



GRAND VALLEY

The Corporation of the Town of Grand Valley Council Meeting Agenda

Tuesday, September 10, 2024, 6:00 p.m.

Council Chambers, 5 Main Street North, Grand Valley

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Changes to the original agenda are noted with an asterisk "**".

Pages

1. **Call to Order and Roll Call**

2. **Adoption of Agenda**

Members of Council are required to request items they wish to discuss from the Information Items. Items will be discussed under Agenda Item 12- Correspondence.

3. **Disclosure of Pecuniary Interest and the General Nature Thereof**

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

4. **Approval of Previous Minutes**

4.1 August 13, 2024 Council Meeting Minutes

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5. **Announcements**

Members of the Public or organizations wishing to have an announcement read at a meeting are required to contact the Town Offices at info@townofgrandvalley.ca no later than 4:30 p.m. on the Tuesday preceding the date of the Regular Council Meeting.

6. Deputations/Presentations

Members of the Public wishing to present information or delegate to matters on the agenda are required to register to delegate using the Council Delegation Request Form. Deadlines for registration are set out in Procedural By-Law 2024-10 section 6.7.

6.1 Orangeville Food Bank

6.1.1 Presentation - Heather Hayes, Executive Director, Orangeville Food Bank

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7. Public Questions

Members of the Public are required to submit written questions in advance to info@townofgrandvalley.ca.

None.

8. Unfinished Business

None.

9. Staff Reports

9.1 CAO/Clerk

9.1.1 Report - CAO Progress Update , 2024-054

28

Recommendation

THAT Council receives the Report- CAO Progress Update for information purposes.

9.1.2 Report - Human Resources Project Update and Requests, 2024-057

32

Recommendation

THAT Council receives Report – Human Resources Project update and requests,

AND FURTHER THAT Council approves the recommendation to turn the Accounting Clerk position into a full-time, permanent role and the conversion of the Office Coordinator role into the proposed Planning Coordinator role.

AND FURTHER THAT Council authorizes that the recruitment for both positions may begin immediately.

- 9.1.3 Report - Live Streaming and Recording of Public Council Meetings Policy - Revised, 2024-053 40
 - Recommendation**
 - THAT** Council receives the Report – Revised Live Streaming and Recording of Public Council Meetings Policy
 - AND FURTHER THAT** Council approves the revised Live Streaming and Recording of Council Meetings Policy as set out in Attachment 1 to this Report.
 - AND FURTHER THAT** Council directs staff to prepare and present an amendment to the Town’s Procedural By-Law 2024-10 to include a section for Live Streaming and Recording of Public Council Meetings.
- 9.1.4 Town of Grand Valley Redesign Website
 - 9.1.4.1 Presentation - Donna Tremblay, Deputy Clerk/Communications Coordinator
- 9.2 Public Works Director
 - 9.2.1 Report - Public Works Update , 2024-056 51
 - Recommendation**
 - THAT** Council receives the Report - Public Works Update for information purposes.
- 9.3 Planner
 - 9.3.1 Report - September 2024 Planning Update, 2024-055 53
 - Recommendation**
 - THAT** Council receives the September 2024 Planning Update Report, for information purposes.
- 9.4 Treasurer
 - None.
- 9.5 By-Law Enforcement
 - None.
- 9.6 Parks and Recreation
 - None.
- 10. **Public Meeting**
 - None.
- 11. **Pending Items**
 - None.
- 12. **Correspondence**
 - None.
- 13. **Council Updates**
 - Members of Council may provide updates relating to board, committee or association meetings and community events.

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21.	Confirm Proceedings	
21.1	2024-XX A By-Law to Confirm Proceedings of Council of the Town of Grand Valley at its meeting held on August 13, 2024.	71
22.	Adjournment	



The Corporation of the Town of Grand Valley

Council Meeting Minutes

Tuesday, August 13, 2024, 10:00 am
Council Chambers, 5 Main Street North, Grand Valley

Council Present: Mayor Steve Soloman
Deputy Mayor Philip Rentsch
Councillor Lorne Dart
Councillor James Jonker
Councillor Paul Latam

Staff Present: Meghan Townsend, Chief Administrative Officer/Clerk
Matthew Bos, Director Public Works
Steven Freitas, Director of Finance/Treasurer
James Allen, Recreation Facilities Manager
Brad Haines, By-Law Enforcement Officer
Donna Tremblay, Deputy Clerk/Communications Coordinator

1. Call to Order and Roll Call

Mayor Soloman called the meeting to order at 10:03 a.m.

2. Adoption of Agenda

Resolution: 2024-08-01

Moved by: P. Latam
Seconded by: J. Jonker

BE IT RESOLVED THAT Council adopts the agenda and any addendums dated Tuesday, August 13, 2024 as circulated.

CARRIED

3. Disclosure of Pecuniary Interest and the General Nature Thereof

No pecuniary interest was declared.

4. Approval of Previous Minutes

4.1 July 16, 2024 Council Minutes

Resolution: 2024-08-02

Moved by: P. Rentsch
Seconded by: L. Dart

BE IT RESOLVED THAT the minutes of the July 16, 2024 Regular Council Meeting be approved as circulated.

CARRIED

5. Announcements

There were no announcements.

6. Deputations/Presentations

6.1 Rural Ontario Medical Association

Resolution: 2024-08-03

Moved by: P. Rentsch
Seconded by: L. Dart

BE IT RESOLVED THAT leave be given to Michelle Hunter, Program Manager, Rural Ontario Medical Program, to address Council.

CARRIED

6.1.1 Presentation (Virtual) - Michelle Hunter, Program Manager, Rural Ontario Medical Program

Michelle Hunter, Program Manager, Rural Ontario Medical Program came before Council to present information regarding the Rural Ontario Medical Program (ROMP). Ms. Hunter outlined the goals, challenges and benefits of locating accommodations for medical learners in the rural setting. She requested Council's assistance in promoting the ROMP program to identify suitable housing for medical learners in Grand Valley.

Mayor Soloman thanked Ms. Hunter for her presentation and inquired as to next steps.

Ms. Hunter advised she would share further information with Council to assist in promoting the ROMP.

7. Public Questions

There were no public questions.

8. Unfinished Business

8.1 Lameront/Sahm Drainage Works - Engineers Report Tender Award of Drainage Works

8.1.1 Engineer' Report - Tender Results - Lameront/Sahm Drainage works

Meghan Townsend presented the Report.

Council discussed the Report and inquired as to the winter start for the drainage construction. Staff advised the Drainage Engineer has indicated winter frost assists with land grading.

Resolution: 2024-08-04

Moved by: J. Jonker

Seconded by: P. Latam

BE IT RESOLVED THAT Drainage Engineer's Tender Report dated August 6, 2024, re: Tender Results: Lameront/Sahm Drainage Works be hereby received;

AND FURTHER THAT the tender for the construction of the Lameront/Sahm Drainage Works submitted by Hanna & Hamilton Construction Co. Limited in the amount of \$65,398.75 including H.S.T. be accepted;

AND FURTHER THAT staff be directed to notify the assessed owners that the tender has been awarded and the starting date proposed by the Contractor.

CARRIED

9. Staff Reports

9.1 CAO/Clerk

9.1.1 Report - Conservation and Demand Management Plan 2024-2029, 2024-049

Meghan Townsend, CAO/Clerk presented the Report.

Council discussed the Report, commenting on recommendations relating to electrical conversion and requested the Report provide guidance for future Town projects.

Resolution: 2024-08-05

Moved by: P. Latam

Seconded by: J. Jonker

BE IT RESOLVED THAT Council receives the CAO/Clerk's Report – Energy Conservation and Demand Management Plan 2024-2029,

AND THAT Council approves the Energy Conservation and Demand Management Plan 2024-2029 as presented.

CARRIED

9.1.2 Report - Live Streaming and Recording of Public Council Meetings Policy, 2024-045

Donna Tremblay, Deputy Clerk, presented the Report and sought Council's feedback on the draft Live Streaming and Recording of Public Council Meetings policy.

Council discussed the policy and requested the following amendments:

Section 6.1 - "a reasonable time" be replaced with "72 hours" and that if recordings are posted beyond 72 hours this be communicated on the Town's website with reasons for the delay.

Section 7.1 - Remove "Mayor or Chairperson/Presiding Officer".

Staff advised revision to the draft policy would be completed with a further report, final policy and by-law to be presented to Council at the next Regular Council meeting.

Resolution: 2024-08-06

Moved by: P. Rentsch

Seconded by: L. Dart

BE IT RESOLVED THAT Council receive Report - Updates - Live Streaming and Recording of Council Meetings and Launch of Re-Designed Municipal website;

AND FURTHER THAT Council approves the draft Live Streaming and Recording of Public Council Meetings Policy as discussed;

AND FURTHER THAT Council directs staff to prepare and present an amendment to the Town's Procedural By-law 2024-10 to include a section for Live streaming and Recording of Council meetings.

CARRIED

9.1.3 Report - CAO Progress Update, 2024-048

Meghan Townsend, CAO/Clerk presented the Report and advised the Town was unsuccessful in obtaining grant funding through the Province's Housing-Enabling Water Systems Fund. She inquired as to whether Council would like to review the final design for the Community Centre expansion. Council requested the CAO/Clerk provide the final design for their review.

Council discussed the report and provided the following questions:

- Year end audit. Staff advised the presentation of the year end audit has been delayed due to staff turnover.
- Trailway Agreement. Staff will review and advise.
- Completion of 2024 projects. Staff advised project completion deadlines will be attainable pending no further projects come forward.

Resolution: 2024-08-07

Moved by: J. Jonker

Seconded by: P. Latam

BE IT RESOLVED THAT Council receives the Report- CAO Progress Update for information purposes.

CARRIED

9.2 Treasurer

9.2.1 Report - Treasurer's Update, 2024-052

Steven Freitas, Director of Finance Treasurer provided a summary of the Report.

Council discussed the report and provided comments regarding the addition of outstanding water billings to property tax bills, banking overdrafts, potential to consolidate Town bank accounts and penalties for late tax payments.

Resolution: 2024-08-08

Moved by: P. Rentsch

Seconded by: L. Dart

BE IT RESOLVED THAT Council approves, notwithstanding Section 4.0 of By-Law 2024-28, that penalties will not be charged until the beginning of the following month for the last two installments of 2024.

CARRIED

Resolution: 2024-08-09

Moved by: L. Dart

Seconded by: P. Rentsch

BE IT RESOLVED THAT Council receive the Report – Treasurer's Update for information purposes.

CARRIED

9.3 Public Works Director

9.3.1 Report - Public Works Update, 2024-050

Matt Bos, Director of Public Works presented the Report advising summer rainfall has had a positive impact on the use of the Town's calcium supply and an update on the installation of traffic cushions on Leeson Street.

Council discussed the report and inquired as to homeowner responsibilities for tree cutting and removal. Staff advised of the homeowners' responsibilities.

Resolution: 2024-08-10

Moved by: P. Latam

Seconded by: J. Jonker

BE IT RESOLVED THAT Council receive the Report - Public Works Update for information purposes.

CARRIED

9.4 Planner

9.4.1 Report - August 2024 Planning Update, 2024-043

Meghan Townsend, CAO/Clerk presented the report in the Town Planner's absence with a request from the Town Planner to remind Council to complete the Official Plan and Zoning By-Law Review Survey before the August 31st deadline.

Council discussed the report and expressed concerns regarding weeds at the Rainey Drive infill lot. Staff requested a formal complaint be filed to ensure that an investigation and follow up could be completed.

Resolution: 2024-08-11

Moved by: P. Rentsch

Seconded by: L. Dart

BE IT RESOLVED THAT Council receive the August 2024 Planning Update Report, for information purposes.

CARRIED

9.5 By-Law Enforcement

9.5.1 Report - By-Law Enforcement Status Update - July 2024, 2024-044

Brad Haines, By-Law and Property Standards Enforcement Officer presented a summary of the report including a verbal update on the

Town's receipt of set fine approval from the Ministry for Private Parking offences.

Council discussed the report and did not provide any comments or questions.

Resolution: 2024-08-12

Moved by: L. Dart

Seconded by: P. Rentsch

BE IT RESOLVED THAT Council receive Report – By-Law Enforcement Status Update – July 2024, for information purposes.

CARRIED

9.6 Parks and Recreation

9.6.1 Report - Recreation Update, 2024-051

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

Council discussed the report and inquired as to the multi-use pad and campground signage. Staff advised signage had been ordered and would be installed when received.

Resolution: 2024-08-13

Moved by: L. Dart

Seconded by: P. Rentsch

BE IT RESOLVED THAT Council receive the Report- Recreation Update for information purposes.

CARRIED

10. Public Meeting

There were no public meetings.

11. Pending Items

There were no pending items.

12. Correspondence

There was no correspondence.

13. Council Updates

Councillor Latam advised a Grand Valley and District Fire Board meeting has been scheduled for September 16, 2024 with the meeting to take place at the Community Centre.

Mayor Soloman advised that he attended a touch-point meeting with CAO Townsend and the Deputy Clerk at the offices of Deputy Minister Sylvia Jones. He advised discussion topics included the cancellation of rural water testing, the Town's difficulties with Hydro One and approval of the County's Municipal Comprehensive Review. Mayor Soloman advised at the meeting, Minister Jones committed to investigating the issues with Hydro One and clarified that the Ministry of Health is not considering cancelling the rural water testing program.

Deputy Mayor Rentsch advised he has received an invitation to the International Plowing Match appreciation barbeque scheduled for 6:00 p.m. on August 22nd at the Amaranth Town Hall.

Councillor Jonker advised he will be attending the upcoming AMO Conference in Ottawa. At the conference, he and Councillor Latam will be delegating to Minister Calandra, Minister of Municipal Affairs and Housing.

14. County Council Report

Council did not discuss or provide any comments regarding the County Council resolutions.

14.1 Dufferin County Council Resolutions

14.1.1 Resolution - Safety features on Highway 10 - Intersection of Dufferin Road 17 and Highway 10

14.1.2 Resolution - Reconsideration of Funding Cuts to Wastewater Testing Programs

14.1.3 Support Resolution - Town of Shelburne - Eradicate of all forms of racism especially Islamophobia and antisemitism

15. Recess

Council recessed at 12:31 p.m. and resumed at 1:30 p.m.

16. Boards and Committees

16.1 Dangerous Dog Designation Committee Agenda

Resolution: 2024-08-14

Moved by: P. Rentsch

Seconded by: L. Dart

BE IT RESOLVED THAT Council recess this Regular Meeting of Council at 1:03 p.m. to hold a Dog Designation Appeal Committee Meeting under section 10 of the By-Law 2014-46, as amended (Dog Control By-Law)

CARRIED

Resolution: 2024-08-15

Moved by: P. Rentsch

Seconded by: L. Dart

BE IT RESOLVED THAT Council reconvene their Regular Meeting at 1:57 p.m.

CARRIED

16.1.1 Report - Summary of Events - Dangerous Dog Designation - Appellant - Elena Caini ("Luigi")

Council considered the Report and Recommendation to Council from the August 13, 2024 Dog Designation Appeal Committee.

Resolution: 2024-08-16

Moved by: P. Latam

Seconded by: J. Jonker

BE IT RESOLVED THAT the decision of the Dog Designation Appeal Committee to designate "Luigi" as a dangerous dog as referred to Council from the Appeal meeting held on August 13, 2024, regarding an appeal filed by Elena Canini for the dog, be ratified and confirmed, with modified conditions as follows:

That the designation and conditions can be lifted if the Town receives a report from a reputable dog behavioralist advising that the designation can be lifted.

CARRIED

16.2 Minutes

There were no minutes.

16.3 Recommendations

There were no recommendations.

17. New Business

There was no new business.

18. Notice of Motion

There were no notices of motion.

19. By-laws

- 19.1 2024-29 - A By-Law to provide for a drainage works in the Town of Grand Valley in the County of Dufferin for the Lameront-Sahm Drainage Works - Final Reading

Resolution: 2024-08-20

Moved by: P. Latam

Seconded by: J. Jonker

BE IT RESOLVED THAT leave be given to introduce the by-law listed on the Tuesday, August 13, 2024 agenda as item 18.1, By-law 2024-29 Being a By-Law to provide for a drainage works in the Town of Grand Valley in the County of Dufferin for the Lameront-Sahm Drainage Works and that this By-Law receive its third and final reading and passed.

CARRIED

20. Closed Session

Resolution: 2024-08-17

Moved by: P. Latam

Seconded by: J. Jonker

BE IT RESOLVED THAT Council resolve itself into a meeting that is closed to the public at 2:00 p.m. pursuant to the Municipal Act, under the provisions of Section 239(2)(b)(c)(d) and (k) personal matters about an identifiable individual, including municipal or local board employees and labour relations or employee negotiations; proposed or pending acquisitions or disposition of land by the municipality or local board; a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

CARRIED

The following items were discussed:

- 20.1 Call to Order
- 20.2 Disclosure of Pecuniary Interest and General Nature Thereof
- 20.3 Closed Meeting Minutes
 - 20.3.1 July 16, Closed Meeting Minutes
- 20.4 Acquisition of Land for Town Services
- 20.5 Grand Valley Staffing Update
- 20.6 Update - Question of Ownership of Municipal Property

20.6.1 Confidential Correspondence - Ownership and Transfer of Municipal Property dated August 1, 2024

20.7 Human Resources Project

20.7.1 Closed Presentation - Project Analysis and Recommendations

21. Closed Meeting Summary

Council rose from closed session at 3:50 p.m. and resumed into open session.

Council received information and provided direction to staff with respect to the closed items as follows:

21.1 Closed Session Meeting Minutes

Resolution: 2024-08-18

BE IT RESOLVED THAT Council approves the Closed Session minutes dated July 16, 2024 as presented in closed session

21.2 Update - Question of Ownership of Municipal Property

Resolution: 2024-08-19

Moved by: P. Rentsch

Seconded by: L. Dart

BE IT RESOLVED THAT Council receives the correspondence from the Township of Amaranth regarding the Medical Dental Board, and directs the CAO to email their CAO to acknowledge receipt of their letter and directs the Medical Dental Board members to contact the Chair to call a meeting of the Board to discuss the Board Agreement.

CARRIED

22. Confirm Proceedings

22.1 2024-XX A By-law to Confirm Proceedings of Council of the Town of Grand Valley at its meeting held on August 13, 2024.

Resolution: 2024-08-21

Moved by: P. Rentsch

Seconded by: L. Dart

BE IT RESOLVED THAT leave be given to introduce a by-law to confirm the proceedings of the Regular Council Meeting held on Tuesday, August 13, 2024 and that it be given the necessary readings and be passed and numbered as By-Law 2024-36.

CARRIED

23. Adjournment

Resolution: 2024-08-22

Moved by: L. Dart

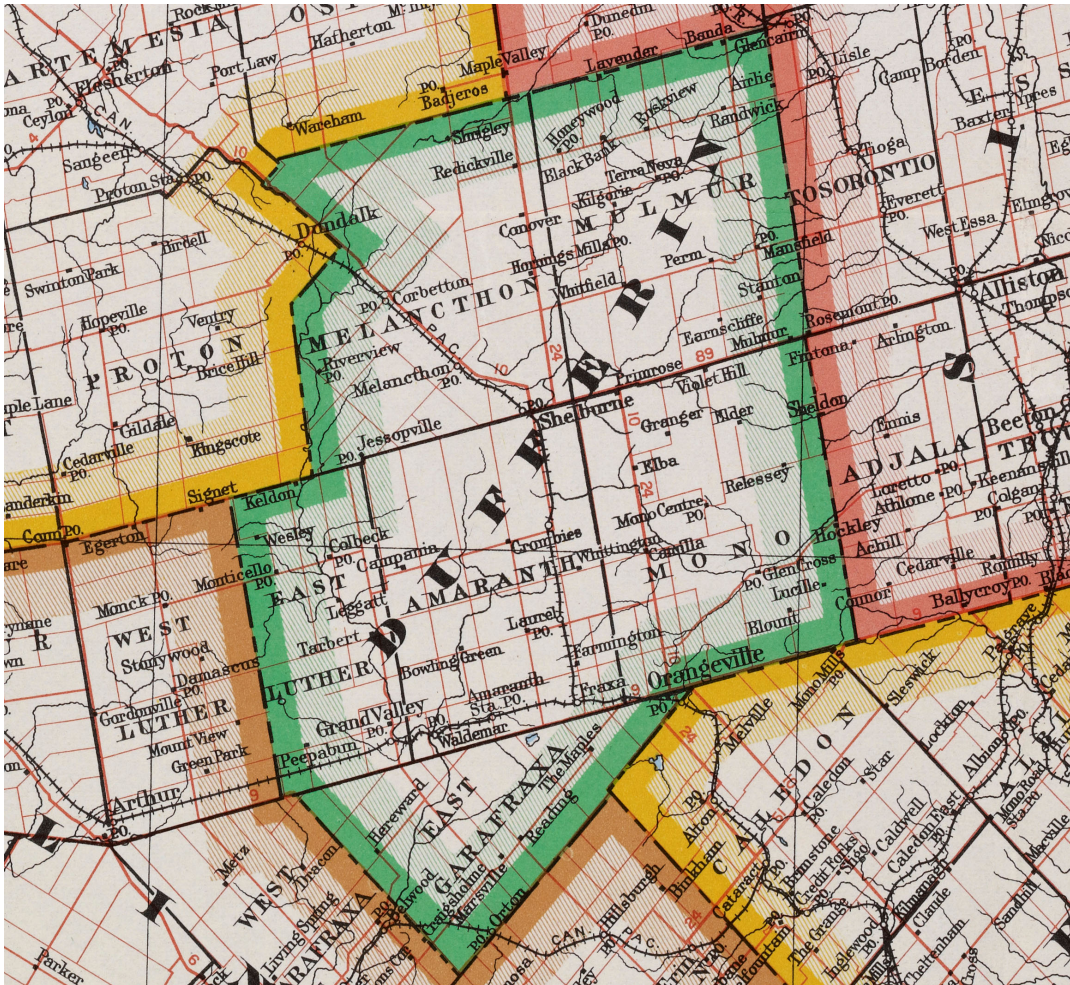
Seconded by: P. Rentsch

BE IT RESOLVED THAT we do now adjourn this meeting of Council at 3:53 p.m. to meet again for a Regular Meeting on Tuesday, September 10, 2024 at 6:00 p.m. or at the call of the Mayor.

CARRIED

Steve Soloman, Mayor

Meghan Townsend, CAO/Clerk



YEAR END UPDATE 2023 2024

Photo courtesy of The Changing Shape of Ontario: County of Dufferin, Archives of Ontario

AUGUST 2024

Serviced	August - 24	August - 23
Households Served	554	465
Individuals	1422	1151
Kids	479	365
New Clients	88	87
Unhoused	51	50
Own their own Home	60	45
Seniors	168	183
Singles	257	123
Working individuals	204	131
FOOD IN		
Lbs. of Food Recovered	7,428	10,861
Lbs of Food Donated	13,619	16,226
Total	21,428	27,087
FOOD OUT		
Lbs. to Clients	48,342	41,877
Lbs. to Community Agencies	3,825	3,760
Total	52,167	45,637

Monthly Community Update August 2024

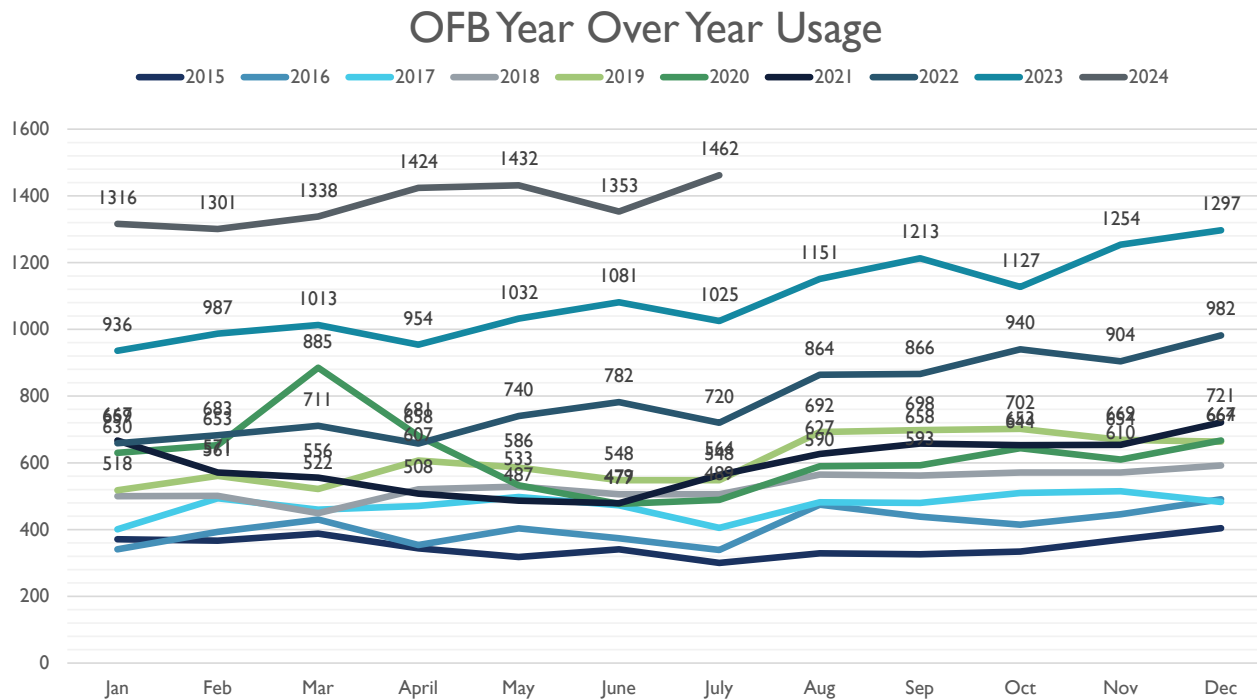
Highlights

- We distributed 143% more food than we had donated
- 19% increase in usage over last year
- 37% of those accessing the food bank are working
- 37% increase in those who have mortgages needing a food bank
- 109% increase in single individuals

• Include Dufferin Food Share

On January 1st, 2024, the Grand Valley Food Bank joined forces with Orangeville Food Bank, now known as Dufferin Food Share Grand Valley.

OFB YEAR OVER YEAR USAGE



Year over Year Increases

2020/2021 = - 4%
 2021/2022 = +28%
 2022/2023 = +37%
 2023/2024 = +38%

Forecast 2024-2025 (OFB & GV)
 June 2025 - 1800 people per month

2023/2024 STAT'S

- 524,000 lbs. of food distributed to clients --- increase of 33% over last year
- 176,000 lbs. of that was purchased
- 753% increase in nonperishable purchases
- 47% of what we distribute is perishable including milk, eggs, produce and proteins
- 38% increase in food bank usage
- 50% increase in number of employed people accessing the food bank over 2023-MHC (March Hunger Count)
- 57% increase in the number of individuals on Ontario Works accessing the food bank over 2023- MHC
- Including in-person client food distribution, food distributed to community partners, and other outreach programs, the Orangeville Food Bank **impacted 32,000 tummies**

Community Food Support



Vending Machine – Orangeville Public Library

- Is filled Monday – Friday
- In 2023/2024 it supplied 2,774 meals

Community Food Share 2023/2024

- Supports 15+ community organizations with 56,475 lbs. of food supporting 11,000 + in our community

Food Reclamation

- Reclaim food from all major grocery chains & Ray's Bakery, Starbucks (Airport Road), Little Caesar's
- Recovered 139,847 lbs. of food

Community Produce Programs

- Give a Row/Grow a Row; Happy Harvest Community Garden and Urban Harvest brought in **2,741** lbs.



dufferin
FOOD
SHARE
well nourished community

DUFFERIN FOOD SHARE GRAND VALLEY

On January 1, 2024, we were pleased to merge with the Grand Valley Food Bank to form the Dufferin Food Share.

The residents of the Valley continue to be well served by a dedicated group of volunteers, but now with additional resources to better support those experiencing food insecurity.

THE BRAVE CANOE



The Brave Canoe is a visionary Indigenous-led not-for-profit organization dedicated to revitalizing Indigenous culture in Dufferin County by providing comprehensive programs and services founded in an Indigenous worldview, guided by Indigenous ways of knowing, fostering unity and healing.

The Orangeville Food Bank and Dufferin Food Share are pleased to partner with The Brave Canoe, offering space to this new community resource.

Neighbours Community Market

Neighbours Community Market

Neighbours Community Market is a sliding scale, weekly produce market that strives to make fresh food more accessible to community members.

Fresh produce is priced on a sliding scale with the reduced end being approximately 50% below market value, and the other end at grocery store prices. By paying retail prices, community members 'pay-it-forward' to support those in need and make nutritious foods accessible to all.

This market serves Orangeville on Tuesdays at Westminster Church, Shelburne on Wednesdays at Jack Downey Park, & Grand Valley on Thursdays at the Grand Valley Public Library.



VOLUNTEERS

Volunteers have been the life blood of the food bank since its inception in 1992. From a group of concerned citizens, the volunteer program has evolved to a vibrant and dynamic family of young's and old's providing the hearts and hands of our programs.

We were pleased to be asked to present at Feed Ontario's annual conference on our Inclusive Volunteer and Community Engagement program this year.

We are now 209 strong and enriched by all who choose to make a difference in their community, donating over 23,000 hrs. annually equivalent to 13 full time staff.



“When I am asked, "What, in your view, is the worst human rights problem in the world today?" I reply: "Absolute poverty." This is not the answer most journalists expect. It is neither sexy nor legalistic. But it is true.”

-Mary Robinson, 7th President of Ireland (b. 21 May 1944)

Advocacy

1. Reduce the ClawBacks on the money people earn.

When those relying on OW earn income from working, the money they receive from OW is clawed back at a rate of 50 cents per dollar after the first \$200 per month earned, which can act as a barrier to work.

2. Account for the rising cost of living.

A single person on OW only receives \$733 per month to cover shelter and their basic needs. Since 2018, rent has gone up by 32 per cent and the cost of food has gone up by 43 per cent, but the financial assistance provided by OW has not increased at all.

3. Implement automatic tax filing.

Finally:

Housing; Housing; **HOUSING**; *Housing*; Housing; **Housing**



THANK YOU

YOU MAKE OUR WORK
POSSIBLE !



GRAND VALLEY

STAFF REPORT

To: Mayor and Members of Council
From: Meghan Townsend, CAO/Clerk
Meeting Date: September 10, 2024
Report Number: 2024-054
Subject: CAO Progress Update

Recommendation

BE IT RESOLVED THAT Council receives the Report- CAO Progress Update for information purposes.

Executive Summary

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.

Key Findings

Many projects underway, and updates on each are provided.

Financial Implications

None.

Report
Discussion

Task	Start/Resolution Number	Estimated Completion	Discussion/Update
Water Tower Rehabilitation Project		Year End 2024	On schedule
Rogers Fibre to the Home project		Year End 2024	On schedule
Trailway Agreement with Amaranth		Fall 2024	Proposal to be presented to Amaranth regarding the trailway within their Township.
Emma Street vacant land	2023-10-36	2024	Staff reviewing options for recreational purposes.
23 Mill Street Site Remediation	2023-05-06	Year end 2024	Connecting with consultant regarding pump installation and next steps. As of writing, had no response.
Automated Speed Enforcement			Contracts and arrangements in progress.
Sale of Gravel Pit lands in Southgate Township	2023-08-06	Fall 2024	Working on removal of the contractor equipment.
Trailway Parking Lot agreement		March 29, 2024 - overdue	Landowner comments under review by lawyer.
Various Engineering Projects		various	<ul style="list-style-type: none"> • Landfill monitoring reduction – Province has been in contact with engineers regarding requirements. Decision pending. • Scott Street Development –Bell Canada completing work.
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.

Task	Start/Resolution Number	Estimated Completion	Discussion/Update
Land in Amaranth Township	2022-04-06	YE 2024	To be sold. Original attempts were unsuccessful.
Municipal Staffing	2024-01-52		Next report is on this agenda.
Garden Club 2024 projects	2024-01-37	Q3 2024	Construction to be completed in time for Remembrance Day.
Wastewater Treatment Plant Operations		December 2024	Operating Agreement with Ontario Clean Water Agency is renewable this year. Presentation to Council on November 26, 2024.
Electronic Agenda Management and Live Streaming Meetings		September 2024	Report on agenda.
Fire Service Delivery Model Review	County project		No updates.
Housing Enabling Water Systems Fund Round 2		November 1, 2024	Next round of funding has reopened, and staff will resubmit the application, following any updates required for the second round.
2023 Audit		September 30, 2024	Audit for the Town and all boards is underway but delayed. CAO continues to connect with Auditors.
Conservation and Demand Management Plan		August 14, 2024	Has been posted and provided to Province. Item completed.
Building Department Agreement with County		Q4 2024	In progress. CAO has not had opportunity to address this issue due to other priorities.
AMO Housing Forum, Oct 1-2		October 2024	CAO and Planner attending the AMO Knowledge Exchange on Community and Supportive Housing, October 1-2 in Toronto. The event will convene elected officials, municipal staff, federal and provincial representatives, Indigenous partners,

Task	Start/Resolution Number	Estimated Completion	Discussion/Update
			and other sector partners for networking, knowledge sharing, and collaboration on how we can work together to advance community and supportive housing solutions in communities across Ontario. It will showcase what municipalities are and could be doing to find solutions to the housing and homelessness challenges in our communities.

Other

None.

Financial Impact

There are no financial implications to this report.

Consultations

None.

Attachments

There are no attachments.

This report was approved by

Meghan Townsend

Chief Administrative Officer/Clerk

519-928-5652

mtownsend@townofgrandvalley.ca



GRAND VALLEY

REPORT TO COUNCIL

To: Mayor Soloman and Members of Council
From: Meghan Townsend, CAO/Clerk
Meeting Date: September 10, 2024
Subject: Human Resources Project update and requests

Recommendation

THAT Council receives Report – Human Resources Project update and requests,

AND FURTHER THAT Council approves the recommendation to turn the Accounting Clerk position into a full-time, permanent role and the conversion of the Office Coordinator role into the proposed Planning Coordinator role.

AND FURTHER THAT Council authorizes that the recruitment for both positions may begin immediately.

Purpose

To provide an update on the Human Resources Review project and present staffing requests for Council consideration.

Background

In 2024, Council has engaged the assistance of Pesce and Associates Human Resources Consultants for a review of the Town's Human Resources program. The consultants were tasked with examining the effectiveness and efficiency of the Town's organizational and operational structures in light of the Town's current and future service delivery expectations.

Discussion

There are multiple phases to the project, and the organizational review has concluded. They found an overall positive culture with engaged, diligent employees, experienced leadership and supportive Council. Given the changing requirements and workloads facing the Town, recommendations for future staffing needs were also considered. These future needs will be considered in budget and other planning exercises over the coming years. The consultants will also be reviewing the Town's compensation program. They will be looking at each positions' job description, updating where necessary, then comparing our compensation with that offered by other similar municipalities. The pay grid will also undergo the mandatory

pay equity analysis to ensure all employees are compensated fairly for the type of work that they perform, regardless of the gender of the person in the role or the “typical” employee’s gender in the role historically.

For the current state, however, some gaps in staffing were found that require urgent attention to alleviate workload. Two recommendations were made by the consultants, and staff agree with these recommendations. Therefore, we seek Council’s support on the following two recommendations:

- 1) Finance Department – the current Accounting Clerk position is a 12-month contract, expiring December 2024. Given the volume of work required in the finance department, such as increasing numbers of payables, receivables, changing payroll demands, monitoring of payment receipts, etc., this contract should be turned into a permanent, full-time position. Otherwise, this workload reverts to the Treasurer position, as no other positions have the capacity to take on this full-time workload. The Treasurer position already has a full workload, as they manage property taxes, banking, investments, loans, budgets, and the asset management program. The Accounting Clerk position will assume some of the duties formerly assigned to the Office Coordinator, will serve as back up for reception duties, and will continue to support the Director of Finance/Treasurer in managing the Town’s financial program. The proposed job description for this permanent position is attached as Appendix A.
- 2) Planning Department – the workload in Planning is increasing constantly, and with the announcement of the Provincial approval of the Town’s growth plans within the County’s Municipal Comprehensive Review, the workload is going to continue growing. To prepare for this growth, a planning coordinator position would help manage the workload. With the retirement of the Office Coordinator, we would like to take the opportunity to amend the job description for that position and recruit an employee with a planning background. This position would assume many of the office coordinator duties, but with an education and work experience background to assist the Planner beyond clerical functions. The incumbent will have municipal land use planning training and/or work experience, and been trained to accept payments, perform various financial and clerical administrative tasks. The proposed job description for this position is attached as Appendix B.

If approved, both positions will be included in the next steps of the Human Resources review project. However, given that one of these positions is vacant, meaning all other staff workloads have temporarily increased to backfill while other tasks are left undone, and given that the contract for the other is expiring soon, it is requested that recruitment for both positions begin immediately, starting with consideration of internal candidates.

Financial Impact

In 2024, there will be no financial impact as the contract position’s compensation is the same as the full-time permanent position, and the vacancy period between the retirement and hiring of the new planning coordinator will compensate for any increased compensation.

In 2025, there will be a slight increase in staffing costs as the planning coordinator will likely be paid at a higher rate. Other budget implications will depend on the results of the Human Resources Project outcomes.

Respectfully submitted by,

Meghan Townsend
CAO/Clerk



Town of Grand Valley Job Description

Job Title: Accounting Clerk	Reports To: Treasurer
Supervises: None	Date Created: November 2023
Pay Grade: 5	Date Updated: September 2024

The Town of Grand Valley employs an Accounting Clerk, reporting to and supporting the Treasurer.

The Accounting Clerk:

- assists with the co-ordination and operation of the Treasury Department.
- Ensures accounts payable and receivable are processed in a timely manner and in accordance with all requirements.
- Data entry for Payroll and Benefits.
- Conducts or assists with financial reporting, audits, budgeting, accounting, payroll and asset management.

Duties and Responsibilities

- 1) Perform all aspects of accounts payable and accounts receivable.
- 2) Perform Administrator duties for OMERS and Group Benefits.
- 3) Responsible for the calculation, reconciliation and remittances of pays and deductions as authorized by resolution or by-law and under the requirements of federal and provincial guidelines, regulations and legislation. Ensure payroll deductions, pension plans, EHT returns and WSIB premiums are tracked, reconciled and remitted prior to due date.
- 4) Conduct year end payroll procedures including preparing T4s and year end filing.
- 5) Prepare calculations for severance/terminations/ROEs, retroactive pay, vacation pay, and salary changes including automatic level increases and approved cost of living adjustments.
- 6) Create Records of Employment (ROEs), as required.
- 7) Prepare and assist Treasurer with year-end working papers including analysis of general ledger accounts and preparation of annual financial statements.
- 8) Perform financial reports and cost investigations, as required.
- 9) Assist the Treasurer in the preparation of the annual budget estimates and rates of taxation.
- 10) Assist the Treasurer in the monitoring of the budget by various departments.
- 11) Assist in the preparation of the annual Financial Information Return and Financial Statements for the Town and work closely with the Town's Auditors accordingly.
- 12) Administer the Livestock Evaluation program under the guidelines of OMAFRA.

- 13) Assists the Treasurer with property tax collection tasks upon request, including, but not limited to:
 - a) Issuing of Tax billings.
 - b) Processing interest charges, adjustments, write offs.
 - c) Entering and updating tax rates, classes, assessment codes and local improvement rates, as per by-law.
 - d) Creating required reports.
 - e) Creating communication regarding tax notices, as required.
 - f) Preparing tax certificates.
 - g) Explaining basic tax information to taxpayers.
- 14) Make necessary levy payments and ensure they are remitted on schedule.
- 15) Provide back-up payroll and AR/AP for other departments/committees in the absence of their administrative staff.
- 16) Provide coverage of reception duties on occasion.
- 17) Answering the phone and public inquiries or directing these to the appropriate department or other resource.
- 18) Other duties as assigned.

Education and Qualifications

- 1) Post-Secondary education in accounting, office administration, or equivalent experience.
- 2) Bookkeeping experience and experience with financial/accounting databases.
- 3) Municipal experience beneficial.
- 4) Excellent skills in communication, problem-solving and time management.
- 5) Ability to work outside normal business hours (evenings) to attend meetings.
- 6) Class “G” driver’s license and use of reliable personal vehicle.

Required Knowledge and Skills

- 1) Knowledge of the *Municipal Act*, the *Municipal Freedom of Information and Protection of Privacy Act*, and other relevant legislation.
- 2) Strong inter-personal skills and professional written and oral communication skills in English.
- 3) Working knowledge and previous use of personal computers and the Microsoft Office suite of applications.
- 4) Excellent customer service skills and ability to maintain discretion in a confidential environment with a high level of attention to detail.
- 5) Strong organization skills to effectively complete, deliver and prioritize assigned tasks and responsibilities within established timelines.

Personal Contacts

- 1) Members of Public
- 2) All Department Heads
- 3) Internal Staff
- 4) Auditors
- 5) Lawyers
- 6) OMERS and other Pension and Benefit Providers
- 7) Bank/Mortgage Companies

8) MPAC

Working Conditions

- 1) Working within an office environment, with occasional off-site meetings.
- 2) Professional office attire required per dress code policy.
- 3) Usual schedule is Monday to Friday, 9am to 4:30pm.
- 4) Attend evening Council and committee meetings, and other meetings as required.
- 5) Co-ordinates in-office time with Treasurer.
- 6) Limited lifting of files, file boxes, etc., generally less than 10 pounds.

DRAFT



Town of Grand Valley Job Description

Job Title: Planning and Office Coordinator	Reports To: Planner
Supervises: None	Date Created: September 2024
Pay Grade: TBD	Date Updated:

The Town of Grand Valley employs a Planning and Office Coordinator, reporting to and supporting the Planner, with additional Office Coordinator duties.

The Planning and Office Coordinator:

- Provides administrative and technical support for all functions under the Planning Department in accordance with established procedures, legislation and regulations.
- Provides reception, data entry, cash receipting and other office coordination functions for the Town

Duties and Responsibilities

Planning:

- 1) Provide administrative support for the Planning Department, including processing planning applications, organizing meetings and appointments related to planning, preparing drafts for review, editing and formatting various correspondence, reports, agreements, by-laws, minutes and confidential material from the Planner.
- 2) Maintain electronic and hard copy files and records.
- 3) Assist with updates to the Town's website for planning related matters.
- 4) Research, propose and implement improvements to internal administrative processes and procedures.
- 5) Photocopy/scan a variety of documents as required or requested.
- 6) Accept and process payments for planning related applications.
- 7) Review applications for completeness and assist with progressing applications throughout the process.
- 8) Assist with data collection, data management, mapping, etc.
- 9) Respond to technical or processing enquiries respecting development applications.
- 10) Receive phone calls, take messages, communicate information and redirect calls and emails.
- 11) Direct customers through various planning related processes and procedures.
- 12) Create or assist with the creation of various reports as required.
- 13) Prepare materials for the Ontario Land Tribunal as required.
- 14) Assist with processing legal documents, letters, spreadsheets, reports and notices for a variety of planning applications.

Office Coordination:

- 1) Assist the Treasurer by collecting property tax payments over the phone or at reception including but not limited to:
 - a) Interim tax payments.
 - b) Interest payments.

- c) Outstanding utility bill payments.
- d) Closing of daily batches.
- e) Bank runs with cash and cheque deposits as required.
- f) Receipt of incoming faxes and response to the faxes as appropriate.
- 2) New Property Owner Information program
 - a) With data from Treasury, send information packages to New Property Owners
- 3) Front reception duties, including:
 - a) Answering the general phone line and reviewing messages left on the general mail.
 - b) Greeting visitors to the office and directing them as appropriate.
 - c) Managing package pick up and delivery functions, including courier services, public document pick up and drop off, contractor cheque pick up, etc.
- 4) Receipt of Town mail
 - a) Daily visits to the post office to pick up and drop off mail.
 - b) Operate and maintain the office postage machine.
 - c) Processing mail to log receipt and deliver to appropriate staff.
- 5) Assist with collection and tracking of other general Town receivables, including but not limited to:
 - a) Road Occupancy Permits
 - b) Accounts Receivable invoices issued by the Treasury Department
- 6) Water Meter Program coordination
 - a) Receive meter connection data from developers/new homeowners and process occupancy of properties
 - b) Assist Treasury with water meter connection issues reported by utility
- 7) Office Supply Inventory
 - a) Ordering supplies with approval from Treasurer.
 - b) Coordinating supply deliveries to departments.
 - c) Restocking inventory.
- 8) Monitor and manage own and general Town email addresses as assigned.
- 9) Other duties as assigned.

Education and Qualifications

- 1) Minimum of two years post-Secondary education in planning, public administration or similar.
- 2) Experience within a municipal, planning environment.
- 3) Knowledge and understanding of the Ontario Planning Act and related regulations, policy statements, including processing applications.
- 4) Excellent skills in organization, communication, problem-solving and time management.
- 5) Ability to work independently and as part of a team.
- 6) Ability to exercise discretion, diplomacy and confidentiality.
- 7) Ability to work outside normal business hours (evenings) to attend meetings.
- 8) Class “G” driver’s license and use of reliable personal vehicle.

Required Knowledge and Skills

- 1) Knowledge of the *Municipal Act*, the *Municipal Freedom of Information and Protection of Privacy Act*, and other relevant legislation.
- 2) Strong inter-personal skills and professional written and oral communication skills in English.
- 3) Working knowledge and previous use of personal computers and the Microsoft Office suite of applications.
- 4) Excellent customer service skills and ability to maintain discretion in a confidential environment with a high level of attention to detail.

- 5) Strong organization skills to effectively complete, deliver and prioritize assigned tasks and responsibilities within established timelines.

Personal Contacts

- 1) Members of Public
- 2) All Department Heads
- 3) Internal Staff
- 4) Building Department
- 5) Lawyers
- 6) Bank/Mortgage Companies
- 7) MPAC

Working Conditions

- 1) Working within an office environment, with occasional off-site meetings.
- 2) Professional office attire required per dress code policy.
- 3) Usual schedule is Monday to Friday, 9am to 4:30pm.
- 4) Attend evening Council and committee meetings, and other meetings as required.
- 5) Co-ordinates in-office time with Planner.
- 6) Limited lifting of files, file boxes, etc., generally less than 10 pounds.

DRAFT



GRAND VALLEY

STAFF REPORT

To: Mayor and Members of Council

From: Donna Tremblay, Deputy Clerk/Communications Coordinator

Meeting Date: September 10, 2024

Report Number: **2024-053**

Subject: Report – Revised Live Streaming and Recording of Public Council Meetings Policy

Recommendation

THAT Council receive the Report – Revised Live Streaming and Recording of Public Council Meetings Policy

AND FURTHER THAT Council approves the revised Live Streaming and Recording of Council Meetings Policy as set out in Attachment 1 to this Report.

AND FURTHER THAT Council directs staff to prepare and present an amendment to the Town's Procedural By-Law 2024-10 to include a section for Live Streaming and Recording of Public Council Meetings.

Executive Summary

Purpose

To provide Council with a revised Live Streaming and Recording of Public Council Meetings Policy in accordance with Council's direction received at the August 13, 2024 Regular Council Meeting and comments received from the Town's insurance provider.

Key Findings

On August 13, 2024 Council received [Report Updates- Live Streaming and Recording of Council Meetings and Launch of Re-designed Municipal Website](#) and requested revisions to the Public Access and Use of Recording and Removal of Live Stream Recordings from the Website policy sections.

The Town's insurance provider has reviewed and provided comments with respect to the Disclaimer policy section, and in particular section 3.3, as it relates to Councillor protection.

Staff are recommending revisions to this section of the policy to address the insurer's comments.

Financial Implications

There are no financial implications to this report.

Report

Background

On August 13, 2024, Council received the Report- [Updates - Live Streaming and Recording of Council Meetings Policy and Launch of Re-designed Municipal Website](#) and provided their comments to staff with respect to amendments to various sections of the draft Live Streaming and Recording of Public Council Meetings Policy.

Prior to the August 13, 2024 Council meeting, a copy of the draft policy was shared with the Town's insurers to receive their comments/concerns. On August 15th, comments were received from the Town's insurers, and a copy of these comments can be found at attachment 2 to this report. Staff are recommending an amendment to policy Disclaimer section to address their concerns.

Discussion

During Council discussions, amendments were provided to the following sections of the draft policy:

6. Public Access and Use of Recordings

Council requested the following amendments:

Replace "*Within a reasonable time*" with "*Within 72 hours*"

Add *“Delay in posting recordings beyond 72 hours will be communicated on the Town’s website with details of when the recording will be available.”*

7. Removal of Live Stream Recording from Website

Council requested the following amendment:

Remove *“or in the absence of the CAO/Town Clerk, the Mayor Chairperson/Presiding Officer”*

Staff reviewed our insurer’s comments regarding the current wording on Councillor’s protection set out in section 3 Disclaimer of the draft policy. To address these concerns, staff are recommending revising paragraph 3.3 to remove the clause, *“No protection will be afforded to Council Officials”* and include a new paragraph 3.4 setting out Council’s protection as follows:

3. Disclaimer

3.4 Council Officials may be afforded protection for comments and statements made during the live streaming of Council meetings which may be or are subsequently challenged in a Court of Law and determined to be potentially defamatory or inappropriate, subject to the terms of the Town’s insurance policy in effect at the time of the comments and claims made.

A revised policy is included as attachment 1 and incorporates Council’s requested amendments and staff’s recommended revisions.

Financial Impact

There are no financial implications to this report.

Consultations

Intact Public Entities

Attachments

Attachment 1 – Revised Policy – Live Streaming and Recording of Public Meetings

Attachment 2 - Email from Colin Smith, Regional Manager, Intact Public Entities

This report was submitted by

Donna Tremblay, Deputy Clerk/Communications Coordinator
dtremblay@townofgrandvalley.ca

This report was approved by

Meghan Townsend
Chief Administrative Officer/Clerk

519-928-5652

mtownsend@townofgrandvalley.ca



GRAND VALLEY

SECTION	Administration	By-Law 2024-XX
Sub-Section	Council	Effective Date: Revision Date:
SUBJECT	Live Streaming and Recording of Public Council Meetings Policy	
Approval	Town of Grand Valley Council Resolution #	

PURPOSE

1. To improve accessibility and community participation in relation to decision making processes. It is anticipated that live streaming Council meetings on the Town’s website will provide more flexible and convenient access to debates and decisions. Live streaming meetings also eliminates geographic and time barriers which may prevent the public from attending meetings in-person, thereby resulting in greater community confidence in the integrity and accountability of the decision-making process.
2. To provide policy direction and guidelines for the transparent management of recordings of Public Council Meetings and Public Meetings held in Council Chambers at the Grand Valley Town Hall.

DEFINITIONS

Public Meetings: Includes Regular Public Council Meetings, Special Council Meetings, and other Public Meetings conducted in accordance with Council’s adopted rules of procedure held in the Council Chambers at the Town of Grand Valley Town Hall. It does not include meetings that are closed to the public under the Section 239(2)(3) and (3.1) of the Municipal Act, 2001, S.O. 2001, as amended.

Closed Meeting: A meeting of Council from which the public and media have been excluded in accordance with the provision set out under Sections 239(2)(3) and (3.1) of the Municipal Act, 2001, S.O. 2001, as amended. Any decisions, motions and resolutions at a closed meeting must be ratified at a Public Meeting.

Defamatory Statement or Inappropriate Comment: Spoken Words or phrases which intend to injure another’s reputation. A comment that is not appropriate or suitable for some purpose or situation. A statement/comment that could induce people to shun or avoid a person for any reason. A statement can also be made by signs or gestures, writing or images in person or by broadcast.

Live Streaming: Broadcasting of video or audio over the internet in real time or near real time and includes the recording of the live-streamed (broadcast) audio or video.

I. APPLICATION

1. This policy applies to the live streaming, recording, storage and distribution of recorded Public Meetings held in the Council Chambers at the Town of Grand Valley Town Hall.
2. This policy covers all elected Members of Council, all personnel employed by the Town of Grand Valley, any person or organization acting on behalf of Council and the Town of Grand Valley, any person making presentation at a Public Meeting, and any person presenting under Deputations/Presentations at a Public Council Meeting.
3. This policy applies to all persons attending Public Meetings including Councillors, staff, invited speakers, observers, presenters and members of the public, both as visitors in the public gallery and as contributors to the Public Meeting.
4. This policy applies until such time as concluded by way of resolution of Council.

II. PROTOCOL

1. General

- 1.1 All persons attending Public Meetings are required to act in a professional and ethical manner, and in accordance with the Town's Council-Staff Relations Policy and other relevant policies of the Town of Grand Valley.
- 1.2 Public Council Meetings are held in the Council Chambers located at Town of Grand Valley Town Hall. Public Council Meetings will be live streamed, recorded and can be viewed on the Town's website in accordance with this Policy. Any meetings or portions of a meeting that are closed to the public shall not be broadcast or recorded.
- 1.3 It is the intent that the camera position will only provide vision of the Mayor, Deputy Mayor, Councillors, designated staff and presenters/speakers who are present at the Public Meeting. It is not intended that there be either live or recorded footage of the gallery or public; however, there may be incidental capture.
- 1.4 Presenters and Members of the Public who address Council shall be live streamed and recorded.

2. Public Notification

- 2.1 Presenters and Members of the Public who address Council shall be live streamed and recorded.
- 2.2 To ensure those both in-person and virtual presenters and members of the public who address Council are aware Public Council Meetings will be live streamed, recorded and made available on the Town's website, messaging will appear on the Request to Delegate to Council Form, signage will be posted and clearly displayed in Council Chambers and attendees requesting to appear

before Council will be notified in writing upon confirm of their request to address Council.

2.3 A link to the website live stream will appear on Meeting Agendas with live streaming to begin 10 minutes prior to the meeting time identified on the Meeting Agenda and cease when the meeting ends.

2.4 During any part of a meeting that convenes to an in-camera/closed session, live stream audio will be muted, and on-screen display will appear indicating a Closed Session in progress, with the on-screen display to remain until the meeting reconvenes into an open session.

3. Disclaimer

3.1 Opinions and statements expressed during a Public Council Meeting are those of the individuals making them.

3.2 Council does not accept any responsibility for any verbal statements made by delegates and the public during Public Council Meetings which may be inaccurate, incorrect, or defamatory.

3.3 No protection will be afforded to the public by Town Council or Town of Grand Valley for comments and statements made during the live streaming of Council Meetings which may be or are subsequently challenged in a Court of Law and determined to be potentially defamatory or inappropriate.

3.4 Council Officials may be afforded protection for comments and statements made during the live streaming of Council meetings which may be or are subsequently challenged in a Court of Law and determined to be potentially defamatory or inappropriate, subject to the terms of the Town's insurance policy in effect at the time of the comments and claims made.

4. Exceptions

4.1 This policy does not extend to meetings which are closed to the public. Closed meetings shall not be live streamed or recorded. Should a Public Council Meeting be adjourned for a Closed Meeting, a motion of Council is required under the provision of the Municipal Act, 2001. Once the Motion has been passed by Council to convene a closed session, live streaming and recording will be stopped. The Mayor, or Chairperson/Presiding Officer, shall provide direction to the designated staff member as to when to resume live streaming.

4.2 This policy does not extend to Public Council Meetings held in a location other than the Council Chambers at the Town of Grand Valley Town Hall.

5. Technical Difficulties

5.1 The Town of Grand Valley will make every reasonable effort to ensure that a live stream and recording is available. Situations may arise where, due to technical difficulties, the live streaming and recording will not be available. If such circumstances occur during a meeting, the Mayor or Chairperson/Presiding Officer shall be advised and will advise those present that live streaming is not available. In the event the technical difficulties are identified prior to a meeting,

the information will be shared on the Town of Grand Valley’s website and/or the Town’s social media venues for notification. Should technical difficulties result in a meeting recording not being available, notification will be posted on the Town’s website.

6. Public Access and Use of Recordings

- 6.1 Within 72 hours following a Public Council Meeting, the Deputy Clerk or designate shall post the recording of the meeting on the Town’s website for a period consistent with the Town’s records retention by-law. Posting delays beyond 72 hours of a meeting shall be communicated on the Town’s website and include details of when the recording will be available.
- 6.2 Live Streaming of Public Council meetings is offered as a convenience to the public only and are for information purposes. The official record of all meetings shall be the adopted minutes in accordance with Section 228(1) of the Municipal Act, 2001. The live streaming and recordings are to promote broader access to meetings only and for information purposes only.
- 6.3 Live streams and recordings of Meetings are the property of the Town of Grand Valley and cannot be reused or reproduced without the approval from the Town of Grand Valley. If requested, permission may be granted to produce or reproduce the recordings posted on the Town’s Website, provided that the copied material is not modified or altered, and ownership of the material is attributed to the Town of Grand Valley. No person may use the recordings for political party advertising, election campaigns, or any other politically partisan activity. Unless expressly authorized herein, no part of the recorded materials posted on the Town of Grand Valley’s Website may be reproduced without the written permission of the Town of Grand Valley. Copyright remains with the Town of Grand Valley.

7. Removal of Live Stream Recordings from website

- 7.1 The Town Clerk may direct staff, in writing, to remove recordings or portion of recordings from the Town’s website where it considers it prudent or advisable to do so.

III. RESPONSIBILITIES

1. CAO/Clerk/Deputy

- 1.1 A designated staff member, being the Deputy Clerk or designate, shall be responsible for the operation of the live streaming and recording equipment.
- 1.2 A designated staff member, being the Deputy Clerk or designate shall post the recording of the meeting on the Town’s website, within a reasonable time following completion of the meeting and for a period consistent with the Town’s Records Retention By-Law.

2. Mayor/Chairperson/Presiding Officer

2.1 The Mayor or Chairperson/Presiding Officer has the discretion and authority at any time to direct the termination or interruption of the live streaming and recording of the meeting if they consider it prudent or advisable to do so.

2.2 Direction to resume live streaming shall be provided by the Mayor or Chairperson/Presiding Officer, to the designated staff member.

3. Members of Council and Municipal Staff

3.1 Members of Council and the officers and employees of the Town are required to adhere to this policy and its governing provisions, including the Code of Conduct for Members of Council, the Violence in the Workplace Policy, the Harassment in the Workplace Policy, and the Procedural By-law.

4. Participants

4.1 Participants who are not members of Council, Town officers or employees, shall conduct themselves in a civilized manner. The Mayor or Chairperson/Presiding Officer has the right to firmly manage unruly behaviour by a participant, up to removing the participant from the meeting.

IV. EVALUATION

1. The Policy will be reviewed from time to time, as deemed necessary.

V. REFERENCES

- Code of Conduct for Members of Council
- Policy – Prevention of Violence in the Workplace
- Town of Grand Valley Procedural By-law

Attachment 2 – Revised Live Streaming and Recording of Council Meetings Policy

From: Colin Smith <Colin.Smith@intactpublicentities.ca>
Sent: August 15, 2024 9:56 PM
To: Meghan Townsend <mtownsend@townofgrandvalley.ca>
Cc: Donna Tremblay <dtremblay@townofgrandvalley.ca>
Subject: RE: livestreaming policy - section 3 disclaimer, covering council comments

Hi Meghan

I had to speak with a few people internally here.

3.1 and 3.2 are straightforward and reasonable, however I wanted to clarify the intent of 3.3.

3.3 **No protection will be afforded to Council officials** or the public by the Town Council or the Town of Grand Valley for comments and statements made during the live streaming of Council Meetings which may be or are subsequently challenged in a Court of Law and determined to be potentially defamatory or inappropriate.

I'm not concerned with the mention of the public in this section as they wouldn't be protected, but is the intent of this to advise that Councillors themselves will not be protected by the Town (and it's insurance) for comments they make and may subsequently be challenged on? Technically there could be insurance coverage for them as elected officials and though this is included in the disclaimer, it would not prevent them from seeking coverage under the Town's policy.

Colin Smith, CIP
Regional Manager
Intact Public Entities
278 Pinebush Road, Suite 200
Cambridge, Ontario, N1T 1Z6
C. 519-732-5550
T. 1-800-265-4000
colin.smith@intactpublicentities.ca

From: Meghan Townsend <mtownsend@townofgrandvalley.ca>
Sent: Wednesday, August 7, 2024 1:52 PM
To: Colin Smith <Colin.Smith@intactpublicentities.ca>
Cc: Donna Tremblay <dtremblay@townofgrandvalley.ca>
Subject: livestreaming policy - section 3 disclaimer, covering council comments

Hi Colin,

We are going to start livestreaming and recording our council meetings this fall. We have drafted a policy for this service, and wonder if Intact has comment/concern about section 3 – “Disclaimer” of the attached draft, in terms of protection afforded to council for comments and statements. Could you have a read and let us know your thoughts?

Thank you,



Meghan Townsend, MPS, BSc, Dipl.M.A. | CAO/Clerk

Attachment 2 – Revised Live Streaming and Recording of Council Meetings Policy

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

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

My workday may look different from your workday. Please do not feel obligated to respond outside of your normal working hours.



GRAND VALLEY

REPORT TO COUNCIL

To: Mayor Soloman and Members of Council

From: Matt Bos, Director of Public Works

Meeting Date: September 10, 2024

Subject: Public Works Update

Recommendation

THAT Council receive the Report - Public Works Update for information purposes.

Purpose

To provide an information update to Council on the activities of the Public Work Department.

Background

The Director of Public Works provides a monthly update report to Council to update on the status of the monthly activities of the Public Works Department.

Discussion

Public Works completed activities during the last month are as follows:

- Installation of two cross culverts:
 - 800mm X 15m culvert on Sideroad 21/22 between County Road 109 and Concession 2/3
 - 450mm X 12m culvert on Sideroad 27/22 between County Road109 and Concession 2/3
- Completion of Leeson Street traffic cushion install, pilot project underway with notice distributed to area residents and emergency services.
- Mechanical brushing underway with expected completion on or around September 10th.
- Removal of seventeen beavers from the municipal drain off Sideroad 21/22 north of Concession 2/3.
- Public Works staff application of hot asphalt patches throughout the Town.
- Receipt of welder and plasma (approved 2024 capital budget expenditure).
- Gov Deals sale of undersized water tank.

Work in Progress

- Recruitment of one Roads Employee underway due to a vacancy.
- Staff will be attending the upcoming Good Road's "Navigating Low Volume Roads" Workshop in October.
- Starting to prepare for winter operations.

Financial Impact

None.

Respectfully submitted by,

Matt Bos
Director of Public Works



GRAND VALLEY

STAFF REPORT

To: Mayor and Members of Council
From: Mark H. Kluge, Town Planner
Meeting Date: September 10, 2024
Report Number: **PLN 2024-043**
Subject: September 2024 Planning Update

Recommendation

THAT Council receive the September 2024 Planning Update Report, for information purposes.

Executive Summary

Purpose

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

Key Findings

- Two new applications received.
- Three municipal approvals issued.
- New Provincial Planning Statement (PPS) 2024 released
- GRCA Conservation Areas Strategy – Consultation Period

Financial Implications

No financial implications.

Report

Background

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

Discussion

New Applications:

- Z04-2024 321339 Concession Road 6-7 Reduced front yard setback
- Z03-2024 034541 Concession Road 8-9 Recognize a lot of record

Current File Status:

Condominium:

- CDM01-2022 Hamilton Lane – Clearing Conditions

Consent:

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

Official Plan:

- OPA01-2023 40, 50, 60 Emma Street – 18-unit 4-storey infill building – processing

Part Lot Control:

- No active files

Site Plan:

- SPA01-2022 - 10 Watson Road Roll #106585 – No update
- SPA01-2018 ORICA – Future Council Report.

Subdivision:

- **22T-202401 Hill Town Drive Subdivision (Monticello)** – Local Improvement Charges By-law
UNIT COUNT: 21 Singles on private services
- **22T-202301 River's Edge by Thomasfield** – Processing
UNIT COUNT: 175 single, 14 semi, 78 towns, 63 apartments
- **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, 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 condominium singles and 13 condominium towns
Draft Plan Approved: Oct 13, 2020 – Expires: Oct 13, 2026
- **22T-201601 Cor Seed 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, 2027
3rd Engineering Comments by Burnside issued Jul 5/24
- **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** – Subdivision Agreement registered
UNIT COUNT: 159 singles, 57 townhomes
Phase 3B-1 70 singles – under construction Registered 7M-85
Phase 3B-2 49 singles, 57 townhomes
Phase 3B-3 40 singles
- **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) – constructed (1 vacant lot)
UNIT COUNT: 56 Singles

Zoning:

- Z04-2024 321339 Concession Road 6-7 – Pending review for completeness
- Z03-2024 034541 Concession Road 8-9 – Public Meeting Sep 24/24
- Z02-2024 Hill Town Drive (Monticello) – Processing
- Z07-2023 River's Edge by Thomasfield – Processing
- Z05-2023 40, 50, 60 Emma Street – Processing

Municipal Approvals issued:

- MA37-2024 New Urban Building
- MA38-2024 New (urban) Porch
- MA39-2024 New (urban) Deck

Provincial Update:

The Provincial Planning Statement (PPS) 2024 was released on Aug 20/24

- <https://ero.ontario.ca/notice/019-8462>
- <https://www.ontario.ca/page/provincial-planning-statement-2024>
- [It's Here! Ontario Releases Provincial Planning Statement, 2024 \(airdberlis.com\)](https://airdberlis.com)
- <https://mcmillan.ca/insights/ontarios-updated-2024-provincial-planning-statement-comes-into-effect-october-20-2024/>
- <https://www.dentons.com/en/insights/articles/2024/august/22/ontario-government-releases-final-version-of-the-provincial>
- <https://www.osler.com/en/insights/updates/ontario-government-releases-long-anticipated-provincial-planning-statement/>
- <https://davieshowe.com/hello-provincial-planning-statement-goodbye-growth-plan/>

Dufferin County:

Municipal Comprehensive Review (MCR) Process:

- Pending final Ministry Approval issued by MMAH on OPA 2 (Population) and 3 (Mapping),
- DRAFT MMAH decision on OPA 4 (Policy) released, County Planner to bring forward report to Committee in September.

Planners of Dufferin (POD):

- Next Meeting August 15, 2024 – *did not attend*
- One item of note Amaranth and East Garafraxa are in early discussions on amalgamating townships

Other Planning Matters:**2023 Official Plan and Zoning Update Project:**

- From JLR:
The survey closed over the weekend (Aug 31/24) with a total of 51 survey takers (in addition to the handwritten response). The majority of survey takers (approx. 46) have responded to all questions throughout with multiple comments, which is a great response considering the length and diverse content of the survey. There is good feedback to be incorporated as we finish the draft update. Draft OP and ZBL for Staff review in September 2024

- Public Open House scheduled for October 29, 2024 6:30 to 8:30 (Drop-in style), at the Community Centre, along with 2nd Survey run ideally 3-4 weeks minimum, but could extend for the entire Agency Review Period.

2023 Planning Fee Study:

- Work on-going

GRCA:

- GRCA Conservation Areas Strategy – Consultation Period, material under review [Conservation Areas Strategy - Grand River Conservation Authority](#) (on Agenda)

Sarah Properties Amaranth:

- Subdivision (Rail Trail) – nothing to report

Financial Impact

No financial impacts.

Consultations

None.

Attachments

None.

This report was submitted by

Mark H. Kluge, Town Planner
mkluge@townofgrandvalley.ca

This report was approved by

Meghan Townsend
Chief Administrative Officer/Clerk
519-928-5652
mtownsend@townofgrandvalley.ca

From: Rohan Thompson <rthompson@dufferincounty.ca>

Sent: September 4, 2024 4:07 PM

To: Rohan Thompson <rthompson@dufferincounty.ca>

Cc: Kareema Sookdeo <ksookdeo@dufferincounty.ca>; Lovepreet Kaur <lkaur@dufferincounty.ca>

Subject: The Paradox of Slavery and Freedom in Colonial Canada: Acknowledging our Past to Understand our Present & Past Promises, Present Realities

Greetings friends and community collaborators,

I hope this message finds you well.

To introduce myself, my name is Rohan Thompson, I am the Director of People & Equity at the County of Dufferin.

The Corporation of the County of Dufferin is pleased to invite you to two public engagement events on September 19 and September 26, 2024, at the [Monora Park Pavilion](#) to promote learning, inspiration and change through meaningful and thought-provoking conversations: “The Paradox of Slavery and Freedom in Colonial Canada: Acknowledging our Past to Understand our Present” and “Past Promise, Present Realities in recognition of Emancipation Day, the International Day for the Remembrance of the Slave Trade and its Abolition and the National Day for Truth and Reconciliation.

On September 19, 2024, at “The Paradox of Slavery and Freedom in Colonial Canada: Acknowledging our Past to Understand our Present”, we are honoured to have Dr. Natasha Henry Dixon provide a 45-minute keynote presentation, where she will discuss Canada’s participation in the institution of the enslavement of African peoples. In her keynote, Dr. Henry- Dixon will dispel the myth that enslavement did not occur in Canada. She will also discuss the connection of how anti-Black racism is entrenched in institutions in structural ways like policies, procedures and cultural norms because of that legacy and the important role we all play in dismantling systemic anti-Black racism. The event will take place at the [Monora Park Pavilion from 6:30pm – 8:30pm](#). [Click here to register to attend](#). **Registration will close on September 18, 2024, at 4:30pm.**

On September 26, 2024, at “Past Promise, Present Realities”, Dr. Taiaiake Alfred will discuss Truth and Reconciliation, with a particular focus on past commitments, present realities and pathways forward towards true reconciliation between Canada and First Nations. In his keynote, Dr. Alfred will provide attendees with a First Nations perspective on roots and dynamics of the Indigenous-state relationship and initiate constructive dialogue on ways the County and Canadians can contribute to the resurgence of First Nations peoples and embody Canada’s legal commitment to the principles of reconciliation. The event will take place at the [Monora Park Pavilion from 6:30pm – 8:30pm](#). [Click here to register to attend](#). Registration will close on September 27, 2024, at 4:30pm.

Dufferin County is dedicated to providing opportunities for employees, residents and community members to learn and meaningfully reflect as we work towards understanding the harm and injustices that have been perpetuated against peoples and communities that are marginalized. Our goal is to bring together members of the Dufferin County community to foster inspiration and change through important thought-provoking conversations.

We believe your presence would be a welcome addition to both events and we would be excited if you would join us. Please click the links above to register to attend or let Kareema Sookdeo (copied on this email) know by the registration deadlines whether you'd be interested in attending.

Thank you for your time, and we very much look forward to hearing from you.

**Rohan Thompson, M.S.W., (he/him/his) | Director of People and Equity
County of Dufferin** | Phone: 519-941-2816 Ext. 2515 | Cell: 519-939-8689 |
rthompson@dufferincounty.ca | 30 Centre Street, Orangeville, ON L9W 2X1

A Community That Grows Together.

Collaboration | Accountability | Innovation | Compassion | Courage

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Media Release

County of Dufferin
W. & M. Edelbrock Centre
30 Centre Street, Orangeville, ON L9W 2X1

For Immediate Release: September 4, 2024

Community invited to join Dufferin County for events commemorating Emancipation Day, International Day for the Remembrance of the Slave Trade and its Abolition and National Day for Truth and Reconciliation

Join Dufferin County in September to commemorate Emancipation Day, the International Day for the Remembrance of the Slave Trade and its Abolition and the National Day for Truth and Reconciliation.

Dufferin County will be hosting two events that focus on learning, inspiration and change through meaningful and thought-provoking conversation: “The Paradox of Slavery and Freedom in Colonial Canada: Acknowledging our Past to Understand our Present” and “Past Promises, Present Realities”.

The Paradox of Slavery and Freedom in Colonial Canada: Acknowledging our Past to Understand our Present

At “The Paradox of Slavery and Freedom in Colonial Canada: Acknowledging our Past to Understand our Present”, Dr. Natasha Henry-Dixon will discuss Canada’s participation in the institution of the enslavement of African peoples and the contemporary ways that legacy has insidiously manifested into systemic anti-Black racism.

In her keynote, Dr. Henry-Dixon will dispel the myth that enslavement did not occur in Canada. She will also discuss the connection of how anti-Black racism is entrenched in institutions in structural ways like policies, procedures and cultural norms because of that legacy and the important role staff and Council have in ensuring that justice and equity is prioritized in County policies, programs and decision making.

The event will take place at the Monora Park Pavilion on Thursday, September 19, 2024 from 6:30 to 8:30 pm. [Registration is required.](#)

Past Promises, Present Realities

At “Past Promises, Present Realities”, Dr. Taiaiake Alfred will discuss Truth and Reconciliation, with a particular focus on past commitments, present realities and pathways forward towards true reconciliation between Canada and First Nations.

Dr. Alfred will provide attendees with a First Nations perspective on roots and dynamics of the Indigenous-state relationship and initiate constructive dialogue on ways the County and Canadians can

contribute to the resurgence of First Nations peoples and embody Canada's legal commitment to the principles of reconciliation.

The event will take place at the Monora Park Pavillion on Thursday, September 26, 2024 from 6:30 to 8:30 pm. [Registration is required.](#)

About Emancipation Day

Emancipation Day. It marks the actual day in 1834 that the *Slavery Abolition Act* of 1833 came into effect across the British Empire.

Canadians are not always aware that Black and Indigenous Peoples were once enslaved on the land that is now Canada. Each August 1, Canadians are invited to reflect, educate and engage in the ongoing fight against anti-Black and anti-Indigenous racism and discrimination.

Emancipation Day celebrates the strength and perseverance of Black communities in Canada.

About the International Day for the Remembrance of the Slave Trade and its Abolition

The night of 22 to 23 August 1791, in Saint Domingue, today the Republic of Haiti, saw the beginning of the uprising that would play a crucial role in the abolition of the transatlantic slave trade.

This International Day is intended to inscribe the tragedy of the slave trade in the memory of all peoples. In accordance with the goals of the intercultural project "The Routes of Enslaved Peoples", it offers an opportunity for collective consideration of the historic causes, methods and consequences of this tragedy, and for an analysis of the interactions to which it has given rise between Africa, Europe, the Americas and the Caribbean.

About the National Day for Truth and Reconciliation

The National Day for Truth and Reconciliation honours the indigenous children who never returned home and Survivors of residential schools, as well as their families and communities. Public commemoration of the tragic and painful history and ongoing impacts of residential schools is a vital component of the reconciliation process.

Orange Shirt Day is also recognized on September 30. Orange Shirt Day is an Indigenous-led grassroots commemorative day intended to raise awareness of the individual, family and community inter-generational impacts of residential schools, and to promote the concept of "Every Child Matters". The orange shirt is a symbol of the stripping away of culture, freedom and self-esteem experienced by Indigenous children over generations.

Dufferin County Strategic Plan

In June 2023, Dufferin County Council approved the [2023 to 2026 Dufferin County Strategic Plan](#). The County's vision under the Strategic Plan is to be "A community that grows together".

Equity was identified as one of the five priority areas of the Strategic Plan with corresponding goals to:

- Align programs, services and infrastructure with changing community needs
- Ensure that the County is an inclusive, equitable and supportive Employer of Choice

As part of the Strategic Plan, the County is also adopting an Equity Lens that will be applied across the entire administration. Equity considerations will be embedded into the County's decision-making and how it delivers the services its community relies upon every day.

Equity Strategic Plan

Dufferin County's vision under its first-ever [Equity Strategic Plan](#) is to be an anti-colonial, anti-racist and anti-oppressive workplace where employees feel a sense of dignity, wellness and belonging.

The County's Equity, Diversity and Inclusion approach focuses on a shared commitment and responsibility to dismantle all forms of systemic oppression derived from white supremacy, including but not limited to anti-Black and anti-Indigenous racism, sexism, ableism, transphobia and homophobia that operates on the personal, interpersonal and institutional levels.

Quotes

"Dufferin County is working to become a more equity-informed organization where every employee is given the opportunities, resources and support that they deserve, and where every community member can thrive. We invite residents and County partners to join us in September for these evenings of learning, inspiration and change. Through meaningful and thought-provoking conversation, we can create a more equitable and inclusive community, together."

- *Darren White, Warden, Dufferin County*

"Dufferin County continues to provide opportunities for employees, residents and community members to access programming and resources to meaningfully reflect as we work towards understanding the intergenerational harm and injustices that have been perpetuated against marginalized communities. We are proud to host these events in September and look forward to listening and learning together with our community."

- *Sonya Pritchard, Chief Administrative Officer, Dufferin County*

-30-

MEDIA CONTACT:

Megan Ball, Manager of Communications

mball@dufferincounty.ca



GRAND VALLEY

The Corporation of the Town of Grand Valley Dangerous Dog Designation Appeal Committee Minutes

Tuesday, August 13, 2024, 1:00PM

Council Chambers, 5 Main Street North, Grand Valley

Present:

Mayor Steve Soloman
Deputy Mayor Philip Rentsch
Councillor Lorne Dart
Councillor James Jonker
Councillor Paul Latam
CAO/Clerk Meghan Townsend
By-Law and Property Standard Enforcement Officer Brad Haines,
Deputy Clerk/Communications Coordinator Donna Tremblay

Also Present:

Elena Canini, Appellant
Agapki9- attendees

1. Call to Order

The Dangerous Dog Designation Appeal Committee convened at 1:00 p.m. on August 13, 2024.

2. Administrative Business

2.1. Selection of Chair

Committee Members nominated Steve Soloman as Chair for the Committee.

3. Disclosure of Pecuniary Interest and the General Nature Thereof

There were no disclosures of pecuniary interest.

4. Appeals to be Considered

4.1. Appeal No. 2024-01 – Dangerous Dog Designation, Appellant: Elena Canini (“Luigi”)

Chair Soloman welcomed those in attendance.

The Town's By-Law Enforcement Officer was requested to present his information.

Brad Haines, Town of Grand Valley By-law Enforcement Officer, provided a summary of the incident details which included the parties, date of incident, location and resulting dangerous dog designation.

Chair Soloman thanked Mr. Haines for his evidence and requested the representatives from AgapaiK9 provided their information.

Patty Slack, CAO and Leight Frederick, Office Coordinator, appeared before the committee. Ms. Slack advised AgapaiK9 is under contract with the Town of Grand Valley to provide Canine Control Officer services in accordance with the Town of Grand Valley's Dog Control By-Law 2014-46.

Ms. Slack provided a summary of the dog bite investigation, including AgapaiK9's protocol with Public Health and OPP regarding dog bites and their issuing of the Notice of Dangerous Dog Designation.

Ms. Slack suggested the Committee consider the addition of a condition to the existing dangerous dog designation that the dog be assessed by a reputable company with the dog owner to seek formal training and following completion of training, the dog could be reassessed with respect to the dangerous dog designation.

The Committee inquired as to whether AgapaiK9 could conduct the assessment. Ms. Slack advised due to a conflict-of-interest they could not perform the assessment.

Chair Soloman thanked the representatives from AgapaiK9 and requested the Appellant present her information.

Elena Canini, Appellant appeared before the Committee and provided her information regarding the appeal of the dangerous dog designation.

Ms. Canini stated the dog (Luigi) is not a family pet, is a working farm dog and protects the barn and livestock.

She stated her appeal of the dangerous dog designation relates to the requirements contained in the Notice as they restrict the dog from carrying out its farm duties to protect the barn and livestock.

She stated the child and father were first time guests at the farm. The child was unfamiliar with farm hazards and hazards were explained to the child's father prior to their arrival at the farm. She stated the father was requested to supervise the child during the visit and left the child unsupervised many times during the visit, resulting in her supervising the child while carrying out her farm duties.

She stated she supervised the child while in the presence of the dog earlier in the day of the incident.

She stated the child entered the barn where the dog was carrying out its guarding duties without any knowledge of herself or the father and it was during this time that the dog bite occurred.

She stated she provided precautions and supervision to ensure the child was safe in the dog's presence. She explained farm hazards to the father, and she supervised the child while in the presence of the dog and in the absence of the father.

She stated this was an unfortunate incident, the bite occurred while the dog was carrying out its duties and the dog had not been aggressive to others in the past.

Chair Soloman thanked Ms. Canini for her information.

The Committee considered and discussed the information presented.

Following the Committees discussions of the information presented, Chair Soloman outlined the Committee's options for consideration which included:

1. The dangerous designation remains as stated in the order; or
2. An addition of an Order requirement that the dog be assessed, trained, reassessed and a report provided indicating the dangerous dog designation could be lifted.

The Committee discussed their options with a recommendation to Council as follows:

That the Dog Designation Committee's decision from its meeting held on August 13, 2024, to consider the appeal filed by Elena Canini for the dog "Luigi" be as follows:

Designate "Luigi" as a dangerous dog with modified conditions as follows: that the designation and conditions can be lifted if the Town receives a report from a reputable dog behaviouralist advising that the designation can be lifted.

5. Adjournment

Moved by: P. Rentsch

Seconded by: L. Dart

BE IT RESOLVED THAT the August 13, 2024 Hearing of the Dangerous Dog Designation Appeal Committee be adjourned at 1:56 p.m.

CARRIED

Steven Soloman, Committee Chair

Meghan Townsend, CAO-Clerk

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

MINUTES

May 27, 2024, at 5:30pm
Virtual

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

Regrets:

1. Call to Order

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

2. Agenda Approval

#2024-05-01

Moved By: S. Soloman

Seconded By: C. Gerrits

BE IT RESOLVED THAT the May 27th, 2024, regular meeting agenda be approved as circulated.

Carried.

3. Disclosure of Pecuniary Interest

None

4. Minutes of Previous Meeting

4.1 April 16, 2024

#2024-05-02

Moved By: P. Latam

Seconded By: S. Soloman

BE IT RESOLVED THAT the minutes of April 16th, 2024, be adopted as circulated.

Carried.

5. Business arising from Minutes

The Board has requested that staff prepare a letter addressed to Highland Networks regarding the examination beds in the doctor's office, they are to assume responsibility and all risk during the renovations. The letter will be sent to the Chair for approval and then Highland Networks for signature.

6. Deputation/Presentation

7. Financial Reports

7.1 Accounts Receivable

#2024-05-03

Moved By: C. Gerrits

Seconded By: P. Latam

BE IT RESOLVED THAT the Accounts Received presented to the Board in the amount of \$28, 728.17 for the period of April 2024 be approved.

Carried.

7.2 Accounts Payable

#2024-05-04

Moved By: S. Soloman

Seconded By: C. Gerrits

BE IT RESOLVED THAT the Accounts Payable presented to the Board in the amount of \$4, 477.27 for the period of April 2024 be approved.

Carried.

7.3 Budget Variance

8. Unfinished Business

8.1 Structural Review from R.J. Burnside – Verbal Update

Staff is getting 3 quotes for the repair of the retaining wall and will provide the quotes to the Board for approval/selection.

8.2 Grass Cutting

The Board reviewed the document presented and informed the cost stated on the contract is acceptable by the Board. The Board will reach out to the Agricultural Club regarding gardening.

8.3 New Lease Agreements – Verbal Update

Staff informed the Board that she is looking for another real estate firm to draft the lease agreements.

- **P. Rentsch joined the meeting at 5:41pm**

9. New Business

10. Correspondence

11. Closed Session

#2024-05-05

Moved By: P. Rentsch

Seconded By: P. Latam

BE IT RESOLVED THAT the Board resolve itself into closed session at 5:44pm under the provision of Section 239(2) of the Municipal Act, 2001 to discuss:

- (k) a position, plan, procedure, criteria, or instruction to be applied to any negotiations carried on or to be carries on by or on behalf of the municipality or local board. 2001, c.25, s. 239(2); 2017, c. 10. Sched. 1, s. 26

Carried.

#2024-05-09

Moved By: P. Rentsch

Seconded By: C. Gerrits

BE IT RESOLVED THAT staff and the Chair proceed as directed in closed session.

Carried.

12. Confirmation of Meeting

#2024-05-10

Moved By: S. Soloman

Seconded By: P. Latam

BE IT RESOLVED THAT leave be given to confirm the proceedings of the Grand Valley Medical/Dental Board meeting of May 27, 2024.

Carried.

13. Adjournment

#2024-05-11

Moved By: P. Rentsch

Seconded By: C. Gerrits

BE IT RESOLVED THAT we do now adjourn this meeting of the Board to meet at the call of the Chairperson.

Carried.

ORIGINAL SIGNED BY

Lenora Banfield, Chair

ORIGINAL SIGNED BY

Helena Snider, Secretary/Treasurer

From: Antonio Canini [REDACTED]

Sent: September 3, 2024 1:56 PM

To: INFO <info@townofgrandvalley.ca>

Cc: Brad Haines <bhaines@townofgrandvalley.ca>; lori.klatt@wdgpublichealth.ca; Robert Fudge <Robert.Fudge@opp.ca>

Subject: Concerns about my daughter Catherine , being mauled by unprovoked male dog. Female ,same breed dog ,was chained at the barn did not attacked Catherine.

Hello Donna, Below are my concerns , to be brought forward to the next Town Committee in Grand Valley, related to an unprovoked mauled attack to my 9 year old daughter, Catherine Canini. Donne, please

Caution! This message was sent from outside your organization.

sophospmartbannerend

Hello Donna,

Below are my concerns , to be brought forward to the next Town Committee in Grand Valley, related to an unprovoked mauled attack to my 9 year old daughter, Catherine Canini.

Donne, please replay to my email confirming receipt of my very IMPORTANT concerns and that it will be brought to the TOWN COMITY attention.

Thank you

Antonio Canini

[REDACTED]

I Antonio Canini have reviewed the online package relating to the dangerous dog designation of August 13, 2024 and wish to provide the following corrections and comments:

My sister said that Catherine sneaked out of the house to go to the barn and when she heard the screaming, she went to get her at the barn. In fact, the dog attack happened just as my daughter open the house door, outside the front door of the house and not at the barn.

Very important, so far everyone is talking about “ Luigi “ as the dog of the attack.

The dog that attacked Catherine was and is the male dog, regardless of the name assigned in all the documents by someone mistake.

Since there is another female dog on the property, of the same breed, it is CRITICAL that in all the documents written before we MUST correct with a gender and not just a name.

I am sure the female dog did not attacked Catherine, since she was chained at the barn as usual, and my son Matteo seen her there, when he heard Catherine screeching for her life, through the bathroom window upstairs, chained at the barn, Catherine never made it to the barn, my sister is laying in the report.

Catherine , thanks God , was able with her hands to get away and re enter back into the house. The doctor told me that Catherine was very lucky to be alive since the last bite of the several received was close to the main blood artery.

In the event that a report from a dog behaviourist is submitted, I should be entitled to obtain and submit an independent evaluation of the dog from a different professional at my own expense for consideration by the committee prior to any decision to lift the dangerous dog designation.

Where were the dogs at 3:00 a.m. on Sunday when we came back from the hospital, in early morning. When I left my sister’s house, the dogs were nowhere to be seen and you could not hear them barking as the always do.

I have a lot of pictures with my kids showing that I was spending as much time with them as possible.

I was invited by my sister to stay at her house for two weeks, of which the first one was to help all the time with the countless chores for the animals, and the second week with the kids and for a few days our friend, Stefano Ronco here visiting from Italy.

I have receipts for food that I purchased for the two weeks totalling \$ 850.00, so my sister would not have to pay to feed me, my kids and Stefano.

She is laying again when she is stating that I was not invited or welcome.

Thank you for your time and consideration.

Sincerely,

Antonio Canini





August 23, 2024

Office of the Mayor & Council
Town of Grand Valley

By email: mtownsend@townofgrandvalley.ca

Dear Mayor/Chief and Council,

Re: Grand River Conservation Authority's Conservation Areas Strategy – Consultation Period

The Grand River Conservation Authority (GRCA) manages water and other natural resources on behalf of 38 municipalities and about one million residents of the Grand River watershed. The GRCA is a partnership of watershed municipalities and provides an avenue to work together, addressing environmental issues and opportunities that serve to benefit the entire Grand River watershed.

Under the *Conservation Authorities Act*, each Conservation Authority in Ontario is required to prepare a Conservation Areas Strategy (Strategy). The goal of the Strategy is to provide an integrated, high-level framework that helps guide and inform future decision-making on all GRCA-owned and controlled lands.

The GRCA has prepared a draft Strategy and is inviting municipalities, the Six Nations of the Grand River, the Mississaugas of the Credit First Nation, and the public to review and comment on the Strategy.

The draft Strategy and comment survey are available on the GRCA's website (www.grandriver.ca/ConservationAreasStrategy) and comments may be submitted until October 4, 2024. Two public information sessions on the draft Strategy will be held in September and will be advertised on the GRCA's website and social media. Presentations to councils or staff are available upon request.

Inquiries regarding the Strategy can be directed to Megan Kitchen, Land Management Analyst, at email: mkitchen@grandriver.ca.

Yours very truly,

A handwritten signature in black ink, appearing to read "Chris White".

Chris White, Chair

The Corporation of the Town of Grand Valley

By-law 2024-XX

A By-law to amend By-law 2024-10, A By-law to provide rules governing the calling, place and proceedings of meetings of Council, Local Boards and Committees, and the conduct of its members, to permit live streaming, recording and broadcasting of Council Public Meetings.

WHEREAS Section 238(2) of the *Municipal Act, 2001*, S.O. 2001, c. 25 as amended requires that every municipality pass a procedure by-law for governing the calling, place and proceedings of meetings, and the Town of Grand Valley has enacted Procedural By-law 2024-10

AND WHEREAS Council has adopted a Policy with respect Live Streaming and Recording of Public Council Meetings;

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

1) **THAT** By-law 2024-10 be amended to add section 4.9 - Live Streaming, Broadcasting and Recording of Meetings under Part IV Council Meetings as follows:

PART IV – Council Meetings

4.9 Live Streaming, Broadcasting and Recording of Meetings

- a) Meetings may be audio or video recorded, broadcast and/or streamed publicly by the Town, except for Closed Session meetings, in accordance with Council's approved Live Streaming and Recording of Public Council Meetings Policy, and where recorded, will be retained in accordance with the Town's Records Retention By-law.

By-law read a first, second and third time and finally passed this 10 day of September 2024.

Steve Soloman, Mayor

Meghan Townsend, CAO/Clerk-Treasurer

The Corporation of the Town of Grand Valley

By-law 2024-XX

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 September 10, 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 September 10, 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 10th day of September 2024.

Steve Soloman, Mayor

Meghan Townsend, CAO/Clerk