



The Corporation of the Town of Grand Valley

Council Meeting Minutes

Tuesday, January 28, 2025, 10:00 am
Council Chambers, 5 Main Street North, Grand Valley

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

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

1. Call to Order and Roll Call

Mayor Soloman called the meeting to order at 10:09 a.m.

Mayor Soloman announced that the meeting is being live streamed and publicly broadcast with the recording of the meeting to be available on the Town's website.

Meghan Townsend, CAO/Clerk conducted a roll call.

Councillor Paul Latam and Deputy Mayor Rentsch attended the meeting virtually.

2. Adoption of Agenda

Resolution: 2025-01-16

Moved by: L. Dart

Seconded by: J. Jonker

BE IT RESOLVED THAT Council adopts the agenda and any addendums dated Tuesday, January 28, 2025 as amended, inclusion of closed meeting item 4.5.2.

CARRIED

3. Disclosure of Pecuniary Interest and the General Nature Thereof

No pecuniary interest was declared.

4. Closed Meeting - 10:00 a.m.

Resolution: 2025-01-17

Moved by: P. Rentsch
Seconded by: P. Latam

BE IT RESOLVED THAT Council resolve itself into a meeting that is closed to the public at 10:10 a.m. to discuss matters pertaining to Section 239(2)(b) and (e), personal matters about an identifiable individual including municipal or local board employees and litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board employees.

CARRIED

Council recessed its closed meeting at 11:05 p.m.

Council resumed its closed meeting at 1:15 p.m.

Deputy Mayor Rentsch left the meeting at 12:05 p.m. returned to the meeting at 1:15 p.m.

Resolution: 2025-01-35

BE IT RESOLVED THAT Council resolve itself into a meeting that is closed to the public at 1:16 p.m. to resume its discussion on matters pertaining to section 239(2)(b) personal matters about an identifiable individual including municipal or local board employees and litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

CARRIED

The following items were discussed:

4.1 Call to Order

4.2 Approval of Closed Meeting Agenda

4.3 Disclosure of Pecuniary Interest and General Nature Thereof

4.4 Approval of Closed Minutes

4.4.1 December 10, 2024 Closed Meeting Minutes

4.4.2 January 14, 2025 Closed Meeting Minutes

4.5 Items for Consideration

4.5.1 Confidential Report - R.J. Burnside and Associated Limited -
Contaminated Site Assessment

4.5.2 Grand Valley Staffing Update

5. Open Meeting - 10:30 a.m.

Council resumed open session at 11:08 a.m.

6. Rise and Report

Council rose from its closed meeting at 1:24 p.m. and reported into open session as follows:

Resolution: 2025-01-36

Moved by: J. Jonker

Seconded by: P. Latam

BE IT RESOLVED THAT the closed meeting minutes of the December 10, 2024 be approved as amended and the January 14, 2025, Closed Council Meetings be approved .

CARRIED

Resolution: 2025-01-37

Moved by: P. Latam

Seconded by: J. Jonker

BE IT RESOLVED THAT the Confidential Report - RJ Burnside and Associates Limited - Contaminated Site Assessment, regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board be received and that staff proceed as directed.

CARRIED

Resolution: 2025-01-38

Moved by: P. Rentsch

Seconded by: L. Dart

BE IT RESOLVED THAT the Confidential Verbal Update - Grand Valley Staffing, from Meghan Townsend, CAO/Clerk regarding personal matters about an identifiable individual, including municipal or local board employees and litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board be received and that staff proceed as directed.

CARRIED

7. Approval of Previous Minutes

7.1 January 14, 2025 Council Minutes

Resolution: 2025-01-18

Moved by: J. Jonker
Seconded by: L. Dart

BE IT RESOLVED THAT the minutes of the January 14, 2025, Regular Council Meeting be approved as circulated.

CARRIED

8. Announcements

There were no announcements.

9. Deputations/Presentations

9.1 10:30 a.m. - 2025 Municipal Insurance Program - Town of Grand Valley

Resolution: 2025-01-19

Moved by: L. Dart
Seconded by: J. Jonker

BE IT RESOLVED THAT leave be given to Colin Smith, Regional Manager, Intact Insurance, to address Council.

CARRIED

9.1.1 Presentation - 2025 Town of Grand Valley Insurance Renewal- Colin Smith, Regional Manager, Intact Insurance

Colin Smith, Regional Manager, Intact Insurance appeared before Council to provide a summary of the Town's 2025 Insurance Renewal.

Resolution: 2025-01-20

Moved by: J. Jonker
Seconded by: L. Dart

BE IT RESOLVED THAT Council receives the presentation from Colin Smith, Regional Manager, Intact Insurance, regarding the 2025 Municipal Insurance Program - Town of Grand Valley.

CARRIED

9.2 11:00 a.m. Grand Valley and District Public Library

Resolution: 2025-01-21

Moved by: L. Dart
Seconded by: J. Jonker

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

CARRIED

9.2.1 Presentation - 2025 Grand Valley and District Public Library Budget - Joanne Stevenson, CEO, Grand Valley Public Library

Joanne Stevens, CEO Grand Valley Public Library, appeared before Council to provide a summary of the 2025 Grand Valley Library Budget.

Resolution: 2025-01-22

Moved by: J. Jonker
Seconded by: L. Dart

BE IT RESOLVED THAT Council receives the presentation from Joanne Stevenson, CEO, Grand Valley Public Library regarding the 2025 Grand Valley and District and Public Library Budget.

AND FURTHER THAT Council directs staff to include a levy amount of \$294,017(\$289,719 + 4298 grant) in the 2025 Grand Valley Operating Budget.

CARRIED

10. Public Questions

Meghan Townsend, CAO/Clerk advised the Town has received correspondence in relation to the Town's budget and pre-authorized payment changes. She advised some correspondence which was received in time for today's Special Council - 2025 Operating Budget Addendum Agenda has been added with the remainder of the correspondences and any others received to be included on the February 11th Council Agenda under Public Questions.

11. Unfinished Business

Confirmation of MP Kyle Seebach meeting date.

The Deputy Clerk, sought Council's preferred meeting date from the two dates proposed by MP Seebach's office. Council requested a meeting be scheduled for the morning on Friday, February 7th at the constituency office on 180 Broadway.

12. Staff Reports

12.1 Planner

12.1.1 Decision Declaration and Conveyance of Surplus Lands to 321339 Concession Road 6-7 File B02-2024, 2025-007

Mark Kluge, Town Planner presented a summary of report.

Mr. Henk Brakke attended as a delegate before Council. Mr. Brakke inquired as to the exact acreage of land conveyed. Staff advised the lot size was indicated on the Reference Plan. Mr. Brakke inquired as to the how the value of \$10,000 was calculated. Mayor Soloman and Deputy Mayor Rentsch advised value was calculated through discussions of Council regarding agricultural land values.

Resolution: 2024-01-23

Moved by: L. Dart
Seconded by: J. Jonker

BE IT RESOLVED THAT Report No. PLN2025-007 Decision Declaration and Conveyance of Surplus Lands to 321339 Concession Road 6-7, dated January 28, 2025, be received;

AND FURTHER THAT the portion of the Town owned Right of Way (ROW) as generally shown in **Appendix 2: Reference Plan 7R-6901**, be declared surplus to the Town's needs;

AND FURTHER THAT Council pass the necessary By-law as outlined in **Appendix 3: Surplus By-law**, with conditions as outlined in Schedule B to the By-law;

AND FURTHER THAT the sale of the Town owned Right of Way (ROW) be subject to the conditions outlined in **Appendix 4: Conveyance Conditions B02-2024**.

CARRIED

12.2 CAO/Clerk

Council requested that an upcoming CAO Update report include the status of the Rogers Fiber to Home Project and requested staff review the automated phone system message to redirect calls to reception.

12.2.1 By-law to prescribe lower rates of speed within the Town of Grand Valley – Main Street North and South, 2025-009

Meghan Townsend, CAO/Clerk presented the report.

Council discussed the report and inquired as to whether the intent was to include all of Main Street South, to its end at Hereward Park. CAO Townsend advised that the by-law would be amended to reflect the 40 kn/h zone ending at Water Street.

Resolution: 2025-01-24

Moved by: J. Jonker
Seconded by: L. Dart

BE IT RESOLVED THAT Council receive Report – By-law to prescribe lower rates of speed within the Town of Grand Valley – Main Street North and South

AND FURTHER THAT Council approves the by-law as presented and amended and directs staff to prepare and present the by-law for passing.

CARRIED

12.2.2 Indemnification By-law and Traffic Violation Reimbursement Policy, 2025-010

Meghan Townsend, CAO/Clerk presented the report.

Council discussed the report and inquired as to whether a staff consulted other municipal policies. Staff confirmed other municipal policies were reviewed.

Resolution: 2025-01-25

Moved by: P. Latam

Seconded by: P. Rentsch

BE IT RESOLVED THAT Council receives Report – Indemnification By-law and Traffic Violation Reimbursement Policy,

AND FURTHER THAT Council directs the Clerk to incorporate feedback provided, then forward the draft by-law and policy to Town legal and insurance for feedback, and bring the final by-law and policy to a future Council meeting for passing.

CARRIED

12.2.3 Ontario Clean Water Agency Contract Amending Agreement, 2025-012

CAO Townsend presented the report.

Council discussed the report.

Resolution: 2025-01-26

Moved by: P. Latam

Seconded by: P. Rentsch

BE IT RESOLVED THAT Council receives Report – Ontario Clean Water Agency Contract Amending Agreement

AND FURTHER THAT Council authorizes the Mayor and Clerk to sign the agreement presented and directs staff to prepare and present the necessary by-law for passing.

CARRIED

12.3 Director of Finance/Treasurer

Deputy Mayor Rentsch left the meeting at 12:05 p.m.

12.3.1 Correspondence received from RLB Chartered Professional Accountants regarding 2024 Pre-Audit Plan dated January 17, 2025

Steven Frietas, Director of Finance/Treasurer provided a summary of the correspondence.

Council discussed the correspondence.

12.3.2 Treasurer's Update, 2025-011

Steven Frietas, Director of Finance/Treasurer presented his report.

Council discussed the report and inquired as to whether Infrastructure Ontario has confirmed a financing rate. Staff advised the financing application was submitted and that it is currently under review and staff are awaiting a response.

Council inquired as to the status of finance projects including: micro surfacing tender, credit card use internal policy, and 2025 budget variance reports. Staff advised the tender will be issued soon, credit policy is in progress and 2025 budget variances reporting will be completed once the auditors work has been completed.

Resolution: 2025-01-27

Moved by: P. Latam

Seconded by: L. Dart

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

CARRIED

12.4 By-Law and Property Standards Enforcement

12.4.1 By-law Enforcement Status Update – December 2024, 2025-013

Brad Haines, By-Law Enforcement and Property Standard's Officer presented his report which included a summary of recent complaints including snow being deposited on roadways and parking at the school. He advised the South West Police Board is currently recruiting for a Grand Valley Representative.

Council discussed the report and inquired as to the status of the canine census. CAO Townsend advised staff are including the canine census as part of the tender for the new canine services contract.

Council discussed issues relating to school drop-off parking and requested staff prepare a report outlining a plan for parking at the school and a report including the number of by-law complaints received and responded to in 2024, outlining general themes and results including number of tickets issues versus education.

Resolution: 2025-01-28

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

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

AND FURTHER THAT staff bring back a plan for parking at the school.

CARRIED

12.5 Parks and Recreation

12.5.1 Ball Diamond Allocation Policy, 2024-120

James Allen, Recreation Manager, presented the report.

Council discussed the report and inquired as to ball diamond rental fees. Staff advised fees have been provided to the Treasurer and will be provided to Council for consideration and approval as part of the fees and charges by-law review.

Resolution: 2025-01-29

Moved by: J. Jonker
Seconded by: L. Dart

BE IT RESOLVED THAT Council receives the Report – Revised Ball Diamond Allocation Policy.

AND FURTHER THAT Council approves the Revised Ball Diamond Allocation Policy in accordance with Attachment 1.

CARRIED

12.5.2 Recreation Update, January 2025, 2025-008

James Allen, Recreation Manager, presented his update report including a verbal update on the completion of the Concession 2/3 ball diamond lighting and extension of the Community Centre Renovation Tender to February 13th.

Council discussed the report and inquired as to plans for the grand opening for the Concession 2/3 ball diamonds. Staff will report back potential grand opening details.

Resolution: 2020-01-30

Moved by: L. Dart

Seconded by: J. Jonker

THAT Council receives the Report Recreation Update, January 2025 for information.

CARRIED

12.6 Director of Public Works

Council requested the Director of Public Works Update Report include an update on sidewalk icing and maintenance on Melody Lane and blowing snow and mailbox concerns along Concession 24/25.

13. Public Meeting

There were no public meetings.

14. Pending Items

There were no pending items.

15. Correspondence

15.1 Grand Valley Lions Club - Request for Use of Hereward Park - Grand Valley Lions 27th Annual Duck Race - May 24, 2025

Council discussed the request from the Grand Valley Lion's Club for use of Hereward Park for the 27th Annual Duck Race - to be held on May 24, 2025.

Resolution: 2025-01-31

Moved by: L. Dart

Seconded by: J. Jonker

BE IT RESOLVED THAT Council receives the correspondence from the Grand Valley Lions Club - Request for Use of Hereward Park for the 27th Annual Duck Race - May 24, 2025;

AND FURTHER THAT Council approves the use of Hereward Park on May 24, 2025 and requests the Grand Valley Lions Club work with the Director of Public Works regarding garbage, recycling and park clean up.

CARRIED

- 15.2 County of Dufferin - Invitation to Participate - Explore Dufferin Investors Tour - April 23, 2025

Council discussed the County of Dufferin's Invitation to Participate in the Explore Dufferin Tour.

CAO Townsend suggested sharing the invitation with the Business Improvement Area and Economic Development Committee.

Resolution: 2025-01-32

Moved by: P. Latam

Seconded by: J. Jonker

BE IT RESOLVED THAT Council receives the County of Dufferin's Invitation to Participate - Explore Dufferin Investors Tour - April 23, 2025;

AND FURTHER THAT Council directs staff to share the information about the tour with the Economic Development Committee and Business Improvement Area Board.

CARRIED

- 15.3 Town of Shelburne - Media Release - ROMA Delegation - Assistant Deputy Minister, MTO Regarding Truck By-Pass/Truck Route dated January 21, 2025

- 15.4 Grand Valley Garden Club - Request for Support dated January 20, 2025

Council discussed the request for support received from the Grand Valley Garden Club.

CAO Townsend advised there was an error in the amount requested with the correct requested amount being \$4,000.

Resolution: 2025-01-33

Moved by: J. Jonker

Seconded by: L. Dart

BE IT RESOLVED THAT Council receives the correspondence from Grand Valley Garden Club - Request for Support dated January 20, 2025.

AND FURTHER THAT Council directs staff to include the amount of \$4,000 for Cenotaph gardening in the 2025 Operating Budget.

CARRIED

16. County Council Report

Mayor Soloman's advised a Special County Council meeting will be held on January 29, 2025 .

17. Council Updates

Mayor Soloman's update included his attendance with Councillor Jonker at the Dufferin Board of Trade Breakfast on January 28th. He had a meeting with Dufferin-Caledon Liberal Candidate, Malalai Halimi.

Councillor Jonker's update included his attendance at the Economic Development Committee meeting where the committee finalized their Economic Development Survey.

Councillor Latam's update included the Community Centre Board's approval of their 2025 Budget.

Mayor Soloman advised he attended as a delegate with Councillor Latam, and CAO Townsend with the Minister of Energy and Electrification at the recent ROMA Conference where they discussed assistance with hydro on the Sewage Treatment Plant expansion project.

18. Boards and Committees

18.1 Minutes

Council discussed the Board and Committee minutes.

Resolution: 2025-01-34

Moved by: L. Dart

Seconded by: P. Latam

BE IT RESOLVED THAT Council receives the Board and Committee Minutes listed on the Tuesday, January 28, 2025, Council Agenda.

CARRIED

18.1.1 Grand Valley Economic Development Committee Minutes - November 21, 2024

18.1.2 Grand Valley and District Community Centre Minutes - December 9, 2024

18.1.3 Grand Valley Public Library Minutes - December 11, 2024

18.2 Recommendations

18.2.1 Grand Valley BIA - Request for Donation - Canada Day Fireworks

Council discussed the request for donation to purchase fireworks received from the Grand Valley BIA and inquired as to the amount of the donation provided in 2024 and total amount of fireworks purchased in 2024. Staff advised Council's 2024 donation amount was \$2,500 and \$1,000 donation from Mayberry Hill Association.

Council requested this item be deferred to budget discussions and requested staff provide clarity on the purchase amount of 2024 fireworks.

19. New Business

There was no new business.

20. Notice of Motion

There were no notices of motion.

21. By-laws

Resolution: 2025-01-39

Moved by: J. Jonker

Seconded by: L. Dart

BE IT RESOLVED THAT leave be given to introduce the by-laws listed on the Tuesday, January 28, 2025 agenda as items 21.1 to 21.4 and that the By-laws be given the necessary reading and passed and numbered as By-laws 2025-08 to 2025-11, as amended.

CARRIED

- 21.1 2025-XXX Being a By-law to declare certain lands as surplus and convey those surplus lands. - Conveyance to 321339 Concession Road 6-7 (Roll 122600)
- 21.2 2025-XXX Being a By-Law to Prescribe Lower Rates of Speed Within the Town of Grand Valley - Main Street, North and South in its entirety
- 21.3 2025-XXX Being a By-Law to Provide for the Legal Indemnification of Employees, Councillors or Members of Local Boards of the Town of Grand Valley
- 21.4 2025-XXX Being a By-Law to authorize the execution of an Amending Agreement between OCWA and the Corporation of the Town of Grand Valley for the management, operation and maintenance of the Grand Valley Wastewater Treatment Facility

22. Confirm Proceedings

- 22.1 2025-XXX - Being a By-Law to Confirm the Proceedings of Council of the Corporation of the Town of Grand Valley at its meeting held on January 28, 2025.

Resolution: 2025-01-40

Moved by: P. Rentsch

Seconded by: J. Jonker

BE IT RESOLVED THAT leave be given to introduce a by-law to confirm the proceedings of the Regular Council Meeting held on Tuesday, January 28, 2025 and that it be given the necessary readings and be passed and numbered as By-Law 2025-12.

CARRIED

23. Adjournment

Resolution: 2025-01-41

Moved by: J. Jonker

Seconded by: P. Latam

BE IT RESOLVED THAT we do now adjourn this meeting of Council at 1:27 p.m. to meet again for a Regular Meeting on February 11, 2025 at 6:00 p.m. or at the call of the Mayor.

CARRIED

Steve Soloman, Mayor

Meghan Townsend, CAO/Clerk