

## REGULAR COUNCIL MEETING AGENDA

**Monday, July 14, 2025, 4:00 pm**

**Council Chambers | Civic Centre**

**341 10th Street**

**Hanover, ON N4N 1P5**

**ZOOM MEETING PUBLIC ACCESS WEBSITE**

**<https://us02web.zoom.us/j/81701268546>**

---

	Pages
<b>1. National Anthem</b>	
<b>2. Call to Order</b>	
<b>3. Land Acknowledgment</b>	
<b>4. Disclosure of Pecuniary Interest</b>	
<b>5. Agenda Additions or Deletions</b>	
<b>6. Health and Safety Message</b>	
6.1 Summer Safety - Councillor Harold Fleet	5
<b>7. Council Minutes</b>	
7.1 Regular Council Meeting Minutes – June 16, 2025	7
<b>Recommended Motion:</b>	
<b>That the minutes of the June 16, 2025 regular council meeting be adopted as printed and circulated.</b>	
<b>8. Business Arising From the Minutes</b>	
<b>9. Consent Agenda</b>	
Advise of any items to be discussed separately.	
9.1 Report PB-10-25 - Bill 17 Protect Ontario by Building Faster and Smarter Act, 2025 and Bill 5 Protect Ontario by Unleashing our Economy Act	13
9.2 Report CAO-14-25 - Bi-Annual Statistical Report - Citizen Request, Municipal By-law Enforcement and Fire	21
9.3 Report CAO-15-25 - Strategic Plan 2023 – 2027 Progress Update	27
9.4 Mayoral Decision MDE-2025-001 - Delegation of Power Chief Administrative Officer	55
9.5 Mayoral Decision MDE-2025-002 - Delegation of Power Committees of Council	57
9.6 Mayoral Decision MDE-2025-003 Delegation of Power Organizational	59

## Structure and Employment Matters

9.7	Mayoral Decision MDE-2025-004 - 2026 Budget	61
9.8	Downtown Improvement Area Minutes - May 15, 2025	63
9.9	Saugeen Municipal Airport Commission Minutes - June 10, 2025	65
9.10	Saugeen Mobility and Regional Transit Board Minutes - May 16, 2025	67
9.11	Grey County Council and Committee of the Whole Highlights - June 12 and June 26, 2025	69

**Recommended Motion:**

**That the items listed on the Consent Agenda be received for information and that any recommendations contained therein be hereby approved.**

**10. Staff Reports Requiring Action**

10.1	Report PW-14-25 - Blue Box Recycling for Non-Eligible Sources	73
------	---	----

**Recommended Motion:**

**That Report PW-14-25 Blue Box Recycling for Non-Eligible Sources be received; and**

**That council direct staff to proceed with a survey and outreach program to solicit feedback to gain an understanding of participation of the curbside blue box program for specific non-eligible sources; and**

**That staff bring back a report to council on the outcomes of the survey and outreach regarding a recycling program for the industrial, commercial and institutional sector (non-eligible sources).**

10.2	Report HR-05-25 - 2025 Salary and Benefits Market Survey	77
------	--	----

**Recommended Motion:**

**That Report HR-05-25 Salary and Benefits Market Survey be received; and**

**That council support the process, deliverables, and market comparators as detailed within this report.**

10.3	Report ED-08-25 - Food Truck Pilot Program	81
------	--	----

**Recommended Motion:**

**That Report ED-08-25 Food Truck Pilot Program be received; and**

**That council approve a food truck pilot program as outlined for the months of August to September 2025.**

10.4	Report CAO-16-25 - Notice to SMART to Cease Being Host Municipality for Gas Tax	85
------	---	----

**Recommended Motion:**

**That Report CAO-16-25 Notice to SMART to Cease Being Host Municipality for Gas Tax be received; and**

**That council support the direction to provide notice to the SMART Board that Hanover will cease being the host municipality for gas tax funding effective January 1, 2026.**

**11. By-Laws**

**12. Correspondence Requiring Action**

**13. Notice of Motion**

**14. Good News and Celebrations**

**15. Upcoming Committee Meetings**

15.1 Age Friendly Committee - Monday August 18, 2025 | 10:00am

15.2 Economic, Tourism & Cultural Development Committee - Wednesday September 17, 2025 | 9:00am

15.3 Cultural Roundtable Subcommittee - Wednesday September 3, 2025 | 10:00am

15.4 Heritage Subcommittee - Thursday September 18, 2025 | 10:00am

15.5 Planning Advisory Committee - Tuesday August 12, 2025 | 4:00pm

15.6 Hanover Police Service Board - Monday July 21, 2025 | 10:00am

15.7 Hanover Public Library Board - Wednesday July 16, 2025 | 6:00pm

15.8 Parks, Recreation & Culture Advisory Committee - Wednesday July 23, 2025 | 6:00pm

15.9 Hanover / Walkerton Waste Management Committee - Tuesday September 9, 2025 | 1:00pm

15.10 Saugeen Municipal Airport Commission - Wednesday July 16, 2025 | 1:00pm

15.11 Saugeen Mobility and Regional Transit Board - Friday September 19, 2025 | 10:00am

**16. Important Dates and Announcements**

16.1 Next Regular Council Meeting – Monday August 11, 2025 | 4:00pm

16.2 Finance Committee Meeting - Monday July 28, 2025 - CANCELLED

**17. Closed Meeting**

**18. Confirmation of Proceedings By-law**

18.1 By-law 3340-25 - Confirm Proceedings of the June 16, 2025 and July 14, 2025 Regular Council Meetings

**Recommended Motion:**

**That by-law 3340-25 be introduced; and**

That it be read a first, second and third time, finally passed, signed by the mayor and clerk, sealed with the seal of the Corporation and inserted in the By-law book.

19. Adjournment

Recommended Motion:

THAT this meeting of Hanover Council now be adjourned at \_\_\_\_pm

# AVOIDING SUMMER HEALTH HAZARDS



**Heat Stroke:**  
-seek shade  
-stay hydrated  
-take breaks



**Food Poisoning:**  
-wash thoroughly  
-cook well  
-keep it chill



**Crashes:**  
-obey speed limits  
-eliminate distractions



**Insect Bites:**  
-use DEET  
-cover up exposed skin



**Eye Damage:**  
-choose sunglasses that filter 100% of UV light



**Mower Injuries:**  
-wear protective eye & footwear  
-keep kids away



**Swimmer's Ear:**  
-wear ear plugs  
-dry wet ears quickly



**Firework Mishaps:**  
-follow directions closely  
-adults only



**Boating Incidents:**  
-wear a lifejacket  
-avoid alcohol  
-watch the weather



**Dehydration:**  
-drink fluids  
-avoid overexertion in the heat



**Sunburns:**  
-wear sunscreen  
-avoid midday exposure



**Athletes Foot:**  
-keep area dry  
-clean and change footwear often





## REGULAR COUNCIL MEETING MINUTES

June 16, 2025, 4:00 pm  
 Council Chambers | Civic Centre  
 341 10th Street  
 Hanover, ON N4N 1P5

**MEMBERS PRESENT** Mayor Sue Paterson  
 Deputy Mayor Warren Dickert  
 Councillor Harold Fleet  
 Councillor Dave Hocking  
 Councillor Carol Hudson  
 Councillor Brandon Koebel (virtual until arrival in Chambers at 4:58pm)  
 Councillor Susan Sakal

**STAFF PRESENT** Melissa Hilgendorff, Human Resources Manager (virtual, departed at 5:32pm)  
 Vicki McDonald, Manager of Legislative Services/Clerk  
 Tanya Patterson, Administrative Assistant/Deputy Clerk  
 Sherri Walden, CAO  
 Chris Walker, Director of Corporate Services/Treasurer (departed at 5:35pm)  
 Andrew Wilken, Director of Development & Infrastructure/CBO

**1. National Anthem**

**2. Call to Order**

Mayor Paterson called the meeting to order at 4:00pm.

**3. Land Acknowledgment**

We want to acknowledge the Traditional Territory of the Anishinabek Nation: The People of the Three Fires known as Ojibway, Odawa, and Pottawatomie Nations. And further give thanks to the Chippewas of Saugeen, and the Chippewas of Nawash, now known as the Saugeen Ojibway Nation, as the traditional keepers of this land.

**4. Disclosure of Pecuniary Interest**

None

**5. Agenda Additions or Deletions**

None

**6. Delegations**

6.1 Theresa Bester - Presentation of Hanover's 2025 Senior of the Year Award

Mayor Paterson announced that Theresa Bester was the recipient of the 2025 Senior of the Year Award.

Mayor Paterson acknowledged with appreciation the numerous valuable contributions which Theresa selflessly gave to the betterment of the community.

6.2 Soday Jain, Watson & Associates Economists Ltd. - 2025 Asset Management Plan

An overview of the updated Asset Management Plan for the Town of Hanover was provided by Soday Jain of Watson & Associates.

**Resolution Number: 93-25**

**Moved by** DEPUTY MAYOR DICKERT

**Seconded by** COUNCILLOR HOCKING

That Hanover Council adopt the Asset Management Plan as presented.

**CARRIED**

**7. Business Arising From the Minutes**

7.1 Notice of Motion - Councillor Brandon Koebel

**Resolution Number: 94-25**

**Moved by** COUNCILLOR KOEBEL

**Seconded by** COUNCILLOR HUDSON

WHEREAS Policy ADM-013 “Flag and Proclamation Protocol” guides the procedures for flying flags and issuing proclamations within the municipality; and

WHEREAS municipalities are increasingly reviewing and updating their flag and proclamation protocols to reflect evolving community values and to ensure clarity, consistency, and inclusivity; and

WHEREAS local and national tragedies have resulted in inquiries about the appropriateness of lowering the flags on Town properties; and

WHEREAS the Town’s current policy does not reference flying the Every Child Matters flag in recognition of the National Day for Truth and Reconciliation during the month of September, as approved by Council in 2022; and

WHEREAS other local municipalities and organizations have enacted policies that allow for flags, such as the Pride Flag, to be flown annually for a period of time without the need for a special proclamation request; and

WHEREAS it is beneficial to examine best practices and examples from neighbouring and comparable municipalities;

THEREFORE BE IT RESOLVED THAT Council direct staff to undertake a review of Policy ADM-013 “Flag and Proclamation Protocol” and provide a report with recommended updates and revisions to Council for consideration no later than November 17, 2025.

**CARRIED**

**8. Council and Committee of the Whole Minutes**

8.1 Regular Council Meeting Minutes – Tuesday May 20, 2025

**Resolution Number: 95-25****Moved by** COUNCILLOR SAKAL**Seconded by** COUNCILLOR FLEET

That the minutes of the May 20, 2025 regular council meeting be adopted as printed and circulated.

**CARRIED**

## 8.2 Committee of the Whole Meeting Minutes – Monday June 2, 2025

**Resolution Number: 96-25****Moved by** DEPUTY MAYOR DICKERT**Seconded by** COUNCILLOR HOCKING

That the minutes of the June 2, 2025 Committee of the Whole meeting be adopted as printed and circulated.

**CARRIED****9. Staff Reports**

## 9.1 Report HR-04-2025 Group Benefits Renewal

**Resolution Number: 97-25****Moved by** COUNCILLOR SAKAL**Seconded by** COUNCILLOR HOCKING

That Report HR-04-25 Group Benefits Renewal be received;

That council accept the 2025 Group Benefits Proposal from People Corporation for Group Benefits with Canada Life at a cost of approximately \$735,390.88 including PST; and

That council approve keeping available funds in the Refund Deposit Account.

**CARRIED**

## 9.2 Report PB-08-25 - Easement Agreement (837 and 845 22nd Avenue A)

**Resolution Number: 98-25****Moved by** COUNCILLOR KOEBEL**Seconded by** COUNCILLOR HUDSON

That Report PB-08-25 Easement Agreement (837 and 845 22<sup>nd</sup> Avenue A) be received; and

That council pass By-law No. 3337-25 and By-law No. 3339-25 to authorize the mayor and clerk to enter into an easement agreement to construct a storm sewer located at 837 and 845 22<sup>nd</sup> Avenue A.

**CARRIED**

## 9.3 Report PB-09-25 - Sign By-law No. 3334-25

**Resolution Number: 99-25****Moved by** COUNCILLOR HOCKING**Seconded by** DEPUTY MAYOR DICKERT

That Report PB-09-25 Sign Bylaw No. 3334-25 be received; and

That council pass a bylaw respecting the erection and maintenance of signs, awnings, advertising devices, and marquees in the Town of Hanover; and

That Bylaw 2916-15 be repealed.

**CARRIED**

## 10. Committees of Council Minutes

10.1 Joint Health & Safety Committee Minutes - June 10, 2025

10.2 Age Friendly Committee Minutes - May 26, 2025

10.3 Parks, Recreation and Culture Advisory Committee Minutes - May 28, 2025

10.3.1 Splash Pad Ad Hoc Committee Minutes - April 16 and 29, 2025

**Resolution Number: 100-25**

**Moved by COUNCILLOR FLEET**

**Seconded by COUNCILLOR SAKAL**

That the minutes of the following committees be received for information and the recommendations contained therein be hereby approved;

- Joint Health & Safety Committee Minutes - June 10, 2025
- Age Friendly Committee Minutes - May 26, 2025
- Parks, Recreation & Culture Advisory Committee Minutes - May 26, 2025
  - Splash Pad Ad Hoc Committee Minutes - April 16 and 29, 2025

**CARRIED**

## 11. By-Laws

11.1 By-law 3334-25 - Regulate Signs, Awnings, Advertising Devices and Marquees

11.2 By-law 3335-25 - Confirm Proceedings May 20, 2025 Regular Council Meeting

11.3 By-law 3336-25 - Final Tax Levy By-law

11.4 By-law 3337-25 - Easement Agreement (837 22nd Avenue A)

11.5 By-law 3338-25 - Procedure By-law

11.6 By-law 3339-25 - Easement Agreement (845 22nd Avenue A)

Councillor Koebel requested that By-law 3338-25 be voted on separately.

**Resolution Number: 101-25**

**Moved by COUNCILLOR KOEBEL**

**Seconded by DEPUTY MAYOR DICKERT**

That By-law numbers 3334-25, 3335-25, 3336-25, 3337-25, 3338-25 and 3339-25 be introduced; and

That they be read a first, second and third time, finally passed, signed by the mayor and clerk, sealed with the seal of the Corporation and inserted in the By-law book.

**CARRIED**

**Resolution Number: 102-25**

**Moved by** COUNCILLOR HOCKING

**Seconded by** COUNCILLOR FLEET

That by-law 3338-25 be introduced; and

That it be read a first, second and third time, finally passed, signed by the mayor and clerk, sealed with the seal of the Corporation and inserted in the By-law book.

**CARRIED**

**12. Correspondence Requiring Action**

None

**13. Reports and Correspondence for Information**

13.1 Grey County Joint Accessibility Advisory Committee Minutes -May 15, 2025

13.2 Community Safety & Well-Being Planning Committee Minutes - May 20, 2025

13.3 Response from the Municipality of Brockton to Saugeen Airport Commission regarding agreement renegotiation.

**14. Councillor and Staff Updates**

**15. Planning and Other Meetings**

15.1 Age Friendly Committee - Monday August 18, 2025 | 10:00am

15.2 Economic, Tourism & Cultural Development Committee - Wednesday September 17, 2025 | 9:00am

15.3 Cultural Roundtable Subcommittee - Wednesday September 3, 2025 | 10:00am

15.4 Heritage Subcommittee - Thursday June 19, 2025 | 10:00am

15.5 Planning Advisory Committee - Tuesday July 8, 2025 | 4:00pm

15.6 Hanover Police Service Board - Monday July 21, 2025 | 10:00am

15.7 Hanover Public Library Board - Wednesday June 18, 2025 | 6:00pm

15.8 Parks, Recreation & Culture Advisory Committee - Wednesday July 23, 2025 | 6:00pm

15.9 Hanover / Walkerton Waste Management Committee - Tuesday September 9, 2025 | 1:00pm

15.10 Saugeen Municipal Airport Commission - Wednesday June 18, 2025 | 1:00pm (cancelled)

15.11 Saugeen Mobility and Regional Transit Board - Friday June 20, 2025 | 10:00am

**16. Dates to Remember and Announcements**

- 16.1 Municipal Office Closed - Tuesday July 1, 2025
- 16.2 Next Regular Council Meeting – Monday July 14, 2025
- 16.3 Audit Committee Meeting - Monday July 14, 2025 | 3:00pm
- 16.4 Volunteer Fair - Tuesday June 17, 2025 | 4:00pm to 7:00pm - P&H Centre
- 16.5 Volunteer Appreciation Day - Saturday June 28, 2025 | 11:00am to 1:00pm  
- Heritage Square

**17. Notice of Motion**

None

**18. Closed Meeting**

**Resolution Number: 101-25**

**Moved by COUNCILLOR HOCKING**

**Seconded by COUNCILLOR SAKAL**

That the council of the Town of Hanover meet in closed session in order to address a matter pertaining to a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board; and a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization pertaining to a possible development.

**CARRIED**

Hanover council reconvened in open session at 6:44pm. The Chair confirmed that council only discussed the matter pertaining to a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board; and a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization pertaining to a possible development.

Council provided direction to staff regarding ongoing negotiations related to the development.

**19. Adjournment**

**Resolution Number: 102-25**

**Moved by COUNCILLOR HOCKING**

**Seconded by COUNCILLOR SAKAL**

That this meeting of Hanover Council now be adjourned at 6:44pm

**CARRIED**

---

Susan Paterson, Mayor

---

Vicki McDonald, Clerk

## Staff Report To Council

**From:** Andrew Wilken, Director of Development & Infrastructure / CBO  
**Date:** July 14, 2025  
**Report:** PB-10-25  
**Subject** **Bill 17 - Protect Ontario by Building Faster and Smarter Act, 2025 and Bill 5 Protect Ontario by Unleashing our Economy Act**

---

## Recommendation

That Report PB-10-25 Bill17- *Protect Ontario by Building Faster and Smarter Act, 2025* and Bill 5 *Protect Ontario by Unleashing our Economy Act* be received for information.

## Background

### **Bill 17 – Protect Ontario by Building Faster and Smart Act, 2025**

The Province introduced Bill 17 – *Protect Ontario by Building Faster and Smarter Act, 2025* on May 12, 2025. This legislation seeks to accelerate the delivery of housing, infrastructure, and transit by proposing amendments to key statutes, including the *Planning Act*, *Building Code Act*, and *Development Charges Act*. The goal is to simplify approval processes and eliminate unnecessary obstacles to accelerate key development projects across Ontario, while also strengthening the provincial economy in light of recent trade disputes with the United States. This bill aims to expedite the housing approval process in support of the Province’s goal to facilitate the construction of 1.5 million homes by 2031. The bill received the royal assent on June 5, 2025.

### **Bill 5 - Protect Ontario by Unleashing our Economy Act**

Bill 5 became law in Ontario upon receiving Royal Assent on June 5, 2025. This legislation represents the provincial government's initiative to support development by reducing delays often linked to regulatory processes. the act amending multiple statutes—including the *Mining Act*, *Electricity Act*, *Environmental Assessment Act*, *Conservation Acts*, *Ontario Heritage Act*, creating the new *Special Economic Zones Act, 2025*, *Endangered Species Act, 2007*, *Environment Protection Act*, *Ontario Energy Board Act, 1998* and *Rebuilding Ontario Place Act, 2023*.

## Discussion

### **Bill 17 – Protect Ontario by Building Faster and Smart Act, 2025**

The bill proposed changes to several Acts including:

- *The Planning Act*;
- *The Development Charges Act, 1997*;
- *The Building Code Act, 1992*;
- *The Building Transit Faster Act, 2020*;

- *Transit Oriented Communities Act, 2020*;
- *Ministry of Infrastructure Act, 2020*;
- *Metrolinx Act, 2026*;
- *City of Toronto Act, 2006*

The following table outlines the implications of the proposed legislative amendments on the Town, excluding provisions that have no direct applicability or impact on the municipality.

Amendment	Impact on Hanover
<b>Changes to <i>Planning Act</i></b>	
<p><b>As-of-Right Variations from Setback Requirements (Minor Variances)</b> - allowing minor deviations (up to 10%) without the need for a formal minor variance application. This change aims to streamline approvals for small-scale developments, reduce administrative delays, and support the goal of accelerating housing construction across Ontario.</p>	<p>This proposed change is intended to expedite planning approvals by eliminating the need for a formal minor variance application when a proposed setback deviation is within 10% of the zoning requirement on specified lands. Specified lands would include parcels of urban residential lands outside of the Greenbelt Area and exclude areas such as hazardous lands and land near shorelines and railways. In such cases, staff would have the authority to approve the variation, allowing applicants to proceed directly to the building permit stage. This streamlined process would reduce delays, as it removes the need for public consultation, comment periods, and committee decisions. However, the also reduces the transparency of the public engagement process.</p>
<p><b>Study Requirements and Certified Professionals</b> - A planning application is deemed “complete” when it meets the minimum requirements outlined in the <i>Planning Act</i>, along with any additional information specified in the municipality’s official plan. These requirements ensure municipalities have the necessary information to assess applications efficiently. Under the proposed changes, municipalities would no longer have the authority to require additional studies or reports beyond those identified in their official plan, unless approved by the Ministry of Municipal Affairs and Housing (MMAH). The MMAH would be granted regulatory authority to define which topics cannot be requested, specify the studies</p>	<p>The Town is currently undertaking an Official Plan (OP) Review, which will clearly identify the list of studies required for a planning application to be considered complete. Each application is assessed based on its merits, and in some cases, additional information may be necessary. The Town only requests studies that are relevant and required, with the goal of ensuring an efficient and timely approval process. While streamlining by avoiding peer review may reduce processing time, it also increases the risk of overlooking critical details or alternative perspectives, which could impact the quality and integrity of planning decisions and subsequent development.</p>

<p>permitted for a complete application, and require municipalities to accept studies prepared by certified professionals.</p>	
<p>Reduce barriers and streamline approval timelines for school boards to expand school capacity by amending the <i>Planning Act</i> to exempt the placement of portable classrooms from site plan control.</p> <p>Amending the <i>Planning Act</i> to provide explicit permission to allow for publicly funded schools (Kindergarten to grade 12) and associated childcare on urban lands zoned for residential uses.</p>	<p>The Town Council has previously adopted Site Plan Control By-law 3262-23, which exempts portable classrooms from the site plan approval process.</p> <p>The Town of Hanover OP permits schools within Residential and Downtown Commercial designations, and day nurseries in various designations including Residential, Institutional, and Commercial areas. The Town may consider future updates to the zoning by-law to allow schools as permitted use in Residential and Commercial zones</p>
<p><b>Streamlining Official Plans - MMAH</b> would consult with municipalities on proposed legislation/regulatory changes needed to establish simplified, standardized and inclusive land use designations with more permitted uses. This would be more predictable and faster for developers and approvers, especially if coupled with moving toward a permit-based system for zoning.</p>	<p>The Town of Hanover's 2014 Official Plan permits a broad range of uses within each land use designation, with only six Official Plan Amendments (OPAs) undertaken since its adoption. The Plan aligns with both the Provincial Policy Statement (PPS) and the County of Grey Official Plan. As part of the current Official Plan Review, the Town aims to ensure conformity with the 2024 PPS and County Official Plan and is exploring opportunities to expand permitted uses to further support and enhance future development. This approach may be considered as a potential option in the future and could be explored further through the OP Review process.</p>
<p><b>Official Plan Population Updates -</b> Undertake targeted outreach to municipalities where additional population growth is projected to surpass previous estimates in their current OP. Require those municipalities to update their plans to align with the ministry of Finance October 2024 population forecast or approved upper tier forecasts whichever is higher. The updates would be informed by updated provincial growth planning guidance (Projection Methodology Guideline (PMG)). Through this action, municipalities will have updated OPs that</p>	<p>The Town of Hanover, as a lower-tier municipality, receives population projections and related updates from Grey County and Ministry of Finance which is required to be followed for the growth-related works. Grey County has initiated a Growth Management Strategy, and the Town contributes local data to support this county-led initiative. The project is currently in progress.</p>

reflect current population projections, ensuring better planning for future growth.	
<p><b>Provincial Policy Tests</b> - MMAH would consult on opportunities for making provincial policy tests inapplicable with respect to all of the Minister's decision under the Planning Act on case-by-case basis to enable priorities. This reform could support increased flexibility for the Minister in decision making, thereby enabling faster, and potentially strategic, decisions aimed at increasing housing supply, It would not be intended for broad, routine use. A transparent and accountable oversight framework, would be developed to support implementation.</p>	<p>It is noted that this policy would provide the Minister with the authority to override provincial policy tests on a case-by-case basis. While this may offer increased flexibility in decision-making, it may also lead to reduced transparency and consistency and introduce legal and planning uncertainties. Additionally, it could enable decisions that bypass established planning principles related to environmental protection, endangered species, and farmland preservation.</p>

Amendment	Impacts on Hanover
<p><b>Changes to <i>The Building Code Act 1992</i></b></p>	
<p>The act requires municipalities to adhere to the provincial standards outlined in the building code and set same rules for all the municipalities in Ontario and standardize the construction requirements.</p>	<p>The Town of Hanover has adopted Building By-law No. 3296-24, which aligns with the Ontario Building Code and does not impose any additional local construction standards. The Town utilizes Cloudpermit, an online platform, for building permit applications, fee processing, and inspection requests. Building permits are issued promptly once a complete application is received and zoning compliance is confirmed, in accordance with the timelines established by the province.</p>
<p>Planning, Data, and Building code IT solutions - MMAH would explore the standardization of municipal data tracking in the land use planning, building code and permit applications spaces, and leverage technology to better automate planning and permitting processes and improve transparency. The ministry would also publish municipal planning data on an Ontario webpage.</p>	<p>Currently, the Town utilizes Cloudpermit for issuing and managing building permits, while planning data is tracked separately using Excel spreadsheets. The Town is exploring alternative solutions to improve the tracking and management of planning-related data.</p>

<p>Providing more flexible design and construction options for four storey townhouse units</p>	<p>Hanover's Community Improvement Plan (CIP) and Hanover's Strategic Plan (2023–2027) actively supports multi-unit housing, including townhouses, purpose-built rentals, and apartment-style developments, in order to increase attainable housing stock and emphasizes balanced growth and long-term prosperity. Currently, the Zoning Bylaw permits additional dwelling units both attached and detached in R1, R2, and R3 zones to provide affordable housing units within the town.</p>
--	--

### ***Changes to Development Charges Act 1997***

In 2024, a Request for Proposal (RFP) was issued, and Watson & Associates Ltd. was awarded the contract to provide consulting services with the intention of implementation of the Municipal Development Charges (DC) and Asset Management Plan (AMP). The AMP was completed in June 2025, and work is ongoing on the DC. It is anticipated that the DC by-law will be finalized by the end of the year, with DC potentially being incorporated into the Town's 2026 Rates and Fees By-law, pending council decision.

### ***Bill 5 - Protect Ontario by Unleashing our Economy Act***

Amendment	Impact on Hanover
<p><b>Special Economic Zones Act, 2025</b> Special Economic Zones may be designated for projects or areas deemed critical or strategically significant to Ontario's economic growth and security. This provision enables the creation of SEZs that operate under specialized rules, including potential exemptions from existing regulatory frameworks, with the intent to stimulate economic development. Lieutenant Governor can exempt or modify certain laws for designated trusted proponents or project within these areas.</p>	<p>The bill indicates that the Minister would have the authority to make regulations designating trusted proponents and projects. However, the criteria for such designations have not yet been outlined. Further information and clarification from the Province are awaited, however limited to no impact to the Town.</p>
<p><b>The <i>Endangered Species Act (ESA)</i></b> is being replaced by a new <i>Species Conservation Act (SCA)</i> with a narrower definition of habitat. New activities that could affect species at risk can start right after registering them, without waiting for permits first. This means monitoring and enforcement happen after the activity has begun, instead of before. The province gains the power to add or remove species</p>	<p>Currently, there are no identified endangered species within the Town of Hanover, and as such, the immediate impact of the legislative changes is expected to be minimal. However, the proposed repeal of the Endangered Species Act and its replacement with the Species Conservation Act represents a significant shift away from science-based conservation. This change may lead to</p>

<p>from the protected list—even overriding scientific recommendations. The Ministry of Environment will be empowered with new enforcement tools, including contravention orders, mitigation orders, and expanded investigative authorities, shifting regulatory control towards post-activity enforcement.</p>	<p>species protection decisions being influenced more by political and economic considerations rather than grounded scientific evidence. Furthermore, the introduction of new enforcement tools signals a shift from proactive to reactive environmental oversight. By emphasizing post-activity measures such as contravention and mitigation orders, there is a risk that potentially harmful activities could occur before their environmental impacts are fully evaluated, potentially endangering sensitive ecosystems. The proposed changes would enhance enforcement authority by granting provincial officers stronger inspection and order powers.</p>
<p><b><i>Environmental Protection Act</i></b></p> <p>The Minister now has the authority to reimburse fees for registrations that have been withdrawn from the Environmental Activity and Sector Registry.</p>	<p>This change is expected to have minimal impact on the Town.</p>
<p><b><i>Ontario Heritage Act</i></b></p> <p>The amendments to the Act expand inspection powers to allow the investigation of land for artifacts and archaeological sites, including the authority to seize and protect cultural materials. The changes also introduce enhanced enforcement provisions and establish a limitation period for prosecuting offences.</p>	<p>Currently, there are no properties in the Town designated as heritage, so these legislative changes are not expected to have a direct impact on the town.</p>

### Financial Implications

There are no direct financial implications to this report.

### Link to Strategic Plan

This report supports the indicated Strategic Goals and Action Plans of the Town of Hanover.

**Goal 1: Safe and Reliable Infrastructure**

Build, maintain and continuously improve our municipally owned properties, buildings, and equipment.

**Goal 2: Healthy and Welcoming Community**

Care for our natural environment and provide an enviable quality of life for everyone who calls Hanover “home”.

**Goal 3: Strong and Vibrant Economy**

Refresh downtown Hanover and retain and attract local economic investment and jobs.

**Goal 4: Balanced Growth**

Work together to create a community we can all be proud of.

**Goal 5: Open and Responsible Government**

Deliver services in a friendly, efficient and effective manner while providing an exceptional working environment for our employees.

Respectfully submitted,

Concurrence,

Andrew Wilken,  
Director of Development & Infrastructure /  
CBO

Sherri Walden  
CAO



### Staff Report To Council

**From:** Sherri Walden, CAO  
 Jeff Dentinger, Fire Chief / CEMC  
 Vicki McDonald, Manager of Legislative Services / Clerk

**Date:** July 14, 2025

**Report:** CAO-14-25

**Subject** **Bi-Annual Statistical Report – Citizen Request, Municipal Bylaw Enforcement and Fire**

### Recommendation

That Report CAO-14-25 Bi-Annual Statistical Report – Citizen Request, Municipal Bylaw Enforcement and Fire be received.

### Background

Previously Municipal Bylaw Enforcement and Fire statistical reports were provided quarterly. At the May 5, 2025 meeting, council provided direction to staff to provide a bi-annual statistical report that would combine and include citizen request, municipal bylaw enforcement and fire statistics. This direction was as per CAO-12-25 Citizen Request Portal Activity Report NOM.

### Discussion

#### A. Citizen Request Portal

As of April 1, 2025, we implemented an internal Citizen Request and Suggestion process. Thus, the statistics provided below are for 3 months, April 1 to June 30, 2025.

Area	Number of Entries Received
Administration	18
Building & Planning	8
Bylaw	34
Economic Development	3
Fire	0
Parks, Recreation & Culture	24
Public Works	48
<b>Total</b>	<b>135</b>

<b>Administration</b>	Examples of possible entries received in this category include water / sewer billing, licensing, property tax, compliments.
<b>Building &amp; Planning</b>	Examples of possible entries received in this category include building permits, zoning inquiries.
<b>Bylaw</b>	Examples of possible entries received in this category include animal control, parking, clean yards, property standards.
<b>Economic Development</b>	Examples of possible entries received in this category include business related contacts, Community Improvement Plan.
<b>Fire</b>	Examples of possible entries received in this category include fire permits, burn permits, general inquiries.
<b>Parks, Recreation &amp; Culture</b>	Examples of possible entries received in this category include pool, recreation programs, rentals, buildings, parks, trails.
<b>Public Works</b>	Examples of possible entries received in this category include landfill, cemetery, roads, snow, sidewalks, signs.

The most common entry for this time period was notice of lawn and boulevard repairs due to plow and sidewalk snow removal. The Citizen Request and Suggestion completion rate is 86% which speaks to our staff team's prompt response to our residents.

## B. Fire

### January to June Emergency Calls

	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
CO False Alarms	4	7	2	6	4
False Fire Calls	16	11	18	25	18
Medical	28	25	17	37	28
Pre-Fire Conditions	7	7	4	4	9
Fires	9	6	11	8	8
Burning Controlled	2	1	2	2	1
Public Hazard	7	8	9	6	6
Rescue	11	11	15	9	13
Other	11	9	9	12	24
<b>Total</b>	<b>95</b>	<b>85</b>	<b>87</b>	<b>109</b>	<b>111</b>

**January to June Calls Year to Date**

	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
CO False Alarms	4	7	2	6	4
False Fire Calls	16	11	18	25	18
Medical	28	25	17	37	28
Pre-Fire Conditions	7	7	4	4	9
Fires	9	6	11	8	8
Burning Controlled	2	1	2	2	1
Public Hazard	7	8	9	6	6
Rescue	11	11	15	9	13
Other	11	9	9	12	24
<b>Total</b>	<b>95</b>	<b>85</b>	<b>87</b>	<b>109</b>	<b>111</b>

**Fire Inspections**

	<b>January to June</b>	<b>Year to Date</b>
Total Inspections	50	50
Reports Issued	25	25
Inspections in progress	11	11

**Alarmed for Life Inspections**

	<b>January to June</b>	<b>Year to Date</b>
Total homes visited	9	9
Total homes entered	9	9
Total homes compliant	2(22%)	2(22%)

**Public Education**

	<b>January to June</b>	<b>Year to Date</b>
Total Activities	20	20
Participants	1863	1863
Hours	40.5	40.5

### C. Municipal Bylaw Enforcement

Description	January to June	2025 To Date	2024 Annual Total
Parking	21	21	79
Clean Yards	36	36	82
Zoning	10	10	8
Animal Control	19	19	67
Noise	2	2	23
Signs	0	0	15
Fences	2	2	3
Property Standards	11	11	17
Mobile Canteen	3	3	3
Parks	7	7	23
Education	0	0	0
Open Air Burning	3	3	9
Other Inquiries	64	64	210
<b>Total</b>	<b>178</b>	<b>178</b>	<b>539</b>

### Financial Implications

There are no financial implications to this report.

### Link to Strategic Plan

This report supports the indicated Strategic Goals and Action Plans of the Town of Hanover.

**Goal 1: Safe and Reliable Infrastructure**

Build, maintain and continuously improve our municipally owned properties, buildings, and equipment.

**Goal 2: Healthy and Welcoming Community**

Care for our natural environment and provide an enviable quality of life for everyone who calls Hanover “home”.

**Goal 3: Strong and Vibrant Economy**

Refresh downtown Hanover and retain and attract local economic investment and jobs.

**Goal 4: Balanced Growth**

Work together to create a community we can all be proud of.

**Goal 5: Open and Responsible Government**

Deliver services in a friendly, efficient and effective manner while providing an exceptional working environment for our employees.

Respectfully submitted,

Sherri Wladen  
CAO

Jeff Dentinger  
Fire Chief / CEMC

Vicki McDonald  
Manager of Legislative Services / Clerk





---

## Staff Report To Council

**From:** Sherri Walden, CAO  
**Date:** July 14, 2025  
**Report:** CAO-15-25  
**Subject** **Strategic Plan 2023 – 2027 Progress Update**

---

### Recommendation

That Report CAO-15-25 Strategic Plan 2023 – 2027 Progress Update be received for information.

### Background

At the August 14, 2023, meeting, council approved the Strategic Plan 2023 – 2027 Final Report as detailed in Report CAO-10-23. The goal statements are detailed below in the 'Link to Strategic Plan' section of the council report. There are 56 actions within the 5 goal statements.

The following progress updates have been received by council:

- July 15, 2024, meeting | Report CAO-17-24 and
- January 13, 2025, meeting | Report CAO-01-25.

The 2025 approved operation and capital budgets include various financial allocations to further our strategic plan actions implementation.

### Discussion

The attached provides a progress update on our strategic plan's actions. Council and staff commitment to furthering our strategic actions has realized 93% (52) of the actions initiated and in various stages of progress or completed. This is an increase of 7% (48 to 52) since the January 2025 report update. We have completed 17 (30%) of the actions. This is an increase of 14% (9 to 17) since the January 2025 report update

Highlights include:

### Completed

- Splash pad construction was completed, and grand opening held on July 1, 2025.
- An architect has been hired to design the new Hanover Policies Services station as per council's mid-2024 direction to build a new Hanover Police Services station on the site of the former firehall (10<sup>th</sup> Avenue).

- Community Connects session was held in April 2025 with an opportunity for residents to hear from council and senior management team. The session included a resident question and answer segment.
- The volunteer appreciation event was held on June 28, 2025. Parks, Recreation and Culture in partnership with Hanover Public Library hosted a Volunteer Fair on June 17, 2025.
- Level 3 EV Charger installed and will be operational soon. This was completed through a public – private partnership.
- Asset Management Plan (AMP) approved in June 2025.
- Implementation of phase 1 recommendations of the December 2024 council approved Organizational Review are in process. Transition to a 4 departmental organizational structure (from 5) was initiated in May 2025.
- The grand opening of our new firehall was held in May 2025.

### **In Progress**

- The development charges (DC) process was initiated mid-2024 and continues. As our AMP has been approved, the work and focus shifts to the DCs project.
- New water tower construction has commenced.
- Wastewater treatment plant (WWTP) expansion investigative work continues with the environmental assessment work in process and consultations with Saugeen Valley Conservation Authority ongoing. Interim WWTP work is being completed so that our plant's capacity can be considered for re-rating.
- Growing prosperity in South Grey discussions are ongoing.
- Confirmed direction to include environmental initiative discussions within existing council committee responsibilities rather than establish a separate stand-alone committee. Examples include: Economic, Culture, Tourism Development Advisory Committee – EV Chargers; Planning Advisory Committee – Green Development Standards, tree canopy; Parks, Recreation & Culture Advisory Committee – tree canopy, trails - active transportation; Public works department – tree canopy, active transportation.
- Newcomer initiatives include customized Hanover Welcome Package in partnership with Grey Bruce Local Immigration Partnership that is available at the Library and on the Town website. Website page added to include resources. An official launch of a newcomer resource hub at the Library is being planned for fall 2025.
- Hotel development plan discussions are ongoing.

Council and staff continue to be very committed to moving our strategic priorities forward.

### **Financial Implications**

There are no financial implications with this report. The strategic plan actions are implemented based on the approved operation and capital budgets. Any strategic priorities and action plan implementation requiring financial commitments are included in capital and operating budget plans for council's consideration and approval. Staff implement the strategic directions accordingly within the approved budget.

### **Link to Strategic Plan**

This report supports the indicated Strategic Goals and Action Plans of the Town of Hanover.

**Goal 1: Safe and Reliable Infrastructure**

Build, maintain and continuously improve our municipally owned properties, buildings, and equipment.

**Goal 2: Healthy and Welcoming Community**

Care for our natural environment and provide an enviable quality of life for everyone who calls Hanover “home”.

**Goal 3: Strong and Vibrant Economy**

Refresh downtown Hanover and retain and attract local economic investment and jobs.

**Goal 4: Balanced Growth**

Work together to create a community we can all be proud of.

**Goal 5: Open and Responsible Government**

Deliver services in a friendly, efficient and effective manner while providing an exceptional working environment for our employees.

Respectfully submitted,

Sherri Walden  
CAO



# Strategic Action Plan 2023-2027



## PROGRESS TRACKER

Update July 8, 2025

GOAL 1: Safe & Reliable Infrastructure

GOAL 2: Healthy & Welcoming Community

GOAL 3: Strong & Vibrant Economy

GOAL 4: Balanced Growth

GOAL 5: Open & Responsible Government

## Strategic Action Plan 2023-2027



BP	Building & Planning
CAO	Chief Administrative Officer
CL	Clerk
Council	Council
CS	Corporate Services
ED	Economic Development
FD	Fire
HR	Human Resources
MT	Management Team
PRC	Parks, Recreation & Culture
PW	Public Works

O = Operations Budget estimate

C = Capital Budget estimate

## GOAL 1: Safe & Reliable Infrastructure



1.1 Taking an evidence-based approach to infrastructure renewal projects.		
ACTIONS & LEAD	TARGET DATE   % COMPLETE	COMMENTS
<p>a) Create a 10-year and a 5-year Council-approved capital forecast that prioritizes major infrastructure projects based on the asset management plan and growth projections; integrate these projects into annual budgets. Ensure that Year 1 priority projects are shovel-ready.</p> <p><b>Lead   CS   All MT staff contribute</b></p>	<p><b>Summer 2024</b></p> <p><b>70%</b></p>	<ul style="list-style-type: none"> <li>• June 2024 MT review &amp; update 5 yr capital.</li> <li>• Watson &amp; Assoc completed Asset Management Plan (AMP) update to be compliant with O Reg 588/17.</li> <li>• June 16, 2025 - council approved AMP.</li> <li>• AMP submitted to Province to meet legislated July 1, 2025 deadline.</li> <li>• AMP will be used to establish our annual, 5 year and 10 year capital forecasts.</li> </ul>
<p>b) Complete condition assessment and accessibility compliance for all Town-owned buildings, including cost estimates and priorities.</p> <p><b>Lead   BP   PRC   PW   B   HR</b></p>	<p><b>Spring 2025</b></p> <p><b>60%</b></p>	<ul style="list-style-type: none"> <li>• 2023-2025 Multi-Year Accessibility Plan.</li> <li>• Internal Review Committee struck in 2025</li> <li>• Building Assessments and Costing completed</li> <li>• Report to Council scheduled for Fall 2025</li> </ul>

 no progress


 in progress

 complete

## GOAL 1: Safe & Reliable Infrastructure



1.2 Optimizing the delivery of essential services by maintaining and upgrading our facilities and equipment.		
ACTIONS & LEAD	TARGET DATE   % COMPLETE	COMMENTS
a) Build new fire hall. <b>Lead   FD   BP   CS</b>	<b>Spring 2024</b>  <b>100%</b>	<ul style="list-style-type: none"> <li>December 8, 2024 – Relocate &amp; response from new facility as of this date.</li> <li>Funding confirmed from FCM and SDF.</li> <li>Training area fundraising has resulted in \$43,500 to date.</li> <li>Deficiencies monitoring &amp; completion will be ongoing for several months.</li> </ul>
b) Complete the environmental assessment for a new water tower and build the new water tower. <b>Lead   PW</b>	<b>Spring 2024 / Fall 2026</b>  <b>75%</b>	<ul style="list-style-type: none"> <li>Final EA report to MECP submitted November 2024.</li> <li>Design complete.</li> <li>Tender released Dec. 2024 and awarded project February 2025.</li> <li>Water tower construction is in process.</li> </ul>
c) Complete the environmental assessment for the expansion of the wastewater treatment facility. <b>Lead   PW</b>	<b>Summer 2025</b>  <b>50%</b>	<ul style="list-style-type: none"> <li>Consultations with SVCA on areas to expand plant and archeological assessment completed in 2024.</li> <li>Public Information Centre and proposed construction phasing/casing in first quarter of 2025.</li> <li>Final EA report to MECP summer / early fall 2025.</li> <li>Received 73% provincial grant funding for interim upgrades to be completed in 2025 at a cost of \$2,687,300.</li> </ul>
d) Complete a building condition assessment for the existing firehall and identify future state options and costs. Council decision on moving forward with preferred option. <b>Lead   CAO   BP</b>	<b>Fall 2025</b>  <b>100%</b>	<ul style="list-style-type: none"> <li>Property will be redeveloped into new police station through Project Charter.</li> <li>Costs are included within 2025 and future capital project budget.</li> </ul>

 no progress

 in progress

 complete

## GOAL 1: Safe & Reliable Infrastructure



1.2 Optimizing the delivery of essential services by maintaining and upgrading our facilities and equipment.		
ACTIONS & LEAD	TARGET DATE   % COMPLETE	COMMENTS
e) Explore options and cost for upgraded police facility. Council decision on moving forward with preferred option. <b>Lead   CAO</b>	Winter 2024  100%	<ul style="list-style-type: none"> <li>Police Station Review Committee Report received by council June 2024.</li> <li>Council confirmed direction to build new police station.</li> <li>Project Charter for project approved as per report BP-26-24</li> </ul>
f) Explore options and costs for upgraded library. Council decision on moving forward with preferred option. <b>Lead   CAO</b>	Spring 2025  0%	


 no progress

 in progress

 complete

## GOAL 2: Healthy & Welcoming Community

2.1 Looking after our natural environment.		
ACTIONS & LEAD	TARGET DATE   % COMPLETE	COMMENTS
<p>a) Establish an Environmental Advisory Committee with membership that includes residents, a staff member and a Councillor. The mandate of this Committee will be providing recommendations to Council to consider practical actions to promote the stewardship, conservation and enhancement of the Town's natural environment.</p> <p><b>Lead   TBC</b></p>	<p>Spring 2024</p> <p>100%</p>	<ul style="list-style-type: none"> <li>Annual Earth Day event implemented.</li> <li>Staff involved with Grey County Climate Change Community of Practice committee &amp; sub working groups – Green Development Standards and Waste.</li> <li>January 2025 – Direction to incorporate Environmental aspects into existing Committees of Council including Planning Advisory, PRC Advisory and ECTDAC. Committee agendas include applicable discussion topics based on priority tasks.</li> </ul>
<p>b) Explore partnerships to support clean energy initiatives such as growing our EV network, net zero opportunities and energy savings.</p> <p><b>Lead   PW   PRC   CS  BP   ED   All MT</b></p>	<p>Summer 2024</p> <p>60%</p>	<ul style="list-style-type: none"> <li>EV network – Council support &amp; direction to explore third party partnership vs direct municipal investment in additional EV charger units. Council approved agreement with third party partner. Level 3 EV charger installed June 2025 and it will be operational very soon.</li> <li>P &amp; H Centre boiler &amp; condenser &amp; Civic Centre make up air unit replacement completed in by early 2025.</li> <li>Medical Clinic rooftop unit will be replaced in 2025.</li> </ul>
<p>c) Identify options, costs, and potential service delivery partners for organic waste collection. Council decision on preferred option.</p> <p><b>Lead   PW</b></p>	<p>Spring 2024</p> <p>75%</p>	<ul style="list-style-type: none"> <li>Options and associated costs for organics collection presented to Waste Management Committee in 2023; significant cost implications to implement.</li> <li>Foodcyler agreement confirmed; 100 units in use April 2024; followup report provided to council in September 2024.</li> </ul>

 no progress

 in progress

 complete

## GOAL 2: Healthy & Welcoming Community



2.1 Looking after our natural environment.		
ACTIONS & LEAD	TARGET DATE   % COMPLETE	COMMENTS
<p>d) Establish a tree canopy plan/target for downtown Hanover and Town-owned green spaces.</p> <p><b>Lead   PW   PRC   BP</b></p>	<p>Spring 2024</p> <p>10%</p>	<ul style="list-style-type: none"> <li>• Staff time to investigate.</li> <li>• Green Development Standards Committee at County level with lower-tier involvement development parameters of realistic tree canopy goals while considering other development impacts (density/open space availability/street lighting impacts).</li> <li>• January 2025 – Management Team reviewed existing policy and possible revisions. Includes public works, building / planning and parks, recreation &amp; culture staff. Further review and action deferred to Fall 2025 based on current departmental priority tasks.</li> </ul>

no progress

in progress

complete

## GOAL 2: Healthy & Welcoming Community



2.2 Expanding opportunities for healthy living, recreation, and culture.		
ACTIONS & LEAD	TARGET DATE   % COMPLETE	COMMENTS
a) Design and build a splash pad. <b>Lead   PRC</b>	Spring 2024 100%	<ul style="list-style-type: none"> <li>Fundraising campaign implemented &amp; over \$400,000 raised.</li> <li>RFP awarded to Yard Weasels.</li> <li>Construction completed in June 2025.</li> <li>Grand opening July 1, 2025.</li> </ul>
b) Work with Grey County to enhance the active transportation network (ATN) and improve the in-Town network of pathways, walkways, trails, and bike paths. <b>Lead   PW   PRC</b>	Summer 2024 40%	<ul style="list-style-type: none"> <li>Grey County - Cycling and Trails Master Plan for identified proposed cycling routes within Hanover with share the road" signage as well as education and communication on website and social media in 2024.</li> <li>Trail bridges complete &amp; south line trails section open.</li> <li>Continuing work to confirm east end trail design (Saugeen Cedar Heights West), approvals to be able to proceed to construction phase.</li> </ul>
c) Promote the community garden initiative. <b>Lead   TBC</b>	Spring 2024 100%	<ul style="list-style-type: none"> <li>Library to provided information with 2025 seed library display.</li> <li>Community Garden contact and information included in community contact list in PRC guide and Town website.</li> </ul>
d) Continue to support local healthcare by enhancing efforts to attract/recruit healthcare professionals. <b>Lead   Council   CAO</b>	Spring 2024 80%	<ul style="list-style-type: none"> <li>Town reps on committee and 2 meeting held in 2025.</li> <li>Provided Town material for recruitment initiatives   Shared marketing materials on website and social media.</li> <li>2025 - \$90,000 (O) ; maintained 2024 contribution; Foundation contribution for doctor recruitment and retention initiatives.</li> <li>Joint press release by Town, HDH and HDH Foundation with respect to Joint Physician Recruitment Update.</li> </ul>

 no progress

 in progress

 complete


## GOAL 2: Healthy & Welcoming Community



2.2 Expanding opportunities for healthy living, recreation, and culture.		
ACTIONS & LEAD	TARGET DATE   % COMPLETE	COMMENTS
e) Complete neighbourhood park renewal projects. <b>Lead   PRC</b>	<b>Summer 2024</b> <b>100%</b>	<ul style="list-style-type: none"> <li>Legion Park equipment update complete. Final neighbourhood park equipment renewal project.</li> </ul>
f) Partner with local groups/organizations to facilitate an annual community volunteer appreciation initiative(s) encouraging more people to become volunteers. <b>Lead   TBC</b>	<b>Fall 2024</b> <b>100%</b>	<ul style="list-style-type: none"> <li>Cultural Symposium May 2024 included volunteer training opportunity.</li> <li>Volunteer Fair implemented June 2025.</li> <li>Volunteer Appreciation event implemented June 28, 2025.</li> </ul>
g) Refresh the Cultural Plan and incorporate priorities into the 5 and 10 year capital forecasts <b>Lead   ED</b>	<b>Fall 2026</b> <b>10%</b>	<ul style="list-style-type: none"> <li>Deferred to 2026 as per Council budget direction. Completion date revised to Fall 2026.</li> </ul>

 no progress

 in progress

 complete

## GOAL 2: Healthy & Welcoming Community



2.3 Encouraging a greater mix of housing options for residents of all ages and income levels.		
ACTIONS & LEAD	TARGET DATE   % COMPLETE	COMMENTS
<p>a) Revise zoning bylaws and policies and explore Community Improvement Program (CIP) incentives to encourage higher density housing in appropriate locations.</p> <p><b>Lead   BP   CL   ED</b></p>	<p><b>Winter 2024</b></p> <p><b>35%</b></p>	<ul style="list-style-type: none"> <li>• Staff time to complete.</li> <li>• TIEG best to promote multi-res development and can support promotion through marketing campaign. 1 TIEG approved project under development, with the other set to commence work soon. Tool in place 100%.</li> <li>• Housekeeping Amendment to Zoning by-law completed allowing three units per residential lot. Site Specific ZBA's adding 14 additional units on previous R1 infill zoned lands.</li> </ul>
<p>b) Review/assess Town-owned properties to determine feasible location for more affordable housing options and initial potential partnerships. Advocate to Grey County, Provincial, and Federal Government to financially contribute to potential housing project(s) and participate in working groups.</p> <p><b>Lead   BP   CAO   ED   Council</b></p>	<p><b>Summer 2024</b></p> <p><b>10%</b></p>	<ul style="list-style-type: none"> <li>• Staff working with County and developers towards Housing Needs Assessment.</li> <li>• Propose 3<sup>rd</sup> party consulting firm to conduct HNA in 2026 budget process.</li> </ul>

 no progress

 in progress

 complete

## GOAL 2: Healthy & Welcoming Community

2.4 Embracing community diversity, equity, and inclusion.		
ACTIONS & LEAD	TARGET DATE   % COMPLETE	COMMENTS
<p>a) Develop a Welcoming Community Plan leveraging partnerships to advance Grey Bruce Local Immigration Partnership's (GBLIP) established equity, diversity and inclusion strategy and tools like Western Ontario Warden's Caucus (WOWC) welcoming communities' assessment / recommendations.</p> <p><b>Lead   ED</b></p>	<p><b>Fall 2025</b></p> <p><b>75%</b></p>	<ul style="list-style-type: none"> <li>Participating partner on GBLIP Employment Sub-Committee ad hoc group that created a video to promote being a welcoming community and subsequently are rolling out and promoting completion of the assessment tool to analyze results and implement identified themes on a regional level.</li> <li>Responses received from Grey/Bruce member municipalities, report identifying themes and actions to be formalized in January 2025. Work stalled with interruption of GBLIP funding and gap in resources. Initial assessment of Hanover complete, and incorporating identified needs as opportunity is presented. Implemented second welcome event.</li> </ul>
<p>b) Work with the Hanover Public Library to create a Newcomer Resource Hub and share Newcomer Welcome Packages that includes a catalogue of Town services, facilities, events and contact information as well as facilitate connections to local resources.</p> <p><b>Lead   ED</b></p>	<p><b>Winter 2026</b></p> <p><b>80%</b></p>	<ul style="list-style-type: none"> <li>Customized GBLIP Settling in Grey Bruce Region Welcome Package for Hanover. Made available on hanover.ca, with new resident specific welcome package.</li> <li>Welcome package includes above and are available for pickup at municipal office and Library as well. Website page added for these resources.</li> <li>New resident welcome events held in coordination with Library and Music in the Square on June 8, 2024 and June 28, 2025. The 2025 event held in conjunction with Council volunteer appreciation event.</li> <li>Fall 2025, official launch of newcomer resource hub at Library in coordination with GBLIP and Welcome Week.</li> </ul>

 no progress

 in progress

 complete



## GOAL 2: Healthy & Welcoming Community


2.4 Embracing community diversity, equity, and inclusion.		
ACTIONS & LEAD	TARGET DATE   % COMPLETE	COMMENTS
c) Provide diversity, equity, and inclusion training to Council and Town staff and support implementation with local businesses.  <b>Lead   HR   ED (business)</b>	Spring 2024  40%	<ul style="list-style-type: none"> <li>Cultural Symposium May 2024 included EDI keynote; council &amp; staff attendees.</li> <li>3 Wellnet EDI courses developed; projected activate course for council &amp; supervisors / managers by quarter 2 2025.</li> </ul>


no progress
  in progress
  complete


## GOAL 3: Strong & Vibrant Economy



3.1 Leveraging our location as a regional hub to attract new businesses & local jobs.		
ACTIONS & LEAD	TARGET DATE   % COMPLETE	COMMENTS
<p>a) Strengthen Launch Pad Youth Skills &amp; Technology Centre program by establishing a defined Town role, financial contribution expectations and relationship along with a clear program mandate, business plan, and performance measures; stabilize long-term funding; and reduce ongoing operational costs (e.g. space leasing costs).</p> <p><b>Lead   ED   Council</b></p>	<p><b>Summer 2024</b></p> <p><b>100%</b></p>	<ul style="list-style-type: none"> <li>• Launch Pad dissolved January 2025.</li> <li>• New Youth Retention Strategy work underway / considering continued use of former Launch Pad facility to support youth retention and wellness, skill development training and entrepreneurship.</li> </ul>
<p>b) Enhance the impact of the Community Improvement Program (CIP) by developing annual priorities and leveraging existing programs to encourage brownfield/underutilized property improvements, attainable/affordable housing projects, downtown façade improvements, sector-specific (e.g. accommodations, restaurants, cafes) initiatives.</p> <p><b>Lead   ED   BP   CAO</b></p>	<p><b>Fall 2024</b></p> <p><b>75%</b></p>	<ul style="list-style-type: none"> <li>• Council input for 2024 priorities</li> <li>• 2024 - \$40,000 (O) budget proposed for grant streams; proposed \$15,000 of this amount offset by reserves transfer</li> <li>• TIEG on case-by-case basis. Can create marketing campaign to promote applications that we want to see.</li> <li>• 2025 - \$40,000 budget proposed for grant streams; proposed \$10,000 of this amount offset by reserves transfer</li> </ul>
<p>c) Complete the servicing of the Town-owned property for a new business park. Promote/market and sell business lots.</p> <p><b>Lead   PW   BP   ED</b></p>	<p><b>Fall 2025</b></p> <p><b>50%</b></p>	<ul style="list-style-type: none"> <li>• Environmental Assessment (EA) commenced in 2024 through Cobide Engineering and projected to be completed in 2025.</li> <li>• Submitted grant funding application to the Housing Enabling Core Servicing (HECS) stream for the construction of 20<sup>th</sup> Street from 7<sup>th</sup> Avenue easterly in October 2024 for 50% provincial funding of \$4,252,500. Application not approved.</li> <li>• Assessment work and Geotech work on-going summer/fall 2025</li> </ul>

 no progress

 in progress

 complete


## GOAL 3: Strong & Vibrant Economy



3.1 Leveraging our location as a regional hub to attract new businesses & local jobs.		
ACTIONS & LEAD	TARGET DATE   % COMPLETE	COMMENTS
<p>d) Participate in conversations with Grey County and neighbouring municipalities to pursue regional efforts to attract new businesses.</p> <p><b>Lead   ED</b></p>	<p><b>Summer 2025</b></p> <p><b>60%</b></p>	<ul style="list-style-type: none"> <li>• Currently collaborating with Grey County and SMA on business development plan. Also working with Grey County on our accommodation growth efforts.</li> <li>• Inaugural HIPP Entrepreneur Business Pitch Competition completed fall 2024 to contribute to business attraction efforts with 8 business entries.</li> </ul>
<p>e) Strengthen the Hanover's Innovative People Program (HIPP) retention and attraction campaign through a targeted awareness/promotion campaign.</p> <p><b>Lead   ED</b></p>	<p><b>Ongoing</b></p> <p><b>90%</b></p>	<ul style="list-style-type: none"> <li>• Implementation of HIPP Apprentice Videos with continued promotion.</li> <li>• Implementation of summer radio campaign &amp; updated attractions publication; HIPP is key messaging.</li> <li>• HIPP overview with MT staff; consider options for inclusion Town publications.</li> <li>• Summer radio campaign \$10,000 (O).</li> <li>• HIPP Entrepreneur Business Plan Competition executed in fall 2024 – as per above</li> </ul>

 no progress


 in progress

 complete

## GOAL 3: Strong & Vibrant Economy



3.2 Enhancing the downtown experience for residents and visitors.		
ACTIONS & LEAD	TARGET DATE   % COMPLETE	COMMENTS
<p>a) Establish an action-oriented downtown plan that includes key stakeholders such as Downtown Improvement Area (DIA), Hanover Chamber of Commerce, Cultural Roundtable, Town Staff and Council representatives and residents.</p> <p><b>Lead   ED</b></p>	<p><b>Winter 2025</b></p> <p><b>70%</b></p>	<ul style="list-style-type: none"> <li>• Approved 2025 budget to initiate plan, \$15,000 amount (O).</li> <li>• DIA confirmed as financial partner and appointed 2 members to working group. Memorandum of Understanding prepared and signed.</li> <li>• Presentation to Chamber of Commerce June 2025.</li> <li>• Projected RFP issued in late summer 2025.</li> </ul>
<p>b) Explore options for the downtown plan to include recommendations to create an enhanced schedule of downtown events/initiatives including Heritage Square; increase Event Development Fund to financially support these downtown efforts.</p> <p><b>Lead   ED</b></p>	<p><b>Summer 2025</b></p> <p><b>60%</b></p>	<ul style="list-style-type: none"> <li>• Event Development Fund support for events in Heritage Square (Monday yoga &amp; Quick Paint event).</li> <li>• Event Development Fund decreased as per 2025 budget deliberations. Exploration of \$500 max support to ongoing events.</li> <li>• To be included in scope of downtown plan project</li> </ul>
<p>c) Explore options and costs for a downtown washroom; invite local businesses to consider sponsorship/naming rights to cover/offset design/construction costs.</p> <p><b>Lead   ED   PRC</b></p>	<p><b>Fall 2025</b></p> <p><b>10%</b></p>	<ul style="list-style-type: none"> <li>• Consideration for exterior access to washroom with new police station build included in project charter.</li> </ul>
<p>d) Explore options and costs to enhance enforcement and increase downtown parking supply.</p> <p><b>Lead   BP</b></p>	<p><b>Summer 2025</b></p> <p><b>50%</b></p>	<p>Remote parking enforcement options have been reviewed – not feasible at this time.</p>

 no progress

 in progress

 complete

## GOAL 3: Strong & Vibrant Economy

3.3 Strengthening relationship with our local businesses.		
ACTIONS & LEAD	TARGET DATE   % COMPLETE	COMMENTS
a) Complete an updated Business Retention & Expansion Study.  <b>Lead   ED</b>	<b>Spring 2025</b>  <b>60%</b>	<ul style="list-style-type: none"> <li>Approved in 2025 budget (O).</li> <li>ECTDAC input with respect to interview content, assistance with interviews and study process.</li> <li>Interviews to be initiated in summer 2025.</li> </ul>
b) Strengthen relationship with the Hanover Chamber of Commerce and local businesses by meeting, planning and redeveloping business engagement events/initiatives.  <b>Lead   ED</b>	<b>Winter 2025</b>  <b>50%</b>	<ul style="list-style-type: none"> <li>Chamber and DIA have identified hosting 'Blue-Sky' session with key stakeholders.</li> <li>Leverage findings of Downtown Plan &amp; updated BR&amp;E in 2025.</li> <li>Approached Chamber to collaborate on new community guide to build communication with residents and promote business community through print and online. Also serve as fundraiser for the Chamber.</li> </ul>
c) Initiate an annual Business Breakfast/Luncheon with the Mayor, Council and staff to demonstrate the Town's commitment to supporting local businesses and promote two-way communication with local businesses.  <b>Lead   ED   CAO</b>	<b>Spring 2024</b>  <b>100%</b>	<ul style="list-style-type: none"> <li>October 2024 – 2<sup>nd</sup> Mayor's Breakfast held with 'Innovative Work Cultures' panel.</li> <li>Oct 5, 2023 – first Mayor's Breakfast held.</li> <li>Coffee with Mayor hosted by Library Spring 2024</li> <li>2025 - \$2,000 (O) Mayor's Breakfast for Business to be continued.</li> </ul>


 no progress

 in progress

 complete

## GOAL 3: Strong & Vibrant Economy

3.4 Promoting tourism as an economic driver.		
ACTIONS & LEAD	TARGET DATE   % COMPLETE	COMMENTS
<p>a) Create a Tourism Plan that provides practical recommendations to leverage the Town's features/amenities to enhance and market Hanover as a destination of choice.</p> <p><b>Lead   ED</b></p>	<p><b>Fall 2024</b></p> <p><b>60%</b></p>	<ul style="list-style-type: none"> <li>• 2024 – budget approved \$15,000 (O) to support Hotel Development and to develop a plan for a tourism product (attraction or tour); completion of plan deferred to 2025.</li> <li>• Include tourism opportunities as part of the Downtown Plan in project scope to be implemented fall 2025.</li> </ul>
<p>b) Restart discussions with the Hanover, Bentinck &amp; Brant Agricultural Society to partner on a hotel development plan. Support can include engaging an architect to produce a high-level design for a hotel/banquet hall facility on Town-owned racetrack land, estimated costs and timing, as well as a partnership agreement between the Town and the Society. Assist in marketing investment to selected hotel companies and develop a go-forward plan based on the responses received.</p> <p><b>Lead   Council   CAO   ED   BP</b></p>	<p><b>Fall 2023</b></p> <p><b>30%</b></p>	<ul style="list-style-type: none"> <li>• Discussions ongoing since October 2023.</li> <li>• Grey County economic development staff involved to assist with concept development.</li> </ul>
<p>c) Further Cultural Plan recommendations to enhance tourism by partnering with Grey County and other regional associations and tourism stakeholders to create and promote unique visitor experiences.</p> <p><b>Lead   ED</b></p>	<p><b>Ongoing</b></p> <p><b>80%</b></p>	<ul style="list-style-type: none"> <li>• Ongoing implementation - Music in Square, Culture Days.</li> <li>• 2024 - Driftscape App launched Sept. 2024 to share attractions and stories on that user platform.</li> <li>• Collaboration meetings and events with other Saugeen Region partners with Cultural Plans – Minto &amp; Wellington North. To date, 2 joint meetings and 2 Cultural Symposiums conducted. Culture Days collaboration planned. Culture bus tour held Sept. 2024 and plans for 2025.</li> </ul>

 no progress

 in progress

 complete


## GOAL 4: Balanced Growth



4.1 Expanding Town boundaries to accommodate healthy growth.		
ACTIONS & LEAD	TARGET DATE   % COMPLETE	COMMENTS
<p>a) Establish a Healthy Growth Action Plan and continue the “Prosperity in South Grey” discussions with an enhanced sense of urgency. Establish common ground, mutual benefits, and compromise among stakeholders on regional matters that may include municipal boundary change, non-resident use of Hanover facilities and programs, physician recruitment efforts, more affordable housing, and shared services/resources opportunities.</p> <p><b>Lead   CAO</b></p>	<p><b>Ongoing</b></p> <p><b>60%</b></p>	<ul style="list-style-type: none"> <li>• Conversations ongoing.</li> <li>• Mayor to mayor communication.</li> <li>• Meetings resumed Sept. 2024.</li> <li>• Council reps and CAO meetings ongoing to prepare and provide input for discussions.</li> </ul>
<p>b) Advocate with the Province in consultation with the local MP and MPP clarifying the Town’s need for land expansion.</p> <p><b>Lead   CAO   Council</b></p>	<p><b>Winter 2024</b></p> <p><b>0%</b></p>	<ul style="list-style-type: none"> <li>• No recent direct communication with Province, MP and MPP. Prior input was to engage neighbouring municipalities in discussion.</li> </ul>

 no progress

 in progress

 complete

## GOAL 4: Balanced Growth

4.2 Ensuring growth pays for growth and encouraging community conversations about healthy, well-planned growth.		
ACTIONS & LEAD	TARGET DATE   % COMPLETE	COMMENTS
<p>a) Define what amenities/features/facilities will be paid for through development charges. Engage a consultant to complete a new Development Charges Bylaw in compliance to Provincial legislation.</p> <p><b>Lead   BP</b></p>	<p>Winter 2024 / Fall 2024</p> <p>70%</p>	<ul style="list-style-type: none"> <li>• Watson &amp; Associates hired to complete development charges process to establish a by-law. Approved AMP will assist with DC bylaw process.</li> <li>• Information and input provided to Watson &amp; Associates.</li> <li>• Prior council report (Oct 2023) to support DC's investigation.</li> <li>• Anticipate by-law completion by end of 2025.</li> </ul>
<p>b) Quantify growth impacts on levels of staffing and Town resources to maintain appropriate levels of funding to maintain levels of service.</p> <p><b>Lead   CAO</b></p>	<p>Fall 2024</p> <p>0%</p>	<ul style="list-style-type: none"> <li>• Organizational Review has provided some information for consideration.</li> <li>• Requires further consideration as growth discussions continue.</li> </ul>
<p>c) Mayor, Council and Town staff to host community information sessions with residents and businesses to enhance two-way communication about growth and growth concerns.</p> <p><b>Lead   CAO</b></p>	<p>Spring 2025</p> <p>100%</p>	<ul style="list-style-type: none"> <li>• Community Connects session hosting in partnership with Hanover Public Library April 9, 2025.</li> </ul>

 no progress

 in progress

 complete

## GOAL 5: Open & Responsible Government

5.1 Improving communication and customer service.		
ACTIONS & LEAD	TARGET DATE   % COMPLETE	COMMENTS
a) Improve the Town website by simplifying organization, functionality and searchability.  <b>Lead   CL</b>	<b>Fall 2023</b>  <b>100%</b>	<ul style="list-style-type: none"> <li>New website launched &amp; operational Fall 2023.</li> <li>Ongoing updates and revisions.</li> </ul>
b) Host a semi-annual Town Hall community information session with Council and senior staff.  <b>Lead   CAO</b>	<b>Spring 2024</b>  <b>100%</b>	Community Connects session hosting in partnership with Hanover Public Library April 9, 2025.
c) Provide a virtual option for residents to participate in all Town committee meetings.  <b>Lead   CL</b>	<b>Spring 2024</b>  <b>100%</b>	<ul style="list-style-type: none"> <li>Owl equipment purchased and implemented use in January 2025 for committee meetings.</li> </ul>
d) Create a dedicated position responsible for communication and customer service with consideration of other defined Organizational Review recommendations. Establish a Communications Plan clarifying who does what.  <b>Lead   CAO</b>	<b>Fall 2024 / Winter 2024</b>  <b>20%</b>	<ul style="list-style-type: none"> <li>Organizational review further considered this role. Recommended Phase 2 implementation (2026) and will be pending council approval during 2026 budget deliberations.</li> <li>Job description to be developed in summer/fall 2025.</li> </ul>
e) Introduce a succinct and readable Post-Council Decision Report (print, social media website) for a broad audience.  <b>Lead   CL</b>	<b>Fall 2024</b>  <b>100%</b>	<ul style="list-style-type: none"> <li>Pre and post council information included on social media. Implemented September 2024.</li> </ul>

 no progress


 in progress

 complete

## GOAL 5: Open & Responsible Government

5.2 Demonstrating financial accountability.		
ACTIONS & LEAD	TARGET DATE   % COMPLETE	COMMENTS
<p>a) Establish a long-term financial plan based on both the Asset Management Plan and growth projections. Ensure that annual budgets are aligned to this Plan.</p> <p><b>Lead   CS</b></p>	<p><b>Spring 2024</b></p> <p><b>70%</b></p>	<ul style="list-style-type: none"> <li>Asset Management Plan update complete.</li> <li>Council approved June 16, 2025.</li> </ul>
<p>b) Create easy-to-understand Annual Budget Highlights that outlines how the Town is investing tax dollars.</p> <p><b>Lead   CS</b></p>	<p><b>Winter 2024</b></p> <p><b>25%</b></p>	<ul style="list-style-type: none"> <li>Hanover Highlights included in August tax mailing with budget highlights and summary of tax dollar allocation to services.</li> <li>Budget document available on website.</li> <li>New formatted budget document initiated for 2024 budget.</li> </ul>
<p>c) Liaise with Grey County and member municipalities to identify opportunities for collaboration and shared services/resources.</p> <p><b>Lead   CAO   All MT</b></p>	<p><b>Fall 2025</b></p> <p><b>40%</b></p>	<ul style="list-style-type: none"> <li>June 2024 - Fire Dept. successfully operated an NFPA 1006 Auto Extrication course in Hanover in co-operation with the Ontario Fire College, the Grey County Regional Training Centre and Grey Highlands Fire.</li> <li>Centralized Planning Model discussions ongoing with County.</li> <li>County has established a new Joint Municipal Services Committee.</li> </ul>

 no progress

 in progress


 complete

## GOAL 5: Open & Responsible Government

5.3 Continuously improve ability to provide essential services and meet community needs.		
ACTIONS & LEAD	TARGET DATE   % COMPLETE	COMMENTS
<p>a) Complete an organizational review to identify capacity/work-life balance and skillset issues; clarify roles/responsibilities; identify gaps and duplication of effort; enable succession planning; effective career path and professional development; and identify opportunities to achieve enhanced operational effectiveness, including optimizing the use of technology to enhance process efficiency.</p> <p><b>Lead   CAO</b></p>	<p>Spring 2024</p> <p>100%</p>	<ul style="list-style-type: none"> <li>• Linton Consulting Services Inc. hired to complete Organization Review. Final report approved by council Dec. 2, 2024.</li> <li>• Staff implementation information sessions Dec. 11, 2024.</li> <li>• Implementation initiated and continues for phase 1 and will be ongoing throughout 2025.</li> <li>• Dayforce Learning Module setup complete; anticipated Fall rollout Dayforce Learning Module test setup complete. Live environment configuration in progress</li> </ul>
<p>b) Enhance Councillor orientation and training program.</p> <p><b>Lead   CAO</b></p>	<p>Fall 2026</p> <p>0%</p>	

 no progress

 in progress

 complete

## GOAL 5: Open & Responsible Government

5.4 Providing a positive working environment while recognizing excellence among our employees.		
ACTIONS & LEAD	TARGET DATE   % COMPLETE	COMMENTS
a) Introduce an annual staff recognition event to be hosted by the Mayor and Council and continue to host informal staff appreciation events throughout the year.  <b>Lead   HR   CAO</b>	<b>Spring 2024</b>  <b>100%</b>	<ul style="list-style-type: none"> <li>• Staff appreciation lunch June 2025 (3<sup>rd</sup> annual).</li> <li>• 3<sup>rd</sup> annual fall PD Day scheduled for September 12, 2025.</li> <li>• Staff Connections TEAM Moments (ongoing).</li> <li>• Service awards at holiday event.</li> <li>• 2025 - \$3,000 (O) staff wellness &amp; engagement ie appreciation bbq &amp; PD .</li> </ul>
b) Conduct salary and benefits market review.  <b>Lead   HR</b>	<b>Spring 2025</b> <b>20%</b>	<ul style="list-style-type: none"> <li>• Aug. 28/23 – Revised date to Spring 2025 as this aligns with our every 4 years market review timing (last completed 2021).</li> <li>• Initial task plan.</li> <li>• Project Report to council July 2025 with confirmation of comparators.</li> </ul>

no progress

in progress

complete



# Mayoral Decision



---

**Decision Number:** MDE-2025-001

**Date:** July 10, 2025

**Subject:** Delegation of Power – Chief Administrative Officer

---

Pursuant to the powers extended to the head of council under Part VI.1 of the *Municipal Act, 2001* (the “Act”) and Ontario Regulation 530/22, as amended, made under the Act, I, Susan Paterson, Mayor of the Town of Hanover do hereby delegate to the Council of the Corporation of the Town of Hanover:

1. The powers assigned under Section 284.5 and 284.15 of the Act, to appoint or dismiss the Chief Administrative Officer.

This delegation takes effect at 12:01 a.m. on July 10, 2025 and shall remain in effect until modified or revoked.

Dated this 10<sup>th</sup> day of July, 2025

A handwritten signature in cursive script that reads "Susan Paterson".

---

Susan Paterson, Mayor



# Mayoral Decision



---

**Decision Number:** MDE-2025-002

**Date:** July 10, 2025

**Subject:** Delegation of Power – Committees of Council

---

Pursuant to the powers extended to the head of council under Part VI.1 of the *Municipal Act, 2001* (the “Act”) and Ontario Regulation 530/22, as amended, made under the Act, I, Susan Paterson, Mayor of the Town of Hanover do hereby delegate to the Council of the Corporation of the Town of Hanover:

1. The powers assigned under Section 284.8 (1) of the *Act*, to establish or dissolve committees of council, prescribed as being comprised solely of members of council;
2. The powers assigned under Section 284.8 (2) to appoint chairs and vice-chairs of said committees of council;
3. The powers assigned under Section 284.8 (3) to ascribe functions to said committees of council.

This delegation takes effect at 12:01 a.m. on July 10, 2025 and shall remain in effect until modified or revoked.

Dated this 10<sup>th</sup> day of July, 2025.

A handwritten signature in black ink that reads "Susan Paterson".

---

Susan Paterson, Mayor



# Mayoral Decision



---

**Decision Number:** MDE-2025-003

**Date:** July 10, 2025

**Subject:** Delegation of Power – Organizational Structure and Employment Matters

---

Pursuant to the powers extended to the head of council under Part VI.1 of the *Municipal Act, 2001* (the “Act”) and Ontario Regulation 530/22, as amended, made under the Act, I, Susan Paterson, Mayor of the Town of Hanover do hereby delegate to the Chief Administrative Officer (CAO) of the Corporation of the Town of Hanover:

1. The powers under Section 284.6 (1) of the Act, to determine the organizational structure of the municipality;
2. The powers under Section 284.6 (2) of the Act, to hire, dismiss or exercise any other prescribed employment powers with respect to the head of any division or the head of any other part of the organizational structure, except for the statutory limitations in Section 284.6 (3).

This delegation takes effect at 12:01 a.m. on July 10, 2025 and shall remain in effect until modified or revoked.

Dated this 10<sup>th</sup> day of July, 2025.

A handwritten signature in black ink that reads "Susan Paterson".

---

Susan Paterson, Mayor



# Mayoral Decision



---

**Decision Number:** MDE-2025-004

**Date:** July 10, 2025

**Subject:** Direction for the 2026 Operating and Capital Budget

---

Pursuant to the powers extended to the head of council under Part VI.1, sections 284.3 and 284.16 of the *Municipal Act, 2001* (the “Act”) and Ontario Regulation 530/22, as amended, made under the Act, I, Susan Paterson, Mayor of the Town of Hanover, do hereby direct as follows:

1. That the Chief Administrative Officer and Director of Corporate Services/Treasurer prepare the 2026 operating and capital budget, including a five year capital forecast, in accordance with previous standard practices and processes of the municipality;

Dated this 10<sup>th</sup> day of July, 2025

A handwritten signature in black ink that reads "Susan Paterson".

---

Susan Paterson, Mayor



# Hanover Downtown Improvement Area

## MINUTES 2025

8:00am | Thursday May 15, 2025

214 – 10th Street Boardroom

**Guest:** Jess from the Eatwell Market. Welcome, and introductions made.

This is the 3rd year for Jess with the Market. It was originally an organic farmers market, but since the pandemic they are trying to grow diversity to attract more visits to the market. The vision is to bring vendors and the community together, as a weekly social event with activities for the kids, as a picnic in the park, etc. A Market Space is free for Churches and not-for-profit groups and organizations, and young entrepreneurs. Cost is minimal at \$20/day or \$290/season. Set up 8:30am, market runs 9am to 1pm, BYO table & tent. A new Social Media page is growing, with music brought in on off-weeks of Music in the Square. We will promote the market.

Discussion on hosting a D.I.A. Spot in the Market, on a first come first serve basis, to allow our Downtown businesses one week at the market as no charge. Talk on purchasing a tent to be used ... we will promote and gage interest from our businesses on this promo. Jess was thanked for attending.

Tabled to next meeting.

---

Meeting Portion

**Board Members present:** Jennifer Heerema, Krista LeSavauge, Brianna Schnurr, Ryan Enright, Harold Fleet

**Absent with Regrets:** Jenn Olivero, Will Shannon, Committee Member: Linda Fidler

**Convener:** Jennifer convened and brought the meeting to order.

Board: 7 | Quorum: 4

**Disclosure of Pecuniary Interest:** none noted

**Minutes:** Board members received a draft copy of the D.I.A. Board Meeting Minutes of April 24, 2025 for their reference and review.

[emailed to Board Feb. 19th, hard copies at the table]

**MOTION** by Krista to approve the D.I.A. Board Meeting Minutes of April 24, 2025 as presented, seconded by Brianna, all in favour, ... carried.

[approved copy to Town for Council Packages]

**Accounts for Payment 2024:**

D.I.A. Codes [21-8300-\_\_\_\_ ]

**MOTION** by Ryan to approve the above noted D.I.A. Invoices for Payment, seconded by Krista, all in favour, ... carried.

Expense Codes | 3223 Promo | 3233 Market Fall/Christmas | 3143 Office | 4126 Admin-C | 3627 CIP top-up | 3439 Flowers  
Revenue Codes | 0518 Contra Spon/Donation | 0578 Promo/Market

**\*\* No new payments / brought forward for tracking purposes:**

**CIP 2025 Downtown Revitalization: D.I.A. Top Up \$15% with max \$2,000 per business 2025 Budget 3,000**

"Façade / Building / Signage + Accessibility Improvement". Town approves app's, we top-up D.I.A. businesses. Details from April Marshall upon project completion.

DIA Incentive Grant Track **2025: \$3,000 -**

'24: Ashanti \$210.; LMLR Faç \$900., Brutons Sign \$1,895.40= -\$5.40

**Memorandum of Understanding:** review at meeting.

Reps: Harold and Jenn, plus Jennifer when available for the first stage of planning. Cost: \$10,000 towards consultant. Discussion followed.

**COMMITTEE UPDATES**

- **Council Report** – Harold reported on Wellington Construction, contracted for waste water updates. A Drinking Water Report was completed. A company was chosen to submit a design for the new Police Station. Grey County Planning is in discussion. Also noted, 10th Street will be re-zoned from under the Grey County umbrella to the Town of Hanover after 2026, more info to follow.
- **E.T.C.D.A.C. Report** – Jenn away
- **Market Committee Report** – Linda away
- **Downtown Promotions:**  
**April: Springtime S&W (5th)    May: Mother's Day photo shoot SM    June: Father's Day BBQ (letter for Harold) SM**  
**Saturday June 28 event    Town: Volunteer Appreciation    July: Canada Day (promote event ~ at Hanover Park)**  
**July/August: Back to School SM    July/Aug./Sept.: Music in the Square (we donate), Downtown Events, Sidewalk Sales**

**Other Business:**

1. **Canada Day Celebrations:** We let Laura know our mandate is to spend funds in the Downtown. Other ways, In Kind handout of items or coupons from the D.I.A. QR code (ask Marie)? Moved to the Hanover Park, for Canada Day along with the Grand Opening of the Splash Pad. We will ask our Downtown Members if they would participate in a 'Discount Letter' to be handed out on Canada Day, for a return visit to the Downtown in early July. D-Blast will be sent to gather interest.
2. **Springtime Shop & Win (5th):** Closed May 10th Draw #1: 68 In Store \$40 value Prize/GC's Draw #2: info for the office, Sign Up # in random generated draws for 30 winners. Waiting for 14 more before draws can be made, then 30 draws for winners of \$100 S&W's = \$3,000 in S&W prizes. Ads ran on 5 stations: April 22-26 & May 6-8. Radio Sponsorship funds from the Town. Ballots collected for a Town Tally for tracking location of customers. [68 in '25/ 75 in '24/ 71 in '23/ 72 in '22/ 71 in '21]
3. **Mother's Day:** Jessica Beukema of Dutch Touch Photography confirmed YES! Same deal: SM Promo Comment to enter: 30-Minute Outdoor Photo Session/immediate family; 10 digital + 11x14 print (book date by June 15/photos will follow) \$100 Invoice to us, same great image. WINNER?? April 28 to May 11th. Waiting to hear from Marie on the winner's details – we will advise Dutch Touch.
4. **Father's Day:** Call on April 25th ... Erin ran through details, replacing 'beer' with a 'Summer Beverage' plus all the other goodies. Full list ready for Marie. SM Promo Comment to enter. Revised Letter here.
5. **Volunteers Are Valued:** Saturday June 28th Kick-Off to Music in the Square / BBQ at the Civic Center / Library Popup Paperback Sale / Red & White Décor / Downtown Sales & Promotions (Volunteers Are Valued Sales / Discounts/ Promos). More details to follow, to share with businesses. (email to Carolyn C.) Jennifer read her ideas, but need bodies to run these. Perhaps groups Karate, Kick Boxing, Dojo, Dance Schools, etc. could run demos. We will ask via D-Blast as those listed above receive our emails. Will ask for participation and interest.
6. **Eat Well Market:** tables \$20 for a business. Asking for a sign up sheet, we sponsor? ... D.I.A. businesses, first come first served for a paid D.I.A. Market Spot.
7. **Canada Flags:** replacements needed, waiting on another quote – up with flowers (late May/early June).
8. **Music in the Square:** annual donation/Heritage Square. Sharing dates and performers as they arrive. We requested an Internal Transfer. Budget Item: \$1,000.
9. **Next Meeting:** Thursday June 19th works, 8am here. (\* usually 3rd Thursday)

**MOTION to Adjourn:** Krista & Brianna & Harold

(9:03am)



# SAUGEEN MUNICIPAL AIRPORT

## THE SAUGEEN MUNICIPAL AIRPORT COMMISSION REGULAR MEETING MINUTES

Tuesday, June 10, 2025, 10:00 a.m.  
Boardroom, Saugeen Municipal Airport

**Commissioners Present:** Dave Hocking, Chair  
Tom Hutchinson, Vice Chair  
Victor Danielli  
Carl Kuhnke

**Others Present:** Tim Olds, Airport Manager  
Catherine McKay, Secretary  
Iga Czerniak, Co-op Student

**Commissioners Absent:** Moe Hanif

**Guests:** Kevin Tremble, C.P.A., C.A. Partner, MNP, Hanover

### 1. Call to Order

The Chair called the meeting to order at 10:10 a.m. and introduced Kevin Tremble.

### 2. Approval of the Agenda

**Motion** Moved by T. Hutchinson

Seconded by C. Kuhnke

That the agenda for June 10, 2025 be approved as presented.

**Carried**

### 3. Disclosure of Pecuniary Interest and Declaration of Conflict of Interest - None declared.

### 4. Delegation – Kevin Tremble, Partner, MNP

The Chair introduced Mr. Tremble who noted that the draft financial statements reflect a clean audit opinion and the Commission, rather than the auditor, is responsible for the statements.

### 5. 2024 Financial Statements

Mr. Tremble reviewed the statements including the Statement of Financial Position, Statement of Operations, Statement of Change in Net Debt and Statement of Cash Flows.

He noted that assets increased from the previous year by \$19,000, liabilities are down, long term debt has been reduced and the accumulated surplus increased. He added that the Brockton loan will be paid off in two years. Liabilities are down from 2023 and tangible capital assets are also down due to amortization. Revenue from fuel was up considerably from \$177,873 to \$219,287 and expenses were over budget due to the price of fuel and amortization. The year ended with a surplus of \$10,887.00. Mr. Tremble pointed out that the statements contain a note regarding subsequent events, specifically the United States government imposing new tariffs and the economic uncertainty that this has caused.

A letter from the Commission signed by the Chair and the Airport Manager was presented to MNP confirming that the financial statements are presented fairly, in all material respects and in accordance with Canadian Public Sector Accounting Standards.

The Chair thanked Mr. Tremble for the work done on the audit and noted the positive financial situation of the Airport as of the end of 2024.

**Motion** Moved by T. Hutchinson

Seconded by C. Kuhnke

That the auditor's report from MNP for the year ended December 31, 2024 be accepted as presented.

**Carried**

Mr. Tremble left the meeting at 10:35 a.m.

**6. Adjournment and Next Meeting**

The Commission decided to cancel the June 18, 2025 meeting. The Chair reviewed the upcoming events.

**Motion** Moved by T. Hutchinson

Seconded by C. Kuhnke

That the Saugeen Municipal Airport Commission adjourn at 10:40 a.m.

**Carried**

**Dates to Remember**

Kids Fly SMA, Saturday, June 28, 2025, Saugeen Municipal Airport, registration at 9:00 a.m. - 2:00 p.m.

SMA Regular Meeting, Wednesday, July 16, 2025, Saugeen Municipal Airport, 1:00 p.m.

Barns2Beaches Music Tour, Saturday, July 26, 2026, Saugeen Municipal Airport, 5:00 p.m.

SMA Regular Meeting, Wednesday, August 20, 2025, Saugeen Municipal Airport, 1:00 p.m.

---

David Hocking, Chair

---

Catherine McKay, Recording Secretary

## **SAUGEEN MOBILITY** and **REGIONAL TRANSIT**

---

### GENERAL BOARD MEETING MINUTES

Friday, May 16, 2025, 10:00 a.m.

Boardroom, 603 Bruce Rd 19, Walkerton, ON & via Zoom

**Board Members Present:** Kym Hutcheon, Deputy Mayor, Brockton, Chair  
 Doug Townsend, Councillor, West Grey (via Zoom)  
 John Divinski, Councillor, Saugeen Shores (via Zoom)  
 Scott Mackey, Mayor, Chatsworth  
 Barbara Dobreen, Councillor, Southgate  
 Joel Loughead, Councillor, Grey Highlands  
 Ed McGugan, Councillor, Huron-Kinloss, past Chair  
 Jennifer Shaw, Deputy Mayor, Arran-Elderslie, Vice Chair (via Zoom)

**Absent members:** Monica Singh-Soares, Councillor, Southgate  
 Warren Dickert, Deputy Mayor, Hanover  
 Mike Hinchberger, Councillor, Kincardine

**Other members present:** Stephan Labelle, Manager  
 Cassandra Cesco, Recording Secretary (via Zoom)

#### 1. Call to Order

The Chair called the meeting to order at 10:00 a.m.

#### 2. Disclosure of Pecuniary Interest and Declaration of Conflict of Interest

None declared.

#### 3. Approval of Agenda Motion

**Motion** Moved by Scott Mackey; Seconded by Ed McGugan.

That the agenda be accepted as presented.

**Carried**

#### 4. Minutes of the Previous Meeting – April 25, 2025

**Motion** Moved by Joel Loughead; Seconded by Barbara Dobreen.

That the minutes from April 25, 2025 be approved as amended.

**Carried**

#### 5. New Business

##### A. Partnership agreement and By-law June 2025

Revisions to the partnership agreement were discussed, including the flexibility of the withdrawal clause and the removal of outdated or redundant paragraphs. The board agreed that the Manager will coordinate with Loucks & Loucks to finalize the partnership agreement and bylaws by June 2025. It was also agreed that final approval of the revised document would be tabled until the next meeting to provide sufficient time for a thorough review of the revised version.

**Motion** Moved by Scott Mackey; Seconded by Ed McGugan.

That the Manager coordinate with Loucks & Loucks to finalize modifications on the Partnership agreement and By-law June 2025.

**Defeated, this will be tabled until the next meeting.**

## 6. Reports and Recommendations

### A. Report on April 2025 operations

The April 2025 Operations Report indicated that a total of 2,374 rides were provided in April. There were 216 cancellations, representing 10% of total ride requests. The average cancellation rate was previously around 20%, so this marks a decrease. The report also showed that deadhead kilometers accounted for 34% of billed kilometers, reflecting an improvement in efficiency. It was noted that cancellation penalties were increased in January 2025 to \$30 or 50% of the fare, and that clients are not penalized for canceling due to appointment cancellations caused by inclement weather.

**Motion** Moved by Ed McGugan; Seconded by Scott Mackey.

That the report on April 2025 operations be accepted as presented.

**Carried**

## 7. Closed Session

**Motion** Moved by Jennifer Shaw; Seconded by Joel Lougheed.

That the Board move into closed session at 10:56 a.m. to discuss personal matters about an identifiable individual.

**Carried**

The Board reconvened in open session at 11:15 a.m.

## 8. Adjournment & Upcoming Meeting Date

Friday, June 20, 2025, 10:00 a.m.

**Motion** Moved by Jennifer Shaw; Seconded by Doug Townsend

That the Board meeting be adjourned as of 11:25 a.m.

**Carried**



Kym Hutcheon, Chair

DocuSigned by:  
Cassandra Cesco  
4F5P99A15319467  
Cassandra Cesco, Recording Secretary

## Grey County Council and Committee of the Whole Highlights

---

Grey County Council met June 12, 2025, in the Grey County Council Chamber and virtually on Zoom. The meeting was immediately followed by a session of Committee of the Whole. A recording of the meeting can be found on the [Grey County YouTube Channel](#)

### County Council

- Council accepted the minutes of the May 22 Grey County Council and Committee of the Whole meetings. [Council Committee](#)
- Council accepted the minutes of the May 7 Long-Term Care Committee of Management meeting. [Minutes](#)
- Council accepted the minutes of the May 6 Forest Management By-law Public Meeting. [Minutes](#)
- Council accepted the minutes of the May 8 Wildlife Management By-law Public Meeting. [Minutes](#)
- Council accepted the minutes of the April 25 Board of Health meeting. Medical Officer of Health Dr. Ian Arra provided a verbal update to council, sharing statistics about local measles cases. [Minutes](#)
- Dr. Sunil Mehta presented six Grey County Paramedics with Medical Director Commendation Awards on behalf of the regional base hospital. The awards recognize the efforts of paramedics going above and beyond while responding to a difficult and high-stress call. The paramedics recognized are Reid Milne-O'Neil, Jay Thomson, Autumn Colwell, Todd Neerhof, Lynda Fiske, and Andre Lefebvre. Council added their thanks and appreciation. [Media Release](#)

### Committee of the Whole

- Council heard a delegation from residents Jennifer Shevalier and Deidter Stadnyk asking council to reconsider the direction of the Grey County climate action plan. [Presentation Materials](#)
- Council accepted the minutes of the May 15 Grey County Joint Municipal Accessibility Advisory Committee meeting. [Minutes](#)
- Council approved an official plan amendment for a property in Southgate to redesignate lands to allow for the expansion of storage for a lumber yard. [Report](#)
- Council supported moving forward with a Rural Transit Solutions agreement with Bruce County, Dufferin County and SMART (Saugeen Mobility and Regional Transit). Rural Transit Solutions Fund is providing \$50,000 to support the development of a plan and budget for a regional transit system. [Report](#)
- Staff provided Council with an update on the re-allocation of new licensed care spaces. Grey County's target of 644 spaces has been reduced to 515 spaces as part of a province-wide effort to focus on areas with more growing capacity. Grey County has already met this new target and can't expand further without additional funding from the Ministry of Education. With the reduction in allocated

## Grey County Council and Committee of the Whole Highlights

---

spaces, operating funding for spaces has also been reduced by \$702,875. Report

## Grey County Council and Committee of the Whole Highlights

---

Grey County Council met June 26, 2025, in the Grey County Council Chamber and virtually on Zoom. The meeting was immediately followed by a session of Committee of the Whole. A recording of the meeting can be found on the [Grey County YouTube Channel](#)

### County Council

- Council approved the minutes of the June 12 Grey County Council and Committee of the Whole meetings. [Council Committee](#)
- Warden Matrosovs and County Council recognized Grey County's Short-Term Emergency Housing staff and celebrated a successful first year of operating the motel program in Owen Sound. [Media Release](#)

### Committee of the Whole

- Council approved the [minutes](#) of the June 5 Community Services Committee meeting. This meeting included:
  - The 2026 Community Services Year in Review. This report shared statistics from various service areas about topics like short-term emergency housing, transitional housing, licensed child care, Ontario Works caseloads, housing programs, and investments into maintaining housing locations.
  - A staff report about restoration work to be completed following a fire at a housing location in which everyone safely escaped and have been relocated.
  - An update on the Rowes Lane redevelopment in Dundalk.
  - Highlights from the homelessness prevention program.
- Council approved the [minutes](#) of the June 4 Agricultural Advisory Committee meeting. This meeting included:
  - A summary of the 2025 Experimental Acres project. Six projects have been selected from 15 applications. All projects aim at improving soil health.
  - Planning staff spoke to feedback from public consultation on the Nuisance Beaver and Coyote By-Law and the Tree Cutting by-law. Two public meetings were hosted in May.
  - Planning staff updated the committee on Official Plan Amendment 23.
  - A roundtable discussion highlighted sector trends and challenges such as the early spring ice storm, living snow fence program, new drainage technologies, wild chervil and more.
- Council held a closed session for scheduled training with the Grey County Integrity Commissioner on the Grey County Code of Conduct.



**Staff Report To Council**

**From:** Jamie McCarthy, Manager of Public Works and Projects  
**Date:** July 14, 2025  
**Report:** PW-14-25  
**Subject** **Blue Box Recycling for Non-Eligible Sources**

---

**Recommendation**

That Report PW-14-25 Blue Box Recycling for Non-Eligible Sources be received; and

That council direct staff to proceed with a survey and outreach program to solicit feedback to gain an understanding of participation of the curbside blue box program for specific non-eligible sources; and

That staff bring back a report to council on the outcomes of the survey and outreach regarding a recycling program for the industrial, commercial and institutional sector (non-eligible sources).

**Background**

Regulation 391/21 from the Province of Ontario has changed the way municipalities provide recycling programs to their residents. The new program makes producers (PRO) of products and packaging responsible for recycling the materials they supply.

This new approach is called Extended Producer Responsibility (EPR) recycling. By making the producer responsible, the new program supports a circular economy and reduces operational and financial responsibilities for municipalities. The Town started transitioning to EPR recycling on January 1, 2025.

Staff have brought past information reports to keep residents and council apprised of the changes and the transition to EPR and how those changes might impact the Town. For reference, the reports were as follows:

- PW-11-20 Blue Box Program Transition to Full Producer Responsibility;
- PW-14-22 Blue Box Program Transition Update; and
- PW-19-24 Blue Box Program Transition Update.

**Discussion**

This report seeks council's direction with respect to how to proceed with communication regarding the removal of the curbside blue box recycling program for industrial, commercial, and institutional (IC&I) locations. Staff are recommending a survey and outreach to local businesses as a start to gain further information on how this sector participates in this program.

Waste and recycling collection has never been a service mandated for municipalities in Ontario and the Town provided this service to support the community, but with the new regulations, these properties are not considered eligible sources for recycling services.

Currently out of the 3,400 locations that receive curbside collection within the Town, approximately 165 (4.8%) are non-eligible sources. Effective December 31, 2025, the Town will fully transition the Blue Box Program to EPR with some Producers continuing to provide Blue Box collection services to non-municipally serviced multi-residential buildings, public and private schools (excluding post-secondary) and not-for-profit retirement homes and long-term care homes.

The most common reasons IC&I locations receive municipal waste collection currently are due to these locations being along residential collection routes. Collection from IC&I properties is not considered “a best practice” and many Ontario municipalities either never provided collection for this group or are discontinuing the practice as the Province has deemed them ineligible for service. IC&I properties who currently receive recycling collection from the Town are considered a non-eligible source and will lose recycling collection once Producers assume blue box collection responsibility on December 31, 2025.

Blue box material is co-collected at the curb along the residential collection routes, which currently include 165 (4.8%) commercial units along 10th Street, 18th Avenue, and 7th Avenue. If businesses in these areas currently choose to use municipal collection, they must follow the same collection schedule as the residential program (clear garbage bags, recycling boxes and set out times.)

Circular Materials Ontario (CMO) is the lead producer (PRO) and Common Collection System Administrator responsible for the operation of the common collection system in Ontario. They have indicated that they will not collect from non-eligible sources post-transition. Blue box materials from non-eligible sources are not permitted to be mixed and processed with the materials they are obligated to collect and process from eligible sources. This means that collection of non-eligible sources by a PRO is not an option.

The following considerations were reviewed closely by staff on the continuation of collection of blue box material from non-eligible sources:

- The Town has no regulatory requirement to provide recycling collection services to non-eligible sources.
- The cost of servicing non-eligible sources would be significantly higher than the per unit cost of servicing a residential property. Please review the financial implications section of this report.
- Continued recycling collection for non-eligible sources currently receiving collection would be negatively perceived by other non-eligible sources not receiving collection that could result in a demand for equal level of service for all non-eligible sources, which could be very costly to the Town.
- Continued recycling collection for non-eligible sources may generate complaints from residents as they would be subsidizing recycling collection costs for commercial properties.

Therefore, understanding the impacts of participation or lack thereof from the IC&I sector will allow Council to make a fully informed decision regarding continuing to provide a municipal led recycling collection service for these businesses in the community.

## Financial Implications

Waste Management (WM), the Town's curbside recycling hauler has provided rough cost estimates on continuation of recycling for non-eligible sources (NES).

The range is \$424.48 to \$6,112.51 per month with the higher range at \$6,112 per month assuming that all 165 NES properties produce 6 blue boxes per week and need their own bin(s). The less expensive option would be that there would be shared 4 to 6-yard bins placed strategically throughout the routes and those would be collected on a separate day than the curbside residential recycling. These costs do not include the in-kind hours of staff time to administer this program.

Potential issues that staff have identified with the above-mentioned collection option(s):

- Locations for the front yard bins become problematic in the downtown area, as space is already limited;
- If a common bin is installed and a group of businesses agree, as soon as one or more businesses opt out for any number of reasons, costs would increase;
- A high rate of contamination in the recycling stream may occur, a shared bin without proper oversight and responsibility may cause others to use this as a means to dispose of waste and not clean recycling.

These costs could potentially be downloaded to the users who choose to continue to use the program. These costs are significant and small to medium sized businesses could decide that not recycling or finding another method would be a more cost-effective method.

## Link to Strategic Plan

This report supports the indicated Strategic Goals and Action Plans of the Town of Hanover.

### **Goal 1: Safe and Reliable Infrastructure**

Build, maintain and continuously improve our municipally owned properties, buildings, and equipment.

### **Goal 2: Healthy and Welcoming Community**

Care for our natural environment and provide an enviable quality of life for everyone who calls Hanover "home".

### **Goal 3: Strong and Vibrant Economy**

Refresh downtown Hanover and retain and attract local economic investment and jobs.

### **Goal 4: Balanced Growth**

Work together to create a community we can all be proud of.

### **Goal 5: Open and Responsible Government**

Deliver services in a friendly, efficient and effective manner while providing an exceptional working environment for our employees.

Respectfully submitted,

Jamie McCarthy  
Manager of Public Works

Concurrence,

Sherri Walden  
CAO

Andrew Wilken  
Director of Development and infrastructure

## Staff Report To Council

**From:** Melissa Hilgendorff, Human Resources Manager  
**Date:** July 14, 2025  
**Report:** HR-05-25  
**Subject** **2025 Salary and Benefits Market Survey**

---

## Recommendation

That Report HR-05-25 Salary and Benefits Market Survey be received; and

That council support the process, deliverables, and market comparators as detailed within this report.

## Background

In 2016 the Town enlisted the services of Ward & Uptigrove (W&U) to complete a compensation review. This project resulted in updates to compensation policies and practices and a new pay grid established in 2017, which staff have continued to maintain over time. In 2021 Town staff undertook a survey to evaluate both salary and benefit coverages for the non-union group, with changes approved and implemented effective January 1, 2022.

HR-018 Salary Pay Grid Policy (HR-018) states that normally, every four years the entire non-union pay grid will be compared to “the market” to ensure the Town is paying employees fairly and achieving external equity. The 2023-2027 Strategic Plan includes an action to conduct a salary and benefits market review in 2025 as part of the open and responsible governance goal. This aligns well with the Strategic Plan and provisions of HR-018 as 2025 marks four years from the project conducted in 2021.

Routine compensation market reviews help ensure the Town prioritizes and maintains market competitiveness and equitable compensation programs, and supports the attraction and retention of a highly skilled, qualified staff team to support the Town’s services and strategic priorities, as well as our citizens.

As a high-level overview, the following are the Project Scope and Deliverables:

- Assess the base salaries of non-union positions in relation to comparable municipalities and HR-018
- Evaluate non-union employee benefit coverage compared to that of comparable municipalities
- Identify required adjustments, gaps, or potential policy amendments for consideration

- Execute and support strategic priorities of and compensation policies of the Town

A future market survey project will be completed during the current term of council that is focused on council remuneration. The Clerks department will lead this survey with support from Human Resources to aid in items such as comparative analysis.

## Discussion

The market survey process will consist of the following steps **and deliverables**:

### 1. Select and confirm comparator municipalities.

A matrix of potential comparators has been generated and analyzed based on those approved by council in the past for similar projects and a weighted assessment of the following criteria:

- Proximity to Hanover / Shared Labour Market
- AMO Classification (Rural/Urban)
- Population
- Similarity of Services/Structure
- Households
- Staff Compliment
- Aquatic Facility Presence
- Operating Budget

The following municipalities are recommended for use as comparators:

- |                                    |                                |
|------------------------------------|--------------------------------|
| • Arran-Elderslie, Municipality of | • Owen Sound, City of          |
| • Bluewater, Municipality of       | • Perth, Town of               |
| • Brockton, Municipality of        | • Saugeen Shores, Town of      |
| • Georgian Bluffs, Township of     | • Smiths Falls, Town of        |
| • Goderich, Town of                | • South Bruce, Municipality of |
| • Grey Highlands, Municipality of  | • South Huron, Municipality of |
| • Huron-Kinloss, Township of       | • Southgate, Township of       |
| • Kincardine, Municipality of      | • St. Mary's, Town of          |
| • Meaford, Municipality of         | • The Blue Mountains, Town of  |
| • Minto, Town of                   | • West Grey, Municipality of   |
| • North Huron, Township of         | • West Perth, Municipality of  |

### 2. Collect and validate data.

Staff will contact each approved comparator to solicit their participation in the Town's market survey. To encourage participation and timely return of information, participating comparators will be offered a copy of aggregate survey results.

The survey will request information such as organizational charts, job descriptions, salary grids, and benefit booklets. Information may also be obtained via other publicly available means. Staff will compile and analyze information sourced to determine the degree of match to Hanover position(s) and applicability of data

received. This includes careful consideration of duties, responsibilities, and organizational level.

Data collected as part of the salary and benefits market survey will be handled in accordance with applicable privacy legislation and will be used solely for the purposes of this study and informing related decisions.

### **3. Calculate market medians for pay rates.**

Market Job Rates (upper rates of pay) will be calculated into a median. A median is a mathematical measurement that removes the highest and lowest rates of pay to find the middle of a specified range so 50% of data is below the median value and 50% is above the median value. Calculating the median eliminates the skewing of data that can be caused when calculating an average, especially if there are excessively high or low values present within data.

To maintain integrity of salary data, a sufficient number of well-matched comparators for a position must be found to establish a reliable median. A median will not be calculated where insufficient matches are found, or where market data is not reliable. Where a median cannot be calculated for a position, job evaluation scores will ensure the position is appropriately placed on the grid relative to other positions.

### **4. Determine where positions lie in relation to the market median.**

Where a reliable median can be calculated, the Town's job rates for positions will be compared against the 60<sup>th</sup> percentile of the market median in accordance with HR-018.

By using the 60<sup>th</sup> percentile, the Town aims to pay more than 60% of comparators, providing a competitive advantage over most; however, the Town will also pay less than 40% of comparators.

### **5. Evaluate the Town's benefit plan in relation to comparators.**

Benefit plan details for coverage including health, dental, vision, and group life insurance will be reviewed and analyzed to determine areas which may differ from the standard provided by comparators.

### **6. Provide results of the compensation and benefit survey and associated recommendations to council.**

A report will be brought to council detailing survey findings and recommendations. Administration will seek council's direction regarding implementation of the recommendations.

## **Financial Implications**

There are no financial implications associated with this report. Survey findings and resulting recommendations may have financial implications that will be brought forth to council in a future report.

## Link to Strategic Plan

This report supports the indicated Strategic Goals and Action Plans of the Town of Hanover.

**Goal 1: Safe and Reliable Infrastructure**

Build, maintain and continuously improve our municipally owned properties, buildings, and equipment.

**Goal 2: Healthy and Welcoming Community**

Care for our natural environment and provide an enviable quality of life for everyone who calls Hanover “home”.

**Goal 3: Strong and Vibrant Economy**

Refresh downtown Hanover and retain and attract local economic investment and jobs.

**Goal 4: Balanced Growth**

Work together to create a community we can all be proud of.

**Goal 5: Open and Responsible Government**

Deliver services in a friendly, efficient and effective manner while providing an exceptional working environment for our employees.

Respectfully submitted,

Concurrence,

Melissa Hilgendorff  
Human Resources Manager

Sherri Walden  
CAO



---

## Staff Report To Council

**From:** April Marshall, Economic Development Manager  
**Date:** July 14, 2025  
**Report:** ED-08-25  
**Subject** **Food Truck Pilot Program**

---

### Recommendation

That Report ED-08-25 Food Truck Pilot Program be received; and

That council approve a food truck pilot program as outlined for the months of August to September 2025.

### Background

In recent years, the food truck industry has experienced significant growth, becoming an increasingly attractive option for entrepreneurs seeking lower startup costs and greater flexibility compared to traditional restaurants. In 2025, the North American food truck market is valued at approximately 4.42 billion (US). Canada is emerging as one of the fastest-growing markets in North America, with a projected growth rate of 6% between 2024 and 2029. This surge is driven by changing consumer preferences, particularly among younger demographics, who value convenience, variety, and unique culinary experiences.

Despite this momentum, local entrepreneurs face challenges in securing consistent and accessible locations to operate in Hanover. Under current municipal bylaws, food trucks may obtain a Hawker and Peddlers License for mobile sales or partner with commercial property owners for a static location. However, the latter often requires strong business connections, creating barriers for new entrants. Supporting food trucks through designated public spaces can help overcome these obstacles while delivering tangible community benefits. Food trucks contribute to local economic development by fostering small business growth, creating jobs, and activating underutilized spaces. They also enhance the vibrancy of parks and public areas, attracting residents and visitors alike. Importantly, Hanover's Parks and Recreation Master Plan includes a "Centre of Excellence" goal, which conceptually supports the expansion of food truck opportunities in public parks. By facilitating easier access to operating locations, the Town can help cultivate a thriving food truck culture that supports entrepreneurship, enriches community life, and contributes to a dynamic local economy.

Our inaugural HIPP Entrepreneur Business Pitch Competition saw two food truck participants wishing to start Mexican food trucks in Hanover. With support and growing connections/network for these participants, one of the food trucks is now in operation in our community.

## Discussion

Economic Development, Clerks and Bylaw, along with Parks, Recreation and Culture departments have conferred and see opportunity to update our bylaws to better reflect the needs and show support for this growing industry, to our mutual benefit. With this, staff recommend establishing a pilot program to offer an application process that allows food trucks on our municipal properties for a nominal fee so we can monitor the process and ensure operators are insured, operating safely, and observing public health regulations, while testing this type of use on municipal properties.

### 1. Program Overview

- Purpose: To support local entrepreneurs and enhance community vibrancy by introducing food trucks in designated public spaces.
- Duration: August 1, 2025, through October 5, 2025.

### 2. Licensing and Application Process

- Licenses will be issued on a first-come, first-served basis.
- Applicants must submit:
  - Completed application form
  - Proof of valid insurance
  - Copies of Public Health and Fire Inspection approvals
- Operators must sign a participation agreement outlining responsibilities and compliance requirements.

### 3. Operating Guidelines

- Hours of Operation: 9:00 AM – 10:00 PM.
- Overnight Parking: Permitted at the operator's own risk.
- Power and Waste: Operators must supply their own power source and garbage receptacles.

### 4. Designated Locations

- Town Park | 780 7th Avenue | River Lot.
- Heritage Square | 358 10th Street | Northwest portion of Rexall parking lot or adjacent to the park along 11th Ave.
- 612 10th Street.
- A maximum of two food trucks permitted per location at any given time.

## 5. Scheduling and Site Management

- Operators must sign up in advance for specific locations and days.
- Scheduling will be managed through a centralized system or contact point.
- The Town reserves the right to preclude food truck operations during special events or if conflicts arise with other users of the space.

## 6. Compliance and Monitoring

- Right to check and ensure compliance with health, safety, and operational guidelines.
- Non-compliance may result in revocation of pilot program privileges.

The findings and feedback gathered during the pilot will be instrumental in shaping future policy. They will inform recommendations for permanent by-law updates in 2026, ensuring that food truck operations are sustainable, equitable, and beneficial to the broader community. Through this initiative, the Town demonstrates its commitment to innovation, inclusivity, and the continued revitalization of our shared spaces.

## Financial Implications

The proposed cost per participant in the pilot program, over a nine-week period, is \$325.00, working out to be a cost of \$36.00 a week. The fees collected will be distributed as follows:

- |   |          |
|---|----------|
| • Hanover Fire Department Inspection              | \$125.00 |
| • Administration                                  | \$100.00 |
| • Parks, Recreation & Culture (space maintenance) | \$100.00 |

The cost per week will be less when the program is fully implemented, with the extension of the season, unless we determine there is a reason to increase fees during the pilot.

## Link to Strategic Plan

This report supports the indicated Strategic Goals and Action Plans of the Town of Hanover.

### **Goal 1: Safe and Reliable Infrastructure**

Build, maintain and continuously improve our municipally owned properties, buildings, and equipment.

### **Goal 2: Healthy and Welcoming Community**

Care for our natural environment and provide an enviable quality of life for everyone who calls Hanover “home”.

### **Goal 3: Strong and Vibrant Economy**

Refresh downtown Hanover and retain and attract local economic investment and jobs.

### **Goal 4: Balanced Growth**

Work together to create a community we can all be proud of.

**Goal 5: Open and Responsible Government**

Deliver services in a friendly, efficient and effective manner while providing an exceptional working environment for our employees.

Respectfully submitted,

Concurrence,

April Marshall  
Economic Development Manager

Sherri Walden  
CAO

**Staff Report To Council**

**From:** Sherri Walden, CAO  
**Date:** July 14, 2025  
**Report:** CAO-16-25  
**Subject** **Notice to SMART to Cease Being Host Municipality for Gas Tax**

---

**Recommendation**

That Report CAO-16-25 Notice to SMART to Cease Being Host Municipality for Gas Tax be received; and

That council support the direction to provide notice to the SMART Board that Hanover will cease being the host municipality for gas tax funding effective January 1, 2026.

**Background**

Hanover has been the host municipality for the Ministry of Transportation's (MTO) Gas Tax funding that is allocated for Saugeen Mobility and Regional Transit (SMART) for almost 25 years. The municipal agreement for the joint operation of SMART includes identifying Hanover as the host municipality. While our financial records date back to 2004, it is thought that Hanover has been the gas tax host municipality since as early as 2000.

As host municipality, Hanover holds the gas tax agreement with the MTO. This means that our finance staff perform administrative duties for the gas tax agreement, reporting and when Provincial grant applications are submitted by SMART, then Hanover has to be the applicant and reporting body.

On June 19, 2025, Deputy Mayor Warren Dickert, council's appointee to the SMART Board, sought staff's input with respect to the Board's membership agreement revision and review and specifically the host municipality clauses.

**Discussion**

In addition to revisions for the host municipality clause, staff indicated that it would be prudent for SMART to confirm another host municipality for the MTO's Gas Tax Funding given the impending staff change in the Corporate Services Department. Deputy Mayor Dickert has indicated that SMART is receptive to this revision and requested a council resolution to support staff's direction.

The timing is appropriate to provide notice to SMART that Hanover's direction is to cease being host municipality for gas tax funding given the staff change, as well as the process recommendation in the Organizational Review to 'explore solutions to reduce the current level of Town staff time/effort providing support services'. As noted above, staff time is

required to perform various administrative duties for the gas tax funding. Staff will be able to reallocate this time to their current corporate tasks and priorities.

### **Financial Implications**

As the host municipality and as per the municipal SMART membership agreement, Hanover has received 1% of the gas tax allocation or a minimum of \$5,000 annually as the administration fee for being the host municipality. The annual administration fee has been approximately \$7,400 in recent years. The Town would no longer receive this administration fee.

Additionally, the Town has ‘carried’ any Provincial grants applicable for SMART until such time that the government funds are received as only a municipality can apply directly for some of these grants. As an example, we currently have \$170,845 from the Investing in Canada Infrastructure Program (ICIP) Transit Stream outstanding to be reimbursed to the Town for this grant program since July 2023. SMART has received the eleven (11) vehicles from the funding program, however the full grant funding from the ICIP has not been fully reimbursed to the Town. The gas tax funds were used to cover the “municipal” portion of the grant, and the Town has covered the ICIP grant portion in the interim.

### **Link to Strategic Plan**

This report supports the indicated Strategic Goals and Action Plans of the Town of Hanover.

**Goal 1: Safe and Reliable Infrastructure**

Build, maintain and continuously improve our municipally owned properties, buildings, and equipment.

**Goal 2: Healthy and Welcoming Community**

Care for our natural environment and provide an enviable quality of life for everyone who calls Hanover “home”.

**Goal 3: Strong and Vibrant Economy**

Refresh downtown Hanover and retain and attract local economic investment and jobs.

**Goal 4: Balanced Growth**

Work together to create a community we can all be proud of.

**Goal 5: Open and Responsible Government**

Deliver services in a friendly, efficient and effective manner while providing an exceptional working environment for our employees.

Respectfully submitted,

Sherri Walden  
CAO

## THE CORPORATION OF THE TOWN OF HANOVER

### BY-LAW NO. 3340-25

A By-law of the Town of Hanover to confirm the proceedings of the Council of the Corporation of the Town of Hanover at its regular meetings held on June 16, 2025 and July 14, 2025.

---

**WHEREAS** the Municipal Act, S.O. 2001, c.25, as amended, Section 5 and amendments thereto, provides that the powers of a municipal corporation shall be exercised by its Council;

**AND WHEREAS** the Municipal Act, S.O. 2001, c.25, as amended, Section 5 and Section 9, and amendments thereto, provides that except where otherwise provided, the powers of any Council shall be exercised by by-law;

**AND WHEREAS** in many cases action which is taken or authorized to be taken by Council does not lend itself to the passage of an individual by-law;

**NOW THEREFORE** the Council for the Corporation of the Town of Hanover hereby enacts as follows:

1. THAT the actions of the Council at its regular meeting held on June 16, 2025 and July 14, 2025 in respect of each motion, resolution and other action taken by the Council, and its Committees, at its said meetings are, except where the prior approval of the Ontario Municipal Board or other authority is by law required, hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this By-law.
2. THAT where no individual by-law has been or is passed with respect to the taking of any action authorized in or by the above mentioned Minutes or with respect to the exercise of any powers by the Council in the above mentioned Minutes, then this by-law shall be deemed for all purposes to be the by-law required for approving and authorizing and taking of any action authorized therein or thereby, or required for the exercise of any powers therein by the Council.
3. AND THAT the Mayor and the proper officers of The Corporation of the Town of Hanover are hereby authorized and directed to do all things necessary to give effect to the said action of the Council or to obtain approvals where required and, except where otherwise provided, the Mayor, the Clerk and the Treasurer are hereby directed to execute all documents necessary on behalf of the Corporation of the Town of Hanover and to affix thereto the corporate seal of the Corporation of the Town of Hanover.

**READ a FIRST, SECOND and THIRD TIME and FINALLY PASSED** this 14th day of July, 2025.

---

Susan Paterson, Mayor

---

Vicki McDonald, Clerk