

STAFF REPORT

Report #CAO2015-09

To: His Worship the Mayor and Members of Council

From: Jeff Carswell, Chief Administrative Officer

Subject: Council Priority Setting for 2014 – 2018 Term

Date: January 30, 2015

Background:

Further to Council's endorsement of completing a priority setting exercise for the 2014 – 2018 Council term, this report contains a listing of items identified for consideration and ranking to date. At this meeting the main focus is to discuss the ideas, clarify what they are and why they are listed. Additional items could be added to the list before the ideas are ranked.

Discussion:

The attached list contains a wide variety of projects, ideas, suggestions, initiatives and items for Council consideration. Some items were carried over from the previous Council term list, some have been identified by Councillors and some have been added by senior staff. Most items are relatively self-explanatory, but some will require discussion and clarification. This is the time to review the list, give proponents the opportunity to further explain why they identified the item(s) that they did, ask questions about the items and generally have an understanding so the items can be ranked. This would also be the time to add any additional items. Were there was existing background material about the item, it has been added to assist with the evaluation.

Following this meeting staff will finalize the list and prepare it in a manner that facilitates ranking the items. Last time a fairly basic ranking system using Importance and Urgency / High, Medium, Low was used. Since completing most of these items will ultimately take time and money, I am contemplating whether a ranking system that contains limited resources would be a better system. I.e. You have \$1,000 to apply against all of the different options. You can place it all on one item or allocate it against many options, or use a larger amount on just a few items. It is a bit more complicated, but does better illustrate the concept of having limited resources for all of the initiatives identified.

I'm investigating options to use Survey Monkey for this exercise. It may be possible to incorporate both options which may give some interesting analysis of the responses and better gauge Council's priorities.

The concept of limited resources really needs to be stressed, as I suspect the ranked list will contain more high priority, urgent initiatives than can realistically be achieved in four years with the current resources. When I refer to resources it is basically time and money. There is only so much time available from staff and only so much money approved in the budget. **While there are ways to "do more with less" and "stretch dollars", sometimes** there is no alternative but to provide more time and money, or consider reducing or eliminating another service or program that is no longer needed. We also need to keep in mind that in addition to initiatives and improvements that we would like to carry out, all staff have a myriad of tasks that keep the day-to-day Township operations moving forward. Money needs to be collected and accounted for, bills need to be paid, inspections need to be completed, agendas need to be prepared, staff reports written, meetings with stakeholders, complaints investigated and on and on.

Depending on how quickly the survey is made available and completed, will determine when the ranked item report will be available for Council. I am anticipating it would be available at the February 18th or March 4th meeting. In addition to the rankings, staff will provide some commentary and observations about the costs and time requirements for the items. Other factors like risk, consequence of failure, human health & safety, etc. could also be incorporated.

Once the list is developed, it shouldn't go unchecked for the term of Council. It is anticipated that it would be reviewed annually and progress updates noted. As well, there could be new additions to the list and a resetting of the priorities from time to time.

Recommendation:

1. That Council review the attached list of projects, ideas, initiatives, etc. in preparation for ranking the items.

Report prepared
and submitted by:

A handwritten signature in black ink that reads "Jeff Carswell". The signature is written in a cursive style with a large, stylized initial "J".

Jeff Carswell, AMCT
Chief Administrative Officer

2014 - 2018 Council Term

Project Listing

DRAFT - Project Identification and Clarification Stage.

Project, Idea, Item, Initiative	Notes
Admin: AODA, Human Rights, H & S Training, Various Reporting and Program Requirements	Provincial requirements, difficult to achieve at required levels with existing resources, but in our environment full achievement has little impact compared to other services residents want and need
Admin: Auditor - Request for Proposals for 2016	
Admin: Bill 8 - Ombudsman Complaint Investigation	While not clear, there is the suggestion that a complaints management/tracking system will be required in the future
Admin: Communication with Residents and Community Consultation	See attached summary of current Communication methods and cost, identified at beginning of this term
Admin: Departmental Status Reports / Updates to Council	improved, more departmental reporting to Council - standardize reporting amongst different departments, identified last meeting
Admin: Fiscal Responsibility	
Admin: Formal Strategic Planning Exercise for the Township	may involve use of a consultant
Admin: Insurance Program - Request for Proposals for 2016	See Report #CAO2015-05 re: Insurance Renewal Process
Admin: Move the budget process forward to Oct - Dec time frame vs. Feb - Apr	There have been questions and observations that other municipalities get their budgets done sooner than EZT. Also, the general comment about how can you start the year without an approved budget.
Admin: Office Hours - Consider extended hours at certain times (ex. open late certain days, some Sat mornings)	added last meeting
Admin: Office Hours - Evaluate current lunch time closure / Open over Lunch?	identified last term, notation in 2015 budget
Admin: Social Media Policy	
All Departments: Level of Service Review	Conduct systematic reviews of the level of service being provided for all services, programs and function and determine whether this needs to be adjusted either up or down.
Alternative Energy: Electric Vehicle Charging Station	interest from Council last term, but no location found, TCC consulted
Alternative Energy: Solar on Township Facilities	add solar to roof tops ex. arena, halls, etc.
By-law: Improved tracking, issue management, reporting, statistics	Improved reporting will also require new tracking systems. Basic statistics or more details on by-law investigations and status
By-law: Seasonal Trailer Parks operating outside of permitted zoning	
By-law: Updated enforcement guidelines and procedures	identified by staff last term, haven't been able to complete
Council: Council Conference & Seminar Policies (attendance, number, costs, etc.)	from last term
Council: Council Remuneration Structure and Policies	from last term
EcDev: Economic Development	General support for Economic Development

Project, Idea, Item, Initiative	Notes
EcDev: Existing Business Support and Assistance Initiatives	
EcDev: Rural Agricultural Assistance	
EcDev: Tavistock Industrial Lands	Take a more proactive role with respect to designated lands
Fire: Burn Permit Process - Review, look at options, pros/cons to different methods	Current process requires calling in, approval granted based on conditions/past issues, burn is logged, dispatch notified, internal process to track and log
Fire: CEMC - continue to provide CEMC activities at a higher level than required	Township has exceeded and lead with respect to the CEMC programs, but with staff turn over and demands from other areas, does this continue to be a high priority or should other options be considered
Fire: Fire Communications System - progress needs support, time and funding to complete	moving forward slowly, but will need continued support (\$ and time)
Fire: Fire Department - Updated/Modernized Emergency Response By-law	by-law needs review and updating, Council input on exactly what services and levels the Township should be providing service is required
Fire: Improved, more frequent Fire Department Activity Reporting	exact nature of reporting to be determined? Statistics vs. details on responses
Fire: Level of Service requirements for ff re: safety, illegal drug activity re: fire scenes	
Fire: Master Fire Plan	
Fire: Renewable Energy System Tracking / Registry (Rooftop Solar)	track and identify renewable energy installations, require id at road, protection for fire department when responding due to high electrical risk, identified last term as a significant concern, registry of locations started - rooftop solar is a safety concern for Fire Department
HR: Continued Succession Planning / Long-term Options / Staff Development	
HR: Pay Equity Study / Update	Last Pay Equity Study was completed in 2003, with a suggested review every 5 years. While I monitor and participate in other studies, we should consider completing an update. Also, based on some recent turnover there may be some merit in having outside expertise confirm our policies remain competitive
Parks & Rec: Additional funding for recreation and trails in the Township	
Parks & Rec: Hickson Trail - started last year, very difficult to get MNR involved for agreement	TOR approved last term, needs volunteers - see attached TOR
Parks & Rec: Innerkip Arboretum	TOR approved last term, needs volunteers - see attached TOR
Parks & Rec: Innerkip Estates Park - in Progress - get completed	should be done spring 2015
Parks & Rec: Innerkip Trail Development	UTRCA connection
Parks & Rec: Municipal Alcohol Policy	discussed last term, still needed as per AGCO/OPP, draft completed but implementation needs time, resources, lead person to work with LRC
Parks & Rec: Park Employee Supervision	currently no "real" supervision from an employer/employee perspective

Project, Idea, Item, Initiative	Notes
Parks & Rec: Park Facility Usage Agreements for larger events	has been confusion and last minute scrambling with insurance, licencing and agreements (lack thereof) for some larger park events - issues go beyond scope of the LRC, but TWP doesn't have staff or resources allocated to parks and recreation
Parks & Rec: Tavistock Queens Park Gates	Identified in the past. Info attached.
Parks & Rec: Volunteer Recruitment, Training, Support and Recognition	
Parks & Rec: Innerkip Park Liquor Licencing - Anytime licence?	LRC interested in more flexible licensing, issues with insurance coverage and agreement requirements last year
Parks & Recreation: Park Improvements	
Parks & Recreation: Senior & Youth Activity Program Committee	
Planning: Bonnie Brae Site Redevelopment	
Planning: Rural Planning Policy Review and Modernization	discussed last term
Planning: Seasonal Trailer Parks	
Planning: Zoning By-law Housekeeping Amendment	County Planning considering
Property: 89 Loveys Street Property - Consideration of a Small Community Hall	small community hall?
Property: 89 Loveys Street Property - Property Use and Development Plan	Develop a long-term plan for the property
Property: 90 Loveys Street (Hickson Office) Space Constraints	running out of space, some areas are not overally usable or too much activity in one spot, people doubled up
Property: Additional Lots on Jacob St., Tavistock	need to work with church due to configuration
Property: Queen Street Lot, Innerkip	
Property: Several additional lots / possible lots	Hope Street, Wettlaufer around creek, former pumping station (Innerkip)
PW: Downtown Parking / better delineation of spaces, Drug Store area	
PW: Gravel to Hardtop Conversion - Reestablish this as a program/priority	Several sections were completed over 2008 - 2012. Nothing for the last couple of years. See gravel to hardtop rating for more information.
PW: Sidewalks	
PW: Speed Spy	
PW: Streetlighting	
PW: Township Welcome Signs at major entrances	Noted from last Council term
PW: William Street South - Sidewalk extension, lights, increased safety for walkers	There have been requests in the past

Staying Informed



Communication is an important part of providing service to Township residents, property owners and businesses. At the Township, we have several ways for people to stay up to date and informed about Township services and activities. It is a constant struggle to balance cost of providing information with the coverage various mediums achieve. In some cases we are also bound by provincial legislation which mandates how notice is given. The following article describes some of the services, you may or may not be aware of, that the Township uses to provide you with Township information.

Website:

The Township's website (www.ezt.ca) is one of the main ways information is provided to the public. The website contains contact information, Council agendas and minutes, information on services and our "Newsroom!" The website is an easy, relatively low cost way to get a lot of information out to a potentially large audience, both locally and further abroad.

Facebook and Twitter:

The Township currently has a central Facebook Page and a Twitter account (@EaztZorraTav). The Protective Services Department also has a Twitter account @EZTfire.



Keep Me Informed:

If you have an email account, you should check this service out. This is our email news distribution system. The stories here are usually the same as the ones offered on the website's Latest Updates Page, but they're delivered right to your inbox!

To subscribe, simply navigate to our "Keep Me Informed" page and indicate which topics you wish to subscribe to. If you have more than one email account or have a data enabled phone, feel free to add that address as well. We promise not to share your address with anyone and we will only send out information that we believe is related to municipal activities or beneficial to the community. If you have any questions about the service, feel free to contact the Township.

RSS:

RSS (or "Really Simple Syndication") is a way for people to keep up with us on their own schedule. By using one of many "feed aggregators" a selection of news stories can be delivered right to your desktop or homepage.

Many news companies (including well-known ones like CBC and BBC) offer "feeds" of their content; and it's something that we think will only get more popular. You can subscribe to our news feed at <http://feeds.twp.ezt.on.ca/tezt> using a feed aggregator of your choice.

Newsletter:

The EaZy Talk newsletter is published four times a year by the Township. It is mailed to every home and business in the Township, posted on the website and made available at the Hickson Office, Tavistock Arena and Libraries.

Stories include messages from the different departments, timely safety, a message from the mayor, contact information and much more.

The Township started publishing the Newsletter in 2005 when mandated by the Province to invest more resources into Fire and Emergency Management Public Education. When looking at the options available, it made the most sense to develop a document that was delivered to every household and business in the Township to provide this information. As a related benefit we have been able to use the newsletter to share information on a variety of topics. Also, when we look at coverage versus cost, the newsletter is probably one of the most cost effective ways of communicating with residents.

Events Listings:

We do our best to stay up to date on events happening within the community and put them on our events listing page on the website. We put events up as soon as we get them, so check back if you're ever looking for details on a community event. If you have a community event you would like added, you can send the event details to the Township.

Hickson, Innerkip and Tavistock Firehall Signs:

The roadside signs located at the Hickson, Innerkip and Tavistock Firehalls are used to communicate important Fire Safety messages throughout the year. The Township is required by the Fire Marshall's Office to provide Fire Prevention and Education information and this is one of several methods to do so. The signs are also used from time to time for other important community events.

Newspaper Advertising:

The Township typically advertises certain events and notices in the Woodstock Sentinel Review and the Tavistock Gazette. On occasion other newspapers such as the Stratford Beacon Herald, New Hamburg Independent and Ayr News may be used as well. Due to the fact that coverage is quite focused, not everyone subscribes and advertising is relatively expensive, it is used mainly for notices that require publication in a newspaper and for items that the Township needs to get out to the public between newsletters or when the notice needs to go beyond the electronic based services. Not all notices and items listed on the website and through other electronic means will be advertised in the newspapers.

Radio:

Occasionally the Township will use Radio Stations to communicate important information to Township residents. Typically these messages will be emergency situations, roads closures or other situations that require getting a message out quickly. The Township would typically use 104.7 Heart FM, 1240 AM CJCS, FM 107.7 Stratford, 96.7 FM CHYM and 92.9 FM BX93.

Surveys:

From time to time the Township will conduct surveys to gauge public opinion on a matter. We have distributed paper surveys in the past and most recently used Survey Monkey (along with paper surveys for those that requested one). Options such as Survey Monkey can make getting feedback fairly quick and easy, but we do keep in mind that it is only one element used to make a decision on programs and services.

Contact Us:

Of course, you can always contact staff or Councillors directly if you require information. Contact information for Councillors, staff and facilities is always available on Page 4 of the EaZy Talk Newsletter. It is also just one click away on the Township Website under Contacts.

Newsletter_Cost.txt

Costs / Time per edition about 3,100 copies (4 editions per year - Feb, May, Aug, Dec)

Printing \$860

Mailing \$450

Staff time per edition would be variable, depending on the articles. On average preparing the newsletter & submitting to the printer is about 4-6 hours.

Distribution which includes preparing for mailing would be about 2 hours. Overall a range of 6 - 8 hours staff time per edition would be a reasonable estimate.

Totals:

~\$5,500 / year - charge is apportioned to several departments advertising & promotion budgets to reflect that all departments have costs in this area.

~ 24 - 32 hours staff time = ~\$1,200

Hickson Trail Committee – Terms of Reference

Date Approved:

September 3, 2014

Background:

The Hickson Trail runs from the Village of Hickson to the City of Woodstock. The trail is comprised of the three sections:

- Oxford Road 17 to Oxford Road 33
- Oxford Road 33 to Braemar Sideroad
- Braemar Sideroad to Oxford Road 8 / Hickson

The two southern sections of the trail have been developed and improved in previous years by various groups with interest in trail creation and maintenance.

When the Township purchased 89 Loveys Street, public ownership to the northerly piece of the trail was created at Hickson. Due to no access at the north end and a large river, the Braemar Sideroad to Hickson section of the trail is not opened and has not been improved.

Recent development of the Oxford County Trails Master Plan and interest from the community in further trail development led to consideration of options with respect to this trail. Staff Report CAO2014-29 in the 2014-08-06 Council Agenda examines this matter and sets out options that could be pursued. Council gave direction to prepare the required mandate and framework documents for committees to operate this trail. In addition to working towards opening the northern section of the trail, there is interest in bringing all trail management under a single agreement between the Township and MNR. This would provide consistency and clarity related to trails in the Township.

It is anticipated this committee will work closely and align its efforts with the County of Oxford, through the Trails Master Plan and the Oxford County Trails Council.

Committee Composition & Operation:

The volunteer committee shall be composed of the following:

- Volunteers interested in the maintenance and operation of the Trail – no set number
- Representative from East Zorra-Tavistock Council
- Representative from East Zorra-Tavistock Public Works Department

The committee will select a Chairperson, Vice-Chairperson and Secretary. The committee shall operate in accordance with the Township's Procedural By-law #2007-55, as modified for Committee purposes. All meetings must be open to the public, meeting notice provided and minutes kept. Minutes setting out the Committee's activities and decisions must be provided for submission to Council.

A membership roster shall be provided to the Township as membership on the Committee changes.

Mandate

The committees mandate will include:

- Operate and maintain the trail in accordance with the agreement between the Township and MNR
- Maintain the trail
- Identify long term planning and management objectives for the trail
- Implement various objectives, subject to appropriate approvals being secured
- Fundraising for trail operation, maintenance and projects
- Identifying and reporting hazards that extend beyond the Committee's resources and capabilities to the Township
- Work with neighbouring property owners along the trail
- Work with the County of Oxford and the Oxford County Trails Council
- Promote the Trail

Budget & Finances

The Committee will be provided support and assistance from the Township for its operation. Committee members and their activity will be covered under the Township's comprehensive insurance policy.

All direct revenues and expenses related to the Trail maintenance, operation and projects will be accounted for within its own department. Unless granted through the annual budget process, there will not be any Township funding allocated to the Committee.

It is expected any revenue will be generated through fundraising, grants and donations to the committee. Any year end surplus/deficit will be flowed through to the next fiscal year for the committee.

W. Leslie Dickson Arboretum Committee – Terms of Reference

Date Approved:

September 3, 2014

Background:

The W. Leslie Dickson Arboretum is located at 715532 County Road 4. The property is owned by the Upper Thames River Conservation Authority. The Arboretum was developed by a group called “The Men of Trees”. They have provided over 150 labeled native trees and shrubs over the years. It is dedicated to memory of W. L. Dickson, a former County Warden. Les Dickson was committed to woodlot management and the preservation of native Canadian trees.

At present, there is very little activity or management of the facility. Due to requirements for liability, there is the need for a properly organized group to be involved in maintaining and managing the facility. The Township can provide assistance with this requirement and enter into an agreement with the UTRCA for the facility to be maintained. See Staff Report CAO2014-29 in the 2014-08-06 Council Agenda. There was direction given to prepare the required mandate and framework documents for committees to operate this area.

Committee Composition & Operation:

The volunteer committee shall be composed of the following:

- Volunteers interested in the maintenance and operation of the Arboretum – no set number
- Representative from East Zorra-Tavistock Council
- Representative from the UTRCA
- Representative from East Zorra-Tavistock Public Works Department

The committee will select a Chairperson, Vice-Chairperson and Secretary. The committee shall operate in accordance with the Township’s Procedural By-law #2007-55, as modified for Committee purposes. All meetings must be open to the public, meeting notice provided and minutes kept. Minutes setting out the Committee’s activities and decisions must be provided for submission to Council.

A membership roster shall be provided to the Township as membership on the Committee changes.

Mandate

The committee's mandate will include:

- Operate and maintain the facility in accordance with the agreement between the Township and UTRCA
- Maintain the facility
- Identify long term planning and management objectives for the facility
- Implement various objectives, subject to appropriate approvals being secured
- Fundraising for facility operation, maintenance and projects
- Identifying and reporting hazards that extend beyond the Committee's resources and capabilities to the Township and/or UTRCA
- Promote the Arboretum

Budget & Finances

The Committee will be provided support and assistance from the Township for its operation. Committee members and their activity will be covered under the Township's comprehensive insurance policy.

All direct revenues and expenses related to the Arboretum maintenance, operation and project will be accounted for within its own department. Unless granted through the annual budget process, there will not be any Township funding allocated to the Committee.

It is expected any revenue will be generated through fundraising, grants and donations to the committee. Any year end surplus/deficit will be flowed through to the next fiscal year for the committee.

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Serve the Lord with gladness

Ps. 100:2

November 25, 2013
Tavistock Arena
1 Adam St. Box 988
Tavistock ON N0B 2R0
519-655-2102
519-301-3560
kwettlaufer@twp.ezt.on.ca

TDRFB has been investigating and reviewing options. Will need to consider in conjunction with the 2015+ budget.

Attn: Ken Wettlaufer
Re: Masonry Restoration on "Queens Park" pillar entrance
Job ID # R2383

Thanks for having us price this project for you.

Due to our experience in this type of project we are confident that we can complete it to your satisfaction. We would like some flexibility in this pricing based on reassessment in 2014.

Pillar Restoration Project Cost \$28,970.00 + HST

This is based on repointing the exterior stone mortar joints, replacing the caps on the 2 smaller pillars, replacing the 2 profiled overhead concrete connectors between the large pillar and the smaller pillar on both sides, and replace the small profiles under the large concert overhead piece, and replace the outer 4 plus inches if the concrete perimeter of both the large pillars and the smaller pillars.

Also includes lightly sandblasting the concrete caps and overhead concrete that will not be replaced.

Note: This does not include addressing any interior structural issue that may be required (the way I see it interior work is needed them the pillars should be entirely removed, a concrete base installed and entirely rebuilt). This would cost substantially more.

Price does not include:

- Replacement of the large top pillar caps, nor over head concrete section (holding the sign "Queens Park)

Note: Customer provides water and Electricity as needed.

Terms for supply and install:

Payment: We require a 25% progress payment upon starting the project, then a second progress payment approximately half way through the project or every two weeks whichever comes first. Payment is due in full upon completion.

Time and Material Conditions: In the event of a time and Material based job, the prep time, driving time and on job time will be billed at our hourly rate.

Warranty: Elroy Wagler Masonry guarantees labour to be of good workmanship quality and material we supply on the project to be of quality material for a maximum of one year from the date of installation.

Notes: We normally have extra material at the job site to complete a job of this type, at the end of the job, if you wish you would be able to buy the left over material from us. If not we would return them to our yard.

Unforeseen situations or change work orders will be invoiced at \$40.00 per hour per man plus materials & equipment or else a contract amount for the given item or situation.

*Winter & Cold Weather: Tarping and heat is not included, if required it would be charged at the rate of \$36.00 per hour per man plus propane and materials.
This Price is valid for 30 days.*

Please call if you have any questions. We look forward to hearing from you.*

Regards,
Elroy Wagler Masonry
Per:

Ronald Jantzi
Estimator

Authorized Signature

Date

Pillars of The Community

"The community spirit of Tavistock, long one of its outstanding features, was further emphasized here on Friday night, when more than 300 citizens gathered to witness the completion of the latest improvement to the community."

Tavistock Gazette

The year was 1929. The occasion was the grand opening of the stone gates at the entrance to Queen's Park.

Back in 1929 the gates were called the archway. Queen's Park was a brand new name, changed that same year from Exhibition Park.

The park's name change, along with everything else related to the new archway, was spearheaded by the Tavistock Women's Institute (TWI), a somewhat formidable group of women who "thought outside the box" and "pushed the envelope" decades before those terms were coined. Music in the school -- thank the Tavistock Women's Institute. Playground equipment and lights in the park -- another thank you. First sponsors for the local Scout Troupe, Girl Guides and Brownies -- yes, it was the TWI. And the list goes on and on.

In November of 1927 the Tavistock Women's Institute took on yet another noteworthy project. A delegation of 3 TWI members appeared before Tavistock Village Council with a request to build an archway at the entrance to Exhibition Park. Granted! One month later they were back at Council with blueprints and an estimated cost, which the TWI would finance, of \$400.

By January of 1928 things were in full motion. Farmers were asked to donate field-stones. Housewives were asked to contribute goodies for bake sales. Local organizations were encouraged to give monetary donations. Charles Hanke, a local stonemason, was hired. Plans were in place to lay the foundation in May of 1928 with stone pillars to rise shortly thereafter. Opening ceremonies were scheduled for early summer. Small snag. The May 17, 1928, Gazette stated *"The Women's Institute of Tavistock wish to extend their thanks to each and all who so cheerfully helped them by bringing material to build the archway to the fair grounds but there is some material lacking and also some greenbacks. So help them again and as soon as the archway is completed, all those who helped will be given a nice supper"*.

Time passed ... a year and a bit. By the summer of 1929 the material inventory and bank account were at a point that work could commence in earnest. Once again, the "women" went to see the "men", this time the men on Park Board and Chamber of Commerce to make arrangements for a September grand opening of the archway.

Local politicians and a Canadian Senator were invited to speak. Talented local individuals were asked to participate in a musical program. A request went to the boys at Knox Church Sunday School to perform a drill on the big day. The Tavistock Citizens'

Band was hired to play as was an orchestra for the evening dance. Things were moving well. Then the accident happened. Siegfried Bowien, a worker new to Canada and living at the Oxford Hotel, was seriously injured when a large stone fell on the top of his head. Siegfried was of strong stuff and survived.

The official opening of the arch was Friday, September 13, 1929. Senator Rankin cut the white ribbon that stretched across the opening of the arch and declared the work "well and truly done". Everyone adjourned to the arena for a program that featured the best of the best Tavistock talent, refreshments and a dance.

The financial statement for "Opening The Arch" was printed in the Gazette the next week.

The committee for the opening of the archway wishes to thank the citizens for their co-operation to make the evening a success and presents the following statement.

<u>Receipts</u>		<u>Expenditures</u>	
<i>receipts at the door</i>	\$57.50	<i>orchestra</i>	\$23.00
<i>refreshment booths</i>	\$57.90	<i>ice cream, etc.</i>	\$17.20
<i>dance</i>	\$24.90	<i>rent for rink</i>	\$15.00
<i>other sources</i>	\$14.91	<i>rent for piano</i>	\$ 5.00
<i>donations</i>	\$25.00	<i>rent for chairs</i>	\$ 1.00
		<i>printing & ads</i>	\$ 6.50
		<i>wieners</i>	\$ 3.60
		<i>buns</i>	\$ 3.15
		<i>coal oil & stove</i>	\$ 1.25
		<i>stove</i>	\$ 1.00
<i>Total Receipts =</i>	\$180.21	<i>dishes</i>	\$.60
<i>Total Expenses =</i>	\$ 79.35	<i>cups</i>	\$.45
<u><i>Balance On Hand =</i></u>	<u>\$100.86</u>	<i>mustard</i>	\$.60
		<i>washing dishes</i>	\$ 1.00

While the stones and material were donated and while fundraising had been successful, the labour charges mounted up and money was still needed. The original estimate of \$400 had risen to \$443.37 in expenses requiring cash payment.

After considerable discussion the Women's Institute decided to write a letter to former residents of Tavistock asking them to contribute. Tavistock roots run deep and former residents came through with donations to pay the final bills.

That was 1929. Now, some 84 years later, those gates are still standing at the entrance to Queen's Park ... pillars of the community.