



GRAND VALLEY

## STAFF REPORT

**To:** Mayor and Members of Council  
**From:** Meghan Townsend, CAO/Clerk  
**Meeting Date:** March 11, 2025  
**Report Number:** 2025-046  
**Subject:** CAO Progress Update

---

### Recommendation

**THAT** Council receives the Report – CAO Progress update for information purposes.

### Executive Summary

#### Purpose

To give Council an update on ongoing projects, outstanding directives and other items of which Council should be made aware.

#### Key Findings

Many projects underway, and updates on each are provided.

#### Financial Implications

None

## Report

### Discussion

Task	Start/Resolution Number	Estimated Completion	Discussion/Update
<b>Rogers Fibre to the Home project</b>		Year End 2025	Project completion expected by end of August.
<b>Trailway Agreement with Amaranth</b>		Q1 2025	Proposal to be presented to Amaranth regarding the trailway within their Township. Did not get to discuss this fully with Amaranth CAO in 2024.
<b>23 Mill Street Site Remediation</b>	2023-05-06 2024-10-13 2025-01-36	ongoing	Report from Burnside Hydrogeology consultants was presented at January 28 meeting. Staff proceeding as directed. Contacted consultant who was assisting the Town to advise of the change of plans and to request his information/files on the site. Documentation has not yet been received.
<b>Automated Speed Enforcement</b>		ongoing	Camera is in place. Activation scheduled for March 10.
<b>Sale of Gravel Pit lands in Southgate Township</b>	2023-08-06	Spring 2025	Working with legal to prepare for sale.
<b>Gateway Signage</b>	2024-06-35	Ongoing	4 signs to be installed in spring. Will include additional signage ideas in 2025 budget.
<b>Various Engineering Projects</b>		various	<ul style="list-style-type: none"> <li>• Landfill monitoring reduction – Province has been in contact with engineers regarding requirements. No update.</li> <li>• Scott Street Development –Negotiations for next steps of the project continue between the developers.</li> <li>• Ritchie swale project – Construction agreement pending.</li> <li>• South-East Sewage Pumping Station – Hydro One has received updated information and are finalizing their plans internally.</li> <li>• Luther Road Infiltration – construction postponed to 2026. Completing design and tender package in 2025.</li> </ul>

<b>Task</b>	<b>Start/Resolution Number</b>	<b>Estimated Completion</b>	<b>Discussion/Update</b>
<b>Water Taking program</b>		Q2 2025	Council requested a report on water taking from the municipal water system by private entities, along with pricing recommendations if water taking is feasible.
<b>Land in Amaranth Township</b>	2022-04-06	YE 2025	Options to be presented with 2025 land discussions.
<b>Various Grant Opportunities</b>	2024-09-24 2024-09-25 2024-09-26 2024-09-27 2024-09-28	Various	<ul style="list-style-type: none"> <li>• Community Sport and Recreation Infrastructure Fund – 2 streams <ul style="list-style-type: none"> <li>○ application for arena roof submitted. No response yet.</li> <li>○ Application for Concession 2-3 park underway.</li> </ul> </li> <li>• NEW PROGRAM – Health and Safety Water Stream – funding for water infrastructure projects for public health and safety. Application window opens February 12, 2025. More details to follow after Provincial election.</li> <li>• Ontario Trillium Foundation, Capital Stream – Recreation Program Coordinator and Facilities Manager submitted application to OTF for funding towards siding and flooring work in the arena.</li> </ul>
<b>Building Department Agreement with County</b>		Q1 2025	In progress. CAO has not had opportunity to address this issue due to other priorities.
<b>Canine Control Contract</b>	2024-05-35	Q2 2025	RFP for canine control in 2025 work plan.
<b>Dog Count</b>	2024-05-20	June 1, 2025	Working with staff to plan for a count of dogs in the community, including preparation of educational materials.
<b>Use of Town lands to access rear yards of private property</b>	2024-07-08	Q1 2025	Pilot project with private access through Town lands has been completed and deposit returned. Will work with Burnside's to create policy and process for future requests.
<b>Sponsorship/ Naming Rights program</b>			Staff to connect with consultant to provide update on progress, and request delegation to Council on next steps.

<b>Task</b>	<b>Start/Resolution Number</b>	<b>Estimated Completion</b>	<b>Discussion/Update</b>
<b>Traffic Violation Reimbursement Policy</b>		Q1 2025	Draft policy and indemnification by-law has been sent to legal and insurance for review.
<b>Medical Dental Centre – transfer from Board</b>		In progress	Working with tenants to finalize leases.
<b>Tornado 40<sup>th</sup> Anniversary Commemoration</b>		May 2025	First committee meeting scheduled for March 6, 2024.
<b>Donation Program</b>	2025-02-45	Q4 2025	Staff to prepare a donation requests program prior to the 2026 Budget.
<b>By-law service contract</b>		Q2 2025	CAO to investigate possibility of contracting our By-law Officer to other municipalities.
<b>Fire Department</b>	2024-12-27	Q3 2025	a report to Council with the help of the Grand Valley and District fire department staff, to include the operational implications, additional costing incurred bringing the fire board solely ran by the Town, proposed steps and timeline to disband the fire board by the end of 2025, and a billing model proposal to recoup servicing fire areas outside the Town of Grand Valley's boundary

**Financial Impact**

None.

**Consultations**

None.

**Attachments**

None

**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