



**GRAND VALLEY**

## **STAFF REPORT**

**To:** Mayor and Members of Council  
**From:** Meghan Townsend, CAO/Clerk  
**Meeting Date:** October 8, 2024  
**Report Number:** **2024-078**  
**Subject:** Trailway Parking Lot Licence Agreement

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### **Recommendation**

**THAT** Council receives Report – Trailway Parking Lot Licence Agreement  
**AND FURTHER THAT** Council accepts the agreement as presented, authorizes the Mayor and Clerk to sign the agreement and directs staff to prepare and present a by-law for the execution of the agreement.

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### **Executive Summary**

#### **Purpose**

To present an agreement for the use of private lands for parking by users of the Upper Grand Trailway.

#### **Key Findings**

An agreement is presented to Council for consideration.

#### **Financial Implications**

None.

## **Report**

### **Background**

Early in 2024, Council directed the CAO to engage the owner of 1 Watson Road, Grand Valley, to formalize the arrangement that used to be in place between the owner and the Upper Grand Trailway committee, under which the owner allowed users of the trailway to park on his lands.

### **Discussion**

When the Town assumed responsibility for the trailway, it was decided that an agreement between the Town and the owner would be prudent for risk management purposes for both parties. The CAO engaged legal assistance in drafting an agreement and sought advice from the Town’s insurance provider to ensure that the agreement was in keeping with the Town’s policy. Then, the draft agreement was sent to the owner for consideration.

The final agreement is presented to Council as attachment 1 to this report. If Council accepts the agreement, trail users can continue to use the land for parking until such time as either party decides to terminate the agreement.

Once the agreement is signed, the Town shall provide the owner with a certificate of insurance, as required.

### **Financial Impact**

None.

### **Consultations**

Town Legal

Town Insurance Provider

### **Attachments**

Attachment 1 – Trailway Parking Lot Licence Agreement

### **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

[mtownsend@townofgrandvalley.ca](mailto:mtownsend@townofgrandvalley.ca)