



Township of Amaranth
Council Agenda

Wednesday, July 16, 2025, 9:00 a.m.
Council Chambers

This will be a hybrid meeting which allows participants to join in person at the Township Council Chambers or through the Zoom link provided below.

To join the meeting through your computer (or smartphone with the ZOOM app) go to:
<https://us02web.zoom.us/j/83801933161>

If you prefer to phone in and listen live Dial 1 647 558 0588 (long distance charges to Toronto may apply) Either option requires you to enter the Meeting ID:
838 0193 3161

Pages

1. Call To Order

2. Land Acknowledgement

We would like to begin by respectfully acknowledging that the Township of Amaranth resides within the traditional territory and ancestral lands of the Haudenosaunee and Anishinaabe peoples. We also acknowledge that various lands within the Township of Amaranth reside within the treaty lands named under the Haldimand Deed of 1784 and one of the Williams Treaties of 1818: Treaty 18: the Nottawasaga Purchase. These traditional territories upon which we live and learn, are steeped in rich Indigenous history and traditions. It is with this statement that we declare to honour and respect the past and present connection of Indigenous peoples with this land, its waterways and resources.

3. Approval of Agenda

Recommended Motion:

BE IT RESOLVED THAT:

Council do hereby approve the agenda as circulated / amended.

4. Disclosure of Pecuniary Interest and General Nature Thereof

5. Approval of Minutes

5.1 Regular Meeting of Council Minutes held June 18, 2025

6

5.2 Regular Meeting of Council Minutes held July 2, 2025

19

Recommended Motion:

BE IT RESOLVED THAT:

Council do hereby adopt the minutes of the Regular Meeting of Council held on June 18, 2025 and July 2, 2025 as circulated.

6. Open Forum

*A maximum of 15 minutes will be set aside for Open Forum, with each speakers comments limited to two minutes. Questions will be responded to with a brief response from the Chair, who may also request a response from other Council members and/or staff. All questions are read by the Clerk.

Please send your name, email, comment and phone number to the Clerks Office at nmartin@amaranth.ca by NOON the day before the meeting to be added to the speaking list during the comment period. Additionally, questions can be submitted through the secure drop box located at the Municipal Office by NOON the day before the meeting.

6.1	Email - Request for Clarification on Public Access and Security Presence in New Subdivision Adjacent to Waldemar	29
7.	Delegations/Presentations (pre-registered)	
7.1	Dufferin Board of Trade Amaranth 2025 Business Survey	30
7.2	Town of Grand Valley Medical Board Dissolution – Grand Valley and District Medical Board Community Centre expansion – Grand Valley Community Centre	46
8.	Public Meetings (Statutory and Non-Statutory)	
9.	Unfinished Business Matters Arising from Minutes/Matters Arising from Delegations	
9.1	Memo to Council 2025-026 Parking By-Law Update	97
9.2	Memo to Council 2025-027 Tidy Yard By-Law Update	98
9.3	Other (if any)	
10.	Building and Planning Department	
10.1	Memo to Council 2025-029 Update to Zoning By-Law Amendment Z06-2025	99
10.2	Memo to Council 2025-030 Update to Zoning By-Law Amendment Z07-2025	105
10.3	Memo to Council 2025-031 Update to Zoning By-Law Amendment Z08-2025	107
10.4	Township of East Garafraxa 065371 Dufferin County Road 3 (SPA-24) - Resubmission June 2025	108
10.5	Six Nations of the Grand River Letter from Elected Chief Sherri-Lyn Hill	109
10.6	Other (if any)	
11.	Roads and Public Works Department	
11.1	Memo to Council 2025-028 Project Updates	111

11.2	Other (if any)	
12.	Treasury Department	
12.1	Other (if any)	
13.	County and County Council Business	
13.1	Other (if any)	
14.	Committee Reports	
14.1	South West Dufferin OPP Detachment Board Conference debrief	115
14.2	Grand River Conservation Authority Summary of the General Membership Meeting – June 27, 2025 Notification of GRCA General Membership Attendance	116
14.3	Nottawasaga Valley Conservation Authority June 2025 Board Highlight Media Release - NVCA Calls on Province to Act with Pro-Business Reforms to Prevent Rising Salt Pollution Threatening Local Waterways Media Release - NVCA Customer Satisfaction Hits New High in 2024	118
14.4	Grand Valley and District Fire Board Meeting Minutes June 2 2025	128
14.5	Other (if any)	
15.	General Business and Correspondence Consent Agenda	
15.1	AMO Communications: <u>Looking back on AMO's work in 2024</u> , Watchfile - <u>July 3, 2025</u> , Policy Update – <u>IESO Releases Final LT2 Documents</u> , AMO Hosts <u>Oxford Economics Trade and Tariff Webinar</u> , Events: <u>AMO 2025 Preconference Workshops</u> , Events: <u>Join Us for AMO's 2nd Annual Healthy Democracy Forum – October 18–19 in Toronto</u> , Watchfile - <u>July 10, 2025</u> , Education: <u>Managing Communications Through Crisis Workshop</u> AMO Events: Meet with the NWMO in August	132
15.2	Ontario News <u>Ontario Investing \$82 Million to Modernize Beaches and Campgrounds Along St. Lawrence Corridor</u> , <u>Canada and Ontario Strengthening Province's Agri-Food Industry</u> , <u>Ontario and Alberta Working Together to Build New Energy and Trade Infrastructure</u> , <u>Ontario Opens Nominations for 2025 Excellence in Agriculture Awards</u>	
15.3	Dufferin board of Trade Dufferin Business Monthly: July 2025	134
15.4	Town of Cobourg Council Resolution - June 25, 2025 re Bill 5 and its Impact on the Local	154

	Food System	
15.5	V.O.I.C.E. (Vocal Ontario Integrity Coalition for Electeds) Council Members Opposed to Strong Mayor Powers	156
15.6	Commissionaires – 2025 Annual Report	160
15.7	Other (if any)	
16.	Added Items (Late Submissions)	
17.	New Business	
17.1	Memo to Council 2025-032 Council Vacancy	191
18.	Notice of Motions	
19.	Closed Meeting	
20.	By-Laws	
	Notice of intention to pass the following By-Laws:	
20.1	ZBA Z06-2025 Recommended Motion: BE IT RESOLVED THAT: Leave be given to introduce a by-law to amend by-law 2-2009 as amended to rezone the lands described as Concession 1 E, Part of Lot 8 in the Township of Amaranth to permit an additional dwelling unit detached shall have a gross floor area that is 81% or less then the gross floor area of the primary dwelling located on the same lot; and that it be given the necessary readings and be passed and numbered as the next sequential number.	192
20.2	ZBA Z07-2025 Recommended Motion: BE IT RESOLVED THAT: Leave be given to introduce a by-law to amend by-law 2-2009 as amended to rezone the lands described as Concession 8 W, Part of Lot 2 in the Township of Amaranth and municipally known as 253091 9 th Line to permit One insulated box trailer (reefer trailer) as an agricultural building (livestock barn); and that it be given the necessary readings and be passed and numbered as the next sequential number.	194
20.3	ZBA Z08-2025 Recommended Motion: BE IT RESOLVED THAT: Leave be given to introduce a by-law to amend by-law 2-2009 as amended to rezone the lands described as Concession 5 E, Part of Lot 11, Registered Plan 7R1320, Part 3 in the Township of Amaranth and municipally known as 284411 County Road 10 to permit a Minimum interior side yard setback of 2.6 metres and a Maximum lot coverage of 25.2%.; and that it be given the necessary readings and be passed and numbered as the next sequential number.	196
20.4	Council Member Appointment	198

Recommended Motion:
BE IT RESOLVED THAT:
Leave be given to introduce a by-law to appoint a member to serve as councillor for the Corporation of the Township of Amaranth; and that it be given the necessary readings and be passed and numbered as the next sequential number.

20.5 Parking By-Law 199

Recommended Motion:
BE IT RSOLVED THAT:
Leave be given to introduce a by-law to regulate parking in the Township of Amaranth; and that it be given the necessary readings and be passed and numbered as the next sequential number.

20.6 Tidy Yards By-Law 202

Recommended Motion:
BE IT RESOLVED THAT:
Leave be given to introduce a by-law for maintaining land in a clean, clear and tidy manner; and that it be given the necessary readings and be passed and numbered as the next sequential number.

21. Confirming By-Law

Recommended Motion:
BE IT RESOLVED THAT:
Leave be given to introduce a by-law to confirm the Regular Meeting of Council of the Township of Amaranth for July 16, 2025; and that it be given the necessary readings and be passed and numbered as the next sequential number.

22. Adjournment

Recommended Motion:
BE IT RESOLVED THAT:
Council do now adjourn to meet again for the Regular Meeting of Council on Wednesday, August 6, 2025 at 9:00 a.m. or at the call of the Mayor.



The Township of Amaranth Council Meeting Minutes

Wednesday, June 18, 2025, 9:00 a.m.
Council Chambers

Council Present: Mayor, C. Gerrits
Deputy Mayor, G. Little
Councillor, S. Graham
Councillor, B. Metzger
Councillor, A. Stirk

Staff Present: CAO/Clerk, N. Martin
Deputy Clerk, H. Boardman
Treasurer, S. VanGerven
Roads Foreman, P. Heeremans

The Township of Amaranth Council held a regular meeting on Wednesday June 18, 2025, commencing at 9:00 a.m.

1. Call To Order

The CAO/Clerk determined quorum was obtained and the meeting was able to proceed.

Mayor Gerrits called the Meeting to Order at 9:01 a.m.

Deputy Mayor Little joined the meeting virtually.

2. Land Acknowledgement

The Mayor read the Land Acknowledgement declaration that was provided in the agenda.

3. Approval of Agenda

Resolution #: 1

Moved by: A. Stirk

Seconded by: S. Graham

BE IT RESOLVED THAT:

Council do hereby approve the agenda as amended.

CARRIED

4. Disclosure of Pecuniary Interest and General Nature Thereof

Council was reminded that they could declare a conflict at any time during the meeting should one arise.

5. Approval of Minutes

5.1 Regular Meeting of Council Minutes held June 4, 2025

Resolution #: 2

Moved by: B. Metzger

Seconded by: A. Stirk

BE IT RESOLVED THAT:

Council do hereby adopt the minutes of the Regular Meeting of Council held on June 4, 2025 as circulated.

CARRIED

6. Open Forum

The Deputy Clerk read the following letters to form part of the meeting minutes:

6.1 Sideroad 20 - email - CORRECTION 25 Sideroad

Subject: ~~Side Road 20~~-25 Sideroad

Hello

I was wondering if there is any possibility of ~~side road 20~~ 25 sideroad from Mono Amaranth Townline to 2 line being paved. Many residents use that road to get their mail from the Canada Post box. The road constantly deteriorates and huge pot holes are created, making it difficult to get mail.

The current re-gravelling of the road only solves the problem temporarily. Maybe if paving the road is not an option, relocating the Canada Post to a paved road could be considered.

Regards,

Marzia Franchino

Council discussed this matter under item 11.1.

6.2 Fire Permit By-Law – email

Subject: Council members

Dear Members of Council,

I am writing to formally request a review and amendment to the current fire permit bylaw as it applies to properties in the Township of Amaranth. This request specifically addresses the evolving realities of multi-generational households and the practical limitations imposed by the current “one fire permit per property” policy as well as the “only the home owner can give consent” response I got from the township.

Background and Issue

As it stands, the bylaw restricts fire permits to one per property, and allows either the property owner or the individual setting the fire to obtain the permit. This policy creates an unintended and inequitable “first come, first serve” system that does not account for multi-generational families where multiple adults share the property and its maintenance for home value, land maintenance for fire prevention of fallen debris, or reasonable enjoyment.

This has led to a situation where one individual, solely because their name appears on the deed, is effectively able to restrict the legal use of fire on the property by other family members with no reasonable prior concerns. These restrictions have impacted the reasonable enjoyment of the property and slowed efforts to perform basic maintenance, such as controlled burns for brush and tree debris, and leisure campfires which have long been enjoyed without incident or complaint by both myself, the responsible party, and my son present.

Concerns Raised

1. **Property Rights and Deed Ownership:**Not only title holders determine home ownership. Marriage, contribution factors such as purchase of the property or home can also determine home ownership without a name on title as some example of situations where more than one adult living on the property can have “home ownership” rights as determined in family law (matrimonial home) and estate law for other factors decided by the courts.
2. Therefore residents and occupants of a property, especially in long-term family arrangements, may have rights to the enjoyment and use of that property to maintain value, or simply enjoy use despite their name not being on title. The current bylaw does not reflect this legal nuance and allows for disproportionate control by one person named on the deed, regardless of their motivations, or even capabilities to even have a fire themselves, towards other family members not previously an issue.
3. **Change in Conduct Contrary to Past Practice:**In our particular case, I have safely used fires for leisure and maintenance for many years without any concern or objection raised by the deed holder or the Township reflected in photographic evidence of needed for several years even prior to moving in full time. We have now resided here since 2016 and have utilized fires for both cleaning trees debris and enjoyable family time without issue even with extended family and children present for testing marshmallows or relaxation. The fire pit falls into the guidelines and has always been used safely.
4. It is also worth noting that my home ownership rights have not yet been determined by council or the courts as not equal to dons in regards to our property therefore “the home owner” is actually still not determined by just the deed.
5. The recent refusal to allow fire use appears to stem from personal grievances rather than public safety, which is inconsistent with the spirit and purpose of fire bylaws
6. **Impact on Property Maintenance and Safety:**Denying fire permits to responsible family members who have historically managed brush and tree debris through safe burning increases the risk of unmanaged yard waste, especially when the permit holder is no longer physically capable to complete such tasks themselves and must have others do the physical labour of collection of debris and actual burning.
7. Leaving trees debris can potentially leading to greater fire hazards in the long term as fallen wood dries with lightning risk. As it stands

there is still a significant amount of work to do clearly ice storm damage which I have been the sole responsible party of until a member of the family this weekend that does not reside on the property burned what I had cleared.

Proposed Amendment

I respectfully propose the following amendment for Council's consideration:

Amendment Proposal:

In recognition of multi-generational households and shared occupancy, the fire permit bylaw should be revised to allow:

- More than one fire permit per property, provided that each permit holder resides at the address and agrees to adhere to all fire safety requirements; **OR**
- That any adult occupant of the property who is a long-term resident may apply for a fire permit regardless of whether their name appears on the deed, with the provision that proper safety protocols are followed and that their right to reasonable use is not being obstructed without just cause.

Conclusion

The Township's fire regulations must be adaptable to the modern realities of shared living situations. Excluding residents from the ability to engage in basic and safe uses of their property based solely on deed ownership creates unnecessary conflict, especially when those residents have a history of safe fire use and no prior infractions.

I urge the Council to consider this proposed amendment to better reflect fairness, safety, and the lived experiences of Amaranth families. I am available to speak at a Council meeting and provide further information if needed.

Thank you for your time and attention.

Julie MacIver

6.3 Road work (positive) - email

Good morning;

I live on the 8th line of Amaranth, every spring we have a lot of traffic with the transport gravel haulers coming out of the pit just down from us.

I've been on the 8th line since 1992, and have always dreaded the gravel haulers as they drove like the 8th line was a race track and it left me feeling very unsafe so I just chose (for my own safety) to avoid going out while they were doing their thing, we have witnessed an accident where a gravel hauler was rear ended for all the dust that was kicked up (their speed didn't help with this) the vehicle couldn't see it, we had a gravel hauler flip on its side into the ditch (where my husband just finished cutting grass) etc.

I just want to say, people are quick to complain but don't often enough share the positives - I just want to share that the company that is doing the gravel hauling this year are fantastic!!! They are very courteous and respect the roads the way they should. All of them - there are multiple

trucks and they are all fantastic! I can't think of anything to complain about in regards to the job they are doing this year!

Please do pass this on to has arranged for this trucking company - my hope is they are awarded the contracts in the years to follow!

Thanks

Angie Wallace

7. Delegations/Presentations (pre-registered)

7.1 Pickleball proposal

Representatives from the Pickleball Court Committee provided a presentation to Council outlining the proposed pickleball court project.

Council discussed the options presented and will have further conversation regarding the matter under item 12.1.

7.2 GRCA Annual Report

Samantha Lawson and Kaylee Keegan from the Grand River Conservation Authority were at the meeting to provide a presentation to Council.

7.3 Proposed Land Development – Cannabis Growing

A representative, George Ragogna, and the owner, Luigi Misasi, were present at the meeting to discuss a proposed land development for cultivating cannabis.

Council advised that approval would not be granted at this meeting and that a formal planning application would be required.

8. Public Meetings (Statutory and Non-Statutory)

Resolution #: 3

Moved by: B. Metzger

Seconded by: A. Stirk

BE IT RESOLVED THAT:

Council now hold a Public Meeting regarding the following:

- Animal Control and Kennel Draft By-Law
- Parking Draft By-Law
- Tidy Yards Draft By-Law

CARRIED

8.1 Memo to Council 2025-020

Animal Control and Kennel Draft By-Law

Municipal Support Services, animal control for the Township, were present at the meeting to provide information and provide comments.

The CAO/Clerk advised that multiple comments were received by email prior to the meeting.

Residents were in attendance to provide comments and concerns with the proposed by-laws. Some of the comments received:

- Definitions and rules for guardian dogs/livestock protection dogs - number of dogs, running at large, microchipping instead of tagging
- Number of dogs permitted on a property - increase amount, exception for puppies, Section 3.2 exception for farming operations
- Kennels - remove purebred wording - cross breeding can have benefits
- Section 4.3 Kennel Conditions - needs to be reviewed, commercial vs personal kennel
- Section 7.4 - include guard and guide/service dogs - service/guide dogs needs appropriate documentation
- Pound location - wording is removed to accommodate animal control officers space availability, will be kept as local as possible, arrangements can be made under special circumstances
- Reclaim period - MSS provided further information around impound times and adoption facility wait times, rehoming times. MSS advised the minimum 72 hour holds times are in place so that the Township is not holding dogs for long periods of time
- Notifying owners - MSS stated that all efforts are made to contact the owner via the tagging system and/or microchipping
- Section 6.4 - adjust wording to make it clear that destroying an animal is last resort
- Section 7.5 - MSS confirmed that outside agencies are available to assist with determining a rabid dog diagnosis and when its necessary to destroy the animal
- Section 10.1 - needs a definition in preamble for domestic animal
- By-law needs to apply to farms and subdivisions
- Provisions for hunting dogs/hounds

MSS advised that the humane clauses are in the by-law to protect and care for an animals welfare while they search for an owner.

Residents were reminded that they still have the opportunity to submit written comments after the public meeting.

8.2 Memo to Council 2025-021

Parking Draft By-Law

The CAO/Clerk reviewed the report as presented and noted that parameters around snow removal operations will need to be included in the by-law.

Council discussed agricultural equipment and camper trailer exemptions.

Council discussed reviewing the time restrictions in non-winter times, overnight parking, limiting parking in certain areas or on certain sides of the roads which may be addressed with signage.

Residents asked questions and made comments on the draft by-law.

8.3 Memo to Council 2025-022

Tidy Yards Draft By-Law

The CAO/Clerk advised that this by-law has been in progress for a while and was initially drafted by the property standards committee.

Council asked questions regarding the appeal process and budgetary implications.

Residents were in attendance to provide comments and concerns with the proposed by-laws. Some of the comments received:

- Tall grass regulations and the height restrictions
- Maintenance for trees that are downed, dead or unmaintained
- Enforcement of the by-law and the costs incurred
- Focus the by-law on unoccupied and absentee home owners in the rural areas
- Increased from complaints from property owners that have disputes with each other
- Cars that have to be in a covered storage space
- Compost free of pests - unrealistic on farming property
- Standing water definition

8.4 Adjourn the Public Meeting

A break was taken between 12:08 p.m. to 1:04 p.m. after the public meeting for lunch.

Resolution #: 4

Moved by: B. Metzger

Seconded by: A. Stirk

BE IT RESOLVED THAT:

Council do now adjourn the Public Meeting and resume regular business.

CARRIED

9. Unfinished Business Matters Arising from Minutes/Matters Arising from Delegations

The following items were received and/or dealt with:

9.1 Draft motion to County on 109 corridor study

Council discussed the motion as presented and made minor changes.

Resolution #: 7

Moved by: A. Stirk

Seconded by: B. Metzger

BE IT RESOLVED THAT:

The Council of the Township of Amaranth

1. Formally petition the Province of Ontario to reclassify County Road 109 as a provincial highway, restoring its designation as Highway 9,

under the jurisdiction and responsibility of the Ministry of Transportation of Ontario (MTO);

2. Request that MTO undertake a full corridor review of County Road 109 to assess its current and projected transportation capacity, infrastructure condition, and regional significance;
3. Urge the Province to commit to funding and undertaking necessary upgrades to bring the corridor to modern provincial highway standards, including safety enhancements, road widening, improved intersections, and support for multi-modal infrastructure as appropriate;
4. Request Dufferin County staff to initiate formal engagement with the MTO and relevant provincial ministries, and to coordinate with member municipalities in compiling data and advocacy materials in support of the reclassification;
5. Request Dufferin County Council provide regular updates and a proposed strategy for joint municipal and provincial collaboration.

Further That This resolution be circulated to all Dufferin County municipalities, Dufferin–Caledon MPP, County of Wellington and the Minister of Transportation of Ontario for their awareness and support.

CARRIED

9.2 Other

Nothing at this time.

10. Building and Planning Department

The following items were received and/or dealt with:

10.1 Town of Orangeville

COA - Decision - A-06-25

10.2 Town of Orangeville

COA - Decision - B-01-25 - 15 C Line

10.3 Notice of Complete Application and Notice of Public Meeting

Z09-2025

10.4 Other

Nothing at this time.

11. Roads and Public Works Department

The following items were received and/or dealt with:

11.1 Other

Council discussed the letter from open forum. Council directed Staff to deploy the black Cat in the area to gather traffic data.

12. Treasury Department

The following items were received and/or dealt with:

12.1 Report to Council 2025-044

Parkland Reserve Fund

The Treasurer reviewed the report and requested Council direction.

Council discussed the projects as presented, grant opportunities and timelines for completing the projects.

Resolution #: 9

Moved by: S. Graham

Seconded by: G. Little

BE IT RESOLVED THAT:

Council direct the pickleball committee to proceed with the 4 court pickleball court and direct Staff to prepare the preliminary design and costing estimate for the Waldemar Park pavilion.

CARRIED

12.2 Other

Nothing at this time.

13. County and County Council Business

The following items were received and/or dealt with:

13.1 Other

Council commented that the Planning and Economic Development meeting was not well planned and lacked quality recommendations.

14. Committee Reports

The following items were received and/or dealt with:

14.1 South West Dufferin OPP Detachment Board

Proceedings By-Law, February 20 2025 Minutes, May 15 2025 Minutes

14.2 Shelburne Fire Board

Minutes May 6 2025

14.3 Shelburne Public Library Board

Minutes April 15 2025

Rose Dotten sent thanks for the gift that was given for her retirement. Council was advised that agreements are still in preparation.

14.4 Grand Valley Public Library

Minutes and CEO report May 2025

14.5 POA

2025 - Q1 Dufferin Disbursements

14.6 Credit Valley Conservation

CVC Announces Leadership Transition

14.7 Nottawasaga Valley Conservation Authority

NVCA Public Consultation-Update to Procedures for the Implementation of the Conservation Authorities Act and Associated Regulations

14.8 Other

Nothing at this time.

15. General Business and Correspondence Consent Agenda

The following items were received and/or dealt with:

15.1 AMO

[AMO's Important Trade and Tariff Forum – Join the conversation](#),
Education: [AMO Strategic Leadership Workshops June 25](#), Watchfile -
[June 5, 2025](#), Policy Update - [Bill 46, Bill 10 and Supporting Public Safety
Workers](#), Watchfile - [June 12, 2025](#)

AMO 2025: Program Update

15.2 Ontario News

[Protecting the Good Things that Grow in Ontario](#), [Government Delivering
on Mandate to Protect Ontario](#), [Province to Honour New Appointees to the
Order of Ontario](#), [2025-26 Connecting Links Funding by Municipality](#),
[Ontario Building New Transmission Lines to Power Growth Across the
Province](#)

15.3 Supporting Municipal Ethics Through Access and Education

15.4 Dufferin Business Monthly: June 2025

15.5 Illegal Land Use Letter

Council directed Staff to send a letter of support.

15.6 OBIAA's June 10, 2025 Newsletter

15.7 Western Ontario Wardens' Caucus

Reaffirmation of WOWC Position on Strong Mayor Powers

15.8 Other

Nothing at this time.

16. Added Items (Late Submissions)

The CAO/Clerk reviewed that an added items agenda was distributed and published prior to the meeting.

17. New Business

17.1 Proclamation – Seniors Month – June 2025

Resolution #: 8

Moved by: A. Stirk

Seconded by: S. Graham

BE IT RESOLVED THAT:

The Township of Amaranth hereby proclaims June, 2025, as Seniors Month in the Township of Amaranth and recognizes the importance of supporting our older adults through programs and initiatives that promote wellness, social engagement, and education.

CARRIED

17.2 Memo to Council 2025-019

Amending Site Alteration Agreement Braiden

The CAO/Clerk advised the applicant would like an date extension to the original agreement and that no work has taken place.

Ms. Fran Braiden was present at the meeting for question and comments.

17.3 Elect Respect Motion

Resolution #: 10

Moved by: A. Stirk

Seconded by: B. Metzger

BE IT RESOLVED THAT:

Council of the Township of Amaranth supports the *Elect Respect* pledge and commits to:

- Treat others with respect in all spaces—public, private, and online,
- Reject and call out harassment, abuse, and personal attacks,
- Focus debate on ideas and policies, not personal attacks,
- Help build a supportive culture where people of all backgrounds feel safe to run for and hold office,
- Call on relevant authorities to ensure the protection of elected officials who face abuse or threats, and
- Model integrity and respect by holding one another to the highest standards of conduct.

And That Council of the Township of Amaranth calls on elected officials, organizations and community members to support the *Elect Respect* campaign and sign the online pledge at www.electrespect.ca.

And That a copy of this resolution be sent to the Association of Municipalities of Ontario, Ontario's Big City Mayors, the Federation of Canadian Municipalities, Mayors and Regional Chairs of Ontario, relevant MPs and MPPs, Regional Police, the Ontario Provincial Police and the Royal Canadian Mounted Police.

CARRIED

17.4 Other

Council discussed a meeting that was held with Chief Hill of the Six Nations of the Grand River.

18. Notice of Motions

19. Closed Meeting

Resolution #: 5

Moved by: A. Stirk

Seconded by: S. Graham

BE IT RESOLVED THAT:

Council move to a Closed Meeting pursuant to Section 239 of the *Municipal Act, 2001*, as amended, for the following reasons:

Advice that is subject to solicitor-client privilege, including communications necessary for that purpose – Site alteration Agreement

CARRIED

19.1 Site alteration Agreement Wesley Kot Field/Castlewood Airfield

19.2 Adoption of Closed Meeting minutes

March 19, 2025 and May 7, 2025

19.3 Rise and Report from Closed Meeting

It was confirmed that the only items discussed in closed session were those items on the closed agenda. Items discussed in closed and instruction to staff and the solicitor were affirmed. No other matters resulting of the closed meeting.

Resolution #: 6

Moved by: B. Metzger

Seconded by: S. Graham

BE IT RESOLVED THAT:

Council do now rise and report from Closed Meeting.

CARRIED

20. By-Laws

Notice of intention to pass the following By-Laws:

20.1 Site alteration amending Agreement - Braiden

Resolution #: 11

Moved by: S. Graham

Seconded by: A. Stirk

BE IT RESOLVED THAT:

Leave be given to introduce a by-law to Authorize The Execution Of An Amending Site Alteration Agreement Between The Corporation Of The Township Of Amaranth and Fran Braiden; and that it be given the necessary readings and be passed and numbered as the next sequential number.

CARRIED

21. Confirming By-Law

Resolution #: 12

Moved by: B. Metzger

Seconded by: G. Little

BE IT RESOLVED THAT:

Leave be given to introduce a by-law to confirm the Regular Meeting of Council of the Township of Amaranth for June 18, 2025; and that it be given the necessary readings and be passed and numbered as the next sequential number.

CARRIED

22. Adjournment

There being no further business the meeting adjourned at 2:54 p.m.

Resolution #: 13

Moved by: A. Stirk

Seconded by: S. Graham

BE IT RESOLVED THAT:

Council do now adjourn to meet again for the Regular Meeting of Council on Wednesday July 2, 2025 at 6:00 p.m. or at the call of the Mayor.

CARRIED

Head of Council

CAO/Clerk



The Township of Amaranth Council Meeting Minutes

Wednesday, July 2, 2025, 6:00 p.m.
Council Chambers

Council Present: Mayor, C. Gerrits
Deputy Mayor, G. Little
Councillor, S. Graham
Councillor, B. Metzger

Staff Present: CAO/Clerk, N. Martin
Deputy Clerk, H. Boardman
Treasurer, S. VanGerven
Consulting Township Planner, V. Schmidt

The Township of Amaranth Council held a regular meeting on Wednesday July 2, 2025, commencing at 6:00 p.m.

1. Call To Order

The CAO/Clerk determined quorum was obtained and the meeting was able to proceed.

Mayor Gerrits called the Meeting to Order at 6:00 p.m.

Councillor Metzger joined the meeting virtually.

2. Land Acknowledgement

The Mayor read the Land Acknowledgement declaration that was provided in the agenda.

3. Approval of Agenda

Resolution #: 1

Moved by: G. Little

Seconded by: S. Graham

BE IT RESOLVED THAT:

Council do hereby approve the agenda as circulated.

CARRIED

4. Disclosure of Pecuniary Interest and General Nature Thereof

Council was reminded that they could declare a conflict at any time during the meeting should one arise.

5. Approval of Minutes

None for this meeting.

6. Open Forum

The CAO/Clerk read the following letters to form part of the minutes:

6.1 Email – Proposal for installation of Fluorescent Road Arrow Signs

Dear Members of Council,

I would like to propose that the Township consider installing fluorescent road arrow signs to mark large bends along rural roads throughout our township, such as the below:

Many drivers, particularly those unfamiliar with our roads, often find it difficult to anticipate sharp curves, especially at night. As we do not have street lighting in these areas, it makes it challenging to recognize bends until a driver is very close, increasing the risk of accidents. Fluorescent arrow signage would improve visibility and provide advance warning, helping drivers navigate safely.

I believe the cost of installing such signage is relatively low, particularly when weighed against the potential safety benefits. This simple measure could greatly improve road safety for both residents and visitors.

Thank you for considering this suggestion.

Sincerely,

Katrina Di Raddo

20 Sideroad & 8 Line

Council requested Public Works Staff to include this in the 2026 budget for consideration, if deemed appropriate.

6.2 Email – Proposed 1 acre lots in Amaranth

Subject: Urgent Opposition to Proposed 1-Acre Estate Lot Development and Ongoing Violations – [General Property Location or Area

Planning Department and Members of Council;

I am writing to express my serious concern regarding the development currently taking place on the former agricultural land located at [514504 2nd Line](#) directly behind our home in Amaranth. This land — once a peaceful, forested area that supported a variety of local wildlife — has now been stripped bare, with a massive “weekend home” constructed, and an application now submitted for subdivision into 1-acre estate lots.

Over the past two years, our family and neighbours have witnessed ongoing environmental damage, by-law violations, and increasing impacts on our property, health, and quality of life. This development is wholly incompatible with the rural character of our township, and the activities surrounding it have caused repeated disruption to long-time residents.

I have documented numerous issues and have emailed detailed complaints to the Township for by-law follow-up. These issues include, but are not limited to:

Environmental Destruction

- Natural ponds have been filled in, removing essential habitats and altering natural drainage.

- Entire forested areas have been cleared, displacing wildlife.
- No visible efforts have been made to preserve ecological integrity or adhere to environmental protection standards.

By-law and Safety Violations

- Illegal burning of construction materials, releasing toxic smoke into the surrounding community.
- A large industrial generator has been installed at the edge of our property, running frequently and spewing black smoke into our yard — directly affecting my family and 3 young daughters as we try to enjoy our outdoor space and swim in our pool.
- Excessive construction noise has continued outside permitted township hours, including early mornings, late nights and weekends.
- Heavy construction vehicles have repeatedly used roads with load restrictions, damaging infrastructure and increasing risk on roads not built for this kind of traffic.

Direct Impact on Our Home, Safety, and Family

- Dust and debris from construction are constantly blowing into our yard, covering our outdoor living space and damaging our pool.
- The intrusion of smoke, noise, and dust has had a serious effect on our family's health, well-being, and ability to use our property.
- The increase in dump trucks and construction vehicles driving aggressively has made it unsafe for our family to walk along our road — a simple activity we once enjoyed safely in our rural community.
- Outdoor flood lights on the current building are left on 24 hours a day, causing significant light pollution and further disrupting the natural rural environment and our ability to enjoy nighttime darkness.
- What was once a quiet, rural retreat has become an ongoing construction zone with no consideration for nearby residents.

Lack of Enforcement

Despite my efforts to notify the Township and provide documentation, there has been little enforcement or follow-up on the multiple violations. This lack of accountability is frustrating and unfair to residents who expect basic by-law protections and responsible development oversight.

Request for Immediate Action

I respectfully urge the Township of Amaranth to:

1. Reject the application for 1-acre estate lot development.
2. Investigate the ongoing and past violations on this property — including illegal burning, excessive noise, environmental harm, and infrastructure misuse.
3. Enforce compliance with all Township by-laws, especially those protecting residential peace and environmental safety.

4. Require third-party environmental, fire, and traffic impact studies before any further development is permitted.
5. Prioritize the rights and wellbeing of existing residents, who have lived here in good faith under the belief that our rural way of life would be respected.

Thank you for your time and attention to this serious matter. I would like to be notified to attend any public meetings or hearings.

Sincerely, Melissa Howat

7. Delegations/Presentations (pre-registered)

None for this meeting.

8. Public Meetings (Statutory and Non-Statutory)

Resolution #: 2

Moved by: S. Graham

Seconded by: G. Little

BE IT RESOLVED THAT:

Council now hold a Public Meeting under the *Planning Act* regarding the following:

Z06-2025 553456 Mono Amaranth Line

Z07-2025 253091 9th Line

Z08-2025 284411 Dufferin County Road 10

Z09-2025 504336 Highway 89

CARRIED

8.1 Report to Council 2025-046

Zoning By-Law Amendment Z06-2025

The CAO/Clerk read the regulations and advised that notice has been provided in accordance with the *Planning Act*. The Consulting Township Planner reviewed the report and advised the purpose and effect of the Zoning By-law Amendment is to permit an additional dwelling unit (“ADU”) to be built on the Subject Property within the existing farm building cluster.

The Consulting Township Planner advised that not all comments were received from the circulated agencies at the time of writing the report. All other comments were noted in the report. The Consulting Township Planner advised that MDS calculations were provided by the applicant.

The Consulting Township Planner will follow up with the NVCA regarding their comments and advised the applicant has already reached out the NVCA to address the comments.

Representative, Everett Lusk from Van Harten Surveying Inc., and the Owners, Sheryl Fergus & Lisa David, were present at the meeting for questions and comments.

No other comments were received from the public at the meeting.

8.2 Report to Council 2025-047

Zoning By-Law Amendment Z07-2025

The CAO/Clerk read the regulations and advised that notice has been provided in accordance with the *Planning Act*. The Consulting Township Planner reviewed the report and advised the purpose and effect of the Zoning By-law Amendment is to permit an insulated box trailer (reefer trailer) as an agricultural building (livestock barn).

The Consulting Township Planner advised that not all comments were received from the circulated agencies at the time of writing the report. All other comments were noted in the report.

Bonnie Parisien was present virtually at the meeting comment on concerns with effects on the water and the zoning designation. The Consulting Township Planner advised that the zoning was not changing, and the Environmental Protection zone was not being removed. The Consulting Township Planner will follow up with the applicant to ensure the manure is being stored or disposed of in an acceptable manner.

Glen Roberts was present at the meeting and had no concerns.

Tom Tovey was present at the meeting and had no concerns.

No other comments were received from the public at the meeting.

8.3 Report to Council 2025-048

Zoning By-Law Amendment Z08-2025

The CAO/Clerk read the regulations and advised that notice has been provided in accordance with the *Planning Act*. The Consulting Township Planner reviewed the report and advised the purpose and effect of the Zoning By-law Amendment is to permit an interior side yard setback of 2.61 metres, whereas 3.0 metres is required in the Township of Amaranth Zoning By-law, as well as a maximum lot coverage of 25.2%, whereas 20.0% is permitted in the Township of Amaranth Zoning By-law, to facilitate the construction of an addition to the existing single-detached dwelling on the Subject Property.

The Consulting Township Planner advised that not all comments were received from the circulated agencies at the time of writing the report. All other comments were noted in the report. The Consulting Township Planner advised that the County of Dufferin comments were received and they are requiring an entrance permit. The owner is currently working on obtaining the permit. The Consulting Township Planner will follow up with the legal non-conforming status and the commercial use on the property.

No other comments were received from the public at the meeting.

8.4 Report to Council 2025-049

Temporary Use Zoning By-Law Amendment Z09-2025

The CAO/Clerk read the regulations and advised that notice has been provided in accordance with the *Planning Act*. The Consulting Township Planner reviewed the report and advised the purpose and effect of the Zoning By-law Amendment is to permit 2 recreational vehicles as a temporary use on the Subject Property.

The Consulting Township Planner advised that not all comments were received from the circulated agencies at the time of writing the report. All other comments were noted in the report.

The Consulting Township Planner will follow up with the GRCA for comments. The Consulting Township Planner advised the temporary use will be permitted for a maximum of 3 years.

The applicant and owner were present at the meeting for questions and comments.

No other comments were received from the public at the meeting.

8.5 Adjourn the Public Meeting

Resolution #: 3

Moved by: G. Little

Seconded by: S. Graham

BE IT RESOLVED THAT:

Council do now adjourn the Public Meeting held under the *Planning Act* and resume regular business.

CARRIED

9. Unfinished Business Matters Arising from Minutes/Matters Arising from Delegations

The following items were received and/or dealt with:

9.1 Six Nations of the Grand River Land Acknowledgement

9.2 Other

Council discussed the letter from item 6.2 in open forum. Council discussed the concerns regarding the importation of fill, dust/debris, lights and operation of the generator.

Council advised that the County of Dufferin advised a permit is not required for the generator and that after hour noise complaints should be directed to the OPP. Council directed Staff to follow up with the complaint and send by-law enforcement to investigate.

10. Building and Planning Department

The following items were received and/or dealt with:

10.1 Permits Submitted to MPAC

Cloudpermit Issued Permits to MPAC – May 2025

Dufferin County MPAC uploads – May 2025

Council discussed occupancy in the Cachet subdivision.

10.2 Shelburne Well 7&8 EA - Notice of Completion

10.3 Other

Nothing at this time.

11. Roads and Public Works Department

The following items were received and/or dealt with:

11.1 Memo to Council 2025-025

Project Update

11.2 Other

Nothing at this time.

12. Treasury Department

The following items were received and/or dealt with:

12.1 Memo to Council 2025-024

Quarter 2 Budget Expense Variance Report

Council reviewed the report.

12.2 Other

Nothing at this time.

13. County and County Council Business

The following items were received and/or dealt with:

13.1 Other

Nothing at this time.

14. Committee Reports

The following items were received and/or dealt with:

14.1 OPP

Dufferin OPP 2024 Detachment Board Annual Report

[Spotlight Report Policing of Protests and Major Events](#)

Council directed Staff to invite a representative from the OPP to present the report at a future meeting.

14.2 Grand Valley Community Centre Board

May 12, 2025 Meeting Minutes

14.3 Grand Valley Fire Board

April 23, 2025 Meeting Minutes

14.4 Shelburne Library Board

Minutes of May 27, 2025

14.5 NVCA

NVCA Media Release - NVCA and BILD Establish Working Group to Support Ontario's Housing and Economic Development Goals

14.6 Other

Council was advised that the Orangeville Public Library CEO, Darla Fraser, has announced her retirement. Staff will send a gift and card of thanks for her years of service.

15. General Business and Correspondence Consent Agenda

The following items were received and/or dealt with:

15.1 AMO

[AMO's Municipal Workforce Development Project Update, Watchfile - June 19, 2025](#), Policy Update – [Response on Bill 17, Province Releases Integrated Energy Plan, Watchfile - June 26, 2025](#)

AMO Communication: AMO's Executive Director Brian Rosborough is Retiring

15.2 Ontario News

[Ontario Protecting Workers and Jobs in Rural Communities, Ontario Launches Advanced Wood Construction Action Plan, Ontario Strengthening Province's Cattle Farm Sector, 2024 Ontario Senior Achievement Award Recipients](#)

15.3 MPAC release of Q1 2025 Ontario Property Trends Report

15.4 ROMA Board Meets with Minister of Rural Affairs

15.5 Township of McNab/Braeside - Motion Re: Strong Mayor Powers

15.6 Letter from the Honourable Lisa Thompson, Minister of Rural Affairs

15.7 An update from Elections Ontario

15.8 Town of Prescott – Strong Mayor Powers

15.9 MPAC

June 2025 - [InTouch](#)

15.10 Western Ontario Wardens' Caucus June 2025 Newsletter

15.11 Watson & Associates

Development Charges Regulations O. Reg. 82/98 Proposed Changes - London Index Series and 60% Allocations

15.12 Other

Council discussed the motions regarding strong mayor powers and directed Staff to send letters of support. Council will draft a motion regarding this matter to review at a future meeting.

16. Added Items (Late Submissions)

None for this meeting.

17. New Business

17.1 Memo to Council 2025-023

Site Alteration Amending Agreement - Smith

The Deputy Clerk advised that the applicant has requested an extension of the expiry date of the original agreement. The Deputy Clerk advised that no fill importation has started at this time.

17.2 Report to Council 2025-045

Council vacancy

The CAO/Clerk reviewed the report as presented and Council discussed options for filling the vacant Council position.

A recorded vote was requested for the second motion.

Resolution #: 4

Moved by: S. Graham
Seconded by: G. Little

BE IT RESOLVED THAT:

Council acknowledge receipt of the resignation of Councillor Andrew Stirk dated June 19, 2025 from his position on Council.

That in accordance with Section 262 of the Municipal Act, 2001, Council of the Township of Amaranth does hereby declare one Council position to be vacant.

CARRIED

Resolution #: 5

Moved by: S. Graham
Seconded by: G. Little

BE IT RESOLVED THAT:

Council shall fill the vacant seat on Council by selection by Appointment from Candidates of the previous election; (Option 1)

Council directs the Clerk to follow the procedures for the selection by Appointment from Candidates of the previous election.

For (3): C. Gerrits, G. Little, and S. Graham

Nay (1): B. Metzger

CARRIED (3 to 1)

18. Notice of Motions

None for this meeting.

19. Closed Meeting

None for this meeting.

20. By-Laws

Notice of intention to pass the following By-Laws:

20.1 Z09-2025 - Temporary Use ZBA

Resolution #: 6

Moved by: G. Little
Seconded by: S. Graham

BE IT RESOLVED THAT:

Leave be given to introduce a by-law to Amend By-Law 2-2009, As Amended And To Authorize Temporary Uses To Permit two recreational vehicles to provide temporary living accommodations on the subject property between The Corporation Of The Township Of Amaranth and Sylwia Hyjek; and that it be given the necessary readings and be passed and numbered as the next sequential number.

CARRIED

20.2 Smith - Site Alteration Amending Agreement

Resolution #: 7

Moved by: S. Graham

Seconded by: G. Little

BE IT RESOLVED THAT:

Leave be given to introduce a by-law to Authorize The Execution Of An Amending Site Alteration Agreement Between The Corporation Of The Township Of Amaranth and Laura & John Smith; and that it be given the necessary readings and be passed and numbered as the next sequential number.

CARRIED

21. Confirming By-Law

Resolution #: 8

Moved by: G. Little

Seconded by: S. Graham

BE IT RESOLVED THAT:

Leave be given to introduce a by-law to confirm the Regular Meeting of Council of the Township of Amaranth for July 2, 2025; and that it be given the necessary readings and be passed and numbered as the next sequential number.

CARRIED

22. Adjournment

There being no further business the meeting adjourned at 7:37 p.m.

Resolution #: 9

Moved by: S. Graham

Seconded by: G. Little

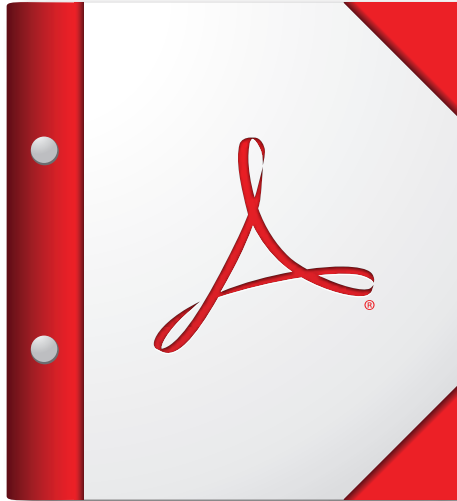
BE IT RESOLVED THAT:

Council do now adjourn to meet again for the Regular Meeting of Council on Wednesday July 16, 2025 at 9:00 a.m. or at the call of the Mayor.

CARRIED

Head of Council

CAO/Clerk



**For the best experience, open this PDF portfolio in
Acrobat X or Adobe Reader X, or later.**

Get Adobe Reader Now!



Amaranth — 2025 BUSINESS SURVEY

DUFFERIN BOARD OF TRADE

SAVE | CONNECT | PROMOTE | ADVOCATE

SURVEY OVERVIEW



SURVEY DURATION

Survey open
January 28th -
March 14th 2025



FEEDBACK RECEIVED

125
respondents



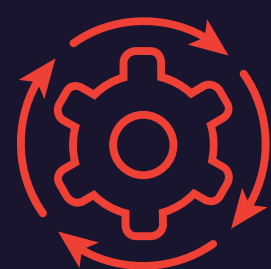
AMARANTH RESPONSES

7
from Amaranth



BUSINESS SIZE

80%
of business
had less than
21 employees



BUSINESS LIFESPAN

56%
of businesses
in operation
20+ years

2025 SURVEY

BUSINESS CONFIDENCE & PRIORITIES & CONCERNS

**BUSINESSES RATED THEIR
PERFORMANCE AS A 6 IN 2024
COMPARED TO 2023**

**ANTICIPATED PERFORMANCE IN 2025
COMPARED WITH 2024 - ALSO A 6**

**EXPANDING AND ACHIEVING GROWTH
TOP PRIORITY OF 46% OF RESPONDENTS**

**40% LOOKING TO REDUCE
OPERATING COSTS AND OVERHEAD**

A man in a dark blazer and white shirt is speaking at a wooden podium. Behind him are two banners: one for the Rotary Club of Orangeville featuring a red maple leaf, and another for the Dufferin Board of Trade with a 'Play Local' logo. An audience is visible in the foreground, seen from behind.

BUSINESS CONCERNS

- 01.** RISING COSTS DUE TO INFLATION - MAJOR CONCERN OF 65% OF RESPONDENTS
- 02.** DECLINING CONSUMER CONFIDENCE AND REDUCED SPENDING SECOND AT 41% —UP FROM 15% LAST YEAR
- 03.** U.S. TARIFFS - 59% WILL BE NEGATIVELY OR SOMEWHAT NEGATIVELY IMPACTED (AT THE TIME OF THE SURVEY)

DUFFERIN COUNTY'S ECONOMIC GROWTH AND PROSPERITY

50%

Consider affordable housing a top Dufferin County concern

40%

Said support for growth and expansion of existing businesses

38%

Said attracting more large companies to Dufferin



Amaranth Data

01

4 businesses have
been in operation
21+ years

02

1 new start up
business

BUSINESS CONFIDENCE

- Businesses rated their performance as 7.3 in 2024 compared to 2023
- Anticipated performance in 2025 compared with 2024 - 7.6



1 PROMOTE

Increasing marketing and advertising efforts (5)

2 GROW

Expanding and achieving business growth (4)

3 CONNECT

Building connections within the local business community (3)



**AMARANTH
PRIORITIES**

AMARANTH CHALLENGES

1.

Rising costs due to inflation (5)

2.

Declining consumer confidence or
spending (4)

3.

Government regulations
& red tape (3)





AMARANTH'S PRIORITIES FOR THE COUNTY

01. ACCESS AND
AFFORDABILITY OF
HIGH-SPEED INTERNET

02. SUPPORT FOR GROWTH
AND EXPANSION OF
EXISTING BUSINESSES

03. UTILITIES - HYDRO &
NATURAL GAS

AMARANTH EMPLOYMENT

**3 BUSINESSES
WEREN'T LOOKING
TO HIRE**

**4 THAT WERE HAD
NO TROUBLE
FINDING APPLICANTS**

SUPPORT FROM  **Dufferin**
BOARD of TRADE

- **ADVOCATE FOR BUSINESS NEEDS**
- **OFFER LOW COST CREATIVE SERVICES -
PHOTO/VIDEO/MEDIA**
- **ADVERTISING & PROMOTIONAL OPPORTUNITIES**
- **NETWORKING OPPORTUNITIES**



A photograph of a street in a small town. On the left, there are several brick buildings. The first building has a sign that says "GLASSCRAFT". Next to it is a building with a sign that says "PIZZABILITIES". There are several cars parked along the street. In the foreground, there is a dark grey Honda Civic. In the background, there are more cars and trees. The sky is overcast.

ADVOCATE FOR BUSINESS NEEDS

STATE OF BUSINESS BREAKFAST - MAYORS & MP, MPP

Launch of business survey

ELECTION DEBATES

2 provincial debates in February

Federal election debate April 15th

OCC & CCC ADVOCACY & TARIFFS

DREAM CAREER -
OCTOBER 15TH OAS



dufferin bizhub

CREATIVE SERVICES

- Social Enterprise - Dufferin Biz Hub
- Admin services - database, mailouts, etc.
- HR support - recruiting, pre-screening, training
- Headshots, product shots, business videography
- podcast filming, editing, studio space
- Social media, graphics design, training (Canva)
- Services \$40-\$50/hour for members +\$10 for non-members

ADVERTISING & PROMOTION

- Online business directory - open to all businesses
- Categories such as Pet-Friendly business, and Tourism Attraction
- Good Business Podcast
- Member promotion in our newsletters, social media,
- Support for grand openings, anniversaries, etc.



NETWORKING OPPORTUNITIES

- Quarterly DBOT connects business networking events
- Marquee events:
 - State of Business Breakfast
 - Industry Lunch
 - Business Excellence Awards
 - Play Local Golf Tournament
 - Dream Career

NEW!

Inclusivity
Training

JULY 29, 2025
11:30 AM - 1:00 PM

DUFFERINBOT.CA





Thank You!

diana@dufferinbot.ca

519-941-0490 x 202

519-261-0352

DUFFERINBOT.CA | DUFFERINBIZHUB.CA



The Corporation of the Town of Grand Valley

5 Main Street North
Grand Valley, ON L9W 5S6
Tel: (519) 928-5652
Fax: (519) 928-2275

www.townofgrandvalley.ca

July 16, 2025

To: Mayor Gerritts and Township of Amaranth Council
From: Meghan Townsend, CAO/Clerk, Town of Grand Valley, on behalf of Town of Grand Valley Council
Re: Delegation – Medical Centre board dissolution

I am pleased to bring this delegation to you at your July 16 meeting to address the conclusion and dissolution of the Grand Valley Medical Dental Board.

Attached, please find the following documents, presented to Grand Valley Council on May 13, 2025, which present the contents of my delegation:

- Report to Grand Valley Council, 2025-079 – Grand Valley Medical Dental Board Dissolution
- Attachment 1 – Town of Grand Valley By-law 2006-43, with agreement attached
- Attachment 2 – Town of Grand Valley By-law 2015-09, with agreement attached
- Attachment 3 – 2024 Budget and Levy Breakdown
- Attachment 4 – Excerpt from May 13, 2025 minutes - Grand Valley Council resolution

During the delegation, I will be happy to summarize the attached and answer any questions you may have about this recommendation. Additionally, I am open to discussing future plans for the medical dental centre, or the potential service committee referenced in the report.

I understand that this information has been brought forward to you already. Our delay in bringing this to you directly is at our end, due to conflicting priorities, and Council's direction has not changed since the report in May, or the information presented to you in June by your staff. We hope that the three municipalities will come to a resolution that respects the spirit of the original board while addressing any issues of financial obligation or future operation of the building for the community's benefit.

Thank you for your consideration.

Meghan Townsend, CAO/Clerk
Town of Grand Valley



STAFF REPORT

To: Mayor and Members of Council
From: Meghan Townsend, CAO/Clerk
Meeting Date: May 13, 2025
Report Number: 2025-079
Subject: Grand Valley Medical Dental Board Dissolution

Recommendation

THAT Council receives Report – Grand Valley Medical Dental Board Dissolution
AND FURTHER THAT Council for the Town of Grand Valley agrees with the terms and conditions for dissolution of the Board presented,
AND FURTHER THAT Council for the Town of Grand Valley agrees to the termination of the Board effective December 31, 2024, and a waiver of the one-year notice requirement,
AND FURTHER THAT Council directs the CAO to send this report to the Townships of Amaranth and East Garafraxa for their consideration and comment.

Executive Summary

Purpose

To present a plan for the dissolution of the Grand Valley Medical Dental Board.

Key Findings

A plan for dissolution is presented, with discussion on the renovation work required and the management of assets and final close out for the Board.

Financial Implications

The Board's bank balance will be used to pay for the Board's renovation work, the final audit and financial close out processes and any final costs related to the dissolution.

Report**Background**

When the volunteer community Board of Managers for the Grand Valley Medical Dental Centre dissolved in 2005, the Board of Managers transferred ownership of the centre to the Town of Grand Valley (then Township of East Luther Grand Valley). The three municipalities whose residents relied on the facility – being Amaranth, East Garafraxa and Grand Valley – came together to form a new board and transferred operations from the community board. This new board would oversee the operations of the Centre, participate in the recruitment of medical professionals, and it would provide accommodation for medical and dental services for the community so that practitioners would come to serve the area and would stay in practice with affordable rent and a central location.

The first agreement for the new Board is attached as Attachment 1 to this report. To jointly manage and operate the facility, the municipalities agreed that the revenues received by the Board (being rent and grant funding) will be used to offset the capital repairs and operating expenditures. All deficits and any surplus, beyond a reserve to be determined by the Board, shall be apportioned to the parties to this Agreement, as follows:

- East Luther Grand Valley - 50%
- Amaranth - 30%
- East Garaftaxa - 20%

In the event that any Municipality wanted to cease participating in the Board, the agreement stipulated that they may do so provided that:

- I. one (1) year's written notice be given to the Board and to the other parties. Any written notice given as aforesaid shall terminate this Agreement as of December 31 of the year following notice;
- II. any debt incurred, whether through the issue of debentures or any other way by the Municipality for the Board purposes shall remain the responsibility of the Municipality; and

- III. any assets, including reserves, contributed by the Municipality to the Board shall remain the property of the Board. If the Board is completely dissolved the assets are to be split in proportion to the number of Municipalities party to this Agreement.

The current agreement was executed in 2015. It is attached as Attachment 2 to this report. It contains the same provisions as stated above and appears to have been written primarily to change the name of the Township of East Luther Grand Valley to the Town of Grand Valley.

Since the time of the transfer, the Town of Grand Valley provided insurance for the facility, and was reimbursed by the Board. Grand Valley staff provided secretarial and treasury services for the Board, and their time was reimbursed by the Board. External contractors were hired to cut grass, plow snow, maintain the HVAC system and perform repair work as needed. The Town's gardener cared for the flower beds. Grand Valley did not seek compensation for other costs of software to manage the facility's finances, printing costs or other administrative expenses.

Today, the ability of the Board to lead in the "facilitation of services" has all but disappeared. Local municipal government in Ontario has limited involvement in physician recruitment. Upper levels of government manage medical service programs. Local municipalities can assist if they so choose, as long as that assistance does not contravene any procurement, fairness or transparency requirements. Local governments are not given funding mechanisms to support these services unless they choose to devote property taxes to cover costs. During the recent period of local transition in physician services, the local Board had very little influence over who was recruited and what services they would provide.

Which left the Board serving as a landlord for a commercial building owned by the Town of Grand Valley. Board members occasionally performed repair and maintenance work themselves in the past to cut costs and keep the rent far below market rent for commercial facilities. The Board obtained grants to update the accessibility of the facility. Otherwise, until recently, the building was paid for with the tenant rents. After a few incidents of flooding and other tenant complaints, it was discovered that:

- the building's foundation masonry was cracked and leaked,
- the concrete ramp to the lower level was needing repair,
- the stormwater drainage was not set up to handle heavy rainfalls, which caused significant interior flooding,
- there were odours spreading around the facility from unknown sources, and
- work was needed to retaining wall structures around the south and east sides of the parking lot.

Additionally, tenants were asking the Board for renovations to rehabilitate the interior of the building.

In 2024, once a Building Condition Assessment was completed and a budget was established, the Board requested funding from the three municipalities to offset costs of investigations, engineering and construction to handle these capital repairs (previous funds collected from the Town of Grand Valley and the Township of East Garafraxa were repaid many years ago). The Board's reserve had been built up from excess revenue when utilities and maintenance costs were less than annual revenue, and in 2023 and 2024, the reserve was spent on renovations. When the reserves were depleted, a levy on the three municipalities was apportioned and funds were retained in the Board's bank account to help with the other capital costs. Attachment 3 presents the budget and levy breakdown.

The Board secretary facilitated inspections and repair work and reported back to the Board on the results of inspections and the repairs as they were conducted. The Board committed that the levy would go toward work recommended in the inspections, including the remaining renovations in the upper-level medical clinic, retaining wall restoration work and repairs in the lower level, with an estimated cost of \$258,000.

While capital repair work was being contemplated and planned, the Board had discussions on its role in the community. At their February 27, 2023 meeting, the Board passed the following resolution, which was sent to the three municipalities:

Resolution 2023-02-08

Moved by S. Soloman, Seconded by P. Rentsch

BE IT RESOLVED THAT the Board directs the secretary to inform the 3 participating councils of the intention to dissolve the board and Grand Valley solely administer the Medical Centre.

CARRIED

The Council of the Township of East Garafraxa advised the other two municipalities that it no longer wished to participate on the Board, that they voluntarily remove themselves, and that they had made no monetary contributions to the Board prior to 2024. They also indicated an interest in participating in a proposed medical advisory committee that would serve to ensure services were provided for the community. The other two municipalities have not given notice of intent, except that Amaranth presented the following resolution in October 2023:

Resolution #: 6**Moved by:** B. Metzger**Seconded by:** G. Little

BE IT RESOLVED THAT:

The Township of Amaranth does not voluntarily remove itself from the Grand Valley Medical Dental Board without reimbursement for the assets in proportion as outlined in the Agreement.

CARRIED**Discussion**

Of the previously mentioned capital repairs, the Board completed renovations to the upper level, renovations due to flooding were completed in the lower level, the source of the odour was identified, and faulty piping was replaced, and the parking lot's retaining walls were replaced and new guardrail installed.

Currently, the Board's bank account is their only financial asset. It has \$160,000 in it. The Board is a registered entity with the Canada Revenue Agency for HST collection purchases. Their finances are audited annually, and this audit is consolidated with the audits of the three municipalities. Utility bills are in the board's name.

At their December 4, 2024 meeting, the Board discussed dissolution, and decided on the following:

1. That Grand Valley assume full operation of the centre as landlord
2. That the three municipalities form an advisory committee on health services at some point in the future, and
3. That a plan of dissolution be presented for review and agreement by the three municipalities, and this plan would be that:
 - a. That the 2024 levy money be spent on the rehabilitation planned by the Board
 - b. Once the rehabilitation work is completed, any residual funds in the bank account will be used to pay for final audit costs and board close out costs.
 - c. Once all board related costs have been paid for, any remaining funds would be divided between the three municipalities. Grand Valley will coordinate the work and provide a reconciliation of the bank account to the three municipalities once

completed. If there were no remaining funds, there would be no funds transferred to the municipalities.

- i. While not necessarily discussed, staff assume that the division of remaining funds would be based on the agreement's apportionment of 50-30-20%.
- d. 2024 would be the final year of operations for the Board and the auditors will assist with closing out the books and transferring operations to Grand Valley. All final expenses, including the 2024 audit expenses, would be paid for by the Board.
 - i. Therefore, Amaranth and Grand Valley councils would both need to state that they are leaving the Board and agree that the dissolution will take effect December 31, 2024.
- e. The new leases with tenants that the Board was preparing would be signed between the tenants and the Town.

While not discussed at the Board meeting, in the interest of fairness to all parties, staff propose that if Grand Valley decides to sell the building within the next 3 years (e.g., before December 31, 2028), Grand Valley would reimburse the levy money collected in 2024 from Amaranth and East Garafraxa from the proceeds of the sale.

This plan for dissolution would be sent to the three municipalities for consideration and agreement by resolution. If desired, an Agreement of Dissolution could be prepared in order to ensure clarity and transparency for all parties. Whether this agreement should be prepared by a legal counsel paid for by the Board, then reviewed independently by each municipality's legal counsel was not discussed previously by the Board.

Staff recommend that Council pass a resolution to receive this report, remove themselves from the Board effective December 31, 2024, waive the one-year notice requirement, and direct staff to send this report and resolution to the other municipalities.

Financial Impact

It is anticipated that the resources of the Board will be exhausted in order to finish renovations and pay out final close-out costs. Grand Valley will incur costs to complete the rehabilitation work started by the Board. Grand Valley is also incurring costs related to signing of new leases

and management of tenancies. It is anticipated that tenant revenues will cover these costs for the Town, and this revenue will be determined as we finalize the leases.

Consultations

Grand Valley Medical Dental Board

RJ Burnside and Associates Ltd

Attachments

Attachment 1 – Town of Grand Valley By-law 2006-43, with agreement attached

Attachment 2 - Town of Grand Valley By-law 2015-09, with agreement attached

Attachment 3- 2024 Budget and Levy Breakdown

This report was submitted by

Meghan Townsend, CAO/Clerk

mtownsend@townofgrandvalley.ca.

This report was approved by

Meghan Townsend

Chief Administrative Officer/Clerk

519-928-5652 extension 222

THIS AGREEMENT made in triplicate this 12 day of December, 2006.

B E T W E E N :

THE CORPORATION OF THE TOWNSHIP OF AMARANTH

Hereinafter referred to as "Amaranth"

And

**THE CORPORATION OF THE TOWNSHIP OF EAST
GARAFRAXA**

Hereinafter referred to as "East Garafraxa"

And

**THE CORPORATION OF THE TOWNSHIP OF EAST
LUTHER GRAND VALLEY**

Hereinafter referred to as "East Luther Grand Valley"

WHEREAS Section 195(2) of the *Municipal Act*, 2001 allows for the establishment of Municipal Service Boards for the provision of Municipal Services or Systems;

AND WHEREAS Section 202(1) of the *Municipal Act*, 2001 provides that two or more Municipalities may enter into Agreements to establish a joint Municipal Service Board and to provide for those matters which, in the opinion of the participating Municipalities, are necessary or desirable to facilitate the establishment and operation of the joint Municipal Service Board.

AND WHEREAS the parties hereto have agreed to jointly manage and operate a Medical/Dental Board to be known as the Grand Valley Medical Dental Board, (hereinafter the "Board") for the purpose of enabling the provision of medical/dental services in the areas defined in this Agreement;

AND WHEREAS the parties hereto have agreed to the transfer of ownership of the property on which the Grand Valley Medical Dental Building is located solely to the Township of East Luther Grand Valley;

AND WHEREAS the parties hereto have passed respective By-laws for the entering into of this Agreement, which is to be re-visited every 5 years;

NOW THEREFORE IN CONSIDERATION of the premises and the mutual covenants and agreements contained herein, the parties agree as follows:

General Business Matters

1. A joint Municipal Service Board shall be established and shall be composed of six (6) members as follows: three (3) from East Luther Grand Valley; two (2) from Amaranth; one (1) from East Garafraxa. The Chair shall be chosen from the membership. The Board shall be charged with the facilitation of the provision of medical and dental services within the defined area. To this end the Board shall ensure that a suitable location is made available in connection with the provision of medical services and that the members shall use their utmost good faith in attempting to secure the services of a doctor to staff the facility along with a nurse and/or nurse practitioner.
2. Each Municipality, which is a party to this Agreement, shall appoint eligible members to the Board. Any member appointed must be eligible for election to the Council of their respective Municipality.
3. The member's term of office must be set by the Municipality, but cannot extend beyond the term of office of the appointing Council. [s.195(4)] Despite this, members will continue to hold office until their successors are appointed. [s. 195(5)]
4. The Chair of the Joint Service Board shall be appointed by the other members of the Board.
5. If a vacancy occurs the Board must make a Declaration thereof and inform the Municipality, which is to fill the vacancy within sixty (60) days of the Declaration by appointing a person who consents to accept the office. [s. 198(1) and (2)]
6. Similarly, if a Court declares the office of a Board member to be vacant for any reason, the Municipality must fill the vacancy within sixty (60) days of the Declaration. [s. 198(2)]
7. The following provisions apply to a Municipal Service Board as if it were a Municipal Council and to its members as if they were members of the Council.
 - i) municipality may appoint a member to act in the absence of the Head. [s. 242];
 - ii) a Municipality may determine the eligibility and ineligibility of a person to be selected. [ss. 256 and 258];
 - iii) a Municipality may determine when a member's office becomes vacant. [s. 259(1)];
 - iv) a member may resign by filing a Notice of Resignation with the Municipal Clerk.[s. 260];
 - v) the person elected or appointed to fill a vacancy is to fill the office for the remainder of the vacating member's term. [s. 264];

- vi) an elector may apply to a Court for a Declaration that the office of a member has become vacant. [s. 265];
 - vii) the Municipal liability provisions of Part XV apply;
 - viii) the provisions of Part XVI, regarding Regulations and Forms apply. [s.195(7)];
8. The Board shall appoint a Secretary/Treasurer at the first meeting of each year. The Secretary/Treasurer shall be from the Administration of a participating municipality. The Board shall compensate said municipality, upon receipt of invoice for services.
 9. The Secretary/Treasurer shall give or cause to be given all notices required to members of the Board and shall attend all meetings of the Board and enter or cause to be entered in books kept for that purpose Minutes of all proceedings at such meetings and be the custodian of all books, papers, records and documents belonging to the Board and perform or due such other duties as may, from time to time, be prescribed by the Board. The Secretary/Treasurer shall keep full and accurate books of account in which shall be recorded all receipts and disbursements of the Board and under the direction of the Board, shall deposit any monies with respect to the operation of the Board in a special bank account designated for that purpose and shall render to the Board at the meetings thereof, or whenever required, an account of all transactions and of the financial position of the Board. The Secretary/Treasurer shall pay only such items as are approved
 10. The Board shall appoint an auditor for the Board and the auditor shall audit the accounts of the Board and shall submit copies of the Annual Statements and copies of his report to the Board and to each of the parties to this Agreement.
 11. The Board shall hold at least four (4) regularly scheduled meetings annually, and at other such times as the Chair may call or on petition of a majority of the members of the Board. The Board shall ensure that all meetings are convened and continued only when a quorum is present.
 12. The parties hereto agree that for the purpose of the financial terms and commitments of this Agreement, the revenues received by the Board will be utilized to offset the capital and operating expenditures, and all deficits and any surplus, beyond a reserve to be determined by the Board, shall be apportioned to the parties to this Agreement, as follows:
 - East Luther Grand Valley - 50%
 - Amaranth – 30%
 - East Garafraxa – 20%
 13. The Board acknowledges the necessity to repay East Luther Grand Valley and East Garafraxa their outstanding debt as funds become available, and that any reserve amount will be allocated once repayment has been made in full.

14. It is agreed that with respect to matters not dealt with in this Agreement the Board may formulate policies for and relating to the administration and operation of the Board unless otherwise prohibited by any statute or regulation.
15. The parties hereto agree to execute any such further assurances as may be reasonably required to carry out the terms hereof. In the case of any dispute between the parties to this Agreement which cannot be resolved by the Board or at the Board level, the same shall be submitted to arbitration under the provisions of the *Municipal Arbitrations Act*, R.S.O. 1990.
16. Further, the decision rendered in respect of any such proceedings shall be final and binding upon the parties to this Agreement. If for any reason the said arbitration cannot be conducted pursuant to the provisions of the Municipal Arbitrations Act then the parties hereto shall agree to the selection of a single arbitrator and in the absence of agreement such arbitrator shall be appointed by a Judge of the Superior Court of Justice (Ontario).
17. In the event that any Municipality wishes to cease participating in the Board, they may do so provided that:
 - i) one (1) year's written notice be given to the Board and to the other parties. Any written notice given as aforesaid shall terminate this Agreement as of December 31 of the year following notice;
 - ii) any debt incurred, whether through the issue of debentures or any other way by the Municipality for the Board purposes shall remain the responsibility of the Municipality; and
 - iii) any assets, including reserves, contributed by the Municipality to the Board shall remain the property of the Board. If the Board is completely dissolved the assets are to be split in proportion to the number of Municipalities party to this Agreement.

Procedural Rules

Meetings

- (1) The time of the first regular meeting of the board of directors of the Board following the inaugural meeting may be set by the Board at the inaugural meeting.
- (2) Regular meetings of the board of directors of the Board shall be held at East Luther Grand Valley at a time and location as determined by the Board.

(3) Any regular meeting of the board of directors of the Board may be postponed to a day and time named in a notice by the chair given to each director and at least five (5) clear days in advance of the regular meeting.

(4) Any notice of meeting required to be given shall be deemed to have been given on the day that the notice is delivered to the address for delivery of the directors of the Board.

Agenda

(1) The Chair of the Board shall prepare a list of the items in the order of the topics set out as the routine of business for the use of each director at a regular meeting.

(2) The secretary shall record the minutes of each meeting and present the minutes at the following meeting for adoption.

(3) The minutes shall record:

- (a) the place, date and time of meeting;
- (b) the names of the presiding officer or officers, and of the directors present;
- (c) the correction and adoption of the minutes of prior meetings, and
- (d) all resolutions, decisions and other proceedings of the Board.

Duties of Chair

It shall be the duty of the chair to:

- (a) open the meeting by taking the chair and calling the directors to order;
- (b) receive and submit, in the proper manner, all motions presented by the directors;
- (c) put to vote all questions, which necessarily arise in the course of the proceedings and to announce the result;
- (d) decline to put to vote motions which infringe the rules of procedure;
- (e) enforce on all occasions the observance of order and decorum among the directors;
- (f) call to order any directors persisting in breach of the rules of the Board and to order such person or persons to vacate the meeting subject to majority rule of the directors present;
- (g) receive all reports and other communications directed to the Board by the president and general manager and announce them to the directors;
- (h) authenticate by signature, when necessary, all by-laws, resolutions, minutes, agreements and other documents authorized by the Board;
- (i) hear and rule upon a point of order or usage, and
- (j) designate the director who has the floor when two or more directors wish to speak.

Conduct of Proceedings

- (1) Every motion shall require a seconder.
- (2) The number of times of speaking on a question shall not be limited.
- (3) Where there is a point of order or usage that is not covered by these rules, reference shall be had to Robert's Rules of Order.
- (4) All meetings of the board of directors of the Board shall be open to the public, except that a meeting or part of a meeting may be closed, if the subject matter being considered is:
 - (a) security of the property of Board;
 - (b) personal matters about an identifiable individual, including Board employees;
 - (c) proposed or pending acquisition or disposition of land by the Board;
 - (d) labour relations or employee negotiations;
 - (e) litigation or potential litigation, including matters before administrative tribunals, affecting the Board;
 - (f) the receiving of advice that is subject to solicitor-client privilege, including communications necessary for that purpose, and
 - (g) consideration of a request under the Municipal Freedom of Information and Protection of Privacy Act if the Board [or commission or agency] is designated as head of the institution for the purposes of that Act.

Deputations

No deputation, other than persons entitled by statute to be heard or persons invited by notice, authorized by the Board, shall be allowed to address the meeting unless a motion to hear such deputation is passed by the affirmative vote of a majority of the directors of the Board present.

IN WITNESS WHEREOF the Corporation of the Township of Amaranth has hereunto affixed its Corporate Seal as attested to by the signature of its Clerk and Head of Council, the Corporation of the Township of East Garafraxa has hereunto affixed its Corporate Seal as attested to by the signatures of its Clerk and Head of Council, and the Corporation of the Township of East Luther Grand Valley has hereunto affixed its Corporate Seal as attested to by the signatures of its Clerk and Head of Council;

SIGNED, SEALED AND DELIVERED
in the presence of

)
)
)
)
)
)
)
)
)
)
)

THE CORPORATION OF THE
TOWNSHIP OF AMARANTH

Per: Susan M Stone
CAO/Clerk-Treasurer

Per: [Signature]
Head of Council

SIGNED, SEALED AND DELIVERED
in the presence of

)
)
)
)
)
)
)
)
)
)
)

THE CORPORATION OF THE
TOWNSHIP OF EAST GARAFRAXA

Per: Susan M Stone
CAO/Clerk-Treasurer

Per: [Signature]
Head of Council

SIGNED, SEALED AND DELIVERED
in the presence of

)
)
)
)
)
)
)
)
)
)
)

THE CORPORATION OF THE
TOWNSHIP OF EAST LUTHER GRAND
VALLEY

Per: [Signature]
CAO/Clerk-Treasurer

Per: [Signature]
Head of Council

THE CORPORATION OF THE TOWN OF GRAND VALLEY

BY-LAW NUMBER 2015 – 09

**BEING A BY-LAW TO AUTHORIZE THE EXECUTION
OF AN AGREEMENT BETWEEN THE TOWNSHIP OF AMARANTH,
THE TOWNSHIP OF EAST GARAFRAXA AND THE TOWN OF GRAND
VALLEY TO ESTABLISH A MUNICIPAL SERVICE BOARD**

WHEREAS it is deemed expedient that the Corporation of the Town of Grand Valley and the Township of Amaranth and Township of East Garafraxa enter into an agreement to establish a joint Municipal Service Board known as the Grand Valley Medical Dental Board.

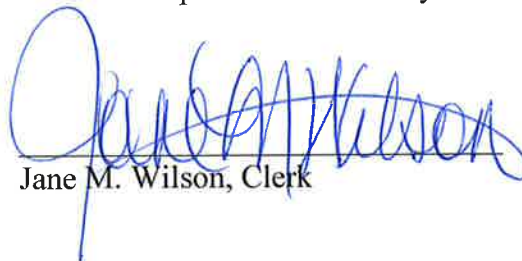
**NOW THEREFORE THE CORPORATION OF THE TOWN OF GRAND
VALLEY BY THE MUNICIPAL COUNCIL THEREFORE ENACTS AS
FOLLOWS:**

1. That the Mayor and Clerk are hereby authorized to execute the agreement attached hereto as Schedule A which forms part of this by-law on behalf of the Corporation of the Town of Grand Valley and affix the corporate seal thereto.
2. That this by-law comes into effect upon the passing thereof.

By-law read a first and second and third time and passed this 10th day of February 2015.



Steve Soleman, Mayor



Jane M. Wilson, Clerk

SCHEDULE 'A'

THIS AGREEMENT made in triplicate this ____ day of _____, 2015.

B E T W E E N :

THE CORPORATION OF THE TOWNSHIP OF AMARANTH

Hereinafter referred to as "Amaranth"

And

**THE CORPORATION OF THE TOWNSHIP OF EAST
GARAFRAXA**

Hereinafter referred to as "East Garafraxa"

And

THE CORPORATION OF THE TOWN OF GRAND VALLEY

Hereinafter referred to as "Grand Valley"

WHEREAS Section 196(1) of the *Municipal Act*, 2001 allows for the establishment of Municipal Service Boards for the provision of Municipal Services or Systems;

AND WHEREAS Section 202(1) of the *Municipal Act*, 2001 provides that two or more Municipalities may enter into Agreements to establish a joint Municipal Service Board and to provide for those matters which, in the opinion of the participating Municipalities, are necessary or desirable to facilitate the establishment and operation of the joint Municipal Service Board.

AND WHEREAS the parties hereto have agreed to jointly manage and operate a Medical/Dental Board to be known as the Grand Valley Medical Dental Board, (hereinafter the "Board") for the purpose of enabling the provision of medical/dental services in the areas defined in this Agreement;

AND WHEREAS the parties hereto have agreed to the transfer of ownership of the property on which the Grand Valley Medical Dental Building is located solely to the Town of Grand Valley;

AND WHEREAS the parties hereto have passed respective By-laws for the entering into of this Agreement which is to be re-visited every 5 years;

NOW THEREFORE IN CONSIDERATION of the premises and the mutual covenants and agreements contained herein, the parties agree as follows:

General Business Matters

1. A joint Municipal Service Board shall be established and shall be composed of six (6) members as follows: three (3) from Grand Valley; two (2) from Amaranth, one (1) from East Garafraxa. The Chair shall be chosen from the membership. The Board shall be charged with the facilitation of the provision of medical and dental services within the defined area. To this end the Board shall ensure that a suitable location is made available in connection with the provision of medical services and that the members shall use their utmost good faith in attempting to secure the services of a doctor to staff the facility along with a nurse and/or nurse practitioner.
2. Each Municipality, which is a party to this Agreement, shall appoint eligible members to the Board. Any member appointed must be eligible for election to the Council of their respective Municipality.

3. The member's term of office must be set by the Municipality, but cannot extend beyond the term of office of the appointing Council. [s.195(4)] Despite this, members will continue to hold office until their successors are appointed. [s. 195(5)]
4. The Chair of the Joint Service Board shall be appointed by the other members of the Board.
5. If a vacancy occurs the Board must make a Declaration thereof and inform the Municipality, which is to fill the vacancy within sixty (60) days of the Declaration by appointing a person who consents to accept the office. [s. 198(1) and (2)]
6. Similarly, if a Court declares the office of a Board member to be vacant for any reason, the Municipality must fill the vacancy within sixty (60) days of the Declaration. [s. 198(2)]
7. The following provisions apply to a Municipal Service Board as if it were a Municipal Council and to its members as if they were members of the Council.
 - i) a Municipality may appoint a member to act in the absence of the Head. [s. 242];
 - ii) a Municipality may determine the eligibility and ineligibility of a person to be selected. [ss.256 and 257]
 - iii) a Municipality may determine when a member's office becomes vacant. [s. 259(1)];
 - iv) a member may resign by filing a Notice of Resignation with the Municipal Clerk.[s. 260];
 - v) the person elected or appointed to fill a vacancy is to fill the office for the remainder of the vacating member's term. [s. 264];
 - vi) an elector may apply to a Court for a Declaration that the office of a member has become vacant. [s. 265];
 - vii) the Municipal liability provisions of Part XV apply;

viii) the provisions of Part XVI, regarding Regulations and Forms apply. [s.195(7)];

8. The Town of Grand Valley shall appoint a Secretary/Treasurer.
9. The Secretary/Treasurer shall give or cause to be given all notices required to members of the Board and shall attend all meetings of the Board and enter or cause to be entered in books kept for that purpose Minutes of all proceedings at such meetings and be the custodian of all books, papers, records and documents belonging to the Board and perform or due such other duties as may, from time to time, be prescribed by the Board. The Secretary/Treasurer shall keep full and accurate books of account in which shall be recorded all receipts and disbursements of the Board and under the direction of the Board, shall deposit any monies with respect to the operation of the Board in a special bank account designated for that purpose and shall render to the Board at the meetings thereof, or whenever required, an account of all transactions and of the financial position of the Board. The Secretary/Treasurer shall pay only such items as are approved.
10. The Town of Grand Valley shall appoint an auditor for the Board and the auditor shall audit the accounts of the Board and shall submit copies of the Annual Statements and copies of his report to the Board and to each of the parties to this Agreement.
11. The Board shall hold at least four (4) regularly scheduled meetings annually, and at other such times as the Chairman may call or on petition of a majority of the members of the Board. The Board shall ensure that all meetings are conveyed and continued only when a quorum is present.
12. The parties hereto agree that for the purpose of the financial terms and commitments of this Agreement, the revenues received by the Board will be utilized to offset the capital and operating expenditures, and all deficits and any surplus, beyond a reserve to be determined by the Board, shall be apportioned to the parties to this Agreement, as follows:

- Grand Valley 50%
- Amaranth – 30%
- East Garafraxa – 20%

13. It is agreed that with respect to matters not dealt with in this Agreement the Board may formulate policies for and relating to the administration and operation of the Board unless otherwise prohibited by any statute or regulation.
14. The parties hereto agree to execute any such further assurances as may be reasonably required to carry out the terms hereof. In the case of any dispute between the parties to this Agreement which cannot be resolved by the Board or at the Board level, the same shall be submitted to arbitration under the provisions of the *Municipal Arbitrations Act*, R.S.O. 1990.
15. Further, the decision rendered in respect of any such proceedings shall be final and binding upon the parties to this Agreement. If for any reason the said arbitration cannot be conducted pursuant to the provisions of the *Municipal Arbitrations Act* then the parties hereto shall agree to the selection of a single arbitrator and in the absence of agreement such arbitrator shall be appointed by a Judge of the Superior Court of Justice (Ontario).
16. In the event that any Municipality wishes to cease participating in the Board, they may do so provided that:
 - i) one (1) year's written notice be given to the Board and to the other parties. Any written notice given as aforesaid shall terminate this Agreement as of December 31 of the year following notice;
 - ii) any debt incurred, whether through the issue of debentures or any other way by the Municipality for the Board purposes shall remain the responsibility of the Municipality; and

- iii) any assets, including reserves, contributed by the Municipality to the Board shall remain the property of the Board. If the Board is completely dissolved the assets are to be split in proportion to the number of Municipalities party to this Agreement.

Procedural Rules

Meetings

- (1) The time of the first regular meeting of the board of directors of the Board following the inaugural meeting may be set by the Board at the inaugural meeting.
- (2) Regular meetings of the board of directors of the Board shall be held at a time and location as determined by the Board.
- (3) Any regular meeting of the board of directors of the Board may be postponed to a day and time named in a notice by the chair given to each director and at least five (5) clear days in advance of the regular meeting.
- (4) Any notice of meeting required to be given shall be deemed to have been given on the day that the notice is delivered to the address for delivery of the directors of the Board.

Agenda

- (1) The Chair of the Board shall prepare a list of the items in the order of the topics set out as the routine of business for the use of each director at a regular meeting.
- (2) The secretary shall record the minutes of each meeting and present the minutes at the following meeting for adoption.

(3) The minutes shall record:

- (a) the place, date and time of meeting;
- (b) the names of the presiding officer or officers, and of the directors present;
- (c) the correction and adoption of the minutes of prior meetings, and
- (d) all resolutions, decisions and other proceedings of the Board.

Duties of Chair

It shall be the duty of the chair to:

- (a) open the meeting by taking the chair and calling the directors to order;
- (b) receive and submit, in the proper manner, all motions presented by the directors;
- (c) put to vote all questions, which necessarily arise in the course of the proceedings and to announce the result;
- (d) decline to put to vote motions which infringe the rules of procedure;
- (e) enforce on all occasions the observance of order and decorum among the directors;
- (f) call to order any directors persisting in breach of the rules of the Board and to order such person or persons to vacate the meeting subject to majority rule of the directors present;
- (g) receive all reports and other communications directed to the Board by the president and general manager and announce them to the directors;
- (h) authenticate by signature, when necessary, all by-laws, resolutions, minutes, agreements and other documents authorized by the Board;
- (i) hear and rule upon a point of order or usage, and
- (j) designate the director who has the floor when two or more directors wish to speak.

Conduct of Proceedings

- (1) Every motion shall require a seconder.
- (2) The number of times of speaking on a question shall not be limited.

- (3) Where there is a point of order or usage that is not covered by these rules, reference shall be had to Robert's Rules of Order.
- (4) All meetings of the board of directors of the Board shall be open to the public, except that a meeting or part of a meeting may be closed, if the subject matter being considered is:
 - (a) security of the property of Board;
 - (b) personal matters about an identifiable individual, including Board employees;
 - (c) proposed or pending acquisition or disposition of land by the Board;
 - (d) labour relations or employee negotiations;
 - (e) litigation or potential litigation, including matters before administrative tribunals, affecting the Board;
 - (f) the receiving of advice that is subject to solicitor-client privilege, including communications necessary for that purpose, and
 - (g) consideration of a request under the Municipal Freedom of Information and Protection of Privacy Act if the Board [or commission or agency] is designated as head of the institution for the purposes of that Act.

Deputations

No deputation, other than persons entitled by statute to be heard or persons invited by notice, authorized by the Board, shall be allowed to address the meeting unless a motion to hear such deputation is passed by the affirmative vote of a majority of the directors of the Board present.

IN WITNESS WHEREOF the Corporation of the Township of Amaranth has hereunto affixed its Corporate Seal as attested to by the signature of its Clerk and Head of Council, the Corporation of the Township of East Garafraxa has hereunto affixed its Corporate Seal as attested to by the signatures of its Clerk and Head of Council, and the Corporation of the Town of Grand Valley has hereunto affixed its Corporate Seal as attested to by the signatures of its Clerk and Head of Council

SIGNED, SEALED AND DELIVERED

in the presence of

)
)
)
)
)
)
)
)
)
)

THE CORPORATION OF THE
TOWNSHIP OF AMARANTH

Per: _____
CAO/Clerk-Treasurer

Per: _____
Head of Council

SIGNED, SEALED AND DELIVERED

in the presence of

)
)
)
)
)
)
)
)
)
)

THE CORPORATION OF THE
TOWNSHIP OF EAST GARAFRAXA

Per: _____
CAO/Clerk-Treasurer

Per: _____
Head of Council

SIGNED, SEALED AND DELIVERED

in the presence of

)
)
)
)
)
)
)
)
)
)

THE CORPORATION OF THE
TOWN OF GRAND VALLEY

Per: _____
CAO/Clerk-Treasurer

Per: _____
Head of Council

2024 Draft Budget for Medical Centre

GL ACCOUNTS	DESCRIPTIONS	2022 Actual	2023 Budget	2023 Actual	2024 Budget
	Revenue				
4-3-6300-7105	Rentals*	\$ 46,516.92	\$ 56,298.90	\$ 48,554.17	\$ 63,647.64
4-3-6300-8000	Transfer From Reserve				\$ 117,000.00
4-3-6300-7130	Interest + Misc revenue	\$ 693.46	\$ 1,000.00	\$ 3,218.27	\$ 1,000.00
	Total Revenue	\$47,210.38	\$57,298.90	\$51,772.44	\$181,647.64
	Expenses				
4-4-6300-1010	Wages	\$ 5,329.18	\$ 7,000.00	\$ 5,663.52	\$ 7,500.00
4-4-6300-2010	Materials/Supplies	\$ -	\$ -	\$ 46.00	\$ 100.00
4-4-6300-2024	Heat	\$ 2,404.45	\$ 2,500.00	\$ 2,250.67	\$ 3,000.00
4-4-6300-2030	Hydro	\$ 4,683.05	\$ 5,000.00	\$ 4,807.62	\$ 5,200.00
4-4-6300-2040	Water/Sewer	\$ 358.29	\$ 450.00	\$ 96.90	\$ 500.00
4-4-6300-2200	Accounting/Audit Fees	\$ 3,033.25	\$ 3,500.00	\$ 2,823.84	\$ 4,000.00
4-4-6300-2210	Legal Fees	\$ -	\$ -	\$ 120.00	\$ 120.00
4-4-6300-2300	Advertising	\$ -	\$ -	\$ 130.00	\$ 130.00
4-4-6300-2400	Repairs and Maintenance	\$ 8,309.10	\$ 10,000.00	\$ 21,936.77	\$ 10,000.00
	Contracts				
	- Property Maintenance				
	- Snow Removal				
4-4-6300-4010	- HVAC/Furnace/AC	\$ 9,072.98	\$ 10,000.00	\$ 6,793.76	\$ 12,000.00
4-4-6300-4020	Insurance	\$ 1,449.36	\$ 1,800.00	\$ 1,703.16	\$ 1,800.00
4-4-6300-4954	Taxes	\$ 11,058.89	\$ 12,000.00	\$ 8,292.03	\$ 12,000.00
	Total Operating expense:	\$45,698.55	\$52,250.00	\$54,664.27	\$56,350.00
	Capital Expense:				
	2024 Proposed Projects				
	-Flooding Restoration				
	-Storm Drainage Evaluation**				
	-Upper Level Floor/Wall Finishes				
	-Retaining Walls Structural Review**				
4-4-6300-8000	- Foundation Repair Project	0	\$5,048.90	0	\$ 258,000.00
	Total Expense	\$45,698.55	\$57,298.90	\$54,664.27	\$314,350.00
	Total Surplus/(Deficit)	\$1,511.83	\$0.00	-\$2,891.83	-\$132,702.36

*All leases renew Jan.31.2025

** Evaluation/Reviews do not indicate repair costs

2024 Proposed Apportionment of Capital Costs	
2024 Deficit	-\$ 132,702.36
Grand Valley 50%	\$ 66,351.18
Amaranth 30%	\$ 39,810.71
East Garafraxa 20%	\$ 26,540.47

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

Excerpt from May 13, 2025 council meeting minutes:

12.1.2 Grand Valley Medical Dental Board Dissolution, 2025-079

Resolution: 2025-05-08

Moved by: J. Jonker

Seconded by: P. Latam

BE IT RESOLVED THAT Council receives Report – Grand Valley Medical Dental Board Dissolution

AND FURTHER THAT Council for the Town of Grand Valley agrees with the terms and conditions for dissolution of the Board presented,

AND FURTHER THAT Council for the Town of Grand Valley agrees to the termination of the Board effective December 31, 2024, and a waiver of the one-year notice requirement,

AND FURTHER THAT Council directs the CAO to send this report to the Townships of Amaranth and East Garafraxa for their consideration and comment.

CARRIED



The Corporation of the Town of Grand Valley

5 Main Street North
Grand Valley, ON L9W 5S6
Tel: (519) 928-5652
Fax: (519) 928-2275

www.townofgrandvalley.ca

July 16, 2025

To: Mayor Gerritts and Township of Amaranth Council
From: Meghan Townsend, CAO/Clerk, Town of Grand Valley, on behalf of Town of Grand Valley Council
Re: Delegation – Costs for Community Centre Expansion and Agreement to fund remainder of project

I am pleased to bring a delegation to you at your July 16 meeting. This report specifically addresses the part of the delegation that pertains to the Community Centre expansion.

Attached, please find the following documents, presented to Grand Valley Council on May 13, 2025, which present the contents of my delegation:

- Report to Grand Valley Council, 2025-080 – Agreement for Community Centre Expansion Costs
- Attachment 1 – Original Joint Cost Sharing Agreement, April 2021
- Attachment 2 – Report to All Councils - Grand Valley and District Community Centre Rehabilitation Project - financing for Phases 2 and 3, August 2023
- Attachment 3 – Funding Breakdown, August 2023
- Attachment 4 – East Garafraxa Continued Commitment
- Attachment 5 – Amaranth Continued Commitment
- Attachment 6 – Draft Agreement for Remainder of Project Costs

Please review. During the delegation, I will be happy to summarize the attached and answer any questions you may have about this project. Additionally, I am open to discussing the plans for the community centre, or reviewing the status of the construction, or the terms of the Infrastructure Ontario loan that we are working on.

I understand that this information has been brought forward to you already. Our delay in bringing this to you directly is at our end, due to conflicting priorities, and Council's direction has not changed since the report in May, or the information presented to you in June by your staff. The only change will be the request for commitment by June 10, as that deadline passed before we could provide you with the request. It is our hope that the costing agreement could be settled by the end of August.

Grand Valley hopes that a cost sharing agreement can be reached to fund this project as the building expands to better serve the entire community.

Thank you for your consideration and continued support of this project.

Meghan Townsend, CAO/Clerk
Town of Grand Valley



STAFF REPORT

To: Mayor and Members of Council
From: Meghan Townsend, CAO/Clerk
Meeting Date: May 13, 2025
Report Number: 2025-080
Subject: Agreement for Community Centre Expansion costs

Recommendation

THAT Council receives Report – Agreement for Community Centre Expansion costs,
AND THAT Council approves the draft agreement as presented,
AND THAT Council directs the CAO to send the draft agreement to Amaranth and East Garafraxa Councils for their consideration, as recommended,
AND THAT Council directs staff to apply for a loan through Infrastructure Ontario for the project, while continuing efforts obtain alternate funding.

Executive Summary

Purpose

To present an agreement between the Town of Grand Valley and the Townships of Amaranth and East Garafraxa for the provision of funding for the costs of expanding the Grand Valley and District Community Centre.

Key Findings

- The Grand Valley and District Community Centre is adding six changerooms, supporting facilities, remodeling office and storage, replacing rubber flooring and rehabilitating roof and walls
- Part of expansion project costs are covered by funds through the Investing in Canada Infrastructure Program, and this fund will be exhausted early in the construction project

- The three municipalities have agreed to review and then enter into an agreement, in accordance with the Community Centre’s operating agreement requirements and in accordance with the municipalities’ desire to continue their relationship regarding the Community Centre. This agreement will state the terms under which Amaranth and East Garafraxa will provide payment to Grand Valley.
- The draft agreement proposes the means through which each municipality’s interests can be taken into account.

Financial Implications

The Town of Grand Valley shall obtain a debenture through Infrastructure Ontario to cover the expansion costs. The Community Centre Board levy will increase to cover the costs of the loan. Each municipality’s share of the loan will be adjusted based on their levy apportionment. If the Board no longer exists, the Community Centre’s operator will be responsible for making loan payments to Grand Valley.

Report

Background

In 2019, the Grand Valley and District Community Centre Board decided to obtain funding to replace the ice surface and expand the building with new changeroom facilities. The Town of Grand Valley applied for and received funding toward this project through the Investing in Canada Infrastructure Program (ICIP), which assists with costs to a maximum of \$2,800,000. The three municipalities agreed to fund their share of the project up to the \$2,800,000 value, then determine the means through which any costs over that value would be funded.

The ice surface replacement project was completed in 2023, and the project cost \$1,350,000b from the \$2,800,000 committed to the entire project. Each municipality paid its share in accordance with the agreement attached as Attachment 1.

When the costs for the remainder of the project (called Phases 2 and 3) were estimated to exceed the remaining funds, a proposal was made to the three municipalities. See Attachments 2 and 3. Each municipality subsequently expressed their continued support for the project with the understanding that a new agreement would be reached regarding the management of costs exceeding \$2,800,000. See Attachments 4 and 5 for the municipal statements of commitment.

The Board determined that the roof and southern walls and some rubber flooring also required rehabilitation and these two projects were added to the expansion project. These were all tendered at the same time, and the updated project’s total cost is estimated to be \$4,250,000 (down from the 2023 estimate of \$4,800,000 for the expansion). Of this \$4,250,000, the first \$1,450,000 will be covered by the ICIP grant and municipal agreement. The remaining \$2,800,000 will be obtained through a loan and repaid over a period of time to be determined upon negotiation of terms with Infrastructure Ontario for the best rate at an affordable payback period (likely 10-15 year period).

Discussion

A draft agreement is attached as Attachment 6. This agreement proposes the following:

- 1) That a debenture (loan) will be obtained by the Town of Grand Valley from Infrastructure Ontario
- 2) That the annual payments will be fixed over the life of the debenture

- 3) That any sponsorships, naming rights and grants obtained to offset project costs will be deducted from the total so that the loan is decreased and payments to be made by the municipalities will decrease
- 4) That the Community Centre will pay the Town for all loan payments and will collect a levy from the three municipalities in order to make those payments. The annual amount will be incorporated into the Community Centre's budget, included in the total levy required, then apportioned to the municipalities according to the terms of the Board agreement in the same way that the operating levy was apportioned before the debenture
- 5) That if there are changes to the Board's operating agreement or if the Board dissolves, the new agreement will address the payments, or the new operator of the Community Centre would be responsible for paying the loan through the Town of Grand Valley
- 6) The entire amount of the construction project will be funded through the debenture, once the funding through the ICIP grant and municipal agreement is exhausted, and any sponsorships or other funding is deducted or applied
- 7) That the Town will provide invoices to the Community Centre for each installment payment
- 8) That the Town will receive each installment payment from the Community Centre at least 5 business days prior to the withdrawal of the payment by Infrastructure Ontario
- 9) That installments will be due twice per year, unless the agreement with Infrastructure Ontario deems otherwise

Staff recommend that Grand Valley Council receive this report and the attached draft agreement and send it to Amaranth and East Garafraxa to obtain their comments and their legal and insurance review comments, asking for their comments by June 2 so that Grand Valley Council can compile all comments for a follow up report at their June 10 meeting.

Staff also recommend that Council direct staff to commence the application to Infrastructure Ontario, which could take a few months to complete, given their requirements for review. Staff will report back on progress at the June 10 meeting.

Financial Impact

The annual payment will be a set amount. Interest payments will decrease while principal payments increase over the term of the debenture. The amount of money that each municipality will have to pay toward the project depends on the success of attempts to find alternative funds (grants, sponsorships, naming rights, etc.) and each municipality's catchment area's assessment changes. The amount requested could vary from year to year, depending on how the Board manages their total budget.

Consultations

Attachments

Attachment 1 – Joint Cost Sharing Agreement for \$2.8million in project costs

Attachment 2 – Report to Grand Valley Council - Phase 2 and 3 funding proposal

Attachment 3 – Proposal to Amaranth and East Garafraxa Councils

Attachment 4 – East Garafraxa's continued commitment

Attachment 5 – Amaranth's continued commitment

Attachment 6 – draft agreement for remainder of project costs

This report was submitted by

Meghan Townsend, CAO/Clerk
mtownsend@townofgrandvalley.ca.

This report was approved by

Meghan Townsend
Chief Administrative Officer/Clerk
519-928-5652 extension 222

THE CORPORATION OF THE TOWNSHIP OF AMARANTH

BY-LAW NUMBER 30-2021

BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF A JOINT COST SHARING AGREEMENT BETWEEN THE CORPORATION OF THE TOWNSHIP OF AMARANTH, THE CORPORATION OF THE TOWNSHIP OF EAST GARAFRAXA AND THE CORPORATION OF THE TOWN OF GRAND VALLEY WITH RESPECT TO THE GRAND VALLEY AND DISTRICT COMMUNITY CENTRE ICE SURFACE FLOOR AND CHANGE ROOMS PROJECT

WHEREAS the Joint Municipalities (Township of Amaranth, Town of Grand Valley, and Township of East Garafraxa) have created the Grand Valley and District Community Centre Board (Board) to be responsible for all operating and/or maintenance deficits of the Community Centre, and pursuant to Section 4 of the December 13, 2017 Agreement, Capital Expenditures (being major capital expenditures and/or Construction and/or Re-Construction) shall be negotiated from time to time as required; and

AND WHEREAS, the Council of the Township of Amaranth deems it expedient to enter into an agreement for the ice surface floor and change rooms project with the Corporation of the Town of Grand Valley and the Corporation of the Township of East Garafraxa upon such terms and conditions as are agreed;

NOW THEREFORE the Council of the Corporation of the Township of Amaranth hereby enacts as follows:

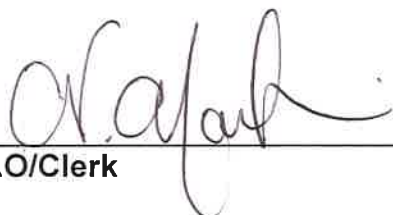
1. That the Mayor and Clerk are hereby authorized to execute the Agreement in the same or substantially the same form as attached hereto as Schedule "A", which forms par of this by-law; and
2. That this by-law comes into effect upon the passing thereof.

BY-LAW READ A FIRST AND SECOND TIME THIS 21st DAY OF **APRIL 2021**.

BY-LAW READ A THIRD TIME AND PASSED THIS 21st DAY OF **APRIL 2021**.



Head of Council



CAO/Clerk

Grand Valley and District Community Centre
Ice Surface Floor and Change Rooms Project

This Agreement made this ____ day of _____, 2021.

BETWEEN:

The Corporation of the Town of Grand Valley (Grand Valley)

AND

The Corporation of the Township of Amaranth (Amaranth)

AND

The Corporation of the Township of East Garafraxa (East Garafraxa)

Hereinafter collectively call the "Joint Municipalities."

WHEREAS Grand Valley is the registered owner of the Grand Valley and District Community Centre;

AND WHEREAS the Joint Municipalities have created the Grand Valley and District Community Centre Board (Board) to be responsible for all operating and/or maintenance deficits of the Community Centre, and pursuant to Section 4 of the December 13, 2017 Agreement, Capital Expenditures (being major capital expenditures and/or Construction and/or Re-Construction) shall be negotiated from time to time as required;

AND WHEREAS the Board has recommended to the Joint Municipalities certain improvements to the Grand Valley and District Community Centre of a capital nature with an estimated capital cost of \$2,800,000.00;

AND WHEREAS the Joint Municipalities desire to implement the recommendation of the Board concerning the capital improvements to the Grand Valley and District Community Centre by September 30, 2022;

AND WHEREAS as part of the Capital Funding for this project, grants may be available through, among other possibilities, the Investment in Canada Infrastructure Program – Community, Culture and Recreation Stream (ICIP);

AND WHEREAS the Joint Municipalities desire to enter into an agreement to fix each of them a respective share of the capital cost of the expansion and improvements to the Grand Valley and District Community Centre;

NOW THEREFORE in consideration of the premises herein and the covenants hereinafter set out to, the parties hereto jointly and severally agree as follows:

1. The Capital Projects under this agreement shall be the Replacement of the Ice Surface Floor and the addition of six (6) changerooms.
2. The Joint Municipalities agree that capital cost apportionment shall be determined in accordance with the Current Value Assessment of lands within the Community Centre area, as is calculated and applied under the agreement for the apportionment for the sharing of the maintenance and operating deficits. For the purposes of this agreement, the apportionment is based on 2020 assessment (used for the 2021 budget) and set at:

Municipality	Assessment	Percentage
Amaranth	\$ 283,100,800.00	25.4
East Garafraxa	\$ 170,756,300.00	15.3
Grand Valley	\$ 661,452,818.00	59.3
Total Assessment	\$ 1,115,309,918.00	100.000

3. The Estimated cost of this project, including contingencies, is \$2,800,000.00 for all projects, or \$1,400,000.00 for the Replacement of the Ice Surface Floor only.
 - a. These prices are estimates only and may not reflect actual costs once tenders are received from project managers, consultants, building officials and construction providers.
4. It is understood and agreed by all parties that the Joint Municipalities shall only complete the Replacement of the Ice Surface Floor project if funding is not received from ICIP or another external funding source of equivalent or greater value.
5. It is understood and agreed by all parties that if the actual project costs exceed the estimated costs, a separate agreement shall be negotiated between the Joint Municipalities for the sharing of the excess costs.
6. The replacement of the Ice Surface floor and the addition of six (6) changerooms shall be completed if funding is obtained through ICIP. In this case, the federal government shall provide 40% and the provincial government shall provide 33.33% of the total cost of the project, leaving the remaining 26.67% to be shared by the Joint Municipalities.
7. The Corporation of the Town of Grand Valley shall be responsible for and shall pay 60% of the total actual Capital Cost of the Capital Improvements for which the Joint Municipalities are responsible, in accordance with clauses 2, 3, 4 and 5 above.
8. The Corporation of the Township of Amaranth shall be responsible for and shall pay 25% of the total actual Capital Cost of the Capital Improvements for which the Joint Municipalities are responsible, in accordance with clauses 2, 3, 4 and 5 above.
9. The Corporation of the Township of East Garafraxa shall be responsible for and shall pay 15% of the total actual Capital Cost of the Capital Improvements for which the Joint Municipalities are responsible in accordance with clauses 2, 3, 4 and 5 above.
10. It is understood and agreed that Grand Valley shall enter into any required agreements required if funding is obtained through any external source, including but not limited to ICIP, and shall ensure that all procurement, reporting and other requirements under the funding agreement are fulfilled.
11. It is understood and agreed that The Joint Municipalities shall each be responsible for funding their respective share of the Capital Cost and shall be provided monthly invoices and statements from Grand Valley as costs are incurred toward the project and shall pay those invoices by cheque or electronic funds transfer, payable to the Town of Grand Valley.
12. It is understood and agreed that the project will commence incurring costs in April 2021 so that procurement, tenders and construction can be completed by September 2022.
13. This Agreement shall enure to the benefit of the parties hereto and their respective successors from time to time.

This Agreement is executed on behalf of the Corporation of the Town of Grand Valley by its proper signing officers authorized in that regard by a By-law of Council numbered 2021-_____ and dated the _____ day of _____ 2021.

Corporation of the Town of Grand Valley

Head of Council

Clerk

Corporation of the Township of Amaranth

Clerk

Corporation of the Township of East Garafraxa

Clerk



GRAND VALLEY

REPORT TO COUNCIL

To: Mayor Soloman and Members of Grand Valley Council
Mayor Gerrits and Members of Amaranth Council
Mayor Gardhouse and Members of East Garafraxa Council

From: Meghan Townsend, CAO/Clerk-Treasurer, Grand Valley

Date: August 11, 2023

Subject: Grand Valley and District Community Centre Rehabilitation Project - financing for Phases 2 and 3

Purpose

To present to each council a proposal for funding Phases 2 and 3 of the Rehabilitation of the Grand Valley and District Community Centre Project.

Background

The three municipalities have been working on the rehabilitation of the Grand Valley and District Community Centre ("arena") over the past four years. The ice surface project has been completed and was referred to as Phase 1 of the project.

Phases 2 and 3 include the addition of six new changerooms with washroom facilities, and accessibility upgrades within the building. Revised, detailed estimates for the cost of Phases 2 and 3 came in significantly higher than original estimates. The three municipalities have since been considering how to finance these phases, given that the grant we have received will not cover the increased costs.

Discussion

On July 18, 2023, each municipality sent representation to a discussion on financing the project. Mayor Gardhouse and East Garafraxa's Treasurer participated, along with Amaranth's Deputy Mayor Little and CAO/Clerk and Grand Valley's Mayor Soloman and CAO/Clerk-Treasurer. The discussion included a review of projected cost of the project, the amount that the ICIP grant will cover, and the balance that municipalities should plan on covering. The remaining costs include the remaining design and engineering work, tendering, project management and all construction costs.

The discussion concluded with the following suggested plan to move forward:

1. Participants concurred that each participating municipality would pay their share of project costs up to the amount originally anticipated under the existing municipal

agreement. This is expected to cover design/engineering costs, tendering costs and some initial construction costs, but then the agreement terms will be completed. Grand Valley will invoice Amaranth and East Garafraxa in the same manner as was done for Phase 1 and Grand Valley will also submit claims to the ICIP grant for reimbursement of costs eligible under the grant, until the grant is fully expended.

2. Costs exceeding the ICIP grant will be funded under a loan from Infrastructure Ontario. The loan will be under the Town of Grand Valley. The payments on the loan will be collected from the three municipalities.
3. An agreement between the three municipalities will be drawn up, in accordance with the Community Centre's operating agreement requirements and in accordance with the municipalities' desire to continue their relationship regarding the Community Centre. This agreement will state the terms under which Amaranth and East Garafraxa will provide payment to Grand Valley – likely in monthly installments along with the operating levy for the Community Centre, but can be otherwise.
4. The term of the loan is to be short enough to pay it off quickly, but reasonable to accommodate impacts to municipal budget impacts.

A resolution stating agreement with this plan is requested from each of the three municipalities. If three resolutions of agreement are received, we will contact the Project Management firm at Barry Bryan Associates and restart work on the project, moving forward with the timelines projected in previous communications.

Financial Impact

Grand Valley intends to continue seeking alternative sources of funding for this project, and we are open to hearing from others with options and ideas.

This project will impact the 2024, 2025 and 2026 budgets, with minor payments to the Project Management firm likely to be required in 2023.

Recommendation

It is requested that each Council consider the following resolution:

WHEREAS The Council for the <Town/Township> of <insert name> is in agreement that the Rehabilitation of the Grand Valley and District Community Centre project should continue,

NOW THEREFORE BE IT RESOVLED THAT Council receives the proposal from the CAO/Clerk-Treasurer of Grand Valley and agrees as follows:

1. <Insert name> will pay our share of project costs up to the amount originally anticipated under the existing municipal agreement. This is expected to cover design/engineering costs, tendering costs and some initial construction costs, but then the agreement terms will be completed.
2. Costs exceeding the ICIP grant and the original intermunicipal agreement will be funded under a loan from Infrastructure Ontario. The loan will be under the Town of Grand Valley. The payments on the loan will be collected from the three municipalities. The amount of the loan may be reduced if alternate sources of funding are secured toward the project.

3. An agreement between the three municipalities will be drawn up, in accordance with the Community Centre's operating agreement requirements and in accordance with the municipalities' desire to continue their relationship regarding the Community Centre. This agreement will state the terms under which Amaranth and East Garafraxa will provide payment to Grand Valley.
4. The term of the loan shall be short enough to pay it off quickly, but reasonable to accommodate impacts to municipal budget impacts.

AND FURTHER THAT Council directs that a copy of this resolution be sent to the other two municipal partners in this project, and requests that the Project Management firm restart work toward completion of the project.

Respectfully submitted by,

Meghan Townsend
CAO/Clerk-Treasurer

Grand Valley and District Community Centre Renovation and Expansion Project Financing Update and Projections

Presented by Mayor Steve Soloman and Meghan Townsend, CAO/Clerk-Treasurer, Grand Valley

Total Grant Funding from the ICIP-CCR program

Approved Total Project Cost: \$2,868,750.00

Approved Funding from Governments: \$2,103,654.38

Municipal Share: \$765,095.62 (Grand Valley - \$459,057; Amaranth - \$191,273; East Garafraxa - \$114,764)

Phase 1 Funding and Expenditures

Expenses for the Ice Surface project only

Type of Expense	Budget	Actual
Design and Project Management	\$71,140.00	
Construction Tender	\$1,049,000.00	
Change order/contingency	\$120,000.00	
Taxes payable, other costs	\$159,860	
Total	\$1,400,000	\$1,351,554.00

Breakdown of Funding for Ice Surface project

Source of Funding	Actual Funding Received
Federal	\$975,080
Provincial	Included with Federal
Grand Valley	\$213,783
Amaranth	\$88,658
East Garafraxa	\$53,194
Total	1,351,554

Municipal Contributions under current agreement

Municipality	Total Funding under Current Agreement	Remaining Funding Available for Phase 2
Grand Valley	\$459,057	459057-213783 = \$245,274
Amaranth	\$191,273	191273-88658 = \$102,615
East Garafraxa	\$114,764	114764-53194 = \$61,570

Phase 2 & 3 Projections and Municipal Contributions based on existing agreement

Total Phase 2&3 Expenses Estimate = \$4,800,000

Total Grant Revenue Available = 2,103,654.38 – 975080 = \$1,128,574.38

Total committed by Municipalities under existing agreement = \$409,459

Funding to be financed or found from other sources = 4800000 – 1128574 – 409459 = \$3,261,967

Projected Municipal Costs for Phase 2 & 3, where funding of \$3,261,967 is required

Municipality	Portion under agreement	Projected Costs
Grand Valley	60%	\$1,957,180
Amaranth	25%	\$815,491
East Garafraxa	15%	\$489,295

The Town continues to search for sponsorships, other grant opportunities, to bring the municipalities' costs down.

The most recent plan was to have the project completed by end of 2026. That means construction must start mid-2025. Therefore, the tender must be ready for issue early 2025.

The phase is not yet designed, so design work and reviews by partners must start in fall 2023 to be completed by end of 2024.

The Town of Grand Valley is seeking consensus from Amaranth and East Garafraxa that they will honour the existing agreement to cover the \$102,615 and \$61,570 as costs are incurred over the design phase and start of construction (e.g., over the 2023-2025 period).

Funding the Project not contemplated by the existing agreement

If the remaining full cost of the municipal portion of the project must be financed (e.g., no other sources of funding found for the \$3,261,967), a loan could be taken out to be paid off over an acceptable period of time.

The Town of Grand Valley is given to believe, through resolutions and staff discussions, that Amaranth and East Garafraxa do not commit to funding their projected costs as stated above, in alignment with the existing agreement, but may agree to participation under the following conditions:

- 1) The loan is taken out by the Town of Grand Valley, fully at the Town's risk
- 2) The repayments are included as a capital payment under the Community Centre's operating agreement; therefore, the repayments will be divided between the municipalities based on each year's apportionment calculations.
 - a. Therefore, each municipality's contributions could fluctuate from year to year, as assessments change.
- 3) Amaranth and East Garafraxa will not enter into a separate agreement for this loan, but will instead pay it under the operating agreement for the Community Centre.

We thank you for the opportunity to discuss this matter further.

From: [Jessica Kennedy](#)
To: [Meghan Townsend](#); [Peter Avgoustis](#); [Alan Selby](#); nmartin@amaranth.ca; svangerven@amaranth.ca
Cc: [James Allen](#); [Donna Tremblay](#); [Laura Aston](#)
Subject: RE: Arena project financing proposal - follow up
Date: September 13, 2023 1:33:00 PM

Caution! This message was sent from outside your organization.

[Allow sender](#) | [Block sender](#)

Good afternoon Meghan,

At the regular Council meeting held on September 12, 2023 Council for the Township of East Garafraxa passed the following resolution:

Moved by Zukowski, Seconded by Halls

BE IT RESOLVED THAT: The report on Grand Valley Community Centre be received;

AND WHEREAS The Council for the Township of East Garafraxa is in agreement that the Rehabilitation of the Grand Valley and District Community Centre project should continue,

NOW THEREFORE BE IT RESOLVED THAT Council receives the proposal from the CAO/Clerk-Treasurer of Grand Valley and agrees as follows:

<!--[if !supportLists]-->1. <!--[endif]-->That East Garafraxa will pay our share of project costs up to the amount originally anticipated under the existing municipal agreement. This is expected to cover design/engineering costs, tendering costs and some initial construction costs, but then the agreement terms will be completed.

<!--[if !supportLists]-->2. <!--[endif]-->Costs exceeding the ICIP grant and the original intermunicipal agreement will be funded under a loan from Infrastructure Ontario. The loan will be under the Town of Grand Valley. The payments on the loan will be collected from the three municipalities. The amount of the loan may be reduced if alternate sources of funding are secured toward the project.

<!--[if !supportLists]-->3. <!--[endif]-->An agreement between the three municipalities will be drawn up, in accordance with the Community Centre's operating agreement requirements and in accordance with the municipalities' desire to continue their relationship regarding the Community Centre. This agreement will state the terms under which Amaranth and East Garafraxa will provide payment to Grand Valley.

<!--[if !supportLists]-->4. <!--[endif]-->The term of the loan shall be short enough to pay it off quickly, but reasonable to accommodate impacts to municipal budget impacts.

AND FURTHER THAT Council directs that a copy of this resolution be sent to the other two municipal partners in this project, and requests that the Project Management firm restart work toward completion of the project. CARRIED

Sincerely,

Jessica Kennedy, Clerk

Township of East Garafraxa

065371 Dufferin County Road 3, Unit 2 | East Garafraxa | ON | L9W 7J8

Tel: 226-259-9400 ext. 204 | Toll Free: 877-868-5967 | Fax: 1-226-212-9812

jkennedy@eastgarafraxa.ca | www.eastgarafraxa.ca

DISCLAIMER: This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to which they are addressed. If you have received this email in error please notify the sender. Please note that any views or opinions presented in this email are solely those of the author and do not necessarily represent those of the Township of East Garafraxa. Finally, the recipient should check this email and any attachments for the presence of viruses. The Township of East Garafraxa accepts no liability for any damage caused by any virus transmitted by this email.

From: Meghan Townsend <mtownsend@townofgrandvalley.ca>

Sent: Wednesday, September 13, 2023 1:15 PM

To: Jessica Kennedy <jkennedy@eastgarafraxa.ca>; Peter Avgoustis <pavgoustis@eastgarafraxa.ca>; Alan Selby <aselby@eastgarafraxa.ca>; nmartin@amaranth.ca; svangerven@amaranth.ca

Cc: James Allen <jallen@townofgrandvalley.ca>; Donna Tremblay <dtremblay@townofgrandvalley.ca>; Laura Aston <laston@townofgrandvalley.ca>

Subject: Arena project financing proposal - follow up

Hi everyone,

At their September 12, 2023 meeting, Grand Valley Council passed the following resolution:

Resolution 2023-09-11

Moved by Latam, Seconded by Jonker

WHEREAS The Council for the Town of Grand Valley is in agreement that the Rehabilitation of the Grand Valley and District Community Centre project should continue,

NOW THEREFORE BE IT RESOLVED THAT Council receives the proposal from the CAO/Clerk-Treasurer of Grand Valley and agrees as follows:

1. Grand Valley will pay our share of project costs up to the amount originally anticipated under the existing municipal agreement. This is expected to cover design/engineering costs, tendering costs and some initial construction costs, but then the agreement terms will be completed.
2. Costs exceeding the ICIP grant and the original intermunicipal agreement will be funded under a loan from Infrastructure Ontario. The loan will be under the Town of Grand Valley. The payments on the loan will be collected from the three municipalities. The amount of the loan may be reduced if alternate sources of funding are secured toward the project.
3. An agreement between the three municipalities will be drawn up, in accordance with the Community Centre's operating agreement requirements and in accordance with the municipalities' desire to continue their relationship regarding the Community

Centre. This agreement will state the terms under which Amaranth and East Garafraxa will provide payment to Grand Valley.

4. The term of the loan shall be short enough to pay it off quickly, but reasonable to accommodate impacts to municipal budgets..

AND FURTHER THAT Council directs that a copy of this resolution be sent to the other two municipal partners in this project, and requests that the Project Management firm restart work toward completion of the project.

Thank you,



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

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

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



374028 6TH LINE • AMARANTH ON • L9W 0M6

October 4, 2023

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

Sent by email to: Meghan Townsend; Donna Tremblay; Jessica Kennedy; Alan Selby; Peter Avgoustis

Re: Grand Valley & District Community Centre Project Financing

At its regular meeting of Council held on September 6, 2023, the Township of Amaranth Council passed the following Resolution:

Resolution #: 3

Moved by: S. Graham

Seconded by: A. Stirk

BE IT RESOLVED THAT:

WHEREAS The Council for the Township of Amaranth is in agreement that the Rehabilitation of the Grand Valley and District Community Centre project should continue,

NOW THEREFORE BE IT RESOVLED THAT Council receives the proposal from the CAO/Clerk-Treasurer of Grand Valley and agrees as follows:

1. Township of Amaranth will pay our share of project costs up to the amount originally anticipated under the existing municipal agreement. This is expected to cover design/engineering costs, tendering costs and some initial construction costs, but then the agreement terms will be completed.
2. Costs exceeding the ICIP grant and the original intermunicipal agreement will be funded under a loan from Infrastructure Ontario. The loan will be under the Town of Grand Valley. The payments on the loan will be collected from the three municipalities. The amount of the loan may be reduced if alternate sources of funding are secured toward the project.
3. An agreement between the three municipalities will be drawn up, in accordance with the Community Centre's operating agreement

requirements and in accordance with the municipalities' desire to continue their relationship regarding the Community Centre. This agreement will state the terms under which Amaranth and East Garafraxa will provide payment to Grand Valley.

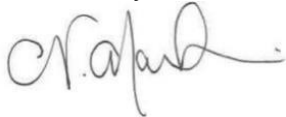
4. The term of the loan shall be short enough to pay it off quickly, but reasonable to accommodate impacts to municipal budget impacts.

AND FURTHER THAT Council directs that a copy of this resolution be sent to the other two municipal partners in this project, and requests that the Project Management firm restart work toward completion of the project.

CARRIED

Please do not hesitate to contact the office if you require any further information on this matter.

Yours truly,

A handwritten signature in dark ink, appearing to read 'Nicole Martin', with a stylized flourish at the end.

Nicole Martin, Dipl. M.A.
CAO/Clerk

**Intermunicipal Agreement for the Expansion and Rehabilitation
Of the Grand Valley and District Community Centre**

This Agreement made this _____ day of _____, 2025.

BETWEEN:

The Corporation of the Town of Grand Valley (Grand Valley)

AND

The Corporation of the Township of Amaranth (Amaranth)

AND

The Corporation of the Township of East Garafraxa (East Garafraxa)

Hereinafter collectively call the “Joint Municipalities.”

WHEREAS Grand Valley is the registered owner of the Grand Valley and District Community Centre;

AND WHEREAS the Joint Municipalities have created the Grand Valley and District Community Centre Board (Board) to be responsible for all operating and/or maintenance deficits of the Community Centre, and pursuant to Section 5 of the 2021 “Intermunicipal Agreement for Operations of the Grand Valley and District Community Centre” (the Board’s Agreement), Capital Expenditures (being major capital expenditures and/or Construction and/or Re-Construction) shall be negotiated from time to time as required;

AND WHEREAS the Board has recommended to the Joint Municipalities certain improvements to the Grand Valley and District Community Centre of a capital nature with an estimated total capital cost of \$4.250,000;

AND WHEREAS the Joint Municipalities desire to implement the recommendation of the Board concerning the capital improvements to the Grand Valley and District Community Centre by March 31, 2026;

AND WHEREAS as part of the Capital Funding for this project, grants may be available through, among other possibilities, the Investment in Canada Infrastructure Program – Community, Culture and Recreation Stream (ICIP);

AND WHEREAS the Joint Municipalities desire to enter into an agreement to fix each of them a respective share of the capital cost of the expansion and improvements to the Grand Valley and District Community Centre;

NOW THEREFORE in consideration of the premises herein and the covenants hereinafter set out to, the parties hereto jointly and severally agree as follows:

1. The Capital Projects under this agreement shall include new changerooms, new washrooms, rehabilitated roof and walls, new flooring and remodeled office/storage.
2. The Joint Municipalities agree that capital cost apportionment shall be determined in accordance with the Current Value Assessment of lands within the Community Centre area, as is calculated and applied under the agreement for the apportionment for the sharing of the maintenance and operating deficits.
3. The Estimated cost of this project, including contingencies, is \$4,250,000.00
 - a. These prices are estimates only and may not reflect actual costs
4. It is understood and agreed that Grand Valley shall enter into a debenture agreement with Infrastructure Ontario for a construction loan and long-term borrowing, with annual payments being at a set amount over the term of the

debenture, and that Grand Valley shall manage any additional agreements required if funding is obtained through any external source, including but not limited to the existing ICIP grant, and shall ensure that all procurement, reporting and other requirements under the funding agreement are fulfilled.

- 5. It is understood that any money obtained through sponsorships, naming rights or other grants shall be used to offset project costs in order to decrease the loan and the payments to be made by municipalities toward the loan.
- 6. It is understood and agreed that the Community Centre Board shall be responsible for funding the debenture payments and shall be provided invoices and statements from Grand Valley twice per year, when the debenture payment is due, and the Board shall have collected their funding through the operating levy to the three municipalities.
- 7. It is understood and agreed that the construction project started in March 2025 and is anticipated to be completed by end of 2025, excluding holdbacks.
- 8. It is understood and agreed that if there are changes to the Board's operating agreement or if the Board dissolves, the new agreement will address the payments, or the new operator of the Community Centre would be responsible for paying the loan through the Town of Grand Valley
- 9. This Agreement shall enure to the benefit of the parties hereto and their respective successors from time to time.

This Agreement is executed on behalf of the Corporation of the Town of Grand Valley by its proper signing officers authorized in that regard by a By-law of Council numbered 2025-_____ and dated the _____ day of _____ 2025.

Corporation of the Town of Grand Valley

Head of Council Clerk

This Agreement is executed on behalf of the Corporation of the Township of Amaranth by its proper signing officers authorized in that regard by a By-law of Council numbered _____ and dated the _____ day of _____ 2025.

Corporation of the Township of Amaranth

Head of Council Clerk

This Agreement is executed on behalf of the Corporation of the Township of East Garafraxa by its proper signing officers authorized in that regard by a By-law of Council numbered _____ and dated the _____ day of _____ 2025.

Corporation of the Township of East Garafraxa

Head of Council Clerk



MEMO TO COUNCIL 2025-026

TO: Mayor Gerrits and Members of Council

FROM: Nicole Martin, CAO/Clerk

DATE: July 16, 2025

SUBJECT: Parking By-Law Update

Recommendation

That Council accept Memo to Council 2025-026 as information.

Background

Further to the public meeting on June 18, 2025, the following was considered and amended in the draft by-law:

- Timed parking was adjusted
- Winter maintenance was considered

Summary

This by-law review reflects the current trends in the sector and will require short form wording and set fines approval. Enforcement and ticket writing will also play a large role in the success of this by-law.

Strategic Plan Pillar: Expand our capacity to serve
Goal #2 Identify and prioritize areas for service improvement

Respectfully submitted by,
Nicole Martin, CAO/Clerk



MEMO TO COUNCIL 2025-027

TO: Mayor Gerrits and Members of Council
FROM: Nicole Martin, CAO/Clerk
DATE: July 16, 2025
SUBJECT: Tidy Yards By-Law Update

Recommendation

That Council accept Memo to Council 2025-027 as information.

Background

Further to the public comments received at the June 18, 2025 meeting the by-law has been updated to reflect the following:

- There is no indication that hording is a medical condition that has been legally challenged
- The by-law applies to what is “outside” a property and not the interior conditions of a building
- The by-law is intended to be a starting point and discretion would be used for other resources
- Tall grass height has been adjusted
- Standing water is not be too limited to an amount to avoid unnecessary enforcement (for example a bird bath)

Summary

This by-law review reflects the intent of the committee and current trends in the sector.

Strategic Plan Pillar: Expand our capacity to serve
Goal #2 Identify and prioritize areas for service improvement

Respectfully submitted by,
Nicole Martin, CAO/Clerk



MEMO TO COUNCIL 2025-029

TO: Mayor Gerrits and Members of Council

FROM: Valerie Schmidt, MCIP, RPP - Consulting Township Planner

DATE: July 10, 2025

SUBJECT: Updated Planning Report for Zoning By-Law Amendment (Z06-2025)

Recommendation

That the Staff Planning Memo dated July 10, 2025, for Rezoning Application Z06-2025 for lands legally known as Concession 1E, Part of Lot 8, Township of Amaranth, County of Dufferin and municipally known as 553456 Mono Amaranth Line, Township of Amaranth, County of Dufferin be received as information.

That the by-law to amend Zoning By-law 02-2009, as amended, to rezone the property municipally known as 553456 Mono Amaranth Line, Township of Amaranth, County of Dufferin, from Rural (RU) to Rural Exception Thirty-Four (RU-34) as shown on Schedule A to this By-law, be read a first, second, and third time and finally passed.

Purpose

The purpose of this Planning Report is to summarize public comments from the statutory Public Meeting and provide a recommendation to Council on the proposed Zoning By-law Amendment. The property is known municipally as 553456 Mono Amaranth Line in the Township of Amaranth. The purpose and effect of the application is to permit a detached additional dwelling unit ("ADU") on the subject property within the existing farm building cluster to be used by family for farm help.

Comments

The Statutory Public Meeting was held on July 2, 2025. There were no oral comments received during the meeting.

At the time of the Public Meeting, the NVCA had concerns with the location of the ADU. They recommended reconfiguration of the structure and septic system to be outside of the Regulatory Flood Hazard. The applicant has since submitted a revised plan that illustrates the structure and septic system outside of the Regulatory Floor Hazard. The NVCA is now supportive of the application since the ADU has been removed from the hazard.

The revised concept plan and NVCA comments are attached.

Respectfully Submitted,

Valerie Schmidt, MCIP, RPP
Consulting Township Planner

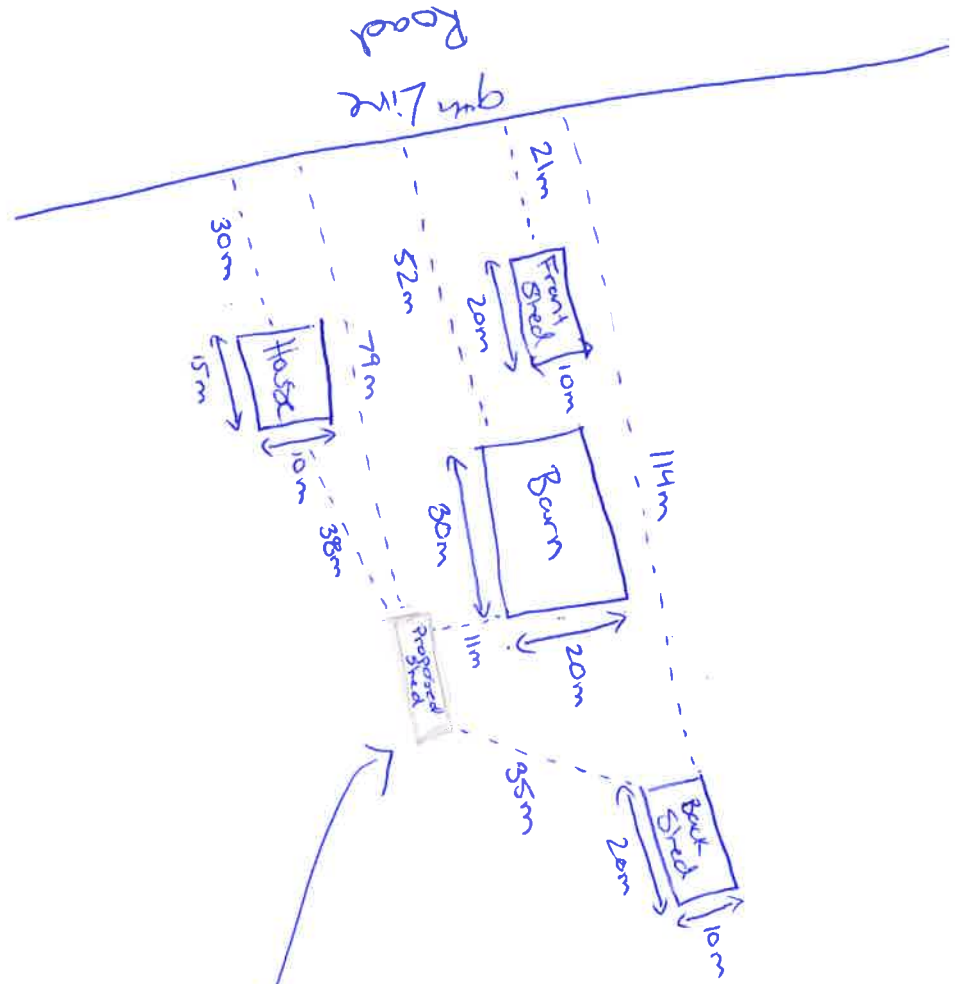
Reviewed by:

Nicole Martin, Dip. M.A
CAO/Clerk

Attachments:

Conceptual Plan
NVCA comments

660.55m →
property line



580.89m
property line

Dimensions of
Proposed Shed
2.59m
16.15m
Height = 3m

Building 1

Front yard - 21m

Rear yard - 632m

Interior yard - 305m

Exterior yard - 265m

Building 2

FY - 52m

RY - 590m

IY - 307m

EY - 265m

Building 3

FY - 114m

RY - 540m

IY - 305m

EY - 281m

Building 4

FY - 30m

RY - 622m

IY - 348m

EY - 235m

Building 5

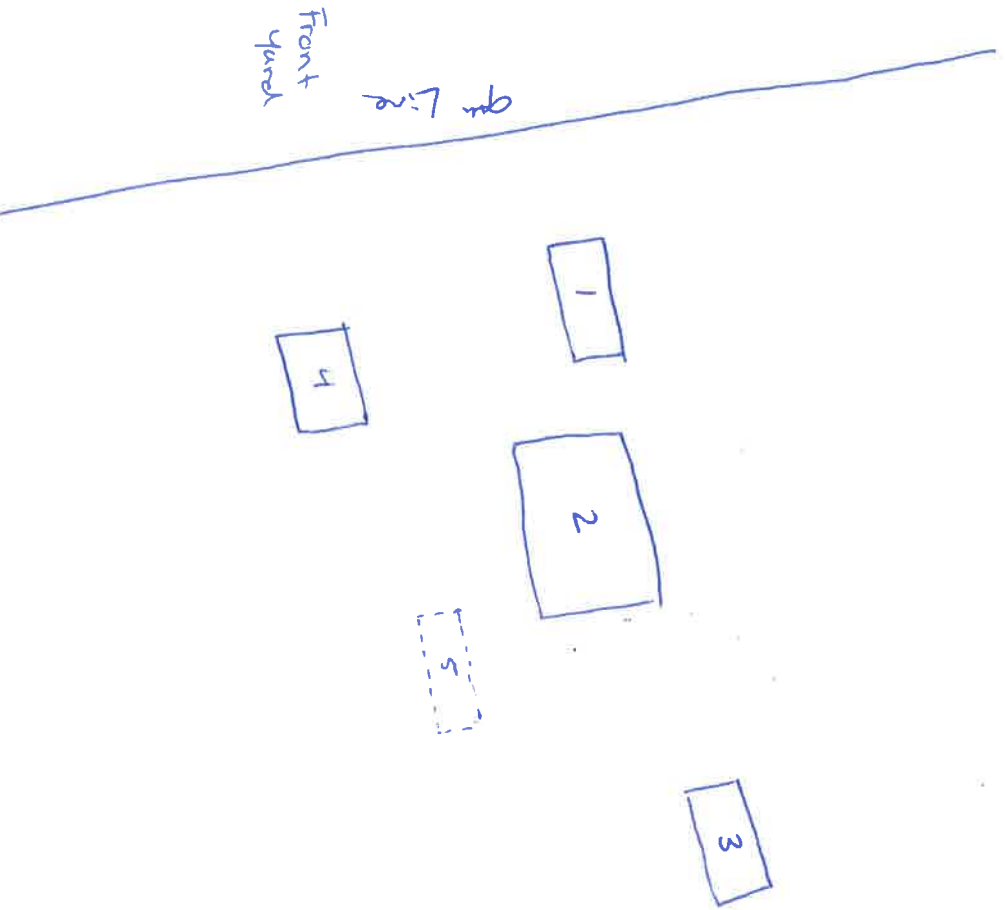
FY - 79m

RY - 577m

IY - 335m

EY - 255m

Interior Yard



Exterior Yard

From: [Tyler Mulhall](#)
To: ["Everett Lusk"](#)
Cc: [Valerie Schmidt](#); [Brianna Miller](#)
Subject: RE: Proj. 34040-24 ; 553456 Mono/Amaranth Townline ; Lot 8, Concession 1, Amaranth; Application Z06-2026
Date: Friday, July 4, 2025 2:37:33 PM

Caution! This message was sent from outside your organization.

[Allow sender](#) | [Block sender](#)

Hi Everett,

Thank you for the email and updated site plan.

Our online mapping shows the full extent of the regulatory jurisdiction of the NVCA, including the flooding layer – if there was discrepancies between the online mapping and what I provided to yourself was because I was giving a rough estimate of the distance from what I thought was the edge of the exiting driveway and the flood hazard.

Nonetheless, the NVCA can support the proposed ZBA as presented, since Building “B” has been removed from the hazards.

You may continue with the data sharing agreement to obtain our flood mapping layers to ensure during construction the works remain outside the regulated area.

Kindly,

Tyler Mulhall, C. Tech (he/him/his)

Planner | Provincial Offences Officer

Supporting Adjala-Tosorontio, Amaranth, Caledon, Melancthon, Mono, Mulmur, Shelburne, Springwater

Nottawasaga Valley Conservation Authority

8195 8th Line, Utopia, ON L0M 1T0

T 705-424-1479 ext. 245

tmulhall@nvca.on.ca | nvca.on.ca

This e-mail message, including any attachments, is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, please contact the sender and destroy all copies of the original message.

From: Everett Lusk <Everett.Lusk@vanharten.com>

Sent: Wednesday, June 25, 2025 12:33 PM

To: Tyler Mulhall <tmulhall@nvca.on.ca>

Cc: Valerie Schmidt (<vschmidt@gspgroup.ca>) <vschmidt@gspgroup.ca>; Brianna Miller <brianna.miller@vanharten.com>

Subject: RE: Proj. 34040-24 ; 553456 Mono/Amaranth Townline ; Lot 8, Concession 1, Amaranth; Application Z06-2026

Hi Tyler

I trust all is well with you these hot days we are experiencing!

As per your comments on this file, we have adjusted our plan to now stay out of the “flood” mapping area.

In utilizing your online interactive mapping, we have noted the regulation limit as labeled. It is too bad that your mapping doesn't include the "flood" mapping layer. My understanding is that we need to enter into a data agreement to obtain the modeling. I will go ahead and request that after lunch so we have it on record.

I trust the attached meets with your approval.

Please call or email if you have any questions or further information is required.

Cheers,
Everett

Everett Lusk, C.S.T.
Project Manager



660 Riddell Road, Orangeville, ON, L9W 5G5 Unit 1&2
Office: 519-940-4110 X 324

everett.lusk@vanharten.com
www.vanharten.com

This communication is intended only for the party to whom it is addressed and may contain information which is privileged and/or confidential. Any other delivery, distribution, copying or disclosure is strictly prohibited and is not a waiver of privilege or confidentiality. If you receive this communication in error, please notify the sender immediately by return electronic mail and destroy the message. Please consider the environment before printing this email.



MEMO TO COUNCIL 2025-030

TO: Mayor Gerrits and Members of Council

FROM: Valerie Schmidt, MCIP, RPP - Consulting Township Planner

DATE: July 10, 2025

SUBJECT: Updated Planning Report for Zoning By-Law Amendment (Z07-2025)

Recommendation

That the Staff Planning Memo dated July 10, 2025, for Rezoning Application Z07-2025 for lands municipally known as 253091 9th Line, Township of Amaranth, County of Dufferin be received as information.

That the by-law to amend Zoning By-law 02-2009, as amended to rezone the lands municipally known as 253091 9th Line in the Township of Amaranth, County of Dufferin from Agricultural (A) and Environmental Protection (EP) to Agricultural Exception One Hundred and Two (A-102) and Environmental Protection (EP) Zone shown on Schedule A to this By-law, be read a first, second, and third time and finally passed.

Purpose

The purpose of this Planning Report is to summarize public comments from the statutory Public Meeting and to provide a recommendation to Council on the proposed Zoning By-law Amendment. The purpose and effect of the application is to request relief from the Township of Amaranth Zoning By-law 02-2009 to permit an insulated box trailer (reefer trailer) as an agricultural building (livestock barn) on the property known municipally as 253091 9th Line in the Township of Amaranth.

Comments

The Statutory Public Meeting was held on July 2, 2025.

There was one resident who provided oral comments at the meeting and had concerns that the Environmental Protection zone was being amended. To clarify, the agricultural building (reefer trailer) is being proposed within the Agricultural Zone on the subject property. There is no proposed change to the boundary of the Environmental Protection Zone.

There were also questions regarding the storage of manure with the rabbits being raised in the reefer trailer. It was confirmed that the manure is not stored. The reefer trailer is cleaned out roughly every

two weeks. It is then loaded into the bucket of a tractor and taken to the owner's other farm on 9th line.

Respectfully Submitted,

Valerie Schmidt, MCIP, RPP
Consulting Township Planner

Reviewed by:

Nicole Martin, Dip. M.A
CAO/Clerk



MEMO TO COUNCIL 2025-031

TO: Mayor Gerrits and Members of Council

FROM: Valerie Schmidt, MCIP, RPP - Consulting Township Planner

DATE: July 16, 2025

SUBJECT: Updated Planning Report for Zoning By-Law Amendment (Z08-2025)

Recommendation

That the Staff Planning Memo dated July 10, 2025, for Rezoning Application Z08-2025 for lands municipally known as 284411 Dufferin County Road 10, Township of Amaranth, County of Dufferin be received as information.

That By-law XX-2025, being a by-law to amend Zoning By-law 02-2009, as amended to rezone the property municipally known as 284411 Dufferin County Road 10, Township of Amaranth, County of Dufferin from Hamlet Residential (HR) to Hamlet Residential Exception Eleven (HR-11) Zone as shown on Schedule A to this By-law, be read a first, second, and third time and finally passed.

Purpose

The purpose of this Planning Report is to summarize public comments from the statutory Public Meeting and provide a recommendation to Council on the proposed Zoning By-law Amendment. The property is known municipally as 284411 Dufferin County Road 10 in the Township of Amaranth. The purpose and effect of the application is to permit an interior side yard setback of 2.6 metres, whereas 3.0 metres is required in the Township of Amaranth Zoning By-law, as well as a maximum lot coverage of 25.2%, whereas 20.0% is permitted in the Township of Amaranth Zoning By-law, to facilitate the construction of an addition to the existing single-detached dwelling on the property.

Comments

The Statutory Public Meeting was held on July 2, 2025. There were no oral comments received during the meeting.

The County of Dufferin did request that the applicant apply for entrance permit before the rezoning is approved. It has been confirmed that the owner has applied and paid the required fees to the County for an entrance permit.

Respectfully Submitted,

Valerie Schmidt, MCIP, RPP
Consulting Township Planner

Reviewed by:

Nicole Martin, Dip. M.A
CAO/Clerk

From: Jayati Trivedi <trivedi@fotenn.com>
Sent: Thursday, July 3, 2025 2:46 PM
To: Dwight Smikle <Dwight.Smikle@rjburnside.com>; Carley Dixon <carley.dixon@rjburnside.com>; Planner <planner@dufferincounty.ca>; dvanalstine@orangeville.ca; David Knight <dknight@eastgarafraxa.ca>; Jessica Kennedy <jkennedy@eastgarafraxa.ca>; Paudel, Elizabeth <elizabeth.paudel@cvc.ca>; Chris Lorenz <clorenz@grandriver.ca>; Nicole Martin <nmartin@amaranth.ca>; clerksdept@orangeville.ca; Liam Morgan <lmorgan@dufferincounty.ca>
Cc: Jennifer Maestre <jmaestre@eastgarafraxa.ca>; Planning <planning@eastgarafraxa.ca>
Subject: 065371 Dufferin County Road 3 (SPA-24) - Resubmission June 2025

Hello all,

Please see Dropbox link below for the resubmission of Site Plan Amendment Application for the property located at 065371 Dufferin County Road 3, in the Township of East Garafraxa.

<https://www.dropbox.com/scl/fo/k90elyecylniqo009cz6l/AOR3vNCKvnXKUVj-o906CSA?rlkey=ic2cnymjcmojgek2x860q5ybt&st=1a7rbfxi&dl=0>

We are requesting comments by **July 24, 2025**. Should you need additional time for review, please advise our office by email at the following email address planner@eastgarafraxa.ca.

On behalf of the Township of East Garafraxa,

Jayati Trivedi

Planner

FOTENN

174 Spadina Avenue, Suite 304

Toronto, ON M5T 2C2

T 416.789.4530 ext. 125

fotenn.com



VIA EMAIL

July 3, 2025

Chris Gerrits
Mayor of the Township of Amaranth
374028 6th Line
Amaranth ON, L9W 0M6
Email: cgerrits@amaranth.ca

Dear Mayor Gerrits:

It was a pleasure to meet you during my Haldimand Tract engagement work. I write today to remind the Province of Ontario and the Township of Amaranth of their Constitutional obligations pursuant to the *Constitution Act, 1982* to consult with and accommodate Six Nations of the Grand River on land use planning decisions relating to current and future developments within the Township of Amaranth and to demand that the Province of Ontario fulfil its obligations.

The Township of Amaranth is on lands in which the Haudenosaunee people have Aboriginal and treaty rights. These rights are derived from many sources, including the Haudenosaunee peoples' traditional connections to southwestern Ontario as reinforced by the Nanfan Treaty, the Dish With One Spoon Treaty, and the Great Peace of Montreal. In addition, the Six Nations of the Grand River have rights derived from the fact that the Haldimand Tract was set aside for them by the Crown in the Haldimand Proclamation of 1784, which is a treaty.

The Province of Ontario has a duty to consult with First Nations when it is contemplating a decision on land use that may affect an asserted Aboriginal right or claim pursuant to section 35 of the *Constitution Act, 1982*. The Province of Ontario has delegated certain aspects of this constitutionally mandated consultation to the Township by delegating to it legislative authority over land use planning in Ontario. It is, however, still the Province of Ontario's responsibility to ensure the fulfilment of the duty to consult and the duty to accommodate, and to supplement the Township's measures, where necessary, to ensure adequate consultation with and accommodation of Six Nations of the Grand River. Consistent with this, in its Provincial Planning Statement, 2024 Ontario explicitly recognized the importance of consulting with Aboriginal communities on planning matters that may affect their section 35 Aboriginal or treaty rights.

The Province of Ontario and the Township of Amaranth have failed to fulfil the duty to consult or the duty to accommodate Six Nations of the Grand River. In recent years, the Township has approved numerous developments which have been undertaken or are being undertaken without meaningful notice to, consultation with, and/or accommodation of us.

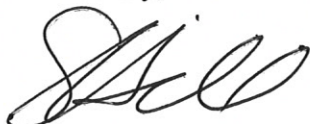
While sometimes developers engage with us of their own accord, this is infrequent or at best inconsistent, and – more importantly – does not satisfy the Province of Ontario's and Township's duty to consult and accommodate.

Going forward, Six Nations of the Grand River expects the Township and the Province to comply with the duty to consult and accommodate us, including by giving meaningful notice, reasonably

in advance, to Six Nations of the Grand River Elected Council via the Chief and the Lands and Resources Department, of all land use planning and development decisions.

Six Nations of the Grand River intends to fully exercise our rights to make any necessary submissions to the Township about these decisions, and to the Ontario Land Tribunal if necessary, to ensure that our Constitutionally-protected rights to adequate consultation and accommodation are respected.

Sincerely,

A handwritten signature in black ink, appearing to read 'SHill', with a large loop at the end.

Chief Sherri-Lyn Hill
Six Nations of the Grand River 59th Elected Council

Copy:

Hon. Doug Ford
Premier of Ontario
Email: doug.fordco@pc.ola.org

Hon. Greg Rickford
Minister of Indigenous Affairs and
Email: greg.rickford@pc.ola.org

Hon. Rob Flack
Minister of Municipal Affairs and Housing
Email: rob.flack@pc.ola.org



MEMO TO COUNCIL 2025-028

TO: Mayor Gerrits and Members of Council

FROM: Nicole Martin, CAO/Clerk

DATE: July 16, 2025

SUBJECT: Structure 36 Replacement

Recommendation

That Memo to Council 2025-028 be received for information.

Update

Information on the work completed at the Structure 36 Replacement during the week of June 23rd as well as an outlook for the following week.

Construction Summary:

- Installation of precast box culvert has been completed.
- Contractor has started the backfilling process along with waterproofing the vertical joints of the culvert.

Construction Schedule:

- Contractor to place waterbody material within the culvert barrel.
- Contractor to continue backfilling culvert.
- Installation of reinforcing steel for the distribution slab to be completed later this week.

Information on the work completed at the Structure 36 Replacement during the week of July 7th as well as an outlook for the following week.

Construction Summary:

- Contractor continued the backfilling process.
- The installation of reinforcing steel and formwork for the distribution slab has been completed.
- Contractor completed the concrete pour for the distribution slab.

Construction Schedule:

- Contractor to complete the backfilling process.
- Removal of distribution slab formwork to be completed.
- Contractor to divert the watercourse through the culvert.
- Road works to be completed next week.

Conclusion

The purpose of this memo is to provide Council with an update on the Structure 36 project.

Strategic Plan Pillar: Expand our capacity to serve
Goal #2 Identify and prioritize areas for service improvement

Respectfully Submitted,
Nicole Martin, Dipl. M.A.
CAO/Clerk

June 23-27



July 7-11

BRG: 71°E (T) LAT: 44.049548 LON: -80.295530



BRG: 315°NW (T) LAT: 44.049554 LON: -80.294902



BRG: 3°N (T) LAT: 44.049481 LON: -80.295007



BRG: 328°NW (T) LAT: 44.049337 LON: -80.296654



June 13, 2025

Dear Mayor and Members of Council,

I would like to sincerely thank you for supporting my attendance at the recent Ontario Association of Police Services Boards (OAPSB) conference. As a newly appointed member of the Police Services Board representing the Town of Amaranth, this opportunity was invaluable in helping me build a deeper understanding of the responsibilities, challenges, and evolving landscape of police governance in Ontario.

Attending the conference provided a strong foundation for my role, allowing me to connect with experienced board members, municipal leaders, and policing professionals from across the province. These connections have already proven to be a great resource and will continue to support me in making informed, community-focused contributions to the board on behalf of Amaranth.

One of the most impactful presentations was delivered by members of Peel Regional Police on *"Meeting the Needs and Demands of a Changing Community by Improving Service Delivery Through the Development of a Culturally Responsive Approach."* Their insights were especially relevant as we begin to see changes in Amaranth's demographic makeup. With new residents from diverse backgrounds choosing to make Amaranth their home, it's important that we, as a community and as a governing body, are proactive in understanding and planning for evolving community needs — including equitable and inclusive service delivery.

Additionally, hearing from the Honourable Michael Kerzner, Solicitor General of Ontario, and Ryan Teschner, Inspector General of Policing for Ontario, added valuable context on provincial priorities and the future of policing oversight and accountability.

Overall, this experience has better equipped me to serve effectively on the Police Services Board and to represent Amaranth with foresight, inclusivity, and a deeper understanding of the broader policing landscape.

Thank you again for your support.

Mike Botelho,

A handwritten signature in black ink, appearing to read "Mike Botelho". The signature is fluid and cursive, with the first name "Mike" and last name "Botelho" clearly distinguishable.



Grand River Conservation Authority

Summary of the General Membership Meeting – June 27, 2025

To GRCA/GRCF Boards and Grand River watershed municipalities - Please share as appropriate.

Action Items

The Board approved the resolutions in the following reports as presented in the agenda:

- GM-06-25-60 - CAO Performance Review Policy
- GM-06-25-65 - Financial Summary
- GM-06-25-62 - Amendments to the Grand River Conservation Authority, Conservation Authorities Act Hearing Guidelines and Procedures
- GM-06-25-61 - Delegation of Powers
- GM-06-25-59 - Natural Heritage Annual Report
- GM-06-25-58 - Giant Hogweed on GRCA Properties
- GM-06-25-54 - Pride Staple Structural Repairs

Information Items

The Board received the following reports as information:

- GM-06-25-67 - Chair's Report
- GM-06-25-63 - Strategic Plan Implementation
- GM-06-25-64 - Cash & Investment Status
- GM-06-25-57 - Scoped Agricultural Policy Review for the Administration of Ontario Regulation 41/24
- GM-06-25-56 - Dam Management Program - Funding of Small Dams
- GM-06-25-55 - Wellesley Dam and Baden Dam Repairs
- GM-06-25-66 - Current Watershed Conditions

Correspondence

The Board received the following correspondence:

- David Hughes - Complaint to Minister regarding land-use activities
- City of Guelph - 2026 Budget Increase
- Township of Puslinch Council Resolution No. 2025-167 - Bill 5: Protecting Ontario by Unleashing Our Economy Act 2025
- Town of Parry Sound Council Resolution No. 2025-067 - Bill 5: Protecting Ontario by Unleashing Our Economy Act 2025
- Don McKay, Friends of Mill Creek - Mill Creek Stewardship Ranger Program

Source Protection Authority Correspondence & Action Items

The General Membership of the GRCA also acts as the Source Protection Authority Board. No meeting was held in May.

For full agendas and reports, and past minutes, please refer to our [Board meeting calendar](#). The minutes of this meeting will be posted on following approval at the next meeting of the General Membership.

You are receiving this email as a GRCA board member, GRCF board member, or a Grand River watershed member municipality. If you do not wish to receive this monthly summary, please respond to this email with the word 'unsubscribe'.

Grand River Conservation Authority
Members Attendance
January 1 - December 31, 2025

First Name Last Name		January 24	February 28	March 28	April 25	May 23	June 27	July - Break	August 22	September 26	October 24	November 28	December 12	Total Attendance
Bruce	Banbury	m	m	m	m	m	m							
Christine	Billings	v	v	v	v	v	A							
Gino	Caputo	m	A	v	v	v	A							
John	Challinor II	m	A	m	m	m	m							
Ken Yee	Chew	v	m	m	m	m	A							
Brian	Coleman	m	m	m	m	m	m							
Doug	Craig	m	A	m	m	m	m							
Kevin	Davis	m	m	m	m	A	m							
Mike	Devine	m	m	A	m	A	A							
Jim	Erb	m	m	v	m	m	m							
Susan	Foxton	m	v	m	m	m	m							
Guy	Gardhouse	m	v	v	A	v	m							
Gord	Greavette	m	m	m	m	m	m							
Lisa	Hern	v	v	v	v	v	v							
Colleen	James	m	A	v	v	v	v							
Daniel	Lawrence	m	m	v	v	v	v							
David	Miller	m	m	v	m	m	m							
Matt	Rodrigues				A	v	m							
Natasha	Salonen	A	A	A										
Sandy	Shantz	m	v	m	m	v	m							
Rob	Shirton	m	v	v	v	v	v							
Jerry	Smith	m	m	v	m	m	A							
Shawn	Watters	m	m	m	m	v	m							
Chris	White	m	m	v	v	m	A							
Kari	Williams	A	A	v	A									
Alex	Wilson	v	v	A	A	A	A							
Pam	Wolf	m	m	m	v	m	m							
Total	In-person	20	13	11	14	12	14	0	0	0	0	0		
Total	Virtual	4	7	12	8	10	4	0	0	0	0	0		
Total	Attendance	24	20	23	22	22	18	0	0	0	0	0		

Meeting Dates:

Audit Committee

123

John

Challinor

x

Brian

Coleman

x

Kevin

Davis

x

Susan

Foxton

x

Shawn

Watters

x

Chris

White

x

Pam

Wolf

x

Audit Committee:

119-Feb-25

2

3

Board Composition

12

Chris

White

Sue

Foxton

Ken

Chew

Doug

Craig

Alex

Wilson

Pam

Wolf

Board Composition

No meetings scheduled

Ad-hoc CA Act Review

12345

Chris

White

Sue

Foxton

John

Challinor

David

Miller

Shawn

Watters

Ad-hoc CA Act

Committee dissolved.

M = In-person/Mileage paid

V = Virtual/No mileage paid

A = Absent

*Meetings shaded have been held virtually and do not pay mileage

*Meetings shaded have been hybrid and mileage may occur



NVCA June 2025 Board Meeting Highlights

Next Meeting: September 26, 2025, held in person at the Tiffin Centre for Conservation

For the full meeting agenda, including documents and reports, visit [NVCA's website](#).

Permits Approvals under the CA Act

NVCA reports permit application processing timelines against Conservation Ontario's Best Practices timelines, which recommend conservation authorities to follow these timelines:

- Major permits processed within 90 days
- Minor permits processed within 30 days
- Notify applicants of the status of their applications within 21 days.

Between January 1, 2025, and May 31, 2025, 211 permits were issued by NVCA

On average, NVCA issued minor and major permits within 18 days of a complete application.

Major permits were issued within 90 days 98% of the time, and Minor permits were issued 100% of the time. Applicants were notified about the status of their applications within 21 days, 91% of the time.

Process improvements

In the Spring of 2024, NVCA staff began to pre-screen applications. Since then, staff have noticed a decrease in review timelines, as most applications did not require further technical information and are contenders for direct issuance.

This change in the permitting process has allowed NVCA's technical staff to focus efforts on more complex files.

Regulations Mapping Update

As part of the update to the *Conservation Authorities Act* and Ontario Regulation 41/24, conservation authorities must review regulation

mapping and determine if updates to the maps are required at least once each year.

Staff have been actively updating and developing draft mapping since late 2024 by using the best available information and collection techniques.

With higher resolution data and modelling advancements, NVCA staff decreased regulated lands by more than 32,000 ha; a reduction of approximately 18% of the total regulated area within NVCA's jurisdiction.

Below is a summary of changes:

- Wetlands: 5,852 wetland boundaries were updated
- Slopes: Updated using newly acquired LiDAR elevation data.
- Flood: 2,121 hectares of floodplain mapping were updated in the Upper Mad River subwatershed and the Lower Nottawasaga River reach.
- Shoreline: Updated 42 km of shoreline hazard mapping

Through the stakeholder engagement process, NVCA received 32 comments from municipalities and property owners in the Nottawasaga Watershed.

Administrative Review of Programs and Services

As per the changes to the *Conservation Authorities Act* in 2023, NVCA's programs and services are categorized under Categories 1, 2, and 3. Programs and services related to hazard management or mitigation are generally considered Categories 1 or 2.

NVCA's stewardship and restoration services programs were identified exclusively as 'Category 3' based solely on whether activities occur on NVCA or private lands.

Upon review, this categorization may not reflect the broader watershed-scale benefits of many projects, particularly those related to natural hazard mitigation, regardless of property ownership.

The Board of Directors approved NVCA staff to review these services and recommend any classification changes to better align with regulatory definitions and the multi-functional benefits of these services, particularly as they relate to flood, erosion, and hazard management.

2024 Customer Satisfaction Report

In 2013, NVCA adopted a Customer Service Charter and Strategy that sets out the authority's commitment to providing excellence in customer service. Continuous improvement is a key element of the charter.

Each year, NVCA publishes a Customer Satisfaction Report that summarizes data collected through surveys and client reviews.

[Please visit NVCA's website to view the 2024 Customer Service Satisfaction Report.](#)

Regulations

Of 523 permits issued in 2024, 30 individuals and organizations completed a client survey on the NVCA permit application process.

In general, 90% of the responses ranked NVCA's permitting process as good or excellent in 2024, signalling that respondents were more satisfied with NVCA's permitting process than in 2022 (68% satisfied) and 2023 (73% satisfied).

Stewardship

NVCA's stewardship services include the Nottawasaga River Restoration Program, the Healthy Waters grant program, and other projects to protect and enhance our watershed.

Through working with funders, landowners, volunteers and local partners, over 16,000 trees and 7.6 km of rivers and streams were restored by the stewardship services team!

Comments received from funders and landowners generally applauded the expertise and results achieved by NVCA's stewardship staff.

Lands

NVCA's conservation areas received 85 reviews on Google's business listings in 2024. Eighty-eight percent (88%) of the reviews were 4-star or 5-star reviews.

The conservation areas that received the most reviews were Nottawasaga Bluffs Conservation Area, New Lowell Conservation Area and Historic Fort Willow Conservation Area.

Education

NVCA's environmental education program provides hands-on, curriculum-aligned programs for JK to grade 12 students. In 2024, NVCA's Environmental Education program saw over 14,000 participants, from toddlers to seniors.

Both students and teachers were highly engaged and enthusiastic throughout the environmental education programming. Multiple teachers remarked on the unprecedented level of student interest in the programs. Students enjoyed exploring natural areas around their schools and comparing them to their urban environments, often discovering animal tracks and signs of wildlife.

Events/Public Programming/Facility Rentals

NVCA hosted the Spring Tonic Maple Syrup Festival and the Festival at Fort Willow in 2024.

Approximately 2,500 visitors came to the Spring Tonic Maple Syrup Festival to learn past and present methods of maple syrup production. They also interacted with exotic animals, took a tractor wagon ride, watched a dog agility demonstration and more!

Reenactor groups at the Festival at Fort Willow were thrilled to share the history of the local area.

Organizations that rented facilities at NVCA commented that NVCA staff provided excellent customer service and that the properties were well maintained.

Weddings

In 2024, the Tiffin Centre for Conservation hosted 25 wedding celebrations. Eleven of these couples responded to a wedding feedback survey.

Of those responding, 100% rated NVCA's customer service as excellent, and 100% said they would recommend the Tiffin Centre as a wedding venue to others.

Chloride concentrations and road salt issues in the Nottawasaga watershed

Despite years of guidance and consultation efforts from conservation authorities, private road salt usage continues to rise, driven primarily by liability concerns faced by contractors and property owners.

Data published by the Ontario Ministry of Environment, Conservation, and Parks in 2022 implicates road salting activities for winter safety as a primary contributor to elevated chloride concentrations, particularly in southern Ontario.

NVCA data shows a similar increasing trend in chloride concentrations.

Although chloride concentrations in NVCA watercourses are below the long-term concentration Canadian Water Quality Guideline of 120 mg/L, forecasting based on current trends suggests exceedances could become regular in the next decade.

NVCA's Board of Directors passed a resolution urging the Province of Ontario to adopt legislation to limit liability for certified snow and ice contractors following provincially endorsed best practices; and to create a provincial advisory committee to guide salt reduction strategies and protect Ontario's freshwater resources.

Upcoming Events

River restoration and tree planting events

The stewardship team will be hosting volunteer river restoration and tree planting events this summer. Dates and locations will be posted on NVCA's website as soon as they are available.

Date: June, July, August

Location: Throughout the Nottawasaga Watershed



MEDIA RELEASE

FOR IMMEDIATE RELEASE

NVCA Calls on Province to Act with Pro-Business Reforms to Prevent Rising Salt Pollution Threatening Local Waterways

UTOPIA, Ontario (July 4, 2025) – The Nottawasaga Valley Conservation Authority (NVCA) is calling on the Ontario government to take common-sense, pro-business action to address the rising threat of chloride pollution in local rivers and streams, which has increased by more than 300% in parts of the watershed since the 1970s.

In a formal letter (enclosed) sent this week to the Honourable Todd McCarthy, Minister of the Environment, Conservation and Parks, NVCA Board Chair Jonathan Scott asked the province to introduce limited-liability protections for certified snow and ice contractors who follow best practices, and to strike a provincial advisory committee to guide long-term salt reduction strategies.

"Local municipalities and conservation authorities have made significant investments in salt reduction," said Chair Scott. "For instance, my own municipality of Bradford West Gwillimbury is investing over \$2 million in a snow filtration facility to help remove contaminants before they enter our watershed. Nonetheless, we continue to see rising chloride levels, especially from private properties, due to fears around liability and a lack of consistent standards, which leads to oversalting parking lots. We need the province to step in and provide pro-business reforms to help solve this problem."

Excessive road salt in winter maintenance has become one of the fastest-growing pollutants in Ontario's urban watersheds. When salt dissolves, it breaks down into chloride, which can accumulate in groundwater, harm aquatic ecosystems and increase corrosion in infrastructure. In the Nottawasaga Watershed, without a change to reduce road salt use, these elevated levels will exceed federal water quality guidelines, and pose serious risks to aquatic ecosystems, drinking and agricultural water sources, and long-term watershed health.

At its most recent meeting, the NVCA Board unanimously passed a resolution highlighting this growing concern and encouraging a provincial response with a limited-liability framework.

"Salt reduction isn't about compromising safety; it's about smarter, more affordable, pro-business practices," said Scott. "Other jurisdictions like New Hampshire have proven that you can protect both the public and the environment, with their limited-liability approach reducing salt pollution by as much as 40%. Ontario can lead the way too."

NVCA is committed to working collaboratively with the province, municipalities, industry, and environmental partners to develop effective, evidence-based solutions that protect watershed health.

- 30 -

About NVCA: The Nottawasaga Valley Conservation Authority is a public agency dedicated to the preservation of a healthy environment through specialized programs to protect, conserve and enhance our water, wetlands, forests and lands.

Media contact: Maria Leung, Senior Communications Specialist at 705-424-1479 ext.254, mleung@nvca.on.ca



July 4, 2025

BY EMAIL

Hon. Todd McCarthy MPP
Minister of the Environment, Conservation and Parks
5th Floor, 777 Bay Street
Toronto, ON M7A 2J3

RE: Need for a Provincial Response to Rising Chloride Pollution in Ontario Watersheds

Dear Minister McCarthy,

I am writing to you in my capacity as Chair of the Nottawasaga Valley Conservation Authority (NVCA) to express our concern regarding the rising chloride levels in our watershed and to present you the enclosed resolution passed by the NVCA Board of Directors.

Chloride pollution in our region is increasing at an alarming rate. Recent data indicates that concentrations have tripled—up over 300%—in several watercourses since the 1970s. Without a change in winter road maintenance approaches to reduce road salt use, these elevated levels will exceed federal water quality guidelines and pose serious risks to aquatic ecosystems, drinking water sources, agricultural water sources, and long-term watershed health.

Municipalities across our jurisdiction are taking action to reduce their own salt use through investments in technology, alternative mixtures and products, and improved winter maintenance protocols. However, as NVCA staff and others have reported, the continued increase in chloride concentrations is being driven largely by private salt use and this fact, in turn, arises from legal liability pressures placed on winter maintenance contractors and property owners. As more of the sector adopts salt-heavy practices out of fear of litigation, the challenge intensifies, despite the availability of safer, more sustainable alternatives.

Our Board supports calls for a provincial approach that offers clarity and protection for those following best practices. To that end, I respectfully request your Ministry consider:

- Introducing a liability-limiting framework for certified snow and ice contractors who adhere to provincially recognised salt management best practices; and
- Convening a provincial advisory committee that includes municipal, environmental, industry and insurance stakeholders to guide long-term strategies for chloride reduction and freshwater protection.

We know from examples in other jurisdictions, such as New Hampshire, that this kind of approach to offer a limited liability framework for owners and contractors following best practices and acting in good faith can meaningfully reduce salt use without compromising public safety, by as much as 40% in some areas.

NVCA is committed to supporting your Ministry in developing and promoting practical, evidence-based policies to protect our watersheds. We would welcome the opportunity to participate in any working groups or consultation processes related to this important issue.

Sincerely yours,

Jonathan Scott LLB MBA

Chair, Board of Directors

Nottawasaga Valley Conservation Authority

cc

Honourable Sylvia Jones

Honourable Andrea Khanjin

Honourable Jill Dunlop

Honourable Doug Downey

Honourable Caroline Mulroney

MPP Brian Saunderson

Conservation Ontario

Ontario Salt Pollution Coalition

Township of Adjala-Tosorontio

Township of Amaranth

City of Barrie

Town of the Blue Mountains

Town of Bradford West Gwillimbury

Township of Clearview

Town of Collingwood

Township of Essa

Municipality of the Grey Highlands

Town of Innisfil

Township of Melancthon

Town of Mono

Township of Mulmur

Township of Oro-Medonte

Town of Shelburne

Township of Springwater

Town of New Tecumseth

Town of Wasaga Beach



MEDIA RELEASE

FOR IMMEDIATE RELEASE

NVCA Customer Satisfaction Hits New High in 2024

UTOPIA, Ontario (July 9, 2025) – The Nottawasaga Valley Conservation Authority (NVCA) is pleased to report a significant increase in customer satisfaction across its services in 2024.

Over 500 permits were issued in 2024, and 90% of survey respondents rated their experience with the permitting process as good or excellent—up from 68% in 2022 and 73% in 2023.

"This year's results reflect the hard work our team has put into streamlining and modernizing our services," said Jonathan Scott, Chair of the NVCA Board of Directors. "We've heard clearly that clients value efficient, knowledgeable and accessible service, and we're proud to deliver just that."

Notable improvements in 2024 include the launch of a permit pre-screening process, procedure and guidelines update, better tracking tools and the use of external peer reviewers to expedite approvals. The team also began developing an e-permitting platform that was launched earlier this year.

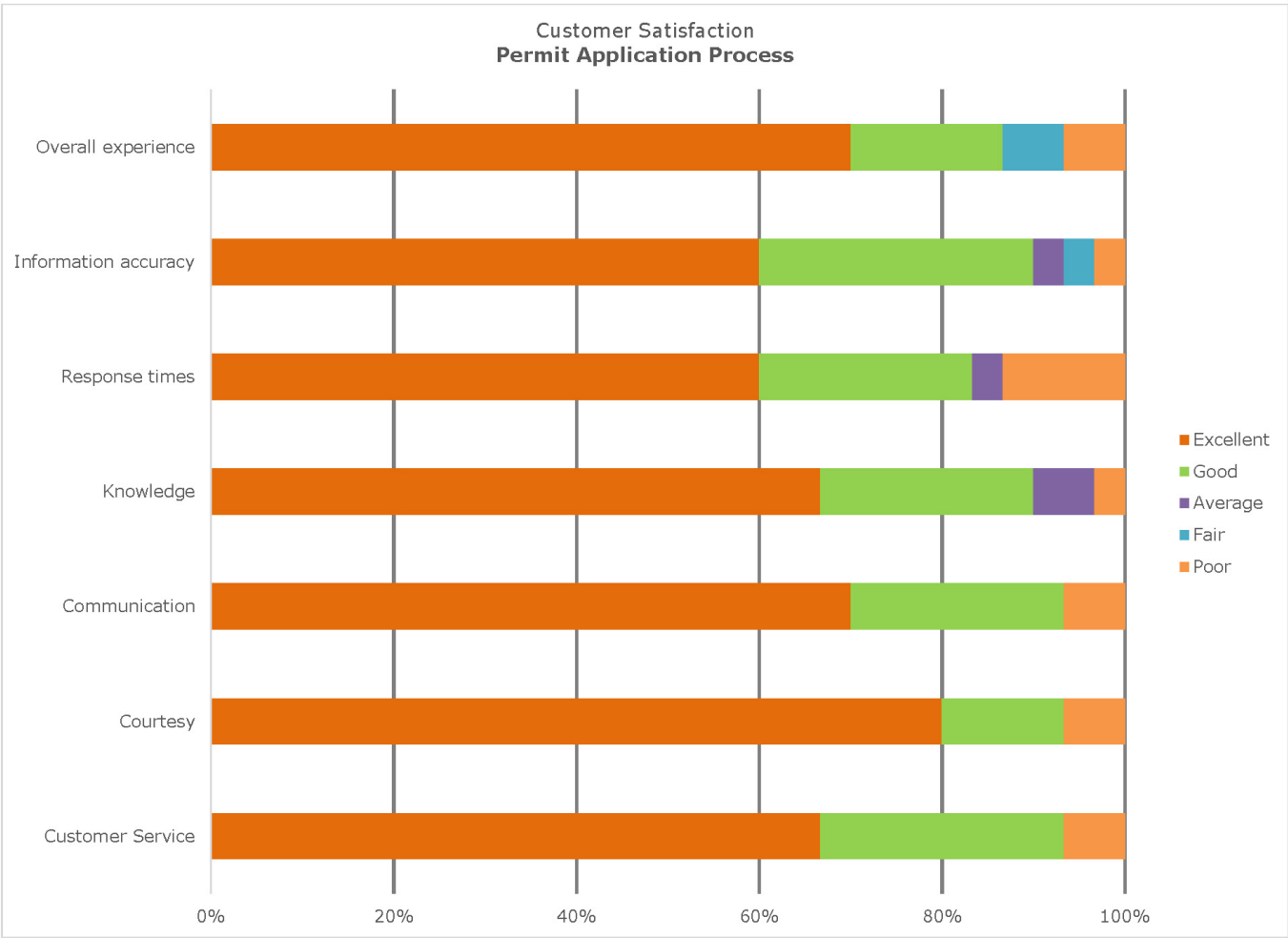
Customer satisfaction was also strong across NVCA's stewardship, education, lands and events programs. The Tiffin Centre for Conservation received perfect ratings for its wedding venue services, and community events like the Festival at Fort Willow drew widespread praise.

"Our staff are deeply committed to public service and it shows in the feedback received," said Jennifer Vincent, NVCA's new Chief Administrative Officer. "From permits to public programming, we are focused on continuous improvement to serve our watershed communities better."

The full 2024 Customer Satisfaction Report is available at nvca.on.ca.

About NVCA: The Nottawasaga Valley Conservation Authority is a public agency dedicated to the preservation of a healthy environment through specialized programs to protect, conserve and enhance our water, wetlands, forests and lands.

Media contact: Maria Leung, Senior Communications Specialist at 705-424-1479 ext.254, mleung@nvca.on.ca





**Grand Valley & District Fire Board
Meeting Minutes**

**June 2, 2025, 5:30 p.m.
Grand Valley and District Fire Hall
2 Watson Road, Grand Valley**

Members Present: Paul Latam, Chair, Dave Halls, Co-Chair, Lorne Dart, Guy Gardhouse, Chris Gerrits, Sue Graham

Staff Present: Fire Chief Justin Foreman, Helena Snider, Secretary/Treasurer

1. Call To Order

2. Approval of the Agenda

Moved By: C. Gerrits

Seconded By: G. Gardhouse

Resolution Number: 2025-06-01

BE IT RESOLVED THAT the June 2, 2025 regular meeting agenda be approved as circulated.

CARRIED

3. Disclosure of Pecuniary Interest

4. Approval of the Minutes

4.a April 23, 2025 Minutes

Moved By: L. Dart

Seconded By: S. Graham

Resolution Number: 2025-06-02

BE IT RESOLVED THAT the minutes of the April 23, 2025 meeting be approved as circulated.

CARRIED

5. Deputations

6. Unfinished Business

6.a Recruitment - Hiring of Full Time Firefighters (OMERS/Benefits)

The Board received verbal update that Grand Valley Council has agreed to hire the full time firefighter's with the exception that the job postings must go external, there would be no internal posting. The Board discussed what this would mean for the current firefighter's that have already applied for the positions. The Board decided that they would do the hiring of the full time firefighter's instead of having the Town of Grand Valley do the hiring.

Moved By: S. Graham
Seconded By: C. Gerrits

Resolution Number: 2025-06-03

BE IT RESOLVED THAT the Board proceed with interviewing for the three full time firefighters;

AND FURTHER THAT the Board rescind matter #2025-03-08 from the March 26th meeting;

AND FURTHER THAT Ward & Uptigrove be used for hiring consultations and employment contracts and benefits, employee handbook, vacation policy and compensation/pay grid.

CARRIED

6.b Speed Camera Enforcement

6.b.1 Wellington County By-Law

6.b.2 Town of Grand Valley By-Law and Policy

Moved By: G. Gardhouse
Seconded By: C. Gerrits

Resolution Number: 2025-06-04

BE IT RESOLVED THAT the Grand Valley & District Fire Board adopt the Town of Grand Valley's Indemnification By-Law and Traffic Violation Reimbursement Policy.

CARRIED

7. Financials

7.a Accounts Payable

The Board asked why the amounts on the A/P report do not match the amounts on the Budget Variance Report. Staff informed the Board that the Budget Variance report does not include taxes.

Moved By: S. Graham
Seconded By: D. Halls

Resolution Number: 2025-06-05

BE IT RESOLVED THAT the Bills and Accounts for April 2025 in the amount of \$67,579.05 be approved and paid from the General Account.

CARRIED

7.b Accounts Receivable

The Board discussed moving funds into the GIC. Staff informed the Board that the 2024 Draft Financials will be presented to the Board next month. The Board directed staff to have the current GIC to be cashed into the Capital account, including the interest and they will decide on a new GIC after the review the 2025 Draft Financials. The Board asked the Chief to bring forward the vehicle replacement record to the June 25th meeting.

7.c Response Report

The Board asked what SOB stands for, Short of Breath. The Fire Department has run 80 calls to date, it wasn't until October last year that they reached this number of calls.
Call 25-072 we did not bill for, Chief Foreman issued a warning
Call 25-075 assisted Orangeville with an MVC

7.d Budget Variance Report

The Board asked about protective clothing, Chief Foreman advised that the Department will be purchasing 14 more sets.

8. Fire Chief's Report

9. Correspondence

10. New Business

11. Confirming Resolution

Moved By: L. Dart
Seconded By: C. Gerrits

Resolution Number: 2025-06-06

BE IT RESOLVED THAT leave be given to confirm the proceedings of the June 2, 2025 Grand Valley & District Fire Board meeting.

CARRIED

12. Adjournment

Moved By: G. Gardhouse
Seconded By: S. Graham

Resolution Number: 2025-06-07

BE IT RESOLVED THAT the Board adjourn to meet again on June 25, 2025 @ 5:30pm.

CARRIED

Paul Latam, Chair

Helena Snider,
Secretary/Treasurer



Meet with the NWMO in August

Dear Delegates,

The Nuclear Waste Management Organization (NWMO) is looking forward to speaking with you at AMO's annual conference in Ottawa.

Visit our booth on the trade show floor to learn more and get an update on the upcoming regulatory decision-making process for the Deep Geological Repository for Canada's Used Nuclear Fuel Project at a proposed site in the territory of Wabigoon Lake Ojibway Nation, near the town of Ignace.

We'll also be sharing our proposed approach to site selection for the NWMO's second deep geological repository, a project designed to safely contain and isolate intermediate- and high-level radioactive waste, and potential new sources of used nuclear fuel.

We've just begun a two-year public engagement process, and we look forward to receiving your feedback on our [discussion document](#). The input received from Indigenous Peoples and Canadians will be used to refine our approach before we launch the site selection process for this second repository, in 2028.

We hope to see you at the conference.



*Disclaimer: The Association of Municipalities of Ontario (AMO) is unable to provide any warranty regarding the accuracy or completeness of third-party submissions. Distribution of these items does not imply an endorsement of the views, information or services mentioned.

Association of Municipalities of Ontario

To unsubscribe, please| [Opt Out](#)

155 University Ave Suite 800 | Toronto, ON M5H 3B7 CA

The Dufferin Board of Trade

Monthly Newsletter

JULY 2025

Local Business *News & Updates*



2025 Play Local Golf Tournament

[Learn More](#) | [Register](#) | [Sponsor](#)

Level Up Training:

[Canva - Foundations](#) | [Canva - Advanced](#)

[Inclusivity - Foundations](#) | [See Calendar](#)

New Episode: Good Business Dufferin Podcast

[Watch Podcast](#) or [Listen Now](#)

NEWSLETTER
INTRO

DUFFERIN BOARD
OF TRADE

CHAIR



DOUG HARKNESS
CHAIR, DBOT

Greetings, Friends in the County,

Happy Canada Day! The trade war with our southern partners has caused many of us some level of distress, but one of the positives that has come about because of it is a discernible rise in patriotism. It's too bad that we only have 1 day a year to celebrate the opportunity to live in what is undoubtedly the greatest country in the world!

Congratulations to all of the winners of the recent Business Excellence Awards as well as all of the nominees. It is without a doubt my favourite DBOT event and I was sorry to miss it as I recovered from hip replacement surgery. Thanks as always to our DBOT event staff and all of the volunteers who pulled off such a successful event. The many smiling faces from the photos shared on social media and the folks I've spoken to since then all attest to how well done it was.

It's also a great segway in that event planning is one of the many things that the BizHub can help your company with. In these uncertain economic times there are many administrative services that the BizHub can help you scale up with without taking the risk of hiring new staff until you are sure that you are ready. The BizHub can handle small scale photography and videography, help with HR, and marketing among other services. Office rentals are busy but we will do what we can to accommodate.

Planning is well underway for a couple more of our DBOT marquee events. The Play Local golf tournament will take place on Thursday, August 21st at Shelburne Golf Club. It is always one of the most fun tournaments on the local not for profit golf tournament circuit! We could use a few more committee members to help get this one to the finish line. We have an excellent template so it isn't tons of work. We are as always looking for prizes, golfers and sponsors. [You can sign up here!](#)

Work is also well underway along with our partners for the Dream Career event on Oct. 15th. This event exposes 1200 local grade 8 and high school students to skilled trades and a host of other careers with hands on displays and a panel discussion. The students have very little idle time as they move from station to station. While it isn't our mandate to turn a profit on every one of our events we do have some fairly significant associated costs with this one so could use some sponsor dollars for this as well. You can find more information here: [Learn More](#)

I hope that everyone remains busy during the quiet time without any elections. Hopefully the rumours of a pending trade deal with the US are accurate. We could all use a little more economic certainty.

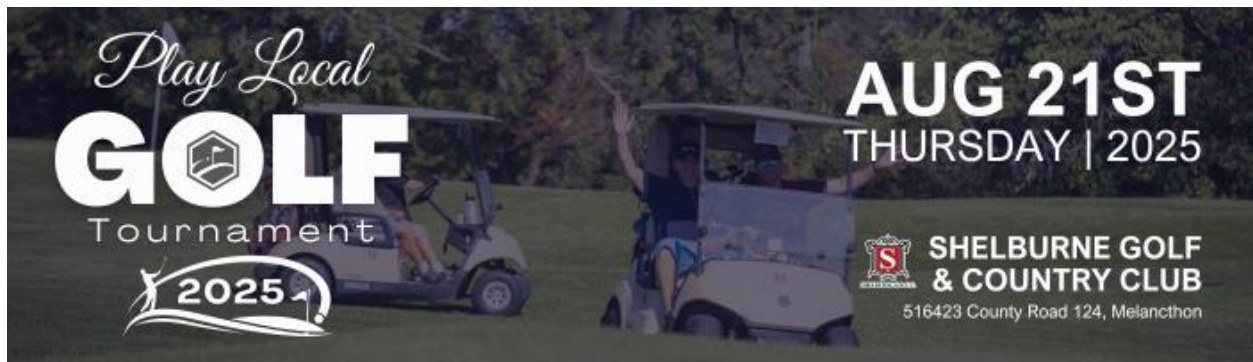
Please keep enjoying doing business in the county!

Doug Harkness

Chair, Dufferin Board of Trade



Our Events



2025 Play Local Golf Tournament

August 21st, 2025

2025 Play Local Golf Tournament - Hosted by the Dufferin Board of Trade

Thursday, August 21, 2025 | Shelburne Golf & Country Club | 516423 County Road 124, Melancthon, ON

Join us on the green for one of Dufferin's most anticipated summer events! The Play Local Golf Tournament is a fun-filled day of golf, networking, and community celebration — bringing together local business leaders, entrepreneurs, and supporters for friendly competition and meaningful connection.

This annual tournament is more than just a game. With on-course contests, exciting prizes, and a relaxed “Appy Hour” to wrap up the day, there’s something for everyone to enjoy — whether you’re golfing, sponsoring, or cheering from the sidelines.

Event Schedule:

- 10:45 AM – Registration Opens
- 11:00 AM – Boxed Lunches Available
- 11:45 AM – Load into Carts
- 12:00 PM – Shotgun Start
- 4:30–6:00 PM – Appy Hour & Awards

Why Sponsor?

Sponsoring the Play Local Golf Tournament is a fantastic way to:

- Showcase your business to a wide audience
- Build meaningful local connections
- Support the small businesses that drive our economy

Your support helps us deliver a memorable experience and reinforces the importance of shopping, supporting, and playing local in Dufferin.

Interested in Sponsoring? Contact us at office@dufferinbot.ca to learn more and get involved!

We can't wait to see you on the course!

[Register Here](#)

[See Sponsorship Opportunities](#)



2025 Dream Career

Join us for the 4th Annual Dream Career event—an exciting partnership between the Career Education Council (CEC) and the Dufferin Board of Trade (DBOT). Now in its third year of collaboration, Dream Career merges two impactful initiatives: DBOT's Dream Dufferin Skilled Trades event and CEC's Career Pathways Dufferin event.

Event Details:

October 15, 2025 | 9:00 AM - 1:30 PM | OAS Event Centre - 247090 Side Rd 5, Mono

Schedule:

Student Group 1 (approx. 600 students): 9:30 AM - 11:15 AM

Exhibitor Networking Lunch: 11:15 AM - 11:45 AM

Student Group 2 (approx. 600 students): 11:45 AM - 1:30 PM

Together, these programs have a proven track record of inspiring youth and connecting them with the most in-demand career fields in our region. Dream Career showcases a wide range of rewarding local career pathways—whether through skilled trades, post-secondary education, volunteering, co-operative education, or apprenticeships.

We invite you to participate in this high-profile community event as an exhibitor or as a sponsor.

Dream Career engages Grade 8 and high school students from the Upper Grand District School Board, Dufferin-Peel Catholic School Board, and local private schools, helping them explore future careers and plan their educational journey.

As an exhibitor, you'll have the opportunity to share valuable insights, provide interactive experiences, and help students connect their interests and skills with opportunities right here in their own community.

[Register Here](#)

[See Sponsorship Opportunities](#)

LEVEL UP: LEARN HOW TO USE CANVA

HANDS-ON DESIGN WORKSHOP FOR BUSINESSES & NONPROFITS

Level Up: Canva – Foundations

Hands-On Design Workshop for Businesses and Nonprofits

Ready to sharpen your design skills and start creating professional-quality graphics for your business or nonprofit? Join us for the first session in our Level Up: Canva Series, focused on building practical, essential skills in a supportive small-group setting.

Workshop Details:

Date: July 22nd, 2025

Time: 10:00 am - 11:30 am | **Duration:** 90 minutes

Location: Biz Hub Office (in person)

Cost:

\$30 – Non-Members

\$20 – DBOT Members

Capacity: Limit of 10 participants – reserve your spot early!

What You'll Learn:

- How to navigate Canva
- Customize designs from templates

- How to use Brand Kits for consistency
- Practical, time-saving design tips tailored for small businesses
- Q & A session at the end with 1-on-1 help

[Register Here](#)

Level Up: Canva – Advanced

Hands-On Design Workshop for Businesses and Nonprofits

Already comfortable with Canva and ready to expand your skills? Join us for the second session in our Level Up: Canva Series, designed for those who want to unlock Canva's full potential and create even more dynamic, eye-catching content.

Workshop Details:

Date: July 29th, 2025

Time: 9:30 am - 11:00 am | Duration: 90 minutes

Location: Biz Hub Office (in person)

Cost:

\$30 – Non-Members

\$20 – DBOT Members

(Discount available if you attend the Foundations session)

Capacity: Limit of 10 participants – reserve your spot early!

Overview of what you'll learn:

- Master advanced Canva tools and features

- Use layers, effects, and advanced editing to polish your visuals
- Create scroll-stopping content that's consistent with your brand
- Collaborate with team members and manage projects more efficiently
- Q & A session at the end with 1-on-1 help

[Register Here](#)



Level Up: Inclusivity – Foundations

Hands-On Inclusivity Workshop for Businesses & Nonprofits

Want to make your business or organization a more welcoming, inclusive, and accessible place for everyone? Join us for Level Up: Inclusivity – Foundations, part of our Level Up Training Series, designed to give you practical tools and real-world insights in a supportive small-group setting.

Workshop Details:

Date: July 29th, 2025

Time: 11:00 am - 12:30 pm

Duration: 90 minutes

Location: Biz Hub Office (in person)

Cost:

\$30 – Non-Members

\$20 – DBOT Members

Capacity: Limited to 10 participants

What You'll Learn:

This interactive session covers core principles of creating LGBTQ+ Safe Spaces, improving Accessibility (including AODA compliance), and building more inclusive workplaces. You'll walk away with:

- A guided start on creating your own Inclusivity Statement
- Unconscious bias exercises to identify hidden assumptions
- A clear breakdown of myths vs. facts in diversity and inclusion
- Tools and inclusive language for more confident, respectful communication
- Real-life examples of local organizations that have "leveled up" their spaces

Participants who complete this session will receive:

- "Level Up Status" and be listed in our LGBTQ+ Safe Space and Accessible Business Directories
- A Level Up decal (physical and digital) to display on-site and online

[Training Testimonial](#)

[Register Here](#)

Looking for more events? Click below!

[See Events](#)

Resources



Good Business Dufferin: Ep. 18 - Inside GEON Performance Solutions: 2025 Business of the Year Winner

In this special episode of the Good Business Dufferin Podcast, we're spotlighting our 2025 Business of the Year: GEON Performance Solutions – and welcoming Carmine Domanico to share the story behind their success.

GEON is a global leader in performance polymer solutions, and their Orangeville facility has become a shining example of innovation, sustainability, and community leadership. From workplace culture to manufacturing excellence, GEON continues to set the bar locally and beyond.

In this episode, we discuss:

- ✓ GEON's leadership values and operational success
- ✓ What it means to win Business of the Year
- ✓ Initiatives in safety, sustainability, and staff development
- ✓ How GEON engages with and supports the local Dufferin community
- ✓ Their vision for the future of manufacturing

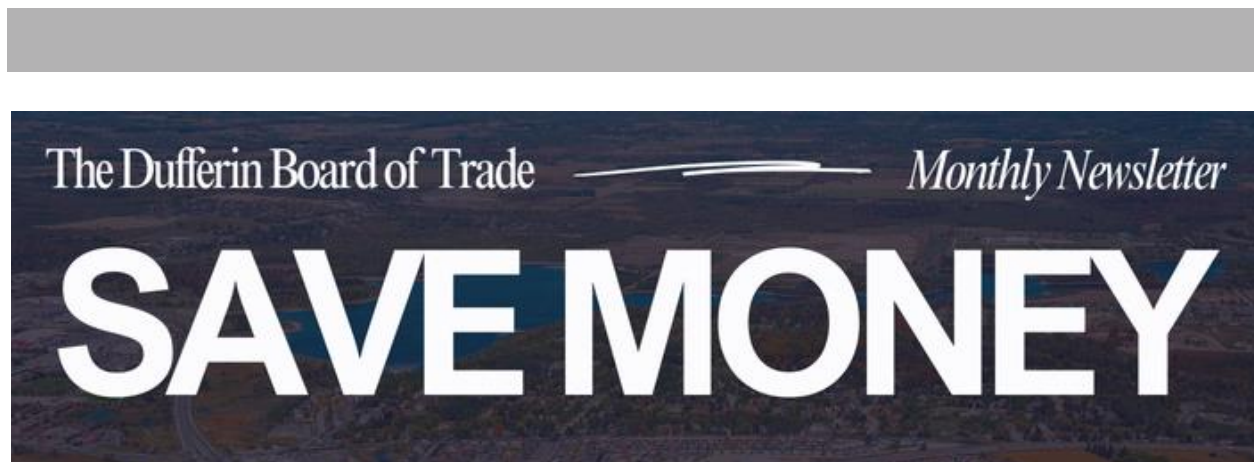
Whether you're passionate about leadership, innovation, or community building — this episode is full of insight and inspiration.

🔗 Learn more about GEON: www.geon.com

- ☐ Subscribe to hear more stories from our 2025 Business Excellence Award winners!

[Watch New Episode](#)

[Listen Now](#)



**Not-for-profit,
great for
business.**

Chambers Plan
Employee Benefits



Exclusive Group Benefits for Chamber Members! Get in touch with our Chamber Plan Rep, Jason McKittrick

[Learn More](#)

[Get a Quote](#)

Got a B2B deal to share? Click below!

[Add Your Deal](#)

The Dufferin Board of Trade

Monthly Newsletter

PROMOTE

Welcome New Members



[Gold Standard Exteriors](#)



[Pitter-Patter Marketing](#)



[eSafetyFirst Canada](#)

Thank You for Renewing - June 2025 Returning Members

Budget Blinds

City & Country Pest Control

DUCA Financial Services Credit Union Ltd

Elizabeth Walker Chartered Professional Accountant

GEON Performance Solutions Canada Inc.

Joel Wells Architect Inc.

Miedema's Motor Sales Ltd.

Slavens & Associates Real Estate Inc. Brokeage - in the hills

Smith & Smith Management

Ycyber IT Solutions Inc

ADVOCATE

Canadian Chamber of Commerce: Our Statement on Savvy Digital Service Tax (DST) Decision

Our Statement on Savvy Digital Service Tax (DST) Decision - The Canadian Chamber of Commerce commends the Government of Canada for eliminating Canada's DST. | June 30, 2025

The Canadian Chamber of Commerce commends the Government of Canada for eliminating Canada's Digital Services Tax (DST), while at the same time helping to secure the end of Section 899, the so-called U.S. "revenge tax." Both measures were counterproductive for business and trade negotiations.

As the Canadian Chamber of Commerce has argued since the beginning, the decision to eliminate the DST makes sense. This tax would have fallen on Canadian consumers, businesses, and investors in the form of higher costs and hurt our economy at a critical time. And removing it moves us one step closer to a renewed, reliable trade deal with the U.S. Administration that will help to secure and grow the already incredible \$3.6 billion of trade a day between our countries.

In the midst of complex, live negotiations, credit is due to Canada's team, including Prime Minister Carney, Minister Champagne, Minister LeBlanc, and Ambassador Hillman among so many others, for their leadership at a pivotal moment for our country.

Both sides must pave the road ahead with goodwill and incremental progress. The promise of a competitive, strong North American economic alliance is worth fighting for, and Canadian businesses are ready to do their part.

David Pierce, Vice President of Government Relations, Canadian Chamber of Commerce

[See Statement](#)

The Dufferin Board of Trade

Monthly Newsletter

NEWS FROM OUR COMMUNITY PARTNERS



Orangeville Rotary Ribfest!



DUNK DISPOSAL 5TH TIRE
RECYCLING DRIVE

Friday July 18 - 4 to 10 p.m.

Saturday July 19 - 11 a.m. to 10 p.m.

Sunday July 20 - 11 a.m. to 7 p.m.

Playing fields at the Alder St.
Community Centre, 275 Alder St.
Orangeville

[Learn More](#)

Thursday Jul 24, 2025 Friday Jul 25,
2025

Admission: FREE

[Learn More](#)



HEART & MIND

Psychotherapy • Education • Collaboration

BUILT BY SMALL BUSINESS FOR SMALL BUSINESS

[HTTPS://WWW.HEARTMINDHUB.CA](https://www.heartmindhub.ca) • [EWP@HEARTMINDHUB.CA](mailto:ewp@heartmindhub.ca) • 647-496-9563

Heart & Mind: Employee Wellness Program

Welcome to our Employee Wellness Program (EWP), designed with your well-being in mind.

We understand that life can be challenging and unpredictable. That's why our program is informed by the principles of trauma and violence awareness, ensuring a safe, supportive, and inclusive environment for everyone.

[See Brochure](#)



Lennox Farm Presents: Field to Fork tickets are now on sale! You won't want to miss this year's lineup of amazing Dufferin County chefs.

[Learn More](#)



Charity Golf Tournament Presented by Local Home Finder & Frameworks Renovation in Support of the Alzheimer Society

Thursday Aug 28, 2025

Sponsorship Opportunities Available!

[Learn More](#)

Got something to share? Upload your events, job openings & discounts in your Member's Portal to be featured in our newsletter.

Stay Connected with Us!

Thank you for reading this month's newsletter. We're always here to support you and your business! Have questions or need assistance? Don't hesitate to reach out to our team:

Diana Morris, Executive Director

diana@dufferinbot.ca | 519-941-0490 x **202**

Jaemilyn Gavino, Communications Manager

jaemilyn@dufferinbot.ca | 519-941-0490 x **204**

Cindy Boston-Brown, Business Development Manager

cindy@dufferinbot.ca | 519-941-0490 x **209**

General Inquiries: office@dufferinbot.ca | 519-941-0490 x **800**

We look forward to connecting with you again next month. Until then, stay inspired and keep making great things happen in our community!

Warm regards,

The Dufferin Board of Trade Team





The Corporation of the Town of Cobourg

Resolution

Honourable Doug Ford, Premier of Ontario
Premier of Ontario
Legislative Building
Queen's Park
Toronto, ON M7A 1A1

Town of Cobourg
55 King Street West,
Cobourg, ON, K9A 2M2
clerk@cobourg.ca

Delivered via email

Doug.fordco@pc.ola.org
premier@ontario.ca

July 4, 2025

RE: Ontario's Bill 5 and its Impact on the Local Food System and the Environment

Please be advised that the Town of Cobourg Council, at its meeting held on June 25, 2025, passed the following resolution:

WHEREAS a significant amount of farmland is already lost each year to development pressures; and

WHEREAS food systems depend on healthy ecosystems, which are already under significant threat in Ontario due to a host of human-caused threats to wildlife and habitat; and

WHEREAS Ontario Bill 5 significantly undermines ecological protections and local decision making, both of which are essential to local food systems and food security; and

WHEREAS the existing Provincial Planning Statement emphasizes the need for agricultural impact and environmental assessments; supports broad community consultation; and encourages municipalities to explore alternative areas before developing prime agricultural land; and

WHEREAS development of housing and important resources are possible without sacrificing the long-term health of our food systems, environment, and democratic norms.

NOW THEREFORE BE IT RESOLVED THAT the Council of the Cobourg opposes Bill 5 in its current form, and calls upon the Government of Ontario to



The Corporation of the Town of Cobourg

Resolution

strive to uphold the long-term health of our food systems, environment, and democracy in any future version of this bill; and

FURTHER RESOLVED that this motion be circulated to Premier Doug Ford and all Ontario municipalities.

Sincerely,

A handwritten signature in black ink, reading "Kristina Lepik".

Kristina Lepik
Deputy Clerk/Manager, Legislative Services

cc. All Ontario Municipalities

From: Paula Banks <paula-joshua@hotmail.com>

Sent: Tuesday, July 8, 2025 2:57 PM

Subject: Council Members Opposed to Strong Mayor Powers

Please share with the council.

On behalf of **V.O.I.C.E.** (*Vocal Ontario Integrity Coalition for Electeds*)

July 8, 2025

To: All Ontario Municipal Council Members

Re: United Opposition to Strong Mayor Powers – A Call to Action

Dear Council Members,

We are writing to you as a coalition of concerned municipal council members from across Ontario, united under the banner of V.O.I.C.E. Our group was formed out of growing concern over the increasing use and impending expansion of Strong Mayor Powers in this province. These powers, which grant outsized authority to a single elected official, fundamentally undermine the democratic role of local councils and the balance of decision-making entrusted to them by their constituents.

At present, more than 126 municipalities have expressed their opposition to these powers, and this number is growing. As of this writing, we understand that the balance of over 200 additional municipalities may see inclusion in the Strong Mayor framework this coming fall. The potential impact on municipal governance across Ontario is immense. The time to act is now.

As a coalition, we are pursuing a two-pronged strategy to address this issue.

1. Advocacy and Awareness at the 2025 AMO Conference

We have requested dedicated meeting space through the Association of Municipalities of Ontario (AMO) to hold an event during the 2025 AMO Conference, taking place in Ottawa from August 17 to 20. We are pleased to announce that Councillor Mark Hunter of the City of Stratford, a practising lawyer and experienced municipal representative, will serve as our keynote speaker. We invite you and members of your council to attend this session and connect with others who share these concerns. Additional details will be made available during the AMO event.

2. Municipal Resolutions and Coordinated Legal Action

We are calling on municipal councils to pass formal resolutions opposing Strong Mayor Powers. Councils should also consider if they are willing to financially support this cause with any amount your municipality deems appropriate, toward a potential Charter challenge. This legal route would be pursued only if collaborative efforts with the

province fail to achieve meaningful dialogue or reform. The basis of such a challenge would be that the Strong Mayor Powers may violate our rights protected under the Canadian Charter of Rights and Freedoms.

To support this initiative, we have included a sample motion that councils may adopt or adapt as they see fit. If your municipality passes a motion in opposition, please forward a copy to our communication contact, Paula Banks. We also recommend consulting your municipal solicitor for legal advice and to assess your capacity to contribute, should litigation become necessary. Funding authorizations can be made contingent upon the challenge moving forward collectively, with participation from a critical mass of municipalities. Our intention is to retain a constitutional law expert to lead the case or work in partnership with municipal legal teams.

We believe this issue is too important to face alone. By acting together, we gain two crucial advantages:

1. Shared responsibility and financial efficiency, reducing the burden on individual municipalities.
2. A united and credible voice, clearly signalling to the province that we do not support the erosion of democratic governance in our communities.

If your council shares our concerns and wishes to support this cause, we encourage you to reach out as soon as possible. Our target, if necessary, is to file a potential legal application by early fall 2025, and timely participation is essential to the coordination of any collective effort.

Should you have questions or wish to discuss your municipality's involvement, please contact us at the details below.

Thank you for your time, your commitment to good governance, and your service to your community.

If you are interested in joining our mailing list, please email Paula Banks.

See you at AMO.

Sincerely,
Council Members Opposed to Strong Mayor Powers
On behalf of V.O.I.C.E. Ontario
Vocal Ontario Integrity Coalition for Electeds

Spokesperson:
Councillor Mark Hunter
City of Stratford

✉ mark@huntersteel.ca

☎ 519-831-5855

Communications Contact:

Councillor Paula Banks

Township of Rideau Lakes

☎ 613-284-0238

✉ councillorpbanks@rideaulakes.ca

Motion: Opposition to Strong Mayor Powers and Request for Removal

WHEREAS the Government of Ontario has imposed "Strong Mayor Powers" on municipalities without broad consultation or consent; and

AND WHEREAS over 120 municipalities have passed resolutions opposing these powers and requested their removal, some as early as 2023; and

AND WHEREAS strong mayor powers concentrate authority in one office, undermining democratic governance, council collaboration, and transparency; and

AND WHEREAS municipalities are most effective through shared leadership and local decision-making;

AND THEREFORE, be it resolved that [Municipality Name] opposes the imposition of strong mayor powers and requests immediate removal from the list of designated municipalities;

AND FURTHER THAT this resolution be sent to:

- The Honourable Doug Ford, Premier of Ontario — premier@ontario.ca
- The Honourable Rob Flack, Minister of Municipal Affairs and Housing — minister.mah@ontario.ca
- The Association of Municipalities of Ontario (AMO) — amo@amo.on.ca
- The Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO) — amcto@amcto.com
- Paula Banks - paulainpolitics@hotmail.com



SUPPORTING VETERANS FOR 100 YEARS

2025
ANNUAL REPORT



TABLE OF CONTENTS

Message from the National Leadership Team	4
A Century of Service, a Legacy of Giving	5
Protecting Communities: Past, Present, and Future	7
The Only Canadian Not-for-profit Security Provider	8
Tackling Modern Security Challenges through Integrated Solutions	9
Honour Country Sacrifice	11
Employer of Choice for People from All Walks of Life	12
Environmental, Social, and Governance Commitments	14
A Governance Framework Built on Proven Leadership	15
Awards and Recognition	16
Insights from the Commissionaires Veteran Survey	17
A Century of Service to Canada: The Evolution of Commissionaires	19

MESSAGE FROM THE NATIONAL LEADERSHIP TEAM

The Canadian Corps of Commissionaires is proud to mark its Centennial this year. Initially founded 100 years ago to provide employment for war veterans, today we're a team of some 22,000 across Canada comprising 3,500 veterans of the Canadian Armed Forces, RCMP and Allied forces, in addition to former police officers, first responders, reservists, and others with a passion for public safety.

While much about Canada and the world has changed over the past 100 years, we remain a uniquely Canadian institution: 100% not-for-profit, governed by volunteers, dedicated to delivering safety to Canadians, and committed to being an ethical and responsible employer in the security industry.



Gordon Winkel, MSc, P.Eng
Chair, National Board



Captain (Ret'd) Harry Harsch, OMM, CD, RCN
Chief of Staff, National Office



Captain Geoff Hamilton, CD, RCN
Chair, National Business Management Committee



One Corps Serving Veterans

A CENTURY OF SERVICE, A LEGACY OF GIVING

125

COMMUNITY CAUSES
FUNDED LAST YEAR

\$10M+

TO VETERAN SUPPORT PROGRAMS
OVER THE LAST DECADE

NATIONAL BURSARY PROGRAM AWARDS \$35,000 TO 20 STUDENTS

Commissionaires supports employees and their family members in achieving their academic goals. In 2024, the program achieved a milestone, distributing the highest dollar amount and recognizing the most recipients since its inception in 2022. The bursaries are supported by generous contributions from The Personal and the Bank of Montréal (BMO).

“This bursary not only eases my academic path but strengthens my commitment to protect the well-being of Canadians across the nation as a dedicated commissionaire.”

Mussie Tewelde, 2024 recipient
MacEwan University
Bachelor of Science in Nursing (RN)
Northern Alberta Division



Peter DeLong, Veteran
New Brunswick &
Prince Edward Island Division

Amanda Young
New Brunswick &
Prince Edward Island Division



SUPPORTING VETERAN WELLNESS AND WELL-BEING

As Canada's largest private sector employer of veterans, Commissionaires has thousands of veterans working at all levels, from security guards to executives. We value veteran wellness, which goes beyond just offering a job; it's about enhancing opportunities for them, their families, and the communities they serve.

Last year, Commissionaires gave back over \$850,000, most of which was donated to veteran-related causes, including:

- // Soldier On
- // Canadian War Museum
- // The Royal Canadian Legion
- // Food banks
- // Military Family Resource Centres
- // No Stone Left Alone
- // Homes for Heroes Foundation
- // Wounded Warriors
- // True Patriot Love Foundation
- // Aboriginal Veterans Society of Alberta
- // Last Post Fund
- // Coding for Veterans
- // Support Our Troops
- // RCMP Veterans' Association
- // The Pepper Pod
- // To the Stan and Back
- // Veteran long-term care and hospital initiatives

"Commissionaires provides an essential service to our veterans, helping secure employment for those transitioning to civilian life. This has untold positive outcomes, and we recognize Commissionaires for the special role the organization plays in our country."

Berkley Lawrence, Dominion President
The Royal Canadian Legion



PROTECTING COMMUNITIES: PAST, PRESENT, AND FUTURE

Commissionaires provides integrated security solutions tailored to our clients' needs. From safeguarding federal and provincial facilities, municipalities, and police infrastructure to securing air and seaports, private sector organizations, and homes across the country, our clients trust the experience of our people.

23 MILLION SECURITY HOURS SERVED



■ 52% Commercial Clients
■ 48% Federal Government

OUR MISSION

Commissionaires delivers high-quality services to Canadians as a means to providing employment and support to military veterans, veterans of the RCMP, and their families.



Nashwa Faltas
Great Lakes
Division

Kevin Kennedy
New Brunswick &
Prince Edward Island Division





THE ONLY CANADIAN NOT-FOR-PROFIT SECURITY PROVIDER

Commissionaires is a Federation of 15 private, not-for-profit security companies across Canada, which we call our Divisions.

\$747M REVENUE (FY23/24)

Over 90% of revenue goes back to employees in the form of wages, training, and benefits. To support our Social Mandate, surpluses are invested in additional employee programs and veteran causes.



Amelia Reimer
Newfoundland and Labrador Division

Commissionaires participated in St. John's Memorial Day Parade when the remains of the unknown Newfoundland First World War soldier were finally laid to rest at the Newfoundland National War Memorial on July 1, 2024.



TACKLING MODERN SECURITY CHALLENGES THROUGH INTEGRATED SOLUTIONS

Commissionaires delivers expert security clients can trust. You may know us for our more traditional services, such as guarding, but did you know we also provide many innovative, behind-the-scenes solutions?

As technology advances, we continue to evolve – enhancing the skillsets of our employees and providing new services so we can always offer integrated solutions.

Our commitment to innovation and optimizing operations ensures we meet the ever-changing security needs of our clients across all sectors. We are leveraging technology to:

- // **Enhance Existing Services:** Deploying AI-powered surveillance systems, drones and robots for efficient monitoring, and analytics to optimize mobile patrols.
- // **Deliver Client-Centric Innovations:** Offering user-friendly self-service solutions, such as automated fingerprint kiosks.

This forward-looking approach has strengthened our reputation as Canada's leader in security.

86% CLIENT
SATISFACTION
RATE

BASED ON LAST YEAR'S CROSS-CANADA SURVEY

“Our niche is for clients with complex security needs that demand a fully integrated approach. From threat assessments, to advanced technology, to on-the-ground expertise, we bring together the full security spectrum to deliver tailored solutions.”

Captain Geoff Hamilton, CD, RCN

Chair, Commissionaires National Business Management Committee



Commissionaires security robot
on night patrol
Northern Alberta Division

Tina Pennell
Newfoundland and
Labrador Division





SECURITY SERVICES

On-site guarding (all levels), mobile patrol, alarm response, and event security.



SPECIALIZED SERVICES

Marine security, airport operations, industrial site protection, close protection services, and healthcare security.



CONSULTING SERVICES

Threat risk assessments, security audits, compliance reviews, private investigations, and emergency planning.



COMMUNITY-ORIENTED PROGRAMS

By-law enforcement, community patrols, jail guarding, animal control, document services, and other non-core policing.



CYBERSECURITY

Data and network protection, cyberdefense, cyber investigations, threat intelligence, 24/7 security monitoring, and incident response.



FINGERPRINTING AND BACKGROUND SCREENING

Criminal record checks and pre-employment screening.

HONOUR COUNTRY SACRIFICE

Commissionaires veterans from our Nova Scotia Division have been featured in photographer Trevor Godinho's HONOUR COUNTRY SACRIFICE portrait series.

We put a spotlight on some of these individuals below. The project showcases the stories and photographs of veterans and serving members of the Canadian Armed Forces. Visit honourcountrysacrifice.com to learn more.



Vice-Admiral (Ret'd) Duncan (Dusty) Miller, CMM, MSC, CD
Honorary Colonel, 406 Maritime
Operational Training Squadron
Veteran



Deputy Commissioner (Ret'd)
Steve Graham, OOM, BA, MBA
Veteran



Petty Officer 1 (Ret'd)
Stephen Ulrick Tyrone
Jackson, CD
Veteran



Lieutenant Colonel (Ret'd)
John W. Miller, CD, DDS
Veteran



Colonel (Ret'd)
John Boileau, ONS, CD, BA, RCDS
Veteran



Chief Warrant Officer (Ret'd)
Ralph Murphy, MMM, CD
Veteran



Bombardier Oliver Johnson, CD
Reservist



First Lieutenant (Ret'd) Bruce Ellis
Veteran



Corporal (Ret'd) Rob Pittman, CD
Veteran



Judy Edwards
Veteran

EMPLOYER OF CHOICE FOR PEOPLE FROM ALL WALKS OF LIFE

Commissionaires provides meaningful careers with flexible schedules, growth opportunities, and a strong support system. Many Divisions offer loyalty programs and health benefits, ensuring employees can thrive and reach their potential.



Commissionaires was again selected as one of Canada's top 300 employers, the only security company on the 2025 list!

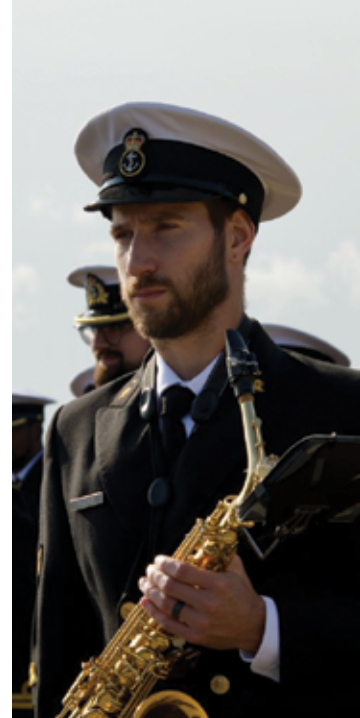
75% OF OUR PEOPLE STICK WITH US

Commissionaires has one of the highest retention rates in the security industry.



OUR SOCIAL MANDATE

To provide meaningful employment that meets the needs of veterans of the Canadian Armed Forces, the Royal Canadian Mounted Police, their families and others who wish to contribute to the security and well-being of Canadians.



Graeme Wallace, Reservist
Great Lakes Division

Rosanna Williams
Great Lakes Division



TOGETHER, WE ARE COMMISSIONAIRES

VETERANS

We recognize the experience and skills veterans contribute to the workforce. We value the leadership, teamwork, and discipline gained through service. These qualities can be applied directly to the security industry.

🌟 **Veterans leading veterans:**
63% of our Board, executive and management teams are veterans themselves.

RESERVISTS

Commissionaires understands the military culture, making it an ideal fit for reservists seeking flexible employment that complements—rather than committed to accommodating leaves of absence for deployments or other extended service commitments, including military skills training.



With Glowing Hearts registered employer.

CIVILIANS

In the 1990s, Commissionaires expanded employment to non-veterans to meet the rising demand for security. This has enriched our organization with diverse skills and perspectives, benefiting both our team and the clients we serve. From students to retirees, many are already on a career path in security, policing, or public safety when they join. What unites all commissionaires is a shared passion for safeguarding communities.

MILITARY SPOUSES & FAMILIES

We understand the employment challenges military families face and their unique role as members of the military community. Our wide range of opportunities provide a supportive work environment where spouses and dependents can thrive.



Proudly supporting military and veteran spouses with adaptable career opportunities.

ENVIRONMENTAL, SOCIAL, AND GOVERNANCE COMMITMENTS

Commissionaires is dedicated to advancing the professionalization and standardization of Canada's security industry. We deliver services that align with the highest global benchmarks and hold internationally recognized certifications, including:

- // ISO 9001:2015 Quality Management
- // ISO 14001:2015 Environmental Management
- // ISO 18788:2015 Security Operations Management

REDUCING OUR CARBON FOOTPRINT ONE VEHICLE AT A TIME



In partnership with CarbonZero, Commissionaires completed a major project to calculate its carbon footprint using internationally recognized measurement standards. When analysis revealed that our fleet of vehicles accounts for 60% of our total CO2 emissions, we turned our attention to improving the efficient use of our fleet and transitioning to low-emission vehicles.

KEY INITIATIVES:

- // **Fleet Efficiencies:** Improved fleet management with tools and software such as TrackTik and Zello that help optimize routes based on distance and time.
- // **Policy Updates:** Revised internal policies to incorporate eco-friendly practices, including driver orientation and scheduled maintenance.
- // **Hybrid and Electric Vehicles:** Accelerated transition to hybrid and electric vehicles (EVs). Divisions including Great Lakes, Southern Alberta, and Victoria, the Islands and Yukon have replaced 80% to 90% of their respective fleets to EVs and/or hybrids.
- // **Charging Infrastructure:** Installed EV chargers at various offices to support the adoption of electric and hybrid vehicles.



INTERNATIONAL CODE OF CONDUCT ASSOCIATION (ICoCA)

As the sole Canadian company certified by ICoCA, we commit to its mission of raising private security industry practices that respect human rights and international humanitarian law.



Dean Wollbaum
South Saskatchewan
Division

Kathuria Karandeep
Newfoundland and
Labrador Division



A GOVERNANCE FRAMEWORK BUILT ON PROVEN LEADERSHIP

Our Federation of 15 Divisions is governed by all-volunteer National Board directors who take their fiduciary responsibilities seriously. The National Board is composed of one representative from each Division and is led by a National Chair. Each Division also, in turn, has a volunteer board that brings a wealth of military, police, business, legal, financial, and executive experience to the Federation.

The Commissionaires National Board's responsibilities include:

- // Upholding our Social Mandate
- // Approval of the national budget
- // National strategic goals and objectives
- // Policy development
- // Strategic risk management

We are committed to building an equitable, diverse, and inclusive culture that benefits from, and reflects the diversity of the nation we serve; this should start at the very top. Our board continues to actively seek members with varied backgrounds, perspectives, and experiences to ensure equitable representation. We recently invited volunteer board directors across Canada to self-identify.



Through its membership with the Institute of Corporate Directors, Commissionaires provides opportunities for all board members to improve their knowledge of governance best practices.



In 2024, Commissionaires was represented at the annual meeting of Governance Professionals of Canada. This is one of many strategies we use to stay on top of governance trends and developments.

COMMISSIONAIRES 5 CORE VALUES



Integrity



Commitment to the well-being of our commissionaires



Equity, Diversity, and Inclusion



Respect for our commissionaires and other stakeholders



Collaboration

OUR BOARD DIRECTORS ARE:

84% Veterans

24% Women

12% Persons with Disabilities

5% Indigenous Peoples

3% Members of Visible Minorities

AWARDS AND RECOGNITION

Each year, one commissioner is selected as National Commissioner of the Year, and one supervisor is selected as National Supervisor of the Year. We are proud to recognize the winners for 2024! To learn more, you can find videos and articles featuring these exceptional recipients at commissionaires.ca.



COMMISSIONAIRE OF THE YEAR

Patricia McCallum

Ottawa Division

As a military spouse, Patricia transitioned into a role with Commissionaires after returning to Canada from an Army posting in Germany. She is known for her ability to remain calm and agile in difficult situations. Patricia's career with Commissionaires has taken her on assignments around the world, including Japan, Poland, and Spain!



SUPERVISOR OF THE YEAR

Alexander Chisholm

Southern Alberta Division

Alex decided to join the Corps after positive experiences with commissionaires during his time as a cadet and in the Army Reserve. Alex is known for his innovative strategies that improve team efficiency and site safety. He has led small and large teams in protecting critical infrastructure.



Ian Stevens
New Brunswick &
Prince Edward Island Division

**Michaël Bergeron, Veteran
Cybersecurity Specialist**
Québec Division



INSIGHTS FROM THE COMMISSIONAIRES VETERAN SURVEY

As part of our social mandate to provide meaningful employment to CAF and RCMP veterans, Commissionaires regularly conducts research to better understand and support our veteran employees. This helps us continue to offer employment opportunities that meet the evolving needs of veterans. This past fall, we conducted an internal survey of our veteran employees across Canada. 41% of our veteran population completed the survey.

HIGHLIGHTS & KEY FINDINGS:

- // 90% value working with other veterans
- // 93% would recommend Commissionaires as an employer to someone they know personally
- // 43% had no pension at time of release from military/RCMP service
- // 8% have immediate family members who are also commissionaires

“What was your most important reason for joining Commissionaires?”



- 31% Improve my existing income and benefits
- 26% Needed a primary source of income
- 26% Wanted something to do
- 17% Start a new career with advancement opportunities



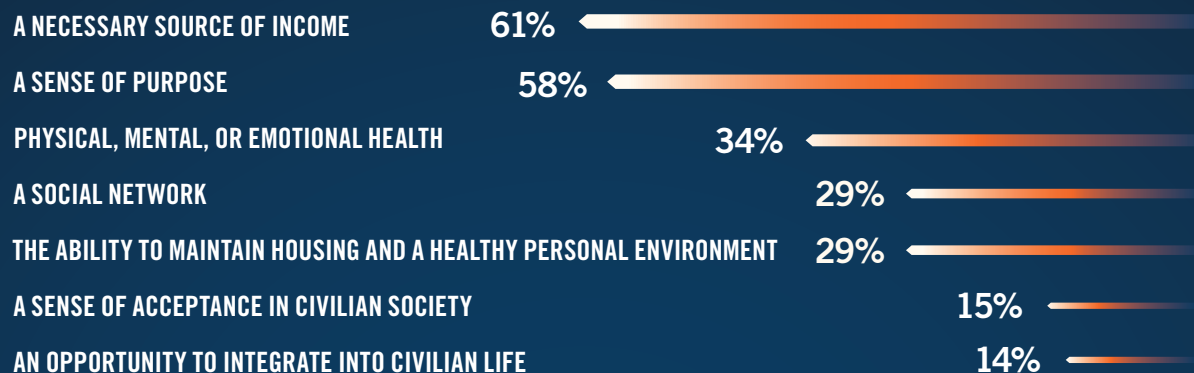
**Master Warrant Officer (Ret'd)
Jacques Carriere, MMM, CD**
Northern Alberta Division

**Master Corporal (Ret'd)
Carey Deschamps, CD**
Northern Alberta Division



WHAT OUR VETERANS SAY

“What aspects of your well-being does working with Commissionaires support? (select all that apply)”



“What do you like best about working with Commissionaires?”

- “The camaraderie and sense of purpose.”
- “A uniform that I am proud to wear.”
- “Working with people who are professional at their jobs.”
- “Sense of responsibility to protect our clients’ interests.”
- “Maintaining a connection to other vets and the traditions that I’ve been a part of for so long.”

“How can Commissionaires better meet your needs?”

- “A living wage for all.”
- “More hours.”
- “More advancement opportunities.”
- “Improved benefits.”
- “My needs are well met.”



100
COMMISSIONAIRES
1925 – 2025

A CENTURY OF SERVICE TO CANADA: THE EVOLUTION OF COMMISSIONAIRES

Commissionaires has grown into a truly unique national institution. As we celebrate our Centennial this year, we recognize all commissionaires and supporters who have contributed to our accomplishments.

KEY MILESTONES IN OUR CORPS' HISTORY

The Canadian Corps of Commissionaires was founded in Montréal, QC, through Letters Patent to create meaningful employment for veterans returning home from the First World War.

1925

Lord Tweedsmuir (John Buchan) became the first Viceregal Patron of the Corps, a role the Governor General of Canada has held ever since.

1937

The definition of a commissionaire was amended to include RCMP veterans.

1947

1927

The first Commissionaires “companies” were officially established in 1927 and were based in Montréal (“No. 1 Company”), Toronto (“No. 2 Company”), and Vancouver (“No. 3 Company”).



No. 3 Company in Vancouver, BC
March 18, 1928

1945

The Corps was awarded the Right of First Refusal on security contracts for federal government facilities, guaranteeing quality jobs for its employees.

1950

Newfoundland Division (now Newfoundland and Labrador Division) became the last Division to join the Corps, establishing operations from coast to coast to coast.



Lieutenant-Colonel Mary Dover in Canadian Women's Army Corps uniform, Montréal, Québec. (CU1145407). Courtesy of Libraries and Cultural Resources Digital Collections, University of Calgary.



The original Commissionaires Service Medal, now called Commissionaires Long Service Medal (CLSM), has undergone several redesigns.

1952

Lieutenant-Colonel Mary Dover of the Southern Alberta Division became the Corps' first female board member.

1982

Commissionaires grew to 10,000 employees.

1998

The CLSM was incorporated into the Canadian Honours system (first approved by the Secretary of State in 1948).

1972

Audrey Gertrude Morton, CD, was hired as the first female commissionaire.

Also in this year, the Corps reorganized to become a Federation of independent Divisions with a national office in Ottawa.

1990s

To meet the rising demand for security, Commissionaires opened employment opportunities to non-veterans, including police and first responders.

2006

Commissionaires launched what became Canada's largest digital fingerprinting infrastructure.



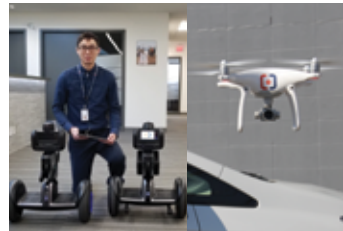
Commissionaires National Office
100 Gloucester Street, Ottawa, ON





Commissionaires updated the brand to strengthen its visual identity, reflecting progress throughout the modern years.

2007



Security robots and drones were introduced in Edmonton, AB.

2016

The Commissionaires Social Mandate was expanded to support veterans' family members.

2019

Commissionaires celebrates a century of service!

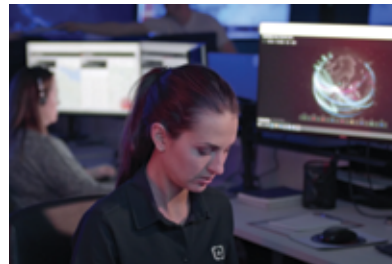
2025

2010

Over 350 commissionaires from 40 communities across Canada came together to provide security operations for the Vancouver Winter Games.

2017

Cybersecurity expertise and service offerings were launched in Québec Division.



2024

The Government of Canada designated the establishment of the Canadian Corps of Commissionaires as an event of national historic significance.

ORIGINS OF THE CORPS

In 1859, Captain Sir Edward Walter established the British Corps of Commissionaires in London, England to provide meaningful employment for soldiers returning from war. The original eight members were veterans of the Crimean War, all of whom were amputees as a result of their battlefield service.

In 1915, the tenth Governor General of Canada proposed a Canadian version of the UK Commissionaires, which would operate under similar principles upon its establishment.

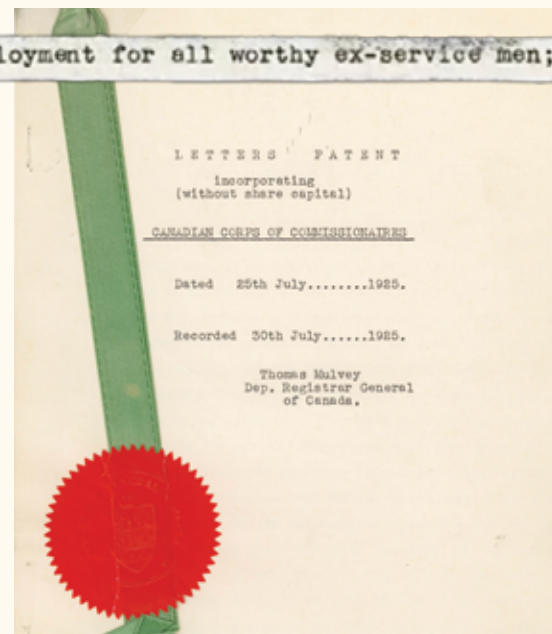
In 1925, five Montréal lawyers received federal authorization to launch an employment assistance program for veterans. In 2025, Commissionaires celebrates 100 years in Canada.



The original eight members of the UK Commissionaires 1859



HRH Prince Arthur, Duke of Connaught,
Governor General of Canada (1911-1916)
Photo credit: MCpl Matthieu Racette, Rideau Hall



The original letters patent
July 25, 1925

EARLY CLIENTS

Commissionaires grew steadily in its first decade, gaining new government and private clients. In 1938, T. Eaton Company Ltd became the first major private client of Montréal Division (now known as Québec Division) when it began providing guard services.



T. Eaton Company Ltd
Montréal, QC; circa 1930s
Source: The Department Store Museum Website

for POSITIONS of TRUST

When INTEGRITY is ESSENTIAL
apply for a **"COMMISSIONAIRE"**

• Across Canada, employers have found the Corps of Commissionaires supplies a unique service. The personnel, distinctively-uniformed ex-service men, have established an outstanding reputation for reliability and trustworthiness.

Trans-Canada Air Lines says: "The reliability, discipline and good sense of these men stems in part from their background of national service".

San Antonio Gold Mines describes the Corps as "the most efficient and satisfactory way" to obtain employees needed as mine guards.

"Splendid" is the comment of James Richardson & Sons, of Winnipeg.

It is good business to discuss positions where trustworthiness is the main requirement, with the Corps of Commissionaires.

IN OTTAWA
The Corps of Commissionaires Is Located
at 54 Albert St; Telephone 4-5715

PUBLISHED IN THE INTERESTS OF THE CORPS OF COMMISSIONAIRES UNDER AUTHORITY OF MR. MILTON F. GREGG, M.P. - MINISTER OF VETERANS AFFAIRS

1940s ad campaign

THE LAST DIVISION JOINS

In 1949, Newfoundland became Canada's tenth province. Newfoundland's entry into Confederation resulted in a more unified nation and, in 1950, a more unified Corps when Commissionaires established what is now known as the Newfoundland and Labrador Division. With veterans from the new province now represented, Commissionaires truly established operations from coast to coast to coast.

🌟 **Today, we serve in over 1,200 communities from 50+ Commissionaires office locations and from many, many more client sites.**



Commissionaires taking over from the Royal Newfoundland Constabulary at Government House
Saint John's, NL
September 24, 1978

BUILDING AN INCLUSIVE CULTURE

Commissionaires expanded its hiring practices in 1972 when Audrey Gertrude Morton became the first woman to wear the Commissionaires uniform. Her employment with the New Brunswick and Prince Edward Island Division helped pave the way for future generations of women in the Corps.

🌸 **Today Commissionaires has a strength of over 5,000 female employees.**



Audrey Gertrude Morton, CD
Saint John, NB
1972



The first female members in Ottawa, ON
1973

INVESTING IN OUR PEOPLE, STRENGTHENING OUR COMMUNITIES

From the classroom to the community, Commissionaires has a tradition of training excellence. Since our inception, we have been dedicated to the advancement and growth of our employees. Throughout our history, we have provided training in first aid, firefighting, industrial safety, defensive driving, use of force, and much more. These courses continue to evolve, ensuring that commissionaires have the necessary skills to protect the communities they serve.

🌟 **To this day, commissionaires receive the highest level of training, meeting the exacting and comprehensive standards of the Canadian General Standards Board.**



Basic Protective Security Guard Training Course #7903
Kingston, ON
1979

Commissionaires has a culture of recognizing its employees and has honoured many exceptional members. Commissionaire Twistleton "Twist" St. Rose Bertrand set the record for the most promotions in the shortest amount of time. He was appointed the first Inspecting Officer for the Toronto and Region Division (now known as Great Lakes Division) and was asked to serve as an Aide-de-Camp to multiple Lieutenant Governors of Ontario, a role he held for 28 years.

🌟 **In 1991, Twist became the first recipient of the Commissionaires Distinguished Service Medal.**



Colonel the Honourable H.R. Jackman (then Lieutenant Governor of Ontario) presenting Major (Ret'd) Twistleton "Twist" St. Rose Bertrand with the 125th Anniversary of the Confederation of Canada Medal
Toronto, ON, 1992





Proudly Canadian. Since 1925.





MEMO TO COUNCIL 2025-032

TO: Mayor Gerrits and Members of Council
FROM: Nicole Martin, CAO/Clerk
DATE: July 16, 2025
SUBJECT: Council Vacancy

Recommendation

Council is asked to pass the by-law to appoint Victor Paan to fill the office of Councillor for the remainder of the current Term of Council.

Background

At the July 2, 2025 meeting, Council declared a council vacancy. Council further instructed the Clerk to fill the vacancy by Select by Appointments from the candidates of the previous election. The results of the 2022 election were reviewed with Council. Victor Paan has been contacted and accepted the position of council member for the remainder of the term of Council.

Council is asked to hold a special meeting of Council on July 24, 2025 at 2:30 p.m. for the swearing in ceremony of the new member. Committee appointments will be determined at the special meeting.

Strategic Plan Foundational Pillar: Manage an Efficient and Effective Township

Respectfully Submitted,

Nicole Martin
CAO/Clerk

The Corporation Of The Township Of Amaranth

By-Law Number 2025-_____

Being A By-Law To Amend By-Law 2-2009, As Amended

Whereas an Official Plan has been approved for the Township of Amaranth;

And Whereas the owner of Concession 1 E, Part of Lot 8, Township of Amaranth, County of Dufferin has filed an application (File No. Z06-2025) with the Township of Amaranth to amend By-law Number 2-2009, as amended.

And Whereas authority is granted under Section 34 of the Planning Act, R.S.O. 1990, C.P.13 and amendments thereto, to enact this by-law;

Now Therefore the Council of the Corporation of the Township of Amaranth enacts as follows:

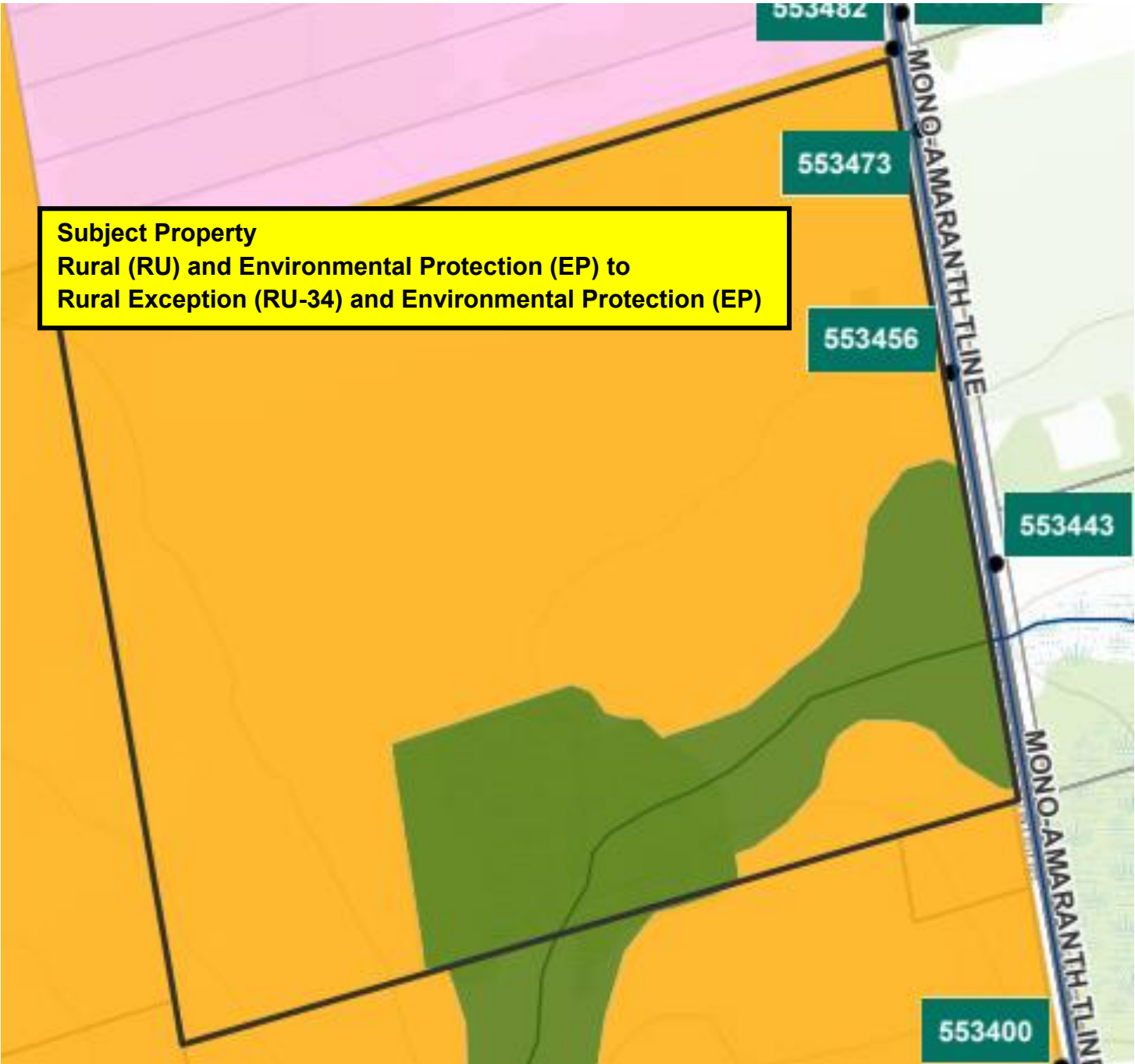
1. That Schedule “A” of By-law 2-2009, as amended, be further amended by rezoning the lands described legally as Concession 1 E, Part of Lot 8, Township of Amaranth, County of Dufferin, from Rural (RU) Zone and Environmental Protection (EP) to Rural Exception Thirty-Four (RU-34) and Environmental Protection Zone as shown on Schedule “A” to this By-law.
2. Notwithstanding any other provision of By-law 2-2009, on lands zoned Rural Exception Thirty-Four (RU-34), an additional dwelling (detached) unit shall be permitted subject to the following:
 - a. The additional dwelling unit (detached) shall have a gross floor area that is 81% or less then the gross floor area of the primary dwelling located on the same lot.
 - b. No new road access/driveway shall be permitted.
3. All other applicable provisions of By-law 2-2009 shall continue to apply to the lands affected by this amendment.
4. This by-law shall take effect from the date of passing thereof and shall come into force on the day after the last day for filing appeals. Where objections to the by-law are received in accordance with the provisions of the Planning Act, the by-law shall come into force upon approval of the Ontario Land Tribunal.

By-law read a first and second time this 16th day of July, 2025.

By-law read a third time and passed this 16th day of July, 2025.

Head of Council

CAO/Clerk



Rural RU to Rural RU-34



Environmental Protection (EP)

Township of Amaranth Zoning By-law

The Corporation of
The Township of Amaranth



Schedule 'A' to Zoning By-law _____

A by-law to amend Zoning By-law 2-2009

Schedule A

The Corporation Of The Township Of Amaranth

By-Law Number 2025-_____

Being A By-Law To Amend By-Law 2-2009, As Amended

Whereas an Official Plan has been approved for the Township of Amaranth;

And Whereas the owner of 253091 9th Line, Township of Amaranth, County of Dufferin has filed an application (File No. Z07-2025) with the Township of Amaranth to amend By-law Number 2-2009, as amended.

And Whereas authority is granted under Section 34 of the Planning Act, R.S.O. 1990, C.P.13 and amendments thereto, to enact this by-law;

Now Therefore the Council of the Corporation of the Township of Amaranth enacts as follows:

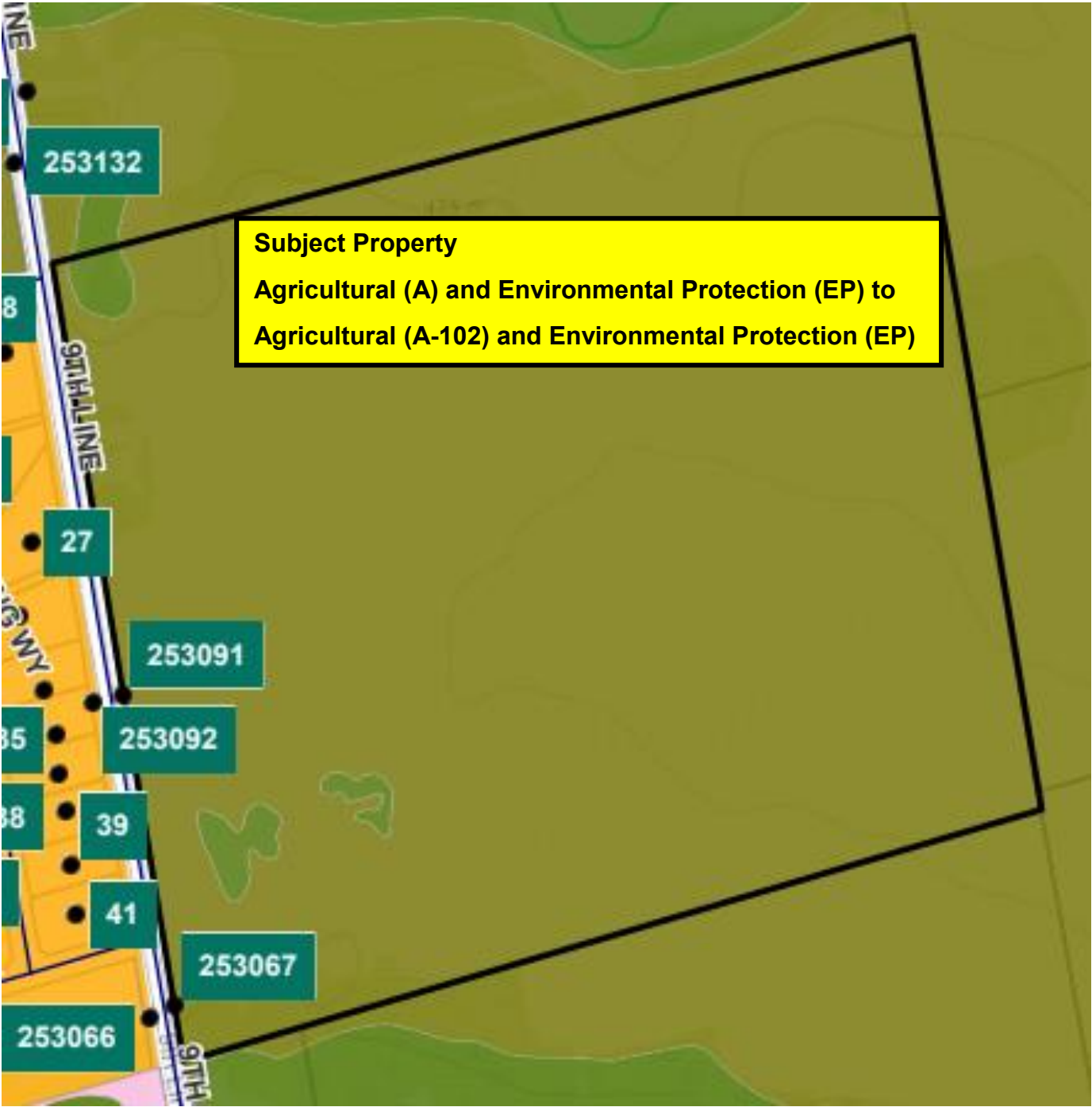
1. That Schedule “A” of By-law 2-2009, as amended, be further amended by rezoning the lands described as Concession 8 W, Part of Lot 2 in the Township of Amaranth and municipally known as 253091 9th Line, Township of Amaranth, County of Dufferin from Agricultural (A) Zone and Environmental Protection (EP) to Agricultural Exception One Hundred and Two (A-102) and Environmental Protection Zone as shown on Schedule “A” to this By-law.
2. Notwithstanding any other provision of By-law 2-2009, on lands zoned Agricultural Exception One Hundred and Two (A-102) Zone, the following shall be permitted:
 - a. One insulated box trailer (reefer trailer) as an agricultural building (livestock barn).
3. All other applicable provisions of By-law 2-2009 shall continue to apply to the lands affected by this amendment.
4. This by-law shall take effect from the date of passing thereof and shall come into force on the day after the last day for filing appeals. Where objections to the by-law are received in accordance with the provisions of the Planning Act, the by-law shall come into force upon approval of the Ontario Land Tribunal.

By-law read a first and second time this 16th day of July, 2025.

By-law read a third time and passed this 16th day of July, 2025.

Head of Council

CAO/Clerk



Agricultural A to Agricultural A-102



Environmental Protection (EP)

Township of Amaranth Zoning By-law

The Corporation of
The Township of Amaranth



Schedule 'A' to Zoning By-law _____

A by-law to amend Zoning By-law 2-2009

Schedule A

The Corporation Of The Township Of Amaranth

By-Law Number 2025-_____

Being A By-Law To Amend By-Law 2-2009, As Amended

Whereas an Official Plan has been approved for the Township of Amaranth;

And Whereas the owner of 284411 County Road 10, Township of Amaranth, County of Dufferin has filed an application (File No. Z08-2025) with the Township of Amaranth to amend By-law Number 2-2009, as amended.

And Whereas authority is granted under Section 34 of the Planning Act, R.S.O. 1990, C.P.13 and amendments thereto, to enact this by-law;

Now Therefore the Council of the Corporation of the Township of Amaranth enacts as follows:

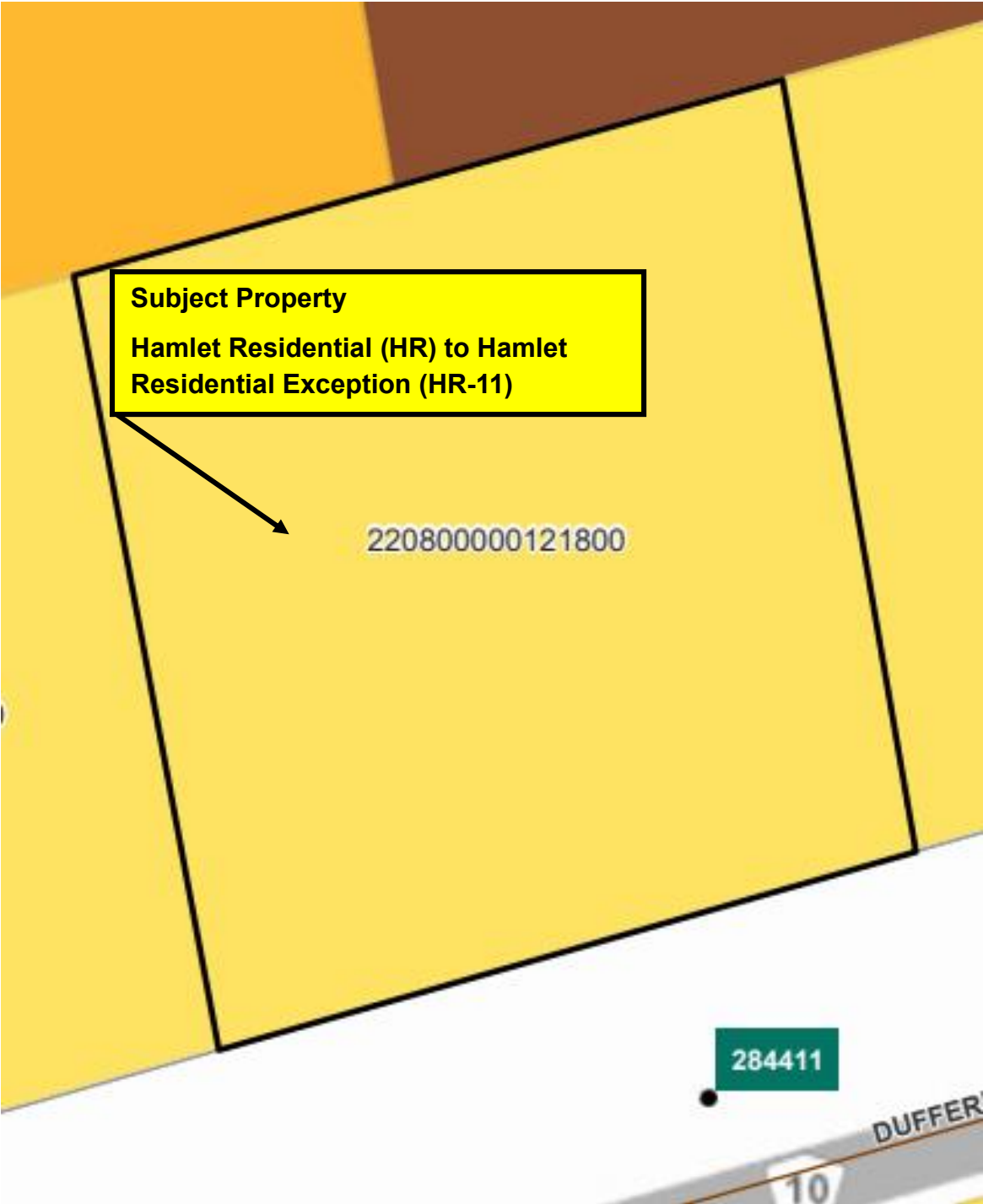
1. That Schedule “A-2” of By-law 2-2009, as amended, be further amended by rezoning the lands described as Concession 5 E, Part of Lot 11, Registered Plan 7R1320, Part 3 in the Township of Amaranth and municipally known as 284411 County Road 10, Township of Amaranth, County of Dufferin from Hamlet Residential (HR) Zone to Hamlet Residential Exception Eleven (HR-11) Zone as shown on Schedule “A-2” to this By-law.
2. Notwithstanding any other provision of By-law 2-2009, on lands zoned Hamlet Residential Exception Eleven (HR-11) Zone, the following shall be permitted:
 - a. Minimum interior side yard setback of 2.6 metres.
 - b. Maximum lot coverage of 25.2%.
3. All other applicable provisions of By-law 2-2009 shall continue to apply to the lands affected by this amendment.
4. This by-law shall take effect from the date of passing thereof and shall come into force on the day after the last day for filing appeals. Where objections to the by-law are received in accordance with the provisions of the Planning Act, the by-law shall come into force upon approval of the Ontario Land Tribunal.

By-law read a first and second time this 16th day of July, 2025.

By-law read a third time and passed this 16th day of July, 2025.

Head of Council

CAO/Clerk



Hamlet Residential HR to Hamlet Residential Exception HR-11

Township of Amaranth Zoning By-law

The Corporation of
The Township of Amaranth



Schedule 'A' to Zoning By-law _____

A by-law to amend Zoning By-law 2-2009

Schedule A

The Corporation Of The Township Of Amaranth

By-Law Number 2025-_____

Being A By-Law To Appoint a Member to Serve as Councillor for the Corporation Of
The Township Of Amaranth

Whereas a vacancy has occurred for the Office of Councillor; and

Whereas the office of Councillor was declared vacant on July 2, 2025 in accordance
with Section 262 of the Municipal Act, 2001, S.O. 2001, c.M. 25 ("*Municipal Act*"); and

Whereas by resolution of the Council of the Corporation of the Township of Amaranth
deemed it expedient to fill the vacancy by selection by appointment from candidates of
the previous election; and

Whereas as its meeting of July 16, 2025 Council selected a person who has consented
to fill the vacancy and be appointed to the vacant Office of Councillor in accordance with
Section 263 of the *Municipal Act*.

Now Therefore The Corporation of The Township of Amaranth by the Municipal Council
thereof enacts as follows:

1. That Victor Paan be appointed to fill the office of Councillor for the remainder of
the current Term of Council;
2. That this by-law shall come into force and effect immediately upon the Clerk
administering the Declaration of Office on July 23, 2025.

By-Law Read A First And Second Time This 16th Day Of July 2025.

By-Law Read A Third Time And Passed This 16th Day Of July 2025.

Head of Council

CAO/Clerk

The Corporation Of The Township Of Amaranth

By-Law Number 2025-_____

Being A By-Law To Regulate Parking In The Township Of Amaranth

Whereas Section 9 of the *Municipal Act, 2001, S.O. 2001, c. 25*, as amended, hereinafter referred to as “the *Act*” provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the *Act* or any other *Act*;

And Whereas Section 11(3) 1 and Section 11(3) 8 of the *Act* authorizes a municipality to pass by-laws regarding highways, including parking and traffic on highways;

And Whereas Section 23.1 of the *Act*, authorizes a municipality to delegate its powers and duties;

And Whereas Section 391 (1) of the *Act* authorizes a municipality to impose fees or charges;

And Whereas Section 425 (1) of the *Act* authorizes a municipality to pass by-laws providing that a person who contravenes a by-law of a municipality passed under the *Act* is guilty of an offence;

And Whereas Section 429 (1) of the *Act* provides that a municipality may establish a system of fines for a by-law passed under the *Act*;

And Whereas Section 170 (15) of the *Highway Traffic Act, R.S.O. 1990, c. H. 8*, as amended, regulates traffic and the removal of vehicles;

Now Therefore the Council for the Corporation of the Township of Amaranth enacts as follows:

1. Definitions

In this By-law:

“Costs” means all monetary expenses including labour incurred by the Township including interest;

“CAO/Clerk” means the CAO/Clerk for the Township or their designate;

“Emergency Vehicle” means a fire department vehicle, a police vehicle or an ambulance;

“Highway” includes a common and public highway, street, avenue, parkway, driveway, square, place, bridge, viaduct or trestle, any part which is intended for or used by the general public for the passage of vehicles and includes the area between the lateral property lines thereof and includes any part of a highway;

“Highway Traffic Act” means the *Highway Traffic Act, R.S.O. 1990, c. H. 8*, as amended, and its regulations;

“Motor Vehicle” includes an automobile, a motorcycle, a motor assisted bicycle, and any other vehicle propelled or driven otherwise than by muscular power, but does not include a street car or other motor vehicle running only upon rails, a power-assisted bicycle, a motorized snow vehicle, a traction engine, a farm tractor, a self-propelled implement of husbandry or a road-building machine;

“Obstruct” means to encumber, impede, interfere, prevent passage or progress or block;

“Officer” means a Police Officer, a municipal law enforcement officer, or any other person appointed by by-law to enforce the provisions of this By-law;

“Owner of a Vehicle” means:

- (a) the person whose name appears on the permit of the vehicle; and
- (b) if the vehicle permit consists of a vehicle portion and plate portion and different person(s) are named on each portion, the person whose name appears on the plate portion;

“Park” or “Parking” or “Parked” means the standing of a vehicle, whether occupied or not, except when standing temporarily for the purpose of and while actually engaged in loading or unloading merchandise or passengers;

“Person” includes an individual, sole proprietorship, partnership, limited partnership, trust, corporation, and an individual in his or her capacity as a trustee, executor, administrator, or other legal representative and includes an owner of a vehicle;

“Township” means the Corporation of the Township of Amaranth or the land within the geographic limit of the Corporation of the Township of Amaranth as the context requires;

“Vehicle” includes a motor vehicle, trailer, traction engine, farm tractor, road-building machine, bicycle and any vehicle drawn, propelled or driven by any kind of power, including muscular power, but does not include a motorized snow vehicle or street car;

2. Short Title

- 2.1 This By-law may be cited as the “Parking By-law”.

3. Delegation Of Authority

- 3.1 The CAO/Clerk is hereby delegated authority to:
 - (a) administer this By-law;
 - (b) temporarily lift parking restrictions.
- 3.2 Where a title to a position identified in this By-law no longer exists or is modified, the powers and duties may be exercised by a person deemed to have the responsibilities of the original position until such time as an amending by-law is adopted by Council.
- 3.3 The provisions of this By-law do not apply to the Township, the County of Dufferin, for the purpose of carrying out their duties or delivering any of its programs or services, the Police, a provincial or federal agency or body, an emergency vehicle and any other agency authorized by the Township for the purpose of carrying out their duties.

4. Parking Prohibited – Signs Not Required

- 4.1 No person shall park a vehicle on a highway between the hours of 1:00 a.m. to 5:00 a.m.
- 4.2 No person shall park a vehicle on a highway in a manner to obstruct snow removal and/or winter maintenance activities.

5. Towing

- 5.1 If a vehicle is parked on a highway that:
 - (a) contravenes any provision of this By-law;

(b) is in contravention of the Highway Traffic Act;

an Officer may cause it to be moved or taken and placed in a suitable place and all costs for the removing, care and storage are a lien on the vehicle and enforceable in the manner provided for by the *Repair and Storage Liens Act*, R.S.O. 1990, c. R. 25, as amended.

6. Enforcement And Penalty Provisions

- 6.1 The enforcement of this By-law shall be conducted by an Officer or other persons appointed by the Township.
- 6.2 No person shall hinder or obstruct an Officer in the enforcement of this By-law.
- 6.3 The provisions of this by-law shall be enforced pursuant to the provisions set out in the *Provincial Offences Act*, R.S.O. 1990, c. P.33, as amended. Every person who contravenes any provision of this by-law is guilty of an offence and upon conviction is liable to a fine as provided for by the *Provincial Offences Act*, R.S.O. 1990, c. P.33, as amended.
- 6.4 Where a Certificate of Parking Infraction has been issued alleging that the provisions of this By-law have been contravened, the person alleged to have committed an infraction may voluntarily pay a penalty to the Township within thirty (30) days from the date of the alleged contravention, and such payment shall be accepted in full satisfaction of the fine, and no further proceedings shall be taken.

7. Interpretation

- 7.1 In this by-law, any expression of time shall be calculated as standard time except in periods when daylight saving time is declared to be in effect, where upon time shall be calculated as daylight saving time.
- 7.2 In this By-law, unless the context otherwise requires words importing the singular shall include the plural, where applicable.

8. Severability

- 8.1 If a court of competent jurisdiction declares any section or part of this By-law invalid, the remainder of this By-law shall continue in force unless the court makes an order to the contrary.

9. Effective Date

- 9.1 This By-law shall come into effect upon receiving short form wording and set fine approval.

By-Law Read A First And Second Time This 16th Day Of July 2025.

By-Law Read A Third Time And Passed This 16th Day Of July 2025.

Head of Council

CAO/Clerk

The Corporation Of The Township Of Amaranth

By-Law Number 2025-_____

A By-law for Maintaining Land in a Clean, Clear, and Tidy Manner

Whereas Section 9 of the *Municipal Act, 2001, S.O. 2001, c.25*, as amended, hereinafter referred to as “the Act” provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising under that or any other Act;

And Whereas Section 11 of the Act, provides that municipalities may provide any service of thing that the municipality considers necessary or desirable for the public, and authorizes municipalities to pass by-laws within their respective spheres of jurisdiction including health, safety and well-being of persons;

And Whereas Section 23 of the Act, authorizes a municipality to delegate certain powers and duties;

And Whereas Section 123 of the Act, authorizes a municipality to regulate with respect to cliffs, pits, deep waters and other dangerous places for the purpose of public safety;

And Whereas Section 127 of the Act, authorizes a municipality to regulate and require owners and occupants of land to clean and clear refuse or debris from the land, and for prohibiting the depositing of refuse or debris on land without the consent of the owner or occupant;

And Whereas Section 128 of the Act, authorizes a municipality to prohibit or regulate with respect to public nuisances, including matters that, in the opinion of Council, are or could become or cause public nuisances;

And Whereas Section 129 of the Act, authorizes a municipality to prohibit and regulate with respect to odour, dust and outdoor illumination;

And Whereas Section 131 of the Act, authorizes a municipality to prohibit or regulate the use of any land for the storage of used motor vehicles for the purpose of wrecking, dismantling or salvaging parts from them;

And Whereas Section 425 of the Act, authorizes a municipality to pass by-laws providing that a person who contravenes a by-law of a municipality passed under the Act is guilty of an offence;

And Whereas Section 429 of the Act, provides that a municipality may establish a system of fines for a by-law passed under the Act;

And Whereas Section 431 of the Act, authorizes that where any by-law of a municipality under the Act is contravened and a conviction entered, in addition to any other remedy and to any penalty imposed by the by-law, the court in which the conviction has been entered and any court of competent jurisdiction thereafter may make an order prohibiting the continuation or repetition of the offence by the person convicted and requiring the person convicted to correct the contravention in a manner and within a period of time that the court considers appropriate;

And Whereas Section 436 of the Act, provides that a municipality has power to pass by-laws providing that the municipality may enter on land at any reasonable time for the purpose of carrying out an inspection to determine compliance with a by-law;

And Whereas Section 438 of the Act, permits municipalities to undertake inspections pursuant to orders issued under that section;

And Whereas Section 440 of the Act, provides that a municipality has the right in addition to any other remedy and to any penalty imposed by the by-law to make application to restrain the contravention;

And Whereas Sections 444 and 445 of the Act, authorizes a municipality to make orders to discontinue, or to correct, the contravention of a by-law;

And Whereas Section 446 of the Act, provides that a municipality may proceed to do a matter or thing at a person's expense which that person is otherwise required to do under a by-law, but has failed to do and the costs incurred by a municipality may be recovered by action or by adding the costs to the tax roll and collecting them in the same manner as taxes;

And Whereas the Council for the Corporation of the Township of Amaranth deems it necessary for the health, safety and welfare of the inhabitants to enact a by-law requiring owners and occupants of land to maintain their land free from refuse, debris, excessive or growth of grass and weeds, and conditions which may pose an unsafe condition;

Now Therefore the Council of the Corporation of the Township of Amaranth Hereby Enacts As Follows:

1.0 Short Title

1.1 This By-law may be referred to as "Tidy Yards By-law".

1.2 This By-law does not apply so as to prevent a farm, meeting the definition of "agricultural operation" under the *Farming and Food Production Protection Act, 1998, S.O. 1998, c.1*, from carrying out a normal farm practice as provided for and defined under that Act.

2.0 Definitions

2.1 In this By-law:

"Building" means a building or a structure used or intended to be used for supporting or sheltering any use or occupancy and includes mobile buildings or structures, fences, outbuildings, retaining walls, chattels and fixtures;

"Compost" means decayed organic material including but not limited to kitchen and table waste, grass clippings, plant trimmings, weeds or leaves;

"Costs" means all monetary expenses including labour incurred by the Township including interest and may include an administrative surcharge amount as established by the Township's Fees and Charges By-law;

"Date of Service" means the date service is deemed in effect in accordance with the provisions of this By-law;

"Dumping" means to throw, place or drop, and includes deposit, store, accumulate, or otherwise dispose of;

"Ground Cover" means organic or non-organic material applied to prevent soil erosion such as concrete, flagstone, gravel, asphalt, grass or other forms of landscaping;

"Graffiti" means one or more letters, symbols, marks, etchings, pictorial representations, messages or slogans, howsoever made, that disfigures or defaces a Property, but does not include any of the following:

(a) a sign, public notice, or traffic control mark authorized by the Township;

- (b) a sign authorized pursuant to a permit issued pursuant to the Township's Sign By-law;
- (c) a sign, public notice or traffic control mark authorized by County, Provincial, or Federal Law;
- (d) an art mural which has been authorized by the Township;

"Infestation" means the presence of pests or injurious insects in numbers or under conditions that involve an immediate or potential risk to health and safety;

"Inoperative Motor Vehicle" includes a vehicle having missing or damaged parts or in a derelict condition which prevents its lawful mechanical function upon a highway and includes a vehicle that does not have a number plate displayed or does not have current valid vehicle permit for the number plate and includes a boat;

"Motor Vehicle" includes an automobile, a motorcycle, a motor assisted bicycle, and any other vehicle propelled or driven otherwise than by muscular power, but does not include a street car or other motor vehicle running only upon rails, a power-assisted bicycle, a motorized snow vehicle, a traction engine, a farm tractor, a self-propelled implement of husbandry or a road-building machine;

"Occupant" means any Person over the age of eighteen years in possession of the Property;

"Officer" means a Municipal Law Enforcement Officer, a Police Officer, or any other Person appointed by By-law to enforce the provisions of this By-law;

"Owner" includes,

- (a) the registered owner of the property;
- (b) the Person for the time being managing or receiving the rent of the property in connection with which the word is used, whether on the Person's own account or as agent or trustee of any other Person, or who would receive the rent if the property were let; and
- (c) a lessee or Occupant of the property who, under the terms of a lease, is required to repair and maintain the property;

"Person" includes an individual, sole proprietorship, partnership, limited partnership, trust, corporation, and an individual in his or her capacity as a trustee, executor, administrator, or other legal representative and includes an Owner.

"Property" means a parcel of land which is capable of being legally conveyed or any part thereof, inclusive of buildings and includes vacant property;

"Refuse" means a substance, material, article, thing, matter, or any effluent and includes but is not limited to:

- (a) accumulations, deposits, remains, rubbish, debris or trash;
- (b) food scraps, bones or organic waste;
- (c) human or domestic animal excrement;
- (d) litter, including paper, cartons, newspapers, flyers, cardboard, or packaging;
- (e) accumulations of yard clippings, tree and garden cuttings, brush and leaves;
- (f) appliances including refrigerators, stoves, freezers or any other appliances, and any parts thereof, including hinges, latches, locking or closing mechanisms and devices;
- (g) furniture and household effects;
- (h) inoperative vehicles, including vehicle parts and accessories;
- (i) machinery and machinery equipment and parts, including furnaces and furnace parts, pipes and pipe fittings, water tanks, fuel tanks, septic tanks, tubing, conduits, cable fittings and other accessories;

- (j) containers of any size, type, or composition, including cans, glass or plastic containers;
- (k) materials resulting from, or as part of, construction or demolition projects, including decaying lumber, or other debris and material that does not appear to be actively utilized or intended for construction purposes;
- (l) sewage;
- (m) any other material that does not appear to be actively used for its intended purpose;
- (n) items or materials in an unsightly condition;
- (o) without restricting the foregoing, any unused or unusable material that by reason of its state, condition or excess accumulation:
 - (i) has not been cast aside, discarded or abandoned, whether of any value or not;
 - (ii) has been used up, in whole or in part, whether of any value or not; or
 - (iii) has been expended or worn out, in whole or in part, whether of any value or not;

“Sewage” includes liquid waste containing human, animal, vegetable, or mineral matter, oils, chemicals, fuels, and other liquid remains;

“Stagnant Water” means any water, other than a natural body of water that exists on a permanent basis or contained within a Township owned storm water management pond or facility, that is non-flowing, uncirculated, motionless, or stale, that provides a breeding place for mosquitos or other health hazards, but does not include water that is in a covered rain barrel;

“Tall Grass” means grass and weeds which exceeds eighteen (18) centimetres (approximately seven (7) inches) in height;

“Tax Roll Address” means the mailing address and contact information for the owner(s) of property that appears in the Township’s municipal tax assessment records;

“Township” means the Corporation of the Township of Amaranth or the land within the geographic limits of the Corporation of the Township of Amaranth as the context requires;

“Unsafe Condition” means any condition that poses or constitutes an undue or unreasonable hazard or risk to life, limb or health of any Person on or about the property;

“Unsightly Condition” means an unorganized, generally unattractive condition that lacks general maintenance and upkeep, or an excessive or unreasonable accumulation or items or materials;

“Vacant Property” means property that does not have a building;

“Vehicle” includes a motor vehicle, trailer, traction engine, farm tractor, road-building machine, bicycle and any vehicle drawn, propelled or driven by any kind of power, including muscular power, power-assisted bicycle but does not include a motorized snow vehicle or street car;

“Yard” means the land within the boundary lines of a property;

“Zoning By-law” means any by-law administered by the Township passed pursuant to Section 34 of the *Planning Act*, R.S.O. 1990, c. P. 13, as amended.

3.0 **Application**

3.1 This By-law applies to all land within the Township.

3.2 Where a provision of this By-law conflicts with a provision of another By-law, provincial legislation, or development agreement in force and effect in the Township, the provision that established the higher standard shall prevail.

4.0 Yard Maintenance

4.1 No Owner shall fail to maintain a yard free from refuse.

5.0 Tall Grass

5.1 Every Owner of property located:

- (a) within a settlement area as defined in the Township's Official Plan; and
- (b) outside a settlement area as defined in the Township's Official Plan designated as "Estate Residential" and "Hamlet Residential" in the Zoning By-law;

shall maintain a yard free of tall grass.

5.2 The provisions of Section 5.1 shall not apply to:

- (a) open space areas designated by the Township;
- (b) naturalized areas or parts within a park in its natural state; or
- (c) lands adjacent to highways under the direction and control of parks, conservation, of a highway authority.

5.3 Where grass forms a part of ground cover and is dead an Owner of property shall re-sod or re-seed as often as required to restore the grass to a living condition.

6.0 Vehicles

6.1 An Owner shall store a vehicle in conformity with the standards and requirements of any Township By-law and applicable legislation.

6.2 No Owner shall store, cause, or permit to be stored an inoperative vehicle on a yard, unless the inoperative vehicle and its parts are kept in an enclosed building.

6.3 Notwithstanding Section 6.2, an Owner may store vehicles used primarily for agricultural uses on lands with an ongoing agricultural operation.

7.0 Stagnant Water

7.1 No Owner shall keep a swimming pool, hot tub, wading pool, artificial pond or fountain on a property unless it is maintained in good repair and in working condition.

7.2 No Owner shall permit:

- (a) a swimming pool, swimming pool cover, wading pool, hot tub, fountain, or artificial pond located on a property containing stagnant water; or
- (b) stagnant water to accumulate in any material whatsoever capable of holding water, including but not limited to tires, vehicles, boats, garden fixtures and containers of any kind.

7.3 Every Owner shall take all necessary steps to prevent or remove stagnant water located on a property. Such steps may include, but are not limited to, draining or filling of excavations and depressions, installing screening or netting equipment so as to prevent the breeding of mosquitoes, or the treatment of the property with larvicide.

8.0 Wells, Septic Tanks, Ruts And Holes

8.1 Every Owner shall ensure an abandoned or unused well, septic tank, ruts or a

hole on a property shall be filled or safely covered and protected.

9.0 Drainage

9.1 An Owner shall ensure their property is graded, filled or otherwise drained so as to prevent recurrent ponding.

10.0 Compost

10.1 An Owner shall ensure all compost:

- (a) is set back a minimum of 0.6 meters (2 feet) from any property line;
- (b) is kept free of pests, such as rodents, vermin, termites and injurious insects and any condition that may promote an infestation.

11.0 Pest Prevention

11.1 Every Owner shall maintain their property free from any pest and free from infestation.

12.0 Graffiti

12.1 No Person shall place, or cause or permit to be placed graffiti on property.

12.2 An Owner of a property shall keep the property free of graffiti.

13.0 Retaining Walls, Guards And Fences

13.1 An Owner shall maintain a retaining wall, guards and a fence located on their property in good repair.

14.0 Trees, Hedges And Bushes

14.1 An Owner shall keep trees, hedges and bushes located on their property, free from dead, decayed or damaged limbs or branches.

15.0 Natural Disaster

15.1 In the event a building is destroyed by fire or natural disaster, an Owner of property shall remove any refuse and take the necessary steps to address an unsafe condition.

16.0 Refuse And Dumping Of Refuse

16.1 No person shall dump refuse on a property, unless permitted by another of the Township's By-laws or by other legislation.

16.2 No Owner shall store or cause to be stored refuse except in a proper recycling or garbage receptacle or other acceptable container(s) in accordance with the County of Dufferin's Waste Collection By-law.

16.3 An owner does not contravene this By-law by placing refuse out for collection, so long as the time and placement occurs in accordance with the County of Dufferin's Waste Collection By-law.

17.0 Parking Areas, Walkways And Driveways

17.1 An Owner of property designated as “Commercial” or “Industrial” under the Zoning By-law shall have a surface covering of asphalt, concrete, compacted stone or gravel or other suitable or reasonably dust free substance for areas used for vehicle traffic and parking.

18.0 Site Plan Conditions Maintained

18.1 All approved site plan conditions including, but not limited to general maintenance, parking areas, lighting, ground cover, hedges, trees and landscaping shall be maintain by the Owner of property.

18.2 An Officer may accept alternatives in relation to the maintenance of approved site plan conditions, provided that the intent of the original condition is maintained.

19.0 Orders

19.1 If an Officer has reasonable grounds to believe that a contravention of this By-law has occurred, the Officer may make an Order requiring the person, to:

- (a) discontinue the contravening activity,
- (b) do or take any action to correct the contravention.

19.2 An Order under Section 19.1 shall set out:

- (a) reasonable particulars of the contravention adequate to identify the contravention;
- (b) the location of the property on which the contravention occurred; and
- (c) either:
 - (i) in the case of an Order under Section 19.1 (a), the date by which there must be compliance with the Order; or
 - (ii) in the case of an Order under Section 19.1 (b), the action to be done and the date by which the action must be done.

19.3 An Order made under this By-law shall be served to:

- (a) the Person the Officer believes contravened this By-law; and
- (b) such other Persons affected by the Order as the Officer making the Order determines.

19.4 An Order under Section 19.1 (b) may require work to be done even though the facts which constitute the contravention of this By-law were present before this By-law came into effect.

19.5 An Order under this By-law that is not appealed within the time referred to in Section 19.1 (b) shall be final and not subject to further review.

19.6 In default of any work required by an Order under Section 19.1 (b) being done by the Person directed or required to do it, the work may be done by the Township at the Person’s expense. For the purposes of this section, the Township and its employees, contractors, suppliers of goods and services, agents and representatives may enter upon property at any reasonable time.

19.7 Where the Township and its employees, contractors, suppliers of goods and services, agents and representatives perform the work required to bring about compliance with an Order, the Township may recover the costs of doing any thing or matter under this By-law by action of by adding the costs to the tax roll and collected in the same manner as taxes.

19.8 No Person shall fail to comply with an Order issued pursuant to this By-law.

20.0 **Service**

20.1 A document, notice, decision or Order issued in accordance with this By-law, shall be served using one or more of the following methods of service noted in Column A below and is deemed served on the date noted in Column B below:

COLUMN A Method of Service	COLUMN B Deemed Date of Service
Personal	Date personally delivered to person to whom it is addressed
Posted in a conspicuous place on the property	Date posted on the property
Email	Date email is sent to the person’s last known email address
Regular/Registered Mail	Seven (7) days after the date of mailing to the person’s last known mailing address

20.2 For the purposes of this By-law, a person’s last known address and electronic mail address includes an address and electronic mail address provided by the person to the Township as may be required by a form, practice or policy under this By-law and includes a tax roll address.

20.3 Where service is affected by multiple methods, the date of service shall be on the earliest applicable date.

21.0 **Enforcement And Penalty Provisions**

21.1 The enforcement of this By-law shall be conducted by an Officer.

- 21.2 An Officer may enter on the property at any reasonable time for the purpose of carrying out an inspection to determine whether or not:
- (a) the By-law is complied with;
 - (b) a direction or Order of the Township pursuant to the *Municipal Act, 2001, S.O. 2001, c.25*, as amended, or made under this By-law is complied with; or
 - (d) an Order pursuant to Section 431 of the *Municipal Act, 2001, S.O. 2001, c.25*, as amended, is complied with.

21.3 For the purposes of an inspection under this By-law, an Officer may:

- (a) require the production for inspection of documents or things relevant to the inspection;
- (b) require information from any Person concerning a matter related to the inspection; and
- (c) alone or in conjunction with a Person possessing special or expert knowledge, make examinations or take tests, samples or photographs necessary for the purposes of the inspection.

21.4 A receipt shall be provided for any document or thing removed under this By-law and the document or thing shall be promptly returned after the copies or extracts are made.

21.5 Every Person who contravenes any provision of this By-law, including failing to comply with an Order issued pursuant to this By-law, or an Order issued pursuant to Section 431 of the *Municipal Act, 2001, S.O. 2001*, as amended, is guilty of an

offence and is liable to a fine, and such other penalties, as provided for in the *Provincial Offences Act, R.S.O. 1990, c. P.33*, as amended, and the *Municipal Act, 2001, S.O. 2001*, as amended.

21.6 Any Person who is charged with an offence under this By-law, or an Order issued pursuant to this By-law, or an Order issued pursuant to Section 431 of the *Municipal Act, 2001, S.O. 2001*, as amended, or every director or officer of a corporation, who knowingly concurs in the contravention by the laying of an information under Part III of the *Provincial Offences Act, R.S.O. 1990, c. P. 33*, as amended, is guilty of an offence and if found guilty of the offence is liable pursuant to the *Municipal Act, 2001, S.O. 2001*, as amended, to the following:

- (a) on a first offence, to a fine not more than \$50,000.00; and
- (b) on a second offence and each subsequent offence, to a fine of not more than \$100,000.00

21.7 Every Person who is issued a Part 1 offence notice or summons and is convicted of an offence under this By-law shall be subject to a fine, to a maximum as provided for in the *Provincial Offences Act, R.S.O. 1990, c. P. 33*, as amended.

21.8 No Person shall hinder or obstruct, or attempt to hinder or obstruct, any Officer exercising a power or performing a duty under this By-law.

21.9 Every Person who is alleged to have contravened any of the provisions of this By-law, shall identify themselves to an Officer upon request, failure to do so shall be deemed to have hindered or obstructed an Officer in the execution of his or her duties.

21.10 Upon conviction any penalty imposed under this By-law may be collected under the authority of the *Provincial Offences Act, R.S.O. 1990, c. P. 33*, as amended.

21.11 If a Person convicted of an offence for contravening a provision of this by-law or an Order made under this by-law, the court in which the conviction has been entered, and any court of competent jurisdiction thereafter, may order the Person, to correct the contravention in such manner and within such period as the court considers appropriate including prohibiting the continuation or repetition of the contravention.

22.0 Singular And Plural

22.1 In this By-law, unless the context otherwise requires words importing the singular shall include the plural, where applicable.

23.0 Severability

23.1 If a court of competent jurisdiction declares any section or part of this By-law invalid, the remainder of this By-law shall continue in force unless the court makes an order to the contrary.

By-Law Read A First And Second Time This 16th Day Of July 2025.

By-Law Read A Third Time And Passed This 16th Day Of July 2025.

Head of Council

CAO/Clerk