



GRAND VALLEY

STAFF REPORT

To: Mayor and Members of Council
From: Meghan Townsend, CAO/Clerk
Meeting Date: April 8, 2025
Report Number: 2025-062
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
Recent Weather Emergencies		April 30, 2025	Council requested report regarding the recent flooding in Town. With the ice storm and rain events of March 29-April 3, the debrief meeting for the flood was postponed. Report to Council will follow the debrief session to be held mid April.
Recreation Vehicles for outdoor maintenance	2025-02-49	October 2025	Council directed that Parks and Recreation use \$10,000 for their Recreation Truck number 2 budget. Investigation revealed that renting 2 vehicles (trucks, cars, alternate vehicles) would exceed that budget. Staff investigated purchasing used vehicles and chose to purchase 2 used pick up trucks for \$17,000 total, which will then be sold this fall, bringing the total spent to under \$10,000.
BetterHomes Dufferin initiative			County of Dufferin is preparing to offer a loan program to residents for home energy efficiency adaptations. This program will involve the Town (and all local municipalities) applying Local Improvement Charges to the property owner's property tax account. Details to follow in a report to Council and the necessary by-laws will be presented for consideration.
Potential future use of municipal building	2025-03-16	Q3 2025	Report on the existing building at 5 Main Street North as suitable for a municipal building in the future.
Library expansion plans	2025-03-16	Q2 2025	Council directed the CAO to contact the Library Board to see if either the Town owned lands at 23 Mill or 242 Water Street is suitable. Letter to be sent for their consideration.
Rogers Fibre to the Home project		Year End 2025	No updates.
Trailway Agreement with Amaranth		Q1 2025	CAO emailed Amaranth CAO on February 27, 2025 requesting that their Public Works department manage the brushing of the trail for 2025. No response. Will follow up. Request for Amaranth to consider assuming ownership and operation of the

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			trail for the section within their township has yet to be presented.
23 Mill Street Site Remediation	2023-05-06 2024-10-13 2025-01-36	ongoing	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.
Automated Speed Enforcement		ongoing	Camera now operational. Working with providers to improve payment directions on tickets issued. Report on ticket volumes and revenues will be provided quarterly.
Sale of Gravel Pit lands in Southgate Township	2023-08-06	Spring 2025	Working with legal to prepare for sale.
Gateway Signage	2024-06-35	Ongoing	4 signs to be installed in spring. Will include additional signage ideas in 2025 budget.
Various Engineering Projects		various	<ul style="list-style-type: none"> • Landfill monitoring reduction – No update. • Scott Street Development – Negotiations for next steps of the project continue between the developers. • Ritchie swale project – Construction agreement pending the Town providing drawings to the condo board. • South-East Sewage Pumping Station – Hydro One has sent contract. Under review by Town and Developer engineers. • Luther Road Infiltration – construction postponed to 2026. Completing design and tender package in 2025.
Water Taking program		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.
Land in Amaranth Township	2022-04-06 2025-03-16	YE 2025	Staff to investigate possibility of using this property as snow storage for the Town.
Various Grant Opportunities	2024-09-24 2024-09-25 2024-09-26	Various	<ul style="list-style-type: none"> • Community Sport and Recreation Infrastructure Fund – 2 streams

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	2024-09-27 2024-09-28		<ul style="list-style-type: none"> ○ application for arena roof submitted. No response yet. ○ Application for Concession 2-3 park underway. ● Health and Safety Water Stream – funding for water infrastructure projects for public health and safety. More details were to follow after Provincial election. ● Ontario Trillium Foundation, Capital Stream – funding towards siding and flooring work in the arena.
Building Department Agreement with County		Q1 2025	In progress. CAO has not had opportunity to address this issue due to other priorities.
Canine Control Contract	2024-05-35	Q2 2025	RFP for canine control in 2025 work plan.
Dog Count	2024-05-20	June 1, 2025	Working with staff to plan for a count of dogs in the community, including preparation of educational materials.
Use of Town lands to access rear yards of private property	2024-07-08	Q1 2025	Pilot project with private access through Town lands has been completed and deposit returned. Will work with Burnsides to create policy and process for future requests.
Sponsorship/ Naming Rights program			Staff to connect with consultant to provide update on progress, and request delegation to Council on next steps.
Traffic Violation Reimbursement Policy		Q1 2025	Draft policy and indemnification by-law has been sent to legal and insurance for review.
Medical Dental Centre – transfer from Board		In progress	Working with tenants to finalize leases. Working on proposal for conclusion of board.
Tornado 40th Anniversary Commemoration		May 2025	Committee planning event for May 31, 2025 at the Community Centre. Details to be provided to Council and the public as they are finalized.
Donation Program	2025-02-45	Q4 2025	Staff to prepare a donation requests program prior to the 2026 Budget.
By-law service contract		Q2 2025	CAO to investigate possibility of contracting our By-law Officer to other municipalities.
Fire Department	2024-12-27	Q3 2025	Staff for fire department on this agenda.

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			<p>A report is pending, 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</p>

Financial Impact

None.

Consultations

None.

Attachments

None

This report was submitted by

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This report was approved by

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