



GRAND VALLEY

The Corporation of the Town of Grand Valley Council Meeting Agenda

Tuesday, February 13, 2024, 6:00 PM

Council Chambers, 5 Main Street North, Grand Valley

- 1. Call to Order and Roll Call**
- 2. Adoption of Agenda**
- 3. Disclosure of Pecuniary Interest and the General Nature Thereof**
- 4. Approval of Previous Minutes**
 - 4.1. January 30, 2024 – Regular Council Minutes
 - 4.2. January 30, 2024 – Special Council- 2024 Operating Budget Minutes
- 5. Announcements**
 - 5.1. National Human Trafficking Awareness Day – February 22, 2024
 - 5.1.1. Town of Grand Valley Proclamation
- 6. Deputations/Presentations**

None.
- 7. Public Question Period**
- 8. Unfinished Business**

None.
- 9. Staff Reports**
 - 9.1. Planning
 - 9.1.1. Report - PLN04-2024 Planning Update
 - 9.2. Public Works
 - 9.2.1. Report - Public Works Update

9.3. CAO/Clerk-Treasurer

9.3.1. Report - CAO Update

9.3.2. Report - Approval Authority Delegation for Ontario Grants

9.3.3. Report - Water Tower Restoration RFT – Council approval for funding

9.3.4. Mayberry Phase 3B Subdivision - R.J. Burnside Correspondence

9.4. Recreation Facilities Manager Planner

None.

9.5. By-Law Enforcement

None.

10. Public Meeting under sections 26(3), 34 and 51 of the *Planning Act* 7:00 p.m.

10.1. Application File Z07-2023 (related file 22T-202301) for a Zoning By-law Amendment. Submitted by GSP Group, Agent for the Applicant, Thomasfield Homes Ltd. and Ariss Glen Developments Limited for the property located at Part of Lot 31, Concession 3 – Urban Area. The purpose and effect of this application is to permit a residential subdivision.

10.1.1. Public Meeting Report PLN02-2024

10.1.2. Presentation – Katherine McLaughlin, Manager, Land Development and Acquisition, Thomasfield Homes and Hugh Handy, GSP Group, Agent for the Applicant

10.2. Special Public Meeting - Official Plan Review – Vision Grand Valley Project. Public Meeting pursuant to section 26(3) of the Planning Act. The purpose is to discuss the Official Plan Review and revisions that may be required to the Official Plan.

10.2.1. Public Meeting Report PLN03-2024 Official Plan and Zoning By-Law Update Project

10.2.2. Virtual Presentation – David Welwood, Senior Planner, Alison Bucking, Planner and Marilyn Cameron, Planner, J.L. Richards and Associates Limited

10.2.3. Correspondence – Ray Sheardown

11. Pending Items

None.

12. Correspondence

- 12.1. Town of Orangeville – Resolution - Social and Economic Prosperity Review
- 12.2. Town of Newmarket - Resolution – Notice Policy and Procedure By-law
- 12.3. Municipality of Calvin – Resolution - Provincial National Fire Fighting Strategy
- 12.4. The Brave Canoe – Media Release
- 12.5. City of Brantford – Resolution – Reliable and Accessible Public Rail Transit

13. County Council Report**14. Committee Minutes and Recommendations**

- 14.1. Fire Board
 - 14.1.1. Township of East Garafraxa –Resolution– Grand Valley and District Fire Board 2024 Draft Budget
 - 14.1.2. Minutes – January 15, 2024
- 14.2. Community Centre Board
 - 14.2.1. Minutes – January 8, 2024
 - 14.2.2. Community Centre Board - Resolution – 2024 Municipal Levy
- 14.3. Library Board
- 14.4. Police Services Board
 - 14.4.1. Ontario Provincial Police – Community Safety and Policing Act, annual municipal billing
- 14.5. Medical/Dental Board
 - 14.5.1. 2024 Draft Medical Dental Budget
 - 14.5.2. Minutes- January 4, 2024
- 14.6. Youth Unlimited YFC Grand Valley
- 14.7. Business Improvement Area
 - 14.7.1. Minutes – January 16, 2024
- 14.8. Upper Grand Trailway

- 14.9. Grand River Conservation Authority
- 14.10. Economic Development Committee
- 14.11. Orangeville Hydro

15. New Business

16. Notice of Motion

17. By-laws law

- 17.1. 2024-XXX - A By-law to delegate authority to Chief Administrative Officer/Clerk-Treasurer for the Corporation of the Town of Grand Valley to submit applications and execute Community Emergency Preparedness Grant funding agreements awarded by the Province of Ontario.

18. Closed Session

None

19. Confirm Proceedings

- 19.1. 2024-XX, A By-law to confirm the proceedings of the Council of the Corporation of the Town of Grand Valley at its meeting held on February 13, 2024.

20. Adjournment



GRAND VALLEY

The Corporation of the Town of Grand Valley Council Meeting Minutes

Tuesday, January 30, 2024, 10:00 PM

Council Chambers, 5 Main Street North, Grand Valley

Present:

Mayor Steve Soloman

Deputy Mayor Philip Rentsch

Councillor Lorne Dart – **virtual attendance**

Councillor James Jonker

Councillor Paul Latam

CAO/Clerk-Treasurer Meghan Townsend

Planner Mark Kluge

Director Public Works Matthew Bos

By-Law Enforcement Officer, Brad Haines

Recreation Facilities Manager, James Allen

Deputy Clerk/Communications Coordinator Donna Tremblay

1. Call to Order and Roll Call

Mayor Soloman called the meeting to order at 10:00 a.m.

Meghan Townsend, CAO/Clerk- Treasurer conducted roll call.

2. Adoption of Agenda

Resolution 2024-01-23

Moved by P. Latam, Seconded by J. Jonker

BE IT RESOLVED THAT Council adopts the agenda and addendum agendas dated January 30, 2024, as amended with the addition of item 9.3.1.3 deskside presentation of agreement.

CARRIED

3. Disclosure of Pecuniary Interest and the General Nature Thereof

No pecuniary interest was declared.

4. Approval of Previous Minutes

4.1. January 9- Regular Meeting Minutes

Resolution 2024-01-24

Moved by P. Latam, Seconded by J. Jonker

BE IT RESOLVED THAT the minutes of the January 9, 2024 regular meeting approved as amended, item 21, adjournment, meeting date amended to January 30, 2024.

CARRIED

5. Announcements

5.1. Proclamation – Dufferin County Foundation Nonprofit Appreciation Week – February 12-18, 2024

5.1.1. Town of Grand Valley Proclamation

Mayor Soloman read the proclamation declaring February 12-18, 2024 to be Nonprofit Appreciation Week in Grand Valley and encouraged all residents to show their appreciation to the people who work in our community's nonprofit sector.

5.1.2. Dufferin Community Foundation – Nonprofit Appreciation Week – Special Breakfast Event – Morning Glory – Thursday, February 15, 2024.

6. Deputations

6.1. 10:05 Shirley Boxem, Vice-Chair, Dufferin Community Foundation Board and Grants Committee Chair and Michele Fisher, Executive Director, Dufferin Community Foundation

Resolution 2024-01-25

Moved by J. Jonker, Seconded by P. Latam

BE IT RESOLVED THAT leave be given to Shirley Boxem, Vice-Chair Dufferin County Foundation Board and Grants Committee Chair and Michele Fisher, Executive Director, Dufferin County Community Foundation, to address Council.

CARRIED

Shirley Boxem and Michele Fisher came before Council to present information regarding the Dufferin Community Foundation. The presentation included a

summary of the organizations purpose, goals and upcoming fund-raising activities and events.

Council thanked Ms. Boxem and Ms. Fisher for attending Grand Valley Council and for their presentation.

Resolution 2024-01-26

Moved by P. Rentsch, Seconded by P. Latam

BE IT RESOLVED THAT Council receives the presentation from Shirley Boxem, Vice-Chair Dufferin County Foundations Board and Grants Committee Chair and Michelle Fisher, Executive Director, Dufferin County Community Foundation.

CARRIED

6.2. Althea Alli, President/Founder, Dufferin County Multicultural Foundation

6.2.1. Presentation

Resolution 2024-01-27

Moved By J. Jonker, Seconded by P. Latam

BE IT RESOLVED THAT leave be given to Althea Alli, President/Founder, Dufferin County Multicultural Foundation to address Council.

CARRIED

Mr. Gagan appeared before Council on behalf of the Dufferin County Multicultural Foundation. Mr. Gagan summarized the foundations mission, history, 2023 milestones and events.

Council thanked Mr. Gagan for the presentation.

Resolution 2024-01-28

Moved by P. Latam, Seconded by J. Jonker

BE IT RESOLVED THAT Council receives the presentation from the Dufferin Multicultural Foundation.

AND FURTHER THAT Council receives the donation request in the amount of \$300.00 and staff be directed to include the amount in the 2024 Budget discussions;

AND FURTHER THAT staff be directed to work with the Dufferin County Multicultural Foundation to promote Dufferin County Multicultural Foundation events and activities as identified in their presentation materials.

CARRIED

6.3. Joanne Stevenson, CEO Grand Valley Public Library and Andrew Stirk, Chair,
Grand Valley Public Library Board

6.3.1. 2024 Budget – Grand Valley Public Library

Resolution 2024-01-29

Moved by P. Rentsch, Seconded by J. Jonker

BE IT RESOLVED THAT leave be given to Joanne Stevenson, CEO Grand Valley Public Library to address Council.

CARRIED

Ms. Stevenson came before Council to provide a summary of the Grand Valley Public Library's 2024 Budget.

Council thanked Ms. Stevenson for attending the meeting and thanked her for the presentation.

Resolution 2024-01-30

Moved by L. Dart, Seconded by Philip Rentsch

BE IT RESOLVED THAT Council receives the presentation from Joanne Stevenson, Chief Executive Officer, Grand Valley Public Library.

AND FURTHER THAT Council receives the 2024 Grand Valley Public Library Budget;

AND FURTHER THAT Council directs staff to include the amount of \$268,750.14 representing Grand Valley's portion of the 2024 Grand Valley Library levy into the Town's 2024 Budget.

CARRIED

7. Public Question Period

None.

8. Unfinished Business

8.1. Grand Valley ROMA Delegation – Honourable Todd Smith, Minister of Energy. Mayor Solomon provided an update regarding the Town's delegation to the Minister of Energy at the ROMA Conference. Mayor Solomon advised CAO Townsend and

Councillor Latam were in attendance during the discussion relating to the Town's concerns with Hydro One's delays in providing electrical servicing to the Town's infrastructure projects. Mayor Soloman stated the Minister expressed an understanding of the Town's concerns, but the issue is an Ontario Energy Board matter and timelines for receipt of servicing by Hydro One would not be altered. All those who attended the delegation felt this was a good learning opportunity and will seek opportunities to request delegations at future conferences.

Mayor Soloman indicated the conference was well attended and main topics of discussion included healthcare and housing.

9. Staff Reports

9.1. By-Law Enforcement

9.1.1. Report – By-Law Enforcement Update

Brad Haines, By-Law Enforcement Officer provided a summary of his report including an verbal update relating to parking infractions, where he stated there has been a significant improvement to overnight parking infractions during the week and efforts will be made to improve weekend overnight parking infractions. Mr. Haines advised he has received a complaint regarding violations to the 2-hour parking limits on Main Street and he will continue to monitor the situation.

Council thanked Mr. Haines for his report and they did not provide any questions.

Resolution 2024-01-31

Moved by P. Latam, Seconded by L. Dart

BE IT RESOLVED THAT Council receive the Report – By-law Enforcement Status Update – December 2023 for information purposes.

CARRIED

9.2. Recreation Facilities Manager

9.2.1. Report – Recreation Facilities Manager Update

James Allen, Recreation Facilities Manager provided a summary of this report.

Council thanked Mr. Allen for his report and there were no questions.

Resolution 2024-01-32

Moved by P. Rentsch, Seconded by J. Jonker

BE IT RESOLVED THAT Council receive the Report – Recreation Facilities Manager Update for information purposes.

CARRIED

9.3. CAO/Clerk Treasurer

9.3.1. Report– Treasurer’s Update

Meghan Townsend, CAO/Clerk-Treasurer provided a verbal update advising that staff continue to work on the 2023 reporting and will work towards providing a report for Council’s February meeting.

9.3.1.1. Report Monthly Procurement Report

CAO Townsend provided a summary of the report.

Council considered the report and inquired as to tendering timelines for the bridge project approved at the capital budget discussions. Staff advised they would follow up with Burnside regarding tender dates and advise.

Resolution 2024-01-33

Moved by P. Rentsch, Seconded by P. Latam

BE IT RESOLVED THAT Council receive Report – Monthly Procurement Update for information purposes.

CARRIED

9.3.1.2. Report – Council Meeting Efficiency Recommendations and Procedural By-law Amendments

Donna Tremblay, Deputy Clerk/Communications Officer provided a summary of the report.

Council discussed the report and provided the following suggestions to staff’s report recommendations:

Deputations

- Limit number of deputations per meeting.
- Request to Delegate form requiring deputation materials for agendas.

Question Period

- Amend subsection 6.8(4) to read only Notices of Motion.
- Do not create barriers to public participation.
- Written questions with staff to provide a clear process.
- Chair to provide clear expectations during Question Period.

Information Items Agenda

- Agenda for first meeting monthly meeting.

General efficiencies

- Chair to ensure Council discussions remain on point.
- Increase number of meetings.

Resolution 2024-01-34

Moved by L. Dart, Seconded by P. Latam

BE IT RESOLVED THAT Council receives Report – Council Meeting Efficiency Recommendations and Procedural By-law Amendments.

AND FURTHER THAT Council directs staff to amend the Procedural By-law 018-04 in accordance with Council's direction and staff's recommendations contained within this report.

CARRIED

9.3.1.3. Report – Report – Letter of Agreement, Rogers Fibre to the Home Project

CAO Townsend provided a summary of the Letter of Agreement provided desk side.

Council considered and discussed the Letter of Agreement. There were no questions.

Resolution 2024-01-35

Moved by P. Rentsch, Seconded by J. Jonker

BE IT RESOLVED THAT Council receives the Report – Letter of Agreement Rogers Fibre to Home Project.

AND FURTHER THAT Council authorizes a by-law to permit the Mayor and CAO/Clerk-Treasurer to execute an agreement between Rogers Communications Canada Inc. and The Corporation of the Town of Grand Valley for the Fibre to Home project.

CARRIED

9.4. Public Works Director

No reports.

9.5. Planner

No reports.

10. Public Meeting

None.

11. Pending Items

None.

12. Correspondence

12.1. Township of Melancthon – Resolution – Fire Department Upgraded Radio System Capital Project

12.2. Mulmur- Melancthon Fire Board Resolution – Simucast Radio System Capital Project

12.3. Association of Ontario Road Supervisors – Request for Support Funding Municipal Equipment Operator Course – Skills Development Fund

12.4. Grand Valley Lions Club – 2024 Duck Race Request

Resolution 2024-01-36

Moved by P. Latam, Seconded by J. Jonker

BE IT RESOLVED THAT Council approves the request from Grand Valley Lions Club for the use of Hereward Park for their 26th Annual Duck Race on May 25, 2024; AND FURTHER THAT Council directs the Recreational Facilities Manager to ensure that extra recycling bins and garbage cans are available that day for their use.

CARRIED

12.5. Grand Valley Garden Club Request for Funding

Resolution 2024-01-37

Moved by P. Rentsch, Seconded by P. Latam

BE IT RESOLVED THAT Council receive the request from the Grand Valley Garden Club;

AND FURTHER THAT staff be directed to meet with the Gardening Club to gather further details about the request and report back to Council;

AND FURTHER THAT for budgetary purposes, \$3000 be included under Council donations to assist the Gardening Club.

CARRIED

12.6. Town of Shelburne – Support Resolution – Opposition to Strong Mayor Powers

12.7. Association of Municipalities of Ontario – Policy Update – Social Economic Prosperity Review

Resolution 2024-01-38

Moved by P. Latam, Seconded by J. Jonker

WHEREAS current provincial-municipal fiscal arrangements are undermining Ontario's economic prosperity and quality of life

WHEREAS nearly a third of municipal spending in Ontario is for services in areas of provincial responsibility and expenditures are outpacing provincial contributions by nearly \$4 billion a year

WHEREAS municipal revenues, such as property taxes, do not grow with the economy or inflation.

WHEREAS unprecedented population and housing growth will require significant investments in municipal infrastructure

WHEREAS municipalities are being asked to take on complex health and social challenges – like homelessness, supporting asylum seekers and addressing the mental health and addictions crises.

WHEREAS inflation, rising interest rates, and provincial policy decisions are sharply constraining municipal fiscal capacity.

WHEREAS property taxpayers – including people on fixed incomes and small businesses – can't afford to subsidize income re-distribution programs for those most in need.

WHEREAS the province can, and should, invest more in the prosperity of communities.

WHEREAS municipalities and the provincial government have a strong history of collaboration

THEREFORE, BE IT RESOLVED THAT the Town of Grand Valley requests that Province of Ontario commit to undertaking with the Association of Municipalities of Ontario a comprehensive social and economic prosperity review to promote the stability and sustainability of municipal finances across Ontario and a copy of this resolution be provided to the Premier of Ontario, Minister of Municipal Affairs and Housing, the Minister of Finance and Association of Municipalities of Ontario.

CARRIED

12.8. Town of Mono – Resolution – Declaring Road Safety Emergency

12.9. Township of East Garafraxa – Resolution – Support Township of Melancthon and Town of Shelburne – Primrose Elementary School Boundary Review

12.10. City of Mississauga – Resolution – Landlord Tenant Board

12.11. Municipality of Tweed – Resolution – Reinstatement of Licence Plate Renewal System

12.12. City of Sarnia – Resolution – Carbon Tax

Resolution 2024-01-39

Moved by P. Latam, Seconded by L. Dart

BE IT RESOLVED THAT Council receives the correspondence listed on the January 30, 2024 agenda.

CARRIED

13. County Council Report

13.1. Dufferin County – Social and Economic Prosperity Review

13.2. Dufferin County – Economic Development Strategy – Invitation to Participate

Resolution 2024-01-40

Moved by P. Latam, Seconded by J. Jonker

BE IT RESOLVED THAT Council receives the invitation to participate in the County of Dufferin’s economic development strategy development process.

AND FURTHER THAT Grand Valley declines the offer of assistance from the County regarding Economic Development and Tourism requests.

CARRIED

14. Committee Minutes and Recommendations

14.1. Fire Board

14.1.1 Correspondence Grand Valley and District Fire Board – Resolution 2023-12-04 Fire Services Invoices

14.1.2. Minutes – December 13, 2023

14.2. Community Centre Board

14.2.1. Minutes - December 11, 2023

14.3. Library Board

14.3.1 Minutes – December 13, 2023

14.4. Police Services Board – No update.

14.4.1 Minutes September 21, 2023

14.5. Medical/Dental Board

14.5.1 Minutes November 22, 2023

14.6. Youth Unlimited YFC Grand Valley – no update.

14.7. Business Improvement Area

14.7.1 Minutes – November 7, 2023

14.7.2 Request for Donation 2024 Canada Day Fireworks

Resolution 2024-01-41

Moved by L. Dart, Seconded by P. Latam

BE IT RESOLVED THAT Council receives the donation request in the amount of \$2,500 from the Grand valley Business Improvement Area Board of Management for the purchase of 2024 Canada Day Fireworks.

AND FURTHER THAT Council directs staff to include this amount in the 2024 Town Budget.

CARRIED

14.8. Upper Grand Trailway – no update

14.9. Grand River Conservation Authority – no update

14.10. Economic Development Committee

14.10.1 Committee Resignation – Randy McClelland

14.10.2 Minutes – October 5, 2023

14.10.3 Minutes – November 16, 2023

14.10.4 Resolution 2024-01-04 – Grand Valley Small Business Group Coupon Booklet

Resolution 2024-01-42

Moved by P. Rentsch, Seconded by J. Jonker

BE IT RESOLVED THAT Council receives the correspondence from the Grand Valley Economic Development committee and donation requests in the amount of \$450 from new resident coupon booklet printing from the Grand Valley Small Business Group;

AND FURTHER THAT Council directs staff to include this amount in the 2024 Town Budget to be taken from reserves.

CARRIED

14.10.5 Resolution 2024-01-05 - Grand Valley Council Resolution 2023-11-33
Grand Valley Farmer's Market – advertising fund request

14.11. Orangeville Hydro – no update

Resolution 2024-01-43

Moved by P. Latam, Seconded by J. Jonker

BE IT RESOLVED THAT Council receive the Board and Committee Minutes listed on the January 30, 2024 Council Agenda.

CARRIED

15. New Business

None.

16. Notice of Motion

None.

17. By-laws

17.1. 2024-XX – A By-law to authorize the execution of a Letter of Agreement between Rogers Communications Canada Inc. and the Corporation of the Town of Grand Valley for the Fibre to the Home project.

Resolution 2024-01-44

Moved by L. Dart, Seconded by P. Latam

BE IT RESOLVED THAT leave be given to introduce the by-law presented as Item 17.1 and that it be given the necessary reading and passed and numbered as By-Law 2024-06.

CARRIED

18. Closed Session

18.1. Confirmation of Closed Minutes – January 9, 2024 Council Meeting

18.2. Section 239(2)(b) – personal matters about an identifiable individual, including municipal or local board employees - Drainage issue

Resolution 2024-01-45

Moved by J. Jonker, Seconded by P. Latam

BE IT RESOLVED THAT Council resolve itself into closed session under the provisions of the Municipal Act, 2001, at 12:36 p.m. in order to discuss matters pertaining to:

- Confirmation of Closed Minutes – January 9, 2024 Council Meeting
- Section 239(2)(b) – personal matters about an identifiable individual, including municipal or local board employees – Drainage Issue

CARRIED

19. Rise and Report

19.1. Closed Meeting Summary

Resolution 2024-01-46

Moved by L. Dart, Seconded by J. Jonker

BE IT RESOLVED THAT Council rise and report at 12:47 p.m.

AND FURTHER THAT Council received information and provided direction to staff.

CARRIED

Resolution 2024-01-47

Moved by P. Rentsch, Seconded by L. Dart

BE IT RESOLVED THAT Council approves the Closed Session minutes dated

January 9, 2024 as presented in closed session.

CARRIED

20. Confirming Proceedings

20.1. 2024-XX, A By-law to confirm the proceedings of the Council of the Corporation of the Town of Grand Valley at its meetings held on January 30, 2024.

Resolution 2024-01-48

Moved by P. Latam, Seconded by P. Rentsch

BE IT RESOLVED THAT leave be given to introduce a by-law to confirm the proceedings of the January 30, 2024 meetings of Council, and that it be given the necessary readings and be passed and numbered By-law 2024-07.

CARRIED

21. Adjournment

Resolution 2024-01-49

Moved by P. Rentsch, Seconded by J. Jonker

BE IT RESOLVED THAT we do now adjourn this Meeting of Council at 12:49 p.m.

to meet again on February 13, 2024, for a regular meeting at 6:00 p.m., or at the call of the Mayor.

CARRIED

Mayor Steve Soloman

Meghan Townsend, Clerk



GRAND VALLEY

The Corporation of the Town of Grand Valley Special Council Meeting - 2024 Operating Budget Minutes Tuesday, January 30, 2024, 2:00 PM (approximately) Council Chambers– 5 Main Street North, Grand Valley

Present:

Mayor Steve Soloman
Deputy Mayor Philip Rentsch
Councillor Lorne Dart – **virtual attendance**
Councillor James Jonker
Councillor Paul Latam
CAO/Clerk-Treasurer Meghan Townsend
Director Public Works Matthew Bos
Recreation Facilities Manager James Allen
Deputy Clerk/Communications Coordinator Donna Tremblay
Grand Valley Fire Chief Justin Forman

1. Call to Order and Roll Call

Mayor Soloman called the meeting to order at 1:48 p.m.

2. Adoption of Agenda

Resolution 2024-01-50

Moved by P. Latam, Seconded by J. Jonker

BE IT RESOLVED THAT Council adopts the Special Council – 2024 Operating Budget agenda dated January 30, 2024.

CARRIED

3. Disclosure of Pecuniary Interest and the General Nature Thereof

No pecuniary interest was declared.

4. Correspondence

4.1. Grand Valley and District Fire Board – 2024 Proposed Budget

Meghan Townsend, CAO/Clerk-Treasurer provided introductory comments regarding the 2024 Operating Budget.

Council discussed the Grand Valley and District Fire Board's 2024 Proposed Budget and the Town's options to fund the levy amount requested and provided the following questions.

Grand Valley Fire Chief Justin Foreman attended the meeting to answer Council's questions.

Council and staff's questions included:

- Increases in future budgets with completion of 2024 Fire Master Plan and Community Risk Assessment. P. Latam, Fire Board Member advised 2024 is a catch-up year and the 2025 values provided are forecasts.
- Funding Radio project – Chief Foreman advised the Town is seeking grant funding and CAO Townsend advised reserve funds are available for equipment purchases.

Council suggested the following:

- Future Fire Board budgets include depreciating the value of assets, including vehicles.
- Town funding consider borrowing and use of reserves.
- Approaching member municipalities regarding funding

Resolution 2024-01-51

Moved by J. Jonker, Seconded by P. Latam

BE IT RESOLVED THAT Council receives the correspondence listed on the January 30, 2024 Special Council – 2024 Operating Budget Agenda.

CARRIED

5. 2024 Operating Budget Discussions

CAO Townsend provided a summary of possible levy increases and how they impacted the tax rate. She outlined potential options for financing including: user fees, examining the use of a storm sewer rate structure to remove the maintenance

of storm sewers from the tax levy. CAO Townsend identified municipal grants available are based on housing crisis criteria and grant opportunities for the Town's Bridge 10 capital project are not likely to arise. CAO Townsend stated the province is committed to retaining the current formulas for Ontario Municipal Partnership Funding and Ontario Community Infrastructure Funding.

5.1. Report – Municipal Staffing

CAO Townsend provided a summary of the report including the requirement for a Treasurer and their duties. CAO Townsend advised costs associated with new positions would be annualized, full costing would be included in the 2025 Budget.

Council considered the report and provided the following questions:

- Grass Cutting Report – Staff advised a report will be provided.
- Clarification regarding Human Resources duties. Staff advised these duties related to payroll and employee benefit management.
- Automation of Account Payable functions. Staff advised the Town is exploring automation and are working with the financial software vendor.
- Business case for new hires for Public Works and Recreation departments. Staff will advise.

Resolution 2024-01-52

Moved by P. Latam, J. Jonker

BE IT RESOLVED THAT Council receive Report – Municipal Staffing
AND FURTHER THAT Council approves the immediate recruitment of a Treasurer with assistance from Ward and Uptigrove's human resources consultants and directs the CAO to seek Request for Proposal from qualified consultants for the Human Resources Review project, based on the scope of work discussed,
AND FURTHER THAT Council authorize the inclusion of costs related to the new employee recruitment and the project in the 2024 budget.

CARRIED

5.2. Preliminary 2024 Operating Budget Discussions

CAO Townsend advised that a Report will be provided detailing each department and identifying items and funding sources. Provisional Budget information provided was for Council information and discussion purposes and to provide direction to staff.

Council reviewed the Provisional Budget Report and provided the following questions:

- Recreation Revenues – Staff advised revenues are baseball rentals.
- Included Levies – Staff advised levy amounts for Community Centre, Fire Board and Library have been included.
- Update on pit properties. Staff are awaiting sampling results for the Proton Pit and will advise on the Amaranth Pit.

CAO Townsend advised that in 2024, the Town will be required to pay for an Ontario ONECall membership, as the Town now exceeds the threshold of 500 calls per year, starting in 2023.

Council discussed increasing revenues including:

- Fire Hall rentals or share facilities
- Ball diamond sponsorships

Council requested the following:

- Public works breakdowns for contracts, wages and materials.
- Postage and Courier separate items – page 6
- Bank Charges and overdrafts separate items – page 7
- Admin computers – additional information
- Parks and Recreation contracts - additional information
- Capital Lease payments – Rental Truck 1 – page 10 – amount clarification
- Splash pad increase - additional information
- Phone provider – additional information
- By-law department benefits – clarification on amount

CAO Townsend provided closing remarks advising February budget meeting will include information on Boards, new staffing positions and capital and reserve funds.

20. Adjournment

Resolution 2024-01-53

Moved by P. Rentsch, Seconded by P. Latam

BE IT RESOLVED THAT we do now adjourn this Special Meeting of Council – 2024 Operating Budget at 3:24 p.m. to meet again for a Special Council – 2024 Operating Budget meeting on February 27, 2024 at 2:00 p.m. or at the call of the Mayor.

CARRIED

Mayor Steve Soloman

Meghan Townsend, Clerk



Proclamation

February 13, 2024

Human Trafficking Prevention Awareness Day

Whereas, the Rotary Club of Orangeville and Compass Community Church formed a volunteer-driven group called CryNot (Compass Rotary Youth - No Trafficking) to raise awareness and promote education about the threat of human trafficking in our area; and

Whereas, the mission of CryNot is to reduce and eliminate human trafficking by raising awareness, fostering collaboration among like groups and organizations, education, and equipping responsible adults with connections and resources available to defeat the Human Trafficking threat;

Now Therefore, I, Mayor Steve Solomon, on behalf of Council, do hereby proclaim February 22, 2024, as "Human Trafficking Prevention Awareness Day" in the Town of Grand Valley.

Mayor Steve Solomon



GRAND VALLEY

**The Corporation of the Town of Grand Valley
Report to Council**

Date: February 13, 2024
To: Mayor Soloman & Council
From: Mark H. Kluge, MCIP RPP, Town Planner
Report No.: PLN04-2024
Subject: **Planning Update**

RECOMMENDATION:

THAT Council receives Report PLN04-2023 Planning Update dated February 13, 2024 for information purposes.

PURPOSE:

To provide an information update to Council on the activities within Planning.

NEW APPLICATIONS:

- No new applications

CURRENT FILE STATUS:

Condominium

- CDM01-2022 Hamilton Lane – **Clearing Conditions, prior to registration**

Consent

- B02-2023 14 Webb Street (Roll #308900) – **Clearing Conditions**

Official Plan

- OPA01-2023 40, 50, 60 Emma Street – 8-unit infill Street Townhome development – **Processing**

Part Lot Control

- No active files

Site Plan

- SPA01-2022 - 10 Watson Road Roll #106585 – **No update**
- SPA01-2018 ORICA – **with Legal for review**
- SPA03-2018 Golden Homes on Emma Street – **No update. NOTE: Site Plan Approval granted Jun 8/21 – Servicing Allocation Expires Jun 08/24**

Subdivision

- **22T-202301** River's Edge by Thomasfield – **Processing**
- **22T-202201** Grand Valley Business Park (Thomasfield) – Clearing Draft Plan Conditions
Draft Plan Approved: September 27, 2022 – **Expires: Sep 27, 2025**
- **22T-202101** 152 Main Street INFILL – 5 to 25 Rainey Drive, Registered Plan 7M-83
UNIT COUNT: 12 on-street townhomes
Building Permit for 5 Rainey Drive received
Holding Removal (H) lifted Nov 14/23 and Part Lot Control By-law passed Nov 28/23
- **22T-201801** Scott Street INFILL – Clearing Draft Plan Conditions
UNIT COUNT: 3 on-street singles, 8 condo singles and 13 condo towns
Draft Plan Approved: Oct 13, 2020 – **Expires: Oct 13, 2026**
- **22T-201601** CorSeed Subdivision – Clearing draft Plan Conditions
UNIT COUNT: 73 singles, 25 on-street towns, 1 mixed used block, 1 commercial block
Draft Plan Approved: May 25, 2021 – **Expires: May 25, 2024**
- **22T-201502** MOCO Farms Subdivision – Clearing Draft Plan Conditions
UNIT COUNT: 96 singles, 68 on-street towns, 18 Live-Work units, 1 commercial block
Draft Plan Approved: November 21, 2017 – **Expires: Sep 22, 2025**
- **22T-201501** Thomasfield Phase 3B – Clearing Draft Plan Conditions
UNIT COUNT: 159 singles, 57 condo towns
NOTE: Phase 3B is to be built in 3 stages: 3B-1, 3B-2, and 3B-3
Subdivision Agreement pending signatures, security, and registration
Draft Plan Approved: June 8, 2021 – **Expires: Jun 8, 2024**
- **22T-201501 Thomasfield Phase 3A-1** (Plan 7M-76) - **constructed**
UNIT COUNT: 41 singles, 17 Towns
- **22T-201501 Thomasfield Phase 3A-2** (Plan 7M-78) – **Issuing Municipal Approvals**
UNIT COUNT: 56 Singles
- **PROPOSED** Monticello Hill Town Subdivision
UNIT COUNT: 21 Singles on private services
Pending discussion with Legal on next steps and Planning to open a Town-initiated Zoning By-law Amendment to recognize existing lot size and maximum permitted dwelling size.

Zoning

- Z07-2023 – River’s Edge by Thomasfield – **ON AGENDA for Public Meeting**
- Z05-2023 - 40, 50, 60 Emma Street – 8-unit infill Townhome development – **Processing**

Municipal Approvals issued

- MA01-2024 New Single Detached Dwelling – Rural Area
- MA02-2024 Barn Addition - Rural Area
- MA03-2024 Model Home – Phase 3B-1 – Urban Area
- MA04-2024 Model Home – Phase 3B-1 - Urban Area
- MA05-2025 2-storey addition to existing dwelling – Urban Area

PROVINCIAL UPDATE:

- Province
Nothing to report.

OTHER MATTERS:

2023 Official Plan and Zoning Update Project

- **ON AGENDA Special Public Meeting - formal kick-off of the project**

2023 Planning Fee Study

- Work on-going with Consultant

DUFFERIN COUNTY:

Municipal Comprehensive Review (MCR) Process:

- OPA No. 2 (Phase 1 MCR – population and employment) and OPA No. 3 (Phase II MCR – mapping) still with Province
- OPA No. 4 (Phase III MCR – Policy and TMP)
 - Virtual Public Open House on Feb 14/24 at 1:30 PM
 - Formal Public Meeting on March 14, 2024 at 6:00 PM, for Council Adoption
 - Then forwarded to the Ministry for review
- Other municipal jurisdictions are reporting Ministry Approval for as submitted MCR.

Planners of Dufferin (POD) – Jan 18/24:

- Diversity, Equity and Inclusion (DEI) – working on a new Land Acknowledgement
- [County Housing Strategy](#) – The County approved a RFP for a Countywide Housing Strategy and are requesting Local Municipal participation.
- Climate – Work on the new Green Development Standards is set to begin in the first quarter of 2024.

GRCA:

- Nothing to report.

Sarah Properties Amaranth:

- Subdivision (Rail Trail) – nothing to report.

Urban Chickens

- Planning to open a town-initiated Zoning By-law Amendment Application

Respectfully submitted by,

Mark H Kluge

Town Planner
/mhk



GRAND VALLEY

REPORT TO COUNCIL

To: Mayor Soloman and Members of Council

From: Matt Bos, Director of Public Works

Meeting Date: February 13, 2024

Subject: Public Works Update

Purpose

To present to Council the Public Works update.

Background

Current requirement of the Director of Public Works.

Discussion

Here are bullet points of Public Works activities in the past month.

- Continuous seven day a week winter road patrol.
- Twenty-two days that required plowing and or sand or salt applications to roads, sidewalks, parking lots, walkways.
- Champion grader was picked up and shipped to new owner in Alberta.
- Second round of winter sand stocking complete.
- Continuous equipment and facility maintenance.
- Fuel tanks replaced at the North shop. Safety devices such as fire extinguishes, spill kits, and information signs installed at both locations where the Town has fuel tanks.
- P.W. now has bulk DEF fluid for the six pieces of equipment that requires it.
- Street sweeping booked for the end of April.
- Road painting confirmed.
- Catch basin cleaning confirmed.
- Gravel road calcium confirmed.

Financial Impact

None

Recommendation

That Council receive the Report – Public Works Update.

Respectfully submitted by,

Matt Bos
Director of Public Works



GRAND VALLEY

REPORT TO COUNCIL

To: Mayor Soloman and Members of Council
From: Meghan Townsend, CAO/Clerk-Treasurer
Meeting Date: February 13, 2024
Subject: CAO Progress Update

Purpose

The purpose of this report is to give Council an update on ongoing projects, outstanding directives, and other items of which Council should be made aware.

Discussion

Task	Start/Resolution Number	Estimated Completion	Discussion/Update
2024 Insurance Program	Annual	December 31 each year	Delegation scheduled for February 27 meeting.
Backflow equipment	2023-11-43		Question from Council at previous meeting. CAO confirmed that the water system program paid for the backflow attachment onto the hydrant at the public works yard. Joe Miedema, Dufferin Water, will be attending Council on March 26 for annual presentation and to answer questions about backflow prevention and high-risk places of contamination.
Rogers Fibre to the Home project		Year End 2024	Contract submitted. Working on collecting fees and securities.

Task	Start/Resolution Number	Estimated Completion	Discussion/Update
23 Mill Street visit	2023-11-34		Agreement has been reached between Youth Unlimited and the Air Cadets. Council can arrange visits to site with CAO on dates that will work for them.
Gateway Signage		Spring 2024	Council directed that it be determined where there are County gateway signs, where signs could go and potential pricing for the current sign design. Options to be presented for inclusion in 2024 budget.
Emma Street vacant land	2023-10-36	2024	Council direction to present options on relocating the driveway and the current Official Plan and Zoning By-law policies. Part of future Recreation discussion along with future discussion on landscaping responsibilities.
23 Mill Street Site Remediation	2023-05-06	Year end 2023	Next steps discussion in 2024 operating budget.
Community Centre Expansion Project	2023-06-15	2026	Plans revision underway.
Drainage Repairs in subdivisions	2023-10-30	2024	Included in 2024 capital budget. Collaboration with local condominium board underway.
Sale of Gravel Pit lands in Southgate Township	2023-08-06	Spring 2024	Testing commenced week of December 4. Will then need to obtain value of full property appraisal to discuss with Council. List for sale in early Spring once potential buyers can visit the site without snow.
Medical Dental Centre Parking Lot Line Painting	2023-06-29	Spring 2024	Will be included in 2024 painting program.
Trailway Parking Lot agreement		March 29, 2024	Landowner to submit comments back to Town on proposed agreement.
56 Main Street North survey		Delayed from year end	New registration has been submitted to the Land Registry Office. Waiting

Task	Start/Resolution Number	Estimated Completion	Discussion/Update
		estimated completion	for Registrar to confirm, then will proceed with ensuring neighbouring property's descriptions match.
Engineering Standards for subdivision drainage	2023-10-31	April 2024	Report on engineering standards for drainage in subdivisions and details on how the works are approved. CAO working with Burnside's to prepare this report.
Various Engineering Projects		various	<ul style="list-style-type: none"> Landfill monitoring reduction – Province advises that a new Environmental Officer has been assigned to review our request. No update. Scott Street Development – Staff working with Burnside's on updated correspondence to send to developers.
New Decal Policy		2024	Requested by Council that all Town-owned or leased vehicles have consistent branding. Sample policies received from other municipalities. Staff to review.
Service Fees on credit cards accepted as a method of payment	2023-11-37	July 1 2024	Council direction to investigate 2% surcharge on credit card payments.
Credit Card Management Policy	October 24, 2023 Item 10.2.1.2	March 26 2024	Per Council direction, revisions to draft policy will be presented.
Community Emergency Preparedness Grant	2023-11-38		Application was submitted November 29, 2023.
Land in Amaranth Township	2022-04-06	YE 2024	To be sold. Original attempts were unsuccessful. Recommendation report to come in March to propose reattempt to sell in spring 2024.
Municipal Staffing	2024-01-52		Working with Ward and Uptigrove on Treasurer recruitment plan.

Task	Start/Resolution Number	Estimated Completion	Discussion/Update
			RFP for Human Resources Review project to be created and issued.
Garden Club 2024 projects	2024-01-37	Q2 2024	Garden Club has not yet provided CAO with pricing for new gardens. CAO to meet with club representatives to discuss their full plans for 2024.
Development Charges By-law		July 31, 2024	Our Development Charges By-law expires in August, 2024. A new background study is underway and reports to Council and the public will take place as prescribed to ensure that the by-law is enacted at the July 16 Council Meeting.
Community Risk Assessment		July 1, 2024	Working with the consultants and the fire department on completing this assessment by the deadline of July 1, 2024, as mandated by the Province.
Electronic Agenda Management and Live Streaming Meetings		June 30, 2024	Working with website, eScribe, and iSiLive – staff training underway, template development in progress, website incorporation under review. Hardware and software review underway.

Recommendation

THAT Council receive the CAO Progress Update for information purposes.

Respectfully submitted by,

Meghan Townsend
CAO/Clerk-Treasurer



GRAND VALLEY

REPORT TO COUNCIL

To: Mayor Soloman and Members of Council
From: Meghan Townsend, CAO/Clerk-Treasurer
Meeting Date: February 13, 2024
Subject: Approval Authority Delegation for Grants Ontario grants

Purpose

To request a resolution of Council for delegated authority to comply with the Treasury Board Secretariat's requirements.

Background

In the past, grant applications to the Province usually required a resolution of Council to authorize the application. Authority to enter into agreements has been delegated in the by-law to approve the agreement, after a grant was awarded and a draft agreement was provided to the Town for review and signature.

Discussion

In an email dated January 30, 2024, the Treasury Board Secretariat has notified applicants that they are now requiring applicants to provide their delegated authority for signing agreements for all applications, at the application stage. They believe that the previous Approval Authority Framework was not clear or valid.

Therefore, they have directed that all applicants provide a Delegation of Authority to enter into funding agreements on behalf of the organization, by February 20. In this case, the request is specifically stemming from applications for the Community Emergency Preparedness Grant, but the wording of the email is such that it is not just for this grant but all future applications as well.

Two actions must be taken by Council as a result:

- 1) pass a by-law authorizing the Mayor and Clerk to enter into funding agreements on behalf of the Town of Grand Valley, and pass this by-law now and not at the agreement signing stage. A by-law for this purpose is attached as Schedule A to this report.

- 2) ensure that future resolutions to authorize applications for grants also include a delegation of authority to enter into agreements related to that grant.

Financial Impact

None.

Recommendation

THAT Council receives Report – Approval Authority Delegation for Grants Ontario grants and directs staff to prepare and present the necessary by-law to authorize the Mayor and Clerk to enter into agreements on behalf of the Town for the purposes of grants awarded by the Province of Ontario.

Respectfully submitted by,

Meghan Townsend
CAO/Clerk-Treasurer

SCHEDULE “A”

The Corporation of the Town of Grand Valley

By-law 2024-XX

A By-law to delegate authority to Chief Administrative Officer/Clerk-Treasurer for the Corporation of the Town of Grand Valley to submit applications and execute Community Emergency Preparedness Grant funding agreements awarded by the Province of Ontario.

WHEREAS Section 9 of the Municipal Act, 2001, S.O. 2001 c. 25 grants a municipality the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS the Corporation of the Town of Grand Valley wishes to apply for grant funding under the Community Emergency Preparedness Grant (CEPG) program.

AND WHEREAS the Ontario Treasury Board Secretariat approval authority framework requires Council to adopt a specific by-law or resolution to authorize the signing of the grant application which binds the organization to the Corporation of the Town of Grand Valley;

NOW THEREFORE The Council of the Corporation of the Town of Grand Valley enacts as follows:

1. That Council of the Corporation of the Town of Grand Valley hereby authorizes the Chief Administrative Officer/Clerk-Treasurer (CAO/Clerk-Treasurer) to complete, submit and execute a grant funding application under the Community Emergency Preparedness Grant (CEPG) program.
2. That the CAO/Clerk-Treasurer is hereby authorized to execute, on behalf of the Corporation of the Town of Grand Valley, Community Emergency Preparedness Grant Funding Agreements awarded by the Province of Ontario; and
3. That this By-law comes into full force and effect on the date it is enacted.

By-law given the necessary readings and finally passed this 13th day of February 2024.

Steve Soloman, Mayor

Meghan Townsend, CAO/Clerk-Treasurer



GRAND VALLEY

REPORT TO COUNCIL

To: Mayor Soloman and Members of Council
From: Meghan Townsend, CAO/Clerk-Treasurer
Meeting Date: February 13, 2024
Subject: Water Tower Restoration RFT – Council approval for funding

Purpose

To request additional funding to pay for the restoration of the water tower in 2024.

Background

Town of Grand Valley By-law 2022-14, section 7.7, requires that Special Council Approval be requested where the approved funding for a project is insufficient for the contract value.

RFT2023-03, Grand Valley Water Tower Rehabilitation, was issued December 13, 2023 and tenders were received January 19, 2024. One bid was received from a qualified bidder. The budget for this project was set at \$925,000, based on previous estimates received for this project. Of that \$925,000, the Town would be responsible for \$246,000 plus any costs over this budget, as the Town obtained grant funding to cover costs under the initial budget.

Discussion

The bid that was received is from Landmark Municipal Services for \$1,111,750.00, or \$186,750.00 over budget. See attached Table 1.

Overhead and mobilization costs were higher than projected. The Town will also have to pay for the relocation of the antennae on top of the tower, and those costs are factored into this RFT but may increase if Bell has other requirements under the contract with the Town.

The Town is now required to pay at least \$432,750 to complete this project.

To cover the original \$246,000, the Town was going to use the funds in the water system reserve, currently at \$397,000. To continue with the project, Council approval is requested to use the remaining reserve funds and allocate the surplus revenue from

2024 to this project. Current 2024 surplus projection is \$80,000. Any surplus funds remaining at the end of the project will be directed to the reserve to begin building that reserve once again.

There are no elements in this project that can be deferred. The Tower is in need of repair work, and any further delays will only increase costs and put the drinking water system at risk of infrastructure failure.

Financial Impact

If approved, the Town will deplete its water reserve funds to pay for this project and use surplus funds from 2024.

Recommendation

THAT Council approves the tender submitted by Landmark Municipal Services for the restoration of the water tower, in the amount of \$1,111,750.00, plus applicable taxes, and directs the Treasurer to add the additional costs to the 2024 budget, using funds from the water reserve and 2024 surplus revenues to pay for the costs that exceed the original budget.

Respectfully submitted by,

Meghan Townsend
CAO/Clerk-Treasurer

Table 1 – Schedule of Required Prices

<u>Line Item</u>	<u>Item Description</u>	<u>Amount</u>
1	Mobilization & Demobilization	\$ 108,000.0000
2	Bonding and Insurance	\$ 18,000.0000
3	Replace existing aircraft warning light with L.E.D. unit and controller.	\$ 9,500.0000
4	Exterior Surfaces Overcoat shell and Cone System Type: Epoxy / Polyurethane Surface preparation: WJ4 Power Wash / Spot Repair to SSPC-SP-11 Intermediate Coat: Epoxy Finish Coat: High Solids Polyurethane Logo: As Existing *Overcoat to include touch-ups to the rescue port base dismount post vent / hatch collars roof handrail system etc. Site restoration is included.	\$ 178,600.0000
5	Interior Surfaces Clean and remove tank sediment disinfect as per AWWA Method #2.	\$ 5,000.0000
6	Interior dry (access Tube) – Overcoat System Type: Epoxy Surface Preparation: SSP-SP2 / SP3	\$ 18,000.0000
7	Tank Interior – Removal and Replacement - Alternative form of Coating: Abrasive blast clean to SSPC-SP10 Near-White Metal Clean System Type: Inside Coating System No. 4 (ICS-4) Surface Preparation: SSPC-SP10 Prime Coat: Optional – Zinc Rich Urethane Finish Coat: 100% Solids Polyurethane	\$ 383,700.0000

8	Caulk internal roof seams with NSF61 certified Caulking (Sika Flex 1A or equal)	\$ 26,300.0000
9	<p>Roof Stiffener Reinforcing Design fabrication and on-site installation of 14 ft. diameter x 15-20 ft. tall Stainless Steel Octagonal Antenna Support Structure including all necessary roof reinforcement. New structure to serve as handrail replacement. Includes new cable management system on roof and in access tube and relocation of conduit and cables. **Refer to attached roof stiffener sketch.</p> <p>- The Contractor is required to coordinate the relocation/removal of all existing antennae with the owner(s) of the antennae. The Contractor is responsible for all costs for this task including cost to dispose of any antennae that require disposal.</p>	\$ 248,950.0000
10	Design supply and install a passive inlet nozzle style mixing system. Contractor to provide basic details as part of their bid submission.	\$ 115,700.0000

Total Tender = \$1,111,750.00

Over Budget = \$186,750.00



Date: February 6, 2024

Via: Email

To: Mayor Steve Soloman & Members of Council
From: Carley Dixon, P.Eng. - Town Engineer
Re: Mayberry Phase 3B Subdivision

Purpose

To obtain Council approval to waive a portion of 85 c) in the subdivision agreement.

Background

At the October 10, 2023 Council meeting, Council agreed to enter into a subdivision agreement with Thomasfield Homes for the Mayberry Phase 3B Subdivision.

As part of the subdivision agreement, paragraph 85 c) requires certification of the granular base and base asphalt prior to applying for building permits (except for model homes).

- 85 c) until such time as the Owner's Consulting Engineer has **certified that** the watermains, including fully serviceable and operative fire hydrants, with reported flow pressures, and storm sewers, **together with a roadway, which includes granular base and base asphalt**, and stormwater management facilities, which include hydroseeding and/or sodding; waste sewers and pumphouses have been installed **in accordance with municipal standards to the satisfaction of the Town Engineer**; and,

Based on geotechnical report received, there are concerns related to the placement of the asphalt that question its overall durability. As a result, Burnside is unable to accept certification of the base course asphalt.

We are requesting the Town waive certification of the base course asphalt as repair work or replacement would not be recommended during the winter and would cause unnecessary delay to obtaining building permits. In our opinion the intent of the Subdivision Agreement will have been met as an asphalt surface has been provided throughout the subdivision.

We have advised the Developer that;

- Full replacement of basecourse asphalt is required; or
- A remedial plan is to be provided to the Town. At the Developer's expense, the Town will retain a third party geotechnical consultant to review the asphalt and additional core samples recommended by the geotechnical consultant to confirm the proposed repair work is acceptable.

We have also modified Schedule H of the Subdivision Agreement to increase related road works securities.

Recommendation

THAT Town of Grand Valley waive the requirement for the base course asphalt to be certified prior to issuing building permits and the base asphalt be replaced or repaired to the satisfaction of the Town Engineer, which may include retaining a third party geotechnical consultant if required at the Developer's expense.

Respectfully submitted.

A handwritten signature in black ink that reads "Carley Dixon". The signature is written in a cursive, slightly slanted style.

Carley Dixon, P.Eng.
CD



GRAND VALLEY

The Corporation of the Town of Grand Valley Report to Council

Date: February 13, 2024

To: Mayor Soloman & Members of Council

From: Mark H. Kluge, MCIP RPP, Planner

Subject: PUBLIC MEETING REPORT

Report No.: PLN02-2024

File: Z07-2023 (Zoning) (Related File 22T-202301)

Received: November 16, 2023

Deemed Complete: December 11, 2023

Owner: Thomasfield Homes Ltd. and Ariss Glenn Developments Limited

Agent: GSP Group c/o Charlotte LEWINGTON

Location: Part of Lot 31, Concession 3 – Urban Area

Roll #: 108102, 300300, 300400, 307700, 313100

Attachment(s): Appendix 1: Location Map
Appendix 2: Draft Plan of Subdivision
Appendix 3: Draft Zoning By-law

RECOMMENDATION

THAT Report No. PLN02-2024, dated February 13, 2024, be received;

AND FURTHER THAT the Public has until Friday March 15th, 2024, to provide comments to Planning on Zoning By-law Amendment Application Z07-2023;

AND FURTHER THAT all agency and public comments be referred to Planning and considered in a future Recommendation Report to Council, regarding the final disposition of this matter.

AND FURTHER THAT the decision regarding application Z07-2023 be deferred.

PURPOSE OF REPORT

The purpose of this report is to advise Council and the Public regarding Zoning By-law Amendment Application File Z07-2023.

Application:

The zoning amendment is. See **APPENDIX 1: LOCATION MAP**.

The related Draft Plan of subdivision (22T-202301) is for the 36.58ha subject property, to be developed with 175 single detached, 14 semi-detached, 78 townhomes and 63 apartment units, in addition to two park blocks, see **APPENDIX 2: DRAFT PLAN OF SUBDIVISION**. This is the last greenfield area designated for development within the Town's current Urban Settlement Area as identified in the Town's Official Plan.

Site Characteristics:

Municipal Address	N/A
Roll Numbers	108102, 300300, 300400, 307700, 313100
Current Use	Vacant
Site Area	36.583 ha
Official Plan	<i>Urban Residential and Agricultural (Environmental Conservation Overlay)</i>
Current Zoning	Development (D) and Environmental Protection (EP)
Proposed Zoning	Various Urban Residential Zones and Environmental Protection (EP) see APPENDIX 3: DRAFT ZONING BY-LAW

Surrounding Land Uses:

NORTH	Agricultural
SOUTH	Existing Residential
EAST	Agricultural
WEST	Existing Residential and Agricultural

PROVINCIAL POLICY

All new development within the Province must conform to Provincial Policy, specifically the Provincial Policy Statement 2020 and A Place to Grow - Growth Plan 2019. The

Recommendation Report will outline how the proposed development conforms to Provincial Policy.

DUFFERIN COUNTY OFFICIAL PLAN

The subject property is within the *Urban Settlement Area* designation under Schedule B1 Community Structure and Land Use (S.4.0).

GRAND VALLEY OFFICIAL PLAN

The subject lands are designated *Urban Residential and Agricultural*. All forms of residential development, including a range of housing sizes, types, tenures and price are permitted in the *Urban Residential* designation. The lands designated *Agricultural* and *Environmental Conservation Overlay* are NOT slated for development, and will maintain appropriate development setbacks, and be conveyed to the Town for passive recreational (trail expansion) purposes.

GRAND VALLEY ZONING BY-LAW 2009-10

The subject lands are zoned Development (D) and Environmental Protection (EP) zones. The proposal is to rezone the property to permit the proposed residential subdivision, as listed in **APPENDIX 3: DRAFT ZONING BY-LAW**.

The Owner is also exploring the option to include purpose built Triplexes within the subdivision. These 3-unit dwellings would be situated on corner lots and resemble single detached dwellings. Triplexes are permitted in the Multiple Residential (RM) Zone. The final Recommendation Report will address this housing type.

PUBLIC CONSULTATION & AGENCY COMMENT

On November 28, 2022, Bill 23 *The More Homes Built Faster Act*, received Royal Assent and was passed into law by the Provincial Government. Its amendments to numerous pieces of legislation were extensive and according to the Government intended to help achieve the Government's objective of building 1.5 million homes over the next 10 years. For Draft Plans of Subdivisions (associated file 22T-202301) there is no longer a requirement to hold a Public Meeting.

Public Consultation

Notice of the Public Meeting for the Zoning Amendment, via e-mail, mailout and various signage on the property, was provided pursuant to the *Planning Act* on January 16, 2024.

As of the date of writing this report (Jan 31/24), Planning has not received any written comments or objections regarding this application from the Public.

The Public has until Friday March 15, 2024, to submit comments on the Zoning Amendment. All comments received will be forward to the Agent/Owner for review and a response will be provided in the final Recommendation Report to Council.

Members of the Public are reminded that if they wish to receive notification of when the Recommendation Report goes to Council, they must either sign-in at the Public Meeting with an email address or send a request to be notified via email to the Town Planner - mkluge@townofgrandvalley.ca. Notices will only be sent via email.

Town & Agency Consultation

Both applications (Zoning and Subdivision) were circulated for technical comment and review on December 11, 2023. As of the date of writing this report (Jan 31/24), Planning has not received any objections regarding the Zoning application from external boards or Town departments. All comments received will be included and addressed in the final Recommendation Report to Council.

NEXT STEPS

The Agent on behalf of the Owner has submitted a Zoning By-law Amendment (and associated Subdivision 22T-202301) to rezone the subject lands to permit a residential subdivision.

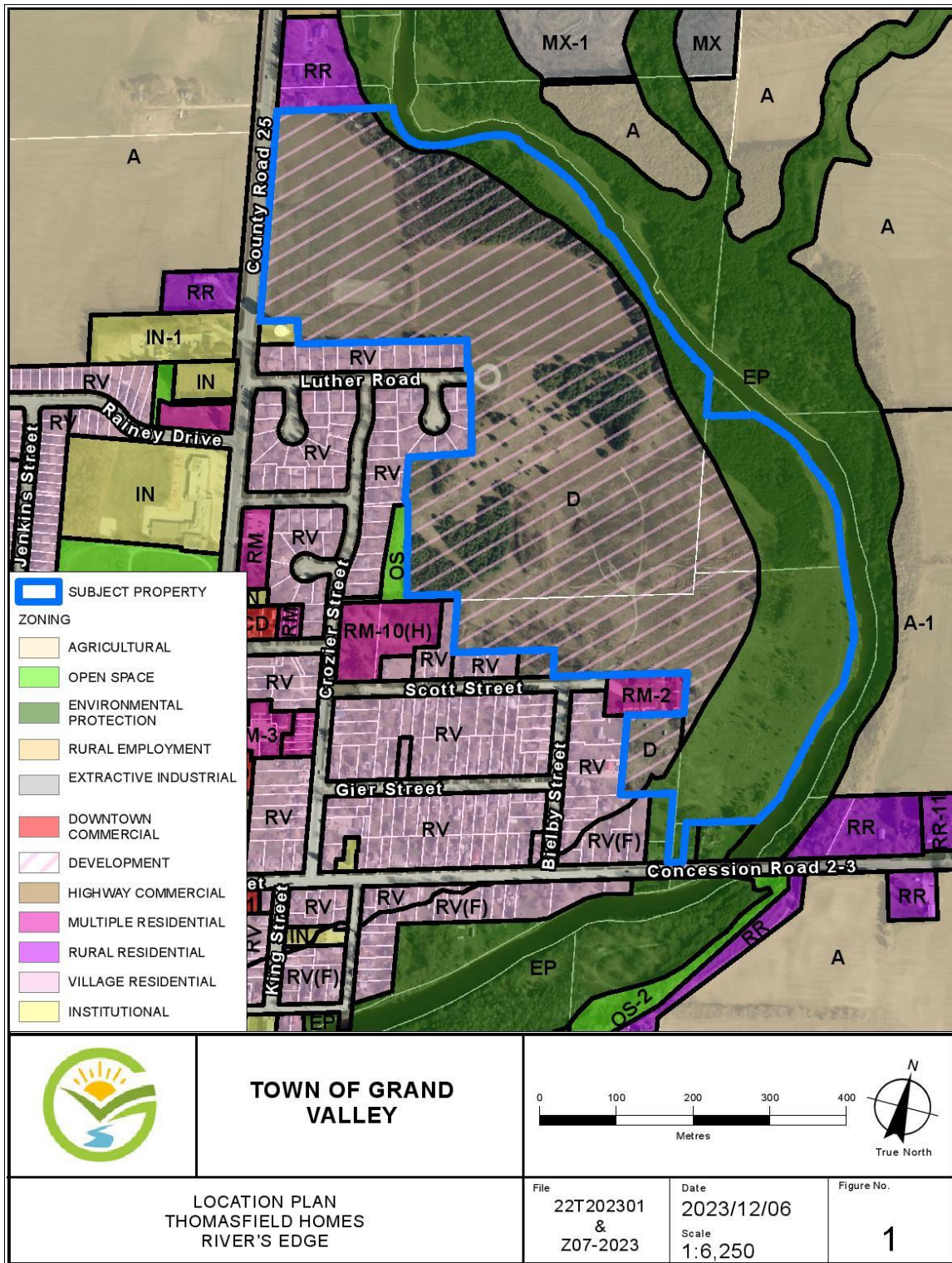
The Public has until Friday March 15, 2024, to provide comments on the Zoning, and all comments received from the Public and Technical Circulation will be forwarded back to Planning and the Agent/Owner who will review and respond to all comments addressing any issues in a future Recommendation Report to Council.

Respectfully submitted,

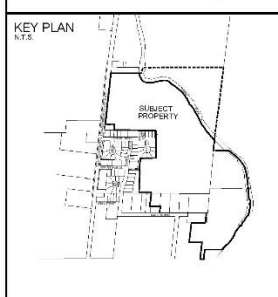
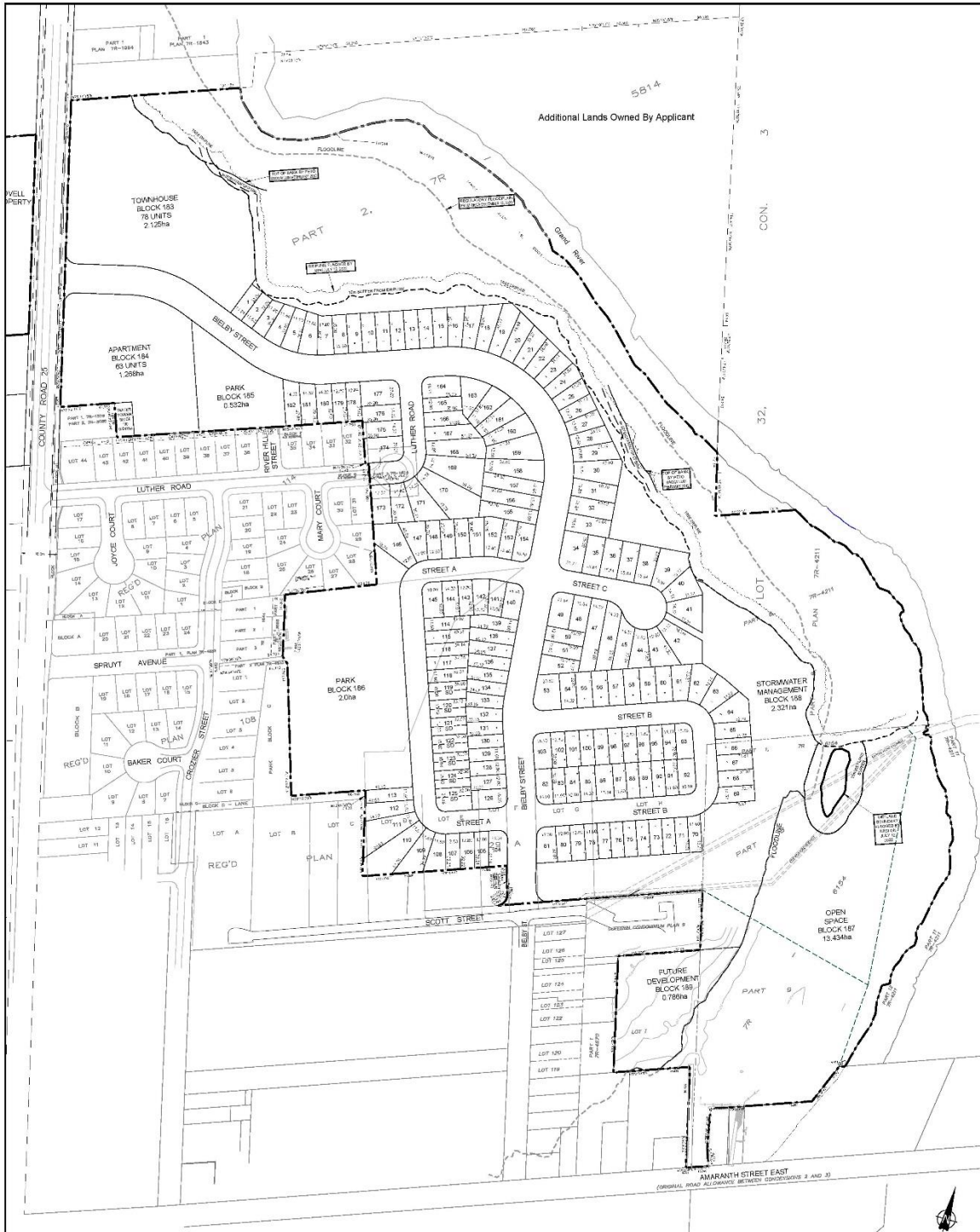
Mark H Kluge

Mark H. Kluge, MCIP RPP
Town Planner

APPENDIX 1: LOCATION MAP



APPENDIX 2: DRAFT PLAN OF SUBDIVISION



LAND USE SCHEDULE			
DESCRIPTION	LOTS (BLOCKS)	UNITS	AREA (ha)
SINGLE DETACHED LOTS			
11.0%	1,5, 52, 70, 78, 82, 83, 87, 88, 109, 116, 120, 130, 160, 163	84	9,271
12.0%	7, 26, 42, 44, 50, 51, 79, 81, 84, 87, 107, 126, 128, 145, 143, 146, 153, 154, 158, 178, 179, 40, 41, 45, 47, 54, 69, 85, 144, 145, 165, 173, 174, 176, 180, 182	71	
14.32%	30, 32, 46, 48, 53, 66, 74, 177	34	
15.84%	119, 125	14	
SEMI DETACHED	183	78	
TOWNHOUSES	184	85	
APARTMENT	185-186	2,532	
PARK	187	13,434	
OPEN SPACE	188	2,271	
STORMWATER MANAGEMENT	189	0,789	
FUTURE DEVELOPMENT	190	0,047	
ROADS		4,429	
TOTAL	160	330	36,653ha

ADDITIONAL INFORMATION
 (UNDER SECTION 511(7) OF THE PLANNING ACT)
 INFORMATION REQUIRED BY CLASSES 8.8, 8.8.1 (3) AND 1 ARE AS SHOWN ON THE DRAFT PLAN.
 If/when the applicant is/are satisfied with the relationship to the adjacent lands are correctly shown.

OWNER'S CERTIFICATE
 I AUTHORIZE THE GSP GROUP INC. TO PREPARE AND SUBMIT THIS DRAFT PLAN OF SUBDIVISION TO THE TOWN OF GRAND VALLEY.
 I CERTIFY THAT THE BOUNDARIES OF THE LAND TO BE SUBDIVIDED AND THEIR RELATIONSHIP TO THE ADJACENT LANDS ARE CORRECTLY SHOWN.

Tom Kissan
 Atlas One Developments Limited

DATE

SURVEYOR'S CERTIFICATE
 I CERTIFY THAT THE BOUNDARIES OF THE LAND TO BE SUBDIVIDED AND THEIR RELATIONSHIP TO THE ADJACENT LANDS ARE CORRECTLY SHOWN.

James M. Lewis
 Ontario Land Surveyor

DATE

DRAFT PLAN OF SUBDIVISION

THOMASFIELD HOMES RIVER'S EDGE

PART OF LOT 31, CONFESSION 3
 GEOGRAPHIC TOWNSHIP OF EAST LUTHER
 ALL OF BLOCK C
 REGISTERED PLAN 114
 (PARCELS OF GRAND VALLEY)
 TOWN OF GRAND VALLEY
 COUNTY OF DUFFERIN

PLANNING | URBAN DESIGN | LANDSCAPE ARCHITECTURE

647-930-6100

gspgroup.ca

Date: August 29, 2023
 Drawn By: M.L.
 Scale: 1:1000 (sheet)

REVISIONS	DATE

APPENDIX 3: DRAFT ZONING BY-LAW AMENDMENT

THE CORPORATION OF THE TOWN OF GRAND VALLEY

BY-LAW NUMBER 2023-____

"Being a By-law to amend By-Law No. 2009-10, as amended, by rezoning a portion of lands described as Part Lot 31, Concession 3 Geographic Township of East Luther, All of Block C Registered Plan 114, (Village of Grand Valley) in the Town of Grand Valley, County of Dufferin, from the Development (D) Zone and Environmental Protection (EP) Zone, to the Village Residential (RV-##) Zone, Multiple Residential (RM) Zone, Open Space (OS) Zone, Institutional (IN-2) and Environmental Protection (EP) Zone."

WHEREAS the Council of the Corporation of the Town of Grand Valley may pass bylaws pursuant to Section 34 of the Planning Act, R.S.O 1990, as amended;

AND WHEREAS the Council of the Corporation of the Town of Grand Valley has determined a need to rezone a parcel of land described as Part Lot 31, Concession 3 Geographic Township of East Luther, All of Block C Registered Plan 114, (Village of Grand Valley) in the Town of Grand Valley, County of Dufferin;

AND WHEREAS the Council of the Corporation of the Town of Grand Valley deems the said application to be in conformity with the Official Plan of the Town of Grand Valley, as amended, and deems it advisable to amend By-law 09-10.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF GRAND VALLEY HEREBY ENACTS AS FOLLOWS:

1. THAT the Zoning By-Law Map, is hereby further amended by rezoning those lands described as Part Lot 31, Concession 3 Geographic Township of East Luther, All of Block C Registered Plan 114, (Village of Grand Valley) in the Town of Grand Valley, County of Dufferin, from the Development (D) Zone, to the Multiple Residential (RM) Zone, Residential Village Exception (RV-#) Zone, and Environmental Protection (EP) Zone as shown in Appendix "B" attached hereto, and Appendix "A" attached hereto forms part of By-Law 09-10 as amended.
2. By-law 09-10 is hereby further amended by amending, Section 4.5, Village Residential Exceptions by adding the following:

Village Residential Exception # (RV-#)

Notwithstanding the zone requirements of the Village Residential Zone, to the contrary, the following shall apply to those lands zoned RV-#:

1. Minimum lot frontage – 11.6 m for interior lots

In all other respects, the provisions of this By-law shall apply.

THAT this by-law shall take effect as of the date of passing, subject to the provisions of the Planning Act, R.S.O. 1990, Chap. P.13 as amended.

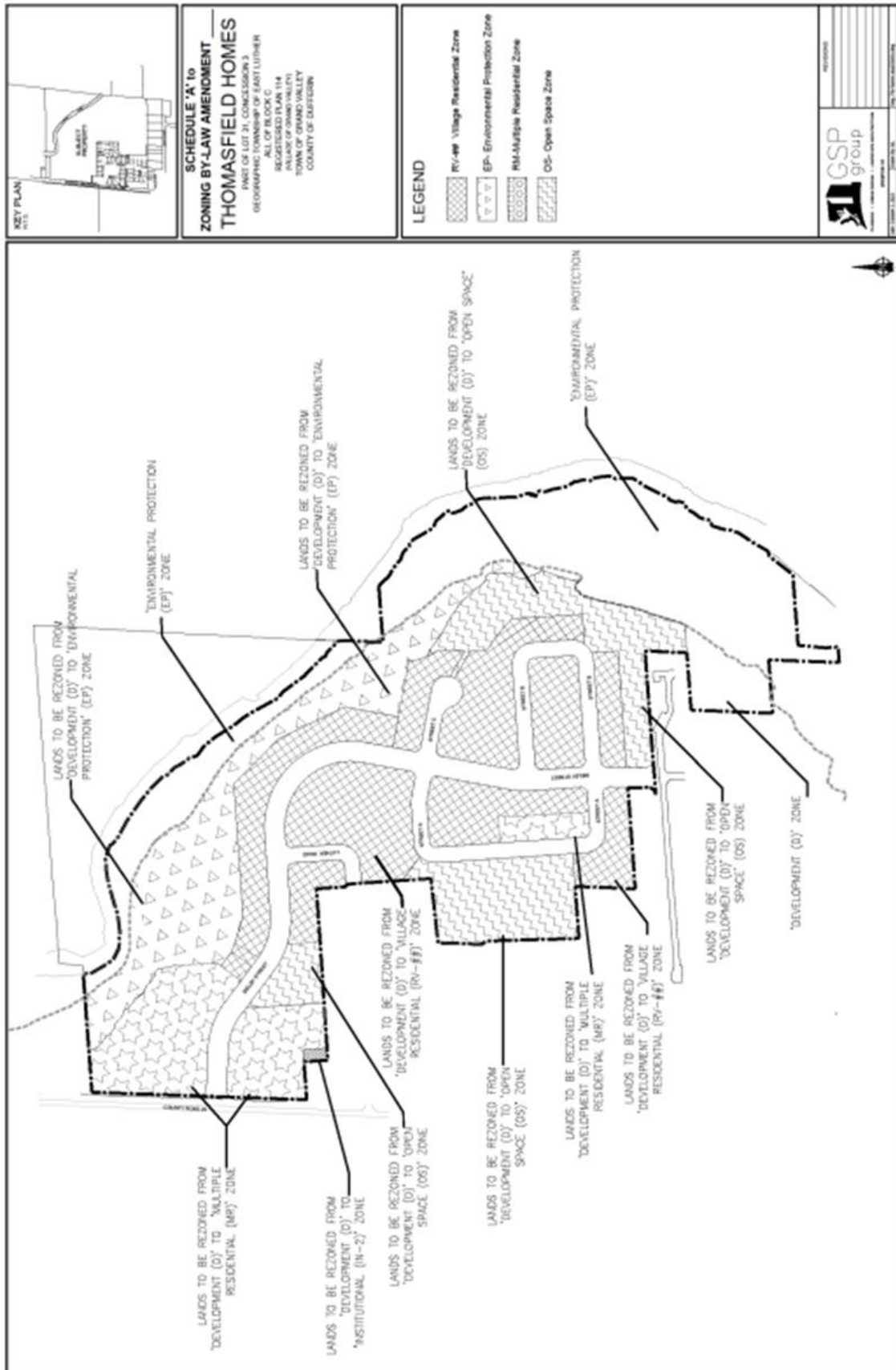
BY-LAW read a FIRST, SECOND, and THIRD time and finally PASSED this _____ day of _____ 2023.

THE CORPORATION OF THE TOWN OF GRAND VALLEY

Mayor

Clerk

SCHEDULE A to Zoning By-law 2024- _____



GSP group

1000 SHEPPARD AVENUE EAST, SUITE 100
SCARBOROUGH, ONTARIO M1S 1W4
TEL: (416) 291-2222
WWW.GSPGROUP.COM

River's Edge Subdivision, Grand Valley

Public Meeting—Zoning By-law Amendment

River's Edge Subdivision, Grand Valley
February 13, 2024



Introductions

Tom Krizsan & Katherine McLaughlin, Thomasfield Homes

- Property Owner/Developer

Hugh Handy, GSP Group Inc.

- Land Use Planner, Vice President

Site Location

- The Site is located in the northeasterly portion of Town
- Site borders on Grand River
- Frontage on Main Street North (County Road 25), Bielby Street, Scott Street, and Amaranth Street East
- Within walking distance of school, community centre, library, and downtown



The Site

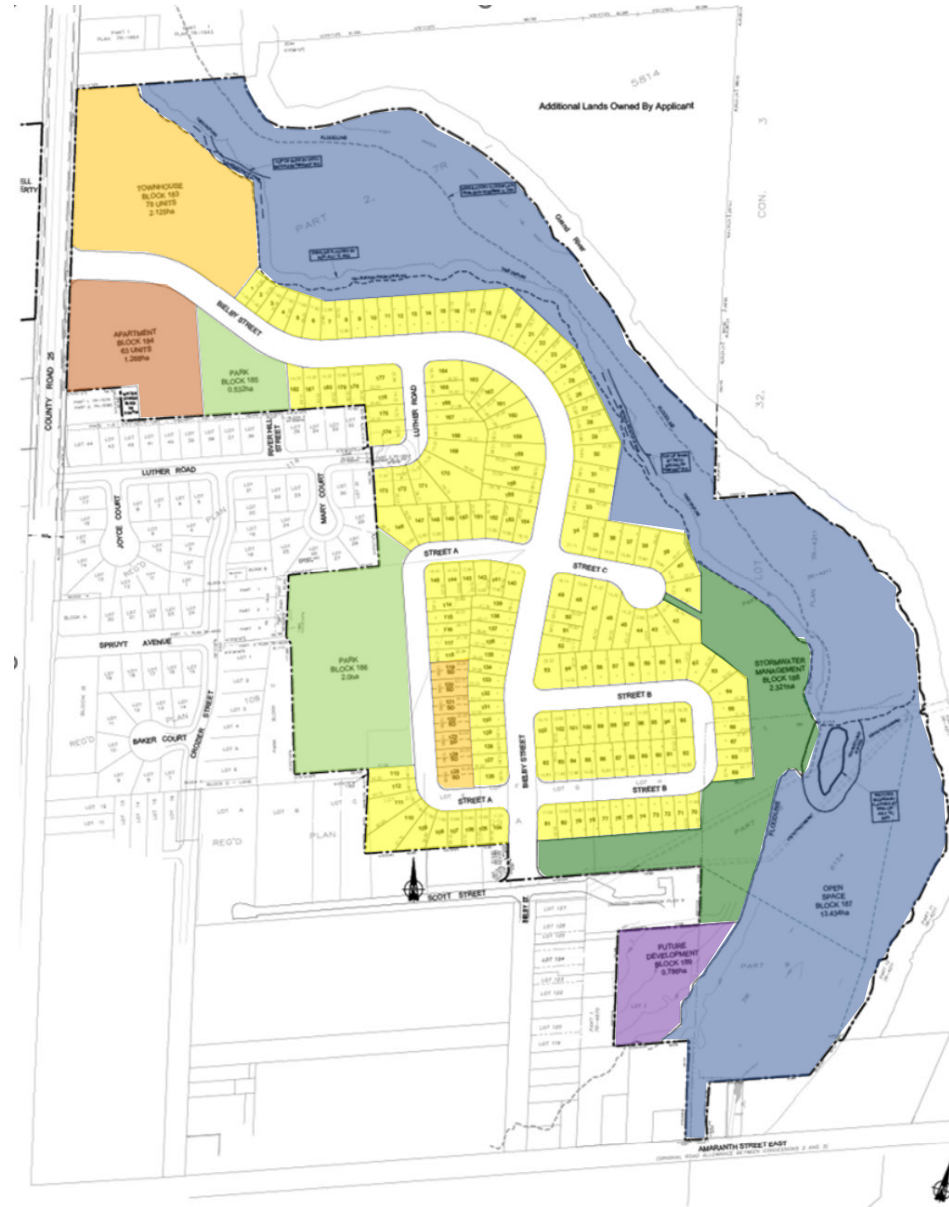
- 37 hectares (91 acres)
- Within the settlement boundary of the Town
- Designated “Urban Residential”, “Agriculture” and “Environmental Conservation
- Some portions are a previously excavated gravel pit
- Some portions are being used for agricultural crops
- Overall, the Site is underutilized and well suited for development



Current Proposal

- 179 single detached lots
- Potential for triplexes on corner lots
- 14 semi-detached lots
- 1 townhouse block
- 1 apartment block
- 2 park blocks
- Stormwater management
- Environmental protection
- Future development block

River's Edge Subdivision, Grand Valley
February 13, 2024



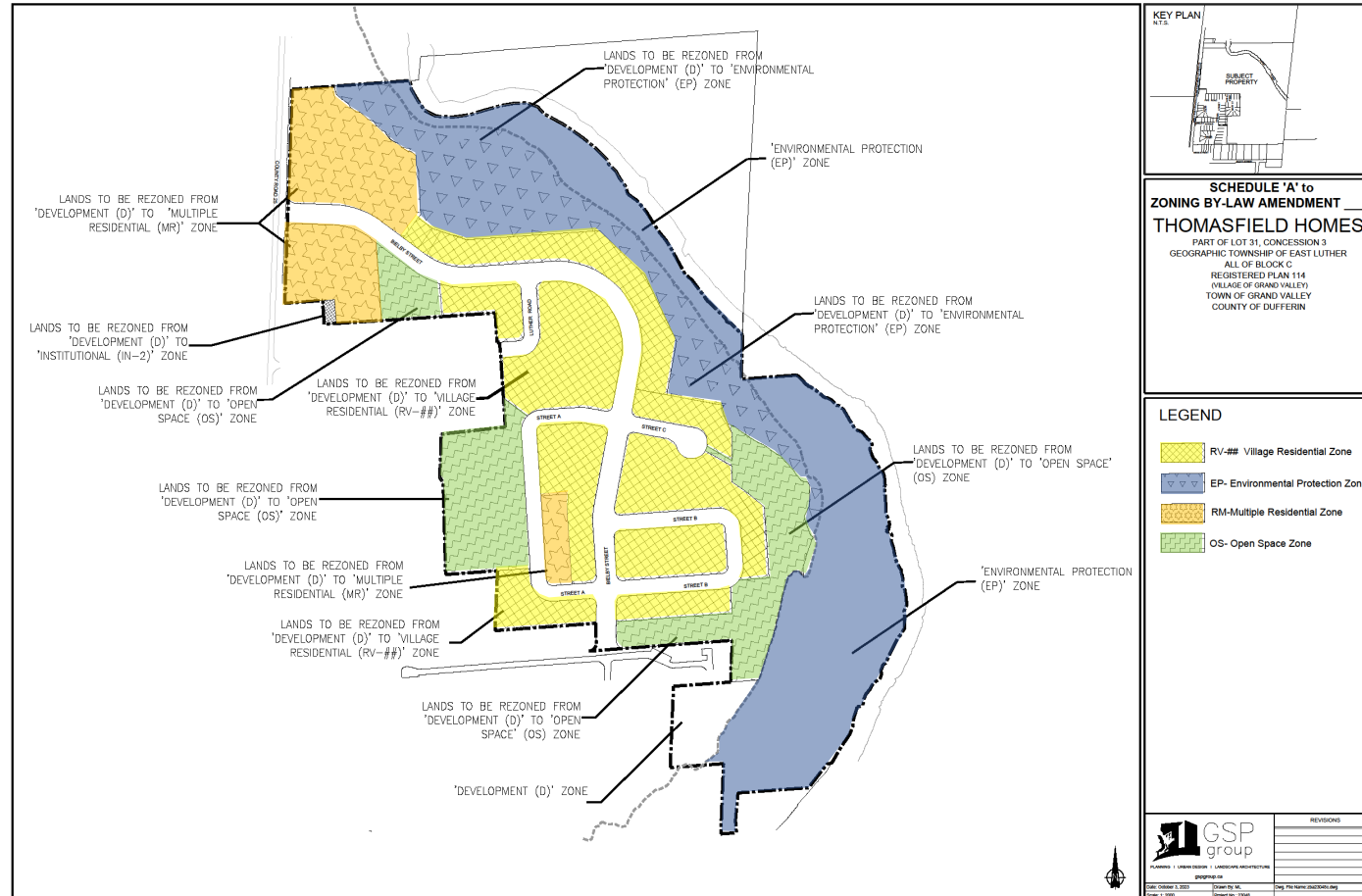
Proposed Zoning By-law Amendment

- Currently zoned “Development (D)” and “Environmental Protection (EP)”

Proposal includes rezoning to:

- “Specialized Residential Village (RV-x)” for the single detached lots
- “Multiple Residential (RM)” for the semi-detached lots, townhouse and apartment blocks
- “Open Space (OS)” for the park blocks and stormwater management blocks
- “Environmental Protection” for the balance of the Site

Proposed Zoning By-law Amendment



River's Edge Subdivision, Grand Valley
February 13, 2024



Supporting Studies

- Planning Justification Report
- Archaeological Assessment
- Environmental Impact Study
- Geotechnical Study
- Hydrogeological and Water Resource Management Study
- Functional Servicing and Stormwater Management Report
- Traffic Impact and Parking Study

Conclusions

- Efficient use of land within an Urban Settlement Area
- A range and mix of housing options and densities
- Variety in unit types provides flexibility in responding to dynamic housing needs of Grand Valley as it continues to evolve
- The proposed development has been designed to provide for the protection and enhancement of the surrounding natural features
- The proposed development is consistent with/conforms to Provincial, County and Municipal policy and will help the Town achieve its housing growth requirements

Question and Answer

River's Edge Subdivision, Grand Valley
February 13, 2024





GRAND VALLEY

The Corporation of the Town of Grand Valley Report to Council

Date: February 13, 2024

To: Mayor Soloman & Members of Council

From: Mark H. Kluge, MCIP RPP, Planner

Subject: Special Public Meeting Report

Report No.: PLN03-2024

File: Official Plan and Zoning By-law Update Project

Consultant: David Welwood c/o J.L. Richards and Associates Limited

Attachment(s): Appendix 1: February 13, 2024 Memorandum to Council
Appendix 2: Workplan and Public Consultation Plan

RECOMMENDATION

THAT Report No. PLN03-2024, dated February 13, 2024, be received;

AND FURTHER THAT the Official Plan and Zoning By-law Update Project be known as Vision Grand Valley.

AND FURTHER THAT Council adopts the Recommendations outlined in the J.L. Richards and Associated Limited Memo, dated January 26, 2024, and attached to this Report as Appendix 1: February 13, 2024 Memorandum to Council.

AND FURTHER THAT all Agency and Public Comments be referred to Planning and J.L. Richards and Associated Limited, to be considered in the Vision Grand Valley project.

PURPOSE OF REPORT

The purpose of this report is to formally launch the Town's Official Plan and Zoning By-law Review Project to be known as Vision Grand Valley.

BACKGROUND

On January 22, 2019, a notice was sent out to all property owners (via the Property Tax Bill) advising the public that the Town would be deferring their Official Plan Review, pending Dufferin County's completion of their Municipal Comprehensive Review (MCR).

On August 9, 2022, Council passed Resolution Number 2022-08-11, which stated:

BE IT RESOLVED THAT Council directs Planning to undertake a review of all Official Plan Mapping when the Town updates its Official Plan, when Dufferin County concludes its MCR process, and the County Official Plan is updated.

On August 8, 2023, the CAO advised Council through the monthly Procurement Update Report that the Consultant RFP for Planning Assistance was to be finalized and issued.

On September 26, 2023, Planning through report PLN35-2023, advised Council that the Town received five proposals for the Official Plan and Zoning Review Project and the CAO, Deputy Clerk and Planner were reviewing the submissions to award the contract.

On October 10, 2023, Planning verbally updated Council on the 2023 Official Plan and Zoning Review Project advising that consulting firm of J.L. Richards & Associates Limited (Consultant) was selected through a formal RFP process to lead the project, a project kick-off meeting was held on October 5th, 2023 with the Consultant and Town Staff. Town Staff had shared background documents with the Consultants and they had commenced preparation of a project workplan which would be shared with Council at a future meeting.

PUBLIC CONSULTATION

Notice of this Special Public Meeting was published in the Orangeville Citizen and Wellington Advertiser on January 4th and 11th, 2024, as per the requirements of the *Planning Act*. The week of January 2nd, 2024, the Notice was posted on the Town website and placed on facility bulletin boards. The Notice was also mailed to every property in Town receiving a Property Tax Bill on January 23rd, 2024, with the First Tax Installment of 2024.

Notice of the project was also communicated (email and Canada Post) to all Indigenous Groups who have an interest in Grand Valley.

The Notice was also emailed to all Town Departments and Public Agencies on January 4th, 2024.

Following the Special Public Meeting, Town Staff will launch the **VISION GRAND VALLEY** webpage on the Town's website. All information and reports pertaining to the project will be located on the webpage for easy access by the Public.

CONSULTANT'S SUBMISSION

As stated, J.L. Richards and Associates Limited have been awarded the contact for the Vision Grand Valley project.

The Consultant has provided two documents for the Special Public Meeting, both documents have been included with this report. **APPENDIX 1: FEBRUARY 13, 2024 MEMORANDUM TO COUNCIL** is to supplement the Consultant's presentation discussing the requirements for the Town's Official Plan and Zoning By-law. Attached to the Memorandum is **APPENDIX 2: WORKPLAN and PUBLIC CONSULTATION PLAN** for the project. The Consultant is seeking Council input on the Workplan and Public Consultation Plan.

Attachment

Appendix 1: February 13, 2024 Memorandum to Council

Appendix 2: Workplan and Public Consultation Plan

Respectfully submitted,

Mark H Kluge

Mark H. Kluge, MCIP RPP

Town Planner

/mhk

Appendix 1

MEMORANDUM



**J.L. Richards
& Associates Limited**
501-555 Oak Street E
North Bay, ON Canada
P1B 8E3
Tel: 705 495 7597
Fax: 613 728 6012

To: Mayor Soloman and Council

Date: February 13, 2024

JLR No.: 32657

CC:

From: Marilyn Cameron, Alison Bucking, and David Welwood
Planners and Senior Planner, J.L. Richards & Associates Limited

Re: **Town of Grand Valley
Official Plan and Zoning By-law Update
Special Meeting of Council**

INTRODUCTION

The Town of Grand Valley (the Town) has retained J.L. Richards & Associates Limited (JLR) to review and update the Official Plan and Zoning By-law for the Town of Grand Valley.

The purpose of this report is to supplement a special meeting of the Town Council scheduled on February 13, 2024 to discuss the requirements for the Town's Official Plan and Zoning By-law, provide the public with an opportunity to provide input at the outset of the process, and outline the requirements for the Official Plan and Zoning Bylaw.

BACKGROUND

Land use planning helps municipalities and communities to set goals for growth and development by providing tools to manage change. It balances provincial, community, and individual interests and takes social, economic, and environmental factors into consideration. Land use planning helps in managing land and resources and guides municipalities' decisions about where to: build homes and factories; locate parks and schools; and provide essential public services. Further, land use planning can help shape and protect the 'character' of a community.

An Official Plan is a document that describes policies on how land in a community should be used. An Official Plan, required under the Planning Act, establishes a vision for the future of a municipality and provides policy direction to manage future land use patterns and growth. An Official Plan deals with:

- where housing, industry, offices, and shops will be located;
- what services like roads, watermains, sewers, parks and schools will be needed;
- where development will be restricted to protect the natural environment and public health and safety;
- when, and in what order, parts of the community will grow; and
- community improvement initiatives.

A Zoning By-law implements the Official Plan for day-to-day use and is more prescriptive. It is a legal document to manage development and prevents conflicts between non-compatible land uses. A Zoning By-law regulates:

- how land may be used;
- where buildings and other structures can be located;
- the types of buildings that are permitted and how they may be used;
- the lot sizes and dimensions, parking requirements, building heights and densities, and setbacks from the street.

The Town's current Official Plan was adopted by Council in 2006 and was approved by the Province in December 2009. The Zoning By-Law was adopted February 10, 2009. Since the current Official Plan and Zoning By-Law came into effect, the Province has made significant updates to the Planning Act, as well as A Place to Grow: Growth Plan for Greater Golden Horseshoe (2020), and the Provincial Policy Statement (PPS). The Official Plan will be updated to conform with the County of Dufferin Official Plan, which is also in the process being updated for consistency with provincial legislative and plan changes.

Section 26 (1.1) of the Planning Act requires Council to revise the Town's Official Plan no less frequently than 10 years after it comes into effect as a new official plan and every five years thereafter, unless the plan has been replaced by another new official plan. In 2023, JLR was hired to review and update the Official Plan and Zoning By-law. To date, JLR and the Town held an initial internal kick-off meeting on October 5, 2023, a meeting with Dufferin County on October 24, 2023, and an initial meeting with the Grand River Conservation Authority on October 31, 2023.

The purpose of the Official Plan and Zoning By-law Update project is twofold. One, it helps to advance the community's vision, goals and objectives for land use planning. Secondly, it ensures that the land use policy and regulatory framework has regard to matters of provincial interest listed under Section 2 of the Planning Act; is consistent with policy statements issued under Section 3 of the Planning Act; and conforms with provincial plans or does not conflict with them

A special meeting of Town Council, open to the public, is required by Section 26(4) of the Planning Act prior to a statutory (10 year) revision to the official plan. This special meeting of Council is proposed to discuss the revisions that will be included in the update to the Official Plan and Zoning By-law at a high level. The special meeting is also intended to provide an initial opportunity for the public to provide input regarding matters that should be considered through the review process.

SCOPE OF THE OFFICIAL PLAN AND ZONING BY-LAW PROJECT

The Town Official Plan contains general policies for the Town regarding natural heritage, economy, housing and population, tourism and recreation, cultural heritage, transportation, and services as well as specific policies that apply to settlement areas and agricultural lands. The Zoning By-law contains provisions related to specific land use zones as well as general provisions for uses and structures applicable to multiple zones.

The scope of the project includes:

- carrying forward previous amendments to the Official Plan and Zoning By-Law;
- having regard to matters of provincial interest as listed in Section 2 of the *Planning Act*;
- ensuring consistency with the Provincial Policy Statement 2020;
- ensuring conformity with the A Place to Grow: Growth Plan for Greater Golden Horseshoe 2020;
- ensuring conformity with the County Official Plan and associated amendments;
- implementing the findings of relevant Town and County plans since the current Official Plan and Zoning By-Law took effect;
- including new or updating policy for matters such as affordable and attainable housing, additional residential units, short-term rentals, climate change, source water protection, servicing requirements, development charges, parkland dedication, cannabis, Indigenous peoples; and
- addressing other matters as identified through the process.

Planning Act

Several updates to the Planning Act have been made since the current Official Plan and Zoning By-Law came into effect. These updates include among other matters:

- replacement of height and density bonusing with community benefit charges (section 37);
- modified parkland dedication requirements;
- regulations for additional residential units and affordable housing;
- modified criteria for site plan control (Bill 23);
- establishment of additional residential units as-of-right within residential areas;

- shortened timelines for the processing of certain development applications and refund requirements (Bills 97 and 109); and
- changed types of matters and reasons for appeals to the Ontario Land Tribunal.

Provincial Policy Statement 2020

The Provincial Policy Statement (PPS) is a consolidated statement of the Province's policies on land use planning that guides decision making in municipalities. The PPS is issued under section 3 of the *Planning Act*. All decisions on land use planning matters, according to the *Planning Act*, "shall be consistent" with the PPS.

The PPS 2020 came into effect on May 1, 2020. The changes made to the PPS were intended to:

- encourage the development of an increased mix and supply of housing;
- protect the environment and public safety;
- reduce barriers and costs for development;
- provide greater predictability;
- support rural, northern, and Indigenous communities; and
- support the economy and job creation.

A draft Provincial Planning Statement was issued on April 6, 2023. The final recommended Official Plan and Zoning By-law changes will be reviewed to ensure consistency with the in-effect version of the PPS.

Dufferin County Official Plan

County Council Adopted the Dufferin County Official Plan in 2014 and it was approved in March 2015. It has been amended multiple times since then, including the recent undertaking of a phased Municipal Comprehensive Review (MCR) of the Official Plan. On April 13, 2023, the County adopted OPA 2 for conformity with changes to the A Place to Grow: Growth Plan for the Greater Golden Horseshoe, specifically updated population and employment forecasts, and for inclusion of results of a Lands Needs Assessment to address forecasted growth. On July 13, 2023 OPA 3 was adopted, which included updated policies related to natural heritage and agriculture, and updated schedules recognizing expanded settlement areas within the Towns of Grand Valley and Shelburne, Employment Land designations across the County, and updated mapping of Prime Agricultural Areas. Amendments 2 and 3 have not yet received approval from the Ministry of Municipal Affairs and Housing (MMAH), and as such, have not yet taken effect. A third amendment (OPA 4) is in preparation for the final phase of the MCR, presents policy changes specific to housing, climate change, and implementation of the plan in response to recommendations and input from agencies, lower-tier municipalities, and the public. This amendment is expected to be decided by Council early this year.

Under Section 27(1) of the Planning Act, the Town of Grand Valley is required to amend the Official Plan to conform with the County of Dufferin Official Plan. The current Official Plan and Zoning By-law review will ensure conformity of the Town's planning documents to those of the County, once adopted and approved by the MMAH. In the interest of efficiency, the current project is expected to take place in anticipation of approval of the County Official Plan by MMAH. JLR will have regular contact with the County of Dufferin throughout the project to ensure that all updates to the Town's Official Plan and Zoning By-law conform with any provincial modifications to the County Official Plan.

PROPOSED ENGAGEMENT STRATEGY

Good communication, engagement, and collaboration are central to the success of every land use planning project and are a priority of the Town for this project. JLR's approach to stakeholder and public engagement is based on seven key principles: open and transparent; build trust and confidence; flexible and responsive; iterative; meaningful; build capacity, understand and support; and well facilitated. The proposed strategy uses a variety of techniques that are designed to inform, consult, involve, and collaborate with stakeholders and the public, as well as empower decision makers.

The project is divided into five phases. These phases and corresponding consultation touch points in each of these phases are summarized in the table below. A detailed consultation plan is provided in Appendix A.

	Phase	Consultation
1	Background Review & Research	<ul style="list-style-type: none"> • Special Meeting of Council • Pre-consultation meeting with Dufferin County • Early Consultation with Agencies and Indigenous Communities
2	Workplan Finalizations and Presentation to Council	<ul style="list-style-type: none"> • Council Meeting to present Background and Directions Report
3	Official Plan and Zoning By-law Consultation and Preparation	<ul style="list-style-type: none"> • Online Survey #1 • Focus Group Interviews
4	Draft Document Reviews and Finalization	<ul style="list-style-type: none"> • Online Survey #2 • Statutory Open House • Early Consultation of draft documents with the County • Statutory Public Meeting for adoption • Submission to the County for approval of the Official Plan
5	Plan Approval and Project Closing	<ul style="list-style-type: none"> • Update to Council, following approval of the Official Plan

The Town will make use of the municipal webpage for general project information and updates. Traditional lines of communication (e.g., email, letters, and phone calls) will remain open throughout the project.

PROJECTED NEXT STEPS

A summary of Project Tasks is provided below. These tasks and corresponding consultation touch points in each of these tasks are summarized in the table below. Italics indicate a task has been completed. A detailed workplan is provided with Appendix A.

Task	Date
Phase 1: Background Review and Research <ul style="list-style-type: none"> • <i>Kick-Off Meeting</i> • <i>Preliminary Work Plan & Public Consultation Plan</i> • <i>Early Consultation with Dufferin County, Agencies, and Indigenous Communities</i> • <i>Background Review of Supporting Documents</i> • Special Meeting of Council • Technical Review of Current Official Plan and Zoning By-law 	October 2023 – February 2024
Phase 2: Workplan Finalization and Presentation to Council <ul style="list-style-type: none"> • Confirm Workplan and Public Consultation Plan • Draft Background Report and Base Maps • Present Background Report to Council 	February – March 2024
Phase 3: Official Plan and Zoning By-law Consultation & Preparation <ul style="list-style-type: none"> • Online Survey and Focus Groups • Draft Official Plan and Zoning By-law for staff review 	March – May 2024
Phase 4: Draft Document Reviews and Finalization <ul style="list-style-type: none"> • Staff, Agency and County review of Draft documents • Public Feedback on Draft Documents • Final Official Plan and Zoning By-law prepared and presented to Council • Submission of Official Plan to Approval Authority 	May - November 2024
Phase 5: Project Closure <ul style="list-style-type: none"> • Update to Council following Official Plan approval • Project closure meeting 	November – December 2024

RECOMMENDATIONS

THAT this report to supplement a special meeting of Council scheduled on February 13, 2024, in relation to Town's Official Plan and Zoning By-Law Update, be received.

AND THAT the comments received as part of the special meeting of the Council be considered in the Official Plan and Zoning By-Law Update process.

ATTACHMENT(S)

Appendix A – Revised Workplan and Public Consultation Plan

J.L. RICHARDS & ASSOCIATES LIMITED

Prepared by:



Marilyn Cameron, MAP MSc
Planner



Alison Bucking, BES, MCIP, RPP
Planner

Reviewed by:



David Welwood, MCIP, RPP
Planner

Date: January 26, 2024
To: Mark. H. Kluge, MCIP, RPP, Town Planner
From: Marilyn Cameron, Planner
Alison Bucking, Planner
CC: David Welwood, Senior Planner
Subject: Town of Grand Valley – Official Plan and Zoning By-law Update
Revised Work Plan and Public Consultation Plan
JLR No.: 32657-000

We are pleased to be working with the Town of Grand Valley for the provision of services related to the statutory Official Plan and Zoning By-law review and update. It is our understanding that the Town will create a staff project team including the Town's Planner, Deputy Clerk and Communications Coordinator, and CAO/Clerk-Treasurer with the goal of providing perspectives, context, feedback, and direction related to planning initiatives and existing challenges as we undertake this assignment. Enclosed in this memorandum is a revised work plan and public consultation strategy for the project team's consideration and review.

Project Understanding

The Town of Grand Valley's current Official Plan (OP) was adopted by Council in 2006 and approved by the County of Dufferin in 2009. The Current Zoning By-law 2009-10, as amended, took effect on February 10, 2009. Both documents have since undergone numerous site specific and housekeeping amendments. In addition, since the previous documents took effect, the Province has introduced numerous changes to the Planning Act including Bill 23, the *More Homes Built Faster Act*, Bill 109, *More Homes for Everyone Act* and Bill 97, *Helping Homebuyers, Protecting Tenants Act*. Under Section 26 (9) of the *Planning Act*, the Town of Grand Valley is required to review and update its Official Plan and Zoning By-law to ensure conformity with County and provincial policies.

Dufferin County is also undertaking a phased municipal comprehensive review (MCR) of the Dufferin County Official Plan (DCOP). The County has adopted two related Official amendments to date which have been submitted to the Ministry of Municipal Affairs and Housing (MMAH) for approval. The County expects to adopt and submit for approval a third MCR amendment in the first quarter of 2024. The Minister's decision on the three MCR official plan amendments is anticipated to occur in 2024. Under Section 27(1) of the *Planning Act*, lower tier municipality OPs must be amended to conform to the Official Plan of the upper tier municipality. As such, there is an additional need to undertake a comprehensive review and update of the Zoning By-law for the Town to implement the policies in the DCOP.

We understand that the Town wants to undertake an update to the OP and Zoning By-law to ensure conformity with the DCOP, incorporate previous amendments and reflect legislative changes since the previous Zoning By-law took effect.

Proposed Work Plan for the Update Project

Based on discussions during the Kick-Off Meeting with staff, our previous experience in undertaking OP updates and Zoning By-law reviews for other municipalities, and emerging trends in planning practice, the proposed work plan outlined below will provide a detailed overview of the proposed methodology and will guide the project from its initiation to completion. See Attachment 1 for a detailed task list and proposed timeline.

Phase 1: Background Review and Research

- 1.1 External Kick-Off Meeting
- 1.2 Internal Kick-Off Meeting
- 1.3 Preliminary Workplan and Public Consultation Plan
- 1.4 Finalize Workplan and Public Consultation Plan
- 1.5 Early Consultation with Dufferin County and Agencies
- 1.6 Early Consultation with Indigenous Communities
- 1.7 Background Review of Supporting Documents
- 1.8 Technical Review of the Current Planning Documents
- 1.9 Special Meeting with Council

Phase 2: Workplan Finalization and Presentation to Council

- 2.1 Confirm Work Plan and Public Consultation Plan
- 2.2 Draft Background and Directions Report and Base Mapping
- 2.3 Finalize Background and Directions Report
- 2.4 Present Background and Directions report to Council

Phase 3: Official Plan and Zoning By-law Consultation and Preparation

- 3.1 Online Survey # 1
- 3.2 Focus Group Interviews
- 3.3 Maintain Record of Public Consultation
- 3.4 Prepare Draft Official Plan and Zoning By-law

Phase 4: Draft Document Reviews and Finalization

- 4.1 Staff Consultation on Draft Documents
- 4.2 Statutory Public Open House
- 4.3 Online Survey #2 with Draft Documents
- 4.4 Early Consultation with Approval Authority
- 4.5 Prepare Final Official Plan and Zoning By-law Amendments
- 4.6 Presentation to Council at Statutory Public Meeting
- 4.7 Submit Approved Official Plan to Approval Authority

Phase 5: Closing

- 5.1 Prepare Final Consolidated Version of the Official Plan
- 5.2 Support Staff in Preparing Update to Council
- 5.3 Project Debrief and Closure Meeting

Phase 1: Background Review & Research

1.1 External Kick-Off Meeting

JLR met with Town staff on October 5, 2023 to discuss project expectations, review timelines and deliverables, and discuss next steps.

1.2 Internal Kick-Off Meeting

JLR's internal staff team met on October 13, 2023 to discuss the project, review notes from the external kick-off, and review team responsibilities.

1.3 Preliminary Workplan and Public Consultation Plan

JLR have developed this preliminary Workplan to outline activities, deliverables, and an estimated project timeline, understanding that the schedule is subject to change based on the approval of the DCOP. The Workplan also includes a Public Consultation Plan, identifying public and stakeholder engagement methods, a list of stakeholders to be engaged, and a suggested list of promotional tools.

1.4 Finalize Workplan and Public Consultation Plan

Town staff will review the Work and Public Consultation Plan and provide feedback. JLR will update as necessary and confirm with Town staff.

1.5 Early Consultation with Dufferin County and Agencies

JLR will seek input from Town of Grand Valley staff, Dufferin County Planning staff, Grand River Conservation Authority (GRCA), and other stakeholders to identify key issues and emerging trends in the Town from the perspective of planning policies. JLR met with the County Senior Planner on October 24, 2023 to fulfill this task.

1.6 Early Consultation with Indigenous Communities

JLR will seek input from Indigenous Communities, inviting comments in writing or by phone or video meeting. Consultation will include the Haudenosaunee Confederacy, the Métis Nation of Ontario, Saugeen First Nation, Six Nations of the Grand River, and the Mississaugas of the New Credit First Nation.

1.7 Background Review of Supporting Documents

JLR will review the supporting documents and plans provided by the Town and the County for relevant contextual information and to identify changes that require updating within the OP and Zoning By-law. This review will also include a review of relevant practices of municipalities across the County and Province in response to similar planning challenges or changes, for the purpose of informing the Directions Report in a later project phase.

1.8 Technical Review of the Current Planning Documents

This task will involve a comprehensive technical review of the current OP and Zoning By-law in relation to the issues and trends identified through background research with the goal of providing a user-friendly, more prescriptive working document in accordance with the requirements of Sections 16 and 34 of the *Planning Act*. In reviewing the current Plan and Zoning By-law, the JLR team will consider aspects including but not limited to the following:

- Permitted uses in prime agricultural areas;
- Additional residential units;
- Intensification and Mixed-Uses;
- Growth management and phasing;
- Natural hazards policies and mapping;
- Housing Mix;
- Tourism and economic development;
- Climate change adaptation and mitigation;
- Cemetery needs;
- Water and wastewater allocations;
- Complete application and pre-consultation requirements;
- Parks, trails, cash-in-lieu, and re-use of municipal-owned lands; and
- Healthy communities.

Our review will also include the identification of significant problem areas that need to be addressed.

1.9 Special Meeting of Council

The Special Meeting of Council, as required under the Planning Act, allows Council and the public an opportunity to identify revisions they feel are required to an OP and Zoning By-law. JLR will prepare a presentation to Council which includes an overview of both planning documents, the requirements of a review and update, and a summary of revisions required to align with provincial policy changes and land use planning issues important to the Town. JLR will also support with preparing notices for this meeting.

Phase 2: Workplan Finalization and Presentation to Council

2.1 Confirm Work Plan and Public Consultation Plan

In the new year, JLR and Town staff will review the Draft Workplan and Public Consultation Plan based on expected timelines for the DCOP adoption and approval by MMAH. JLR will update the Workplan as necessary and confirm with Town staff prior to initiating further public and stakeholder engagement.

2.2 Draft Background and Directions Report and Base Mapping

JLR will draft a Background and Directions Report to discuss particular planning topics and recommended directions for OP and Zoning By-law updates. The report will document the inventory of background data, the input received from agency stakeholders to date, and the recommendations to proceed with updates to the OP and Zoning By-law.

Along with this draft report, base mapping will be provided for the Town's review. These base maps will form the basis of any schedule changes for the OP and Zoning By-law.

2.3 Finalize Background and Directions Report

Following review by the Town's staff team, the Background and Directions report will be finalized and made publicly available through the Town and will be prepared for presentation to Council. It will also be shared directly with stakeholders who have demonstrated their interest in the report for feedback.

2.4 Present Background and Directions report to Council

JLR will develop communications to present the Background and Directions Report to Council. This will also include any input received to date from Town of Grand Valley staff, Dufferin County Planning staff, and other agency stakeholders. It is anticipated that this will take place during a regular meeting of Council.

Phase 3: Official Plan and Zoning By-law Consultation and Preparation

3.1 Online Survey # 1

See the proposed Public Consultation Strategy below for detail.

3.2 Focus Group Interviews

See the proposed Public Consultation Strategy below for detail.

3.3 Prepare Draft Official Plan and Zoning By-law Updates

JLR will prepare the draft consolidated OP and Zoning By-law documents in track changes, based on the recommendations from the Background and Directions Report Paper and input received from public and stakeholder engagement.

Concurrent with the development of the text, JLR will also assemble, revise, and update the OP and Zoning By-law Schedules. Zoning linework will be based on the OP Schedule designation linework.

Our team will work with R.J. Burnside and Associated Ltd (Burnside), which manages the GIS service for the Town, to prepare the schedules in an appropriate format.

3.4 Maintain Record of Public Consultation

Throughout the project, JLR will maintain a record of public consultation.

Phase 4: Draft Document Reviews and Finalization

4.1 Staff Consultation on Draft Documents

JLR will circulate the draft updated tracked-changes version of the OP and Zoning By-law to the Town, agencies, and additional stakeholders identified in the Public Consultation Plan for review. We suggest feedback in written comments or via virtual working sessions. We also recommend making the draft documents publicly accessible on the Town website.

4.2 Statutory Public Open House

Two JLR planners will facilitate a statutory public open house to present the draft Zoning By-law and gather input from the public. Copies of the proposed document text and schedules will be available, along with tools for mark-ups and suggestions, and comment forms. More will be described in more detail in the Public Consultation Strategy below. JLR will also support with preparing notices for this meeting.

4.3 Online Survey #2 with Draft Documents

See the proposed Public Consultation Strategy below for detail.

4.4 Early Consultation with Approval Authority

JLR will circulate a copy of the Directions and Recommendations Report (Background Report) and the draft OP and Schedules to the County of Dufferin as part of an “early consultation” exercise. Consultation with the County is a statutory requirement of the planning process and helps to reduce review and approval time at the end of the process.

4.5 Prepare Recommended Official Plan and Zoning By-law Amendments

JLR will analyze and incorporate input received from the County, Town staff, agencies, and the public on the draft updated OP and Zoning By-law and make subsequent revisions as needed. Final documents will be shared with Town staff for their review.

JLR will also prepare final OP and Zoning By-law amendments, including all schedules. The Zoning By-law Amendment will include the compilation of all zoning exemptions, housekeeping amendments, and removal of holding provisions.

4.6 Presentation to Council at Statutory Public Meeting

JLR will present the final OP and Zoning By-law Amendment to Council with a recommendation for adoption. JLR will record feedback during the meeting. Further, JLR will prepare the Notices of Passing and make any final revisions that are required and prepare final deliverables for distribution to the Town. Of note, the Zoning By-law Amendment will include a provision that it shall not come into effect until the Official Plan Amendment comes into effect. The Town also has the option of adopting the final Zoning By-law Amendment separately after the OP is approved.

4.7 Submit Adopted Official Plan to Approval Authority

JLR will prepare the final documents for submission of the adopted OP to the County for approval and will manage correspondence with the County with regards to the review and approval.

Phase 5: Closing

5.1 Prepare Final Consolidated Version of the Official Plan

Following approval of the OP by the County, JLR will make all necessary revisions and prepare a final consolidated version of the OP and schedules for print and digital use.

5.2 Support Staff in Preparing Update to Council

JLR will provide remote support to the Town in preparing an update to Council on the approved OP.

5.3 Project Debrief and Closure Meeting

JLR will host a meeting with Town staff to reflect on the work done together, discuss learnings and any next steps, and conclude the project.

Proposed Public Consultation Strategy

It is a priority of the Town of Grand Valley to ensure the OP and Zoning By-law updates are informed by engagement with the public and key stakeholders. In addition to statutory requirements for a public open house under Sections 17(16) and 34 (12)(b) of the *Planning Act*, the strategy outlined below identifies key stakeholders to be engaged and offers a variety of methods and activities to allow for targeted and general participation throughout the project. In addition to these proposed activities, public comments will also be welcomed via email and telephone.

Proposed Methods

Online Surveys

An online survey offers the benefit of gathering input from a wide range of people. Questions may be qualitative and quantitative to offer a range of responses. The benefits of hosting a survey online is that it can tailor questions to the participants responses and omit questions that are not applicable. JLR will use ArcGIS Survey123 to create sophisticated online surveys with detailed data gathering and mapping capabilities.

JLR proposes running two separate surveys throughout the project.

1. The first will gather general feedback on planning issues for the Town, which may have applicability for the OP or Zoning By-law. This survey may also include specific land use or general topics of interest to the community as is identified in the background review Phase. For example, this might include questions related to housing, culture and recreation, on-farm diversified uses, etc. The intent of this survey is to gather a broad range of feedback on the current OP and Zoning By-law to inform both policy changes and any needs for further engagement.
2. The second survey is intended for after a Draft OP and Zoning By-law have been prepared and made public. This survey will ask more specific questions to gather feedback on particular policy changes proposed to the OP and Zoning By-law.

Both surveys would be made available in print-friendly versions for the Town to make available to those who prefer paper surveys. Both surveys will request demographic questions for the purposes of understanding how well the response represent the wider community. Responses will be anonymous and will be included in public facing reports when aggregated across all responses.

Focus Groups

Focus groups provide the opportunity for more in-depth discussion with a smaller group of stakeholders. Questions may be qualitative or quantitative and can take a more in-formal, discussion-based approach.

JLR proposes two 90-minute focus groups with questions tailored to particular land use topics of interest, for example, agricultural land use policy or downtown and economic development. We suggest between five and 15 participants with a common interest and expertise in the topic.

As the intent of the focus groups is expert based, we suggest direct recruitment via invitation. Additional recruitment may also be encouraged through word of mouth.

Open House

Open Houses provide an opportunity for members of the public to review and discuss information with the project team in the level of depth of their choosing. Under the *Planning Act*, a public open house is required for both OP and Zoning By-law updates which includes information about the projects and copies of the draft documents. JLR will host a joint Open House to present and gather feedback on both the Draft Official Plan and Zoning By-law.

Notice requirements for an Open House follow those of public meetings, with notice provided by newspaper, to anyone who has requested notice, and to all public bodies, in accordance with O. Reg.s 543/06 and 545/06. In addition, to reach a broader audience, JLR suggests promoting the Open House using the same digital and in person methods as with the online surveys. JLR will create the notices, as well as a flyer and copy for the Town to use to promote the Open House.

Direct Written Comments

In addition to the above methods, JLR recommends connecting directly with particular stakeholders for their written comments at various stages throughout the project. These stakeholders include agencies, municipal or provincial government departments or ministries, and Indigenous Communities. JLR or Town staff will provide direct communications

to these stakeholders to ensure they have opportunity to provide detailed written comments or to meet with JLR team members directly to discuss further.

Proposed Stakeholders

The Town and Dufferin County staff identified key stakeholders with a potential particular interest in the comprehensive review and topics relevant to the Town. Stakeholders include both public agencies to whom planning applications are regularly circulated, as well as interested community organizations and groups relevant to particular planning topics are identified below. These lists are not exhaustive and may be updated and expanded throughout the project.

The Town and JLR will keep an up-to-date list of public comments received, as well as requests for notification from the public. In addition to the suggested promotional methods, those who have requested notification will also be contacted directly regarding public engagement opportunities.

Agencies and Public Bodies

<p>The following is a list of suggested stakeholders to gain input from those with legislative authority or local planning interests. Dufferin County may have suggested additions to this list.</p> <ul style="list-style-type: none"> • Town of Grand Valley staff • Dufferin County planning staff • Grand River Conservation Authority • Wellington-Dufferin-Guelph Public Health • Upper Grand District and Dufferin Peel Catholic District school boards, Viamonde and MonAvenir School Boards • Ministry of Municipal Affairs and Housing • First Nations and Métis Nation • Utilities 	<p>Suggested Engagement Methods:</p> <ul style="list-style-type: none"> • <i>Direct written comments</i> – JLR or the Town will contact each of these stakeholders at the outset of the project and regularly, as necessary. • <i>Open House</i> – JLR recommends Town staff provide notice of the statutory open house to all agency, government, and Indigenous Community stakeholders.
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Potentially Interested Community Organizations and Groups

<p>The following is a list of stakeholder groups who may have interest in particular planning topics for in-depth discussion.</p> <p>Business & Development:</p> <ul style="list-style-type: none"> • Local realtors, planners, and developers • Greater Dufferin Home Builder’s Association • Grand Valley Business Improvement Association • Dufferin Board of Trade • Local business owners/operators <p>Rural & Agriculture:</p> <ul style="list-style-type: none"> • Dufferin Federation of Agriculture • Members of the Mennonite community • Farm-related business operators 	<p>Suggested Engagement Methods:</p> <ul style="list-style-type: none"> • <i>Focus Groups</i> – JLR recommends leveraging focus groups to discuss particular topics in depth. • <i>Open House & Online Surveys</i> – JLR recommends that any groups or individuals unable to participate in a focus group be directed to provide feedback through alternative methods at their convenience.
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General Public

The general public will be consulted frequently and at various stages throughout the project. Methods used to engage the public will include opportunities for both online and in-person engagement.

Suggested Engagement Methods:

- *Online Surveys*
- *Open House*
- *Regular responses to inquiries*

Promotional Tools & Strategies

In addition to statutory notices, which JLR will prepare, we recommend a combination of some of the following additional tools to promote the project and opportunities for the public and stakeholders to provide input.

Project Slogan

Based on discussions around key words or themes for a slogan, the Grand Valley staff project team chose the slogan “Vision Grand Valley” to introduce and represent the project.

Project Webpage

JLR recommends that Town staff create a dedicate webpage for the project and to host links to the surveys. This would ideally be launched following the special meeting of Council in Task 2.1. JLR will assist with providing promotional copy and features to be included on the website and regular updates to the website content as needed. Recommended components for inclusion on the webpage are:

- an overview of official plans, zoning by-laws and the statutory review process;
- a general project timeline and the current project status to be updated regularly;
- contact information for JLR and a Town staff member;
- frequently asked Questions with answers;
- links to online surveys 1 and 2;
- upcoming engagement event information to be updated regular.

For reference, project webpages for other municipalities, with a range of information and detail for various policy projects, may serve as additional inspiration:

- Municipality of South Bruce, [Zoning by-Law Review webpage](#)
- Region of Halton, [Official Plan Review website](#)
- City of Brantford, [Mohawk Lake District Area Plan webpage](#)
- City of Guelph, [Downtown Heritage Conservation District Study webpage](#)
- City of Greater Sudbury: [Official Plan Review for the City of Greater Sudbury](#)

Other Media

JLR will also support with providing content or materials for other resources the following resources:

- Content to include on the community events calendar, postcards and flyers.
- General content for use on social media, including Facebook and LinkedIn;
- Items to be featured on the Town’s Electronic Sign;
- Content for Town quarterly newsletters, when applicable;

JLR can prepare and design promotional postcards and flyers for an additional fee.

Making Use of Community Spaces

To promote the surveys to a broad general audience, JLR suggests promoting the surveys using the tools above via the following locations or media:

- Local newspapers
- Town or local community newsletters (e.g. chamber of commerce, community events)
- The Town’s reception area
- Local library branches
- Community center or common public meeting spaces

- Bulletin boards at interested local businesses or gathering spaces

Community events, as appropriate, are another great opportunity to provide promotional materials. Examples of potential opportunities discussed include library events or fire prevention activities by the fire department. As opportunities arise, JLR can also support with alterations to the promotional materials as needed.

We look forward to the Town's review of the proposed workplan and public consultation strategy. Should you have any questions regarding the proposed approach, please contact the undersigned.

Yours very truly,

J.L. RICHARDS & ASSOCIATES LIMITED

Prepared by:



Marilyn Cameron, MAP, MSc
Planner



Alison Bucking, BES, RPP
Planner

Reviewed by:



David Welwood, MES (Planning), RPP, MCIP
Senior Planner

ATTACHMENT 1

Proposed Workplan

Town of Grand Valley Official Plan and Zoning By-law Review Special Council Meeting

Presented by: David Welwood, Alison Bucking, & Marilyn Cameron

Date: February 13, 2024

JLR No.: 32657

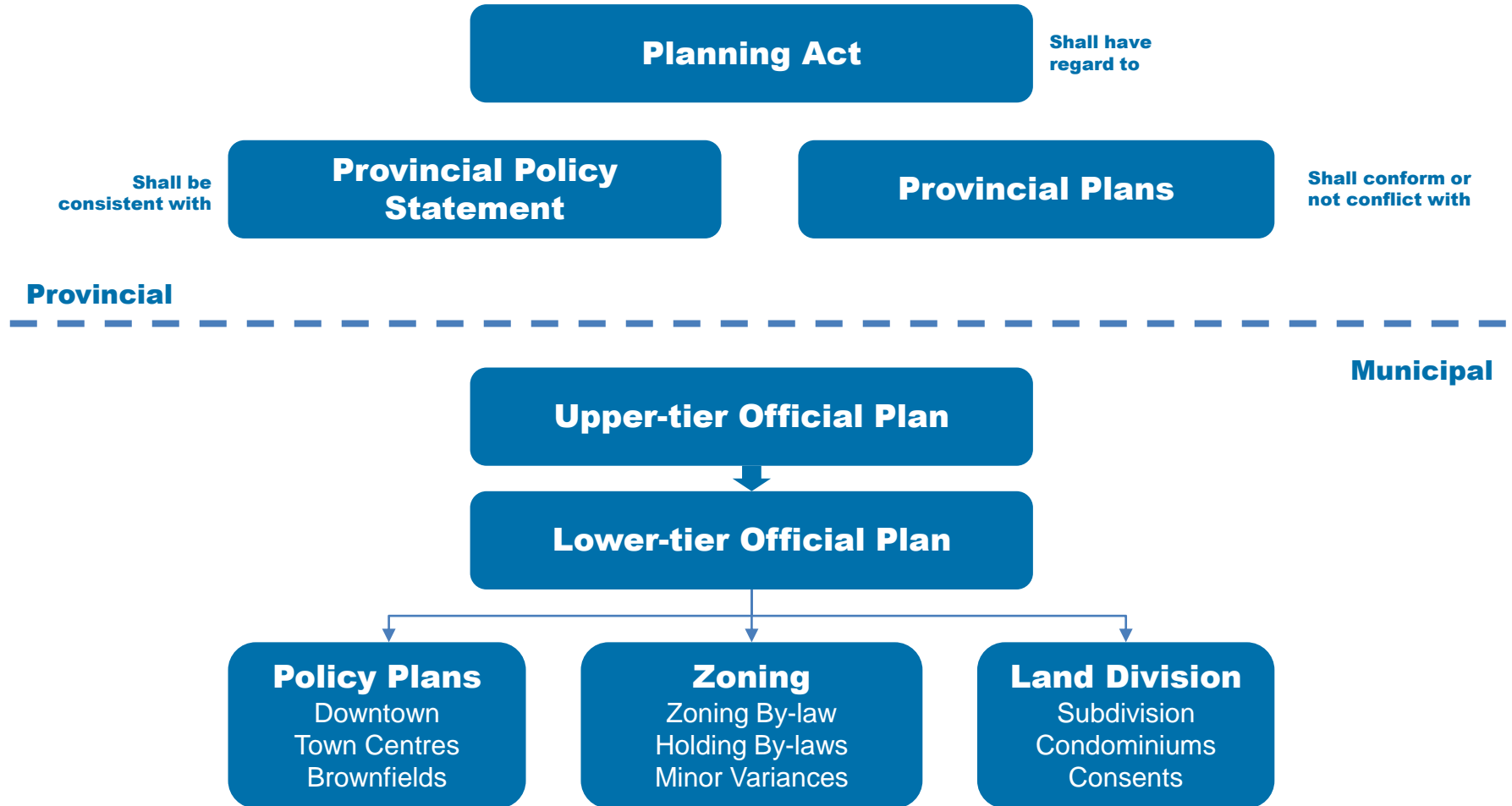
Our agenda

1. What is planning?
2. What is Ontario's planning framework?
3. What are Grand Valley's Official Plan and Zoning By-law?
4. What is the scope of the review?
5. What is the schedule for the review?
6. How can residents and stakeholders get involved?

1. What is planning?

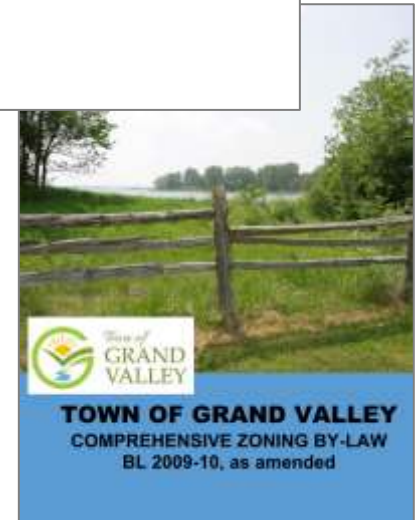
- It is strategic and operational:
 - Set goals for growth and development
 - Provides tools to manage change
- Balances interests:
 - Economic, environmental and social
 - Provincial and local
 - Individual and the public interest
- It helps decide where:
 - homes and industry should be built
 - parks and schools should be located
 - essential public services should be provided
- Managing land and resources
- It shapes and protects the ‘character’ of a municipality
- It influences outcomes (e.g., climate change, population health, fiscal health)

2. What is Ontario's planning framework?



3. What are Grand Valley's Official Plan and Zoning By-law?

- Official Plan came into effect in 2006
- Zoning By-Law came into effect 2009
- Comprehensive policies and provisions include:
 - Directing growth to settlement areas
 - Protecting agricultural and rural areas
 - Institutional and public uses
 - Utilities and public safety
 - Adequate and affordable housing
 - Recreation and waterfront access
 - Guidelines for development applications
 - Ensuring development is protected from potential hazards
 - Protecting natural heritage features and areas
 - Planning for mineral and aggregate development
 - Servicing (water, sewage, disposal, utilities, etc.)
 - Interpreting and Implementing the Official Plan



4. What is the scope of the review?

- Incorporating previous amendments
- having regard to matters of provincial interest
- consistency with the Provincial Policy Statement 2020 and A Place To Grow: Growth Plan for Golden Horseshoe 2020
- conformity with the Dufferin County Official Plan 2017 and 2023 update (pending provincial approval)
- provide new or updated policy for matters such as:
 - affordable and attainable housing
 - additional residential units
 - short-term rentals
 - climate change
 - source water protection
 - servicing requirements
 - cannabis
 - Indigenous peoples
 - development charges and parkland dedication
 - Agricultural related uses and on-farm diversified uses
- other matters as identified through the process



5. What is the schedule for the review?

Tasks	Timing
Start Up Meeting	October 5, 2023
Early Consultation with Agencies	October/November 2023
Special Meeting of Council	February 13, 2024
Background Report & Digital Base Maps	March 2024
Focus Groups & Online Survey #1	April 2024
Draft OP and ZBL	May 2024
Open House & Online Survey #2	July 2024
Early review with Agencies and Dufferin County	July 2024
Finalized OP and ZBL	August 2024
Statutory Public Meeting and Adoption of OP an ZBL	Fall 2024
Submission to Dufferin County for approval	Fall 2024

6. How can residents and stakeholders get involved?

Key Principles:

1. Open and transparent
2. Build trust and confidence
3. Responsive
4. Iterative – close the loop
5. Meaningful
6. Build capacity, understanding and support
7. Well facilitated

6. How can residents and stakeholders get involved?

Inform, Consult, Involve, Collaborate!

Tools	Inform	Consult	Involve	Collaborate
Notices	●			
Web Updates	●	●		
Social Media Posts	●	●		
Stakeholder discussions & online surveys	●	●	●	
Open House	●	●	●	
Written comments	●	●	●	
Workshops	●	●	●	●
Staff Meetings	●	●	●	●
Council Meetings	●	●	●	●

6. How can residents and stakeholders get involved?

- Attend or speak at a Council Meeting
 - Take the online surveys
 - Participate in a topic-based focus group
 - Attend the Open House
 - Send written comments or questions at anytime to mkluge@townofgrandvalley.ca or mcameron@jlrichards.ca
- Expected April 2024!
- Expected July 2024!

Keep an eye out for Vision Grand Valley on the Town's website soon!



Questions and Feedback



Thank you!

David Welwood, RPP MCIP
Senior Planner
dwelwood@jlrichards.ca

Alison Bucking, RPP MCIP
Planner
abucking@jlrichards.ca

Marilyn Cameron
Planner
mcameron@jlrichards.ca

January 31 2024

To whom it may concern :

I am the owner of Concession 1 N PT LOT 28 113117 27/28 SR East Luther.

I would like it to be known that I have expressed orally and now formally in writing that I wish my lands to be included in the town of Grand Valley and Dufferin County Official plan for residential development.

Please respond acknowledging that you have received this communication and the town clerk will include my wishes in any official plan discussion.

Thank you for your consideration and time and feel free to get back to me with any questions or actions that may be required.

Sincerely,

A handwritten signature in blue ink, appearing to read "Roy Sheardown", with a long horizontal flourish extending to the right.

Roy Sheardown

Corporate Services

January 26, 2024

Re: Social and Economic Prosperity Review

Please be advised that the Council of the Corporation of the Town of Orangeville, at its Regular Council Meeting held on January 22, 2024, approved the following resolution:

WHEREAS current provincial-municipal fiscal arrangements are undermining Ontario's economic prosperity and quality of life; and

WHEREAS nearly a third of municipal spending in Ontario is for services in areas of provincial responsibility and expenditures are outpacing provincial contributions by nearly \$4 billion a year; and

WHEREAS municipal revenues, such as property taxes, do not grow with the economy or inflation; and

WHEREAS unprecedented population and housing growth will require significant investments in municipal infrastructure; and

WHEREAS municipalities are being asked to take on complex health and social challenges – like homelessness, supporting asylum seekers and addressing the mental health and addictions crises; and

WHEREAS inflation, rising interest rates, and provincial policy decisions are sharply constraining municipal fiscal capacity; and

WHEREAS property taxpayers – including people on fixed incomes and small businesses – can't afford to subsidize income redistribution programs for those most in need; and

WHEREAS the province can, and should, invest more in the prosperity of communities; and

WHEREAS municipalities and the provincial government have a strong history of collaboration; now

THEREFORE, BE IT RESOLVED THAT the Town of Orangeville requests the Province of Ontario commit to undertaking with the Association of Municipalities of Ontario a comprehensive social and economic prosperity review to promote the stability and sustainability of municipal finances across Ontario; and

FURTHER THAT a copy of this motion is sent to the Premier of Ontario, Doug Ford; the MPP, Sylvia Jones; and all municipalities in Ontario.

Carried.

Yours truly,

Raylene Martell

Raylene Martell
Town Clerk



Legislative Services
Town of Newmarket
395 Mulock Drive
P.O. Box 328 Station Main
Newmarket, ON L3Y 4X7

clerks@newmarket.ca
tel.: 905-953-5300
fax: 905-953-5100

January 29, 2024

Sent via email

Attn: Minister of Municipal Affairs and Housing

RE: Notice Policy and Procedure By-law Update

I am writing to advise you that at the Town of Newmarket Council meeting held on January 22, 2024, Council adopted the following recommendations regarding the above referenced matter:

1. That the report entitled Notice Policy and Procedure By-law Update dated January 15, 2024 be received; and,
2. That the updated Notice Policy be adopted; and,
3. That the Procedure By-law amendment be adopted; and,
4. That Council supports the resolution of the Township of McKellar, that the Provincial government make an amendment to the Legislation Act, 2006 to include digital publications as an acceptable means of publication for notice requirements for all provincial acts and regulations; and,
5. That a copy of this resolution be submitted to the Minister of Municipal Affairs and Housing, Paul Calandra; Attorney General, Doug Downey; The Association of Ontario Municipalities (AMO); and all Ontario Municipalities; and,
6. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Yours sincerely,

A handwritten signature in black ink that reads "Kiran Saini".

Kiran Saini
Deputy Clerk

KS:eth



Legislative Services
Town of Newmarket
395 Mulock Drive
P.O. Box 328 Station Main
Newmarket, ON L3Y 4X7

clerks@newmarket.ca
tel.: 905-953-5300
fax: 905-953-5100

Copy:
Doug Downey, Attorney General
Association of Ontario Municipalities (AMO)
All Ontario municipalities



**Town of Newmarket Council Extract
Council - Electronic**

Title: Notice Policy and Procedure By-law Update
Date: Monday, January 22, 2024

Moved by: Ô[~ } &ã[[|Á, ā } ^ ^
Seconded by: Ô[~ } &ã[[|Á, æ ā

1. That the report entitled Notice Policy and Procedure By-law Update dated January 15, 2024 be received; and,
2. That the updated Notice Policy be adopted; and,
3. That the Procedure By-law amendment be adopted; and,
4. That Council supports the resolution of the Township of McKellar, that the Provincial government make an amendment to the Legislation Act, 2006 to include digital publications as an acceptable means of publication for notice requirements for all provincial acts and regulations; and,
5. That a copy of this resolution be submitted to the Minister of Municipal Affairs and Housing, Paul Calandra; Attorney General, Doug Downey; The Association of Ontario Municipalities (AMO); and all Ontario Municipalities; and,
6. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Carried

Notice Policy

Policy Number: Corp. 1-02

Policy Statement and Strategic Plan Linkages

The Municipal Act, 2001 as amended requires that a municipality shall adopt and maintain a policy with respect to the circumstances in which the municipality shall provide notice to the public and the form, manner and times notice shall be given.

Purpose

This policy will outline the circumstances of notice and the form, manner and times that notice shall be given on matters where there is statutory notice required pursuant to the Municipal Act, 2001, the Ontario Heritage Act, and the Planning Act as amended. This policy does not intend to address notice requirements that may be required by other legislation or policy.

Definitions

In this policy:

Digital Newsletter means an online publication that the Town uses to communicate information.

Newspaper means a printed publication having general circulation in the municipality.

Notice means a digital or printed notification available to the public.

Town means the Corporation of the Town of Newmarket.

Website means the official Town of Newmarket website.

Provisions

1. The minimum public notice requirements and times are set out in Schedule "A" attached.
2. Notices that are to be published on the Website shall be the responsibility of the appropriate Town staff member (i.e., affected department).
3. Notices shall be written in plain language and in an accessible manner.
4. Notices shall include the following information as appropriate:

- 4.1. A description of the proposed action or the purpose and effect of the proposed by-law.
- 4.2. The date, time, and location of the meeting (if required).
- 4.3. Instruction on obtaining additional information, submitting comments, or attending a public meeting.
5. Staff may choose to provide additional or more comprehensive methods of notice at their discretion.
6. If a matter for which notice was given under this policy is deferred, adjourned, or continued to a future Committee of the Whole or Council meeting:
 - 6.1. All statutory requirements for notice of the future meeting will be complied with, if required.
 - 6.2. For non-statutory matters a public statement will be made at the meeting advising that the matter has been deferred, adjourned or continued to a future meeting specified in the statement.

Urgency Provision

If a matter arises which in the opinion of the Chief Administrative Officer in consultation with the Mayor is considered to be of an urgent or time sensitive nature, the notice requirements of this policy shall be waived and the appropriate staff shall make best efforts to provide as much notice and in the manner that is reasonable under the circumstances.

Cross-References

Accountability and Transparency Policy
Procedure By-law 2020-12 as amended.
Sale of Land Policy
Community Engagement Policy
Delegation By-law 2016-17 as amended.

Contact

Legislative Services, clerks@newmarket.ca

Details

Approved by: Council
Approval Date:
Policy Effective Date:
Last Revision Date: December 7, 2017
Revision No: 002

Appendix A – Notice Standards

1. Council and Committee of the Whole meetings

Legislative requirement per the Municipal Act, 2001, s. 238 (2.1): The procedure by-law shall provide for the public notice of meetings.

Town’s Notice Standard: The Procedure By-law will provide the form, manner and time for notice of public meetings.

2. Planning Act notices

Legislative requirement per the Planning Act: There are various requirements under the Planning Act for public notice depending on the matter.

Town’s Notice Standard: Notice will be provided in the form, manner and time required by the Planning Act. Where the Planning Act requires public notice in a newspaper, notice shall be given in accordance with the definition of Notice in this policy.

3. Change in composition of Council and changes to ward boundaries

Legislative requirement per the Municipal Act, 2001, s. 222 (3): Notice must be provided of the passing of a by-law within 15 days after adoption specifying the last date for filing of an appeal.

Town’s Notice Standard: Notice will be provided in writing, on the Town’s website and in the Town’s Digital Newsletter within 15 days after adoption of a by-law to change the composition of Council or to the ward boundaries.

4. Financial statements

Legislative requirement per the Municipal Act, 2001, s. 295 (1) (a) (ii): Within 60 days after receiving the audited financial statements for the previous year the treasurer shall publish a notice in a newspaper having general circulation in the municipality that the audited financial statements for the previous year are available.

Town’s Notice Standard: Notice will be provided in writing, on the Town’s website and in a Digital Newsletter within 60 days after receiving them.

5. Tax sales

Legislative requirement per the Municipal Act, 2001, s. 351 (8): Public notice must be given by the treasurer or their agent of the time and place of the auction, and the name of the person whose personal property is to be sold.

Town’s Notice Standard: Notice will be provided in writing, on the Town’s website and in any other manner as appropriate within 30 days.

6. Changing the name of a private road

Legislative requirement per the Municipal Act, 2001, s. 48: Public notice must be given of the intention to pass a by-law changing the name of a private road.

Town's Notice Standard: Notice will be provided when a written agenda, containing the change in private road name, is published on the Town's website and within the timeframe as established by the Town's Procedure By-law.

7. Intent to designate a property as having cultural heritage value or interest.

Legislative requirement per the Ontario Heritage Act, s. 26 (4): Where a municipality is required by this Part to publish a notice in a newspaper having general circulation in the municipality, notice given in accordance with a policy adopted by the municipality under section 270 of the Municipal Act, 2001 is deemed to satisfy the requirement of this Part to publish notice in a newspaper.

Town's Notice Standard: A notice required under the Ontario Heritage Act will be provided in writing, on the Town's website for a period of 30 days. The notice will comply in all other respects with the requirements of the Ontario Heritage Act including a description of the property, statement of heritage value, and timeline for a notice of objection.

Procedure By-law Edits due to Local Paper no longer in circulation.

12. Cancellation or Postponement of Meetings

- a) A regular, special, or emergency Meeting of Council or Committee of the Whole or a workshop Meeting of Council may be cancelled or postponed where Quorum cannot be achieved, by Council resolution, in the event of an emergency, or where the Meeting is no longer required, as deemed by the Mayor and/or CAO.
- b) The Clerk gives Notice on the Town's website and time permitting, using the Town's electronic newsletter to indicate the cancellation or postponement of a regular, special, or emergency Meeting of Council or Committee of the Whole or a workshop Meeting. Where time is limited, a Notice is posted at the main entrance to the Municipal Office.
- c) Meetings of other Committees may be cancelled or postponed by the Clerk, Recording Secretary, Chair or other assigned person where Quorum cannot be achieved, due to a lack of business items, by Committee resolution, or in the event of an emergency.

14. Notice of Meetings

- a) The Clerk gives Notice of a Meeting of Council or Committee of the Whole by:
 - i) Providing Council with a regular agenda on each Thursday preceding a Meeting day of Council and each Thursday ten days in advance of a Meeting day of a Committee of the Whole.
 - ii) Providing Council with a revised agenda on each Thursday preceding the Meeting day of the Committee of the Whole.
 - iii) Using the Town's website to indicate the date and time of the Meeting of Council or Committee of the Whole.
 - iv) Time permitting, using the Town's electronic newsletter to indicate the date and time of the Meeting of Council or Committee of the Whole.
- b) The Clerk, Recording Secretary or other assigned person gives Notice of Meetings of other Committees, including regular Meetings of the Joint Council Committee (Central York Fire Services) by:
 - i) Providing an agenda to Committee Members one week prior to the Meeting.
 - ii) Time permitting, using the Town's website to indicate the date and time of the Meeting of the Committee.
- c) The Clerk gives Notice of special Meetings of Council or Committee of the Whole by:
 - i) Providing Council with an agenda in person, by telephone, by mail, or electronic mail at least 24 hours prior to the Meeting.

- ii) Using the Town's website to indicate the date and time of the special Meeting of Council or Committee of the Whole.
 - iii) Time permitting, using the Town's electronic newsletter to indicate the date and time of the special Meeting of Council or Committee of the Whole.
- d) The Clerk gives Notice of emergency Meetings of Council or Committee of the Whole by:
 - i) Providing Notice to Council in person, by telephone, by electronic mail, or in the form of an agenda that indicates the date and time of the Meeting and general nature of the matters to be discussed.
 - ii) Using the Town's website to indicate the date and time of the emergency Meeting of Council or Committee of the Whole.
 - iii) Time permitting, using the Town's electronic newsletter to indicate the date and time of the emergency Meeting of Council or Committee of the Whole.
- e) The Clerk gives Notice of workshop Meeting of Council by:
 - i) Providing, at least 24 hours in advance, Notice to Council in person, by telephone, by mail or electronic mail that indicates the date and time of the workshop Meeting and the general nature of the matters to be discussed.
 - ii) Using the Town's website to indicate the date and time of the workshop, and time permitting.
 - iii) Time permitting, using the Town's electronic newsletter to indicate the date and time of the workshop Meeting.

15. Notice of Meetings Closed to the Public

- a) Where a matter may be considered by Council, Committee of the Whole, or a Committee for discussion in closed session, wherever possible, written Notice will include:
 - i) The fact that the Meeting will be closed to the public as provided by the appropriate legislation;
 - ii) The general nature of the matter to be considered at the closed Meeting.

16. Invalidation of Notice of Meeting

- a) If a Meeting Notice is substantially given, but varies from the form and manner provided in this Procedure By-law, the ability to hold the Meeting and the actions taken at the Meeting are not invalidated.



Town of Newmarket
395 Mulock Drive P.O. Box 328,
Newmarket, Ontario, L3Y 4X7

Email: info@newmarket.ca | Website: newmarket.ca | Phone: 905-895-5193

Posting Statutory Public Notices

January 3, 2023

With the local Newspaper Newmarket Era dissolved due to Metroland filing for bankruptcy, the following are measures to post and advertise Statutory Public Notices.

1. Post to News and Notices on the corporate website
 - a. Content will be under the following category: **Public Notice** and **Planning Notice**
 - b. The news article will appear on the homepage, and a section of the website called Statutory Public Notices.
2. Post to the Newmarket Calendar if a meeting is involved (i.e. statutory public meeting)
3. Advertise on Social Media on X (formerly Twitter) and Facebook. If a Statutory Public Meeting is involved, a Facebook event will be created. All social media posts will be linked back to the Public Notice on the Town's website.
4. If a statutory meeting is involved, advertise on NewmarketToday.ca and YorkRegion.com event pages

Optional:

1. A public service announcement (PSA) with the statutory notice will be sent to the local media. Note: sending out a PSA does not guarantee that a local newspaper will publish an article about the meeting.
2. Monthly Neighbor advertisement: purchase a standing advertisement in Neighbour.
 - a. This is the only printed media publication in Newmarket; however, it is a monthly publication with a longer-lead time and therefore does not meet the objective and Legislative definition of a paper to provide timely, quick turnaround public notice.
 - b. While we can't print a public notice directly in the publication due to lead times, a standing advertisement could include a QR code that drives back to the Newmarket webpage with the latest public notices.



Town of Newmarket
395 Mulock Drive P.O. Box 328,
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Email: info@newmarket.ca | Website: newmarket.ca | Phone: 905-895-5193

Notices to the Public: Communication Options

Background:

On September 15, 2023, Metroland Media, the company of the Town of Newmarket's local newspaper Newmarket Era announced the ending of all local papers effective immediately. The dissolution of the local paper also saw the end of the Town's print publication option for statutory notices/meetings and the Town Page (a weekly ad in the Newmarket Era that advertises public events, notices, upcoming Council Meetings and more).

The following are some communications tactics the Town can consider using to continue to provide sufficient public notice to the community.

Internal Resources:

Newmarket Website – newmarket.ca

Newmarket.ca has various components that can be used to advertise public notices, meetings, and events. These include a community calendar, designated webpage, a notice under news and notices that appear on the front of the website.

Pros:

- Town-owned communications vehicle; existing cost
- Ability for the Town to advertise its own news and notices
- Can be updated in a timely manner
- Ability to direct members of the public to visit the Newmarket website in combination with other tactics, such as a media release, social media post, digital ad, banner/road signs and more.

Cons:

- News items can get lost with the amount of information on the website
- Most users do not visit Newmarket's site via the homepage. Many searches through Google to find their desired content
- Requires the user to visit Newmarket's site for more information
- Unable to reach audiences who do not have access to a computer / mobile device

Public Engagement website – heynewmarket.ca

Projects that have a public engagement component are encouraged to have a project page on Heynewmarket.ca. The public engagement tools and tactics make it easier for users to provide

their feedback, learn about the project and stay up to date with the project timelines and more. HeyNewmarket project pages are included on all communications collateral to drive users to the project webpages (i.e. letter to residents, on-site signage at the location of the project, social media and more)

Pros:

- Town-owned communications vehicle; existing cost
- Ability for the Town to communicate project updates
- It is used in conjunction with other tactics such as a media release, social media post, digital ad, banner/road signs and more.
- Ability to direct members of the public to visit the Newmarket website in combination with other tactics.
- Can be updated in a timely manner.

Cons:

- Requires the user to visit this site for more information.
- Unable to reach audiences who do not have access to a computer / mobile device

Council Slides at the beginning of Council Meetings

Prior to the Council meeting starting, a series of Town news and advertisements are cycled on the screen.

Pros:

- Town-owned communications vehicle; no hard costs
- Opportunity as another avenue to push Town messaging out to the public.
- Potential to reach the audience who may be engaged but without computer access who attend Council meetings in person (limited audience)

Cons:

- Limited exposure to the community. Only available to those who are watching the Council Meeting.

LCD Screens (inside and outside facilities)

Newmarket had LCD screens inside and outside of facilities to help promote Town events and news. There is an ability to select which facilities you'd like to have the ads played across.

Pros:

- Town-owned communications vehicle; existing cost
- Ability to reach audiences within and in and around our facilities.
- Does not require access to a computer or mobile device for initial information

Cons:

- News can get lost with other initiatives and campaigns being advertised on the LCD Screens and distractions at facilities
- Inside facility screens require extra design work (not as fluid)
- Doesn't reach people who are not already engaged with the Town in some way.
- Requires user to go to a website for more information

Neighbourhood Mailouts

The Town of Newmarket can consider sending out targeted letter mailout for statutory meetings to a wider audience in conjunction with statutory requirements.

Pros:

- Opportunity to reach audiences at their home.
- Option to ensure residents are aware of upcoming statutory notices.

Cons:

- Higher cost – to send a 11X14 double sided print piece (unaddressed mail) to an estimated 16,416 households and businesses using Canada Post, the mailing costs are estimated at \$2,500 with additional costs for printing. Addressed mail costs are significantly higher at approximately \$20,000 in delivery costs alone.
- Inability to ensure mail gets to residents in a timely manner
- Tighter timelines to have items printed and dropped off at Canada Post for delivery.
- Hand delivery by staff will require many resources.
- Addresses with 'no junk mail' will not receive the letter if it is unaddressed.
- Can be costly and time consuming for staff to produce, get printed professional and then arrange to be delivered by Canada Post. RFP may be required if services exceed \$20k.
- Canada post delivers by delivery routes and postal codes. Some subdivisions may not receive the notice if they border on neighboring municipalities.

Advertisement within the Property Tax Bill

There is an opportunity to include important information as an insert along with the Property Tax Bill. Finance uses an external marketing company to print and issue Property Taxes which may require increased budget and lead time.

Pros:

- Opportunity to reach Newmarket property owners with Town News

Cons:

- Not all property owners opt in to receive a paper property tax bill.
- Renters are excluded from the distribution.
- Can be costly.
- Additional lead time may be required.

Media Release / Public Service Announcement

Newmarket can consider sending out a Statutory meeting announcement to the Town's local and regional media groups which in turn can be published as an article online and or mentioned through a radio update.

Pros:

- Town-owned communications vehicle; existing cost
- Opportunity to leverage online media sites to publish news articles related to statutory meetings

Cons:

- Potential increase in media calls to the department regarding the meeting.
- Media may not pick up all media releases sent to them and publish it into an article.

Social Media Campaigns and Posts

Social media posts on Facebook, X (formerly Twitter) and Instagram are used to promote public notices, meetings, and important information. Social media posts can be organic (non-paid) or paid to reach a wider audience.

Pros:

- Town-owned communications vehicle; low and scaleable cost for paid advertising
- Ability to reach audiences that currently follow the Town's social media channels and or produce paid ads to reach an even wider audience.
- Multiple platforms to reach audiences regarding Town News
- A resource that the Town currently uses and has adopted strategies to reach audiences.

Cons:

- Unable to reach audiences that do not have access to a computer/mobile device or does not follow the Town of Newmarket.
- Less control over who can see social media ads due to social media algorithms. Time-based versus popularity of the post.
- The Town needs to sign up for other forms of social media in order to reach an even wider audience (i.e. Snapd Chat, Tik Tok, online forums such as Reddit etc.)

External Resources:

Digital ads with Newmarket Today

Corporate Communications currently places digital ads with Newmarket Today. These digital ads are placed at random beside news articles throughout the website. The Town currently has three-sizes of ad placements for the site. Two of which can be changed at any time and one that can only be updated once a month.

Pros:

- Opportunity to market long terms initiative and link back to the Town's site if the user wishes to learn more.
- A different channel to market to Newmarket residents and surrounding communities
- Works better for long-term campaigns and initiatives (i.e., to Sign up for a Town's newsletter, or a new initiative such as ASE that has a long educational period timeframe)
- Could consider an ad driving to Meetings and another driving to Development Applications and ensure this page has information clearly available about all upcoming statutory meetings.

Cons:

- External resource; monthly cost per advertisement
- Can be blocked by ad blockers (if the user has ad blockers installed)
- Cannot control the frequency that the user sees the ad (digital ads are at random)
- Low click-through rates due to limited exposure to audiences

Monthly ads with Neighbor (formerly Snap'd)

Neighbor media, formerly known as Snap'd produces a monthly printed magazine that is currently distributed for free inside Newmarket facilities and in and around the community. Neighbor focuses on community events that involve the Town, Councillors, MPs and MPPs.

Pros:

- Option to provide a 'print' version of communication to the community.
- Free distribution from Neighbor in Town facilities and businesses

Cons:

- Unknown readership



- Long lead time given it's a monthly publication, therefore would not meet the public notice objectives for timely notice. However, we could consider a standing paid Town advertisement with a QR code linking to a website with updated information.
- External resource; monthly cost per advertisement

Advertisement within the Newmarket Hydro Bill

NT power provides an opportunity to use a portion of the bill to communicate messages to the bill receivers in Newmarket (450 characters max). One month prior to when you want the notice to go out is preferred as NT power has planned programming that may need to be shifted.

Pros:

- Opportunity to reach Newmarket Property Owners/Renters
- No external costs

Cons:

- Not all renters or landlords receive Hydro Bills
- Message may not be conveyed since this is appearing on the hydro bill. Topics will need to be tied back to have a connection with Hydro or services.
- Managed by Newmarket Hydro and the Town may not have priority in posting messages.

Interim Solution

- Post statutory ads on the Town's website with a link to the full ad, and supplement the advertising of the ads via the Town's current communications channels (i.e. social media, e-newsletter etc.)
 - **Consider:** Statutory Ads can be sent out as an advisory to the local media.
 - Newmarket will supplement this by posting the ad on the website and advertising the meeting on various communication channels.
 - **Note:** This option may lead to more media calls, and we cannot guarantee if the media will pick up and advertise the meeting.
 - Use existing communication channels to encourage residents to sign-up for e-news. Campaigns can be conducted to entice users to sign up. Include signage at facility kiosks or pull up banners to encourage people to sign-up for news
- Print hard copies of the e-newsletters and place a few copies at high-traffic facilities (i.e. Seniors Meeting Place). Consider also distributing or posting at select facilities outside of Town, such as condos, doctor's office waiting rooms.
- Monthly Neighbor advertisement: purchase a standing advertisement in Neighbour.
 - This is the only printed media publication in Newmarket; however, it is a monthly publication with a longer-lead time and therefore does not meet the objective and Legislative definition of a paper to provide timely, quick turnaround public notice.
 - While we can't print a public notice directly in the publication due to lead times, a standing advertisement could include a QR code that drives back to the Newmarket webpage with the latest public notices.

Longer Term Solution

- Conduct a town-wide survey on the Town's communications and how residents would like to receive information. This can be done via phone, at community events, and an all household/business mail-out.
- Options can include, how they would like to be informed of meetings and public input opportunities and general Town news.
- Findings from the survey will help make data-based decisions to determine the next steps on how to proceed with Town communications.

Other Solutions require more research into the legalities.

- Become our own news source. Using blogs, publish our own news and promote it on our own social media channels, effectively becoming our own news source to be a 'local paper'.



Township of McKellar

701 Hwy #124, P.O. Box 69, McKellar, Ontario POG 1C0

Phone: (705) 389-2842

Fax: (705) 389-1244

October 19, 2023

Hon. Doug Downey
Attorney General
McMurtry-Scott Bldg 11th Flr, 720 Bay St.
Toronto, ON M7A 2S9

Sent via email: Doug.Downey@ontario.ca

RE: Call for an Amendment to the *Legislation Act, 2006*

Dear Mr. Downey,

At the Regular Meeting of Council held on October 17, 2023, the Council of the Corporation of the Township of McKellar carried the following resolution:

Resolution No. 23-671

Moved by: Councillor Kekkonen

Seconded by: Councillor Zulak

WHEREAS Metroland Media Group has sought bankruptcy protection and will cease the print publication of its weekly community newspapers across Ontario, moving to an online-only model; and

WHEREAS Neil Oliver, Chief Executive Officer and President of Metroland Media Group, said the 71 Metroland community publications will be digital only going forward; and

WHEREAS the *Legislation Act, 2006* provides a definition of “newspaper” which applies to every Ontario Act and Regulation, as in a provision requiring publication, means a document that, (a) **is printed in sheet form**, published at regular intervals of a week or less and circulated to the general public, and (b) consists primarily of news of current events of general interest; (“journal”); and

WHEREAS Ontario Municipalities are required to follow publication and notice requirements for Provincial Acts and Regulations; and

WHEREAS communities such as the West Parry Sound Area cannot comply with publication requirements in Provincial Acts and Regulations as the Parry Sound North Star news publication is no longer being printed in sheet form and there are no other local news publications fitting the definition of “newspaper”; and

WHEREAS some small, rural, Ontario Municipalities may not have the means to bring an application to the Court to ask for directions and approval of an alternate manner of providing notice;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby request the Provincial government to make an amendment to the *Legislation Act, 2006* to include digital publications as an acceptable means of publication and notice requirements for Provincial Acts and Regulations; and

FURTHER request the support of all Ontario Municipalities; and

FURTHER THAT this resolution be forwarded to the Minister of Municipal Affairs and Housing, Paul Calandra; Parry Sound-Muskoka MPP, Graydon Smith; The Association of Ontario Municipalities (AMO); CEO and President of Metroland Media Group, Neil Oliver and all Ontario Municipalities.

Carried

Regards,



Karlee Britton
Deputy Clerk
Township of McKellar
deputyclerk@mckellar.ca
(705) 389-2842 x5

cc:

Paul Calandra, Minister of Municipal Affairs and Housing
Graydon Smith, MPP Parry Sound-Muskoka
The Association of Ontario Municipalities (AMO)
Neil Oliver, CEO & President, Metroland Media Group
All Ontario Municipalities



Corporation of the Municipality of Calvin

Council Resolution

Date: January 30, 2024

Resolution Number: 2024-31

Moved By: Councillor Moreton

Seconded By: Councillor Manson

Background: Before Calvin township became a township, it was burned by numerous forest fires. This was before the time of fire towers, water bombers, and municipal fire departments. A 1881 report from Lawrence Tallan, Provincial Land surveyor, states: *"The township of Calvin has been traversed by repeated and severe fires – so well have the flames done their work that with the exception of an insignificant portion, scarcely a vestige of the original timber remains."*

History has a way of repeating itself, and now rural municipalities and remote areas need more than ever to be prepared to respond to forest fires. Invasive pests like the emerald ash borer and the spruce bud worm are killing large numbers of trees, leaving copious amounts of dry kindling in our forests just waiting for a careless human or a lightning strike. Our forests are choked with deadfall and forest fires are becoming increasingly difficult to control. Add to this the effects of rising temperatures and drier seasons, or climate change, and we could be facing increasingly disastrous forest fires. This is not the time to be caught short with limited forest fire-fighting resources.

Jordan Omstead of the Canadian Press recently wrote: "But as Canada's water bombers age – and wildfire seasons are expected to intensify – some wildland

firefighters and emergency preparedness experts say the country needs to prop up its fleet of firefighting aircraft, even though several provinces are playing down concerns about capacity.” He quotes Eric Davidson, president of the Ontario Professional Association of Wildland Firefighters, “We’re really starting to see the effect of the aging fleet.”

The article further states the John Gradek, lecturer at McGill University estimates that almost half of the larger water bombers used to fight Canadian forest fires are nearing the end of their service life.

However, a Canadian company making a large skimmer-style water bomber is backed up with orders from European countries until the end of the decade.

Ontario has its own fleet of aircraft. They have 20 fixed-wing aircraft which includes 9 CL215 and CL415 water bombers that are 24 years old on average. The remaining 11 aircraft are an average of 54 years old. Melissa Candelaria, a spokesperson for Minister Graydon Smith says the MNR can handle Ontario fires with these aircraft, but Jennifer Kamau, communications manager for the Canada Interagency Forest Fire Centre, CIFFC, noted that other provinces contract out firebombers and last year there was a strain in Canada to get the resources to areas in need because there were so many fires across the country at the same time and very few aircraft available.

Peter Zimonjic of the CBC quoted the Canadian Association of Fire Chiefs (CAFC) President Ken McMullen, “It's not often that the fire chiefs sound the alarm. We are very concerned about this impending crisis that the summer of 2024 and beyond is going to bring our sector.”

In 2023 we all smelled the smoke and saw the sky turn brown. Buildings can be replaced, but lives cannot. And once an area is burned it takes more than a lifetime for it to return to its original state.

WHEREAS Forest fires are a very real threat to rural municipalities.

AND WHEREAS smoke from forest fires put people's health at risk. This is especially true of children and the elderly. The David Suzuki Foundation reports that wildfires kill many thousands of people per year and most of the deaths are from smoke inhalation.

AND WHEREAS forest fires are a very real danger to the climate and according to The Guardian, in 2023 they emitted three times as much carbon as the entire carbon footprint of Canada.

AND WHEREAS according to the John Crace interview in The Guardian with William Kurz, a retired scientist with Natural Resources Canada, around two billion tonnes of carbon have been released into the atmosphere from forest fires in 2023.

AND WHEREAS carbon emissions from forest fires are not counted against Canada's Paris agreement commitments, according to Kurz, but they far exceeded all of the emissions tied to Canada's economy (670 mega tonnes, or 0.67 billion tonnes, according to Environment and Climate Change Canada).

AND WHEREAS that standing healthy forest serves as a carbon sink, drawing in carbon, but once destroyed by fire, even though second growth takes its place, it is much less effective for many decades.

AND WHEREAS the federal government owns no water bombers and assists the provinces through the CIFFC, Canadian Interagency Forest Fire Centre, a spokesperson with CIFFC says that last year there were too many requests and not enough inventory to meet the needs of the country.

AND WHEREAS as reported by De Havilland Canada who manufacture the Canadian made water bomber, they have contracts with European countries for the next 22 of its new DHC-515 planes, which will take until 2029 or 2030 to complete and there will be very little production available to replace the aging water bombers in Ontario and the rest of Canada.

NOW THEREFORE BE IT RESOLVED THAT the council of the Corporation of Calvin Township urges and encourages the Federal Government to commit additional funds for cost sharing of provincial firefighting and to consider the development of a national strategy of firefighting. Furthermore, we urge the federal government to consider the measures necessary for acquiring a national fleet of Canadian-made waterbombers, with home bases strategically located to best serve and respond to the needs of rural communities, and a national fire administration to better coordinate and manage efforts across the country. We also encourage the introduction of a program similar to the Joint Emergency Preparedness Program (JEPP) which was ended in 2013.

And we encourage Minister Graydon Smith to step up the on-the-ground firefighting capability and water bomber acquisitions in Ontario.

AND THAT this resolution be forwarded to The Right Honourable Justin Trudeau, Prime Minister of Canada, The Honourable Bill Blair, Minister of National Defence, The Honourable Doug Ford, Premier of Ontario, The Honourable Graydon Smith, Minister of Natural Resources and Forestry of Ontario, The Honourable Vic Fideli, Minister of Economic Development Ontario, the Federation of Canadian Municipalities (FMC) and the Association of Municipalities Ontario (AMO).

AND THAT this resolution be shared with all 444 municipalities in Ontario for their consideration and adoption.

Results: Carried


Recorded Vote:


<u>Member of Council</u>	<u>In Favour</u>	<u>Opposed</u>
Mayor Gould	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Moreton	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Latimer	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Grant	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Manson	<input type="checkbox"/>	<input type="checkbox"/>



THE
BRAVE CANOE

 www.thebravecanoe.ca

 thebravecanoe@gmail.com

 [@thebravecanoe](https://www.instagram.com/thebravecanoe)

FOR IMMEDIATE RELEASE

Release Date: Feb. 1, 2024

Introducing The Brave Canoe

Imagine a world where two perspectives come together, where the Indigenous and non-Indigenous communities of Dufferin County unite to learn, grow, and heal.

We are The Brave Canoe, an innovative and community-based not for profit organization grounded in the Two-Eyed Seeing approach. This approach, rooted in Indigenous wisdom, allows us to see the world through two eyes, combining the strengths of both Indigenous and Western wisdom.


In collaboration with the Orangeville Food Bank, The Brave Canoe has secured shared space to host a variety of programming throughout 2024, developed through an Indigenous lens to support the well-being of Dufferin County residents. Governed by an Indigenous Board of Directors and an Indigenous Elder advisor, our vision is to become a leading catalyst for Indigenous cultural resurgence and community healing in Dufferin County, fostering an inclusive environment that promotes Indigenous ways of knowing, teaching and approaches, enhancing the cultural fabric of the community.



Sharon Rigby, a respected Indigenous community leader renowned for her valuable insights, collaborates with Julie Elsdon-Height, an experienced figure in Community Development and a student of Laurentian University's Indigenous Social Work program.

Together, they form the dynamic leadership behind The Brave Canoe, aiming to bridge communities and revitalize Indigenous culture within Dufferin County.

In 2024, The Brave Canoe will offer a comprehensive range of educational, cultural and well-being services to Dufferin County residents, including Indigenous history education, workshops, ceremonies, community educational sessions, community events and therapeutic healing services, braiding together mainstream practices with an Indigenous approach.





February 2, 2024

Larry Brock, MP Brant
108 St. George Street, Suite #3
Brantford, ON N3R 1V6

Sent via email: larry.brock@parl.gc.ca

Will Bouma, MPP
96 Nelson Street
Suite 101
Brantford, ON N3T 2X1

Sent via email: will.bouma@pc.ola.org

To whom it may concern:

Please be advised that Brantford City Council at its meeting held January 30, 2024 adopted the following:

12.1.10 Reliable and Accessible Public Rail Transit - CN Rail

WHEREAS Canadians deserve access to reliable and efficient passenger rail service; and

WHEREAS in 2021 the Canadian Minister of Transportation announced that the federal government would be pursuing opportunities to enhance passenger rail services in southwestern Ontario; and

WHEREAS passengers continue to experience long delays and disruptions to service, related to interruptions caused by CN Rail's freight systems and refusal to give priority to passenger rail service; and

WHEREAS Metrolinx and VIA, in extending or improving commuter train service from Aldershot through to Brantford, Woodstock, Ingersoll and London, is reliant on access to CN rail lines; and

WHEREAS CN Rail views increased passenger rail service on its lines as being incompatible with its primary business of moving freight and is unlikely to cooperate in extending commuter rail service on its lines in southwestern Ontario without direction from the federal government; and

WHEREAS CN Rail has shown a disregard for Municipal property maintenance standards in respect to the maintenance of their rail lines and blocks municipalities attempts to enforce municipal property standards upon their rail lines; and

WHEREAS CN Rail's consistent failure to provide a timely response to development applications adjacent to rail right of ways imposes inordinate delays and expense for builders and municipalities, further jeopardizing the ability of municipalities to address the housing crisis; and

WHEREAS there is a complete lack of federal regulations providing VIA and Metrolinx with any degree of priority or guaranteed access to rail rights of way or directing CN Rail to work cooperatively with municipalities;

AND WHEREAS The City of Brantford CALLS UPON the Federal Government to assist other levels of government as they take steps address the need for reliable and accessible public rail transit, timely processing of housing developments and the prompt and equitable enforcement of municipal property standards;

NOW THEREFORE THE COUNCIL OF THE CITY OF BRANTFORD requests that the Federal Government enact the necessary legislative and regulatory provisions:

- i. providing VIA and Metrolinx with priority right of way over freight rail lines, and further;
- ii. directing CN Rail to work positively and cooperatively with municipal and provincial governments in the processing of land development applications, and the prompt and timely enforcement of municipal property standards;

AND THAT a copy of this resolution be forwarded to all Ontario Municipalities; and to the Member of Provincial Parliament Will Bouma, Member of Parliament Larry Brock, Federal Minister of Transport Pablo Rodriguez, Provincial Minister of Transportation Prabmeet Singh Sarkaria, President and CEO at Metrolinx, President and Chief Executive Officer of VIA Rail Canada Inc and President and Chief Executive Officer of CN.

I trust this information is of assistance.

Yours truly,



Chris Gauthier
City Clerk, cgauthier@brantford.ca

cc Ontario Municipalities
Federal Minister of Transport, Pablo Rodriguez
Provincial Minister of Transportation, Prabmeet Singh Sarkaria
President & CEO, Metrolinx

President & CEO, VIA Rail Canada Inc
President & CEO, CN



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February 2, 2024

Helena Snider, Secretary/Treasurer
Grand Valley & District Fire Board
hsnider@townofgrandvalley.ca

Re: Grand Valley & District Fire Board 2024 Draft Budget

At the Township Budget (Special Council) meeting held on February 1, 2024 the following resolution was passed with respect to the Grand Valley & District Fire Board 2024 Draft Budget:

Moved By Banfield, Seconded By Halls

Be it resolved that: Correspondence be sent from East Garafraxa Council to the Grand Valley and District Fire Board, suggesting that \$160,000 be subtracted from their 2024 Vehicle Replacement Budget, to provide relief from the draft 2024 increase;

AND THAT \$40,000 be added to each year 2025, 2026, 2027 and 2028, in respect of building reserves for future replacement of Pumps 33 and 34;

AND THAT this motion also be circulated to the Councils of Amaranth and Grand Valley, for their support. **CARRIED**

Please contact Alan Selby, Treasurer, aselby@eastgarafraxa.ca 226-259-9400 ext. 205, if you require any further clarification or information.

Sincerely,

Jessica Kennedy, Clerk
Corporation of the
Township of East Garafraxa

Cc: Meghan Townsend, CAO/Clerk-Treasurer, Town of Grand Valley,
mtownsend@townofgrandvalley.ca

Sabrina VanGerven, Treasurer, Township of Amaranth svangerven@amaranth.ca

Nicole Martin, CAO/Clerk, Township of Amaranth nmartin@amaranth.ca

**GRAND VALLEY & DISTRICT FIRE DEPARTMENT
BOARD OF MANAGEMENT
January 15, 2024 Minutes**

MEMBERS PRESENT: Sue Graham, Guy Gardhouse, Chris Gerrits, Lorne Dart, Paul Latam, Dave Halls, Fire Chief Justin Foreman, Helena Snider Secretary/Treasurer

REGRETS:

1. Call Meeting to order

Chair Gerrits called the meeting to order at 5:30pm.

2. Approval of Agenda

#2024-01-01

Moved By: S. Graham

Seconded By: L. Dart

BE IT RESOLVED THAT the January 15, 2024, regular meeting agenda be approved as amended, with the addition of the Chair and Vice-Chair elections and resignation and appointment of a Board member.

Carried

2.1 Election of Chair and Vice-Chair

The Board discussed the rotation of the Chair and Vice-Chair appointments.

#2024-01-02

Moved By: G. Gardhouse

Seconded By: S. Graham

BE IT RESOLVED THAT Chris Gerrits stand as Chair and Paul Latam stand as Vice-Chair.

Carried

2.2 Resignation and Appointment of Board member

Member G. Gardhouse advised the Board that member J. Stirk has resigned from the Board effective immediately.

#2024-01-03

Moved By: G. Gardhouse

Seconded By: L. Dart

BE IT RESOLVED THAT Dave Halls be appointed as the Board member representing the Township of East Garafraxa effective this meeting and for the term of this Board.

Carried

3. Disclosure of Pecuniary Interest

None

4. Adoption of Minutes

4.1. December 13, 2023

The secretary/treasurer was asked to have a “Declaration of Interest” prepared for the February meeting, this needs to be completed and signed due to the pecuniary interest from the December 2023 meeting.

#2024-01-04

Moved By: L. Dart

Seconded By: S. Graham

BE IT RESOLVED THAT the December 13, 2023, regular meeting minutes of the Grand Valley and District Fire Board be adopted as amended, include Paul Latam in the Members Present section.

Carried.

5. Deputations/Presentations

None

6. Unfinished Business

6.1. GIC Investment

A member of the Board asked for an update, when will the Board be able to proceed with the GIC. The secretary/treasurer informed the Board that there will be a meeting with Chief Foreman and Deputy Chief Stevenson to confirm the figures in the Capital Accounts. Details will be provided at the February meeting for discussion.

6.2. 2024 Draft Budget

The Board questioned the radio line. Chief Foreman explained the amount listed would be the portion that Grand Valley & District Fire Department would have to pay for the new radio system. What happens if the four Municipalities do not agree to participate in the radio upgrade? The cost would increase for each Municipality, roughly \$116, 600.00, this would be the cost if the other three Municipalities want to proceed.

The Board asked about the radio grant. Chief Foreman informed the Board that we are waiting on a response.

The Board asked about the new upgrades, what does it mean for the radio system,

life expectancy. Chief Foreman informed the Board that this system would be good for roughly 15 years.

#2024-01-05

Moved By: S. Graham

Seconded By: L. Dart

BE IT RESOLVED THAT the Board approve the 2024 Draft Budget.

Carried

7. Financials

7.1. Accounts Payable – December 2023

#2024-01-06

Moved By: S. Graham

Seconded By: G. Gardhouse

BE IT RESOLVED THAT the Bills and Accounts for December 2023 in the amount of \$153, 067.21 be approved and paid from the General Account.

Carried.

7.2. Accounts Receivable – December 2023

No Discussion

7.3. Response Report – December 2023

There was a brief discussion, minimal calls.

7.4. Budget Variance Report

No Discussion

8. Fire Chief's Report

8.1 Health & Safety Policy Statement

The Chair of the Board will sign the 2024 policy, this will then be posted at the Fire Station.

8.2 Limited Services – Regulating By-Law

Chief Foreman addressed the Board regarding the Fire Departments limited services. He is requesting that the Regulating By-Law have a section regarding the limited services.

#2024-01-07

Moved By: G. Gardhouse

Seconded By: P. Latam

BE IT RESOLVED THAT the Board direct staff to add Limited Services to the Regulating By-Law

AND FURTHER THAT the Board direct staff to send the revised Regulating By-Law to the Municipalities for Council approval.

Carried

8.3 Past Due Invoices

The Board requested that a gentle reminder be sent out for the past due invoices.

8.4 Water Rescue Training Update

Chief Foreman informed the Board that the cost to train 32 firefighters in water rescue, the cost would be roughly \$100,000.00. Once the firefighters are trained, the Fire Department would have to purchase the appropriate equipment. There is also annual re-certification and mandatory hours of training per year.

Chief Foreman suggested that it would be best to co-ordinate with the surrounding fire departments for specialty services. Wellington County currently provides water rescue support to Grand Valley & District Fire Department.

Chair Gerrits wants to discuss this further throughout the year and plan to include the cost in the 2025 budget.

The Board asked about scattered training or only training certain firefighters instead of the entire department. Chief Foreman stated that with a volunteer fire department there is no guarantee which firefighter will respond to a call.

The Board directed Chief Foreman to provide a report to identify departmental needs and services.

8.5 Update on Fire Hall Renovations

Chief Foreman advised the Board that B.T. Builders found mold in the offices while doing the repairs. The cost for the mold removal and repairs required due to the mold is roughly an additional \$8, 670.00. The cost was approved, and the work has commenced.

Chief Foreman informed the Board that the tube heaters have been installed. Arthur's Fuel provided a quote for servicing the furnace, A/C, and tube heaters semi-annually. The Board approved the quote for service.

9. Correspondence

9.1 COLA Policy

The Board requested to have this reviewed at the February meeting.

The Board requested to have the agenda package sent out on the Thursday before the meeting.

10. New Business

The Board asked how Mutual Aid works. Chief Foreman informed the Board that the surrounding areas provide reciprocal services upon request and availability.

11. Confirming Resolution

#2024-01-08

Moved By: G. Gardhouse

Seconded By: S. Graham

BE IT RESOLVED THAT all actions of the Board Members and Officers of the Grand Valley & District Fire Board, with respect to every matter addressed and/or adopted by the Board on the above date are hereby adopted, ratified, and confirmed;

AND FURTHER THAT each motion, resolution, and other actions taken by the Board members and/or Officers at the meeting held on the above date are hereby adopted, ratified, and confirmed.

Carried.

12. Adjournment

#2024-01-09

Moved By: L. Dart

Seconded By: S. Graham

BE IT RESOLVED THAT the Board adjourns to meet again on February 12th at 4:30pm or at the call of the Chairperson.

Carried.

ORIGINALS SIGNED BY

Chris Gerrits, Chair

ORIGINALS SIGNED BY

Helena Snider, Secretary/Treasurer

GRAND VALLEY & DISTRICT COMMUNITY CENTRE

Board Meeting Minutes

Monday January 8, 2024, 5:30 PM

Grand Valley & District Community Centre - Boardroom

90 Main Street North, Grand Valley

Present:

Gail Little, Chair

Deb Halls, Vice Chair

Sue Graham

Clinton Taylor

Brett Lyons

Steve Soloman

James Allen

Helena Snider, Secretary/Treasurer

Regrets: Jeremy Zukowski, Paul Latam

1. Call to order

Chair Little called meeting to order at 5:30pm.

2. Agenda Approval

2.1 January 8, 2024

Resolution 2024-01-01

Moved by D. Halls, Seconded by C. Taylor

BE IT RESOLVED THAT the January 8, 2024 regular meeting agenda be approved as circulated.

CARRIED

3. Disclosure of Pecuniary Interest

4. Minutes of Previous Meetings

4.1 December 11, 2023

Resolution 2024-01-02

Moved by S. Graham, Seconded by S. Soloman

BE IT RESOLVED THAT the minutes of December 11, 2023, be adopted as circulated.

CARRIED

5. Business arising from minutes.

S. Soloman asked J. Allen about correspondence being sent out regarding alcohol on premise. J. Allen advised that an email was sent out advising the patrons that alcohol can only be consumed within the designated permit area.

6. Deputations/Presentations

7. Arena Manager's Report

7.1 Update on Outdoor Rink

J. Allen received one quote from Custom Ice in Burlington for the outdoor rink, roughly \$140,000.00 without refrigeration and roughly \$265,000.00 with refrigeration. C. Taylor was informed that the outdoor rinks in Caledon cost roughly 3.4 million but there was more work done and this was for two outdoor rinks.

The Board has directed J. Allen to get further quotes to have the slabs and pipes installed for the outdoor rink.

7.2 2024 Draft Budget

- The revenue line requires updating, the revenue from December 2023 has not been included.
- J. Allen informed the Board that there is interest in hosting adult dance classes in the Boardroom, this will increase the revenue for 2024.
- The expense line does not reflect the snow removal invoice for December 2023, it was delayed being submitted to the secretary/treasurer for payment.
- R&M Arena – This will be to cover small repairs, refrigerator, stove, fans.
- Summer Camp Expenses – J. Allen does not want to rent the school next year; it wasn't worth the expense. J. Allen would prefer to rent a port-a-potty for the summer.
- Asset Management – This is covered under the capital budget

- Capital Budget – J. Allen asked if the Board would be willing to use funds from the 2023 revenue to replace the flooring in the main lobby and throughout the main floor.
- Renumeration – J. Allen would like to hire more staff, have someone to work on the Community Centre website and assist with policies.

The Board directed J. Allen to update the 2024 draft budget with all revenue and expenses, including December 2023 and bring it to next month's meeting for review and potential approval.

Chair Little requested to have the updated 2024 draft budget circulated via email before the next meeting so the Board can have a preliminary review.

8. Correspondence

8.1 Summer Job Grant

M. Townsend has submitted the application; the deadline is January 10th, 2024.

9. Financial Reports

9.1. Accounts Payable

Resolution 2024-01-03

Moved by C. Taylor, Seconded by S. Graham

BE IT RESOLVED THAT the accounts payable for December 2023 in the amount of \$20, 202.27 be approved and paid from the Operating Account.

CARRIED

9.2. Accounts Receivables

The Board has requested further follow up for the overdue accounts. Staff has been directed to send out a reminder notice.

Resolution 2024-01-04

Moved by B. Lyons, Seconded by S. Graham

BE IT RESOLVED THAT the receipts for December 2023 in the amount of \$47, 958.17 have been deposited into the Community Centre bank account and are hereby approved.

CARRIED

9.3. Budget Variance

No Discussion

10. Unfinished Business

10.1 Renovation Project

J. Allen has spoken to the designer regarding the potential of removing a wall, advised this cannot be done, this would cause areas of the existing building to be touched and then must be incorporated into the renovation project.

The designer will be providing an updated design for review. The subcommittee met after last month's meeting to discuss changes and what would work best for the arena/patrons. The suggestion of an adjoining room may not happen, this would cause the loss of bench space, but the subcommittee will review when the new drawings are provided.

10.2 Snack Bar Inspection Report

J. Allen informed the Board that all staff were advised to register for the Food Handler Certification Course, the deadline for completion is January 31st, 2024. Three members of staff have completed the course and provided certification. Chair Little asked if the employees have been provided with a uniform. J. Allen advised that all staff have uniforms, arena, and concession staff.

10.3 2024 Draft Budget

Addressed in Section 7.2

10.4 Policies

J. Allen informed the Board that he has a document that he is working with for policies. The Board requested to have the ice allocation policy in this document.

11. New Business

C. Taylor asked about having a sign on the office door to advise patrons which employee is working. This was done previously but not since Covid. The Board likes the

idea, but they would also like a phone number to be displayed on the sign. This would make it easy for the public to get a hold of someone, especially being that the worker is not always in the office.

J. Allen will inquire about a phone for the staff on duty.

12. Confirmation of Meeting

Resolution 2024-01-05

Moved by S. Soloman, Seconded by D. Halls

BE IT RESOLVED THAT leave be given to confirm the proceedings of the January 8, 2024, Grand Valley & District Community Centre Board Meeting.

CARRIED

13. Adjournment

Resolution 2024-01-06

Moved by S. Soloman, Seconded by D. Halls

BE IT RESOLVED THAT we do now adjourn this meeting to meet again on Monday, February 5th, 2024 at 5:30pm or at the call of the Chair.

CARRIED

ORIGINALS BY SIGNED

Gail Little, Chair

ORIGINALS SIGNED BY

Helena Snider, Secretary/Treasurer

From: [Helena Snider](#)
To: [Meghan Townsend](#)
Cc: [Donna Tremblay](#)
Subject: Grand Valley & District Community Centre Resolution
Date: February 7, 2024 9:16:25 AM

Good morning Meghan,

At the Grand Valley & District Community Centre Board meeting held on January 31st, the following resolution was passed.

Resolution 2024-01-14

Moved by G. Little, Seconded by J. Zukowski

BE IT RESOLVED THAT the Board approves a 0% increase be added to the Municipal levy for 2024.

CARRIED.

If you have any questions, please feel free to contact me.

Thank you,



Helena Snider | Administration/Accounting Clerk

Town of Grand Valley | 5 Main Street North, Grand Valley, ON L9W 5S6

Tel: (519) 928-5652 | Fax: (519) 928-2275 | hsnider@townofgrandvalley.ca

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



Municipal Policing Bureau
Bureau des services policiers des municipalités

777 Memorial Ave.
Orillia ON L3V 7V3

777, avenue Memorial
Orillia ON L3V 7V3

Tel: 705 329-6140
Fax: 705 330-4191

Tél. : 705 329-6140
Télec.: 705 330-4191

File Reference:

612-20

January 30, 2024

Dear Mayor/Reeve/CAO/Treasurer,

April 1, 2024, has been proclaimed as the official date on which the *Community Safety and Policing Act, 2019 (CSPA)* will come into force. At that time, it will repeal and replace the current *Police Services Act, 1990 (PSA)*. The provision of OPP municipal policing services is preserved under the CSPA, however, no municipality will remain in a contract or municipal group contract arrangement under PSA s. 10.

We wish to confirm that the OPP 2024 Annual Billing Statements remain in effect after April 1, 2024, and municipalities will continue to be billed in accordance with costs in the statements.

Under the CSPA, all municipalities policed by the OPP will be subject to Regulation 413/23 *Amount Payable by Municipalities for Policing from Ontario Provincial Police*. This regulation preserves the cost-recovery methodologies currently in effect. The OPP Billing Model cost allocation method remains the same under Reg. 413/23. There are transitional provisions included in the Regulation that stipulate that 2024 annual billing statements will not need to be reissued.

Should you have any further questions about your annual billing statements or any other billing inquiries, please reach out to the OPP Municipal Policing Bureau Financial Services Unit at OPP.MPB.Financial.Services.Unit@opp.ca

Sincerely,

A handwritten signature in black ink, appearing to read "Phil Whitton", with a long, sweeping horizontal line extending to the right.

Phil Whitton
Superintendent
Municipal Policing Bureau Commander

c: Detachment Commander

2024 Draft Budget for Medical Centre

	2022 Actual	2023 Budget	2023 Actual	2024 Budget
Revenue				
Rentals*	\$ 46,516.92	\$ 56,298.90	\$ 48,554.17	\$ 63,647.64
Transfer From Reserve				\$ 117,000.00
Interest + Misc revenue	\$ 693.46	\$ 1,000.00	\$ 3,218.27	\$ 1,000.00
Total Revenue	\$47,210.38	\$57,298.90	\$51,772.44	\$181,647.64
Expenses				
Wages	\$ 5,329.18	\$ 7,000.00	\$ 5,663.52	\$ 7,500.00
Materials/Supplies	\$ -	\$ -	\$ 46.00	\$ 100.00
Heat	\$ 2,404.45	\$ 2,500.00	\$ 2,250.67	\$ 3,000.00
Hydro	\$ 4,683.05	\$ 5,000.00	\$ 4,807.62	\$ 5,200.00
Water/Sewer	\$ 358.29	\$ 450.00	\$ 96.90	\$ 500.00
Accounting/Audit Fees	\$ 3,033.25	\$ 3,500.00	\$ 2,823.84	\$ 4,000.00
Legal Fees	\$ -	\$ -	\$ 120.00	\$ 120.00
Advertising	\$ -	\$ -	\$ 130.00	\$ 130.00
Repairs and Maintenance	\$ 8,309.10	\$ 10,000.00	\$ 21,936.77	\$ 10,000.00
Contracts				
- Property Maintenance				
- Snow Removal				
- HVAC/Furnace/AC	\$ 9,072.98	\$ 10,000.00	\$ 6,793.76	\$ 12,000.00
Insurance	\$ 1,449.36	\$ 1,800.00	\$ 1,703.16	\$ 1,800.00
Taxes	\$ 11,058.89	\$ 12,000.00	\$ 8,292.03	\$ 12,000.00
Total Operating expense:	\$45,698.55	\$52,250.00	\$54,664.27	\$56,350.00
Capital Expense:				
2024 Proposed Projects				
-Flooding Restoration				
-Storm Drainage Evaluation**				
-Upper Level Floor/Wall Finishes				
-Retaining Walls Structural Review**				
- Foundation Repair Project	0	\$5,048.90	0	\$ 258,000.00
Total Expense	\$45,698.55	\$57,298.90	\$54,664.27	\$314,350.00
Total Surplus/(Deficit)	\$1,511.83	\$0.00	-\$2,891.83	-\$132,702.36

*All leases renew Jan.31.2025

** Reviews do not indicate repair costs

2024 Proposed Apportionment of Capital Costs	
2024 Deficit	-132702.4
Grand Valley 50%	66351.18
Amaranth 30%	39810.708
East Garafraxa 20%	26540.472

2025 Capital Expenditures		
	ITEM DESCRIPTION	COST
3.2.2	Cladding - Masonry Repairs	\$ 20,000.00
3.7.1	Asphaltic Pavement - Replace	\$ 40,000.00
3.7.2	Concrete Pavement - Replace	\$ 100,000.00
	Total	\$ 160,000.00

**Grand Valley & District Medical & Dental Board
5 MAIN ST. N.**

MINUTES

January 4, 2024, at 4:30pm
Council Chambers

Present: Lenora Banfield, Paul Latam, Philip Rentsch, Steve Soloman, Helena Snider - Secretary/Treasurer

Regrets: Chris Gerrits

1. Call to Order

Chair Banfield called the meeting to order at 4:30pm.

2. Agenda Approval

#2024-01-01

Moved By: S. Soloman

Seconded By: P. Latam

BE IT RESOLVED THAT the January 4, 2024, regular meeting agenda be approved as amended, with the addition of item 9.1 2024 Draft Budget.

Carried.

3. Disclosure of Pecuniary Interest

None

4. Minutes of Previous Meeting

4.1. November 22, 2023

#2024-01-02

Moved By: S. Soloman

Seconded By: P. Rentsch

BE IT RESOLVED THAT the minutes of November 22, 2023, be adopted as circulated.

Carried.

5. Business arising from Minutes

6. Deputation/Presentation

6.1 Ayrton Platt – Dental Office Manager (Not in Attendance)

6.2 Dr. Brar and Dr. Akula, Carol Petryschuk – Medical Office

#2024-01-03

Moved By: P. Latam

Seconded By: P. Rentsch

BE IT RESOLVED THAT leave be given to Carol Petryschuk, Medical Office Manager, to address the Board.

AND FURTHER THAT leave be given to Dr. Brar, Dr. Akula, and Samantha (Nurse Practitioner) to address the Board.

Carried.

Ms. Petryschuk requested an update from the Board regarding the building assessment. The Board advised that the assessment details items required over the next 10 years, and they are aware that the Medical Centre requires updates/maintenance.

Ms. Petryschuk informed the Board that prior to Covid, there was discussion regarding new flooring, painting and window covering for the Medical Centre. Nothing has been done and no communication regarding this has taken place.

Dr. Akula asked about the status of the Board. Chair Banfield advised that the Township of East Garafraxa is willing to leave voluntarily, the Board is waiting on a response from the Township of Amaranth.

P. Rentsch suggested to form an ADHOC committee regarding expanding the Medical Community in Grand Valley, this is beyond the Boards capacity. S. Soloman will bring this to Council for discussion and advise at a later meeting.

The Board asked the Doctor's for the top 3 issues they would like resolved. The decision was new flooring, wall repair and paint and the odor that occurs every so often, find out what is causing it and fix the issue. The Board asked how much notice is required if the renovations are approved, the Doctor's would like 3-month notice.

Ms. Petryschuk asked about the removal of the shower and the potential for new storage, the Board said they would discuss and advise.

7. Financial Reports

7.1. Accounts Receivable

#2024-01-04

Moved By: S. Soloman

Seconded By: P. Latam

BE IT RESOLVED THAT the Accounts Received presented to the Board in the amount of \$7, 681.14 for the period of November and December 2023 be approved.

Carried.

7.2. Accounts Payable

P. Latam questioned the wage line and the snow removal line for December. The secretary/treasurer informed that the Town has not invoiced the wages and the snow removal for December.

#2024-01-05

Moved By: P. Latam

Seconded By: S. Soloman

BE IT RESOLVED THAT the Accounts Payable presented to the Board in the amount of \$, 171.83 for the period of November and December 2023 be approved.

Carried.

7.3. Budget Variance

No discussion

8. Unfinished Business

8.1 Property Registry/Deed

The Board wants an update from M. Townsend regarding the status of the discussion with the CAO from the Township of Amaranth.

8.2 New Lease for Dental Office

The secretary/treasurer informed the Board that the new lease will be issued to Ms. Platt once she hears back from Corporate regarding the renovation approval.

Ms. Platt asked if the Board would cover the cost of replacing the cabinets in the reception area due to water damage. The Board directed staff to reach out to B.T Builders regarding this.

8.3 Renovations for the Medical Centre

The Board has directed staff to reach out to Blueline Home Services, Tyler Kloet,

#2024-01-06

Moved By: P. Rentsch

Seconded By: S. Soloman

BE IT RESOLVED THAT the secretary approach B.T Builders to obtain quotes for replacing the carpet, wall painting, removal of the shower and building a small closet in the medical office.

Carried.

9. New Business

9.1 2024 Budget

The Board has requested Chair Banfield and the secretary/treasurer to meet and prepare a draft budget to present at the next meeting.

10. Correspondence

10.1 Building Condition Assessment from R.J Burnside

The Board reviewed and discussed the assessment provided by R. J Burnside. They discussed what issues were outlined as requiring immediate attention.

There was further discussion about items that can be addressed in the future. The Board will review throughout the year and address the items as needed.

#2024-01-07

Moved By: P. Rentsch

Seconded By: P. Latam

BE IT RESOLVED THAT direction be given to engage with an Engineer to evaluate the structural integrity of the foundation walls of the building.

Carried.

#2024-01-08

Moved By: P. Latam

Seconded By: S. Soloman

BE IT RESOLVED THAT Grand Valley Public Works camera the storm drain and bill the Medical Board for the cost incurred.

Carried.

#2024-01-09

Moved By: S. Soloman

Seconded By: P. Rentsch

BE IT RESOLVED THAT up to \$5, 000.00 be designated to resolving the foul smell in the building.

Carried.

11. Confirmation of Meeting

#2024-01-10

Moved By: P. Latam

Seconded By: P. Rentsch

BE IT RESOLVED THAT leave be given to confirm the proceedings of the Grand Valley Medical/Dental Board meeting of January 4, 2024.

Carried.

12. Adjournment

#2024-01-11

Moved By: S. Soloman

Seconded By: P. Rentsch

BE IT RESOLVED THAT we do now adjourn this meeting of the Board to meet again on January 31st 2024 at 5:30pm or at the call of the Chairperson.

Carried.

ORIGINALS SIGNED BY

Lenora Banfield, Chair

ORIGINALS SIGNED BY

Helena Snider, Secretary/Treasurer



GRAND VALLEY

Grand Valley Business Improvement Area Board of Management Meeting Minutes

Tuesday, January 16, 2024, 7:00 PM

Council Chambers, 5 Main Street North

PRESENT:

Rashaad Nauth-Ali, Chair
Krista Beam
Lorne Dart, Councillor
Meghan Richards
Donna Tremblay, Secretary

ABSENT

Daphinee Dumouchel, Deputy Chair
Maredyth Dray

1. Call to Order

The Chair called meeting to order at 7:06 pm.

2. Adoption of Agenda

2024-01-01

Moved by Beam, Seconded by Richards

BE IT RESOLVED THAT the Board adopts the agenda dated January 16, 2024 as circulated.

CARRIED

3. Disclosure of Pecuniary Interest

No pecuniary interest was declared.

4. Minutes of previous meeting

2024-01-02

Moved by Beam, Seconded by Richards

BE IT RESOLVED THAT the minutes of the January 16, 2024 meeting be approved as circulated.

CARRIED

5. Deputations - none

6. Correspondence

None.

7. Unfinished Business – none.

8. New Business

8.1. 2024 Event Planning

8.1.1. Valentines Day

The Board discussed providing window decorations for downtown business who wished to participate. Meghan will contact BIA members to seek interest and purchase window decorating supplies.

8.1.2. Hop on Main

The Board discussed the event date and confirmed event date, Saturday, March 30, 2024 11:00 a.m. to 1:00 p.m. Meghan will reach out to BIA members to retrieve window eggs, Lorne will reach out to Grand Valley Public School regarding advertising in school newsletter and Daphinee will prepare promotion materials. Valley Alive will promote via Facebook and Town will place event on Town's website calendar and electronic sign.

8.1.3. Canada Day

The Board discussed details including car show, applications for road closures, location of event, fireworks display and required permits.

Resolution 2024-01-03

Moved by Beam, Seconded by Richards

BE IT RESOLVED THAT the BIA Board request a donation from Grand Valley Council in the amount of \$2,500 for the purchase of fireworks for the 2024 Canada Day fireworks display.

CARRIED

8.1.4. Grand Valley Farmer's Market

8.1.4.1. Town of Grand Valley Council Resolution 2023-11-33 Grand Valley Farmer's Market.

The Board discussed the contents of the resolution and BIA's involvement in the 2024 Farmer's Market and future farmers markets.

Resolution 2024-01-04

Moved by Richards, Seconded by Beam

BE IT RESOLVED THAT THE Board directs staff to contact the Grand Valley Farmer's market representative, regarding attending the March 5, 2024 BIA Board meeting to provide details of the 2024 Farmer's market season and the BIA role.

CARRIED

8.2. 2024 Draft Budget finalization for presentation to membership.

8.2.1. Ontario Business Improvement Area Association Membership Information

The Board discussed the OBIAA membership fees, benefits and the 2024 OBIAA Conference. The Board requested the secretary submit a 2024 membership application and provide the Board with additional conference information at the next meeting. The Board requested discussion of board member attendance be included as an item on the February 6, 2024 BIA Board Agenda.

8.2.2. BIA 2024 draft Budget

The Secretary advised the Board's requested amendments have been made to the draft budget presented on November 7th Budget, amendments with respect to 2023 actuals for wages, will be provided as Town completes 2023 year-end processes.

The Board discussed the draft provided and requested an amount of \$1,500 be included for training and conferences. The Board requested that a revised budget be provided for the next meeting on the February 6, 2024 for discussion.

8.3. BIA Hybrid Meetings

The Board discussed the Town's Hybrid meetings policy, benefits of holding virtual meetings, format and process for regular Board meetings and the Annual General Meeting.

Resolution 2024-01-05

Moved by Richards, Seconded by Beam

BE IT RESOLVED THAT the Board adopts the Town of Grand Valley's Electronic and Hybrid Council/Committee Meeting Protocol for its regular Board and AGM Meetings.

CARRIED.

9. Finance

9.1. BIA 2024 Investments

The secretary provided the Board with information on the BIA's current bank balance and history of investments and sought direction from the Board regarding 2024 investments.

The Board discussed 2024 capital projects and financial requirements.

Resolution 2024-01-06

Moved by Dart, Seconded by Richards

BE IT RESOLVED THAT the Board directs the Board Secretary to make inquiries of the BIA's financial institution on a short-term investment in the amount of \$10,000 and report back to the Board at the February 6, 2024 meeting.

CARRIED

9.2. Banking

The Board Secretary advised as a result of Town staffing changes, the BIA's banking institution requires a formal resolution from the Board regarding signing authority on the BIA's accounts.

Resolution 2024-01-07

Moved by Dart, Seconded by Beam

BE IT RESOLVED THAT the Board appoints Meghan Townsend and Sarah Courtemanche as signing authorities for the Grand Valley Business Improvement

Area Board of Management RBC Bank Accounts and Donna Tremblay as an alternate.

CARRIED

9.3. Budget Variance Report

9.4. Revenue and Expense Report

The Board reviewed the Budget variance and revenue and expense reports provided. The Secretary advised updated reports will be provided once the 2023 year-end adjustments were completed.

10. Next Meeting Date

10.1. March 5, 2024 – Regular Meeting

The Board discussed holding a meeting in February to finalize the draft 2024 BIA Budget, potential 2024 Christmas light purchase and 2024 OBIAA Conference attendance.

The next meeting will be February 6, 2024 at 7pm.

Agenda items 2024 BIA Budget, Christmas lights and 2024 OBIAA Conference to be discussed.

11. Adjournment

2024-01-08

Moved by Beam, Seconded by Lorne

BE IT RESOLVED THAT we do now adjourn this meeting of the Grand Valley BIA Board at 8:20 pm to meet again on February 6, 2024 at 7:00 pm in the Town of Grand Valley Council Chambers or at the call of the chair.

CARRIED

“Original Signed”

“Original Signed”

Rashaad Nauth-Ali, Chair

Donna Tremblay, Secretary

The Corporation of the Town of Grand Valley

By-law 2024-xx

A By-law to delegate authority to Chief Administrative Officer/Clerk-Treasurer for the Corporation of the Town of Grand Valley to submit applications and execute Community Emergency Preparedness Grant funding agreements awarded by the Province of Ontario.

WHEREAS Section 9 of the *Municipal Act, 2001*, S.O. 2001 c. 25 grants a municipality the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS the Corporation of the Town of Grand Valley wishes to submit an application for grant funding under the Community Emergency Preparedness Grant (CEPG) program.

AND WHEREAS the Ontario Treasury Board Secretariat approval authority framework requires Council to adopt a specific by-law or resolution to authorize the signing of the grant application which binds the organization to the Corporation of the Town of Grand Valley;

NOW THEREFORE The Council of the Corporation of the Town of Grand Valley enacts as follows:

1. That Council of the Corporation of the Town of Grand Valley hereby authorizes the Chief Administrative Officer/Clerk-Treasurer (CAO/Clerk-Treasurer) to complete, submit and execute a grant funding application under the Community Emergency Preparedness Grant (CEPG) Program.
2. That the CAO/Clerk-Treasurer is hereby authorized to execute, on behalf of the Corporation of the Town of Grand Valley, Community Emergency Preparedness Grant Funding Agreements awarded by the Province of Ontario; and
3. That this By-law comes into full force and effect on the date it is enacted.

By-law given the necessary readings and finally passed this 13th day of February 2024.

Steve Soloman, Mayor

Meghan Townsend, CAO/Clerk-Treasurer

The Corporation of the Town of Grand Valley

By-law 2024 - ____

Confirm Proceedings By-law

A By-law to confirm the Proceedings of Council of the Corporation of the Town of Grand Valley at its Meeting held on February 13, 2024

WHEREAS pursuant to section 5 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, the powers to a municipality are to be exercised by its council by by-law;

AND WHEREAS it is deemed expedient that the proceedings of the Council of the Corporation of the Town of Grand Valley at this meeting be confirmed and adopted by by-law.

NOW THEREFORE the Council of the Corporation of the Town of Grand Valley enacts as follows:

1. All the actions of the Council of The Corporation of the Town of Grand Valley at its meeting held on February 13, 2024 in respect to every report, motion, by-law, or other action passed and taken by the Council, including the exercise of natural person powers, are hereby adopted, ratified and confirmed as if each report, motion, resolution or other action was adopted, ratified and confirmed by its separate by-law.
2. The Mayor of the Council and the proper officers of the Corporation of the Town of Grand Valley are hereby authorized and directed to do all things necessary to give effect to the said action, to obtain approvals where required and except where otherwise provided, to execute all documents necessary in that behalf.
3. This By-law comes into full force and effect on the date it is enacted.

Enacted this 13th day of February 2024.

Steve Soloman, Mayor

Meghan Townsend, CAO/Clerk-Treasurer