TO COUNCIL

Headwaters Communities in Action

Representative: Councillor Philip Rentsch
Meeting report of October 2023

Highlights: HCIA sets strategic directions and finalizes playbook, Leadership Council met Sep. 27, HCIA becomes GrandPals local affiliate for Dufferin; CSWB IT assesses data/engagement/comms plans and survey revisions; DC Grants program gears up for 2024; HFFA Hub met October 2 and debriefed recent ag events, F2S is regrouping for fall; Volunteer Dufferin featured on Rogers TV, continues Boardward Bound and announces funding received to modernize; DC MOVES+DCEC had September meetings and plan VOICES strategy meeting.

Primary Activities:

HCIA Partnership Agreement

HCIA Admin:

Executive Director, Jennifer Payne

DC Strategic Connections: HCIA's work and unique role in the community support all Priority Areas and several Goals, Actions and Measures under the new Strategic Plan including Community Safety and Wellbeing measures (HCIA), Community (HCIA, all projects), Equity (DC MOVES / DCEC / VOICES, Volunteer Dufferin and HCIA), Governance (DC Community Grants), Economy and Climate & Environment (HFFA).

- HCIA Leadership Council meeting September 27 focused on finalizing strategic directions and Playbook and planning for AGM Oct. 19 6:30pm. Venue TBD. Recruiting for new LC members.
- NEW PROJECT: HCIA is now the local affiliate for the GrandPals program in Dufferin County, under and MOU and supported with funding from the national program office, managed by the Centre for Studies and Aging (CSAH) at Providence Care. Ann Fenton is Program Coordinator. Now welcoming new GrandPals (55+) to participate in the 2024 program in Dufferin. Learn more: <https://grandpals.ca/>
- HCIA continues to provide fundraising, administrative, project management and communications support for projects.
- Community Safety and Well-Being: Suggestions have been incorporated into the survey for approval by the Integration Table at next meeting October 24th. Distribution, promotion, data management, community engagement and communications plans are in the works, with roles and options for everyone.
- HCIA-Dufferin County partnership agreement renewal proposal has been submitted for consideration. Jennifer and Sonya will meet to discuss.

Our Vision: *People coming together to shape a thriving community.*

- headwaterscommunities.org

PROJECT NEWS:

- **Dufferin County Community Grants:** **Coordinator, Jennifer Payne**

DC Strategic Connections: the Community Grants program supports goals and actions under the Community, Governance and Equity Priority Areas.

- HCIA and DC Clerk's office met to discuss scoring methods and criteria changes recommended for 2024 round.
- Online application form software options are being evaluated.
- 2023 Grantee stories will be collected prior to launch of the 2024 grant round in November/December.
- headwaterscommunities.org/community-grants

- **Volunteer Dufferin:** **Coordinator, Sheralyn Roman**

DC Strategic Connections: Volunteer Dufferin aligns with the Priority Areas of Community and Equity, and with actions involving newcomer services, age friendly community support, grants and capacity building through partnerships.

- The matching portal currently has: 2,576 individual registered volunteers; 171 organizations; 71 current active opportunities
- **Boardward Bound** design group met Sept. 18 to determine key program elements and test training options. Opportunities for youth (+/- 18-29), seniors (55+) and organizations in need of board members and the youth voice.
- Media coverage for Prepare to Engage Dufferin, with funding from the Government of Canada via Dufferin Community Foundation, to modernize systems and processes. Ivey School of Business has been engaged as a pro bono Community Consulting Project.
- Advertised in the IPM edition of local newspapers to catch the wave of volunteerism following the event.
- Promotional campaign to secondary schools is underway.
- A special episode of Discover Dufferin-Caledon on Rogers TV has been aired and is available on YouTube. It features Volunteer Dufferin, member interviews, a screen recording demonstrating how to register, browse and navigate the portal.
- Making connections: Katie Sawyers of Ageing Well in Caledon & Dufferin.
- volunteerdufferin.ca

- **HFFA + Farm to School:** **Co-Chairs Bob Megens, Marci Lipman
F2S + Community Connectors, <vacant>**

DC Strategic Connections: HFFA supports Priority Areas, Goals and Actions under Economy, Climate & Environment, Equity and Community.

Our Vision: People coming together to shape a thriving community.

- **HFFA Hub:** Met on October 2, 2023. Discussion covered recent events celebrating agriculture: the IPM and Dufferin Farm Tour, but well attended. Also plans for Farm Fresh Guide, fundraising and focus for 2024.
- **Food Access Subcommittee:** Updated Health Equity and DCEC in September; meetings to resume October 20 with new members, Co-chaired by HCIA, WDG Public Health and Hills of Headwaters OHT.
- **Farm to School:** Betty Harmathy has decided to step back from the Community Connector role for personal reasons. F2S Advisory Committee is meeting to plan next steps. Former F2S Champion Lisa Mychajluk has offered to assist and has strong academic background in sustainable food systems and communities.
- hffa.ca/farmentoschool
- headwatersfarmfresh.ca
- headwatersfoodandfarming.ca

DC MOVES – Partnership via Community Services

Coordinator, Elaine Capes

DC Strategic Connections: DC MOVES is named specifically as an example of a collaborative community partner, and supports Equity, Community and Economy Priority Areas.

- **DC MOVES** Forum was Sept . 28 at Mono Centre Brewing Co. with presentation from Home Instead, Dufferin Community Foundation, Dufferin Community Safety and Well-Being Co-Chairs.
- DCEC Large group meeting was Sept. 12 with a welcome from Warden Wade Mills and Councilor Darren White.
- **DCEC:** check-in meeting is being planned for Sept. 12, 2023
 - **VOICES of Lived Experience Dufferin** (funding from United Way) meets weekly for 3 hours, recording extensive audio and delving into the PLWE Community Framework & Tool Kit. Initiated "Conversations Café", 30-minute segments to share experiences. Focus areas include Child-Centred Approaches and Homelessness and Precarious Housing. They also created a VOICES About Us PDF and audio featuring the voices of these passionate participants, plus a step-by-step guide for agencies on how to consult with them. The group is keen to participate in outreach for the Community Safety and Well-Being survey.
- dcmoves.org
- dcec.ca

Thank you to the County of Dufferin, staff and council members for your continued support of HCIA and for recognizing the important roles that we play as a strategic partner and for the community as a whole. We truly value your efforts and your commitment to the well being of Dufferin residents.

Item #10.2 - Background

Submitted with Councillor Gerrits' Notice of Motion

Dufferin County was founded in 1881, being created from parts of the counties of Grey and Simcoe, on the north and east, and from the County of Wellington on the south and west. From inception in 1881 until March 27, 2015 all planning within Dufferin County was administered locally through local Official Plans and staffing at the lower-tier level.

On March 19, 2013, the Province of Ontario amended Regulation 352/02 of the Planning Act (*Mandatory Adoption of Official Plans*), requiring Dufferin County to adopt an Official Plan via Section 1(2) of Regulation 352/02 which stated:

(2) If an upper-tier municipality that is named in subsection (1) does not, on March 19, 2013, have an approved official plan, the council of the municipality shall prepare and adopt a plan and submit it for approval on or before March 31, 2015. O. Reg. 101/13, s. 1.

Having been listed in subsection (1), Dufferin County was legislatively required to prepare and adopt a County Official Plan which was subsequently approved by the Ministry of Municipal Affairs and Housing (MMAH) on March 27th, 2015. It should be noted that Regulation 352/02 requires Dufferin County to have an Official Plan but it does not compel Dufferin County, or any of the twenty nine (29) municipalities named under Section 1, to develop, fund or operate a stand alone Planning Department. Furthermore, the Province of Ontario does require that all lower-tier Official Plans must comply with the upper-tier Official Plan. A lower-tier Official Plan can be more restrictive than an upper-tier Official Plan but it cannot be less restrictive than an upper-tier Official Plan. In essence this creates a situation where any upper-tier Official Plan is a 100% duplication of effort.

On November 28, 2022, Bill 23, the *More Homes Built Faster Act*, received royal assent and was passed into law. Its amendments to numerous pieces of legislation are extensive and intended to help achieve the government's objective of building 1.5-million homes over the next 10 years. One of the changes imposed by Bill 23 was to remove Planning Responsibilities from a number of Upper-tier Municipalities that were forced to develop an upper tier planning function, similar to Dufferin County, in 2015.

Bill 23 states that, on a date to be fixed by an order of the Governor in Council, the County of Simcoe, and the Regional Municipalities of Durham, Halton, Niagara, Peel, Waterloo and York will be “upper-tier municipalities without planning responsibilities”. This means that such upper-tier municipalities will no longer have planning policy responsibilities and will no longer be approval authorities for applications for draft plan of subdivision, official plan amendments, zoning by-law amendments, consents or minor variances. The aim of this change is to remove redundancy and excessive and onerous red tape to allow municipalities to streamline processes to improve service delivery and reduce that tax burden.

The 2023 Dufferin County Budget showed that the Planning Department at the County cost (before transfers) of \$379,000 in 2022 and \$409,000 in 2023 with expected year over year total budget increases of 7.1%, 6.2% and 4.7% for the years 2024 through 2026. While staff within the department have provided a good level of service, the fact remains that their work is a duplication of work that has already been completed at the lower-tier level and represents a significant burden on those making the applications as well as the general tax payers of Dufferin County.

(in 000s)	2022 BUDGET	2023 BUDGET	2024 PLAN	2025 PLAN	2026 PLAN	DOLLAR CHANGE	%AGE CHANGE
Revenues							
User Fees	\$20	\$40	\$40	\$40	\$40	\$20	100.00%
Other Revenue	\$44	\$69	\$73	\$77	\$82	\$25	56.03%
Total Revenues	\$64	\$109	\$113	\$117	\$122	\$45	69.76%
Expenditures							
Salaries and Benefits	\$272	\$293	\$310	\$329	\$348	\$21	7.53%
Administrative and Office	\$169	\$217	\$60	\$60	\$160	\$47	27.87%
IT and Communications	\$1	\$2	\$1	\$2	\$1	\$1	140.00%
Total Expenditures	\$443	\$512	\$371	\$391	\$509	\$69	15.62%
Transfers							
Transfers from Reserves	-\$100	-\$163	\$0	\$0	-\$100	-\$63	62.50%
DC Contribution	-\$23	\$0	\$0	\$0	\$0	\$23	-100.00%
Total Transfers	-\$123	-\$163	\$0	\$0	-\$100	-\$40	32.61%
Total Planning	\$256	\$241	\$258	\$274	\$287	-\$16	-6.06%

When reviewing the requirements for Dufferin County under the Planning Act, one of the items to be considered is whether the public is well served by having a Planning Department within Dufferin County. As the lower-tier Official Plan **must** conform to the upper-tier Official Plan, but can be more restrictive, the

true test for any development application lies within the lower-tier municipal planning function rendering Dufferin County's planning responsibility moot. Any planning application that meets the lower-tier Official Plan must, by definition, conform to the upper-tier Official Plan. It is also important to note that the presence of a Dufferin County Official Plan does not grant the County special status to appeal lower-tier planning decisions. Dufferin County has that right at any time regardless of if there is an in force Dufferin County Official Plan.

It should be noted that designating Dufferin County as an upper-tier municipality without planning responsibilities does not preclude Dufferin County from having planning staff within the County should Council deem it necessary. To wit, Section 15 subsection (1) and (2) of the Planning Act state that:

“(1) The council of an upper-tier municipality with planning responsibilities, on such conditions as may be agreed upon with the council of a lower-tier municipality, may assume any authority, responsibility, duty or function of a planning nature that the lower-tier municipality has under this or any other Act

(2) The council of an upper-tier municipality, on such conditions as may be agreed upon with the council of a lower-tier municipality, may provide advice and assistance to the lower-tier municipality in respect of planning matters generally.”

There have been a number of discussions at the Council table and between County and local municipal staff regarding the County assisting the lower-tier municipalities with their planning responsibilities. It is important to note that removing Dufferin from being an upper-tier municipality with planning responsibilities does not prohibit in any way those discussions and co-operative efforts to continue, but it does prevent that costly and time consuming duplication of effort that has been realized since Dufferin County was deemed as an upper-tier municipality with planning responsibilities.

CORPORATION OF THE COUNTY OF DUFFERIN

BY-LAW NUMBER 2023-50

A BY-LAW TO AMEND BY-LAW 2005-32, SCHEDULE "H", TO REGULATE TRAFFIC ON ROADS UNDER THE JURISDICTION OF THE COUNTY OF DUFFERIN. (Reduce speed to 70 km/h – Dufferin Road 11)

WHEREAS it is necessary to amend By-Law 2005- 32, being a by-law to Regulate Traffic on Roads Under the Jurisdiction of the County of Dufferin;

NOW THEREFORE BE IT ENACTED BY THE MUNICIPAL COUNCIL OF THE CORPORATION OF THE COUNTY OF DUFFERIN ENACTS AS FOLLOWS:

1. That By-Law 2005-32, Schedule "A", be amended by adding the following No Parking Zone:

Dufferin Road	From	To
11	A point situated at the northern limit of Dufferin Road 109	A point situated 250 metres north of Shannon Court

READ a first, second and third time and finally passed this 12th day of October, 2023.

Wade Mills, Warden



Michelle Dunne, Clerk

CORPORATION OF THE COUNTY OF DUFFERIN

BY-LAW NUMBER 2023-51

A BY-LAW TO RATIFY THE ACTIONS OF THE WARDEN AND THE CLERK FOR EXECUTING AN AGREEMENT BETWEEN THE CORPORATION OF THE COUNTY OF DUFFERIN, SCONE DEVELOPMENTS INC & DUFFERIN COMMON CONDOMINIUM CORPORATION NO. 44. (Assumption Agreement)

BE IT ENACTED BY THE MUNICIPAL COUNCIL OF THE CORPORATION OF THE COUNTY OF DUFFERIN AS FOLLOWS:

1. That the Agreement between the Corporation of the County of Dufferin, Scone Developments Inc and Dufferin Common Condominium Corporation No. 44, in a form substantially the same as attached hereto as Schedule "A" be approved.
2. That the staff of the County of Dufferin is hereby authorized to take such actions as are appropriate, and the Warden and Clerk are hereby authorized to execute such documents as are appropriate to implement the agreement referred to herein.

READ a first, second and third time and finally passed this 12th day of October, 2022.

Wade Mills, Warden



Michelle Dunne, Clerk

ASSUMPTION AGREEMENT

This Assumption Agreement made as of the 28 day of September, 2023

BETWEEN:

SCONE DEVELOPMENTS INC. (the "Declarant")

- and -

THE CORPORATION OF THE COUNTY OF DUFFERIN (the "County")

- and -

DUFFERIN COMMON ELEMENTS CONDOMINIUM CORPORATION NO. 44 (the "Condominium Corporation")

WHEREAS:

- (a) the Declarant and the County are parties to a storm sewer easement agreement made 25th day of April, 2023, between the Declarant and the County (the "Storm Sewer Easement Agreement") which was registered in the Dufferin Land Registry Office on April 25, 2023, as Instrument No. DC252380;
- (b) the Condominium Corporation was created by way of the registration of a Declaration registered as Instrument No. DC255811 under the *Condominium Act, 1998*;
- (c) the Condominium Corporation hereby agrees to assume the obligations of the Declarant under the Storm Sewer Easement Agreement and, in accordance with the terms of the Storm Sewer Easement Agreement, the parties hereto are entering into this Assumption Agreement.

Now therefore this Assumption Agreement witnesses that in consideration of the sum of Ten Dollars (\$10.00) of lawful money of Canada now paid by each of the parties hereto to the other and for other good and valuable consideration (the receipt and sufficiency of which are hereby expressly acknowledged), the parties hereto confirm the truth of the foregoing recitals in substance and in fact and agree as follows:



- 1. The Condominium Corporation hereby agrees with the County to observe and perform all of the obligations of the Declarant under the Storm Sewer Easement Agreement from and after the date hereof and agrees to be bound by the terms and conditions of the Storm Sewer Easement Agreement as if it were an original party thereto and executed the same in the place and stead of the Declarant.
- 2. The Declarant shall not be released, relieved or discharged from any obligations and/or liabilities arising under the Storm Sewer Easement Agreement prior to the date hereof.
- 3. The County agrees that the Condominium Corporation shall have the benefit of the Storm Sewer Easement Agreement from and after the date hereof.
- 4. Capitalized terms used, but not defined herein, have the meanings attributed to them in the Storm Sewer Easement Agreement.
- 5. This Assumption Agreement may be executed in one or more counterparts, each of which so executed shall constitute an original and all of which together shall constitute one and the same Amending Agreement. This Assumption Agreement may be transmitted by electronic transmission, in which case all signatures and initials shall be deemed to be original.

In witness whereof the parties have executed this Assumption Agreement.


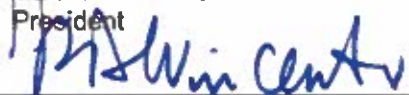
SCONE DEVELOPMENTS INC.

Per: 
 Name: Matthew Melchior
 Title: Authorized Signing Officer
 I have the authority to bind the Corporation.

THE CORPORATION OF THE COUNTY OF DUFFERIN

Per: 
 Name: Wade Mills
 Title: Warden
 Per: 
 Name: Michelle Dunne
 Title: Clerk
 I/We have the authority to bind the Corporation.

DUFFERIN COMMON ELEMENTS CONDOMINIUM CORPORATION NO. 44

Per: 
 Name: Matthew Melchior
 Title: President
 Per: 
 Name: Rick De Vincenzo
 Title: Secretary
 I/We have the authority to bind the Corporation.

CORPORATION OF THE COUNTY OF DUFFERIN

BY-LAW NUMBER 2023-xx

A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE COUNTY OF DUFFERIN AT ITS MEETING HELD ON OCTOBER 12, 2023.

WHEREAS Section 5 (1) of the *Municipal Act, 2001*, as amended, provides that the powers of a municipality shall be exercised by its Council;

AND WHEREAS Section 5 (3) of the *Municipal Act, 2001*, as amended, provides that municipal powers shall be exercised by by-law;

NOW THEREFORE BE IT ENACTED BY THE MUNICIPAL COUNCIL OF THE CORPORATION OF THE COUNTY OF DUFFERIN ENACTS AS FOLLOWS:

1. All actions of the Council of the Corporation of the County of Dufferin at its meetings held on October 12, 2023 in respect to every report, motion, by-law, or other action passed and taken by the Council, including the exercise of natural person powers, are hereby adopted, ratified and confirmed as if each report, motion, resolution or other action was adopted, ratified and confirmed by its separate by-law.
2. The Warden of the Council and the proper officers of the Corporation of the County of Dufferin are hereby authorized and directed to do all things necessary to give effect to the said action, to obtain approvals where required and except where otherwise provided, to execute all documents necessary in that behalf.

READ a first, second and third time and finally passed this 12th day of October, 2023.

Wade Mills, Warden



Michelle Dunne, Clerk