



Monday, April 29, 2024, 6:00 p.m.  
Electronic and In-Person Participation - Council  
The Corporation of the Town of Orangeville  
(Mayor and Clerk at Town Hall - 87 Broadway)  
Orangeville, Ontario

**NOTICE**

Members of the public who have an interest in a matter listed on the agenda may, up until 10:00 a.m. on the day of a scheduled Council meeting, email [councilagenda@orangeville.ca](mailto:councilagenda@orangeville.ca) indicating their request to speak to a matter listed on the agenda. There will be an option to provide comments to Council either in person or virtually. Correspondence submitted will be considered public information and entered into the public record.

Members of the public wishing to view the Council meeting or raise a question during the public question period will have the option to attend in-person in Council Chambers, located at Town Hall, 87 Broadway, Orangeville; or by calling 1-289-801-5774 and entering Conference ID: 274 268 953#. The Council meeting will also be livestreamed, for members of the public that wish to view the meeting online, please visit: <https://www.youtube.com/c/OrangevilleCouncil>

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If you require access to information in an alternate format, please contact the Clerk's division by phone at 519-941-0440 x 2242 or via email at [clerksdept@orangeville.ca](mailto:clerksdept@orangeville.ca)

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Pages

1. **Call To Order**
2. **Approval of Agenda**  
Recommendations:  
That the agenda and any addendums for the April 29, 2024 Council Meeting, be approved.
3. **Disclosure of (Direct and Indirect) Pecuniary Interest**
4. **Closed Meeting**  
Recommendations:  
That a closed meeting of Council be held pursuant to s. 239 (2) of the Municipal Act for the purposes of considering the following subject matters:
  - 4.1 **2024-03-18 Closed Council Minutes**
  - 4.2 **Ontario Senior of the Year Award, CAO-2024-006**  
Personal matters about an identifiable individual, including municipal or

local board employees.

**4.3 Orangeville OPP Detachment Board Appointments, CPS-2024-033**

Personal matters about an identifiable individual, including municipal or local board employees.

**4.4 780 Broadway, Direction for Non-Decision Appeal of Applications, File No's OPZ-2020-03 and SPA-2020-10, INS-2024-027**

Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

**5. Open Meeting - 7:00 p.m.**

**6. Singing of National Anthem**

**7. Land Acknowledgement**

We would like to acknowledge the treaty lands and territory of the Williams Treaty Nations and the Mississaugas of the Credit First Nation. We also recognize that Dufferin County is the traditional territory of the Wendat and the Haudenosaunee, and is home to many Indigenous people today.

**8. Announcements by Chair**

This meeting is being aired on public television and/or streamed live and maybe taped for later public broadcast or webcast. Your name is part of the public record and will be included in the minutes of this meeting. Any member of the public connecting via telephone is reminded to press \*6 to mute and unmute. Please remain muted until the Chair requests comments or questions from the public.

**9. Rise and Report**

Recommendations:

That the minutes of the 2024-03-18 Closed Council Meeting, be approved; and

That report CAO-2024-006, Ontario Senior of the Year Award regarding personal matters about an identifiable individual, including municipal or local board employees, be received; and

That Council nominate (insert name) for the Ontario Senior of the Year Award; and

That report CPS-2024-033, Orangeville OPP Detachment Board Appointments regarding personal matters about an identifiable individual, including municipal or local board employees, be received; and

That Council appoint (insert name) and (insert name) to the Orangeville OPP Detachment Board; and

That report INS-2024-027, 780 Broadway, Direction for Non-Decision Appeal of Applications, File No's OPZ-2020-03 and SPA-2020-10 regarding litigation or

potential litigation, including matters before administrative tribunals, affecting the municipality or local board, be received; and

That staff proceed as directed.

**10. Adoption of Minutes of Previous Council Meeting**

Recommendations:

That the minutes of the following meeting be approved:

**10.1 2024-03-18 Council Minutes** 10 - 38

**11. Question Period**

Any member of the public connecting via telephone is reminded to press \*6 to mute and unmute and that they have a maximum of 3 minutes to ask their question.

**12. Presentation, Petitions and/or Delegation**

Registered delegates and presenters are reminded that they have a maximum of 5 minutes to address Council.

**12.1 Kim Delahunt - President & CEO, Headwaters Health Care Centre - Updates and Initiatives** 39 - 56  
In-Person

**12.2 Shirley Boxem, Grants Chair and Michele Fisher, Executive Director, Dufferin Community Foundation - Dufferin Community Foundation Working Together** 57 - 66  
In-Person

**12.3 Heidi Vanderhorst and Maureen Riedler, Co-Chairs Grief and Bereavement Working Group - Wind Phone Installation** 67 - 74  
In-Person

**12.4 Shane Moores, Aiken Cres - Tax Rebate for Hansen Blvd Communities**  
Virtual

**12.5 Joe Andrews, Chair, Homelessness Task Force - Homelessness Task Force Committee** 75 - 87  
In-Person

**\*12.6 David McKay, Vice President & Partner, MHBC Planning, Urban Design & Landscape Architecture - 515 Broadway, Recommendation Report**  
In-Person

**13. Consent Agenda**

The following items have been compiled under the Consent Agenda to facilitate a single vote for Council consideration. Council may remove any item from the Consent Agenda for individual consideration.

Recommendations:

That all Consent Agenda items for the current Council Meeting listed under 13.1 Staff Reports, 13.2 Correspondence, and 13.3 Committee/Board Minutes, be received or approved as presented with the exception of the items removed for

individual consideration.

### **13.1 Staff Reports**

- 13.1.1 Otters Swim Club Funding Agreement – Timing System Clock, CMS-2024-006** 88 - 93
- Recommendations:  
That report CMS-2024-006, Otters Swim Club Funding Agreement – Timing System, be received; and
- That Council endorse the Otters Swim Club fundraising activities and approve the use of the Town of Orangeville logo on fundraising material; and
- That Council approve the agreement between Otters Swim Club and the Corporation of the Town of Orangeville as outlined in Attachment ‘A’ to this report; and
- That Council pass a by-law to authorize entering into and execution of the Funding Agreement with the Otter’s Swim Club, for the provision of a timing system for the Alder pool; and
- That the Mayor and Clerk be authorized to sign the Agreement on behalf of the Corporation of the Town of Orangeville.
- 13.1.2 Animal Control By-law, CPS-2024-012** 94 - 103
- Recommendations:  
That report CPS-2024-012, Animal Control By-law, be received; and
- That Council pass a by-law to regulate the keeping, licensing, registration and control of certain classes of animals and repeal By-laws 68-2000, 48-2003, 2020-061, 2021-034, and 2023-094.
- 13.1.3 2023 Council and Board Member Remuneration and Expenses, CPS-2024-019** 104 - 106
- Recommendations:  
That report CPS-2024-019, 2023 Council and Board Member Remuneration and Expenses, be received.
- 13.1.4 Delegation of Authority – 357 and 358 Applications, CPS-2024-021** 107 - 109
- Recommendations:  
That report CPS-2024-021, Delegation of Authority – 357 and 358 Applications be received; and
- That Council pass a by-law to delegate authority to the CFO / Treasurer or their designate to cancel, reduce, or refund taxes

in accordance with Sections 357 and 358 of the *Municipal Act, 2001*.

- 13.1.5 Provincial Transit Gas Tax Funding Agreement, CPS-2024-025 110 - 115  
Recommendations:  
That report CPS-2024-025 dated April 29, 2024, Provincial Transit Gas Tax Funding Agreement, be received; and  
  
That Council pass a by-law authorizing the Mayor and Clerk to sign a Letter of Agreement with the Ministry of Transportation for 2023/24 funding.
- 13.1.6 Parkland Reserves Financial Report, 2023, CPS-2024-026 116 - 118  
Recommendations:  
That report CPS-2024-026, Parkland Reserves Financial Report, 2023, be received.
- 13.1.7 Investment Report for the 2023 Fiscal Year, CPS-2024-027 119 - 123  
Recommendations:  
That report CPS-2024-027, Investment Report for the 2023 Fiscal Year, be received.
- 13.1.8 Council Tasks, CPS-2024-030 124 - 134  
Recommendations:  
That report CPS-2024-030, Council Tasks, be received.
- 13.1.9 Water Meter Upgrade Program Implementation Plan and Amendment to Water and Wastewater Rates By-law 2020-014, INS-2024-019 135 - 149  
Recommendations:  
That report INS-2024-019, Water Meter Upgrade Program Implementation Plan and Amendment to Water and Wastewater Rates By-law 2020-014, be received; and  
  
That Council amend By-law 2020-014 to reflect the changes set out in this report.
- 13.1.10 515 Broadway, Recommendation Report, RZ-2022-02 and SUB-2018-03, INS-2024-020 150 - 179  
Recommendations:  
That report INS-2024-020, 515 Broadway, Recommendation Report, RZ-2022-02 and SUB 2018-03, be received; and  
  
That the Zoning By-law Amendment Application (File No. RZ-2022-02) attached here to as Attachment 5 be approved; and  
  
That Council pass a By-law included as Attachment No. 5 to this report, to amend Zoning By-law 22-90, as amended, to revise Special Provision 24.224 in order to permit the

development of 57 townhouse dwelling units on an internal private road on the subject property; and

That the Draft Plan of Subdivision included as Attachment 2 to this report, be approved, subject to the conditions of draft approval included as Attachment 6 to this report.

13.1.11	<b>Transit Bus Procurement, INS-2024-022</b>	180 - 186
	Recommendations:	
	That report INS-2024-022, Transit Bus Procurement, be received, and	
	That Council direct staff to proceed with the purchase of an additional 9 metre low floor bus; and	
	That Council approve the reallocation of funding from Project 35001.0000 Transit Transfer Station to Project 35000.0000 9 metre Low Floor Buses of approximately \$330K; and	
	That Council approve the allocation of General Capital Reserve Funds to Project 35000.0000 9 metre Low Floor Buses from a minimum of \$121,602 to a maximum of \$300,000; and	
	That Council provide pre-budget approval for the use of funding from Project B1223.0000 Specialized Transit to support Project 35000.0000 9 metre Low Floor Buses to a maximum of \$312,344.	
13.2	<b>Correspondence</b>	
13.2.1	Correspondence from Pat Lambertus - Animal Control By-law	187 - 187
13.2.2	Correspondence from Shane Moores - Land Tax Rebate	188 - 188
13.2.3	Correspondence from Sherry Brake - Noise By-law	189 - 193
13.2.4	County of Dufferin - Notice of Adoption Official Plan Amendment No. 4	194 - 195
13.2.5	Township of Amaranth - Operational Budget Funding	196 - 196
*13.2.6	Correspondence from Matthew Smith - Transit Bus Procurement	197 - 200
13.3	<b>Committee/Board Minutes</b>	
13.3.1	2024-01-16 Age Friendly Minutes	201 - 203
13.3.2	2024-01-16 Orangeville Police Services Board Minutes	204 - 224
13.3.3	2024-01-18 Equity, Diversity and Inclusion Committee Minutes	225 - 227
13.3.4	2024-01-18 Heritage Orangeville Minutes	228 - 230
13.3.5	2024-02-08 Access Orangeville Minutes	231 - 234

13.3.6	2024-02-13 Economic Development and Culture Committee Minutes	235 - 239
13.3.7	2024-02-13 - Sustainable Orangeville Committee	240 - 243
13.3.8	2024-02-21 Homelessness Task Force Committee Meeting Minutes	244 - 248
13.3.9	2024-02-28 Orangeville Public Library Board Meeting Minutes	249 - 252
13.3.10	2024-03-06 Committee of Adjustment Minutes	253 - 254
13.3.11	2024-03-14 - Access Orangeville Minutes	255 - 258
13.3.12	2024-03-19 Age Friendly Minutes	259 - 262
13.3.13	2024-03-20 Homelessness Task Force Meeting Minutes	263 - 266

#### 14. Notice of Motion Prior to Meeting

##### 14.1 Councillor Sherwood - Ontario Heritage Act Amendment

Recommendations:

Whereas the *More Homes Built Faster Act, 2022* (Bill 23) received Royal Assent on November 28, 2022. As part of this omnibus Bill, several changes were implemented to various pieces of legislation, including but not limited to, *The Planning Act, The Development Charges Act, The Conservation Authorities Act, and The Ontario Heritage Act*;

And whereas subsection 27 (16) of the *Ontario Heritage Act* stipulates that any non-designated heritage property listed on the municipal register of properties as of December 31, 2024 shall be removed from the municipal register on or before January 1, 2025, if the council of the municipality does not give a notice of intention to designate the property under Section 29(1) of the *Ontario Heritage Act* on or before January 1, 2025;

And whereas, the Heritage Orangeville committee comprises of a handful of dedicated volunteers who are not able to review the current non-designated register containing 454 properties on or before the deadline of December 31, 2024;

And whereas, Heritage Orangeville committee along with staff members would need to review the municipal heritage register, research the heritage value and interest of listed non-designated properties, contact owners of such properties, determine which properties should potentially be designated in accordance with the provisions of Section 29 of the *Ontario Heritage Act*, and take all required steps to designate such properties;

And whereas the above noted work involving 454 listed properties in the

Town of Orangeville is extremely time-consuming and cannot be completed by December 31, 2024 with the current resources available given other competing interests including reviewing and supporting new housing development proposals;

Now therefore be it resolved that:

1. The Council of the Town of Orangeville request that Subsection 27 (16) of the *Ontario Heritage Act* be amended to extend the above-noted deadline for five years from January 1, 2025 to January 1, 2030; and
2. That the Mayor be authorized to send a letter to Doug Ford, Premier of Ontario and Michael Ford, Minister of Citizenship and Multiculturalism, John Ecker, Chair, Ontario Heritage Trust; and
3. That the Town Clerk be directed to send a copy of this motion to the Association of Municipalities of Ontario, Provincial MPPs, Municipal Councils across the province, and the Architectural Conservatory of Ontario (ACO).

**15. Notice of Motion at Meeting**

**16. Announcements**

**17. By-Laws**

Recommendations:

That the by-laws for the current Council Meeting listed under item 17. By-laws, be read three times and finally passed.

- |      |   |           |
|------|---|-----------|
| 17.1 | <b>A by-law to authorize the entering into and execution of a Funding Agreement with the Otter's Swim Club for the provision of a Timing System for the Alder Pool</b>  | 267 - 267 |
| 17.2 | <b>A by-law to regulate the keeping, licensing, registration, and control of certain classes of animals</b>   | 268 - 291 |
| 17.3 | <b>A by-law to amend By-law 2022-075 being a By-law to delegate certain powers and duties under the Municipal Act, 2001, S.O. 2001, c.25</b>  | 292 - 292 |
| 17.4 | <b>A by-law to authorize a letter of agreement with the Ministry of Transportation under the Dedicated Gas Tax Funds for Public Transportation Program.</b>   | 293 - 293 |
| 17.5 | <b>A by-law to amend By-law 2020-014 being a by-law to enact rules and regulations for the operation of a water supply system, a water works distribution system, a wastewater collection system and a wastewater treatment system in the Town of Orangeville</b> | 294 - 302 |
| 17.6 | <b>A By-law to amend Zoning By-law No. 22-90, as amended, with respect to Part of Lot 1, Concession 3 WHS, municipally known as 515 Broadway</b>  | 303 - 305 |
| 17.7 | <b>A by-law to appoint Lindsay Raftis as Deputy Clerk for the Town of</b>   | 306 - 306 |

**Orangeville**

**17.8 A by-law to confirm the proceedings of the Council of The Corporation of the Town of Orangeville at its closed and regular Council Meeting held on April 29, 2024 307 - 307**

**18. Adjournment**

Recommendations:

That the meeting be adjourned.



## **Council Meeting Minutes**

**March 18, 2024, 5:00 p.m.**

**Electronic and In-Person Participation - Council  
The Corporation of the Town of Orangeville  
(Mayor and Clerk at Town Hall - 87 Broadway)  
Orangeville, Ontario**

Members Present: Mayor L. Post  
Deputy Mayor T. Taylor  
Councillor J. Andrews  
Councillor T. Prendergast  
Councillor D. Sherwood  
Councillor R. Stevens

Members Absent: Councillor A. Macintosh

Staff Present: C. Cosgrove, Manager, Facilities and Parks  
E. Dick, Junior Help Desk Technician  
B. Ewald, Manager, Building  
P. Kelly, Treasurer  
T. Kocialek, General Manager, Infrastructure Services  
K. Lemire, Manager, Economic Development and Culture  
R. Martell, Town Clerk  
A. Minichillo, General Manager, Corporate Services  
R. Ondusko, Manager, Public Works  
L. Raftis, Assistant Clerk  
H. Savage, General Manager, Community Services  
D. Smith, CAO  
V. Sword, Tourism and Culture Officer  
T. Thompson, Waterworks Technologist

**1. Call To Order**

The meeting was called to order at 5:00 p.m.

**2. Approval of Agenda**

**Resolution 2024-057**

Moved by Councillor Andrews

Seconded by Councillor Prendergast

**That the agenda and any addendums for the March 18, 2024 Council Meeting, be approved.**

**Carried Unanimously**

**3. Disclosure of (Direct and Indirect) Pecuniary Interest**

None.

**4. Closed Meeting**

**Resolution 2024-058**

Moved by Councillor Stevens

Seconded by Councillor Sherwood

**That a closed meeting of Council be held pursuant to s. 239 (2) of the Municipal Act for the purposes of considering the following subject matters:**

**2024-02-26 Closed Council Minutes**

**Confidential Update from Tim Kocialek, General Manager, Infrastructure Services - Hansen Boulevard Creek Crossing**

**Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.**

**Municipal Borders, CAO-2024-003**

**A proposed or pending acquisition or disposition of land by municipality or local board.**

**Centennial Road – Fire Headquarters Municipal Property Potential Sale, CAO-2024-004**

**A proposed or pending acquisition or disposition of land by municipality or local board.**

**CAO Workplan - Performance, CAO-2024-005**

**Labour relations or employee negotiations.**

**Committee Appointments – Orangeville Police Services Board, CPS-2024-014**

**Personal matters about an identifiable individual, including municipal or local board employees.**

**Carried Unanimously**

- 4.1 2024-02-26 Closed Council Minutes**
- 4.2 Confidential Update from Tim Kocialek, General Manager, Infrastructure Services - Hansen Boulevard Creek Crossing**
- 4.3 Municipal Borders, CAO-2024-003**
- 4.4 Centennial Road – Fire Headquarters Municipal Property Potential Sale, CAO-2024-004**
- 4.5 CAO Workplan - Performance, CAO-2024-005**
- 4.6 Committee Appointments – Orangeville Police Services Board, CPS-2024-014**
- 5. Open Meeting - 7:00 p.m.**
- 6. Singing of National Anthem**

David Nairn, Theatre Orangeville provided a pre-recorded version of the National Anthem which was played.
- 7. Land Acknowledgement**

The Mayor acknowledged the treaty lands and territory of the Williams Treaty Nations and the Mississaugas of the Credit First Nation. The Mayor also recognized that Dufferin County is the traditional territory of the Wendat and the Haudenosaunee, and is home to many Indigenous people today.
- 8. Announcements by Chair**

Mayor Post advised the gallery and viewing audience with respect to the public nature of Council Meetings and that it is webcast. Mayor Post also provided instructions with respect to muting and unmuting during the meeting.
- 9. Rise and Report**

**Resolution 2024-059**

Moved by Councillor Stevens

Seconded by Councillor Andrews

**That the minutes of the 2024-02-26 Closed Council Meeting, be approved;**

**And that confidential update from Tim Kocialek, General Manager, Infrastructure Services - Hansen Boulevard Creek Crossing regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board, be received;**

**And that confidential report CAO-2024-003, Municipal Borders regarding a proposed or pending acquisition or disposition of land by municipality or local board, be received;**

**And that confidential report CAO-2024-004, Centennial Road - Fire Headquarters Municipal Property Potential Sale regarding a proposed or pending acquisition or disposition of land by municipality or local board, be received;**

**And that confidential report CAO-2024-005, CAO Workplan - Performance regarding labour relations or employee negotiations, be received;**

**And that confidential report CPS-2024-014, Committee Appointments - Orangeville Police Services Board regarding personal matters about an identifiable individual, including municipal or local board employees, be received;**

**And that staff proceed as directed.**

**Carried Unanimously**

**10. Adoption of Minutes of Previous Council Meetings**

**Resolution 2024-060**

Moved by Deputy Mayor Taylor

Seconded by Councillor Andrews

**That the minutes of the following meeting be approved:**

**10.1 2024-02-12 Council Public Meeting Minutes**

**10.2 2024-02-26 Council Meeting Minutes**

**10.3 2024-03-04 Council Public Meeting Minutes**

**Carried Unanimously**

**11. Question Period**

Nick Garisto, 20 Paula Court asked for an update on the construction of the bridge and opening of the road on Hansen Boulevard.

Matthew Smith, 38 McCarthy Street asked for an updated timeline on the completion of the Broadway Clock Tower. Mr. Smith further asked if the library will be closed during the construction to replace the condenser at the Alder Street Community Centre.

Marina Reed, 12 Karen Court expressed concerns with the proposed noise by-law and suggested to include further details with respect to fines, time frames, and logging of noise complaints.

James Jackson, 50 Carleton Drive expressed gratitude toward Mayor Post for addressing Carbon Tax Rebate.

**12. Presentation, Petitions and/or Delegation**

**Resolution 2024-061**

Moved by Councillor Andrews

Seconded by Deputy Mayor Taylor

**That Council approve the addition of Ian McSweeney, Vice-Chair, Orangeville Police Services Board - Orangeville OPP Detachment Board to item 12. Presentation, Petitions and/or Delegation.**

**Carried Unanimously**

**12.1 Frank Gray Jr., President, Orangeville Lions Club - Orangeville Lions Club 75th Anniversary**

Frank Gray Jr., President, Orangeville Lions Club spoke to the Orangeville Lions Club 75th Anniversary and asked Council for permission to place a small table at Town Hall to display the Lions Club History. Mr. Gray further spoke to the need for memberships and the upcoming Home Show from April 5-7, 2024.

**12.2 Eden Grodzinski, CEO, Habitat for Humanity Halton-Mississauga-Dufferin - Town Surplus Land Opportunities**

Eden Grodzinski, CEO, Habitat for Humanity Halton-Mississauga-Dufferin provided a presentation with respect to the homeownership program, youth skilled trades program, housing needs, Orangeville's Affordability Challenge, expressed interest in purchasing 49 Townline, and answered questions from Council.

**12.3 Katrina Lemire, Economic Development & Culture Manager and Vicki Sword, Tourism and Culture Officer - Tourism Strategy and Action Plan Update**

Katrina Lemire, Economic Development & Culture Manager and Vicki Sword, Tourism and Culture Officer provided a presentation with respect to the Tourism Strategy and Action Plan. Ms. Sword spoke to strategic priorities, key accomplishments, results, engagement, next steps, and answered questions from Council.

**12.4 Liz Corriveau, 187 Credit Creek Blvd - Noise By-law**

Liz Corriveau, 187 Credit Creek Boulevard spoke to the current noise by-law, investigations, charges, set fines, and answered questions from Council.

**12.5 Bob Sinclair, Fieldgate Drive - Noise By-law**

Bob Sinclair, 37 Fieldgate Drive expressed concern with respect to the times included in the proposed noise by-law.

**12.6 Ian McSweeney, Vice-Chair, Orangeville Police Services Board - Orangeville OPP Detachment Board Update**

Ian McSweeney, Vice-Chair, Orangeville Police Services Board provided a presentation with respect to the Orangeville OPP Detachment Board. Mr. McSweeney spoke to the compliance in Orangeville, Board Governance revisions, next steps, board policies, current agreement with the OPP, and answered questions from Council.

**13. Consent Agenda**

**Resolution 2024-062**

Moved by Councillor Andrews

Seconded by Councillor Prendergast

**That all Consent Agenda items for the current Council Meeting listed under 13.1 Staff Reports, 13.2 Correspondence, and 13.3 Committee/Board**

**Minutes, be received or approved as presented with the exception of the items removed for individual consideration.**

**Items removed: 13.1.2 and 13.1.3.**

**Carried Unanimously**

**13.1 Staff Reports**

**13.1.1 Tony Rose Memorial Sports Centre Repairs to Roof, CMS-2024-003**

**That report CMS-2024-003, Tony Rose Memorial Sports Center Repairs to Roof, be received;**

**And that Council approve \$60,000 to make the necessary repairs to the roof of the Tony Rose Memorial Sports Centre.**

**Carried through consent**

**13.1.2 Additional Funding Required – Alder Recreation Centre, CMS-2024-005**

**Resolution 2024-063**

Moved by Deputy Mayor Taylor

Seconded by Councillor Prendergast

**That report CMS-2024-005, Additional Funding Required - Alder Recreation Centre, be received;**

**And that Council authorize the additional funds from the General Capital Reserve in the amount of \$175,000.**

**Carried Unanimously**

**13.1.3 Noise By-law, CPS-2024-011**

**Resolution Main Motion**

Moved by Councillor Prendergast

Seconded by Councillor Andrews

**That report CPS-2024-011, Noise By-law, be received;**

**And that Council pass a by-law to prohibit and regulate noise within the Town and repeal By-law 12-96.**

**Resolution 2024-064 - Amendment**

Moved by Councillor Stevens  
Seconded by Councillor Andrews

**That the main motion be amended by adding the following clause:**

**And that Council direct staff to report back with specific metrics related to the enforcement of the noise by-law by Q4 of 2024.**

**Carried Unanimously**

**Resolution 2024-065 - Main Motion as Amended**

Moved by Councillor Prendergast  
Seconded by Councillor Andrews

**That report CPS-2024-011, Noise By-law, be received;**

**And that Council pass a by-law to prohibit and regulate noise within the Town and repeal By-law 12-96;**

**And that Council direct staff to report back with specific metrics related to the enforcement of the noise by-law by Q4 of 2024.**

**Carried Unanimously**

**13.1.4 2023 Annual and Summary Water Works Reports, INS-2024-011**

**That report INS-2024-011, 2023 Annual and Summary Water Works Reports, be received;**

**And that the 2023 Summary Report for the Orangeville Drinking Water System be received;**

**And that a copy of the 2023 Summary Report for the Orangeville Drinking Water System be forwarded to Credit Valley Conservation.**

**Carried through consent**

**13.1.5 Building Permit Fee Increases, INS-2024-014**

**That report INS-2024-014, Building Permit Fee Increases, be received;**

**And that Council amend Bylaw 013-2019 to replace Schedule “A”, 2019 Permit Fees with an updated Schedule “A”.**

**Carried through consent**

**13.1.6 2023 Building Department Final Report, INS-2024-015**

**That report INS-2024-015, 2023 Building Department Final Report, be received.**

**Carried through consent**

**13.2 Correspondence**

**13.2.1 Letter to Council from Greg Q.**

**13.2.2 County of Dufferin - Municipal Equipment Operator Course**

**13.2.3 County of Dufferin - Road Safety Emergency**

**13.2.4 Town of Mono - Highway 10 Study**

**13.2.5 Town of Shelburne - Support Recyclable Material**

**13.2.6 Township of Amaranth - Minister of Transportation**

**13.2.7 Township of East Garafraxa - Social and Economic Prosperity Review**

**13.2.8 Dufferin Board of Trade - Support of Canada Carbon Rebate Resolution**

**13.2.9 Correspondence from Bob Sinclair - Noise By-law**

**13.3 Committee/Board Minutes**

**13.3.1 2023-04-20 Orangeville BIA Minutes**

**13.3.2 2023-06-15 Orangeville BIA Minutes**

**13.3.3 2023-07-20 Orangeville BIA Minutes**

**13.3.4 2023-11-22 Orangeville Public Library Board Minutes**

**13.3.5 2023-12-06 Committee of Adjustment Minutes**

**13.3.6 2023-12-13 Mayor's Youth Advisory Council Minutes**

**13.3.7 2024-01-17 Homelessness Task Force Meeting Minutes**

**14. Notice of Motion Prior to Meeting**

**14.1 Mayor Post - Carbon Tax Rebate**

Deputy Mayor Taylor assumed the role of the Chair.

**Resolution 2024-066**

Moved by Mayor Post

Seconded by Councillor Prendergast

**WHEREAS the Government of Canada offers a quarterly basic Canada Carbon Rebate (CCR) of \$140 plus additional amounts for spouses, common-law partners and children;**

**AND WHEREAS a ‘rural supplement’ of 10% of the basic CCR (soon to be 20%) is available to individuals and families provided they qualify;**

**AND WHEREAS eligibility for the rural supplement for residents of ‘small and rural communities’ is arbitrarily and based on whether one lives inside or outside a Census Metropolitan Area (CMA);**

**AND WHEREAS the Town of Orangeville, a small community arbitrarily falls within the Toronto CMA and therefore making its residents ineligible for the small and rural supplement;**

**AND WHEREAS CMAs were designed for purposes other than determining eligibility for government rebates;**

**AND WHEREAS residents of Orangeville and other small communities face such things as significant carbon tax charges for commuting long distances for employment due to a lack of viable commuter transit options and competitively priced heating fuel options;**

**THEREFORE BE IT RESOLVED the Town of Orangeville asks the Government of Canada to change eligibility criteria for CCR supplements to include small and rural communities such as Orangeville, Mono and other municipalities regardless of whether they fall within the Toronto CMA.**

**Carried**

Mayor Post resumed the role of the Chair.

**15. Notice of Motion at Meeting**

**15.1 Councillor Sherwood - Removal of Listed (non-designated) Properties from Municipal Heritage Registers Time Extension Request**

Councillor Sherwood provided notice that she intends to bring forward a resolution with respect to a time extension for the removal of listed (non-designated) properties from municipal heritage registers.

**16. Announcements**

Deputy Mayor Taylor advised the next Orangeville Police Services Board Meeting is March 19, 2024 at 5:00 p.m. in Council Chambers and further advised members of the public are welcome to attend.

Councillor Andrews congratulated the local OPP and Fire Department for a successful charity hockey game at Tony Rose on Saturday, March 16, 2024.

Councillor Sherwood advised that By the Light of a Story is playing at the Orangeville Theatre from March 7 - 24, 2024.

**17. By-Laws**

**Resolution 2024-067**

Moved by Councillor Prendergast  
Seconded by Deputy Mayor Taylor

**That all by-laws for the current Council Meeting listed under item 17. By-laws, be read three times and finally passed.**

**Carried Unanimously**

**17.1 A by-law to amend By-law 013-2019 being a by-law to Establish User Rates and Fees of the Building Department**

**17.2 A by-law to prohibit and regulate noise within the Town of Orangeville**

**17.3 A by-law to confirm the proceedings of the Council of The Corporation of the Town of Orangeville at its closed and regular Council Meeting held on March 18, 2024**

**18. Adjournment**

**Resolution 2024-068**

Moved by Councillor Stevens  
Seconded by Councillor Andrews

**That the meeting be adjourned at 8:47 p.m.**

**Carried Unanimously**

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Lisa Post, Mayor

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Raylene Martell, Town Clerk



# **ORANGEVILLE OPP DETACHMENT BOARD (April 1, 2024)**

Presentation to Orangeville Town Council on Board  
Governance Revisions for CSPA Compliance

March 18, 2024

Presented by Vice-Chair McSweeney on behalf of the Board



# INTRODUCTION



- **Presentation purpose** - provide Council with an overview of the Board governance framework revisions to move from the Police Services Act (PSA) to the new Community Safety and Policing Act, 2019 (CSPA)
- **Context** – effective April 1, 2024 the current PSA/regulations will be replaced by the CSPA/regulations
- **Goal** - adopt a CSPA compliant Board governance framework which represents industry best practices
- The implementation of Board Governance Compliance Phase 1 under the PSA effective November 2023 and this Phase 2 Board Governance Compliance under the CSPA has been a significant task with many challenges. The Board has worked hard on this and Council should be confident that Orangeville is viewed as having taken a leadership role and will be among the few OPP detachment boards to achieve CSPA compliance by the April 1<sup>st</sup> deadline



# REVISED CSPA OPP DETACHMENT BOARD GOVERNANCE FRAMEWORK SNAPSHOT



- **Revised Board Governance Memorandum**
  - Umbrella document describing framework/oversight mandate and attaching all policies, by-laws, resources and legislative references
- **Revised Board By-Laws (2)**
  - General By-Law 001-2024
  - Records By-Law 002-2024
- **Revised Board Policies/Protocols (20 active Policies)** – full list in Appendix A (attached) including policies on:
  - Meeting and general service standards (D3(j) and D3(t)) - **New**
  - Media relations and Public Transparency (D3(f))
  - Freedom of Information and Protection of Privacy (D3(g))
  - Detachment Commander selection and evaluation (D3(l))
  - Sharing crime, call and public disorder analysis (D3(n))
  - **Strategic Plan, Local Action Plan Planning and Minister Policies (D3(p))**
  - **Relevant Reports Required Under the CSPA Apr 1/24 (D3(q))**
  - Protocol for Information Sharing (D3(r))
  - **Grant Writing for Community Safety Programs (D3(v))**
  - **Policy on Intimate Partner Violence and Gender-Based Violence as a Community Priority (D3(w))**



## CSPA CHANGES MOST DIRECTLY IMPACTING TOWN COUNCIL



### Strategic Plan/Local Action Plan

- CSPA OPP policing functions largely unchanged
- Minister's Strategic Plan for the provision of OPP policing in the province covering matters described in s.61 - goes from a 3-year plan to a 4-year plan – must be posted on the internet
- From Strategic Plan, DCs must establish local Action Plans covering matters described in s.70:
  - Consultations with Board, Council, school boards, community organizations, businesses and members of the public in the community
  - DC must submit draft to the Board – Board policy to provide to Council
  - Final local Action Plan posted on internet



## CSPA CHANGES MOST DIRECTLY IMPACTING TOWN COUNCIL (CONT'D)



### OPP Detachment Board Composition

- s.67(2) - composition of the Board is determined by regulation
- **Still awaiting regulation**, but Ministry (ORR) has confirmed:
  - Reduction in the number of OPP policing boards within Dufferin County from 8 to 4 (one of which is the Board relating exclusively to Orangeville)
  - Board appointments:
    - 2 appointed by Council from members of Council;
    - 3 appointed by Council from members of the community; and
    - 1 provincial appointee appointed by the Lieutenant Governor in Council through the Public Appointments Secretariate.



## CSPA CHANGES MOST DIRECTLY IMPACTING TOWN COUNCIL (CONT'D)



### **OPP Police Service Funding (s.64)**

- Municipality to fund policing and court security etc. costs per regulations
- O. Reg. 413/23 s.4 sets out the steps to determine the amount in a target year

### **Board Funding (s.71)**

- Board to submit estimate of its operational expenses (other than Board remuneration) to Council
- Subject to any arbitration the Town must pay the expenses
- Remuneration for Council appointees to the Board - Town decides
- Remuneration for provincial appointees set by regulation (pending)



## CSPA CHANGES MOST DIRECTLY IMPACTING TOWN COUNCIL (CONT'D)



### Board Local Policies

- S.69 - Board may establish local policies after consulting with DC – must be consistent with Strategic Plan, local Action Plan, policies of Minister and OPP procedures
  - DC must ensure detachment provides policing services in accordance with local policies
  - See App A policies
- Local policies must be posted on the internet



## CSPA CHANGES MOST DIRECTLY IMPACTING TOWN COUNCIL (CONT'D)



### Mandatory Board Training

- Under CSPA ss.35(2) all Board and Committee members are required to successfully complete Minister-approved training:
  - on the board/Committee member roles/responsibilities;
  - on human rights and systemic racism;
  - that promotes recognition of and respect for:
    - the diverse, multiracial and multicultural character of Ontario society; and
    - the rights and cultures of First Nation, Inuit and Métis Peoples;
  - and any other prescribed training
- If mandatory training not completed **prior to April 1<sup>st</sup>** Board members can't act (s.35(3) and (4))
- The Ministry has indicated that an abridged training process will be offered prior to April 1<sup>st</sup>, but time is running out



## CSPA CHANGES MOST DIRECTLY IMPACTING TOWN COUNCIL (CONT'D)



- **Political Activity Restrictions Applicable to the Board**

- Municipal Elections Act – s.88.18 Board must have a policy **if it's a "local board"**
- CSPA – CSPA s.86/O. Reg 402/23 restricts "political activity" (as def in PSAO) of members of police services - not boards
- PSAO - Board members are not otherwise subject to PSAO political activity requirements under PSAO Part V – not "public servants"
- Conclusion
  - Board decided it is desirable to establish a policy to cover Board members'/staff political activity under the MEA and more generally having regard to the member conduct rules in the Code of Conduct (O. Reg. 409/23) using certain provisions of the PSAO as a guideline



## CSPA CHANGES MOST DIRECTLY IMPACTING TOWN COUNCIL (CONT'D)



- **Conflict of Interest**

- CSPA s.11(1) requires that adequate and effective policing be delivered in accordance with a prescribed standard (O. Reg. 401/23) with respect to the avoidance of conflicts of interest monitored by the Inspector General - applies to members of a “police service”, but does not directly apply to Board members

- **Board Code of Conduct**

- s.67(4) provides that every Board member shall comply with the Code of Conduct prescribed in O. Reg. 409/23 which includes conflict of interest requirements applicable to the conduct of OPP detachment boards (s.17-22) – built into Board policies



## CSPA CHANGES MOST DIRECTLY IMPACTING TOWN COUNCIL (CONT'D)



### Local Board Issue

- Under a number of statutes, including the Municipal Act (relevant to by-law making authority), the Municipal Conflict of Interest Act (relevant to conflicts of interest) and the Municipal Affairs Act (relevant to political activity in municipal elections), it is important to determine whether an OPP detachment board is a “local board” as defined in these Acts. The local board definitions vary, but are similar
- Example - the Municipal Act - question is important to determine whether an OPP detachment board is excluded as a local board under ss.10(6) from the municipality’s authority to make by-laws under ss.10(2)1. with respect to the “governance structure of the municipality and its local boards”
  - Pre-April 1<sup>st</sup> PSA “local board” def include all “police services boards”
  - CSPA “police service boards” is included in “local board” def BUT under CSPA OPP detachment boards are not “police service boards”
- **Conclusion** - Better interpretation (and the one passively adopted by the Ministry) is that an OPP detachment board is NOT a local board under the general wording of the local board definition. Definitive and express clarification from the Ministry would be helpful under all of these Acts to properly determine important Board governance and municipal relationships



## SERVICE STANDARDS



### General Service Standards

- Revised to reflect new CSPA requirements including reduced Board direct consultation responsibilities while maintaining Board reporting and information sharing with Council
- Workplan has been revised to be more user friendly
- Public transparency continues to be a central focus of Board policy



## NEXT STEPS



### Next Steps:

#### Before April 1<sup>st</sup>

- Board intends to be CSPA compliant by April 1<sup>st</sup> and will take steps accordingly over the next two weeks, including holding our regular March 19<sup>th</sup> meeting, special meetings relating to CSPA compliance and prioritizing completion of member mandatory training and approval of **conditional working drafts** of all CSPA governance framework materials prior to April 1<sup>st</sup>
- Vice-Chair McSweeney to present Orangeville's CSPA governance compliance solutions to March 21<sup>st</sup> Zone 3 meeting



## NEXT STEPS (cont'd)



### Next Steps (cont'd):

#### On and After April 1<sup>st</sup>

- Prioritize finalization of approved **conditional working drafts** of all CSPA governance framework materials, including:
  - Per CSPA s.69 consult with DC and finalize approved working drafts of local Board policies
  - Finalize service standards and workplan - Policy D3(t)
  - Approve final governance framework, including by-laws and policies at a Board special meeting by April 30<sup>th</sup>
- Seek clarifications where required to resolve outstanding compliance issues – questions sent to Duane Sprague
- Confirm new Board member appointments by Council following interviews and Board remuneration April 1<sup>st</sup> forward per pending regulation (for provincial appointee)
- Confirm October 1, 2020 OPP Agreement is null and void as at April 1<sup>st</sup> per CSPA s.11, 60 and 67
- Discussions with Mayor and Deputy Mayor to make sure Council continues to be provided with a complete record of public information relating to Board governance and policing information
- Refresh Board website with CSPA compliant materials and explanatory wording
- Continue to offer to share our CSPA governance materials with other OPP detachment boards and communities and to reasonably assist them in their compliance efforts on request



# APPENDIX A

## Board Policies



- (a) Policy on Equal Opportunity, Discrimination And Workplace Harassment (Including Performance Appraisal Standard) **Revised**
- (b) Policy on Election Campaign Work and Political Activity **Revised**
- (c) Policy on Code of Conduct **Revised**
- (d) Policy on Conflict of Interest **Revised**
- (e) Policy on Board Member Training and Education **Revised**
- (f) Policy on Media Relations and Public Transparency **Revised**
- (g) Policy on Freedom of Information and Protection of Privacy **Revised**
- (h) Policy on Covid Vaccination - **Deleted**
- (i) Policy on Special Meeting and Assigned Work Remuneration/Expense Reimbursement **Revised**
- (j) Policy on Meetings Service Standards Guidelines **Revised**
- (k) Policy on Board Executive Assistant – Hiring, Job Description and Performance Review Guidance **Revised**



# APPENDIX A (CONT'D)

## Board Policies



- (l) Policy on Detachment Commander Selection, Performance Review and Report **Revised**
- (m) Policy on Complaints Procedures (CSPA Parts VII-X) **Revised**
- (n) Policy on Sharing Crime, Call and Public Disorder Analysis **Revised**
- (o) Policy on Board's Compliance with ASR s.29 - **Deleted**
- (p) Policy on Strategic Plan, Local Action Plan Planning and Minister Policies **New**
- (q) Policy on Relevant Reports Required under the CSPA (Apr 1/24) **New**
- (r) Policy on Protocol for Information Sharing **Revised**
- (s) Policy on Police Service Quality Assurance Process - **Deleted**
- (t) Policy on General Service Standards Guidelines **Revised**
- (u) Policy on Board Evaluation of the Adequacy and Effectiveness of Police Services - **Deleted**
- (v) Grant Writing for Community Safety Programs **New**
- (w) Policy on Intimate Partner Violence and Gender-Based Violence as a Community Priority **New**



# QUESTIONS



?

# Town of Orangeville Delegation

Kim Delahunt, President & CEO, Headwaters Health Care Centre

April 29, 2024

OUR VISION: **ONE COMMUNITY, CARING TOGETHER.**



OUR PURPOSE: **PROVIDE EXCELLENT CARE, CLOSE TO HOME.**

### Empower Our People

- Attract, retain, and recognize our people
- Focus on an engaged, inclusive, safe and healthy workplace
- Enable teams to deliver high quality care with tools and resources

### Get Even Better

- Use timely, evidence and data-based analysis to support decision making and enhance equitable access to care
- Advance digital health opportunities
- Continue to build for the future of our facility



### Deliver Patient Centred Quality Care

- Listen to patients and families to support what's most important to them
- Build a safe, quality driven, continuous improvement culture following best practice guidelines
- Ensure population health measures inform our approach to decisions
- Promote health equity, ensuring inclusion and diversity are respected and achieved

### Connect Through Partnerships

- Lead and pursue meaningful partnerships that extend our capability to support seamless, equitable and timely access to care
- Strengthen our academic partnerships
- Grow opportunities for training and development
- Use technology to enhance efficiency, safety and care

# OUR STRATEGIC DIRECTIONS

Our Strategic Directions reflect the reality of delivering health care in an ever-evolving environment. They are the foundation to achieving success over the next five years.

## Empower Our People

Our team is invaluable. Empowering and investing in the development, well-being, safety, and support of our people is paramount to ensure a high performing and sustainable workplace environment that delivers the best care for our patients and communities.

- Attract, retain, and recognize our people
- Focus on an engaged, inclusive, safe and healthy workplace
- Enable teams to deliver high quality care with tools and resources

## Get Even Better

Continually improving systems, processes and our facility is fundamental to achieving our commitments, delivering a consistent patient experience, and ensuring operational excellence. We have a responsibility to ensure our performance meets the needs of our patients and community.

- Use timely, evidence and data-based analysis to support decision making and enhance equitable access to care
- Advance digital health opportunities
- Continue to build for the future of our facility

## Deliver Patient Centred Quality Care

Pursuing continuous quality improvement is fundamental to achieving our commitments and delivering excellent patient care and experiences. Through a relentless focus on quality and safety, we will deliver quality care to be proud of.

- Listen to patients, families and caregivers to support what's most important to them
- Build a safe, quality driven, continuous improvement culture following best practice guidelines
- Ensure population health measures inform our approach to decisions
- Promote health equity, ensuring inclusion and diversity are respected and achieved

## Connect Through Partnerships

Ongoing success and innovation includes collaboration and support from and with system partners. Together, we can achieve more to support delivery of the best care to our communities.

- Lead and pursue meaningful partnerships that extend our capability to support seamless, equitable and timely access to care
- Strengthen our academic partnerships
- Grow opportunities for training and development
- Use technology to enhance efficiency, safety and care

### By 2029 we will:

- Be a workplace of choice for proud healthcare professionals and supporting staff
- Set and achieve job vacancy and retention rate targets that meet or exceed industry benchmarks
- Be implementing multi-year recruitment, education and retention plans
- Be working towards training targets set to ensure psychological health and safety within the workplace
- Ensure our teams more strongly reflect the community we serve

- Complete a stage 1.2 and begin a stage 1.3 Ministry of Health proposal supporting renovations and expansions to our hospital
- Be using enhanced clinical tools that are improving safety and efficiency of clinical operations with targeted adoption rates
- Achieve initial targets supporting a reduction in plant emissions as part of ongoing environmental sustainability measures
- Support an optimized health information system that includes use by community partners
- Be using 20% more virtual applications and digital platforms

- Reach top 75<sup>th</sup> percentile in Ontario Qualtrics patient satisfaction measures
- Increase patient safety culture survey rates by 10% compared to 2024
- Achieve outcomes identified in our five year clinical priority plan
- Reach a 25 member strong Patient Family Advisory Partnership, embedding members in all key organizational initiatives or program developments
- Have developed measures and demonstrate progress in care as part of our DEI fundamental commitment

- Have an increase in the number of students and medical residents at the hospital
- Reduce re-admission rates for our senior population through seamless care with our Ontario Health Team partners
- Have expanded our partnerships for access to more health and social care
- Have more timely information and data to support enhanced communications with our patients and their healthcare team

# Our Values

Our values are more than just words, they define and connect us. Our values will enable us to meet our full potential and will guide us in how we work, how we behave and how we relate to our patients, families and to one another. Our values are how we show our commitment to our vision and purpose.



## Kindness

- We show compassion, care and empathy
- We encourage each other
- We care for one another
- We see the person in every patient



## Accountability

- We take personal responsibility for our actions and decisions
- We learn from our mistakes
- We set clear expectations for ourselves and each other
- We are transparent



## Respect

- We understand interactions start with listening
- We are open, honest and act with integrity
- We treat all individuals with dignity
- We embrace diversity of people, opinions and perspectives



## Teamwork

- We inspire each other to be the best we can be
- We come together to solve problems and celebrate success
- We appreciate each other's abilities and use the strength of us all
- We are better together

# Our Fundamentals

Our fundamentals are our commitment to basic principles that we want Headwaters' to be known for and what we expect to provide for our patients, families, and one another. They are important principles upon which our strategic plan can depend.

## Diversity, Equity & Inclusion

Everyone has the right to be treated fairly and respectfully. We embrace and respect the needs of all individuals and listen to and consider the voices of others.

## Safe & Healthy Environment

Cultivating a safe and healthy workplace, from the physical to the psychosocial elements, is an essential responsibility and commitment that we all pledge.

## Technology & Innovation

We will leverage technology and innovation through research, data and analytics, leading practice protocols, user experience and information integration leading to better outcomes.

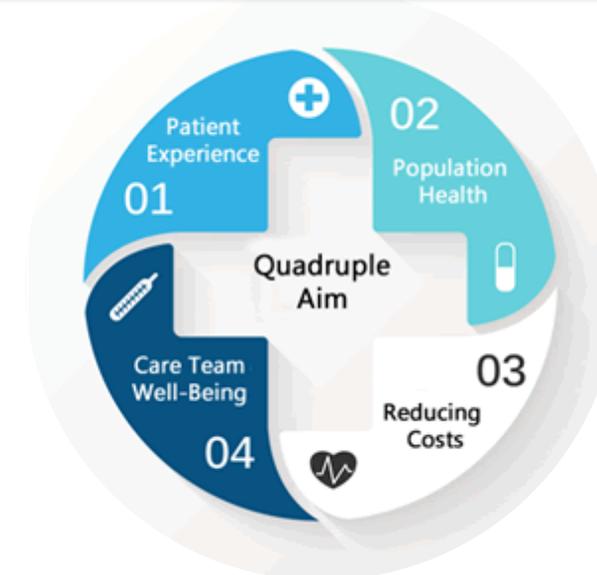
## Our Proudest Accomplishment



# Clinical Priority Plan (CPP)

Launched in 2023, the CPP is a Clinical Action Plan that:

- Identifies the overarching clinical priorities and areas of focus for HHCC (“Who do we want to be?”) for the next 5 years
- This is aligned to the Quadruple Aim framework
- It lays the foundation for Strategic Directions renewal in 2024.
- The CPP is on our website under [who we are](#)



# Clinical Priority Plan, Year 1 Outcomes

## Obstetrics

 **90%** of all Maternal Newborn Child Youth Network Obstetrical review best practice recommendations implemented

 **24hr Physician On Call**  
model of care supporting enhanced pt care, engagement, reduced risk

**100%**  
1:1 nurse / patient ratio for all continuous electronic fetal monitoring.

## Pediatrics

 **Peds Urgent Care Clinic**  
Implemented, over 300 pts. seen since Sept. 2023

 **4**  
Fully funded pediatricians

 **1**  
Department of Pediatrics created

## Geriatrics

 **1<sup>st</sup> Geriatric Physician**  
Hired, driving a deeper focus on geriatric needs

 **Established**  
Direct referrals now being seen through new geriatric consult service

 **30**  
ALC patients referred to the Headwaters2Home program to date.

## Mental Health & Substance Use

 **1<sup>st</sup> Hospital Based Psychiatrist**  
Recruitment underway, supporting community & hospital

 **100%**  
Mobile Mental Health Crisis Response Team funding approved providing 7 day/wk. coverage

 **100%**  
Permanent relocation of mental health inpatients to a specific inpatient wing.

## Emergency

 **Clinical Decision Unit**  
Implemented in Dec 2023 to improve patient flow.

 **81%**  
of patients rated their overall ED experience at 7 or higher, out of 10

 **50%**  
reduction in door to ECG time for chest pain patients

## Clinical Priority Plan – Priority Area Successes

Emergency	Mental Health	Geriatrics	Obstetrics	Pediatrics
Completed pre-capital submission to Ontario Health	Funded Mobile Mental Health Crisis Response Team 7 days/week	Explored options to support geriatric clinic	Implemented enhanced staffing model of care	Create Department of Pediatrics
Expanded Sexual Assault Domestic Violence response 24x7	Expanded crisis worker support in Emergency Department, 7 days/week	Created Integrated Care Advisory Group with Hills of Headwaters Collaborative Ontario Health Team.	Updated all level of care documentation	Restarted and expanded Pediatric Urgent Clinic
Chest Pain process review & reduced ECG to door to improve patient outcomes	Mental Health inpatients co-located on one wing for improved patient & staff experience.	Recruited geriatric physician	Implemented dedicated unit educator	Completed enhanced pediatric nursing training
Dedicated patient experience surveys	Ongoing access & advocacy for psychiatry beds	Initiated geriatric direct referrals	Implemented physician 24hr call model	
Implemented patient wait time clock online + in the ED.	Collaborate with Hills of Headwaters Collaborative Ontario Health Team on physician recruitment task force	Implemented Headwaters 2 Home program with Bayshore Healthcare’s Integrated Health Care Solutions division	Began William Olser Health System level of care discussions	
Implemented Clinical Decision Unit – a short stay unit	Waypoint partnership for mental health outpatient consultation	Implement Behavioural Support role with the Alzheimer’s Society	Implemented Workstations on Wheels (WoWs)	

# Snapshot of Our Successes

Our team continued to deliver other significant accomplishments over the FY23-24 period.

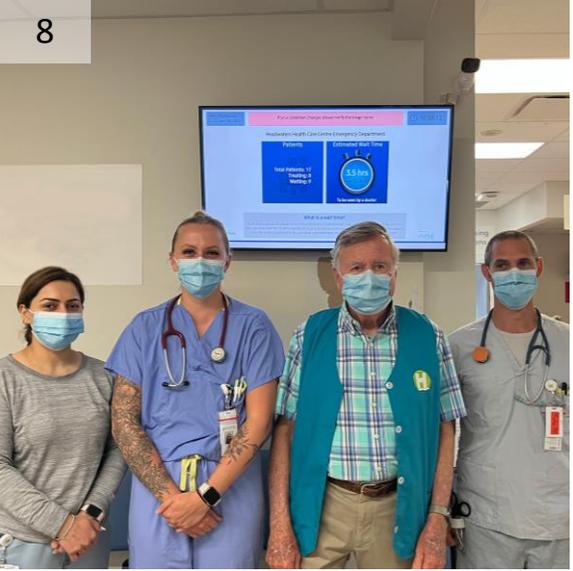
Patient Experience	People & Culture	Planning & Strategy	Internal Systems & Processes	Community & Care Partners
Introduced new radical prostatectomy cancer procedure	Ontario Health Central West Regional Cancer program training in oncology & palliative care for nursing staff	Additional 13 beds permanently funded	Received Exemplary standing from Accreditation Canada	Developed an updated spiritual care framework with faith-based community leaders
Certified as ON Breast Assessment site by Cancer Care Ontario	Expanded Take 5 communication sessions with CEO and executive team to engage with staff and physicians	Launched \$18M SMART campaign with HHCC Foundation	Implemented new Sapphire pumps in Obstetrics, narcotic med carts, and Med Queue model in Pharmacy to enhance medication management and safety.	Launched AMPLIFI – MoH Long Term Care initiative allowing access to Meditech electronic medical health records for pt records throughout the province
Launched Pockethhealth integration for patient access to medical images	Numerous members of paramedic service recognized by Province through Exemplary Service Medals	Developed Medical Affairs Strategy and key priorities	Upgraded and expanded Philips central station systems throughout ICU, E & F Wings	Centralized surge planning across OHT partnership to raise awareness of respiratory illness across the community
Post surgery discharge phone calls supporting pt. safety and potential readmission reduction		Embedded Patient Family Advisors across 13 different depts and services influencing major projects and initiatives	Initiated a SharePoint redevelopment project to refresh our Intranet in FY24-25	Heightened community engagement and recognition (seasonal events, flag raisings, community presentations & ceremonies)
Launched oncology patient transportation supports		Government relations and provincial advocacy with MoH, AMO, ROMA and municipal delegation presentations	Numerous facility upgrades in walkways, lighting, roofing completed through \$2.7M Hospital Infrastructure Renewal Funding.	Re-invigorated our commitment to Trillium Gift of Life Network (13% higher notification rate over year prior.)
Relaunched an overwhelmingly successful Teddy Bear clinic to support pediatric patients & engage with our community.		Page 48 of 307		

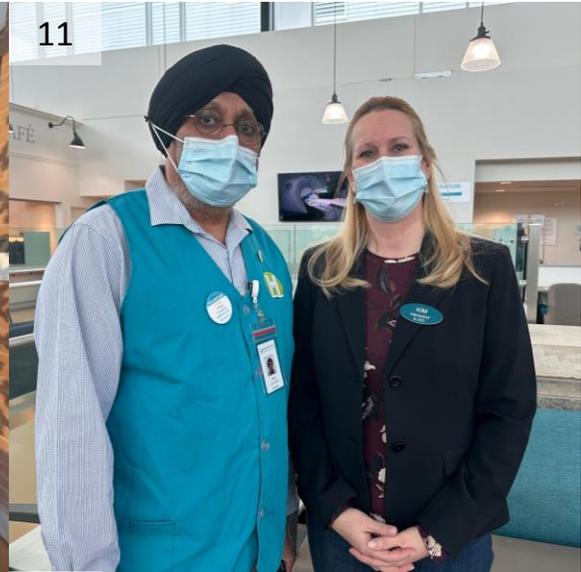
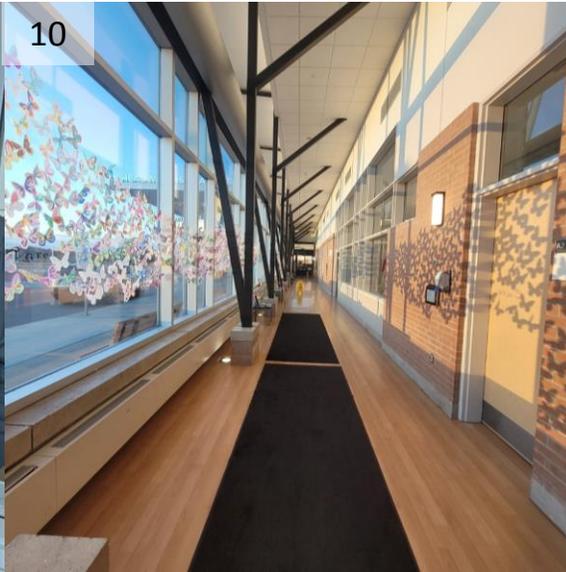
# Clinical Priority Plan – Quadruple Aim Successes

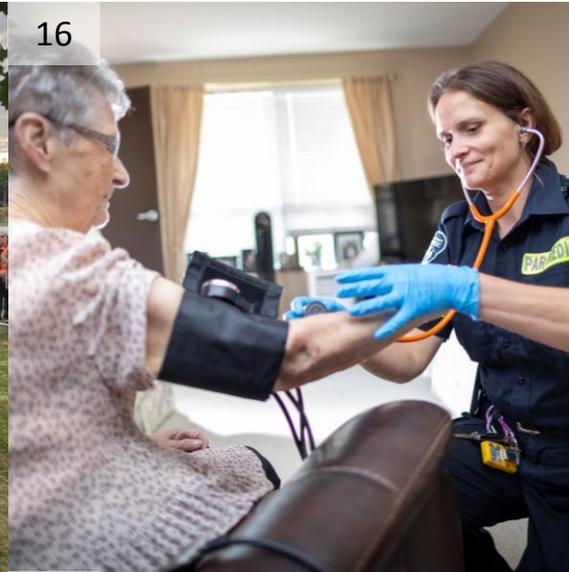
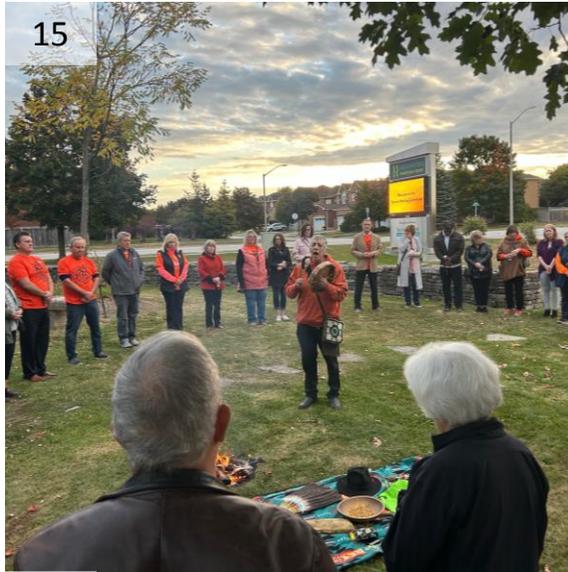
Surgical Services	Ambulatory Care	Medicine	Paramedic Services	Clinical Support Services
Implemented process to reduce waits for surgery	Began dialysis relocation and expansion construction	Executed partnerships with hospice care	Successful Provincial Services Review complete	Installed new CT and Bone Densitometry equipment
Stabilized and expanded urology services	Reorganized current clinics for enhanced patient experience & flow	Updated family practice, hospitalist and internal medicine model of care	Increased Telecheck community referrals & poly-cultural supports	Completed digital Radiography request for proposal
Advocated for and received Surgical Innovation funding	Implemented peripherally inserted central catheter line (PICC) program at HHCC to enhance patient care and reduce patient travel.	Implemented Home First and other OHT programs	Completed palliative training	Began MRI implementation planning
Completed Surgical Pathway training for nurses	Implemented Internal Medicine urgent care clinic	Implemented personal support worker (PSW) model change in collaboration with staff and physicians.	Upgraded support systems (priority dispatch system, radios, etc.)	New lab hematology analyzers, automated blood culture system and urinalysis unit
	Expanded diabetes staffing and supports		Expanded scope of practice for treat & refer	Initiated microbiology outsourcing  Implemented process for automated e-requisition processing

## Looking Ahead

- Focus on Clinical Priority Plan, Year 2 priorities and continued quality improvements
- People Strategy Plan, Year 2 priorities to recruit, retain, develop and recognize our people
- MRI, new X-Ray, renovated Dialysis Department etc.
- Master Planning and Master Program
- Develop our Emergency Department pre-capital activity
- Continued focus improving surgical wait times
- Continued focus on being a data-informed organization – data fuels innovation, decision-making and progress
- Partnership in Physician Recruitment Task Force
- Continued focus on our financial position and planning for the future.









**Photo captions**

1. Neil Evans, Power Engineering/Plant Operations, after graduating Conestoga College's Power Engineering Technique certificate course.
2. Dr. Harpreet Grover, Chief of Surgery, and Dr. Peter Cino, anesthesiologist joining the holiday lunch organized by Headwaters Engagement Action and Recognition Team (HEART).
3. Volunteer Jim is joining the ED team members on the first volunteer shift back in the ED since before the COVID-19 pandemic.
4. We had an excellent turnout at our baseball tournament last summer. The tournament will be returning in 2024.
5. Members of our Diagnostic Imaging team showcasing one of our new mobile x-ray units.
6. Headwaters is certified as a Breast Assessment Centre. The recent certification was made possible through the hospital's new mammography unit, with capabilities for stereotactic 3D biopsy and tomosynthesis.
7. Terry and Sara, pictured in Oncology, were among the first nurses to successfully complete peripherally inserted central catheter line (PICC) training.
8. Members of our ED team posing in front of the new ED wait clock. The clock is now accessible both in the Emergency Department and on the Headwaters website.
9. Project team members gathered outside the dialysis unit renovation, which is well underway. This renovation will create an improved space for both patients and team members.
10. To mark National Grief & Bereavement Day in November, Headwaters collaborated with Hills of Headwaters Collaborative, Bethell Hospice, and Hospice Dufferin to host butterfly bereavement workshops. Completed butterflies were showcased in an art installation at Headwaters, honoring those we've lost.
11. President and CEO Kim Delahunt meets with Information Desk, Auxiliary volunteer Sarup.
12. Ted and Christine are two of our Auxiliary volunteers at Pulse Cafe. The cafe is entirely run by Auxiliary volunteers, with all proceeds going to various hospital needs.
13. Members of our Diagnostic Imaging team unveiling Headwaters' new replacement CT machine. As the first hospital in Canada to implement the GE HealthCare Revolution Ascend CT, the arrival of this innovative equipment demonstrates Headwaters' strategic direction, Getting even better and Continuously improving our facility and driving operational excellence, to provide better care for patients in our community.
14. Members of Headwaters Patient and Family Advisory Program. The program aims to create a collaborative and inclusive environment where the voices of patients and their families play a pivotal role in shaping healthcare services provided.
15. Garrv Sault, an elder and knowledge holder from the Mississauga of the Credit First Nation, and Jeff Debosh, a fire-keeper, guided us through a Sunrise Healing Ceremony in honour of the National Day of Truth and Reconciliation.
16. Dufferin County Community Paramedic Program Secures Additional \$1.8M in Funding to Extend Vital Services to 2026. Kate Martin, Community paramedic visits client Joan Meehan who says this program has given her the confidence to continue living independently.
17. Frances Duiker, Vice President of People & Culture, HHCC stands alongside members of our community and the Dufferin County Cultural Resource Circle at the National Indigenous History Month flag raising ceremony in Orangeville.
18. Teddy Scrubs made a special appearance at the Teddy Bear Clinic. This carnival-style event allows children to bring their teddy bears or stuffed animals to the hospital for care, diagnosis, and treatment by real doctors and healthcare providers from Headwaters as part of our pediatric patient care experience.
19. Dr. Grace Wang, Vice President, Medical Affairs, Chief of Staff and Surgeon at the 2023 Teddy Bear clinic.
20. Members of our team visited Chartwell Montgomery Village Retirement Residence in Orangeville to talk about local health care with residents.
21. Thanks to generous donations, E-Wing now boasts a new mural inspired by Island Lake Conservation Area.
22. Headwaters Health Care Foundation is proud to announce the launch of Smart Headwaters, its transformative \$18 million fundraising campaign, aimed at acquiring a cutting-edge MRI machine and other vital medical technology to enhance diagnostic capabilities and elevate patient care within the community.
23. Dufferin County Paramedic Service (DCPS) members have received remarkable recognition from the Province and Canada, celebrating their outstanding contributions to Paramedicine and their unwavering commitment to excellence.

# Be Part of Health Care in Our Community

- Encourage others to join our health care team
- Visit **headwatershealth.ca** to discover ways you can get involved
- Donate to Headwaters Health Care Foundation at **hhcfoundation.com**



## For more information

Connect with us anytime:

- email **info@headwatershealth.ca**
- online at **headwatershealth.ca**
-     **@HeadwatersHCC**

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We are a proud partner in the Hills of Headwaters Collaborative Ontario Health Team serving Dufferin-Caledon.

**hillsofheadwaterscollaborative.ca**



**DUFFERIN**  
**COMMUNITY**  
**FOUNDATION**

**Funding charities and building community,  
every year, forever.**

Presentation to Orangeville Town Council  
April 29, 2024



DUFFERIN  
COMMUNITY  
FOUNDATION

## Who we are

We are the **forever fund** for Dufferin County.

We invest donor gifts into permanent (endowed) funds and use the income earned to give grants to charities every year... *forever!*

We are 100% local. All the grant monies go to qualified donees that serve residents of Dufferin County.



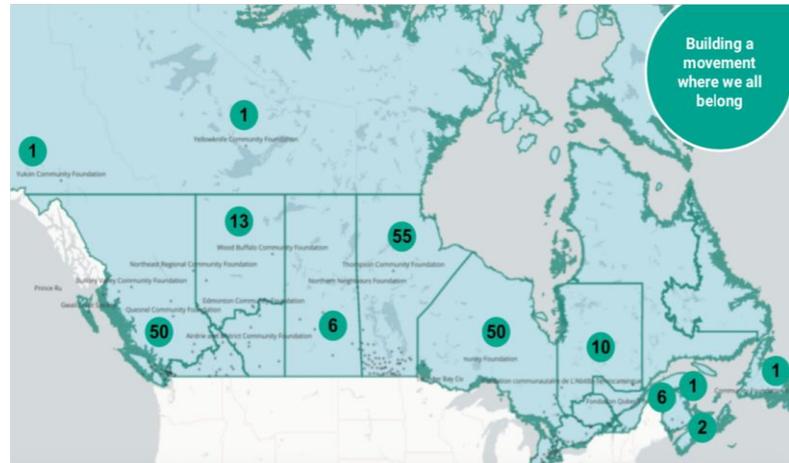


## Who we are

We are part of a growing network of more than 200 community foundations across Canada.

As of 2020, community foundations in Canada were managing endowed assets of more than \$6.3 billion.

We started up in 2018 to **serve as a vital link** between donors and charitable causes in Dufferin County.





**DUFFERIN**  
**COMMUNITY**  
**FOUNDATION**

## Our goal

Fund building:

**\$10 million** in our first 10 years

Community grants:

**= \$450,000 every year\*** to local charities

\* estimated amount based on CRA disbursement quota





**DUFFERIN**  
**COMMUNITY**  
**FOUNDATION**

## Where we are today

Fund building:

**\$3.5 million** in our first 5 years

Community grants:

2022 - \$35,000

2023 - \$54,000

2024 - **\$75,000**

2025 - **~\$115,000 & growing**





As a local community foundation, we are entrusted to distribute funds for government. We also receive funds from national corporate grants programs and disburse them locally.

## Community Services Recovery Fund



# NONPROFIT APPRECIATION WEEK

*In Dufferin County*



## Nonprofit Appreciation Week

The Ontario government passed Bill 9 in 2021, proclaiming every third week of February to be Nonprofit Appreciation Week in Ontario. Dufferin Community Foundation leads our local planning committee, which this year organized the sold-out **Morning Glory** breakfast event for the sector.





DUFFERIN  
COMMUNITY  
FOUNDATION

## An Evening Under the Stars

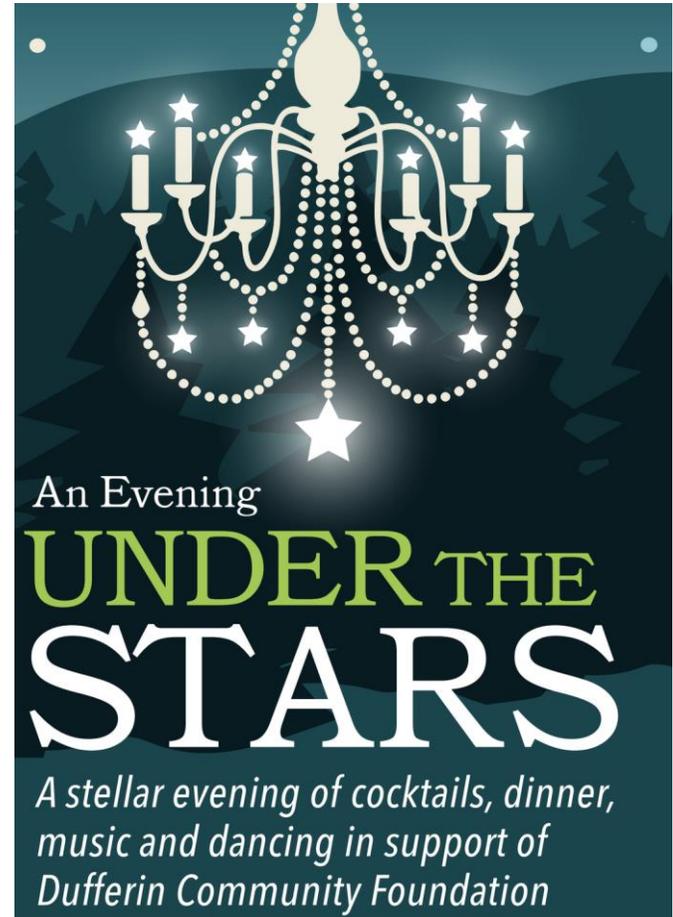
Our sparkling gala event!

**SAVE THE DATE**

**Thursday, June 20, 2024**

**5:30-10:30 pm**

**Private residence in Mono**





**DUFFERIN**  
COMMUNITY  
FOUNDATION

## Ways we could work together

- Managing your grants or scholarship programs
- Create a fund for Orangeville (e.g. self-sustaining fund for municipal community grants or a Mayor's Fund)
- Initiate a Neighbourhood Small Grants Program
- Sign partnership agreements with Orangeville nonprofits (NQDs) to access Foundation grants
- Introduce us to charities and nonprofits operating in your area, especially if they are emerging





**DUFFERIN**  
**COMMUNITY**  
**FOUNDATION**

## Contact us anytime...



Michele Fisher, Executive Director

Email: [michele@dufferincommunityfoundation.ca](mailto:michele@dufferincommunityfoundation.ca)

Office: 519-938-0780



Shirley Boxem, Grants Committee Chair

Email: [grants@dufferincommunityfoundation.ca](mailto:grants@dufferincommunityfoundation.ca)

[www.dufferincommunityfoundation.ca](http://www.dufferincommunityfoundation.ca)



HILLS *of*  
HEADWATERS  
COLLABORATIVE

ONTARIO HEALTH TEAM

# Wind Phone Initiative

April 29, 2024

# Hills of Headwaters Collaborative Ontario Health Team

As COMMUNITY LEADERS, together we  
improve the health and well-being for  
everyone in Dufferin & Caledon.

[Hillsofheadwaterscollaborative.ca](https://Hillsofheadwaterscollaborative.ca)



## Initiatives

To increase awareness and understanding of grief and the services available in our community

1. Butterfly Project
2. Condolence cards
3. Wind phones



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It's a simple concept, yet so profound; placing a rotary phone that is not connected to any earthly system in a peaceful place where anyone who wants to talk to someone can do so. It's a place where grievors can say I love you – I miss you – and feel connected to someone they love who has passed.

<https://www.cbsnews.com/video/telephones-of-the-wind-making-calls-to-lost-loved-ones/>

To install 4 to 6 rotary phones throughout Dufferin Caledon for people to access in an accessible, peaceful place. Confirmed locations to date:

- Bethell Hospice
- Headwaters Hospital Friendship Garden
- Hereward Farms
- Shelburne Cemetery





## This is a Wind Phone

The wind phone is a place for people to communicate with loved ones who have passed away.

The wind phone has become a symbol of hope and healing for many people. It provides a space for grief and healing where they can find comfort in knowing that their loved ones are still with them in spirit.



### HISTORY

The wind phone was created by a man named Itaru Sasaki, who was struggling with grief, so he created a place where he could "talk" to his loved ones and express his emotions.

### PLEASE RESPECT THIS SPACE

Find additional grief and bereavement resources in Dufferin/Caledon, visit: [hillsofheadwaterscollaborative.ca/grief](https://hillsofheadwaterscollaborative.ca/grief)



## Current State:

- Have the phones and wood
- Have the plaques and posters
- Volunteers willing to make the wind phone box and install (can be negotiated)
- Launch date of May 7, 2024, to coincide with National Hospice Palliative Care Week

## Our Ask:

- Secure a location in the Town of Orangeville (Kaycee Gardens, Mill Street Park, Greenwood Cemetery)
- Maintain the location and inform us if repairs are required
- Insurance (if required)

Thank you!

**Heidi Vanderhorst & Maureen Riedler**  
**Co-Chairs, Grief and Bereavement Working Group**  
Hills of Headwaters Collaborative Ontario Health Team

**Website:** [www.hillsofheadwaterscollaborative.ca](http://www.hillsofheadwaterscollaborative.ca)

**Follow us on social:**

**Facebook:**

<https://www.facebook.com/hhcollaborative>

**Instagram:**

<https://www.instagram.com/hhcollabora...>

**Twitter:** <https://twitter.com/hhcollaborative/>

**LinkedIn:**

<https://ca.linkedin.com/company/hills...>

# HOMELESSNESS TASK FORCE

Delegation to Council

April 29, 2024

# Workplan



# What we have achieved so far?

	Deliverable / Project	Status
1.	<p><b>Make recommendations to adjust Zoning and land use policies to further support affordable housing.</b></p>	<ul style="list-style-type: none"> <li>• <b>HTF monitored development and commitment as for trends and options regarding affordable housing at both the federal and provincial levels of government</b></li> </ul>
2.	<p><b>Temporary spaces in Community Centres.</b>  <b>Focus:</b>  <b>-Alder</b>  <b>-Kinsmen/Kinette Room</b>  <b>-Mill Street Library</b></p>	<ul style="list-style-type: none"> <li>• <b>Assess local shelter operating hours and address any operating challenges</b></li> <li>• <b>Conduct an environmental scan of available indoor spaces (public and private) for possible 'warming centre' utilization avoiding duplication of services with other agencies</b></li> <li>• <b>Confirm community centre hours and determine gap in service hours to support 'warming centre'</b></li> <li>• <b>Through Community Services division initiate 'warming centres' at Alder, Tony Rose and Library for winter 2024 and 'cooling centres' summer 2024 (to include the training of Facility staff under the R-Zone policy)</b></li> <li>• <b>Publicize this initiative</b></li> </ul> <p style="text-align: right;"><b>Status: On-going      Lead: Community Services Division</b></p>

# What we have achieved so far?

	Deliverable / Project	Status
3.	<b>Advocate on behalf of the needs of homeless/near homeless at all levels of governments.</b>	<ul style="list-style-type: none"><li>• <b>Identify governmental agencies responsible for supporting vulnerable people</b></li><li>• <b>Develop tactics and timelines to address deficiencies</b></li><li>• <b>Who should be included in the conversation</b> - <b>County of Dufferin</b><ul style="list-style-type: none"><li>- <b>Provincial agencies</b></li><li>- <b>AMO resources</b></li><li>- <b>Faith-based organizations</b></li></ul></li></ul>

# Emerging Themes



# What influenced our work?

- **Sustainability of DMS – Dufferin Men’s Shelter**
- **Out of the Cold Program need**
- **Varied forms of Affordable Housing are required in Orangeville** *(e.g., Tiny Homes, Laneway Homes, repurposing of existing facilities)*  
**to move individuals from homelessness to home**

- **Both Provincial and Federal governments are committed to addressing the Affordable Housing crisis**
- **Commitment by SHIP 236 First Street Housing project** *(May 2024)*
- **Exploration dialogue with HfH** *(Habitat for Humanity)* **on a possible affordable housing project**
- **Barriers – recognize barriers (peoples’ past/present/future); barriers to motel program; not enough motel space**

# Concerns



# Opportunity to Share Feedback with Council.

- **Upon the start-up of the HTF (*Jan 2023*) concerns regarding the viability of the DMS due to financial and board challenges**
- **Growing numbers of visible vulnerable individuals in town (*typically during the spring to fall*) How best to address their housing needs and homelessness challenges**
- **Need to establish ‘warming centres’ during pre-determined cold-temperature threshold**

- **The Town doesn't have dedicated resources (*both financial and personnel*) to properly support homelessness in Orangeville**
- **Planning Act and Zoning issues (*need to allow for more affordable housing or other alternate housing*); Land Use Policy;**
- **County is not recognizing needs and that is why the Town started this Task Force**

# Recommendations



## **Recommendations – ‘Housing and Support Services are a Human Right!’**

- **Encourage County to focus on growing homelessness in the County**
- **To conclude the HTF – Homelessness Task Force – *April 2024* due to Motion led by Mayor Post (County Council appointee) to form a County-led HTF\***
- **Council commit to annual funding in OOTC program and to establish partnership with ‘faith-based’ organization to operationalize**
- **With established ‘warming centres’, consider a broader ‘mean’ temperature when declaring they are open (zero degree vs. -5)**

- **Flag Town owned land (*as per Infrastructure Services Land Inventory Report*) that could be used for affordable housing initiatives**
- **Address creative options on finding homes for homeless**
- **Approve Terms of Reference for new Affordable Housing Task Force for September 2024 start with Task Force recruitment during the summer**

*(To align with the Town's ability to address emerging financial initiatives at the Provincial and Federal level or possible partnerships)*



**Report**

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**Subject: Otters Swim Club Funding Agreement – Timing System Clock**

**Department: Community Services**

**Division: Facilities/Parks**

**Report #: CMS-2024-006**

**Meeting Date: 2024-04-29**

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**Recommendations**

**That report CMS-2024-006, Otters Swim Club Funding Agreement – Timing System, be received;**

**And that Council endorse the Otters Swim Club fundraising activities and approve the use of the Town of Orangeville logo on fundraising material;**

**And that Council approve the agreement between Otters Swim Club and the Corporation of the Town of Orangeville as outlined in Attachment ‘A’ to this report;**

**And that Council pass a by-law to authorize entering into and execution of the Funding Agreement with the Otter’s Swim Club, for the provision of a timing system for the Alder pool;**

**And that the Mayor and Clerk be authorized to sign the Agreement on behalf of the Corporation of the Town of Orangeville.**

**Background**

In April of 2021 renovations on the Alder Recreation Centre pool began. As part of the project, enhancements to the competitive swim equipment were included. The lap pool was expanded from six (6) lanes to eight (8) lanes. A headwall that runs the entire width of the pool was installed, equipped with eight (8) starting blocks and modern Swiss timing technologies connected to a new time clock.

Through the 2021 municipal budget, Council accepted funding from the Otters Swim Club (the ‘Otters’) to offset the cost of the new score clock. The timing system was

purchased and installed by the Town; however, the Otters will retain ownership of the timing system and will perform all required maintenance for its entire lifespan.

The Otters committed \$97,776.10 to purchase the timing system. To govern this funding relationship, the Otter's and the Town propose to enter into the agreement found in Attachment 'A' with respect to the financial donation.

The Otters are a long-standing club whose commitment to the community has been invaluable since they first gathered at the outdoor Lion's pool in the 1970's and incorporated in 2006. With 140 swimmers learning, competing, and representing Orangeville, the Otters have secured many provincial, national, and international championships including the 2016 Summer Olympics. The Otter's currently use twenty-four (24) hours of pool time a week, which is expected to increase to forty (40) hours once Alder Pool reopens.

The installation of the advanced competition infrastructure at Alder Pool will further support the athletes' development and the sport in Ontario.

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## **Strategic Alignment**

### **Strategic Plan**

Strategic Goal: Corporate Capacity

Objective: Innovation – Promote service delivery innovation through modern approaches

### **Sustainable Neighbourhood Action Plan**

Theme: Corporate and Fiscal

Strategy: Demonstrate municipal leadership by considering the environmental, social and economic impacts of all Town decisions

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## **Notice Provisions**

N/A

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**Financial Impact**

Upon execution of the agreement, staff will establish a receivable for the donation in the full amount of \$97,776.10, with matching funds transferred towards the Alder Pool Liner replacement Capital Project.

The Otters will make the payment to the Town, in one lump sum no later than June 1, 2024.

The additional costs associated with the headwall installation are to be borne by the Town, and as such were charged to the Alder Pool Liner Replacement initiative. A future report to Council will summarize the total cost of this major capital initiative and the sources of funding.

Respectfully prepared and submitted by,

Heather Savage  
General Manager, Community Services

Reviewed by,

Patrick Kelly, Chief Financial Officer/Treasurer  
Corporate Services

**Attachment:**

1. Funding Agreement between the Town of Orangeville and the Otters Swim Club

**THIS AGREEMENT** made this 8th day of March, 2024.

B E T W E E N:

**THE CORPORATION OF THE TOWN OF ORANGEVILLE**

(hereinafter the “**Town**”)

- and -

**THE ORANGEVILLE OTTERS SWIM CLUB**

(hereinafter “**Otters**”)

(Collectively referred to as the “**Parties**”)

**WHEREAS** the Otters have agreed to an investment of funds for the Town of Orangeville to provide and install a timing system (“Timing System”) for the eight lane lap pool at the Alder Recreation Centre (275 Alder Street, Orangeville);

**AND WHEREAS** the Town Council graciously acknowledges the investment offered by the Otters and has endorsed the Alder Pool Liner Replacement as part of the 2021 Municipal Budget, via Resolution 2020-294, which is described in Schedule “A” (the “**Works**”);

**NOW THEREFORE** the Parties agree as follows:

**1. Town Responsibilities:**

- a) The Town agrees to oversee the engineering, design, procurement, construction, and commissioning of the Timing System;
- b) The Town agrees to oversee all contractors, and agents associated with the installation of the Works;
- c) The Town agrees to indicate by plaque or other signage that this Timing System was installed in partnership with the Otters, in perpetuity, provided there is no reason that this reference causes the Town negative publicity.
- d) The Town agrees that the Works shall comply with all legislative and applicable conservation authority requirements;
- e) The Town agrees to assist in the marketing and promotion of this donation through the Town’s Communications Team.

**2. Otters’ Contributions:**

- a) The Otters agree to contribute Ninety-Seven Thousand, Seven Hundred and Seventy-Six Dollars (\$97,776.10) towards the Works; as outlined in Table 1.

Table 1: Timing System Costs - Total Funding Amount

Item	
Timing System	\$82,595
Shipping of the Timing System	\$5,500
Installation of the Timing System	\$7,990
1.76% HST (non-recoverable)	\$1,691.10

- a) The Otters agree that the final design and construction of the “Works” will be at the discretion of the Town;
- b) The Otters agree that any excess funds remaining after completion of the “Works”, will remain in the care and control of the Town, and may be used to support other initiatives at the inground pool at the Alder Street Recreation Centre;
- c) The Otters agrees to retain ownership of the Timing System and shall perform all required maintenance upon completion of the Works.
- d) The Otters agrees that the Works shall comply with all legislative and applicable conservation authority requirements;
- e) The Otters agree to coordinate marketing and promotional efforts regarding this donation through the Town Communications Team.

**IN WITNESS WHEREOF** the Parties have duly executed this Agreement as of the date on the first page of this Agreement.



**Subject: Animal Control By-law**

**Department: Corporate Services**

**Division: By-law/Property Standards**

**Report #: CPS-2024-012**

**Meeting Date: 2024-04-08**

**Recommendations**

**That report CPS-2024-012, Animal Control By-law, be received;**

**And that Council pass a by-law to regulate the keeping, licensing, registration and control of certain classes of animals and repeal By-laws 68-2000, 48-2003, 2020-061, 2021-034, and 2023-094.**

**Background and Analysis**

Council, at its meeting held on January 22, 2024, received Report CPS-2023-055 which highlighted the proposed amendments to the Animal Control By-law.

A public meeting was held on March 4, 2024, to review the proposed Animal Control By-law, which resulted in the following feedback and comments being received:

<b>Comments / Feedback</b>	<b>Staff Response / Recommendation</b>
<p><b>Service Animals:</b></p> <ul style="list-style-type: none"> <li>• Important that the By-law establish a working standard regarding visual indicators for service dogs. The law does not say a service dog has to have a vest and a vest/harness is not the only way to identify a service dog. Some vests are organizational issued and some are purchased from Amazon. There are also ID cards issued to dogs after receiving various</li> </ul>	<ul style="list-style-type: none"> <li>• The <i>Accessibility for Ontarians with Disabilities Act (AODA)</i> has paramountcy over a municipal by-law. The proposed By-law does not conflict with this legislation. Staff will continue to monitor and support the AODA requirements. O. Reg. 191/11 80.45 (4) provides the legislation for the visual indicators and says “such as” a vest or harness. This would not be all inclusive</li> </ul>

<p>accreditation. Would an ID card be considered a visual indicator.</p> <ul style="list-style-type: none"> <li>• Service providers should not use their own assumptions or judgement to second guess the verification/medical documentation provided by the person with a service animal.</li> <li>• Concerns as to when a service dog is considered a service dog or a regular dog under the By-law. Is the dog always considered a service dog as long as he fulfills the requirement.</li> <li>• Concerns with interpretation of Section 6.3 of the By-law as it states Sections 6.1 and 6.2 which refer to Dogs – Leashes and At Large, does not apply to a service animal while under control of its handler and engaged in its duties.</li> <li>• Concerns that if a service dog is separated from its owner, it may be mistaken to be “at large.”</li> <li>• If a service dog is properly trained it shouldn’t need a leash and shouldn’t wander away from the person it is servicing. Can this be taken into consideration as an exception to be off leash.</li> <li>• Concerns of ownership of service animal. The microchip may be in the organization’s name or the independent trainer’s name prior to the service animal being placed with a client. When the client obtains a dog licence in their name, the ownership is</li> </ul>	<p>and other visual indicators may be assessed at the time of response.</p> <ul style="list-style-type: none"> <li>• It is not the Town’s intention to question the integrity of visually identifiable service animals or documents provided.</li> <li>• The By-law exempts the requirement for a leash if the service animal is under the care and control of its handler and/or engaged in its duties. This is why visual identification is important.</li> <li>• The By-law includes various meanings for an owner and includes a person who owns, harbours, or has custody of the animal or the person who is the temporary keeper of the animal. The dog licence information should reflect the name and address of where the service animal resides.</li> </ul>
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<p>not the same across the board. Does one take precedence over the other.</p> <ul style="list-style-type: none"> <li>• Service dogs “in training” are not able to experience any of the rights as a service dog and they are at the behest of any organization or store that will allow them in to do training in their business. Would like to see service dogs “in training” allowed to enter Town facilities as it is important for them to get that experience in the community.</li> <li>• Is there an opportunity for cohesion or alignment between the service dogs on transit policy and this by-law on service dogs.</li> </ul>	<ul style="list-style-type: none"> <li>• Staff have amended the definition of service animals to include service animals “in training” through reputable organizations.</li> <li>• Staff will continue to monitor the various types of service animals and policies within the town at various junctures and may adjust as required in the future.</li> </ul>
<p><b>Dog Licence Fee:</b></p> <ul style="list-style-type: none"> <li>• The dog licensing fee proposed is a 75% increase and is not fair. May want to reconsider as the cost of food and care has gone up for dog owners.</li> <li>• When was the last time the fee schedule was updated. If it was 1985 then the proposed amount seems reasonable but if it was a few years ago then the increase may be a bit much.</li> <li>• Could consideration be given to a year to year tagging system instead of an expiry of April 30 or a one-time licence fee for the life of the dog (i.e. suggested set fee of \$50 or \$100).</li> <li>• Could consideration be given to having a clinic where dogs can be tagged or chipped, a one-time effort and then no need to purchase a tag each year.</li> </ul>	<ul style="list-style-type: none"> <li>• Staff are recommending that the proposed dog licence fee be set at \$35, given that a fee increase has not occurred since 2003. This proposed fee is less than that of some of our municipal comparators, who are currently charging, on an annual basis, the following:              Brampton - \$15 - \$60              Centre Wellington - \$45              Halton Hills - \$34              Newmarket - \$37.10</li> </ul> <p>Of the municipal comparators used, Barrie is the only municipality with a lifetime fee for dogs.</p> <p>Staff have amended the By-law to incorporate a lifetime licence option with a fee of \$100.</p> <p>The Town relies on the OSPCA to administer the dog licensing program.</p>

<ul style="list-style-type: none"> <li>• OSPCA suggests that a lifetime licence with a fee of \$100 for microchipped animals is a preferred option.</li> <li>• Could service dogs being raised and fostered and "in training" with a recognized organization be exempt from licensing fees with confirmation that they are with a registered organization.</li> <li>• Could similar consideration be given to breeders selected by those organizations for service dogs be exempt from licensing fees when they are in a foster situation until these are ultimately spayed/neutered and adopted out.</li> <li>• Technical reading of the By-law would require that each time I have a dog in training for a weekend that I should licence them. Would like to see an exemption for the keeping of a dog temporarily.</li> </ul>	<p>We will continue to work with the OSPCA to find efficiencies and make improvements as funding for staff and technology permits.</p> <ul style="list-style-type: none"> <li>• The licensing fee for service animals has been waived.</li> </ul> <p>Staff have amended the definition of service animal to include service animals "in training" through reputable organizations.</p> <ul style="list-style-type: none"> <li>• Staff will continue to seek direction from the AODA and the OSPCA and will utilize our discretion in enforcing the By-law under these circumstances, however it should be noted that no license is required for animals under 12 weeks. At the age of 12 weeks, a license would be required, however if the animal is a service dog "in training" through a reputable organization, the fees are exempt.</li> <li>• For service dogs "in training", staff will continue to look at each individual circumstance in its entirety and will rely on the direction of the AODA, OSPCA and discretion, in dealing with these circumstances.</li> </ul>
<p><b>Cats:</b></p> <ul style="list-style-type: none"> <li>• Cats should not be allowed to roam. Dogs are not allowed to roam. We have a responsibility to keep cats safe and healthy from being exposed to a variety of threats including disease and harm from other wildlife. As well, roaming cats cause approximately 200 million bird deaths a year and we have a responsibility to also protect our birds.</li> </ul>	<ul style="list-style-type: none"> <li>• Upon review of the regulations for cats of comparator municipalities, staff incorporated requirements into the proposed By-law for cats such that:             <ul style="list-style-type: none"> <li>- a microchip, identification nametag or similar means of identification be always affixed to a cat, which contains the owner's contact details; and</li> <li>- a maximum of four (4) cats per property/dwelling unit.</li> </ul> </li> </ul>

<ul style="list-style-type: none"> <li>• Unfair that cat owners do not have to pick up after their cat. The By-law suggests owner’s chip their cats. They should have to licence it also.</li> <li>• Was there any discussion during the By-law review process of looking at a licencing framework for cats. Comments being received are not the first time. Council has previously received correspondence with similar concerns and wondered if any municipalities have a cat licensing program, how it works and is this framework something we can consider.</li> </ul>	<p>These proposed requirements resemble the regulations of the six (6) comparator municipalities that were reviewed. For example:</p> <ul style="list-style-type: none"> <li>- Barrie:             <ul style="list-style-type: none"> <li>- is the only municipality offering an optional lifetime licensing fee for cats of \$59.79, however, it is not a mandatory requirement</li> <li>- maximum of 6 cats permitted</li> <li>- cats are prohibited to be at large</li> </ul> </li> <li>- Brampton:             <ul style="list-style-type: none"> <li>- requires cats to be licensed and a fee is collected on an annual basis</li> <li>- maximum cumulative total of 6 cats and dogs</li> <li>- animals are prohibited to be at large</li> </ul> </li> <li>- Caledon:             <ul style="list-style-type: none"> <li>- requires that pets have always affixed an ID tag and/or are microchipped - there is no licensing requirement</li> <li>- maximum of 5 cats permitted</li> <li>- animals are prohibited to be at large</li> </ul> </li> <li>- Centre Wellington:             <ul style="list-style-type: none"> <li>- has no requirement for cat licensing</li> <li>- maximum of 3 cats permitted</li> <li>- only dogs are prohibited to be at large</li> </ul> </li> <li>- Halton Hills:             <ul style="list-style-type: none"> <li>- has no requirement for cat licensing</li> <li>- maximum of 3 cats permitted</li> <li>- animals are prohibited to be at large</li> </ul> </li> <li>- Newmarket:             <ul style="list-style-type: none"> <li>- requires cats to be licensed and a fee is collected on an annual basis</li> </ul> </li> </ul>
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	<ul style="list-style-type: none"> <li>- maximum of 4 cats permitted</li> <li>- cats are prohibited to be at large</li> </ul> <p>Staff have incorporated regulations into the proposed By-law to promote responsible cat ownership.</p> <p>Staff is not recommending the implementation of a licensing framework for cats at this time due to additional staff resources that may be required.</p>
<p><b>Hens:</b></p> <ul style="list-style-type: none"> <li>• Letter of support for inclusion of Hen Pilot Program in the Animal Control By-law. This program provided numerous benefits to my family (an educational experience for my children as they engaged in collecting eggs and lessons in husbandry and animal care), in addition to promoting sustainability and environmental responsibility. It has also fostered a sense of community among our neighbours.</li> <li>• Public Health Ontario has a handout online that explains how to reduce associated risks with backyard chickens.</li> <li>• Municipalities such as Mississauga are suspending permits due to avian flu.</li> </ul>	<ul style="list-style-type: none"> <li>• Staff recommend that the regulations for the keeping of hens remain incorporated within the proposed Animal Control By-law. Due to the limited participation in the program, staff have not included the licensing framework or fee into the proposed By-law.</li> <li>• Mississauga ended their two-year pilot program in November 2023, as their staff reported that there was limited demand in their program, with only six households participating out of the eleven slots available. Also, there was apprehension among residents about urban hen keeping practices and the potential health issues arising from inadequate access to veterinary care and the risk of avian influenza.</li> </ul>

<ul style="list-style-type: none"> <li>• Springwater Township repealed their By-law and are not charging anymore but will have a registry.</li> </ul>	<ul style="list-style-type: none"> <li>• Following a three-year pilot program, Springwater Township Council approved the continuance of their backyard chicken licensing program in 2023, with a limit of no more than 25 licenses being issued across the Township annually. A licence and applicable fee are required.</li> </ul>
<p><b>Wildlife – Songbirds:</b></p> <ul style="list-style-type: none"> <li>• Proposed By-law states that the only wildlife that can be fed are songbirds. A songbird is in the scientific order called Passeriformes. A hummingbird is not in the Passeriformes order and is captured in the Apodiformes order. The By-law as written would not permit the feeding of hummingbirds anymore.</li> <li>• Songbirds as stated in the By-law needs more clarification as hummingbirds are technically not a songbird.</li> <li>• Is a water fountain/feature considered as feeding wildlife.</li> <li>• Need clarification as to what exactly is considered as wildlife.</li> <li>• Need clarification as to what is acceptable level of seed under a bird feeder. The By-law mentions that a certain level of cleanliness needs to be maintained, which is good birding practice anyway.</li> </ul>	<ul style="list-style-type: none"> <li>• Staff have amended the proposed By-law to include in the definition of a Songbird the scientific order of Apodiformes which captures a hummingbird.</li> <li>• The By-law does not prohibit bird baths.</li> <li>• The By-law defines wildlife as being an animal that belongs to a species that is wild by nature but does not include domestic animals or a feral or stray cat.</li> <li>• The quantity of seed under a feeder is deemed to be unacceptable when, for instance, it attracts pests and/or creates a nuisance.</li> </ul>
<p><b>Wildlife – Mini Pigs (Pot Belly Pigs):</b></p> <ul style="list-style-type: none"> <li>• For clarification, are mini pigs (pot belly pigs/pygmy pigs) permitted under the proposed By-law.</li> </ul>	<ul style="list-style-type: none"> <li>• Pigs (mini pigs/pot belly pigs/pygmy pigs), which are also referred to as a swine, are included in Schedule A –</li> </ul>

	<p>Prohibited Animals of the proposed By-law.</p> <p>Swine is listed in Schedule A as an example of an animal that falls under the Class Mammalia, in the scientific order of Artiodactyla.</p> <p>The current Animal Control By-law also includes pigs in its Prohibited Animals Schedule.</p>
<p><b>Wildlife - Coyotes:</b></p> <ul style="list-style-type: none"> <li>• Concerns that people are threatened as coyotes are an increasing problem in Town.</li> <li>• Concerns of sightings in parks which are close to rural areas / on perimeter of Town at dawn and dusk, in areas of green space, school areas and dog park.</li> <li>• Can this By-law somehow address these concerns or is there something more aggressive or long term that would address this increasing problem.</li> <li>• Section on Wildlife is a good addition as coyotes are becoming prevalent.</li> <li>• It was reported that Dufferin County did some investigation on best ways to monitor and manage coyotes coming close to urban centres and how they were going to resolve. We should follow up on the outcome as it may be something the Town should consider.</li> <li>• The Clerk updated the Chair that the County does have a Coyote Program.</li> </ul>	<ul style="list-style-type: none"> <li>• The Ontario Fish and Wildlife Conservation Act dictates how a municipality interacts with coyotes.</li> <li>• Surrounding comparator municipalities such as Barrie, Brampton, Caledon, Halton Hills, and Newmarket have a dedicated page on their website that provides educational information on how to prevent and manage conflicts with coyotes as well as tips to prevent coyotes from entering onto your property. Some municipalities also offer the ability to report coyote sightings and provide a mapping of such.</li> <li>• The County of Dufferin has a coyote predation program; however, it is only for livestock owners within the County.</li> </ul>

<p><b>General Comments:</b></p> <ul style="list-style-type: none"> <li>• It is a great By-law and the sections on wildlife and inclusion of reptiles and snakes are good additions.</li> <li>• Pleased to see requirement to pay different dog licence fee for non-neutered and non-spayed dog is eliminated.</li> </ul>	
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After taking into consideration the feedback received from the public, the proposed By-law has been updated to:

- include service animals “in training” in the definition of a service animal;
- include hummingbirds in the definition of Songbirds; and
- add a lifetime licence option and fee of \$100.

The proposed Animal Control By-law incorporates updated best practices to proactively meet the changing needs of the community and better protect both animals and the public.

**Strategic Alignment**

**Strategic Plan**

Strategic Goal: Future-Readiness

Objective: Due Diligence

**Sustainable Neighbourhood Action Plan**

Theme: Not applicable

Strategy: Not applicable

**Notice Provisions**

Notice was given for the public meeting held on March 4, 2024, in accordance with the Town’s Notice Policy which requires notice be placed on the Town’s website (posted February 16, 2024) and published in a newspaper once per week for two consecutive weeks (Orangeville Citizen - February 22, 2024 and February 29, 2024) prior to the meeting at which the matter is to be considered, or prior to the holding of a public meeting.

**Financial Impact**

The Orangeville and District Branch of the Ontario Society for the Prevention of Cruelty to Animals (OSPCA) is the Town's contracted service provider to enforce and administer the Animal Control By-law and collection of dog licensing fees.

The Council approved operating budget includes an allocation of \$80,000 for these third-party contracted Animal Control Services.

Respectfully submitted

Antonietta Minichillo  
General Manager, Corporate Services

Reviewed by

Raylene Martell  
Town Clerk, Corporate Services

Reviewed by

Kevin Wiedekowsky  
Supervisor Licensing & By-law Enforcement,  
Corporate Services

Prepared by

Carrie Cunningham,  
By-law and Property Standards Officer,  
Corporate Services

**Attachment(s):** None



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**Subject: 2023 Council and Board Member Remuneration and Expenses**

**Department: Corporate Services**

**Division: Finance**

**Report #: CPS-2024-019**

**Meeting Date: 2024-04-08**

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**Recommendations**

**That report CPS-2024-019, 2023 Council and Board Member Remuneration and Expenses, be received.**

**Background and Analysis**

Section 284(1) of the Ontario Municipal Act (The Act) requires the Treasurer of the municipality to provide Council with an itemized statement on remuneration and expenses paid in the previous year to Councillors.

In addition to Councillors, the Act includes a provision for persons appointed by Council to serve as a member of any body including a local board for whom, remuneration was provided or for whom expenses were reimbursed. The Act also requires that the statement shall identify the authorization for the provision of remuneration or the reimbursement of expenses.

The statement includes expenses paid directly to officials and amounts paid on their behalf, and notes on corresponding by-laws and authorizations.

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**Strategic Alignment**

**Strategic Plan**

Strategic Goal: Future-Readiness

Objective: Due Diligence – Confirm applicable governance and policy regimes

## Sustainable Neighbourhood Action Plan

Theme: Corporate and Fiscal

Strategy: Encourage and support inter-departmental collaboration and communication to facilitate the adoption of sustainable practices in the municipality

### Notice Provisions

None

### Financial Impact

As further detailed within the attachment, remuneration and expenses paid for Members of Council and Members of Local Boards are summarized below.

Council / Board	Total Remuneration and Expenses Paid
Orangeville Council	\$275,258.73
Dufferin County Council	54,731.55
Police Services Board	25,300.02
Orangeville Hydro Board	20,381.10
Credit Valley Conservation Board	420.33
<b>Subtotal</b>	<b>\$376,091.73</b>

Orangeville Council and Police Services Board expenses are included within the Town's annual operating budget. Dufferin County, Orangeville Hydro and Credit Valley Conservation remuneration and expenses are funded through the budgets of each organization.

Respectfully submitted

Antonietta Minichillo  
General Manager, Corporate Services

Reviewed by

Patrick Kelly, CPA, CMA  
Chief Financial Officer/Treasurer,  
Corporate Services

Prepared by

Mandip Jhajj, CPA, CGA  
Deputy Treasurer, Corporate Services

**Attachment(s):** 1. Schedule of Remuneration and Expenses for 2023

## Corporation of the Town of Orangeville

Statement of Remuneration and Expenses Paid to  
Members of Council and Members of Local Boards  
And Other Bodies Pursuant to Section 284 of the Municipal Act, 2001  
**Year ending December 31, 2023**

	<u>Taxable Pay</u> <u>/ Per Diem</u>	<u>Internet /</u> <u>Phone /</u> <u>Office</u> <u>Allowance</u>	<u>Expense</u>	<u>Total</u>
<b>Orangeville Council<sup>1</sup></b>				
Andy Macintosh	30,212.28	2,160.00	944.90	33,317.18
Debbie Sherwood	30,212.28	2,160.00	3,225.86	35,598.14
Joe Andrews	30,212.28	2,160.00	3,783.71	36,155.99
Lisa Post	56,146.68	2,160.00	4,798.08	63,104.76
Rick Stevens	30,212.28	2,160.00	1,954.75	34,327.03
Tess Prendergast	30,212.28	2,160.00	2,931.12	35,303.40
Todd Taylor	33,420.61	2,160.00	1,871.62	37,452.23
<b>Dufferin County Council<sup>3</sup></b>				
Lisa Post	25,122.96		2,726.47	27,849.43
Todd Taylor	25,122.96		1,759.16	26,882.12
<b>Police Services Board<sup>2</sup></b>				
Andy Macintosh	311.67			311.67
Ian McSweeney	6,540.00		1,531.63	8,071.63
Ken Kraker	4,640.00			4,640.00
Lisa Post	4,428.37			4,428.37
Mary Rose	2,158.35			2,158.35
Todd Taylor	5,690.00			5,690.00
<b>Council Members Serving on the Board of the Orangeville Hydro</b>				
Andy Macintosh	10,625.31		-	10,625.31
Lisa Post	9,755.79		-	9,755.79
<b>Credit Valley Conservation</b>				
Rick Stevens	257.13		163.20	420.33

**This statement includes expenses reimbursed to officials and expenses paid on their behalf.**

**Authorizations:**

<sup>1</sup> By-law 50-2010, By-law 22-2014 and By-law 2022-031

<sup>2</sup> Resolution 10-07, February 5, 2007

<sup>3</sup> These amounts are also included in Dufferin County's report to Council




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**Subject: Delegation of Authority – 357 and 358 Applications**

**Department: Corporate Services**

**Division: CPS**

**Report #: CPS-2024-021**

**Meeting Date: 2024-04-08**

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**Recommendations**

**That report CPS-2024-021, Delegation of Authority – 357 and 358 Applications be received;**

**And that Council pass a by-law to delegate authority to the CFO / Treasurer or their designate to cancel, reduce, or refund taxes in accordance with Sections 357 and 358 of the *Municipal Act, 2001*.**

**Background**

There are several sections under the Municipal Act, 2001, (the Act) that allow for different administrative actions to be executed relating to property tax accounts and the tax roll. Many of these sections provide for a public meeting and final approval by Council before an adjustment can be processed and completed on the ratepayer’s account.

Sections 357 and 358 – Cancellation, Reduction, Refund of Taxes

Applications for cancellation, reduction, and refund of taxes under these sections may be made for various reasons such as a property becoming exempt, a change in classification (use), buildings that have been demolished or razed by fire or properties that have been over assessed by a gross or manifest clerical error. These adjustments do not relate to collection issues.

All applications are sent to the Municipal Property Assessment Corporation (MPAC) for consideration. MPAC conducts an internal review based on the information contained in the application against their records and recommends any necessary assessment and/or tax class changes. MPAC provides this recommendation through a Response Form to the Town, which recommendation the Town relies on to adjust the taxes.

## Analysis

Delegation of authority for these applications is common practice across the Province and helps to streamline processes, allowing for greater operational efficiency. It is also aligned with the strategic goal of corporate capacity, by promoting service delivery innovation through modern approaches.

In approving this delegation of authority, the Section 357/358 application process will be expedited, allowing for an improved and more effective customer service experience. The process would continue to undergo the necessary due diligence by MPAC and Town staff, while no longer requiring a hearing before the Council which can delay an adjustment to a property tax account. Often these adjustments relate to such things as a fire at the property. Administrative delays are impactful to ratepayers who have already experienced a significant event.

It must be noted that should any property owner or appellant disagree with a decision made by the CFO/Treasurer or their designate, under any of these sections, they will still maintain the option to appear before Council, as well as the right to appeal the decision through the Assessment Review Board (ARB).

If Council agrees with the recommended approach, an amendment would be made to the Delegation of Authority By-law to delegate decision-making authority under sections 357 and 358 to the CFO / Treasurer or their designate will be presented for adoption.

Alternatively, if Council's preference is to retain its decision-making authority under sections 357 and 358, the current process will be maintained. All applications will continue to be presented to Council on a regular basis with a recommendation for approval.

## Strategic Alignment

### Strategic Plan

Strategic Goal: Corporate Capacity

Objective: Innovation

### Sustainable Neighbourhood Action Plan

Theme: Corporate and Fiscal

Strategy: Demonstrate municipal leadership by considering the environment, social and economic impacts of all Town decisions.

**Notice Provisions**

Not applicable

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**Financial Impact**

Applications submitted under Section 357 and 358 of the Municipal Act often result in post-billing adjustments. The result is a tax write-off, recognized as an expense to the Town. Tax write-offs are generally offset through supplemental tax billings.

The Council approved 2024 municipal budget included a provision for tax write-offs of \$300,000. This is offset by Supplementary tax billings which are estimated at \$700,000.

The updated assessment value resulting from the 357/358 application is incorporated within the updated tax roll for future years' calculation of property taxes.

Respectfully submitted

Reviewed by

Antonietta Minichillo  
General Manager, Corporate Services

Patrick Kelly  
CFO/Treasurer, Corporate Services

Prepared by

Connie Brown  
Supervisor, Corporate Services



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**Subject: Provincial Transit Gas Tax Funding Agreement**

**Department: Corporate Services**

**Division: Finance**

**Report #: CPS-2024-025**

**Meeting Date: 2024-04-29**

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**Recommendations**

**That report CPS-2024-025 dated April 29, 2024, Provincial Transit Gas Tax Funding Agreement, be received.**

**And that Council pass a by-law authorizing the Mayor and Clerk to sign a Letter of Agreement with the Ministry of Transportation for 2023/24 funding.**

**Background and Analysis**

Under the Dedicated Gas Tax Funds for Public Transportation Program (Program), the Province of Ontario provides two cents out of the provincial gas tax to municipalities.

The purpose of the Program is to provide dedicated gas tax funds to Ontario municipalities to support local public transportation services, and to increase overall ridership through the expansion of public transportation capital infrastructure and levels of service.

The Town of Orangeville will be eligible to receive \$294,473 for the 2023-24 program.

Allocations of funding are based on a formula of 70% ridership and 30% population and that allocations cannot exceed 75% of a municipality’s own expenditures (i.e. levy funded expenditures). For the 2023-24 program year, ridership and population numbers were obtained from 2022 reporting, which was prior to the fare-free transit program.

In order to receive funding, the Letter of Agreement must be signed and authorized by a Town by-law.

## **Strategic Alignment**

### **Strategic Plan**

Strategic Goal: Future-Readiness

Objective: DUE DILIGENCE – Confirm applicable governance and policy regimes

### **Sustainable Neighbourhood Action Plan**

Theme: Corporate and Fiscal

Strategy: Encourage and support inter-departmental collaboration and communication to facilitate the adoption of sustainable practices in the municipality

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## **Notice Provisions**

None

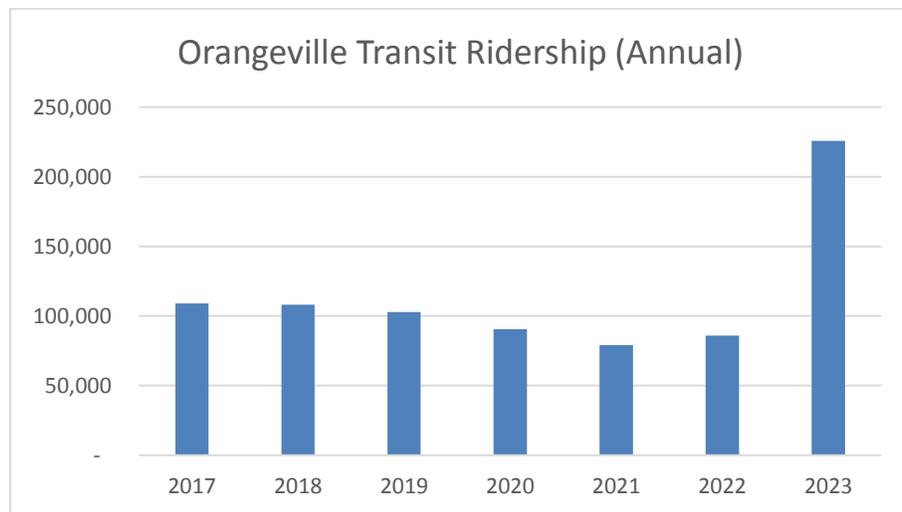
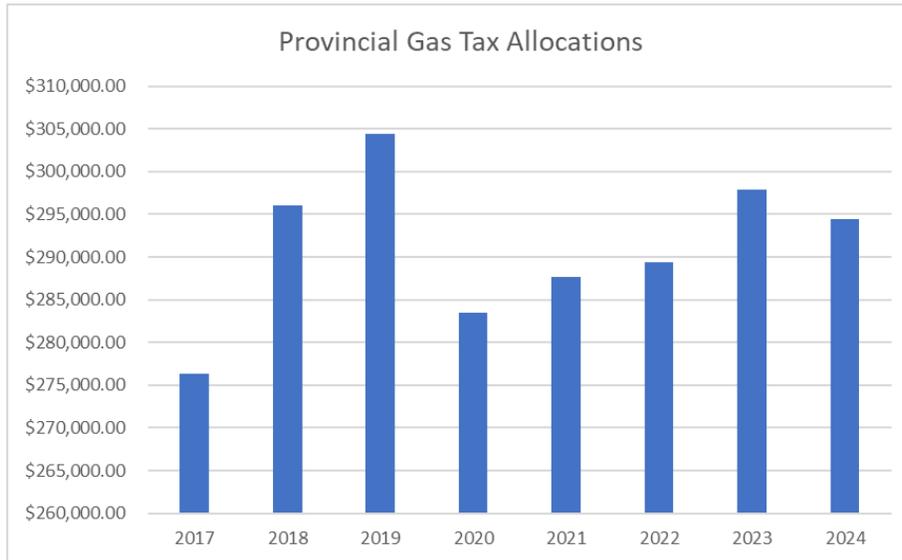
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## **Financial Impact**

As noted, the Town is eligible for funding of \$294,473 from the Provincial Gas Tax. The Council approved budget for 2024 anticipated \$305,276 in funding. The funding gap of \$10,803 will be covered by unspent funding from previous years, currently held in reserve funds.

The 2023-24 program allocation is based on 2022 ridership data and population numbers. Due to fare-free transit beginning in 2023, Orangeville Transit has witnessed a significant increase in ridership numbers, which would suggest we could see a significant increase in Provincial Gas Tax funding in 2025.

The graphs below summarize Provincial Gas Tax Funding and ridership statistics from the past few years.



Respectfully submitted

Patrick Kelly, CPA, CMA  
CFO/Treasurer, Corporate Services

Reviewed by

Mandip Jhajj, CPA, CGA  
Deputy Treasurer, Corporate Services

Prepared by

Rebecca Medeiros, CPA, CA  
Senior Financial Analyst, Corporate Services

**Attachment(s):** 1. Letter of Agreement

Ministry of  
Transportation

Office of the Minister

777 Bay Street, 5<sup>th</sup> Floor  
Toronto ON M7A 1Z8  
416 327-9200  
[www.ontario.ca/transportation](http://www.ontario.ca/transportation)

Ministère des  
Transports

Bureau du ministre

777, rue Bay, 5<sup>e</sup> étage  
Toronto ON M7A 1Z8  
416 327-9200  
[www.ontario.ca/transports](http://www.ontario.ca/transports)



March 15, 2024

Mayor Lisa Post  
Town of Orangeville  
87 Broadway  
Orangeville ON L9W 1K1

Dear Mayor Post:

**RE: Dedicated Gas Tax Funds for Public Transportation Program**

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This Letter of Agreement between the **Town of Orangeville** (the "Municipality") and His Majesty the King in right of the Province of Ontario, as represented by the Minister of Transportation for the Province of Ontario (the "Ministry"), sets out the terms and conditions for the provision and use of dedicated gas tax funds under the Dedicated Gas Tax Funds for Public Transportation Program (the "Program"). Under the Program, the Province of Ontario provides two cents out of the provincial gas tax to municipalities to improve Ontario's transportation network and support economic development in communities for public transportation expenditures.

The Ministry intends to provide dedicated gas tax funds to the Municipality in accordance with the terms and conditions set out in this Letter of Agreement and the enclosed Dedicated Gas Tax Funds for Public Transportation Program 2023-24 Guidelines and Requirements (the "guidelines and requirements").

In consideration of the mutual covenants and agreements contained in this Letter of Agreement and the guidelines and requirements, which the Municipality has reviewed and understands and are hereby incorporated by reference, and other good and valuable consideration, the receipt and sufficiency of which are expressly acknowledged, the Ministry and the Municipality agree as follows:

1. To support local public transportation services in the Municipality, the Ministry agrees to provide funding to the Municipality under the Program to a maximum amount of up to **\$294,473** ("the "Maximum Funds") in accordance with, and subject to, the terms and conditions set out in this Letter of Agreement and, for greater clarity, the guidelines and requirements.
2. Subject to Section 1, the Ministry will, upon receipt of a fully signed copy of this Letter of Agreement and a copy of the authorizing municipal by-law(s) and, if applicable, resolution(s) for the Municipality to enter into this Letter of Agreement, provide the Municipality with **\$220,855**; and any remaining payment(s) will be provided thereafter.

.../3

3. If another municipality authorizes the Municipality to provide local public transportation services on its behalf and authorizes the Municipality to request and receive dedicated gas tax funds for those services also on its behalf, the Municipality will in the by-law(s) and, if applicable, resolution(s) described in Section 2 confirm that the Municipality has the authority to provide those services and request and receive those funds.
4. The Municipality agrees that any amount payable under this Letter of Agreement may be subject, at the Ministry's sole discretion, to any other adjustments as set out in the guidelines and requirements.
5. The Municipality will deposit the funds received under this Letter of Agreement in a dedicated gas tax funds reserve account, and use such funds and any related interest only in accordance with the guidelines and requirements.
6. The Municipality will adhere to the reporting and accountability measures set out in the guidelines and requirements, and will provide all requested documents to the Ministry.
7. The Municipality agrees that the funding provided to the Municipality pursuant to this Letter of Agreement represents the full extent of the financial contribution from the Ministry and the Province of Ontario under the Program for the 2023-24 Program year.
8. The Ministry may terminate this Letter of Agreement at any time, without liability, penalty or costs upon giving at least thirty (30) days written notice to the Municipality. If the Ministry terminates this Letter of Agreement, the Ministry may take one or more of the following actions: (a) cancel all further payments of dedicated gas tax funds; (b) demand the return of any dedicated gas tax funds remaining in the possession or under the control of the Municipality; and (c) determine the reasonable costs for the Municipality to terminate any binding agreement(s) for the acquisition of eligible public transportation services acquired, or to be acquired, with dedicated gas tax funds provided under this Letter of Agreement, and do either or both of the following: (i) permit the Municipality to offset such costs against the amount the Municipality owes pursuant to paragraph 8(b); and (ii) subject to Section 1, provide the Municipality with funding to cover, in whole or in part, such costs. The funding may be provided only if there is an appropriation for this purpose, and in no event will the funding result in the Maximum Funding exceeding the amount specified under Section 1.
9. Any provisions which by their nature are intended to survive the termination or expiration of this Letter of Agreement including, without limitation, those related to disposition, accountability, records, audit, inspection, reporting, communication, liability, indemnity, and rights and remedies will survive its termination or expiration.
10. This Letter of Agreement may only be amended by a written agreement duly executed by the Ministry and the Municipality.
11. The Municipality agrees that it will not assign any of its rights or obligations, or both, under this Letter of Agreement.

12. The invalidity or unenforceability of any provision of this Letter of Agreement will not affect the validity or enforceability of any other provision of this Letter of Agreement. Any invalid or unenforceable provision will be deemed to be severed.
13. The term of this Letter of Agreement will commence on the date of the last signature of this Letter of Agreement.
14. The Municipality hereby consents to the execution by the Ministry of this Letter of Agreement by means of an electronic signature.

If the Municipality is satisfied with and accepts the terms and conditions of this Letter of Agreement, please print and secure the required signatures, and then deliver a fully signed pdf copy to the Ministry at the email account below. Subject to the province's prior written consent, including any terms and conditions the Ministry may attach to the consent, the Municipality may execute and deliver the Letter of Agreement to the Ministry electronically. In addition, all program documents are also to be sent to the following email account:

[MTO-PGT@ontario.ca](mailto:MTO-PGT@ontario.ca)

Sincerely,



Prabmeet Singh Sarkaria  
Minister of Transportation

I have read and understand the terms and conditions of this Letter of Agreement, as set out above, and, by signing below, I am signifying the Municipality's consent to be bound by these terms and conditions.

**Municipality**

\_\_\_\_\_

Date

\_\_\_\_\_

Name (print):  
Title (head of council or  
authorized delegate):

I have authority to bind the Municipality.

\_\_\_\_\_

Date:

\_\_\_\_\_

Name (print):  
Title (clerk or authorized delegate):

I have authority to bind the Municipality.



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**Subject:** Parkland Reserves Financial Report, 2023

**Department:** Corporate Services

**Division:** Finance

**Report #:** CPS-2024-026

**Meeting Date:** 2024-04-29

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**Recommendations**

**That report CPS-2024-026, dated April 29, 2024, Parkland Reserves Financial Report, 2023, be received.**

**Background**

The purpose of this report is to provide the Treasurer’s statement for the Parkland Reserve Fund as required under the section 42(17)-(20) of the Planning Act 1990.

The Planning Act requires that the Treasurer of a Municipality is to present the Council a financial statement of Parkland Reserve Fund including opening and closing balances, and of the transactions relating to the account identifying any facilities, services or other matters specified in the by-law for which funds from this account have been spent during the year.

**Analysis**

Appendix A details the activities of the Parkland Reserve Fund account for the 2023 fiscal year. The transactions identified are in accordance with budgetary approvals of Council.

During fiscal year 2023, \$14,000 in funds were allocated to the Cedarstone Play Structure Project.

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**Strategic Alignment**

**Strategic Plan**

Strategic Goal: Future-Readiness

Objective: DUE DILIGENCE – Confirm applicable governance and policy regimes

### **Sustainable Neighbourhood Action Plan**

Theme: Corporate and Fiscal

Strategy: Demonstrate municipal leadership by considering the environment, social and economic impacts of all Town decisions.

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### **Notice Provisions**

None

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### **Financial Impact**

As outlined in detail within Appendix A, the Parkland Reserve Funds increased by \$525,909 in fiscal 2023, to an ending balance of approximately \$1.9M.

This change was a combination of developer contributions and interest income, less the previously noted allocation to the Cedarstone Play Structure Project.

Cash-in-lieu of parkland is just one tool the Town uses to fund new parks amenities or purchase land to be used for parks or recreation purposes. The funds can also be used to fund equipment associated with community Parks.

Respectfully submitted

Patrick Kelly, CPA, CMA  
CFO/Treasurer, Corporate Services

Reviewed by

Mandip Jhajj, CPA, CGA  
Deputy Treasurer, Corporate Services

Prepared by

Rebecca Medeiros, CPA, CA  
Senior Financial Analyst, Corporate Services

**Attachment(s):** 1. Appendix A: Statement of Parkland Reserve Funds

**Appendix A: Statement of Parkland Reserve Funds**

Town of Orangeville					
<b>Statement of Parkland Reserve Funds</b>					
For the year ended December 31, 2023					
Reserve Fund	Opening Balance	Developer Contributions	Interest Income	Capital Expenditures	Ending Balance
Parkland	1,356,710	501,224	38,685	(14,000)	1,882,619

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**Subject: Investment Report for the 2023 Fiscal Year**

**Department: Corporate Services**

**Division: Finance**

**Report #: CPS-2024-027**

**Meeting Date: 2024-04-29**

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### **Recommendations**

**That report CPS-2024-027, Investment Report for the 2023 Fiscal Year, be received.**

### **Background and Analysis**

[Ontario regulation 438/97](#) (as amended) of the Municipal Act, 2001, requires the Treasurer to annually report on investment activity to Council. The legislation requires the Treasurer to report on compliance with the Act, the municipality's investment policy, performance, and composition of the current investment portfolio. The Regulation defines which investments are prescribed that the municipality may invest in.

Council adopted By-Law 65-2013, an update to the Town's Investment Policy number F-007 in July of 2013. This policy, in conjunction with the Regulation, governs the management of the Town's investments.

The Town's investment portfolio at December 31, 2023 meets the requirements under Ontario Regulation 439/97 of the Municipal Act, 2001 and the Town's Investment Policy. The Town has purchased investment funds through three (3) Brokers: [ONE Investment Program](#), [TD Canada Trust](#) and [Edward Jones Investments](#). Appendix A to this report provides a summary of the short-term investments held with TD Canada Trust and bonds held with Edward Jones Investments.

#### One Investment Program

In 2014, the Town invested \$4,000,000 in the ONE Investment Program. The ONE Investment Program is administered by LAS (subsidiary of the Association for Municipalities of Ontario) and CHUMS Financing Corporation (Subsidiary of the Municipal Finance Officers' Association of Ontario). A summary of this investment can

be found in Appendix A – 2023 Investment Summary, under the subtitle Schedule 1: Money Market Portfolio held with ONE Investment. Investment returns of \$154,740 achieved in 2023 were automatically reinvested. This equates to a 3.57% rate of return for the period. This investment was redeemed in full on December 8, 2023, and the proceeds were moved to a High Interest Savings Account within the same program on December 22, 2023. As a result of the transfer, a gain of \$14,906 was realized.

### TD Canada Trust

The Town currently holds short-term money-market investments of \$11,739,482 with TD Canada Trust Bank. A list of these investments can be found in Appendix A – 2023 Investment Summary, under the subtitle Schedule 2: Cash Equivalents held with TD Canada Trust. Investment interest of \$451,958 was earned in 2023 and was automatically reinvested. This equates to a 3.85% rate of return for the period.

### Edward Jones Investments

The Town has invested \$1,264,852 with Edward Jones Investments in a variety of bonds. In Appendix A – 2023 Investment Summary, under the subtitle Schedule 3: Bonds held with Edward Jones Investments, a summary of the portfolio holdings is provided. In 2023, these investments earned interest of \$62,311, all of which were automatically reinvested. The overall rate of return for the period was 5.90%.

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## **Strategic Alignment**

### **Orangeville Forward – Strategic Plan**

Priority Area: Strong Governance

Objective: This report supports the Town's objective of financial responsibility.

### **Sustainable Neighbourhood Action Plan**

Theme: Corporate and Fiscal

Strategy: Demonstrate municipal leadership by considering the environment, social, and economic impacts of all Town decisions.

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## **Notice Provisions**

None

## Financial Impact

Investment activities during 2023 earned an aggregate total of \$669,009 in interest income. This investment returns are outlined in the chart below.

Fund	Investment Returns	Action
General Funds	\$154,740	Recorded as 2023 investment income to the Town.
Trust Funds	89,640	Appportioned to the various trust funds that contributed to the investment.
Reserve Funds	424,629	Appportioned to the various reserve funds that contributed to the investment.
<b>Total</b>	<b>\$669,009</b>	

As part of the on-going efforts towards a long-term integrated financial strategy, Town staff will be working towards an updated Investment Policy and overall Investment strategy for the Town's general funds, trust funds and reserve funds. This strategy when available will be presented to Council for approval.

Respectfully submitted by

Patrick Kelly CPA, CMA  
Chief Financial Officer / Treasurer

Reviewed by

Mandip Jhajj, CPA, CGA  
Deputy Treasurer, Corporate Services

Prepared by

Rocky Kaura, BBA  
Financial Analyst – Operations, Corporate Services

**Attachment(s):** 1. Appendix A - 2023 Investment Summary

**Town of Orangeville Investment Summary**  
as at December 31, 2023

**Schedule 1: Money Market Portfolio held with ONE Investment**

<b>Transaction</b>	<b>Amount</b>	<b>Date of Transaction</b>	<b>Realized Gain/(Loss)</b>
<b>Opening Balance</b>	\$ 4,339,393.20	1-Jan-23	\$ -
Reinvested Income	45,851.44	31-Mar-23	-
Reinvested Income	50,445.89	30-Jun-23	-
Reinvested Income	58,443.08	29-Sep-23	-
Redemption Value	(4,509,039.38)	8-Dec-23	14,906.00
<b>Closing Balance</b>	-	31-Dec-23	-

The money market portfolio earned \$154,740 in interest income in 2023.  
The period rate of return was 3.57%.

Investment management fees are embedded within the rate of return.

**Schedule 2: Cash Equivalents held with TD Canada Trust**

<b>Security</b>	<b>Invested Amount</b>	<b>Date of Maturity</b>	<b>Interest Rate</b>
Trust 8344799-08	\$ 1,151,439.98	10-Sep-24	5.65%
WDSDC 8344802-07	594,385.19	7-May-24	5.49%
WDSDC 8344802-08	713,473.47	7-May-24	5.49%
HardSDC 8344748-11	2,326,981.75	7-May-24	5.49%
HardSDC 8344748-12	1,177,441.68	10-Sep-24	5.65%
Reserve 8344772-13	1,188,770.34	7-May-24	5.49%
Reserve 8344772-14	1,189,122.46	7-May-24	5.49%
Reserve 8344772-15	1,159,292.75	7-May-24	5.49%
Reserve 8344772-17	1,110,289.31	10-Sep-24	5.65%
Reserve 8344772-18	1,128,284.58	10-Sep-24	5.65%
<b>Subtotal</b>	<b>\$ 11,739,482</b>		

The short-term portfolio earned \$451,958 in interest income in 2023.  
The period rate of return was 3.85%.

Investment management fees are embedded within the rate of return.

**Town of Orangeville Investment Summary**  
as at December 31, 2023

**Schedule 3: Bonds held with Edward Jones Investments**  
(Adjusted Cost)

Security	Cash	Total		% of Portfolio
Trust Development Fund	\$ 2,600	\$ 1,077,452	\$ 1,080,051	85%
Trust Care & Maintenance	99	184,702	184,801	15%
Total Invested:			<b><u>\$ 1,264,852</u></b>	

Performance	2023 Year	3 years Annualized	5 Years Annualized
Overall Rate of Return	5.90%	2.69%	2.64%

The bond portfolio earned \$62,311 in interest income in 2023.  
Total costs paid by the Town for the services provided to maintain, transfer or terminate accounts were \$4,082 for 2023.



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**Subject: Council Tasks**  
**Department: Corporate Services**  
**Division: Clerks**  
**Report #: CPS-2024-030**  
**Meeting Date: 2024-04-29**

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**Recommendations**

**That report CPS-2024-030, Council Tasks, be received.**

**Background and Analysis**

The purpose of this report is to provide Council with a summary of the tasks and action items that have been assigned to staff at Council meetings.

Attachment 1 to this report is a list of all completed tasks from January 16, 2024 to April 8, 2024. Attachment 2 is a list of incomplete and in progress tasks current as of April 8, 2024. Every effort is made to ensure accuracy of task status however updates may be made in the system after the report has been run.

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**Strategic Alignment**

**Strategic Plan**

Strategic Goal: Future-Readiness

Objective: Due Diligence

**Sustainable Neighbourhood Action Plan**

Theme: N/A

Strategy: N/A

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**Notice Provisions**

None.

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**Financial Impact**

This report will not generate direct financial implications.

Respectfully submitted

Antonietta Minichillo  
General Manager, Corporate Services

Reviewed by

Raylene Martell  
Town Clerk, Corporate Services

Prepared by

Lindsay Raftis  
Assistant Clerk, Corporate Services

**Attachment(s):**    1. Completed Tasks  
                             2. Incomplete and In Progress Tasks

Council Meeting Tasks			
Updated as of: April 8, 2024			
Status	Description	Meeting Date	Comments
In Progress	That report IS-TD-2020-010, National Disaster Mitigation Program (NDMP) Flooding Analysis Results report be received; and That Staff develop a Flood Mitigation Plan based on the NDMP Town of Orangeville Flood Mitigation Project analysis and results for Councils consideration.	11/4/2020 9:00	Discussions with CVC, Meeting scheduled with Ministry to discuss programme. Further updates will be provided in Q2 of 2024.
In Progress	2021-138 That report INS-2021-025, Corporate Climate Change Adaptation Plan, be received; That Council approve and adopt the Corporate Climate Change Adaptation Plan; And that Council authorizes staff to begin the implementation of action items according to the contents outlined in the 2021 Corporate Climate Change Adaptation Plan. Result: Carried	4/12/2021 18:00	Staff have begun implementing action items according to the contents outlined in the Plan. Progress report for Plan anticipated for Q2/Q3 - 2024.
In Progress	2021-180 That Report INS-2020-30, On-Demand Transit Service be received; And that Council direct Staff to engage a consultant to assist in the design of a fixed and on-demand system, utilizing the existing Town owned buses; And That Council direct Staff to implement the pilot route strategy based on two fixed routes and one "on-demand" route utilizing the existing Town owned buses. Result: Carried	5/10/2021 19:00	Consultant work is underway. Completion Q1 of 2023, Consultant has presented to Council on-demand system alternative and Staff working on new route structure to be implemented in Q3/Q4. In addition to design of routes, implementation of on-demand service subject to additional fleet vehicles being secured.
In Progress	2021-320 Moved: Mayor Brown Seconded: Deputy Mayor Macintosh That report INS-2021-053, Humber Lands, Primacare Proposal and Options for Determining Future Land Use(s), be received; And that Council direct staff to proceed with Option 1 as outlined in report INS-2021-053 to pursue discussions with Primacare to facilitate a proposed development concept for the Humber Lands; And that Council direct the CAO to pursue negotiations with Primacare for the purchase of up to one half of the Humber Lands for fair market value and to report back to Council on the progress of these negotiations. Result: Carried Unanimously	9/27/2021 19:00	Primacare proponents determining updated development concept for Humber Land acquisition negotiations
In Progress	2022-075 Moved: Councillor Sherwood Seconded: Councillor Post That Report INS-2022-013, Dufferin County Municipal Comprehensive Review, Draft Land Needs Analysis, be received; And that staff proceed to engage in consultation regarding the County of Dufferin Municipal Comprehensive Review update to the County Official Plan with respect to implications for the Town of Orangeville; And that staff report back to Council with any update in the County Municipal Comprehensive Review process, as appropriate. Result: Carried	2/28/2022 17:30	County OPA 1 (growth targets) - Adopted and pending MMAH approval. County OPA 2 (mapping) - Adopted and pending MMAH approval. County OPA 3 (policies) - pending
In Progress	2022-153 Moved: Councillor Sherwood Seconded: Councillor Andrews That report CAO-2022-005, titled Fire Hall Repurposing into Crisis Care Bed Facility and land for Habitat Build Project be received; And that staff be directed to continue to proceed with the option of redeveloping the second floor of the Fire Hall into a Crisis Care Facility; And that staff be directed to seek alternate land options suited for a residential Habitat for Humanity Build; And that staff will report back on the continuing progress of these projects; And that staff be directed to proceed with any required Zoning and Official Plan amendments. Result: Carried	4/25/2022 17:30	Until the new fire hall is completed, the Town cannot develop the second floor of the current fire station. New fire hall is anticipated to be operational in 2026 and the design of the second floor will be revisited at that time. In addition, ongoing discussions continue with Habitat for Humanity for a location.
In Progress	2022-263 Moved: Councillor Taylor Seconded: Councillor Andrews That report CPS-2022-010 False Alarms Calls, be received; And that staff review and assess false alarm data provided by the OPP on a bi-weekly basis and focus on education as an initial step; And that staff report back to Council during the 2023 budget process on the resourcing required to develop a False Alarm By-law and program on a permanent basis. Result: Carried	7/11/2022 18:15	Staff to report back to Council at Q3 of 2024 on adoption of a by-law and related program implementation costs.

Council Meeting Tasks			
Updated as of: April 8, 2024			
Status	Description	Meeting Date	Comments
In Progress	2022-336 Moved: Councillor Peters Seconded: Councillor Taylor That Sustainable Neighbourhood Action Plan Progress Report be brought back to Council by Q4 2024. Result: Carried	9/26/2022 19:00	Will begin preparing second progress report in Q1/2024. Q1 - to gather status of actions. Q2 - prepare draft progress report. Q3 - submit to council.
In Progress	2023-058 Moved: Councillor Andrews Seconded: Deputy Mayor Taylor That report INS-2022-049, Electric Bus Feasibility Study and Fleet Transition Plan, be received. And that Council pass a by-law to enter into an agreement with Infrastructure Canada and authorize the Mayor and Clerk to sign the Contribution Agreement between Infrastructure Canada and the Corporation of the Town of Orangeville along with any other related documents necessary to finalize the transaction and obtain related partnership funding. And that staff be directed to engage the professional services of HDR Inc. to complete the Electric Bus Feasibility Study and Fleet Transition Plan for the Town of Orangeville at a total cost of \$ 104,100 (plus HST), with the Town of Orangeville's share of project costs to be \$20,820 (plus HST). And that the Mayor and Clerk be authorized to sign the agreement and any other documents required to complete the transaction with HDR Inc. on behalf of the Corporation of the Town of Orangeville and affix the corporate seal thereto. Result: Carried Unanimously	2/6/2023 17:45	Task 2 of 5 completed. Full Plan will be complete end of February. Q1 2024.
In Progress	2023-136 Moved: Councillor Andrews Seconded: Councillor Stevens That Council receive the presentation from Primacare Living Solutions Inc.; And that staff be directed to obtain an appraisal of the Humber lands; And that staff report back on, lot sizes, water capacity, and requisite planning considerations. Result: Carried Unanimously	4/17/2023 18:45	Finance considers this complete Planning is working with Primacare.
In Progress	2023-168 Moved: Councillor Andrews Seconded: Councillor Stevens That report INS-2023-027, Interim Community Emissions Reduction Target, be received; And that Council adopt an interim community emissions reduction target of 10% below 2016 levels by 2030, and 40% below 2016 levels by 2040 to align with the interim community targets set out in the 2021 Dufferin Climate Action Plan; And that Council direct staff to develop a Community Climate Action Plan in collaboration with Dufferin County's Climate and Energy Division. Result: Carried Unanimously	5/1/2023 16:30	Draft plan is complete. In process of gathering County input prior to finalizing plan. Q1 2024
In Progress	2023-226 Moved: Councillor Macintosh Seconded: Deputy Mayor Taylor That report CMS-2023-022, Temporary Relocation of Off-Leash Dog Park, be received; And that Council approve the temporary relocation of the Orangeville Off-Leash Dog Park from Hansen Boulevard to 49 Town Line, Orangeville; And that Council approve an additional \$25,000 from the Parks and Recreation Reserve for the temporary relocation of the Orangeville Off-Leash Dog Park; And further that staff be directed to return to council for direction if it is determined through the Environmental Study that remediation of the proposed new site would be required; And that a land acquisition strategy be completed; And that staff report back to Council with a permanent Off-Leash Dog Park location. Result: Carried	6/19/2023 17:30	Staff Report submitted for December 11, 2023 Council Meeting to provide an update.  Finance added \$25K to budget as per recommendation. Finance considers this task complete.  Temporary Dog Park location at the south side of Tony Rose Memorial Sport Centre. Staff to report back to Council once permanent location is determined.
In Progress	2023-255 Moved: Councillor Macintosh Seconded: Councillor Andrews That report INS-2023-050, 780 Broadway, Non-decision Appeal of Application Files: OPZ-2020-03 and SPA-2020-10, be received; And that staff and the Town's legal counsel be directed to attend any Ontario Land Tribunal (OLT) Pre-Hearing and/or Case Management Conference(s) convened for the appeals filed by Millwick Acquisitions Corp. for their applications for Official Plan Amendment, Zoning By-law Amendment and Site Plan Approval, based on a decision not being made within the timeframes prescribed by the Planning Act; And that staff and legal counsel report back to Council as necessary, with respect to any update(s) concerning the status of these appeals. Result: Carried Unanimously	7/10/2023 18:30	Hearing Scheduled for May 27, 2024. Future Report TBD
In Progress	Staff to report to Council with respect to additional funding required for the Hansen Blvd Bridge - Lower Monora Creek capital project.	7/10/2023 18:30	We are awaiting some final numbers from the contractor to finalize the progress and additional funding request. Expect to have this information by May 2024 and a report to Council shortly thereafter. Meeting with Solicitor and Engineering Team January 19 to discuss strategy moving forward.

Council Meeting Tasks			
Updated as of: April 8, 2024			
Status	Description	Meeting Date	Comments
In Progress	<p>2023-269  Moved: Councillor Prendergast  Seconded: Deputy Mayor Taylor  That report INS-2023-052, Boulevard Tree Inventory and Tree Canopy Assessment, be received;  And that Council direct staff to solicit input from the public regarding tree preservation measures;  And that Council direct staff to investigate the resources and logistics necessary to implement a tree preservation by-law;  And that Council direct staff to report back with a framework for the development of a tree preservation by-law that includes community input;  And that Council direct staff to report back with an additional allocation of \$80,000 in the 2024 Budget deliberations to achieve the urban tree canopy target of 40% by 2040;  And that Council direct staff to investigate industry best practices with respect to pruning and maintenance of the existing tree canopy.  Result: Carried Unanimously</p>	8/14/2023 17:30	Finance considers this complete. Public input is complete. In process of gathering municipal input regarding resources and logistics for implementing a tree by-law. Staff expects to have this task completed and report to Council end of 2024.
Incomplete	<p>2023-280  Moved: Councillor Prendergast  Seconded: Councillor Stevens  Whereas kite fighting is a sport in which participants aim to cut the kite string and fell the opponents kite;  And whereas kite lines are often composed of metal, wire, piano wire, fishing line or nylon that can be chemically treated and coated in crushed glass;  And whereas kite fighting is an environmentally destructive sport with kites and hazardous lines being abandoned and disregarded after game play;  And whereas the Town of Orangeville has a responsibility to protect the natural environment from unnecessary and purposeful litter and destruction of property;  Now therefore be it resolved that Council direct staff to report back on prohibiting Kite Fighting within the Town of Orangeville to prevent further willful destruction to municipal and private property.  Result: Carried Unanimously</p>	8/14/2023 17:30	Q2 of 2024
In Progress	<p>2023-340  Moved: Councillor Sherwood  Seconded: Councillor Macintosh  That Council direct Heritage Orangeville to review the proposed designation of York Steet;  And that Planning staff report back to Council.  Result: Carried Unanimously</p>	11/27/2023 19:00	Report to Heritage Orangeville December 21, 2023. Pending further consideration by Heritage Orangeville
In Progress	<p>2023-343  Moved: Councillor Andrews  Seconded: Councillor Prendergast  That report CMS-2023-048, Out of the Cold Program: 2023-2024 Season, be received;  And that Staff be authorized to work with community partners to designate one non-profit organization to host the Out of the Cold Program for the 2023 2024 season;  And that an upset limit of \$30,000 to fund 50% of the operating costs of the Out of the Cold Program, 2023-2024 season, be funded through the 2024 Community Grant Program;  And that Council pass a by-law authorizing the Mayor and Clerk to sign the Out of the Cold Service Agreement on behalf of the Corporation of the Town of Orangeville.  Result: Carried Unanimously</p>	11/27/2023 19:00	<p>Working with Faith-Based groups to host the OOTC program. Staff have conducted a site audit of a potential location but it fell through. Mayor Post and Councillor Andrews is meeting with another organization next week.</p> <p>Lengthy discussion at the Homelessness Task Force (Jan. 24) provided clarity and direction on the OOTC program. OPP was in attendance as guests.</p>
In Progress	<p>2023-383  Moved: Councillor Macintosh  Seconded: Councillor Andrews  That report CPS-2023-082, Regulatory By-law Review Work Plan Update, be received;  And that staff continue with the review and completion of the following by-laws in 2024:  Establish and Regulate Fire Department; Consolidated Fees and Charges; Kite Fighting; False Alarms; Administrative Monetary Penalties; Lawn Watering; Traffic - including road occupancy, sale of goods/services, level of service and parking at Montgomery Village, encumbering highway; Topsoil Removal; Discharge of Water into Sanitary and Storm Sewer; and Tree Preservation.  Result: Carried Unanimously</p>	12/11/2023 18:30	- False Alarm report to come Q3 2024.
In Progress	<p>2024-015  Moved: Councillor Andrews  Seconded: Councillor Stevens  That report CPS-2023-055, Animal Control By-law, be received;  And that a public meeting be held in Q1 or Q2 of 2024, to receive feedback and comments on the proposed Animal Control By-law;  And that staff report back to Council after the public meeting on the comments and feedback received.  Result: Carried</p>	1/22/2024 18:00	<p>Public Meeting held March 4, 2024.</p> <p>Report back to Council in progress.</p>

## Council Meeting Tasks

Updated as of: April 8, 2024

Status	Description	Meeting Date	Comments
In Progress	<p>That report CPS-2024-013, 2026 Municipal Election Options, be received; And that Council pass a by-law authorizing the use of electronic voting in addition to the use of tabulators for traditional voting for the 2026 Municipal Election.</p> <p>Action: RFP for electronic voting.</p>	2/26/2024 18:00	Researching RFP details.
In Progress	<p>That report CPS-2024-018, Recruitment for Integrity Commissioner, be received; And that staff be directed to recruit for an Integrity Commissioner through the process outlined in the report in collaboration with Dufferin County; And that the Chief Administrative Officer be authorized to negotiate a contract with the preferred candidate for the position of the Integrity Commissioner.</p> <p>Action: Proceed with process with Michelle Dunne.</p>	2/26/2024 18:00	Emailed notification to Michelle Dunne on Feb 27, 2024.
Incomplete	<p>That report INS-2024-006, Greenwood Cemetery Bylaw Update, be received; And that Council amend By-law 2018-050 to replace Schedule A, Greenwood Cemetery Price List with an updated Schedule A; And that Staff review and amend Schedule A, Greenwood Cemetery Price List on an annual basis by applying the unadjusted Consumer Price Index (CPI) to the unit rates and fees.</p> <p>Note: To finance for consolidated fees and charges.</p>	2/26/2024 18:00	
Incomplete	<p>That report INS-2024-009, Speed Review on Elizabeth Street and Zina Street, be received.</p> <p>Action from Discussion: Look into black cat for additional data collection methods and report back to Council.</p>	2/26/2024 18:00	
Incomplete	<p>That report CPS-2024-011, Noise By-law, be received; And that Council pass a by-law to prohibit and regulate noise within the Town and repeal By-law 12-96; And that Council direct staff to report back with specific metrics related to the enforcement of the noise by-law by Q4 of 2024.</p> <p>Action: Commence public engagement campaign with Communications.</p>	3/18/2024 17:00	
Incomplete	<p>Action arising from discussion: Connect with Eden Grodzinski Habitat for Humanity with respect to MOU after completion of environmental assessment.</p>	3/18/2024 17:00	

Council Meeting Tasks			
Updated as of: April 8, 2024			
Status	Description	Meeting Date	Comments
Completed	<p>WHEREAS current provincial-municipal fiscal arrangements are undermining Ontarios economic prosperity and quality of life; and  WHEREAS nearly a third of municipal spending in Ontario is for services in areas of provincial responsibility and expenditures are outpacing provincial contributions by nearly \$4 billion a year; and  WHEREAS municipal revenues, such as property taxes, do not grow with the economy or inflation; and  WHEREAS unprecedented population and housing growth will require significant investments in municipal infrastructure; and  WHEREAS municipalities are being asked to take on complex health and social challenges like homelessness, supporting asylum seekers and addressing the mental health and addictions crises; and  WHEREAS inflation, rising interest rates, and provincial policy decisions are sharply constraining municipal fiscal capacity; and  WHEREAS property taxpayers including people on fixed incomes and small businesses cant afford to subsidize income re-distribution programs for those most in need; and  WHEREAS the province can, and should, invest more in the prosperity of communities; and  WHEREAS municipalities and the provincial government have a strong history of collaboration; now  THEREFORE, BE IT RESOLVED THAT the Town of Orangeville requests the Province of Ontario commit to undertaking with the Association of Municipalities of Ontario a comprehensive social and economic prosperity review to promote the stability and sustainability of municipal finances across Ontario; and  FURTHER THAT a copy of this motion is sent to the Premier of Ontario, Doug Ford; the MPP, Sylvia Jones; and all municipalities in Ontario.</p>	1/22/2024 18:00	
Completed	<p>2024-014  Moved: Councillor Sherwood  Seconded: Councillor Stevens  That all Consent Agenda items for the January 22, 2024 Council Meeting listed under 13.1 Staff Reports, 13.2 Correspondence, and 13.3 Committee/Board Minutes, be received or approved as presented with the exception of items 13.1.1 and 13.2.6.  Result: Carried  That report CPS-2024-006, 2024 Interim Tax Levy, be received;  And that Council pass a by-law to provide for the levy and collection of interim taxes required.</p>	1/22/2024 18:00	
Completed	<p>2024-014  Moved: Councillor Sherwood  Seconded: Councillor Stevens  That all Consent Agenda items for the January 22, 2024 Council Meeting listed under 13.1 Staff Reports, 13.2 Correspondence, and 13.3 Committee/Board Minutes, be received or approved as presented with the exception of items 13.1.1 and 13.2.6.  Result: Carried  That report INS-2023-073, The Fairgrounds Shopping Centre, Recommendation Report, RZ-2023-02, be received;  And that Zoning By-law Amendment Application (RZ-2023-02), be approved;  And that Council pass a By-Law included as Attachment No. 2 to this report, to amend Zoning By-law 22-90, as amended, to revise Special Provision Sections 24.82 and 24.83 by:  i. deleting the Maximum Gross Flor Area (GFA) restriction for Financial Institutions;  ii. deleting the restrictions on the number of units and sizes of Service Commercial and Office and Other Retail Commercial uses; and,  iii. adding a new regulation to limit the total GFA for all units 2,500 sq.ft. to not exceed 5% of the maximum overall GFA permitted for the Fairgrounds Shopping Centre lands.</p>	1/22/2024 18:00	
Completed	<p>2024-017  Moved: Councillor Macintosh  Seconded: Councillor Stevens  That report INS-2023-072, 33-37 Broadway, Recommendation Report, RZ-2021-02, be received;  And that the Zoning By-law Amendment Application (File No, RZ-2021-02), be approved;  And that Council pass a By-law included as Attachment No. 4 to this report, to amend Zoning By-law 22-90, as amended, to rezone the subject lands municipally known as 33-37 Broadway to a Neighbourhood Commercial (C2) Zone with Special Provision No. 24.240 in order to permit an eight (8) storey mixed-use building containing 97 residential units and ground level commercial space.  Result: Carried</p>	1/22/2024 18:00	
Completed	<p>2024-021  Moved: Councillor Macintosh  Seconded: Councillor Sherwood  That Council support Councillor Andrews request for partial reimbursement for travel, meals and accommodations to attend the Nashville Conference on African American History and Culture in Nashville Tennessee on February 9, 2024; and  That the reimbursement amount of \$550.00 be funded from the Council Professional Development budget.  Result: Carried</p>	1/22/2024 18:00	

Council Meeting Tasks			
Updated as of: April 8, 2024			
Status	Description	Meeting Date	Comments
Completed	<p>2024-028  Moved: Councillor Andrews  Seconded: Councillor Prendergast  That all Consent Agenda items for the February 5, 2024 Council Meeting listed under 13.1 Staff Reports, 13.2 Correspondence, and 13.3 Committee/Board Minutes, be received or approved as presented with the exception of items 13.1.2 and 13.1.3.  Result: Carried Unanimously  That report CAO-2024-001, Organizational Review Recommendations Implementation, be received; and  That Council approve the addition of three (3) staff complement positions for a period of up to eighteen (18) months; and  That funding for the three (3) additional positions be sourced through the redistribution of existing Council approved capital program funds; and  That regular reports of progress on Organization Review recommendations be provided to Council.</p>	2/5/2024 18:30	This direction has been actioned and regular reporting to Council will commence once the team is assembled and has progress to report.
Completed	<p>2024-029  Moved: Deputy Mayor Taylor  Seconded: Councillor Andrews  That report CPS-2024-001, Land Acknowledgement, be received;  And that the Land Acknowledgement Guidelines be amended to include that the approved Land Acknowledgement be read at all Advisory, Committee and Board meetings established by the Town;  And that staff notify the Dufferin County Cultural Resource Circle of the updated guideline.  Result: Carried Unanimously</p>	2/5/2024 18:30	
Completed	<p>2024-030  Moved: Councillor Stevens  Seconded: Councillor Andrews  That report CPS-2024-010, Sign Variance Application 87 Broadway Economic Development and Culture, be received; and  That Council grant a variance to Sign By-law 28-2013, as amended, to permit the placement of a portable temporary sign with internal illumination in the circle in front of Town Hall (87 Broadway), which measures 1.829 m (H) x 6.096 m (W) x 0.914 m (D), for a one-month period from February 13, 2024 to March 18, 2024.  Result: Carried</p>	2/5/2024 18:30	
Completed	<p>2024-028  Moved: Councillor Andrews  Seconded: Councillor Prendergast  That all Consent Agenda items for the February 5, 2024 Council Meeting listed under 13.1 Staff Reports, 13.2 Correspondence, and 13.3 Committee/Board Minutes, be received or approved as presented with the exception of items 13.1.2 and 13.1.3.  Result: Carried Unanimously  That report INS-2023-030, 165 Centennial Road, Florentina Foods Agreement, be received; and  That the Town enter into a revised overstrength agreement to offset additional operating costs at the water pollution control plant (WPCP); and  That Council pass a By-law authorizing the Mayor and Clerk to sign the overstrength agreement attached to this report between Florentina Foods Ltd. and the Town of Orangeville</p>	2/5/2024 18:30	
Completed	<p>2024-028  Moved: Councillor Andrews  Seconded: Councillor Prendergast  That all Consent Agenda items for the February 5, 2024 Council Meeting listed under 13.1 Staff Reports, 13.2 Correspondence, and 13.3 Committee/Board Minutes, be received or approved as presented with the exception of items 13.1.2 and 13.1.3.  Result: Carried Unanimously  Recommendations:  The report INS-2023-031, 40 Centennial Road, Quality Cheese Agreement, be received; and  That the Town enter into a revised overstrength agreement to offset additional operating costs at the water pollution control plant (WPCP); and  That Council pass a By-law authorizing the Mayor and Clerk to sign the overstrength agreement attached to this report between Quality Cheese Inc. and the Town of Orangeville</p>	2/5/2024 18:30	

Council Meeting Tasks			
Updated as of: April 8, 2024			
Status	Description	Meeting Date	Comments
Completed	<p>2024-028  Moved: Councillor Andrews  Seconded: Councillor Prendergast  That all Consent Agenda items for the February 5, 2024 Council Meeting listed under 13.1 Staff Reports, 13.2 Correspondence, and 13.3 Committee/Board Minutes, be received or approved as presented with the exception of items 13.1.2 and 13.1.3.  Result: Carried Unanimously  That report INS-2024-004, Riddell Development Inc., Block 1, Plan 7M-68, Holding (H) Zone Symbol Removal Recommendation (File no. RZH-2023-02), be received; and  That the application to remove the Holding (H) Symbol with File No. RZH-2023-02, be approved; and  That the By-law included as Attachment No. 4 to this Report, be passed to remove the Holding (H) Zone Symbol from the lands legally described as Block 1, Plan 7M-68 in the Town of Orangeville.</p>	2/5/2024 18:30	
Completed	<p>2024-028  Moved: Councillor Andrews  Seconded: Councillor Prendergast  That all Consent Agenda items for the February 5, 2024 Council Meeting listed under 13.1 Staff Reports, 13.2 Correspondence, and 13.3 Committee/Board Minutes, be received or approved as presented with the exception of items 13.1.2 and 13.1.3.  Result: Carried Unanimously  That the month of May 2024 be proclaimed as Preeclampsia Awareness Month in the Town of Orangeville.  Carried through consent</p>	2/5/2024 18:30	
Completed	<p>2024-031  Moved: Councillor Andrews  Seconded: Councillor Sherwood  That report INS-2024-003, Edgewood Valley Phase 2B Plan of Subdivision, Draft Approval Extension, be received; and  That Council approve a two (2) year extension of draft approval for the Edgewood Valley Phase 2B Plan of Subdivision (File No. SUB-2007-01), subject to the original conditions of draft plan approval as enclosed in Attachment No. 2 to this report, with a new lapsing date of February 17, 2026.  Result: Carried Unanimously</p>	2/5/2024 18:30	
Completed	<p>That report CAO-2024-002, Sale of Rail Spur Lands behind 40 to 50 Centennial Road, be received;  And that Council pass a by-law authorizing the sale of the closed rail spur lands to 2391110 Ontario Inc. in the amount of \$1,045,000.00 and in accordance with the terms and conditions contained in the Agreement of Purchase and Sale dated January 31, 2024.   Action: Execute agreement and finalize the sale of the Rail Spur Lands.</p>	2/26/2024 18:00	
Completed	<p>That report CMS-2023-028, Proposed Community Services Agreement Tool, be received;  And that Council approve the Community Services Agreement Tool to be used to for Community Services partnerships;  And that Council delegate authority to the Community Service General Manager and Divisional Managers to sign and execute these agreements.   Action: Add notation to delegation of authority by-law.</p>	2/26/2024 18:00	Lindsay to add an appendix to the Office Consolidation version of the Delegation of Authority By-law to keep track of delegations that have been approved through resolution.
Completed	<p>That report INS-2024-005, Commemoration Donation - Two Benches for Greenwood Cemetery, be received;  And that Council accept the donation of the two (2) benches to be installed at the Greenwood Cemetery.   Action: Install the benches at the Greenwood Cemetery.</p>	2/26/2024 18:00	
Completed	<p>That report INS-2024-006, Greenwood Cemetery Bylaw Update, be received;  And that Council amend By-law 2018-050 to replace Schedule A, Greenwood Cemetery Price List with an updated Schedule A;  And that Staff review and amend Schedule A, Greenwood Cemetery Price List on an annual basis by applying the unadjusted Consumer Price Index (CPI) to the unit rates and fees.   Action: Complete by-law consolidation.</p>	2/26/2024 18:00	

Council Meeting Tasks			
Updated as of: April 8, 2024			
Status	Description	Meeting Date	Comments
Completed	That report INS-2024-006, Greenwood Cemetery Bylaw Update, be received; And that Council amend By-law 2018-050 to replace Schedule A, Greenwood Cemetery Price List with an updated Schedule A; And that Staff review and amend Schedule A, Greenwood Cemetery Price List on an annual basis by applying the unadjusted Consumer Price Index (CPI) to the unit rates and fees.  Action: Review Consumer Price Index annually.	2/26/2024 18:00	
Completed	That report INS-2024-007, Portable Generator - Waterworks - Additional Funding, be received; And that Council approve the additional funds of \$61,494.15 from the Water Reserve Fund towards the Portable Generator Project Number 26047.1070.  Note: additional budget authorized for Portable Generator Project.	2/26/2024 18:00	Funding added in FMW. Finance considers this complete.
Completed	That report INS-2024-012, Community Climate Action Plan, be received. And that Council adopt the Orangeville Community Climate Action Plan. And that Council authorize staff to begin the implementation of action items according to the contents outlined in Attachment 1 of this report.  Action: Staff begin the implementation of action items according to the contents outlined in Attachment 1 of this report	2/26/2024 18:00	
Completed	That the OBIA 2023 Preliminary Financial Report, be approved; And that the OBIA 2024 Budget of \$561,500, including a BIA Levy of \$496,000, other revenue of \$65,500 and a contribution from reserves of \$30,000, be approved; And that the OBIA 2022 Audited Financial Statements, be received.  Action: Send resolution to BIA.	2/26/2024 18:00	
Completed	A by-law to amend By-law Number 2023-087 being a By-law to appoint By-law/Property Standards Officer/Weed Inspector for the Town of Orangeville  Action: Complete by-law consolidation.	2/26/2024 18:00	
Completed	A by-law to amend By-law 2018-050 being a by-law with Respect to the Maintenance, Management, Regulation and Control of Orangeville Greenwood Cemetery  Action: Complete by-law consolidation.	2/26/2024 18:00	
Completed	And that confidential report CPS-2024-014, Committee Appointments - Orangeville Police Services Board regarding personal matters about an identifiable individual, including municipal or local board employees, be received  Action: Schedule interviews with the Orangeville Police Services Board applicants.	3/18/2024 17:00	Lindsay Raftis coordinated and completed this item.
Completed	Action arising from discussion: Connect with Frank Gray Jr., President, Orangeville Lions Club with respect to display request.	3/18/2024 17:00	Facility Staff connected with Mr. Gray via email. a date has been set to discuss facility space for the 75th anniversary campaign.
Completed	That report CMS-2024-003, Tony Rose Memorial Sports Center Repairs to Roof, be received; And that Council approve \$60,000 to make the necessary repairs to the roof of the Tony Rose Memorial Sports Centre.  Action: Proceed with repairs to the roof of Tony Rose.	3/18/2024 17:00	Funding approved. The contractor has been hired to fix the roof. The completion date is expected to be in Q2 2024.
Completed	That report CMS-2024-005, Additional Funding Required - Alder Recreation Centre, be received; And that Council authorize the additional funds from the General Capital Reserve in the amount of \$175,000.  Action: Proceed with the Alder Recreation Centre Condenser project.	3/18/2024 17:00	Funding approved. Evaporative Condensor Contract signed. Timelines to install and make operational were secured.

Council Meeting Tasks			
Updated as of: April 8, 2024			
Status	Description	Meeting Date	Comments
Completed	<p>That report CPS-2024-011, Noise By-law, be received;            And that Council pass a by-law to prohibit and regulate noise within the Town and repeal By-law 12-96;            And that Council direct staff to report back with specific metrics related to the enforcement of the noise by-law by Q4 of 2024.</p> <p>Action: Track noise complaints received for further update to Council in Q4 of 2024.</p>	3/18/2024 17:00	All complaints are logged into SeeClickFix. Report scheduled in calendar for Q4.
Completed	<p>That report INS-2024-011, 2023 Annual and Summary Water Works Reports, be received;            And that the 2023 Summary Report for the Orangeville Drinking Water System be received;            And that a copy of the 2023 Summary Report for the Orangeville Drinking Water System be forwarded to Credit Valley Conservation.</p> <p>Action: Forward a copy of the 2023 Summary Report for Orangeville Drinking Water System to Credit Valley Conservation.</p>	3/18/2024 17:00	Copy of 2023 Summary Report for Orangeville DWS emailed to Tim Mereu, Director, Watershed Management at Credit Valley Conservation on March 21, 2024.
Completed	<p>That report INS-2024-014, Building Permit Fee Increases, be received;            And that Council amend Bylaw 013-2019 to replace Schedule A, 2019 Permit Fees with an updated Schedule A.</p> <p>Action: Update fees on website.</p>	3/18/2024 17:00	
Completed	<p>THEREFORE BE IT RESOLVED the Town of Orangeville asks the Government of Canada to change eligibility criteria for CCR supplements to include small and rural communities such as Orangeville, Mono and other municipalities regardless of whether they fall within the Toronto CMA.</p> <p>Action: Circulate Mayor Post's letter to local MP and Dufferin Area municipalities.</p>	3/18/2024 17:00	
Completed	NOM at meeting action: Assist Councillor Sherwood in drafting resolution.	3/18/2024 17:00	



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**Subject:** Water Meter Upgrade Program Implementation Plan and Amendment to Water and Wastewater Rates By-law 2020-014

**Department:** Infrastructure Services

**Division:** Capital Works

**Report #:** INS-2024-019

**Meeting Date:** 2024-04-08

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**Recommendations**

**That report INS-2024-019, Water Meter Upgrade Program Implementation Plan and Amendment to Water and Wastewater Rates By-law 2020-014, be received;**

**And that Council amend By-law 2020-014 to reflect the changes set out in this report.**

**Background and Analysis**

When the Town of Orangeville implemented its universal metering program in 2002, water and wastewater rates were established to require customers to pay for water and wastewater services based on the amount of water they consumed. These rates have been reviewed and updated periodically since 2002.

At its February 10, 2020, meeting Council approved Water and Wastewater Rates By-law 2020-014 that includes the current rate structure for 2020 through 2024. The by-law implemented a rate structure that promoted water conservation in single family residential homes. Staff recently undertook a review of By-law 2020-014 to ensure that the by-law reflects the water meter upgrade program objectives and current operating practices. The proposed amendment to Water and Wastewater Rates By-law 2020-014 incorporates the recommendations proposed within this report.

**Water Meter Upgrade Program**

The Town of Orangeville (“Town”) has approximately 10,000 water meters to measure water consumption at its residential, commercial, institutional, and industrial customers. The meters allow the Town to recover the cost of providing water services and maintaining the water and wastewater distribution systems through user fees. They

also provide customers the assurance that they are being billed in a transparent and fair manner for the water they consume.

A significant percentage of the Town of Orangeville's water meters are either at the end, or nearing the end, of their service life. As meters age, they become less accurate and under register the amount of water used which results in unaccounted for water in the system, and a loss of revenue. Therefore, the reliability and accuracy of meters is important for both the Town and its water customers. Replacing aging meters which are nearing the end of their serviceable life combined with advanced metering, benefits the water distribution system, and allows for many operational and customer improvements including:

- Providing an understanding to customers of their usage;
- More timely resolution of (billing) issues;
- Reduced estimates;
- Reduced Meter Reading Costs;
- Better and more proactive communication with customers on (potential) billing issues;
- Better communication with customers on policies including conservation programs, watering restrictions and drought strategy;
- Ensuring the Town's data (i.e., consumption) is accurate and available;
- Enhancing the Town's reputation;
- More timely resolution of metering issues;
- Minimizing revenue loss;
- Water loss reduction; and
- Backflow detection, which provides an alert, if any water from private properties goes backward through the meter and may enter the clean water supply, posing a health risk to consumers drinking water from the system.

### **Community Outreach and Engagement**

Given the public facing nature of the Project with nearly every homeowner or business being impacted, gaining public support is a fundamental first step in achieving success. Community outreach is critical for the water meter upgrade program as it:

- Impacts every account (residential and commercial accounts);
- Requires access to every home or business; and
- Requires an appointment that depends on goodwill and trust with customers.

The Town's contractor, Neptune, has over 33 years of experience designing, creating and implementing proven techniques for appointment booking and customer communication specific to water meter programs. The goal will be maximizing the number of appointments generated, minimizing intrusion to homeowners and reducing costs. The success of the entire program rides on public acceptance, which is strongly influenced by a well-designed and implemented education program.

The messaging will focus on the overall project purpose, benefits of the enhanced services available to customers and scheduling appointments. Customers will need to know:

- Why the Town is installing the meters;
- Who is installing the meters;
- When the meters will be installed;
- How to set up the appointments; and
- That meter replacement/installation is mandatory

Staff are working closely with the Town's Communications Division and the Contractor to develop a communication and engagement strategy to promote this program that includes:

- Information booth at the Orangeville Home and Garden Show;
- Introduction contact letter sent out by the Town to introduce the program;
- Mayor's Town Hall meetings;
- Question and answer fact sheets for customer service staff;
- Newspaper articles and press releases;
- Social media updates;
- Real-time online appointments website; and
- The Town website (Orangeville.ca)

### **Customer Compliance**

The Project Team will divide the Town into smaller work areas during the start-up phase. The success of this project will be determined partly by the timely scheduling of appointments by homeowners and businesses while crews are working in their area. Customers must book appointments regularly to ensure installation crews can keep moving because there could be additional costs if they have to return later. That is why public outreach materials must have a strong message that meter replacement is mandatory.

The Contractor is responsible for five (5) attempts to contact each property in Orangeville to get an appointment with the Customer.

- Initial appointment booking letter;

- Reminder letter;
- Door hanger;
- Outbound phone attempt; and
- Final notice

All five (5) contacts will be performed between 6 and 8 weeks of the initial letter, evenly spacing out the contacts where possible.

Where access to the premises is not provided or is denied, the current Water and Wastewater Rates By-law No. 2020-014 includes the following provisions that would allow for the General Manager to:

- Charge the Customer in accordance with the Flat Rate Water and Wastewater Charges (Non-Metered *Accounts*) *plus* a surcharge of 100% as per Schedule A.
- Shut off or restrict the supply of Water to the Premises until such time as free and clear access to the water meter or remote meter reading system or appurtenance is provided.

Staff have reviewed systems and policies that were implemented in other municipalities to achieve successful meter replacement programs. Other Municipalities ensure compliance with the program through non-compliance shut off, water reduction notices and non-compliance fees. Compliance is necessary in order to realize the full benefits offered by the meter upgrades and new technology. As such, staff are recommending the following:

- That, if within ten (10) calendar days, after the date of the issuance of the private sector contractor's final notice, the property owner has not booked an appointment, that they be notified of non-compliance and be advised of the consequences under By-Law 2020-014.
- That a grace period of ten (10) days be applied during which time the account holder will need to respond to the non-compliance letter and schedule an appointment.
- That after the 10-day grace period, and if the property owner has not scheduled an appointment, the account will be deemed "refusal non-compliant" and that:
  - A flat rate in accordance with Schedule A Section 4(a) of By-Law 2020-014 plus a surcharge of 300% be applied to the account. Thus, the amended annual charge would be \$5,136.96, or \$428.08/month
  - AND**
  - The water flow rate be reduced to the property and apply the shut-off/turn-on fee of \$60/trip to the account.
  -

## **Recommended Changes to the Water and Wastewater Rates By-law**

The Town is currently working with Watson and Associates to undertake a comprehensive review and update to the Water and Wastewater Rates By-law throughout 2024, with updated rates to be presented for Council approval ahead of the 2025 Budget process. This report and recommendations focus on one component of the overall rates by-law.

This non-compliance process is intended for residential/small meter accounts which comprises approximately 98% of all meters. Properties with large meters generally recognize the benefit of frequent usage data to help optimize their processes and manage costs. Non-compliant large meter accounts will be considered on a case-by-case basis, if required.

The rate structure for the years 2020 through 2023 inclusive have been saved in Schedule A to provide access to current and historical base monthly charges and metered monthly rates.

### **Bulk Water Sales**

At its April 17, 2023, meeting, Council authorized staff to discontinue the sale of bulk water based on the recommendations made in report INS-2023-021. The changes listed below update the current by-law to reflect current practices.

Remove the following sections:

- 3.26. The charge for all bulk water sales shall be at the rate identified in Schedule “A” of this By-law.
10. Bulk Water
  - 10.1. Bulk water may be purchased from the Town at the water filling station located at 500 C – Line, Orangeville.
  - 10.2. Bulk water purchase is available to industrial, commercial and institutional customers only, as determined by the General Manager.
  - 10.3. The use of bulk water is restricted to non-potable purposes only. No person shall consume bulk water or cause or permit the consumption of bulk water as potable water.

## Frozen Services

Staff no longer enter private properties for the purpose of thawing frozen water services due to health and safety concerns, resource constraints including risk and liability to the Town. Staff have developed a process to provide notification to those customers that have a history of frozen water services.

Remove section:

- 8.1 Thawing frozen Water Service Connections shall be the Town's responsibility. Thawing frozen Water Service Pipes, Private Mains and Plumbing Systems shall be the Customer's responsibility.

And replace with:

- 8.1 Thawing frozen Water Service Pipes, Private Mains and Plumbing Systems shall be the Customer's responsibility.

Remove section:

- 8.2. A Customer may request the General Manager's assistance with thawing of frozen Water Service Pipes, Private Mains and/or Plumbing Systems on the Customer's property. When the General Manager assists the Customer with the thawing of frozen Water Service Pipes, Private Mains and/or Plumbing Systems on the Customer's property, all such assistance work will be considered to be at the Customer's risk and the Customer shall have no claim against the Town by reason of such work. When the General Manager assists the Customer with the thawing of frozen Water Service Pipes, Private Mains and/or Plumbing Systems, the Town may recover costs associated with this work in accordance with Section 19 of Part 3 of this By-Law.

Remove from Schedule "A", section 5:

Line m) for the thawing of frozen water services charges.

## Meter Pit

Add the following definition to the by-law:

"Water meter pit" shall mean any exterior chamber or pit approved by the Town for the purpose of containing a water meter.

Remove section:

- 9.4.4. Where required by the Municipal Design Standards or as deemed necessary by the General Manager, the owner shall supply and install a meter pit to the satisfaction of the General Manager. The meter pit will be located on the private

side of the property line immediately adjacent to the Road Allowance and will house an inlet valve, water meter and backflow preventer, if required. The owner shall be responsible for maintaining the meter pit.

And replace with:

9.4.4. Where required by the Municipal Design Standards or where entry for water meter repair, replacement or installation is refused, the Town may place at the discretion of the General Manager, a meter pit to be located outside of the building where the water service enters the owner's property. The exact location and construction will be determined by the Town. The meter pit will be fitted with a water meter, a remote read out device (radio device) and a backflow preventer, if required. The Town will not be responsible for final restoration work, including, but not limited to, topsoil, grass, sod, asphalt or concrete. The costs associated with a water meter pit installation shall be charged to the owner. The Owner will become responsible for all water consumption from the point of the meter.

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## Strategic Alignment

### Strategic Plan

Strategic Goal: Future-Readiness

Objective: Capacity

### Sustainable Neighbourhood Action Plan

Theme: Natural Resources and Environment

Strategy: Enhancing the culture of water conservation and efficiency

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## Notice Provisions

Property owners have been and will be made aware of the water meter upgrade program through:

- Report and presentation made to Council on June 13, 2022.
- Inserts provided in the Municipal Property Tax bills for 2023 and 2024.
- Public notice provided in this report and meeting.
- Information provided at the 2023 and upcoming Home and Garden Show.
- Information posted on the Town website.
- Introduction letter from the Town.

- Contractor contact materials that reference the by-law indicating that this is a mandatory program.
- Letter to be hand delivered to the property notifying of non-compliance and advising of the consequences under By-Law 2020-014.

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## Financial Impact

As noted within the report, the Town is currently undertaking a comprehensive review and update to the Water and Wastewater Rates By-Law throughout 2024, with updated rates to be presented for Council approval ahead of the 2025 Budget process.

The Council approved operating budget for Water Services, includes an estimate of \$11,100 in revenue for service charges. In recent years, this revenue line has comprised of charges for water shut-offs, that have come at the request of property owners for construction purposes.

The approval of these amendments to the Water and Wastewater Rates By-Law may result in one-time increases to service charge revenues. However, staff are confident that most property owners will comply with the Water Meter Upgrade program.

Respectfully submitted

Reviewed by

Tim Kocialek, P. Eng., PMP  
General Manager, Infrastructure Services

Derek Currie  
Manager, Capital Works

Prepared by

Sarah Pihel, CET  
Project Manager, Water Wastewater  
Infrastructure Services

## Attachment(s):

1. Amended Schedule "A" to By-law 2020-014

## Schedule "A"

**1. Effective Dates:****Rates and Charges**

The rates and charges set out in this Schedule for 2020 shall come into force and effect on the effective date of the By-law. The rates and charges set out in this schedule for 2020 through 2024 inclusive shall come into force on January 1<sup>st</sup> of each year specified. The rates and charges shall be charged for all water used on or after the date on which the rates and charges come into force. Water used prior to that date will be billed at the rate existing on the day before the new rate becomes effective. These rates and charges may be modified during the term of this By-law at the discretion of Council.

**Equipment Rentals**

The monthly rates and charges for equipment rentals set out in this Schedule shall come into force and effect on the effective date of the By-law and be charged for all rentals applicable on or after that date. Rentals applicable after that date shall be billed at the rates existing on the day before the effective date of this By-law.

**Miscellaneous Charges**

The miscellaneous rates and charges set out in this Schedule shall come into force and effect on the effective date of the By-law and be charged for all miscellaneous charges incurred on or after that date. Miscellaneous charges incurred prior to that date shall be charged at the rates existing on the date before the effective date of this By-law.

**2(a) Base Monthly Charges - 2020:**

<b>Meter Size</b>	<b>Water Monthly Charge per Meter</b>	<b>Wastewater Monthly Charge per Meter</b>	<b>Total</b>
5/8" & 3/4"	\$9.66	\$9.61	\$19.27
1"	\$12.88	\$12.82	\$25.70
1 ½"	\$19.32	\$19.23	\$38.54
2"	\$28.98	\$28.84	\$57.82
3"	\$33.81	\$33.65	\$67.45
4" and larger	\$48.29	\$48.07	\$96.36

**2(b) Base Monthly Charges – 2021:**

<b>Meter Size</b>	<b>Water Monthly Charge per Meter</b>	<b>Wastewater Monthly Charge per Meter</b>	<b>Total</b>
5/8" & 3/4"	\$10.37	\$10.27	\$20.63
1"	\$13.82	\$13.69	\$27.51
1 ½"	\$20.73	\$20.54	\$41.27
2"	\$31.10	\$30.81	\$61.90
3"	\$36.28	\$35.94	\$72.22
4" and larger	\$51.83	\$51.34	\$103.17

**2(c) Base Monthly Charges – 2022:**

<b>Meter Size</b>	<b>Water Monthly Charge per Meter</b>	<b>Wastewater Monthly Charge per Meter</b>	<b>Total</b>
5/8" & 3/4"	\$11.12	\$10.97	\$22.09
1"	\$14.83	\$14.62	\$29.46
1 ½"	\$22.25	\$21.94	\$44.19
2"	\$33.37	\$32.91	\$66.28
3"	\$38.93	\$38.39	\$77.32
4" and larger	\$55.62	\$54.84	\$110.46

**2(d) Base Monthly Charges – 2023:**

<b>Meter Size</b>	<b>Water Monthly Charge per Meter</b>	<b>Wastewater Monthly Charge per Meter</b>	<b>Total</b>
5/8" & 3/4"	\$11.94	\$11.72	\$23.65
1"	\$15.92	\$15.62	\$31.54
1 ½"	\$23.88	\$23.43	\$47.31
2"	\$35.82	\$35.15	\$70.96
3"	\$41.78	\$41.01	\$82.79
4" and larger	\$59.69	\$58.58	\$118.27

**2(e) Base Monthly Charges – 2024:**

<b>Meter Size</b>	<b>Water Monthly Charge per Meter</b>	<b>Wastewater Monthly Charge per Meter</b>	<b>Total</b>
5/8" & 3/4"	\$12.81	\$12.51	\$25.33
1"	\$17.08	\$16.69	\$33.77
1 ½"	\$25.62	\$25.03	\$50.65
2"	\$38.44	\$37.54	\$75.98
3"	\$44.84	\$43.80	\$88.64
4" and larger	\$64.06	\$62.57	\$126.63

**3(a) Metered Monthly Rates – 2020:**

<b>Customer Type</b>	<b>Water Per Cubic Metre Rate</b>	<b>Wastewater Per Cubic Metre Rate</b>	<b>Total Per Cubic Metre Rate</b>
Residential	\$2.12	\$1.90	\$4.02
Non-Residential	\$2.23	\$1.99	\$4.22
Bulk Water Purchases	\$2.78	n/a	\$2.78

**3(b) Metered Monthly Rates – 2021:**

<b>Customer Type</b>	<b>Water Per Cubic Metre Rate</b>	<b>Wastewater Per Cubic Metre Rate</b>	<b>Total Per Cubic Metre Rate</b>
Residential	\$2.13	\$1.90	\$4.02
Non-Residential	\$2.23	\$1.99	\$4.22
Bulk Water Purchases	\$2.82	n/a	\$2.82

**3(c) Metered Monthly Rates – 2022:**

<b>Customer Type</b>	<b>Water Per Cubic Metre Rate</b>	<b>Wastewater Per Cubic Metre Rate</b>	<b>Total Per Cubic Metre Rate</b>
Residential	\$2.13	\$1.90	\$4.03
Non-Residential	\$2.23	\$1.99	\$4.22
Bulk Water Purchases	\$2.86	n/a	\$2.86

**3(d) Metered Monthly Rates – 2023:**

<b>Customer Type</b>	<b>Water Per Cubic Metre Rate</b>	<b>Wastewater Per Cubic Metre Rate</b>	<b>Total Per Cubic Metre Rate</b>
Residential	\$2.13	\$1.90	\$4.03
Non-Residential	\$2.23	\$1.99	\$4.22
Bulk Water Purchases	\$2.91	n/a	\$2.91

**3(e) Meter Monthly Rates – 2024:**

<b>Customer Type</b>	<b>Water Per Cubic Metre Rate</b>	<b>Wastewater Per Cubic Metre Rate</b>	<b>Total Per Cubic Metre Rate</b>
Residential	\$2.13	\$1.90	\$4.04
Non-Residential	\$2.23	\$1.99	\$4.22
Bulk Water Purchases	\$2.96	n/a	\$2.96

**4. Flat Rate Water and Wastewater Charges (Non-Metered Accounts):**

(a) where the Town has determined a meter cannot be installed, customers shall be charged in accordance with the following table:

Year	Annual Charge
2020	\$1,209.99
2021	\$1,228.14
2022	\$1,246.56
2023	\$1,265.26
2024	\$1,284.24

(b) where the customer refuses to allow the Town to install or read a water meter, the charge specified in 4 (a) plus a surcharge of 300%.

**5. Miscellaneous Charges:**

a) Change of Ownership Fee	\$15.00
b) Late Payment Fee	Compounded monthly interest charged at 1.5%
c) NSF Cheques	\$20.00
d) Collection Charges	\$30.00 per trip
e) Reconnection/Disconnection	
Per Trip During Regular Hours	\$60.00
Per Trip During Non-Regular Hours	\$120.00
f) Water Arrears Certificate (per property)	\$15.00
g) Water Meter Check, at Customer's Request	
i) Up to 1"	\$300.00
ii) Over 1"	\$ per actual cost + 10% administration
h) Supply a Water Meter and/or Appurtenances	\$ per actual cost + 10% administration

i) Install Remote Water Meter and/or Appurtenance	\$ per actual cost + 10% administration
j) Repair a Damaged Water Meter	\$ per actual cost + 10% administration
k) Water Meter and/or Appurtenance Relocation	\$ per actual cost + 10% administration
l) Temporary Hydrant/Other Connection/Temporary Connection for Construction	
i) Flat Fee for Connection	\$110.00
ii) Refundable Deposit	\$150.00
iii) Water Cost	At the applicable unit rate in paragraph 3 of this schedule
m) Oversee the Installation of an Approved New Water and/or Service Connection	
i) During Regular Business Hours	\$60/hour
ii) During Non-Regular Business Hours	\$120/hour
n) Temporary Water Meter Removal Charge	\$ per actual cost + 10% administration
o) Tampering with Water Meter Charge	\$500
p) Meter By-Pass Fee	\$500
q) Missed Appointment Fee	\$100

**6. Increasing Block Rate:**

The per cubic meter charges set out in the metered monthly rates tables shall be increased by 35% for consumption in excess of that shown in the table below:

<b>Meter Size</b>	<b>Water Consumption per Month</b>	<b>Wastewater Consumption per month</b>
<b>5/8" &amp; 3/4"</b>	<b>&gt;20 m<sup>3</sup></b>	<b>&gt;20 m<sup>3</sup></b>
<b>1"</b>	<b>&gt;100 m<sup>3</sup></b>	<b>&gt;100 m<sup>3</sup></b>
<b>1 1/2"</b>	<b>&gt;500 m<sup>3</sup></b>	<b>&gt;500 m<sup>3</sup></b>
<b>2"</b>	<b>&gt;1,000 m<sup>3</sup></b>	<b>&gt;1,000 m<sup>3</sup></b>
<b>3"</b>	<b>&gt;3,000 m<sup>3</sup></b>	<b>&gt;3,000 m<sup>3</sup></b>
<b>4"</b>	<b>&gt;6,000 m<sup>3</sup></b>	<b>&gt;6,000 m<sup>3</sup></b>

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**Subject: 515 Broadway, Recommendation Report, RZ-2022-02 and SUB-2018-03**

**Department: Infrastructure Services**

**Division: Planning**

**Report #: INS-2024-020**

**Meeting Date: 2024-04-29**

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### **Recommendations**

**That report INS-2024-020, 515 Broadway, Recommendation Report, RZ-2022-02 and SUB 2018-03 be received;**

**And that the Zoning By-law Amendment Application (File No. RZ-2022-02) attached here to as Attachment 5 be approved;**

**And that Council pass a By-law included as Attachment No. 5 to this report, to amend Zoning By-law 22-90, as amended, to revise Special Provision 24.224 in order to permit the development of 57 townhouse dwelling units on an internal private road on the subject property.**

**And that the Draft Plan of Subdivision included as Attachment 2 to this report, be approved, subject to the conditions of draft approval included as Attachment 6 to this report.**

### **Background**

The subject property is known municipally as 515 Broadway and is located on the north side of Broadway, east of Veterans' Way (County Road No. 16) and south of the former Orangeville-Brampton Railway line. Adjacent land uses include an existing detached dwelling to the west; commercial development to the east; and, an existing detached dwelling, institutional (i.e. Broadway Pentecostal Church) and open space land uses to the south. The land is approximately 3.65 hectares (9.04 acres) in size and has approximately 182.14 metres (597 feet) of frontage on Broadway. A location map of the subject land is attached to this report as Attachment 1.

The subject property was rezoned in 2020 to permit a "Home for Special Care" (i.e. retirement home, long term care facility). A Holding Symbol was applied with this rezoning, which specified criteria to be addressed before any development can proceed. This including the environmental restoration of an artificial pond feature by converting it to a naturalized channel and confirming development limits for the subject lands.

A two-storey detached dwelling and two auxiliary sheds were recently removed from the subject lands following Council's issuance of a demolition permit in October 2023. The Town issued a Site Alteration Permit to facilitate tree removal (in accordance with a Tree Inventory & Assessment Plan), to strip the development area of the site and ultimately generate the fill material required to fill the existing online pond and to construct the naturalized channel. The entire site is a "cut" and the existing dwelling compromises opening sufficient land area to generate the fill as required. In February 2024, CVC issued Permit 23/145 for removing the online pond and reconstructing the natural channel and associated restoration of a tributary of Mill Creek.

### **Proposed Development**

In 2018, an Official Plan, Zoning By-Law Amendment and Plan of Subdivision were previously submitted for the property located at 515 Broadway. The Official Plan and Zoning Amendments was approved in 2020 to permit row/townhouses and a senior's residence. The 2018 plan of subdivision application proposed to create four (4) separate Blocks to permit the future development of a six (6) storey, 161-unit retirement home and 18 two (2) storey townhouse dwellings on two (2) separate Blocks. The remaining two (2) Blocks were proposed as an Open Space Block and a Stormwater Management Block.

The Owner has since chosen to revise the proposed development to permit eight blocks of three-storey townhouse dwellings on a common elements condominium road. In November 2022, MHBC Planning submitted a Zoning By-law Amendment and Draft Plan of Subdivision applications on behalf of the property owner, 2857802 Ontario Inc. It was deemed incomplete by the Town on November 29, 2022. Additional materials were received on December 22, 2022 and the application was deemed complete by the Town on January 11, 2023.

The planning application proposes to amend the Town's Zoning By-law in order to permit the development of 57 townhouse dwellings on an internal private road. Parking is proposed at a rate of 2 spaces per unit, with an additional 16 visitor parking spaces, for a total of 130 parking spaces. Vehicular access is proposed via the signalized intersection at Broadway and C Line. A 1,246 square metre private amenity feature is also proposed to serve the residents of the development.

To permit the proposed development, the planning application seeks to amend the Special Provision 24.224' approved in 2020 by adding special zone standards to reflect the new development proposal. The 'Residential High Density (RM2) Zone and Holding (H) Symbol would remain applied to the property.

The plan of subdivision was revised to reflect the current development proposal by creating three separate blocks as follows: a block to permit 57 townhouse units, an open space conservation block and a site access block (see Attachment 2).

The zoning by-law amendment application to permit the 57-unit townhouse development was presented at a statutory public meeting held in February 2023. In response to the comments received and discussions with Town staff and Credit Valley Conservation, the concept site plan has been revised to reflect that the development limits have now been confirmed, which represents the most restrictive setback from the natural heritage features and flood hazard including an appropriate buffer block. The concept site plan illustrating the physical layout of the development, as well as preliminary building elevations are included as Attachments 3 and 4 respectively.

### **Additional Applications Required**

In addition to the current application, the following planning approvals are also required to facilitate the proposed development:

1. **Site Plan Control** will address the physical elements of the development in detail, including site servicing, drainage and stormwater management, architectural design, lighting, and landscaping, as applicable. These site design measures can also be used to mitigate any potential impacts and assist in ensuring compatibility with surrounding uses. An executed Site Plan Agreement between the Town and the applicant will be required prior to the commencement of construction.
2. Lifting of the **Holding (H) Symbol** that was placed on the land as part of the previous Zoning By-law Amendment.
3. **Plan of Condominium** (exemption) to establish any common elements (i.e. internal roadway, parking and landscaping areas, etc.) that will form part of a condominium.
4. **Part Lot Control Exemption** to establish the parcel boundaries for any individual townhouse units as discussed as part of the first concept under consideration.

## Planning Analysis

Subsection 3(5) of the Planning Act states that where a municipality is exercising its decision-making authority affecting a planning matter, such decisions “shall be consistent with” policy statements issued under the Act and “shall conform to”, or “shall not conflict with” the Provincial plans that are in effect on that date. The following sections provide an analysis of the proposal’s adherence to Provincial, County and Town planning policy in support of the recommendation for Council to adopt the implementing zoning by-law amendment.

### Provincial Policy Statement (2020)

The Provincial Policy Statement (PPS) provides policy direction on matters of provincial interest related to land use planning and development. The current 2020 PPS came into effect on May 1, 2020. PPS policies require municipalities to facilitate the development of compact, complete communities in a manner that encourages efficient use of existing infrastructure and public service facilities while protecting public health and safety and the natural environment. The PPS also supports intensification, infill and redevelopment where appropriate in order to promote the efficient use of land where infrastructure and public services are available.

The Zoning By-law amendment and Plan of Subdivision applications are consistent with the policy statements of the PPS because the approval of these two applications would assist in:

- promoting efficient development and land use patterns, avoiding development patterns which may cause environmental or public health safety concerns, and promoting cost-effective development to minimize land consumption and servicing costs (Section 1.1.1a)).
- focusing growth and development within the Settlement Areas (Section 1.1.3.1)
- directing the development of new housing towards locations where appropriate levels of infrastructure and public service facilities are or will be available to support current and projected needs (Section 1.4.3).
- protecting natural features and areas for the long term (Section 2.1.1).

### **Growth Plan for the Greater Golden Horseshoe (2019)**

The current Provincial Growth Plan (A Place to Grow: Growth Plan for the Greater Golden Horseshoe, 2019) came into effect on May 16, 2019, and was most recently updated in August 2020.

The Growth Plan provides direction on the development and growth of communities within the Greater Golden Horseshoe region. The Growth Plan provides a framework to create compact, vibrant and complete communities by directing new growth and development (i.e., residential and employment) to occur within settlement areas, with a focus on providing a diverse range of housing and employment, high quality public open spaces, easy access to local amenities and protection of cultural heritage resources.

The Zoning By-law amendment application conforms to the Growth Plan because this application supports the following policy objectives:

- directing growth within settlement areas focused on delineated built-up areas with existing or planned municipal services and can support the achievement of complete communities (Section 2.2.1.2).
- supporting the achievement of complete communities by planning to accommodate forecasted growth to the horizon of the Growth Plan (Section 2.2.6.2a)).
- planning, designating, and zoning new development taking place in designated greenfield areas will be designed to support the achievement of complete communities (Section 2.2.7.1).

### **County of Dufferin Official Plan**

The subject land is designated within an 'Urban Settlement Area' on Schedule 'B1' in the County of Dufferin Official Plan.

The County Official Plan identifies urban settlement areas as focal points for growth, which are intended to accommodate a broad range of uses. These areas are comprised of lands that provide full municipal services (i.e. sewage, water and stormwater management) and support a broad range of land uses and densities, including a mix of housing types, affordable housing options and alternative housing forms for special needs groups. Urban settlement areas are to be designed to support walkable communities with opportunities for public transit use.

The Zoning By-law amendment application conforms to the policy statements of the County Official Plan because this application supports the following policy objectives:

- Direct the majority of population and employment growth to the settlement areas to preserve and protect agricultural areas and the rural and natural character of the County and make efficient use of existing and planned infrastructure (Section 1.1.5 (b)).
- Opportunities for redevelopment, revitalization and intensification in appropriate locations and of a scale and character of development that is compatible with the community. (Section 3.1 (e)).
- Development and site alteration will not be permitted within or adjacent to significant woodlands unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions through the preparation of an EIS (Section 5.3.4).
- Prior to the approval of development applications within designated vulnerable areas, the proponents shall demonstrate to the satisfaction of the County, local municipality, Conservation Authority and Province, where necessary, that the quality and quantity of municipal drinking water sources will not be negatively impacted (Section 5.4.2 (c)).

### **Town of Orangeville Official Plan**

The Town's Official Plan (OP) designates the subject property as 'Residential' (Schedule 'A': Land Use Plan) and 'High-Density' (Schedule 'C': Residential Density Plan). Site-Specific Official Plan Policy E8.80 was added to the subject lands through the 2020 application approvals and added townhomes as a permitted use, subject to a maximum density of 124 units per net developable hectare. Policy E8.80 increased the permitted density to 148 units per hectare, specifically for a seniors' residence.

The density of this proposed development is 43 units per net hectare, which is well within the density target of the High Density Residential designation and Special Policy E8.80 of the Official Plan.

The Zoning By-law amendment application conforms to the policy statements of the Town Official Plan because this application will contribute to:

- providing an adequate supply of good quality living accommodation with a full range of sizes, types, densities, architectural forms, ownership, rental options, and prices in order to ensure that all members of the community are able to find suitable and affordable accommodation regardless of their age, household composition or income (Section E1.1).

- increasing the supply of housing units to help moderate housing prices (Section E1.11.6a)).
- new development taking place in “greenfield areas”, as defined on Schedule “B1” to this Plan, will be planned, designated, and zoned in a manner that contributes to creating complete communities (Section E1.11.7a)).
- directing development generally away from lands that are impacted by flooding and/or erosion hazards (Section B2.7(b)).
- directing development generally away from ecologically significant or sensitive lands that support natural features and functions (Section B2.7(c)).

**Town of Orangeville Zoning By-law No. 22-90**

The subject property is zoned ‘Multiple Residential High Density (RM2) with Holding (H) Symbol and Special Provision (24.224)’ and ‘Open Space Conservation (OS2) Zone’ on Schedule ‘A’ to Zoning By-law No. 22-90, as amended. The ‘RM2’ Zone permits townhouses at a maximum density of 124 units per net residential hectare and up to 148 units per net residential hectare for seniors’ developments.

To permit common elements condominium units as proposed, a Zoning By-law amendment application is required to amend the ‘Multiple Residential High Density (RM2) with Holding (H) Symbol and Special Provision 24.224’ and ‘Open Space Conservation (OS2) Zone’. Special Provision 24.224 will be amended to include site specific regulations for permitting the proposed townhouse development on a private road and adjust the boundaries of the RM2 and OS2 zones.

The table below lists the site-specific regulations to be added to Section 24.224 in comparison to the “Multiple Residential High Density” (Section 13) standards of the by-law. The Zoning By-law Amendment is attached to this report as Attachment 5.

<b>Standard</b>	<b>RM2 Zone Provision</b>	<b>Site Specific Provision (SP 24.224)</b>
Lot Area (minimum)	180 sq. m.	137 m
Lot Frontage (minimum)	5.5 m	5.5 m

Front Yard (minimum)	6.0 m	4.5 m
Exterior Side Yard (minimum)	3.5 m	1.5 m
Interior Side Yard (minimum)	1.2 m – 1 storey 1.5 m – 2+ storey	-
Rear Yard (minimum)	Rear yard (min) 7.0 m	7.0 m
Building Height (maximum)	9.2 m	12.0 m
Ground Floor Area (minimum)	-	65 sq.m.

### Plan of Subdivision

The December 2020 draft plan of subdivision is included as Attachment 2. Many of the design items found in the conceptual site plan described herein are not illustrated on the draft plan. These items would be subject to further refinement and implementation as part of the site plan control process that would follow the issuance of draft plan approval.

Typically, the detailed design process is administered through the conditions of draft plan approval, whereby the fulfillment of all such conditions by the owner must be completed to the satisfaction of the Town and other public agencies before final approval of the subdivision can be granted. With regards to the proposed development, the draft plan conditions associated with detailed review of engineering matters will be addressed as part of the site plan process as enabled by Section 42(2) of the Planning Act.

Therefore, the review of the draft plan of subdivision application determines whether draft approval can be contemplated, and specifically considers whether the block configuration illustrated on the plan has been appropriately sized and oriented to accommodate the proposed development. The review of the zoning by-law application has determined the developable limits of development and the configuration of the townhouse blocks that are reflected in the draft plan and zoning by-law amendment,

respectively. The proposed conditions of draft plan approval are included as Attachment 6.

## **Review and Consultation**

### **Internal Departments and External Agencies**

The applications and supporting documentation were circulated to internal departments, Committees and external agencies for comment, pursuant to the mandate and technical area of expertise of each reviewing stakeholder.

Comments from the following agencies, Committees, and Town departments have expressed no concerns or issued comments on the rezoning application:

- Infrastructure Services: Building, Planning and Transportation & Development Divisions
- Dufferin-Peel Catholic District School Board
- Bell Canada
- Rogers
- Upper Grand District School Board
- Enbridge Gas Distribution Inc
- Canada Post
- Orangeville BIA
- Conseil Scolaire Viamonde
- Access Orangeville
- Community Services, Fire
- Dufferin County
- Orangeville Hydro

In response to the application review process, several iterations of the development proposal have evolved from its original form. This is discussed in further detail in the as follows.

### **Density and Compatibility**

The High Density Residential designation of the Official Plan permits apartments to a maximum density of 124 units per net residential hectare. Official Plan Amendment 126 states that “Notwithstanding the High Density Residential designation, permitted uses include row/townhouses and a seniors’ residence. In addition to Policy E1.4.5, the maximum density for a development including a seniors’ residence is 148 units per net residential hectare.” The RM2 zone in Zoning By-law 22-90 also permits a maximum density of 124 units per hectare.

The proposed development has a density of 36 units per net residential hectare. This density is within the permitted maximum density of 124 units per net residential hectare,

and as such, is appropriate for the subject lands. Therefore, an Official Plan Amendment is not required to permit the density of this development.

The massing and scale of the proposed townhouses are appropriate to the existing and planned context and will compliment future development of the area. The proposed development provides appropriate built form that achieves a compatible relationship with the existing buildings of the surrounding area.

#### Built Form and Architectural Design

The initial submission proposed a 4.8 metre wide townhouse lot. All lots have been revised to a minimum width of 5.5 metres, to reduce the prominence of garages and their effect on the streetscape, including massing and tree planting as well as utility conflicts and snow storage. Rear yard setbacks have been increased from 6.05 metres to 7 metres.

#### Water and Wastewater Servicing

A Functional Servicing Report was submitted with the applications and provides preliminary infrastructure servicing design information in support of the proposed plan of subdivision. The report confirms there is sufficient sanitary servicing capacity, water supply and appropriate servicing infrastructure in place to support the proposed development. The report also describes how site grading details can be accommodated within the subdivision layout and demonstrates how storm drainage will be addressed through a preliminary design of the stormwater management block. This design and analysis demonstrate consistency with the Town's engineering design criteria and the Credit Valley Conservation (CVC) environmental standards.

The Functional Servicing Report was reviewed by CVC as well as Infrastructure Services' staff. During the course of review, technical comments were provided to the applicant's consultant, who provided responses in the form of additional information, revisions and/or updates as necessary, which have been further reviewed by staff to determine if their comments have been addressed. This review process has progressed to a point where all review comments have been satisfied. Staff have confirmed that the current submission information is satisfactory, the conclusions and recommendations contained in this report are acceptable and draft approval of the applications can be supported, with any further design and construction details to be determined through the site plan approval process.

#### Storm Water Management

Due to the subject property being in a Wellhead Protection Area (WHPA-Q1/Q2) for quantity vulnerability as well as being located within an Ecologically Significant

Groundwater Recharge Area, the water balance storm water management criteria should maintain pre-development groundwater recharge rates and ensure appropriate protection of related hydrologic and ecologic functions.

Additionally, due to the property being located within the mapped Wellhead Protection Area (WHPA-A/B/E) for quality vulnerability, only clean sources of runoff may be infiltrated, such as rooftop runoff. The infiltration strategy proposed for this townhouse development has been updated to infiltrate clean runoff only, from the rooftops of Buildings 1 to 3.

### Groundwater Infiltration

A Hydrogeological Assessment submitted by the applicants evaluated groundwater conditions for the overall area, as well as surface water level and stream flow information for the section of Mill Creek that traverses the subject property.

The Hydrogeological Assessment evaluates the potential for impacts to these attributes that may result from the proposed development. Included with the overall hydrogeological analysis is a water balance assessment, which examines pre-development groundwater infiltration relative to post-development infiltration and whether groundwater and surface water features, as well as natural heritage attributes (i.e. wetlands) may experience infiltration-related impacts resulting from the proposed development.

The Hydrogeological Assessment indicated that based on the proposed subdivision plan, impervious (hard) surfaces would comprise roughly 44% of the overall site area. The assessment recommends the incorporation of low impact development (LID) measures as part of the functional servicing and stormwater management design for the site plan. The proposed LID practices include infiltration trenches/soak-away pits in the front and rear yards of lots, as well as other measures that would collectively direct stormwater drainage from hard surfaces to pervious areas to enhance infiltration. These LID measures have been assessed to confirm that they will enable post-development infiltration to remain equal to pre-development infiltration conditions (or within 5%, consistent with CVC's development standards). Maintaining post-development infiltration at pre-development levels has demonstrated that there will be no negative impacts to existing groundwater conditions resulting from the proposed development.

Groundwater quality impacts potentially resulting from the proposed development were also assessed in the Hydrogeological Assessment, which demonstrated that the proposed development would have very limited sources of potential contaminants that would have no impacts relative to the entire watershed area.

In addition, all the townhouse lot frontages were increased in the zoning by-law amendment to a minimum of 5.5 metres to increase infiltration and ground water recharge to reduce the burden on surface drainage and potential flooding.

### Traffic Impact

Triton Engineering Services Limited submitted a Letter of Opinion to advise whether the findings and recommendations of 2017/2018 Traffic Impact Study for a 6-storey senior's apartment and 20 townhouse unit development was still valid now that the original proposal has changed to permit 57 townhouse dwellings.

The proposed access will remain the same, which is to the north leg of the signalized intersection of Broadway and C Line. The access will be shared with the Shoppers Drug Mart Plaza.

The Triton Letter of Opinion found that the volume of traffic generated by the revised development proposal is less than the original proposal. The impact of the proposed development will be less overall than the original proposal.

While traffic volumes may increase over the next few years, Triton concluded that there is a significant amount of reserve capacity to handle future traffic growth. In addition, the planned completion of Hansen Boulevard will alleviate traffic volumes on Broadway. The proposed development can be accommodated on the existing road network without adversely affecting the existing operating conditions.

The proposed access to this development, which is identified as Block 3 on the plan of subdivision, will cross the driveway to Kurtz Millworks that runs parallel to the entrance to the commercial shopping plaza, starting at Broadway. This driveway is within an easement, and the owner wishes to retain it. The easement should be clearly signed adjacent to the new development entrance so that traffic from the development does not use it. Restrictive signage will be a condition of the site plan agreement.

### Protection of Natural Features

The hazard lands and development limits have been finalized with the removal of an existing artificial pond feature (known as the "Monk's Pond") and replacing it with a natural channel design. As such, CVC's hazard limit comments for the channel works have been satisfactorily addressed and a permit was issued (No. 23/145) earlier this year for the natural channel construction and associated restoration of the Mill Creek tributary.

A trail system was initially proposed through the middle of the Open Space Block (towards and through the wetlands). Comments from the review advised that trails should be kept peripheral to the natural hazards system; at the outer edge of all buffers and linked to sidewalk systems (and not redundant to). The proposed trail was revised accordingly.

The subject property contains regulated features, including woodlots and wetlands. The final development limit illustrated on the conceptual site plan are identified on the plan of subdivision that establishes the Residential and Open space blocks. These limits represent the most restrictive setback requirements for the natural heritage features and the flood hazard, including an appropriate buffer area.

**Public Comments**

A statutory public meeting was held in February 2023, in accordance with the Planning Act requirements. The purpose of this public meeting was to provide an opportunity for the applicant to present their proposal to the public and Council, to receive comments, and answer any questions raised about the proposed development.

Limited comment was received at the statutory public meeting other than a written submission from Mr. Larry Kurtz, the owner of Kurtz Millworks at 493 Broadway. Mr. Kurtz owns the property abutting 515 Broadway with a private driveway access to Broadway that is shared with the abutting commercial plaza.

The following table list the concerns raised by Mr. Kurtz in his written submission and a staff response to each item.

Comment	Staff Response
<p>We continue to be concerned with our driveway, which is lined with old pine trees. These trees must not be touched They form a boundary on our shared property line with 515 Broadway.</p> <p>We do not want the developers to dig or disturb the roots or dripline of these trees during the construction process.</p>	<p>The trees that line the private driveway are outside the property line of 515 Broadway. As part of the site plan process, an arborist report and tree protection plan will be required for the trees on the subject property and those that line the private driveway.</p>
<p>The driveway entrance for 515 Broadway, which is a right of way across our driveway from Shopper's</p>	<p>A block has been added to the plan of subdivision to</p>

<p>Drugmart, was given by us to the previous owner for the purpose of entrance, and maintenance of pipe infrastructure, was not supposed to be an entrance for a townhouse development of 60 units. It is for one lane entry only, not a 2 lane situation which a development of this size would require. We have safety concerns for our own entry and exit, with this many people using this entrance. At the very least, a stop sign for 515 Broadway before they enter the right of way would be absolutely necessary.</p>	<p>accommodate the entranceway to the new townhouse development.</p> <p>As recommended by the Triton Letter of Opinion, the private driveway will be clearly signed adjacent to the new development entrance so that traffic from the development does not use it. Signage will be a condition of the site plan agreement.</p>
<p>Last summer, the owners of 515 Broadway began dumping landfill on their property, using multiple dump trucks to do so, while using the bottom of our private driveway from Broadway as staging area and entrance, which they do not have any right to enter from. They had a flag person directing traffic onto our private driveway from Broadway. They did not ask permission to use our driveway that day, and when we got a response from the head of their construction they finally did stop and began to use the Shopper's entrance. By that time, they had put ruts and deposited lots of mud in our gravel driveway which made the driveway unusable until it dried out over the course of one week. Once they were forced to use the right of way from Shopper's to enter 515 Broadway, there were multiple dump trucks backed up in the parking lot of Shopper's waiting to enter the right of way. I believe they received complaints from Shopper's about their trucks using the parking lot as a staging area. This is just a preview of what is going to happen when construction begins to take place in full swing.</p>	<p>As a condition of the site plan agreement, a Construction Management Plan (CMP) is required. The CMP is a living document that outlines the overall proposed building works to be undertaken and how the constructor intends to manage the project to minimize the impact during construction and meet the requirements of the Town.</p> <p>The private driveway will be clearly signed adjacent to the new development entrance prior to construction so that construction traffic doesn't use it.</p>
<p>With such an inadequate entry ability, how is the development of 515 Broadway possible? The future residents would likely try to use the bottom of our private driveway to turn right on a daily basis which they do not have the right to do, and we will not agree to this.</p>	<p>An easement has been granted to 515 Broadway to use the private driveway to access the future development of the subject lands.</p>

	<p>Block 3 of the plan of subdivision identifies an access block from the private driveway to the subject property. As a condition of site plan approval, the access will be clearly signed so that traffic from the development does not use it.</p>
<p>Winter snow removal brings another big problem. Shoppers dumps all their snow onto what will be 515 Broadway right of way. There is literally a mountain of snow with room for a one lane entry for us to enter our property by the end of the winter. To ensure the entry was viable, and no large snow ridge was left over from the snowplow, the previous owner of 515 would always clear the snow from our shared entrance and push it up the length of our driveway. The bottom of our private driveway entrance onto Broadway was often blocked by snow by winter's end. There would have to be a solution for the snow removal situation.</p>	<p>As a condition of site plan approval, a Risk Management Plan (RMP) is required to identify the approach for removing snow from the new development including locations for snow storage and the clearing of the access to the private driveway from Broadway.</p>

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**Strategic Alignment**

**Strategic Plan**

Strategic Goal: Economic Resilience

Objective: Ensure availability and affordability of employment lands and housing

**Sustainable Neighbourhood Action Plan**

Theme: Land Use and Planning

Strategy: Co-ordinate land use and infrastructure planning to promote healthy, liveable and safe communities

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## Notice Provisions

The Zoning By-Law and Plan of Subdivision applications were received on November 4, 2022 and deemed complete by the Planning Division on January 11, 2023. In accordance with the requirements of the Planning Act, on January 19, 2023, a Notice of Complete Application was:

- i. circulated to all property owners within 120 metres of the subject property;
- ii. advertised in the Orangeville Citizen;
- iii. published to the Town website; and
- iv. posted via signage on the subject property.

A public information meeting was held in accordance with the Planning Act on February 13, 2023. The notice for this public meeting was circulated and advertised on January 19, 2023, in the same manner as described under Notice Provisions.

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## Financial Impact

The Zoning By-Law Amendment and Plan of Subdivision application fees are collected at the time of filing the applications and included within the operating revenues of the Planning Division of Infrastructure Services.

Respectfully submitted

Tim Kocialek, P.Eng, PMP  
General Manager, Infrastructure Services

Reviewed by

Brandon Ward, MCIP, RPP  
Manager, Planning

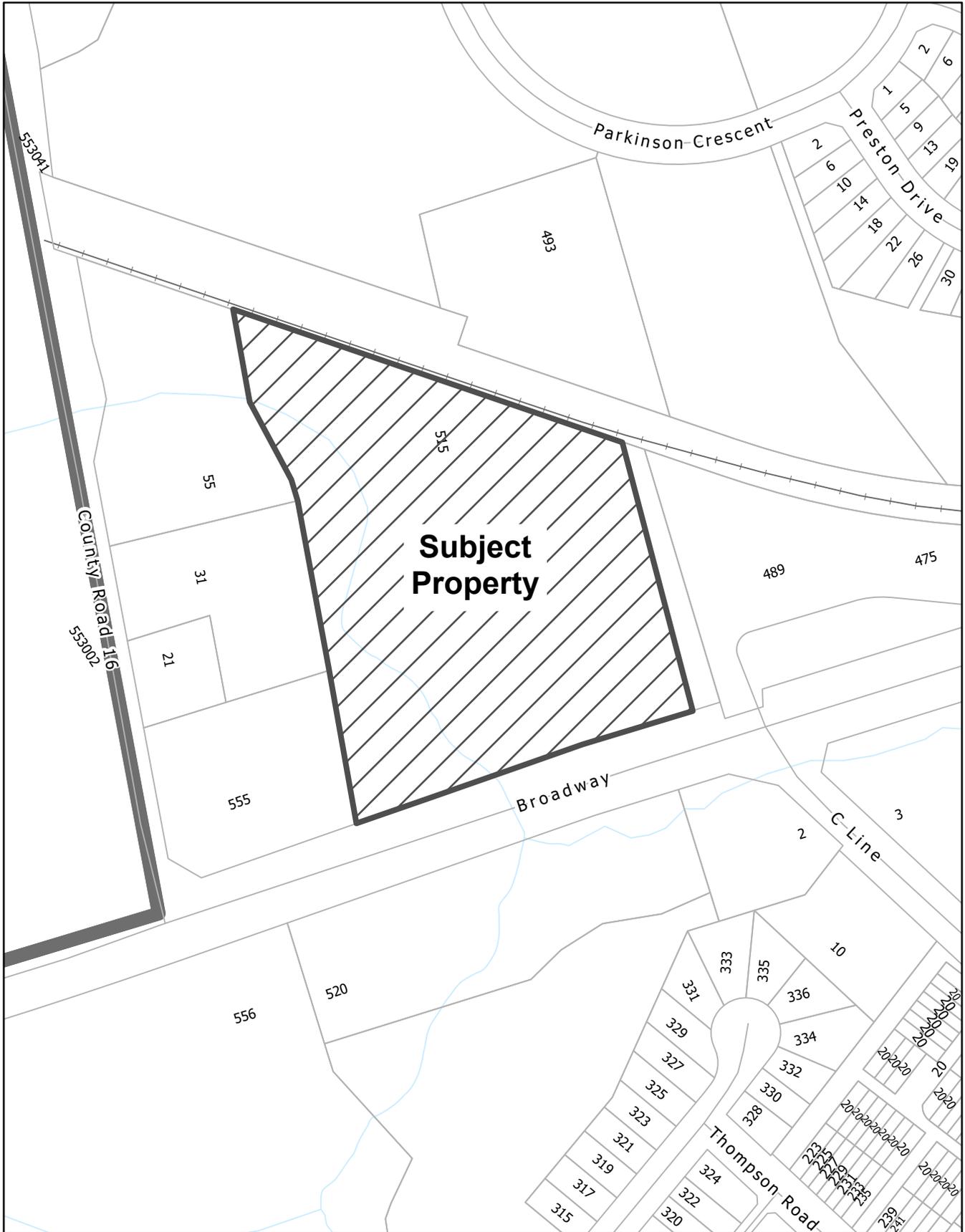
Prepared by

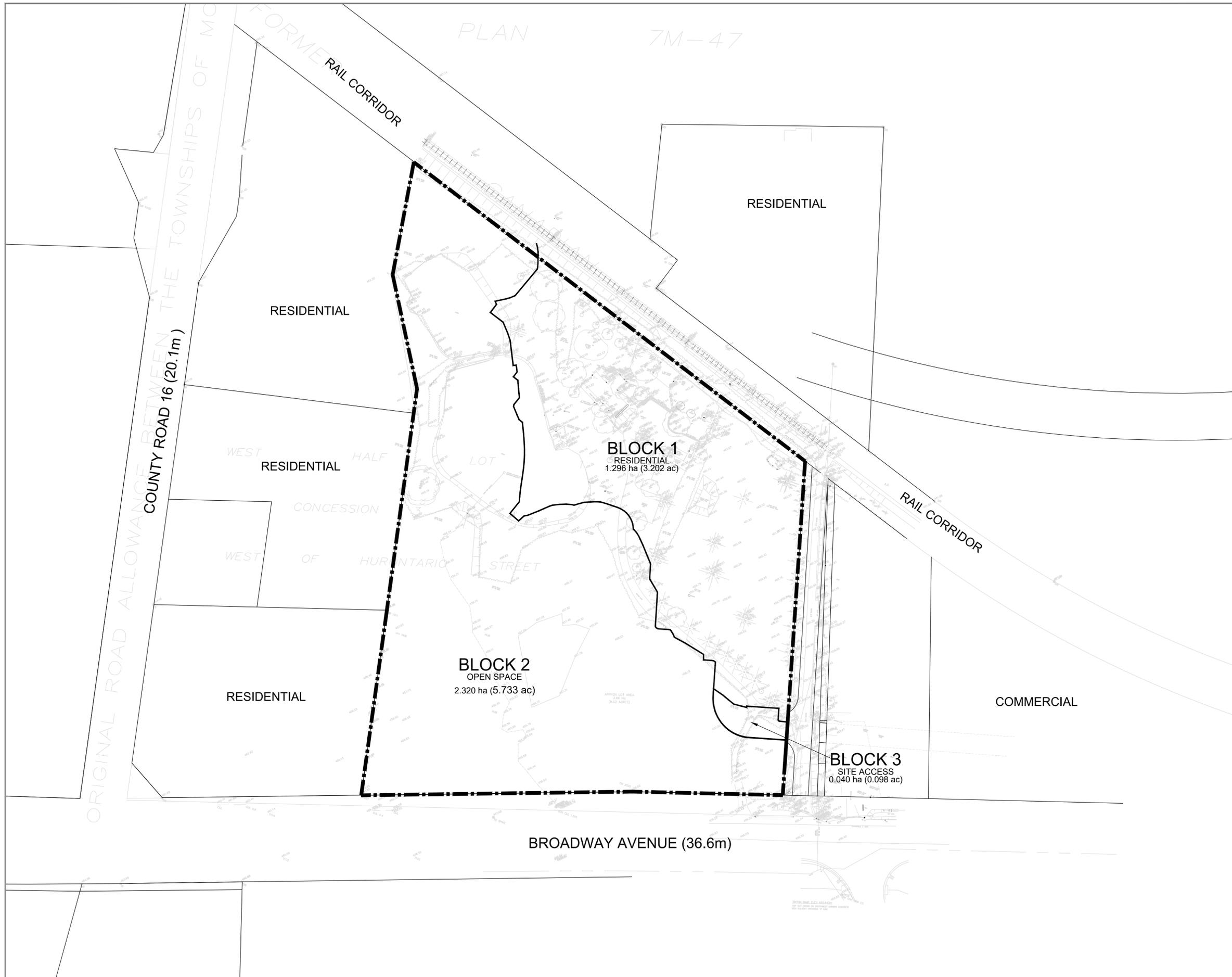
David Waters, MCIP, RPP, PLE  
Senior Planner, Planning

- Attachments:**
1. Location Map
  2. Draft Plan of Subdivision
  3. Concept Site Plan
  4. Preliminary Building Elevations
  5. Zoning By-Law Amendment
  6. Draft Plan Conditions

Location Map

Applicant: 714415 Ontario Limited

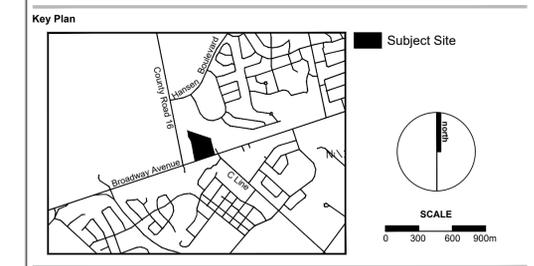




**Legal Description**  
 Pt Lt 1, Con 3 Whs, As In Mf15706 ; Orangeville ; T/w Ease Over Pt Lot 1, Con 3whs Des As Pts 1, 3, 4 & 5, 7r5477 As In Dc64762; T/w Ease Over Pt Lot 1, Con 3 Whs Des As Pts 16, 17 & 18, 7r5477 As In Dc64764. T/w Ease Over Pt Lot 1, Con 3whs Des As Pts 4, 7, 12 & 13, 7r5477 As In Dc64765. T/w Ease Over Pt Lot 1, Con 3 Whs Des As Pts 4, 7, 10 & 12, 7r5477 As In Dc64766. T/w Ease Over Pt Lot 1, Con 3whs Des As Pt 17, 7r5477 As In Dc64767. T/w Ease Over Pt Lot 1, Con 3whs Des As Pts 4, 7, 10 & 12, 7r5477 As In Dc65573.

**Owner's Certificate**  
 I HEREBY AUTHORIZE MACNAUGHTON HERMSEN BRITTON CLARKSON PLANNING LIMITED TO SUBMIT THIS PLAN FOR APPROVAL.  
 DATE: \_\_\_\_\_ XXXXXXXXXXXX - PRESIDENT  
 XXXXXXXXXXXX

**Surveyor's Certificate**  
 I HEREBY CERTIFY THAT THE BOUNDARIES OF THE LAND TO BE SUBDIVIDED ON THIS PLAN AND THEIR RELATIONSHIP TO THE ADJACENT LANDS ARE ACCURATELY AND CORRECTLY SHOWN.  
 DATE: \_\_\_\_\_ XXXXXXXXXXXX - O.L.S.  
 XXXXXXXXXXXX



No.	Date	Description	By
2	2024-01-05	Amend developable boundary limit & Update Blocks	TH
1	2023-12-21	Amend developable boundary limit	RM

Additional Information Required Under Section 51(17) of the Planning Act R.S.O. 1990, c.P.13 as Amended

A. As Shown	B. As Shown	C. As Shown
D. Residential, Stormwater Management	Open Space	E. As Shown
F. As Shown	G. As Shown	H. Municipal Water Supply
I. Hillsburgh Sandy Loam/ Muck	J. As Shown	K. All Services As Required
L. As Shown		

**Area Schedule**

Description	Blocks	Units	Area (Hectares/ Acres)
Residential	1		1.335 ha (3.298 ac)
Open Space	2	N/A	2.320 ha (5.733 ac)
Site Access	3	N/A	0.040 ha (0.098 ac)
<b>Total</b>			<b>3.656 ha (9.034 ac)</b>

**MHBC** PLANNING URBAN DESIGN & LANDSCAPE ARCHITECTURE  
 230-7050 WESTON ROAD, WOODBRIDGE, ON, L4L 6G7 | P: 905.761.5588 F: 905.761.5589 | WWW.MHBCPLAN.COM

Stamp	Date
	December 20, 2023
File No.	15127 C
Plan Scale	1:750 (Arch D)
Drawn By	Y.Y.
Checked By	E.T.
Other	

**Project**  
 Broadway Glen  
 515 Broadway Avenue,  
 Orangeville, Ontario

**File Name** DRAFT PLAN OF SUBDIVISION **Dwg No.** 1 of 1



MEASUREMENTS SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

ADJACENT USE: UTILITY PLANT (NORTH)

ABANDONED CP RAIL LINE

<b>5.5m x 25m LOT</b> (5.5m x 11.9m PAD)	
<b>LOT TYPE</b>	<b>NO. OF LOTS</b>
INTERIOR LOT	21 Front Walk-out
END LOT	8 Front Walk-out
INTERIOR LOT	20 STD Basement
END LOT	3 STD Basement
CORNER LOT	5 STD Basement / WO
<b>TOTAL LOTS</b>	<b>57</b>
<b>MIN. LOT AREA</b>	<b>137m<sup>2</sup></b>

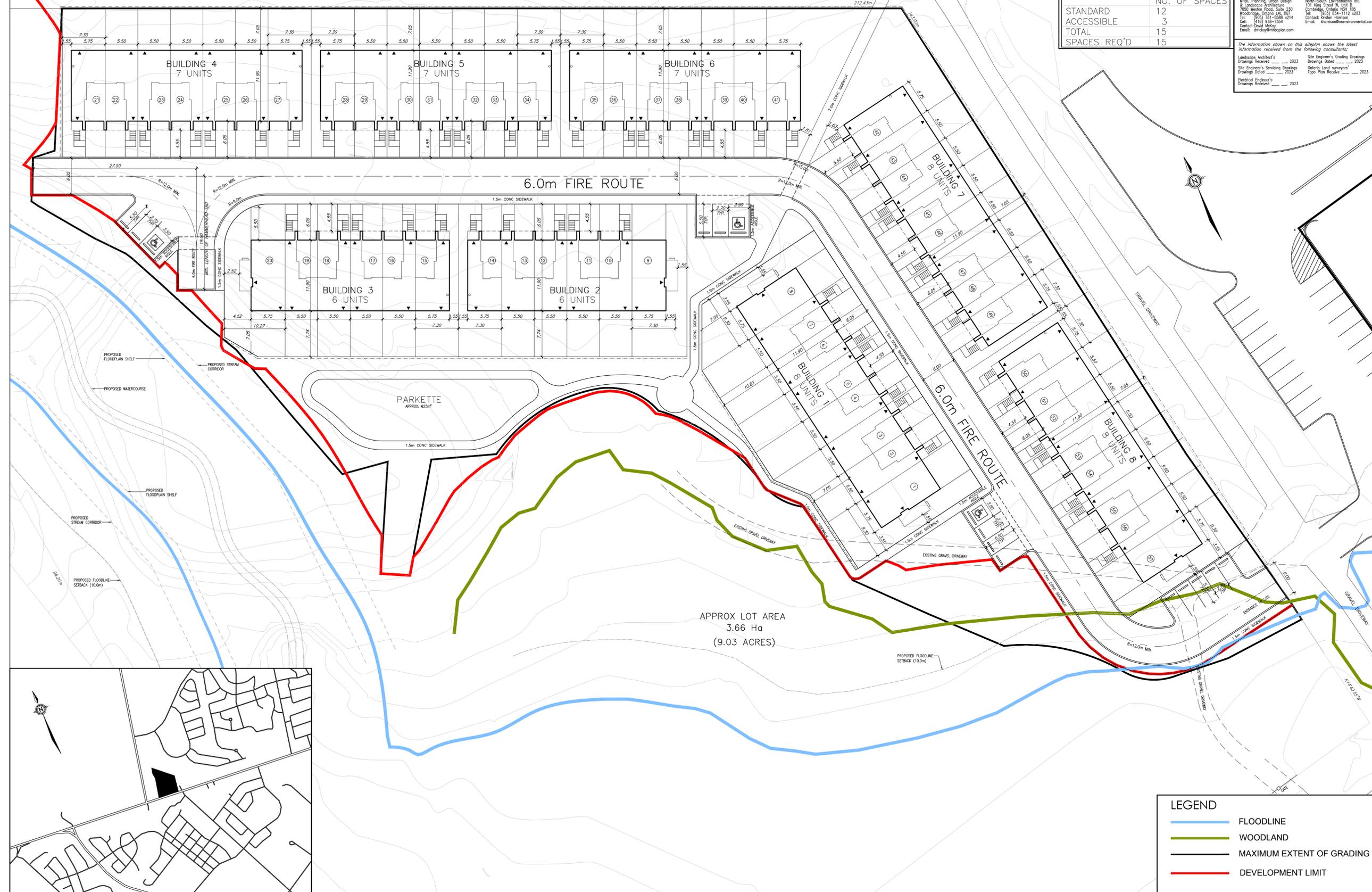
<b>VISITOR PARKING</b>	
<b>STANDARD</b>	<b>NO. OF SPACES</b>
ACCESSIBLE	12
TOTAL	3
<b>SPACES REQ'D</b>	<b>15</b>

<b>CONTACT LIST</b>	
Client: Maramel Homes Project Name: Broadway Glen Location: 515 Broadway Avenue Orangeville, Ontario Project No.: 22008	Client: Maramel Homes 200 Ross Street W., Suite 203 Toronto, Ontario M5P 2B7 Tel: (416) 321-4134 Contact: Jeff Wagner Email: jeff@maramelhomes.com
Design Architect: Q4 Architects Inc. 410 Yonge Street, Suite 602 Toronto, Ontario M5P 2B7 Tel: (416) 321-4134 Contact: Andrew Lee-Tung Email: andy@q4architects.com	Survey: Van Marren Surveying Inc. 880 Royal Road, Unit 1 Orangeville, Ontario L9W 5C5 Tel: (519) 940-4110 x329 Contact: Luke Wilcox Email: lukewilcox@vanmarren.com
Site Engineer: Geotec Consulting Engineers 2820 High Point Drive, Suite 100 Mississauga, Ontario L4T 1V3 Tel: (905) 875-0026 Contact: Tony Elia Email: telia@geotec.ca	Landscaping Architect: Scholten & Company Inc. 30 Herwin Court, Unit 15 Richmond Hill, Ontario L4B 1B9 Tel: (905) 889-0009 Contact: Mark Scholten Email: mark@scholtenandcompany.com
Old Engineer: Miron Engineering Services Ltd. 520 Mainway Road South Growthpoint, Ontario P1P 1V3 Tel: (705) 887-4475 Contact: Howard Wray Email: hwoy@ironeng.on.ca	Urban Planner: Urban Design & Landscape Architecture 7650 Weston Road, Suite 230 Woodbridge, Ontario L4L 6P7 Tel: (905) 761-5588 x214 Cell: (416) 838-1354 Contact: David Malloy Email: dmalley@urbdesign.com
Environmental Consultant: TCI Woodhill Environmental Inc. 101 Woodhill Court, Unit 8 Cambridge, Ontario N3H 1S5 Tel: (605) 854-1112 x203 Contact: Kristen Harrison Email: kharrison@tcienvironmental.com	Site Engineer's Grading Drawings Received: 2023 Drawings Issued: 2023 Ontario Land Surveyors' Topo Plan Received: 2023



**Q4 ARCHITECTS INC.**  
4110 Yonge Street  
Suite 602, Toronto ON  
M2P 2B7  
T: 416.322.6334  
F: 416.322.7294  
E: info@q4architects.com

The contractor / builder must verify all dimensions on the job and report any discrepancy to the designer before proceeding with the work.  
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LEGEND	
<span style="color: blue;">—</span>	FLOODLINE
<span style="color: green;">—</span>	WOODLAND
<span style="color: black;">—</span>	MAXIMUM EXTENT OF GRADING
<span style="color: red;">—</span>	DEVELOPMENT LIMIT

11	REVISED SIDEWALKS PER LANDSCAPE PLAN	2024.01.25	ALT
10	REVISED DEVELOPMENT LIMITS	2023.12.20	ALT
9	ADDED PROPOSED CHANNEL INFORMATION	2023.12.20	ALT
8	UPDATED DEVELOPMENT BOUNDARY	2023.12.04	ALT
7	REMOVED SWM POND	2023.08.22	ALT
6	ISSUED FOR PRE-CONSULTATION SUBMISSION	2023.06.07	ALT
5	REVISED PER CLIENT COMMENTS	2023.05.05	ALT
4	REVISED PER PUBLIC MEETING COMMENTS	2023.03.14	ALT
3	ADDED MIN. LOT AREA	2023.01.25	ALT
2	REVISED PER CLIENT COMMENTS	2022.09.01	ALT
1	ISSUED FOR CLIENT REVIEW	2022.04.19	ALT

**515 BROADWAY**  
PLAN 7R-4577  
PIN 34037-0037

515 BROADWAY  
ORANGEVILLE, ONTARIO  
PART OF LOT 1, CONCESSION 3  
WEST OF HURONTARIO STREET  
GEOGRAPHIC TOWNSHIP OF MONO  
TOWN OF ORANGEVILLE  
COUNTY OF DUFFERIN

**MARAMEL HOMES**  
Project No. 22008  
Scale 1:300  
Drawn By ALT  
Checked By SL

**CONCEPT SITE PLAN**

**SP1**



**BLOCK FRONT ELEVATION 'A'**  
**(SCHEME 1)**



**BLOCK FRONT ELEVATION 'A'**  
**(SCHEME 2 - THIRD FLOOR BOX-OUTS)**



**BLOCK FRONT ELEVATION 'B'**  
**(SCHEME 1 - HARDI-PANEL GABLES)**



**BLOCK FRONT ELEVATION 'B'**  
**(SCHEME 2 - HIP ROOFS)**



## The Corporation of the Town of Orangeville

### By-law Number

#### **A By-law to amend Zoning By-law No. 22-90, as amended, with respect to Part of Lot 1, Concession 3 WHS, municipally known as 515 Broadway (2857802 Ontario Inc, File No. RZ-2022-04)**

Whereas the Council of the Corporation of the Town of Orangeville is empowered to pass By-laws to permit the use of land pursuant to Sections 34 and 36 of the Planning Act, RSO 1990, as amended;

And whereas Council considers it desirable to pass a By-law to amend Zoning By-law No. 22-90, as amended, to permit townhouse dwellings with related development regulations on Part of Lot 1, Concession C WHS, Town of Orangeville, County of Dufferin.

Be it therefore enacted by the municipal Council of The Corporation of the Town of Orangeville as follows:

1. That Section 24.224 of By-law 22-90, as amended, is hereby further amended by adding a new Section as follows:

1. Notwithstanding the provisions of Section 13.1 of By-law 22-90, as amended, the following provisions shall also apply to the lands zoned Multiple Residential High Density (RM2), Special Provision 24.224 other than a "Home for Special Care":

- |       |                                    |  |
|-------|------------------------------------|--|
| (i)   | Number of dwelling units (maximum) | 57 townhouse dwellings                                       |
| (ii)  | Maximum density                    | 36 units per net residential hectare for townhouse dwellings |
| (iii) | Lot Area (minimum)                 | 137 square metres per dwelling unit                          |

- |        |   |                              |
|--------|---|------------------------------|
| (lv)   | Lot Frontage (minimum)  | 5.5 metres per dwelling unit |
| (vii)  | Interior Side Yard (minimum)  | 1.5 metres                   |
| (v)    | Front yard (minimum)  | 4.5 metres                   |
| (vi)   | Exterior Side yard (minimum)  | 1.5 metres                   |
| (viii) | Rear Yard (minimum)   | 7.0 metres                   |
| (x)    | Ground floor area (minimum)   | 65 square metres             |
| (ix)   | Building Height (maximum)   | 12.0 metres                  |
| (xi)   | Notwithstanding Section 5.17<br>2(b) the minimum depth of a<br>parking space for an end unit<br>Townhouse Dwelling on a corner<br>rounding shall have an average<br>of 5.5 metres |                              |

Read three times and finally passed this 29<sup>th</sup> day of April, 2024.

---

Lisa Post, Mayor

---

Raylene Martell, Clerk

Schedule A  
Town of  
Orangeville  
Zoning By-law

Zoning Map

**C2**

SCALE 1:3,100



**Zone Boundary**  
Refer to Section 4.2 for information on Interpreting Zone Boundaries

**A28-92**  
Refer to Minor Variance Approval

**24.32**  
Special Provisions Refer to Section 24 of Zoning By-law

**OS2**  
Lands Subject to Credit Valley Conservation Authority Regulation to which the suffix "(F)" applies to the zone symbol. See section 5.23 (Regional Storm)

**Red outline**  
Subject Lands

**Thick grey line**  
Municipal Boundary

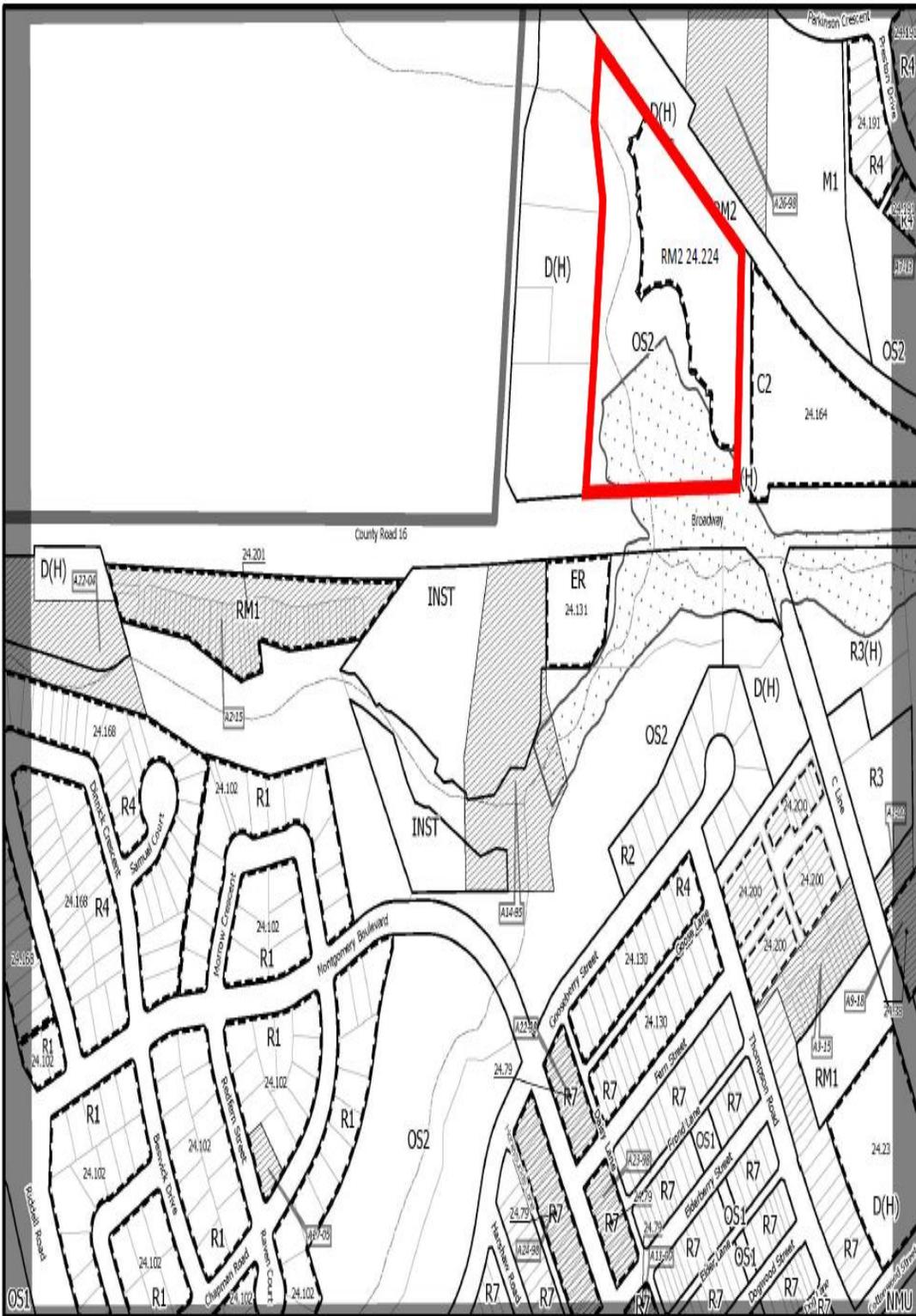
**Thin grey line**  
Property Parcels

**Blue hatched area**  
Waterbodies

**Blue line**  
Rivers, streams

December 31, 2020

	B2	B3
C1	C2	C3
D1	D2	D3



**CONDITIONS OF DRAFT APPROVAL  
714415 Ontario Limited  
Part of Lot 1, Concession 3 WHS,  
Town of Orangeville, County of Dufferin  
File No: SUB-2018-03**

Pursuant to Subsection 51(31) of the Planning Act, this approval applies to the Proposed Draft Plan of Subdivision prepared by MacNaughton Hermsen Britton Clarkson Limited dated December 20, 2023 (“the plan”), as submitted by 2857802 Ontario Inc. (the “Owner”), and showing:

- i) a residential block (Block 1) fronting on a private road;
- ii) an open space conservation block (Block 2); and,
- iii) a site access road (Block 3).

The conditions applying to the approval of the final plan for registration are set out below.

**Agreements**

- 1. Prior to final approval, the Owner shall enter into a Site Plan Agreement, and such other agreements as may be required or appropriate, to satisfy all of the requirements, financial and otherwise of the Town of Orangeville (the “Town”) with respect to the development.

**Zoning**

- 2. Prior to the final approval, all lands within the Plan shall be appropriately zoned by a Zoning By-law which has come into effect in accordance with the provisions of the Planning Act.

**Site Plan Approval**

- 3. Prior to final approval, the Owner shall apply-for and obtain Site Plan Approval. Prior to Site Plan Approval, the Owner shall, to the satisfaction of the Town:
  - a. provide detailed design elements for the development of Block 1, including but not limited to landscaping, grading, servicing, stormwater management, site access, pedestrian connections and private amenity space;
  - b. enter into a site plan agreement with the Town to satisfy all requirements and obligations related to the development of lands within the subdivision plan, including financial obligations, contributions, land conveyances, provision of securities; and
  - c. prior to any grading, tree removal, dumping or removal of fill or any site alteration, obtain all necessary agency approvals and enter into applicable agreement(s) with the Town, if required, and post all associated securities and pay all associated fees, as required by the Town.

**Street Naming and Municipal Numbering**

- 4. That prior to registration of any Phase of the plan, all streets shall be named to the satisfaction of the Town and the County of Dufferin. In this regard, the Owner shall submit a list of proposed street names, including at least one pre-approved heritage street name.
- 5. That prior to registration, the Owner shall:
  - a. obtain municipal address numbers from the Town; and
  - b. agree to display the lot or block/unit number and corresponding municipal

address number on all lots and blocks in a prominent location, until such time that the lot/block is transferred

#### **Final Subdivision Plan**

6. Prior to final approval, the Owner shall provide a final "M-Plan" for review and acceptance, which demonstrates that the plan proposed for final approval and to be submitted for registration is the same as the latest (most recent) draft-approved plan, to the satisfaction of the Town. Alternatively, if the proposed final "M-Plan" is not the same, the Owner shall provide a certificate signed by an Ontario Land Surveyor identifying any differences between the proposed registered plan and the latest draft plan, to the satisfaction of the Town.
7. That prior to final approval, the Owner shall submit to the Town, horizontal co-ordinates of all boundary monuments for the draft approved plan of subdivision. These co-ordinates are to be based on 6 degree UTM Projection and NAD83 Datum. The Owner shall agree to supply to the Town digital files (.dxf, .dwg and .shp file format) of the registered plan of subdivision.

#### **Parkland Dedication**

8. That the Owner agrees to provide the Town with a payment-in-lieu of a parkland dedication in accordance with Town By-laws and Section 51.1(3) of the Planning Act, as amended as a condition of Site Plan Approval.
9. The Owner shall agree to convey Open Space Block 2 and to the Town free of all cost and encumbrances in addition to the payment-in-lieu of a parkland dedication described above.
10. The Owner shall agree to provide fencing to the Town's current standard along all residential property lines that abut lands owned-by, or to be conveyed to the Town (Block 2), and in any other locations determined by the Town, to the satisfaction and in accordance with the timing schedule agreed to by the General Manager, Infrastructure Services. The Owner further acknowledges that there shall be no gates or informal access points permitted into the Open Space Block, except as approved by the General Manager, Infrastructure Services.

#### **Pre-Construction**

11. Prior to final approval, the owner shall prepare a construction traffic access and control plan for all phases of servicing and building construction to the satisfaction of the General Manager of Infrastructure Services (GMIS). Any costs related to the implementation of such a plan shall be borne by the Owner. Any repair of damage or maintenance required to surrounding streets as a result of such traffic shall be at the Owner's cost
12. Prior to the initiation of the grading or striping of topsoil and final approval, the Owner shall submit a Topsoil Storage Plan detailing the location, size, slopes stabilization methods and time period, for the review and approval by the Town. Topsoil storage shall be limited to the amount required for final grading, with the excess removed from the site in accordance with the Town's Site Alteration By-Law.
13. The owner shall agree construct, install and maintain erosion and sediment control facilities, satisfactory to the GMIS, prior to any grading or construction on the subdivision lands in accordance with a plan that has been submitted to and approved by the GMIS.
14. The Owner shall agree that no building permits will be applied for or issued until the Town is satisfied that adequate road access, municipal water supply, sanitary sewers, and storm drainage facilities are available to service the proposed development.

15. The Owner shall agree that any lots or blocks to be left vacant shall be graded, seeded, maintained and signed to prohibit dumping and trespassing.
16. The Owner shall agree to carry out the natural channel construction and associated restoration of a tributary of Mill Creek in accordance with Permit 23/145 issued by the Credit Valley Conservation Authority within the time period stated in the aforementioned permit.

### **Water Conservation and Energy Efficiency**

17. That prior to final approval, the Owner shall submit to the satisfaction of the Town, a Water Conservation Plan, which contains the following:
  - a. An analysis and recommendations for strategies including water efficient landscaping, water efficient fixtures and appliances, that reduce potable water consumption on average for all units within the Plan, by a minimum of 20% lower than the Ontario baseline average residential per capita daily water usage rate of 193 Litres per capita per day for the five (5) year period of 2013 to 2017; and
  - b. An implementation framework, which may include, but not be limited to measures such as information to be included in a homeowner's manual, a pre-approval process for building permit application submissions to ensure that the recommended water conservation and efficiency measures are incorporated into the building permit application process.
18. That prior to final approval, the Owner shall prepare and submit to the satisfaction of the Town, an Energy Efficiency Assessment, which shall evaluate and recommend measures and strategies to achieve low energy use intensities and reduced energy demands through measures that may include, but may not be limited to:
  - building orientation and solar controls;
  - thermal effectiveness of the building envelope;
  - daylighting design strategies;
  - energy sharing opportunities for multi-unit developments;
  - high efficiency mechanical systems (efficient HVAC systems, heat recovery, lighting solutions); and/or
  - weather protection and insulation measures.

The Energy Efficiency Assessment shall demonstrate how the units in the plan can achieve on average, an overall minimum 10% reduction in energy consumption relative to the Ontario Building Code requirements in effect as of the date of draft plan approval.

### **Credit Valley Conservation (CVC)**

19. That the implementing Zoning by-law shall contain provisions which will place all lands within the Open Space Block 2 in an appropriate designation such that the natural heritage system is protected in perpetuity.
20. That the portions of the Natural Heritage System on the property (Open Space Block 2) be gratuitously dedicated to the Town of Orangeville, as appropriate.

21. Prior to the registration of any phase of this plan and any site grading and servicing in the respective phases, that the following information be prepared to the satisfaction of the Town of Orangeville and CVC:
  - a. Detailed engineering, grading, servicing, and erosion and sediment control plans for the overall draft plan of subdivision in accordance with the approved Functional Servicing Report (FSR), Environmental Impact Study (EIS), Hydrogeology Reports and Stormwater Management (SWM) Report.
  - b. Detailed plans/reports demonstrating the location and description of all outlets and other facilities which may require a permit pursuant to Section 28 of the Conservation Authorities Act and Ontario Regulation 41/24.
  - c. Plans/reports demonstrating the overall water balance will be met including the details of Low Impact Development (LID) mitigation measures and water balance staging, as appropriate.
22. Prior to the registration of the plan and/or any phase of the plan, the following information will be prepared to the satisfaction of CVC and the Town of Orangeville:
  - a. Plans/reports demonstrating the details of the Restoration and Planting plans for lands adjacent to the watercourses, valley and wetland systems, and the proposed outlet locations.
  - b. The Owner is to obtain all necessary permits for development within the CVC Regulated Area in accordance with Section 28 of the Conservation Authorities Act and Ontario Regulation 41/24.
  - c. Execution of a Site Plan Agreement between the Owner and the Town, which contains provisions, wherein the Owner agrees to carry out the works noted in Conditions 21 & 22.

#### **Approval Lapsing**

23. This draft approval shall lapse if the plan has not been registered within three (3) years of the Council decision, or, in the event of an appeal, with a period of three years from the date of an Ontario Land Tribunal (OLT) order approving the draft plan of subdivision. The Town may grant an extension of draft approval as its discretion.

**Subject: Transit Bus Procurement**

**Department: Infrastructure Services**

**Division: Transportation and Development**

**Report #: INS-2024-022**

**Meeting Date: 2024-04-29**

---

**Recommendations:**

**That report INS-2024-022, Transit Bus Procurement, be received,**

**And that Council direct staff to proceed with the purchase of an additional 9 metre low floor bus,**

**And that Council approve the reallocation of funding from Project 35001.0000 Transit Transfer Station to Project 35000.0000 9 metre Low Floor Buses of approximately \$330K,**

**And that Council approve the allocation of General Capital Reserve Funds to Project 35000.0000 9 metre Low Floor Buses from a minimum of \$121,602 to a maximum of \$300,000.**

**And that Council provide pre-budget approval for the use of funding from Project B1223.0000 Specialized Transit to support Project 35000.0000 9 metre Low Floor Buses to a maximum of \$312,344.**

**Background and Analysis**

The purpose of the report is to update Council that one (1) new 9-metre (30ft) bus, which was previously approved by Council has been ordered. It is recommended that Council approve the purchase of a second 9-metre (30 ft) low floor fully accessible transit bus through the current request for proposals (RFP) process.

This report will also update Council on our latest discussions with senior levels of government (the province) as it relates to transit funding including other initiatives like transit shelters, on-demand services and additional infrastructure to support the transit system.

Earlier this year, the Town issued a request for proposals (RFP) for the purchase and delivery of a single 9-metre (30 ft) transit bus, with the option to procure a second bus at the same price. Proposals for the acquisition closed February 28, 2024. The Town received one (1) proposal from Grande West Transportation Inc. A proposal review team determined that the specifications outlined in the bid submission met or exceeded the Town's requirements and therefore, recommended opening the financial component proposal of the bid. The price provided for the bus is \$633,000 (excluding taxes). The supplier has indicated that delivery time of approximately 12 months should be expected and is out of the control of staff.

The purchase of one (1) 9-metre, low floor bus was previously approved by Council and requires no further funding.

In 2020, the Town was successful in obtaining ICIP (Investing in Canada Infrastructure Program) – Public Transit Stream funding for upgrades to its transit system. The total project was approved at a cost of \$2,093,750, with \$558,403 being Town funded and \$1,535,347 being shared by the Provincial and Federal government.

The original scope included one (1) 9-metre (30ft) low floor bus, one (1) specialized transit bus, a transit transfer station, bus stops and shelters, and route expansion. The grant was approved as one (1) individual project, so the Town was permitted to reallocate grant funding as required between the various sub-components of the initial project. This has been reflected in the capital budget over the last few years.

The 2021 budget included a project for two (2) 9-metre (30ft) buses and the route expansion totalling \$1,265,910; \$337,618 was Town funded and the remaining \$928,292 was funded from the Provincial and Federal government.

In 2021 the project was not completed, and therefore carried forward ("CF") into 2022 (no additional funding was approved by Council). The process at that time, for carrying forward projects with grant funding, was to only reflect the Town portion of the project, hence only \$337,618 was shown in the budget in 2022.

In April 2022, as part of staff report INS 2022-016 and Resolution 2022-152 Council approved the purchase of mini-buses for the on-demand transit system. As such, it was determined that only one (1) 9m bus was required. As a result, the budget was reduced to a total of \$500,000 and the remaining \$765,910 was reallocated to the Transit Transfer Station Project. Once again, only the Town portion of \$133,350 is shown as allocated in the budget documents.

Breaking down the \$500,000 capital cost, the Town is expecting \$366,650 in ICIP Funding (not shown in budget) and therefore, the Town portion would be \$133,350. This was not additional approved funding, but rather carry-forward funding reduced from the \$337,618 shown in 2022. The remaining \$204,268 was reallocated within the budget.

In summary, the existing Transit Capital Program includes the following funding for transit buses:

<b>Expenses:</b>	
<b>One (1) 9m Bus</b>	\$500,000.00
<b>Funding:</b>	
<b>ICIP Public Transit Fund</b>	\$366,650.00
<b>Town of Orangeville</b>	\$133,350.00

In 2023, Town staff submitted a second application to ICIP Public Transit, which was approved. The Project was for the Battery Electric Bus (“BEB”) Feasibility Plan, followed by the installation of 2-3 charging stations to support future deployment of electric buses in Orangeville. The total project cost was approved for \$455,950 with \$334,348 being government funded and \$121,602 being Town funded. The BEB study was sufficiently covered by previously approved Town funding as well as support from the Zero Emission Transit Fund grant. As for the 2-3 charging stations, we are still several years out for implementation and given the constraints on our current fleet and likely future opportunities for grants related to electric fleet, staff felt as though this grant funding would be better suited for the replacement of our current fleet.

In 2024, the province announced that municipalities who had received ICIP funding could apply for a scope change and “flex” the remaining unspent funding to better suit the needs of their transit systems, including moving funds from one project to another. After several meetings with the province, Town Staff submitted a scope change to seek approval to move unspent funds.

The revised or new project scope would include:

- the Transit Transfer Station (Transit Hub, previously completed),
- two (2) 9-metre (30 ft) low floor buses.
- route expansion including construction of concrete pad bus stops and shelters.
- Reallocation of funding from the BEB study/Charging Station project into the Replacement Bus/Transfer Station/Route Expansion project.

The transfer of funds (within the program) would provide the Town with sufficient funding to complete this project.

The significant change to the 2020 funding application project is to replace the Specialized Transit Bus with a 9-metre (30 ft) low floor bus. This project is currently earmarked in the 2025 budget as project B1223.0000. At this point in Orangeville’s Transit’s operations, staff are of the opinion that the allocated funding would be better spent updating the accessible low floor buses to better service more of the residents of Orangeville. Moving forward and in subsequent years, staff will be reviewing On-

demand transit that includes an accessible component for those residents with mobility issues who may not be able to use or access “standard” transit. As a result of this proposed change, The Town would not be going forward with the specialized transit bus as noted in the 2025 budget, but rather utilize that funding for the purchase of the additional bus in the current year. Staff will commit to revisiting this during 2025 and ensuring that specialized transit options are brought forward for Council’s consideration during the 2026 Budget process.

To take advantage of the time sensitive opportunity that was announced earlier by the ICIP Grant Program, Transportation Staff in cooperation with Finance submitted a scope change and transfer request to the Province on March 15, 2024. Staff spoke with the province to obtain an update when this report was initially written. At the time of submitting this report to the Clerk for circulation to Council, the Province had indicated that the report was received and was being reviewed by the funding team. Staff have not heard any further updates at this time.

Currently, the Town has sufficient funding in the budget for the purchase of one (1) 9-metre (30 ft) transit bus, with reallocation of some unspent funding in the Transfer Station Project. In order to move this initiative forward and be able to purchase the additional 9-metre (30 ft) transit bus, Staff recommend that Council provide approval with costs and funding outlined in the financial impact section below.

With regard to external funding supports, there are currently two (2) outcomes possible for the purchase of the additional 9-metre (30 ft) low floor bus:

1. The Provincial and Federal Government approve the scope change submitted by staff, as outlined in the report above; or
2. The Provincial and Federal Government **does not** approve the scope change outlined in the report above.

The Financial implications under both of these outcomes are further outlined in the financial impact section of this report.

Staff will continue efforts to further grow the transit system by exploring options to extend coverage, add transit infrastructure like shelters and concrete pads while maintaining a reliable source of transportation for residents and transit riders.

As noted above and to re-iterate, the initial funding for one (1) 9-metre (30 ft) bus was previously approved by Council and therefore requires no further funding. The purchase or acquisition of the second 9-metre (30 ft) bus would require additional funding to a maximum of \$300,000, from General Capital Reserve Funds as described in the financial impact section below.

**Strategic Alignment**

**Strategic Plan**

Strategic Goal: Municipal Services Objective: Respectful of Cost and Impact to Community

**Sustainable Neighbourhood Action Plan**

Theme: Transportation System

Strategy: Promote more sustainable and efficient transportation options

**Notice Provisions**

N/A

**Financial Impact**

The total cost to purchase two (2) 9-metre (30 ft) low floor buses is \$1,288,282, including the non-refundable portion of HST. Adding a 10% contingency, the cost would be \$1,417,110. As noted above, the current funding allocation for budget purchases is just \$500,000.

The Transit Transfer Station project has been completed, however, there will be some minor spending left in 2024. There is approximately \$330,000 remaining in this project, including grant funding.

Below are summaries of the potential funding scenarios, based on the response outstanding from senior government agencies.

Funding Scenario 1 - Provincial and Federal Government **approve** the scope change:

<b>Expenses:</b>		
Two (2) 9-metre (30 ft) Low Floor Buses	\$1,288,282	
Contingency (10%)	\$128,828	
		\$1,417,110
<b>Funding:</b>		
Existing ICIP Public Transit Funding	\$366,650	
Additional ICIP Public Transit Funding	\$334,348	
Existing Levy Funded Allocation	\$133,350	

<b>Additional Contribution from General Capital Reserve Fund*</b>	<b>\$121,602</b>	
Re-allocation of Transit Transfer Station Funding – Levy Portion	\$135,000	
Re-allocation of Transit Transfer Station Funding – ICIP Portion	\$195,000	
Pre-Budget Approval of 2025 Funding – Levy Portion	\$83,302	
Pre-Budget Approval of 2025 Funding – ICIP Portion	\$229,042	
		\$1,598,294
<b>Excess Funding Available**</b>		<b>\$181,184</b>

\*Mandatory Town contribution for ICIP funded project spending

\*\*Any excess funding at project conclusion could be re-allocated for future Bus Stops / Transit Shelters

Funding Scenario 2 - Provincial and Federal Government **decline** the scope change:

<b>Expenses:</b>		
Two (2) 9-metre (30 ft) Low Floor Buses	\$1,288,282	
Contingency (10%)	\$128,828	
		\$1,417,110
<b>Funding:</b>		
Existing ICIP Public Transit Funding	\$366,650	
Existing Levy Funded Allocation	\$133,350	
<b>Additional Contribution from General Capital Reserve Fund*</b>	<b>\$300,000</b>	
Re-allocation of Transit Transfer Station Funding – Levy Portion	\$135,000	
Re-allocation of Transit Transfer Station Funding – ICIP Portion	\$195,000	
Pre-Budget Approval of 2025 Funding – Levy Portion	\$83,302	
Pre-Budget Approval of 2025 Funding – ICIP Portion	\$229,042	
		\$1,442,344
<b>Excess Funding Available**</b>		<b>\$25,234</b>

\*\*Any excess funding at project conclusion could be re-allocated for future Bus Stops / Transit Shelters

To summarize, by accepting the recommendations of this report, Council would be approving the following, to allow for the immediate order of two (2) 9-metre (30 ft) low floor buses:

1. Re-allocation of Transit Transfer Station funding of approximately \$330,000
2. Use of General Capital Reserve Funds from a minimum of \$121,602 to a maximum of \$300,000.
3. Pre-budgetary approval of Project B1223.0000 Specialized Transit, and reallocation of \$312,344.

Respectfully submitted

Prepared by

Tim Kocialek, P. Eng. PMP  
General Manager, Infrastructure Services

Tony Dulisse, CET  
Manager, Transportation & Development

**Attachment(s):**

N/A

**From:** [REDACTED]  
**To:** [ClerksDept](#)  
**Subject:** April 29 ,2024 Animal control Bylaw Meeting  
**Date:** Friday, April 12, 2024 2:42:56 PM

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I wish to comment on the upcoming discussion on the allowance of people being allowed to stroll at the Farmers Market and along Broadway St during your Sales days in July. Last year I attended the Farmers Market and a man with a python snake wrapped around his neck strolling the Market. Terrified I quickly left and was very upset as I have an extreme fear of snakes. I called the people of the Market and was told I would have to call O.P.P. I decided not to go back to the Market but the next week went up to the July B.I.A. sale and first person I see on the street is the man with the python around his neck . Needless to say my daughter and I left without having enjoyed the sale. Can this be reined in as I am sure not everyone would enjoy this snake not being enclosed in a cage.

I am unable to attend your meeting.

Yours truly,  
Pat Lambertus 2 Westale Ave. ORANGEVILLE . 70 year resident of Orangeville.

Dear Mayor & Members of the Orangeville Town Council,

I am writing to you as a concerned resident of the Hansen Road community to address the prolonged construction project that has significantly impacted our neighbourhoods. Over the past decade, the construction activities in our area have caused various negative consequences for the residents, and we are seeking relief in the form of a land tax rebate.

The construction on Hansen Road has resulted in several adverse effects on our community, including but not limited to:

1. **Emergency Access:** The communities of Veterans Way remain isolated with no access to transit and delayed access to municipal services, such as fire, ambulance, and police. Additionally, residents are concerned about evacuation routes due to the single road access.
2. **Traffic Congestion:** The influx of dump trucks and construction vehicles has caused traffic congestion, leading to line-ups and near accidents on multiple occasions.
3. **Dust / Dirt:** Construction activities have left behind a large portion of barren landscape, causing dust storms, coating our homes and cars, resulting in respiratory issues for some residents.
4. **Construction Noise:** Residents have endured years of construction noise, particularly during the summer months.
5. **Improper Storage of Heavy Machinery:** Some residents on Mason Street had heavy equipment parked just outside of their backyards all summer, posing safety hazards and diminishing the quality of life for those residents.
6. **Road Debris:** Debris from the construction site has littered the roads, posing hazards to both vehicles and pedestrians.
7. **Destruction of Scenery:** The prolonged construction has marred the natural beauty of our surroundings, adversely impacting the aesthetic appeal of our neighbourhood.

Furthermore, it has come to our attention that the developer responsible for the project lacks the necessary funds to complete the construction in-year, prolonging the ordeal for residents without a clear resolution in sight.

In light of these issues, we kindly request that the Orangeville Town Council consider providing a land tax rebate to affected residents as a form of compensation for enduring the negative impacts of the prolonged construction period.

We believe that a land tax rebate would not only acknowledge the hardships faced by residents but also serve as a measure to alleviate some of the financial burdens incurred as a result of the construction activities.

In addition to the information above, we have collected petition signatures from households in the area on [change.org](https://change.org). Please see the following link for details and review comments: <https://chnq.it/dnzR7yvx2q>

We appreciate your attention to this matter and look forward to a favourable response from the Orangeville Town Council. Thank you for your consideration.

Sincerely,

Shane Moores

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**From:** Sherry Brake [REDACTED]  
**Sent:** Monday, March 18, 2024 9:32 PM  
**To:** ClerksDept <clerksdept@orangeville.ca>  
**Subject:** Noise Pollution - 15 Benjamin Cres.

Good evening,

In light of the review of the revised noise by-law, I have the attached complaint of Noise pollution; *any form of sound that disrupts a natural ecosystem or causes a person's property to become unusable or unpleasant.*

Myself and my neighbours would greatly appreciate that the Town consider extending the noise by-law to address the unnecessary use of engine brakes at the Riddell Rd & CR 109 intersection.

Sherry Brake  
15 Benjamin Cres.  
Orangeville ON L9W 5H1  
Phone: [REDACTED]  
Email: [REDACTED]

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## Corporate Services

### Noise Reporting Package

The Town recognizes that noise impacts our quality of life and that is why the Town regulates noises which disturb, or are likely to disturb inhabitants.

The first step in the noise reporting process is to complete and submit the Noise Report Witness Form and Noise Report Record Form. Once the completed documents have been received By-law staff will complete a review and notify you as to whether or not a Notice of Violation will be issued. The decision to issue a Notice of Violation is based on a review of the evidence and whether there is a reasonable prospect of conviction. Please provide photocopies of any documents you submit and retain the originals as you may be required to produce them as evidence in court.

If a Notice of Violation is issued you are required to monitor and document the noise on a second Noise Record document over a subsequent two week period.

If the situation is not satisfactorily resolved, and upon receipt of the second Noise Reporting Record Form, legal action will be initiated and the property owner and/or person responsible for the noise will be required to attend Court.

At a first court appearance, the individual(s) charged are given the opportunity to plead guilty, at which time the Court may impose a penalty. If the individuals plead not guilty the matter is adjourned and court date will be set for a trial. You will be notified and must appear in Court with your noise records on the set court date in order for a trial to proceed.

Please be advised that your name, address and phone number is confidential when the Town of Orangeville receives your complaint. However, if the matter proceeds to Court your name and that of any witnesses becomes part of the public record.

Please find enclosed the following documents:

- (i) Noise Reporting Witness Questionnaire **(which must be completed in full and returned)**
- (ii) Noise Reporting Record Form **(which must be completed in full and returned)**

**Please forward your completed Noise Reporting Witness Questionnaire and Noise Reporting Record to 87 Broadway, Orangeville, ON L9W 1K1 by mail, in person, or email to [bylaw@orangeville.ca](mailto:bylaw@orangeville.ca)**

In addition to this process, you may wish to seek independent legal advice as there may be various civil remedies available to you.

If you have any questions or require clarification on the noise reporting process, please contact our office at [bylaw@orangeville.ca](mailto:bylaw@orangeville.ca) or 519-941-0440.

## Noise Reporting Witness Form

Date: March 18, 2024	
Name: Sherry Brake	
Address: 15 Benjamin Cres	
City/Town: Orangeville	Postal code: L9W 5H1
[Redacted]	
Location of Noise (Address): Riddell Road at Montgomery	

**The following questions must be answered in order to assist in the Prosecution of a Noise By-law violation. Corroborating witnesses must also complete this questionnaire:**

a) Proximity of residence to where noise is emanating from?

**55 feet**

b) How long has the noise been a concern?

20 plus years and has increasingly gotten worse in the last 3 years.

c) What attempts, if any, have you taken to advise the person making the noise of your concerns and what was the result?

Those making the noise are transport trucks applying engine brakes in both directions on Riddell Road, the hill is not steep enough to necessitate the need to use engine brakes in either direction. There is a sign to attempt to prohibit this, however there is no by-law in place to prevent transport trucks from applying engine brakes. This is not something that is policed with a fine to prohibit the action. Further, the existing wood fence does nothing to block the noise and allow quiet enjoyment even inside my home with all windows closed.

d) Describe how the noise affects your quality of life and what changes have you made to mitigate the effects?

I have two bedrooms that back onto Riddell, the application of transport engine brakes wakes our children, prevents them from opening their windows and getting increasing worse. I work from home, in a room on the main floor at the front of the house, this noise often is heard by participants when I am on calls. Our back yard is rendered useless as the noise is very disturbing above and beyond the typical traffic noise. We have stopped utilizing our backyard, and continuously keep our windows closed to attempt to block out the noise.

If this was policed and fines were applied this would be a step in the right direction. Further, as traffic increases proper noise fences should be in place to promote quiet enjoyment on our properties.

e) How do you know where the noise is emanating from?  
It is extremely obvious. I welcome you to witness it, I encourage you to simply take a stroll through the park. It will not take long for a transport truck to apply the engine brake and disturb your quiet enjoyment as well.

**Should charges be laid for violations of the Town of Orangeville's Noise By-law, I am prepared to appear in Court as a witness and provide evidence as shown in the Noise Reporting Record Form.**

## Noise Reporting Record Form

Noise Location (Address):

**15 Benjamin Crescent,**

Please provide the specific times and dates that you are disturbed:

Date	Start Time	End Time	Describe Noise	How are you disturbed?
March 18	5:20am	5:21	Engine Brakes	Woken up out of sleep
March 18	6:47	6:48	Engine Brakes	Woken up out of sleep
March 18	8:22	8:23	Engine Brakes	Quiet enjoyment disturbed
March 18	9:11	9:12	Engine Brakes	Disturbing Working from Home
March 18	9:55	9:56	Engine Brakes	Disturbing Working from Home
March 18	10:32	10:33	Engine Brakes	Disturbing Working from Home
March 18	11:01	11:02	Engine Brakes	Disturbing Working from Home
March 18	11:47	11:48	Engine Brakes	Disturbing Working from Home
March 18	12:14	12:15	Engine Brakes	Disturbing Working from Home
March 18	3:29	3:30	Engine Brakes	Disturbing Working from Home
March 18	4:45	4:46	Engine Brakes	Quiet enjoyment disturbed
March 18	7:10	7:11	Engine Brakes	Quiet enjoyment disturbed
March 18	7:52	7:53	Engine Brakes	Quiet enjoyment disturbed
March 18	9:20	9:21	Engine Brakes	Quiet enjoyment disturbed

Note: Noise for a minimum of a two week period is to be documented on this form. You will be required to record the noise on this form for a further two week period after a Notice of Violation has been issued by the Town. Please have all other witnesses use this form for compiling a record of the noise.

Name (please print): <b>Sherry Brake</b>	Signature: <b>Sherry Brake</b>
Date: <b>March 18, 2024.</b>	Your address: <b>15 Benjamin Cres.</b>

Personal information on this form is collected under the authority of the Municipal Act, SO 2001, c. 25 and is collected for the purpose of enforcing the Town's Noise By-law. Questions about the collection of personal information should be directed to the Town Clerk, 87 Broadway, Orangeville, 519-941-0440, [clerkdept@orangeville.ca](mailto:clerkdept@orangeville.ca)



**NOTICE OF PASSING OF BY-LAW NO. 2024-14  
BY COUNCIL OF THE COUNTY OF DUFFERIN  
TO ADOPT DUFFERIN COUNTY OFFICIAL PLAN AMENDMENT NO. 4**

**TAKE NOTICE** that the Council of the Corporation of the County of Dufferin passed By-law No. 2024-14 on March 14, 2024 pursuant to Section 26 of the Planning Act, R.S.O., 1990, C.P.13, as amended.

**THE PURPOSE AND EFFECT** of By-law No. 2024-14 is to adopt Dufferin County Official Plan Amendment No. 4 which is the third and final phase of the County's Municipal Comprehensive Review (MCR) to bring the Dufferin County Official Plan into conformity with the Provincial Growth Plan, A Place to Grow: Growth Plan for the Greater Golden Horseshoe (Growth Plan) (Office Consolidation 2020), to ensure that it has appropriate regard for matters of Provincial interest, and is consistent with the Provincial Policy Statement, 2020. Official Plan Amendment No. 4 relates to the policies of the Official Plan that address general strategy to govern development growth throughout the County. These include general policy updates relating to housing options, climate change, Employment Lands, implementation, and interpretation. This also includes updates to key policy definitions for the purposes of conformity and to simplify policy wording.

A copy of the Official Plan Amendment is available on Dufferin County's website <https://www.dufferincounty.ca/sites/default/files/dccss/2024-14%20OPA%204.pdf>

Additional information is available on Join In Dufferin <https://joinindufferin.com/dufferin-county-municipal-comprehensive-review>

Official Plan Amendment No. 4 applies to the whole of the County of Dufferin and therefore, a key map is not provided with this notice.

**PUBLIC INPUT** in the form of oral submissions at the public meeting and written submissions in advance of the public meeting was received by the County. Prior to Council adopting the amendments to the Dufferin County Official Plan, an open house was held on February 14, 2024 and a public meeting was held on March 14, 2024 in accordance with the Planning Act. Summaries of the written submissions received regarding the amendment to the Dufferin County Official Plan, the County's responses to the submissions, and the effects of the submissions on the decisions of Council, are

included in the March 14, 2024 Statutory Public Meeting agenda package and as part of Item #7.4 in the Regular Dufferin County Council agenda. The March 14, 2024 agenda packages are available on the County's website

<https://www.dufferincounty.ca/council/council-meetings>

**AND TAKE NOTICE THAT** any person or public body will be entitled to receive notice of the decision of the approval authority, being the Ministry of Municipal Affairs and Housing, if a written request to be notified of the decision (including the person's or public body's address) is made to the approval authority. Requests to be notified must be made to:

Ministry of Municipal Affairs and Housing  
Municipal Services Office – Western  
659 Exeter Road, 2<sup>nd</sup> Floor  
London, ON N6E 1L3  
Attn: Dellarue Howard  
Email: [Dellarue.Howard@ontario.ca](mailto:Dellarue.Howard@ontario.ca)

Dated this 26<sup>th</sup> day of March, 2024

Michelle Dunne, Clerk

W. & M. Edelbrock Centre

30 Centre Street, Orangeville, ON L9W 2X1

Phone: 519-941-2816 ext. 2504

Email: [clerk@dufferincounty.ca](mailto:clerk@dufferincounty.ca)



374028 6TH LINE • AMARANTH ON • L9W 0M6

March 12, 2024

Hon. Paul Calandra  
Minister of Municipal Affairs and Housing

Sent by email to: [Paul.Calandra@pc.ola.org](mailto:Paul.Calandra@pc.ola.org)

**Re: Operational Budget Funding**

At its regular meeting of Council held on March 6, 2024, the Township of Amaranth Council passed the following resolution.

**Resolution #: 4**

**Moved by:** G Little

**Seconded by:** A. Stirk

Whereas all Ontario municipalities are prohibited from running budget deficits for operating purposes, and;

Whereas all Ontario municipalities have similar pressures with respect to aging infrastructure and operating costs for policing, and;

Whereas the City of Toronto has recently received Provincial funding to cover a \$1.2 billion dollar operating shortfall and approximately \$12 million in Federal and Provincial funding for their Police operating budget, and;

Whereas the City of Toronto has the lowest tax rates in the Province, approximately 40% less than the average Dufferin rural municipal tax rate.

**Be it Resolved That** the Township of Amaranth call on the Province of Ontario to treat all municipalities fairly and provide equivalent representative operational budget funding amounts to all Ontario municipalities.

**CARRIED**

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

Yours truly,

Nicole Martin, Dipl. M.A.

CAO/Clerk

C: Premier of Ontario; AMO; Ontario Municipalities

**From:** [REDACTED]  
**To:** [Council Agenda](#)  
**Subject:** Concerns with staff report INS-2024-022, Transit Bus Procurement.  
**Date:** Friday, April 26, 2024 11:32:20 AM

---

Hello Mayor, Deputy Mayor and Councillors,

I am writing to express my concern regarding staff report INS-2024-022, Transit Bus Procurement.

On page 2 of the report, it's indicated Grande West Transportation meets or exceeds the Town's requirements for a new bus.

Report INS-2024-022 Page 2

Earlier this year, the Town issued a request for proposals (RFP) for the purchase and delivery of a single 9-metre (30 ft) transit bus, with the option to procure a second bus at the same price. Proposals for the acquisition closed February 28, 2024. The Town received one (1) proposal from Grande West Transportation Inc. A proposal review team determined that the specifications outlined in the bid submission met or exceeded the Town's requirements and therefore, recommended opening the financial component proposal of the bid. The price provided for the bus is \$633,000 (excluding taxes). The supplier has indicated that delivery time of approximately 12 months should be expected and is out of the control of staff.

Currently Grande West Transportation currently supplies busses to the Town, but these are the buses that have mechanical issues.

One councillor went on record and referred to the buses as "lemons" at the February 26 2024 council meeting.

From the February 29, 2024 Orangeville Citizen:

While it's nice to see such a substantial increase in riders, Councillor Joe Andrews said he's concerned about the status of three buses in the Orangeville Transit fleet.

Problems with buses have been a contentious discussion at various times, he said.

"We have three lemons that, unfortunately, are posing some significant challenges for a variety of people who have spoken here at council about accessibility," Andrews said.

The transit report indicated the purchase of a new, bigger bus is in the works. But that doesn't address the three problematic vehicles.

Andrews asked if there was a plan to get rid of the three lemon buses.

Previous staff reports outline issues with the Vicinity fleet. Vicinity is the new name for Grande West Transportation

Staff report INS-2024-008, February 26, 2024

The Town's current fleet includes:

- 2016-01 30ft Vicinity Bus (Bus 601) that was put into service in December 2016;
- 2016-02 30ft Vicinity Bus (Bus 602) that was put into service in August 2017;
- 2018-01 30 ft Vicinity Bus (Bus 801) that was put into service in May 2018; and
- 2019-01 30 ft Alexander Dennis Bus (Bus 901) that was put into service in August 2019.

Currently and at the time of writing this report, there has been some mechanical issues with the fleet. The following is a brief summary of those issues that have led to significant down times and having to use non-transit buses to keep the routes serviced.

#### Bus #601 – 2016 Vicinity Bus

(Currently not in Service)

Current Status: Bus #601 was taken off the road Monday, February 5, 2024. The bus is currently waiting on parts for the rear axle and brakes.

- Check Engine Light which led to further diagnostic testing and revealed additional deficiencies.
- Front Engine Maintenance, possible mechanical issues. Further testing revealed that significant engine maintenance was required.
- Annual inspection – brake pressure failure revealed valve leaking and other safety issues that required attention.

Bus #602 - 2015 Vicinity Bus

(Currently not in Service)

Current Status: Bus #602 will be sent to Mississauga Bus for diagnostic testing, air tank repairs and other maintenance repairs on February 5, 2024. Scheduled diagnostic testing may reveal other deficiencies and extend the down time.

The following list outlines some of the more major issues experienced with this vehicle in 2023.

- Brake Pedal Malfunctioning, repair parts required.
- Engine Maintenance & Repairs – delays experienced with availability of parts.
- Servicing – Brake Inspection led to further diagnostics and revealed other safety issues requiring repairs.

Bus #801 – 2017 Vicinity Bus

(Currently not in Service)

Current Status: Bus #801 is currently in the shop waiting for parts and servicing on the heating and cooling units. The parts needed for this repair are still on order and have not been received by Mississauga Bus.

The following list outlines some of the more major issues experienced with this vehicle in 2023.

- Semi- Annual Inspection – Engine and Exhaust issues were encountered resulting in the replacement of filters and other safety equipment where parts were not readily available.
- 2<sup>nd</sup> Semi Annual Inspection – revealed that front, rear brakes and repairs to other safety features were required, and parts were not readily available.
- Engine diagnostic revealed significant issues requiring significant repairs and down times. Parts supply took longer than expected to procure.

Report 2023-053, August 14 2023:

The Town's current fleet includes:

- 2016-01 30ft Vicinity Bus that was put into service in December 2016;
- 2016-02 30ft Vicinity Bus that was put into service in August 2017;
- 2018-01 30 ft Vicinity Bus that was put into service in May 2018; and
- 2019-01 30 ft Alexander Dennis Bus that was put into service in August 2019.

Currently and at the time of writing this report, there has been some mechanical issues with the fleet. Here is a brief breakdown of those issues:

1. 2016-01 – the Exhaust Gas Recirculation System has failed. This system is crucial for the operation and efficiency of the diesel engine. After being sent for repairs, we expect to have the bus back in service by July 24, 2023.
2. 2016-02 – The rear end component of this bus failed earlier in July. The repairs to the rear end have been completed. A road and diagnostic test revealed a problem with the air conditioning unit. Repairs are currently underway. No estimated time for return to service at this point in time. However, the plan is to have this bus back into service when the air temperatures drop, and air conditioning is not required.
3. 2018-01 – This air conditioning unit on this bus has failed. With the hot temperatures it was removed from service. The estimated time for repair and replacement of the air conditioning unit is November 2023. However, the plan is to have this bus back into service when the air temperatures drop, and air conditioning is not required.
4. 2019-01 – The air bags that lower and raise the bus for access into the unit have failed and need to be replaced. There is no supply available in Canada currently. However, Staff is working with the Operator to obtain a replacement through other sources. It is hoped that we can secure one shortly and have this bus back in service by early August.

Please keep all of this in mind when reviewing the staff report.

Thank you,

Matthew Smith



## Minutes of Age Friendly

January 16, 2024, 1:00 pm  
Electronic and In-Person Participation - Age Friendly  
The Corporation of the Town of Orangeville  
(Chair and Secretary at Town Hall - 87 Broadway)  
Orangeville, Ontario

Members Present: Councillor Macintosh  
L. Banks  
M. Chapman  
C. Hamilton  
K. Jack  
V. Petho, connected virtually

Staff Present: S. Doherty, Manager, Recreation and Events  
T. Dulisse, Manager, Transportation and Development  
L. Raftis, Assistant Clerk

### 1. Call to Order

The meeting was called to order at 1:00 p.m.

### 2. Disclosures of (Direct or Indirect) Pecuniary Interest

None.

### 3. Adoption of Minutes of Previous Meeting

**2024-001**

**Moved By** M. Chapman

**That the minutes of the following meeting are approved:**

#### 3.1 2023-11-21 Age Friendly Committee Minutes

**4. Presentations**

**4.1 Ajaypal Sahdra - Caledon Meals on Wheels**

Ajaypal Sahdra provided a presentation with respect to the Caledon Meals on Wheels and answered questions from the Committee.

The Committee discussed volunteer opportunities and routes.

**5. Items for Discussion and Reports**

**5.1 Senior Discount Update**

Note: This item was presented after item 5.4.

The Committee discussed businesses that offer a seniors discount and next steps for compiling a fulsome list.

**5.2 Transit Update**

Tony Dulisse, Manager, Transportation and Development spoke to bus maintenance, free fare pilot project, route adjustments, bus procurement, and on demand services.

**5.3 Senior of the Year Nominations**

Sharon Doherty, Manager, Recreation and Events spoke to the Senior of the Year Nominations and award process.

Note: Lindsay Raftis, Secretary to circulate formal process to the Committee.

**5.4 Upcoming Guest Speaker**

**Meeting Date:** March 19, 2024

**Guest Speaker:** Althea Alli, Founder and President

**Organization:** Dufferin County Multicultural Foundation

**6. Correspondence**

**2024-002**

**Moved By** C. Hamilton

That the following correspondence be received:

**6.1 Correspondence - Building Healthy Communities Virtual Conference**

**Carried**

**7. Announcements**

The Committee discussed the creation of a snow removal and grass cutting program for seniors.

Councillor Macintosh advised the senior discount at Zehrs is now Thursday.

**8. Date of Next Meeting**

The next meeting is scheduled for Tuesday, March 19, 2024 at 1:00 p.m.

**9. Adjournment**

**2024-003**

**Moved By** C. Hamilton

That the meeting be adjourned at 2:30 p.m.

**Carried**

## Orangeville Police Services Board Regular (Public Session) Meeting

**Location:** - Electronic Participation Conducted Online via Microsoft Teams & in person at Town Council Chambers

**Conference ID:** 406 384 263#

**Telephone No:** 1-289-801-5774

**Date/Time:** - Tuesday, Jan. 16, 2024, at 5:00 p.m.

**Present:** Chair T. Taylor  
Vice-Chair I. McSweeney (through Microsoft Teams)  
Member Lisa Post  
Member K. Krakar (through Microsoft Teams)  
Exec. Asst. M. Archer

**Guests:** Insp. Mike Di Pasquale (New Dufferin Detachment Commander)  
Ret'd Captain Kevin Junor - Dufferin County Canadian Black Association (DCCBA)  
Raylene Martell, Town Clerk  
David Smith, Town CAO

### Minutes

#### 1. Call to Order

The meeting was called to order at 5:04 p.m.

#### 2. Disclosures of (Direct or Indirect) Pecuniary Interest and Preliminary Matters

None

#### 3. Approval of Agenda

Recommendation:

Motion that the Board discuss and approve the Agenda for the Jan. 16, 2024, Orangeville Police Services Board Regular (Public Session) Meeting.

Moved by: Member Post

Seconded by: Member Krakar

All in favour

Carried.

#### **4. In-Camera Meeting (Board plus invited guests only)**

Recommendation: Convene into In-Camera Session.

Motion that at 4:00 p.m. the Board convene into the In-Camera Session of this meeting under Part III, Section 35(4) of the Police Services Act.

Moved by: Vice-Chair McSweeney

Seconded by: Member Krakar

All in favour

Carried.

#### **5. Public Session**

Recommendation: Convene into Public Session.

Motion that at 5:04 p.m. the Board reconvene into the Public Session of this meeting.

Moved by: Member Krakar

Seconded by: Member Post

All in favour

Carried.

#### **6. Election of Chair and Vice Chair.**

##### **6.1 Call for nominations from the Board for the position of Chair.**

Chair Taylor was nominated by Member Post for re-appointment as Board Chair.

There being no other nominations, Chair Taylor's re-appointment was acclaimed.

##### **6.2 Call for nominations form the Board for the position of Vice-Chair**

Vice-Chair McSweeney was nominated by Member Post for re-appointment as Board Vice-Chair.

There being no other nominations, Vice-Chair McSweeney's re-appointment was acclaimed.

#### **7. False Alarm Reports – (see attached reports, Alarms Dec. 1 - 15 2023, Alarms Dec. 16 – 30, 2023 (sorted by loc.)), Town Clerk,**

## **Raylene Martell will speak to having a False Alarm Bylaw and Fee Schedule.**

### Board Review and Discussion:

- Raylene advised that currently businesses and residences with false alarms are just receiving a warning.
- Raylene Martell advised that the Town Supervisor of Bylaw Services, Kevin Wiedekowsky has drafted a False Alarm Bylaw to be presented to Council.
- Raylene asked the Board if they want the Bylaw to be administered and enforced by the Town Bylaw staff or by the OPP.
- The Board advised that implementation and enforcement of the Bylaw should come from the Town of Orangeville
- Vice-Chair McSweeney asked if the draft Bylaw contains a dispute resolution process. Raylene advised she was not aware of such a provision and Vice-Chair McSweeney recommended that this be considered by Council in finalizing the Bylaw.

### Recommendation:

Motion that the Board receive the above documents and information provided by Raylene Martell, Town Clerk and recommend that a False Alarm Bylaw be initiated by the Town of Orangeville.

Moved by: Vice-Chair McSweeney

Seconded by: Member Post

All in favour

Carried.

## **8. Community Awareness - Dufferin County Canadian Black Association (DCCBA) – Presentation by Ret'd Captain Kevin Junor of DCCBA on the work the DCCBA is doing in the community.**

### Board Review and Discussion:

- Mr. Junor presented a PowerPoint deck and provided a brief history and explanation of the DCCBA objectives.
- The DCCBA was founded on June 3, 2020, by Shelburne resident Alethia O'Hara Stephenson.
- DCCBA was created after discussions with community members, political leaders, and stakeholders about the growing Black population in Dufferin County and the need to provide a voice, advocacy, a safe space along with educational programs, support services, community outreach and scholarship opportunities benefiting families and businesses within Dufferin County.

Recommendation:

Motion that the Board thank Mr Junor and receive the above excellent presentation.

Moved by: Vice-Chair McSweeney

Seconded by: Member Post

All in favour

Carried.

**9. Inspector Di Pasquale to present, (see attached OPP Orangeville PSB Q4 Report – Oct. and Nov. 2023). Inspector Di Pasquale will also provide an update on the following topics.**

OPP Inspector Di Pasquale provided the Board with a 4th Quarter report (Oct. 1 to Nov. 31, 202 – December data was not yet available) from Orangeville OPP services.

**Highlights** (see report for detailed results)

- There have been 1 conduct complaint.
- In relation to violent crime there has been an increase compared to the same period last year.
- Property crime is down in comparison to the same period last year.
- There has been a decrease in drug trafficking.
- Clearance rates have increased since last year.
- Motor vehicle collisions are up slightly over last year, and the majority of collisions are due to driver inattentiveness.
- The data for Part 1 and Part 3 charges is not yet available for this time period.
- There were 47 false alarms in October/November 2023.
- There were 245 hrs. of foot patrol in October/November 2023.
- The Auxiliary Officer Unit has logged in 243 hrs. October/November 2023. Inspector Di Pasquale indicated that the auxiliary unit is doing a fantastic job, and he is very proud of the great work they are doing in the community such as “Toys for Tots” and Car Seat Clinics”.
- Recent Media Releases: “Dufferin OPP Lay Multiple Charges Over Thanksgiving Long Weekend”. The Dufferin Detachment was one of the leading detachments in the province for enforcement of the Big 4 over the holiday weekend.

- Inspector Di Pasquale urges the public to follow Dufferin OPP on both X and Facebook for timely news releases.

**9.1 Status update on OPP 2023-2025 Strategic Plan**

- The OPP Strategic Plan for 2023-2025 was released on December 22, 2023 and Inspector Di Pasquale will forward it to the Board. It is currently posted on the OPP website.

**9.2 Status update on Dufferin OPP 2023-2025 Action Plan (i.e., the Board Business Plan per O. Reg. 3/99 ASR s.30)**

- Latest available Action Plan released by the OPP is for 2020-2022
  - OPP have released 2 progress reports for the 2020-2022 Action Plan (see two PDF reports OPP Dufferin 2021 and 2022 Action Plan Progress Reports)
  - The Dufferin 2023-2025 Action Plan based on the OPP 2023-2025 Strategic Plan has been completed and is awaiting internal OPP approval before release.
  - In April 2023 the Board provided the OPP with its 2023 input on the 2023-2025 Action Plan which was received by Inspector Terry Ward the previous Detachment Commander.
  - The 2024 Progress report based on the first year of implementation of the 2023-2025 Action Plan will be released at a later date.

**9.3 Status update on Detachment Commander (DC) 2023 Annual Report per O. Reg. 3/99 ASR s.31**

- What is the latest DC Annual Report under ASR s.31.
- Inspector Di Pasquale asked to update Vice-Chair McSweeney offline on the Annual Report status and a meeting has been scheduled for January 22, 2024. Vice-Chair McSweeney will update the Board and report on this matter at the public session of the Board's regular meeting scheduled for March 19, 2024.

**9.4 Status update on 2023 OPP Annual Report per PSA (Police Services Act) s.17(4)**

- Latest available s.17(4) report is for 2021. The status of these reports will also be discussed at the January 22, 2024 meeting and reported to the Board and the public as per the above.

**9.5 ODSS Parking Concerns – Update on enforcement.**

- In the In-Camera session Chair Taylor and Member Post advised they have been involved in this complaint.
- Inspector Di Pasquale advised that officers did respond to the complaint they received on Nov. 10, 2023, and prior to that they had a complaint in October 2021.
- The Inspector advised he will bring it to the attention of his Zone officers for patrol. He advised there is nothing more the OPP can do unless they witness dangerous driving or some other infraction.
- The School has indicated that they are not interested in gating off the parking area as it is used regularly by many after hours and supports the amazing sports opportunities, as well as special events that are held nearby.
- There was a motion that Chair Taylor will follow-up with the School Board to see if they have any further solutions to the concerns.

#### **9.6 Update on School Resource Officer.**

- At the In-Camera session, Inspector Di Pasquale advised that the School Resource Officer role is under review by University of Guelph and the results of this study will be published upon completion and Constable Amy Pitton is currently the school liaison office for Dufferin.

#### **9.7 Black Cat Enforcement – Effectiveness**

- At the In-Camera session Inspector Di Pasquale advised of the following:
  - Inspector Di Pasquale advised that the Black Cat is a tool to measure speed in a specific location and is not used for enforcement purposes. It provides data to assist in effective enforcement.
  - The last time the Black Cat was used in Orangeville was in the summer of 2023. It cannot be used in winter months as it is powered by batteries, and they freeze in the winter.
  - Chair Taylor advised he would like to see it used more regularly and rotated around in different locations in Orangeville from May to October.
  - Inspector Di Pasquale advised that appropriate Town Staff could be trained on its set up and could move it as required. The Inspector will advise of upcoming training dates for the Black Cat.
- There was a motion In-camera authorizing Chair Taylor and Member Post to have a discussion with CAO David Smith on training appropriate Town staff on the effective utilization of the Black Cat.

#### **9.8 CAMSafe Program –**

- CAM Safe is a program aimed at creating a database of residential and commercial security cameras within a community that may act as a resource for police when investigating offences/crime.
- Member Krakar asked how the OPP obtain the camera footage from a resident or business owner and the Inspector advised that the data is generally provided to the OPP on a memory stick or emailed to them and then uploaded to their Records Management System.

Board Review and Discussion:

Recommendation:

Motion that the Board receive the above update provided by Inspector Di Pasquale.

Moved by: Member Post

Seconded by: Vice-Chair McSweeney

All in favour

Carried.

**10. Orangeville Police Services Board January Workplan Review (see attached Final Appendix - Orangeville Police Services Board Work Plan) – Vice-Chair McSweeney to lead discussion.**

**10.1 General Review and Discussion**

**10.2 Performance Review of Executive Assistant**

**10.3 Performance Review of Detachment Commander**

Board review and Discussion:

**10.1**

- Discussion on next steps and booking required special meetings to complete tasks.
- Vice-Chair McSweeney provided a review of the workplan as follows:
  - The workplan will require ongoing adjustment and, like all documents under the Board's new governance framework, will have to be revised prior to April 1, 2024 to reflect compliance under the CSPA.
  - Chair Taylor has been providing regular reports to Town Council as provided by the OPP. Chair Taylor advised that he should also be sharing it with appropriate Town staff.
  - The OPP Strategic Plan for 2023-2025 was released on December 22, 2023 and the corresponding 2023-2025 Dufferin Action Plan is expected to be released soon. See items 9.1-9.4 above.
  - Once released, the 2023-2025 Dufferin Action Plan will be placed before the Board and Town Council and posted on the Board's website.

- Also note that pre-April 1, 2024, Board compliance issues with the consultation requirements relating to the 2023-2025 Dufferin Action Plan will be considered and reported on at the public session of the Board's March 19, 2024 regular meeting.
- 5. EA has placed remuneration/expense claims in the agenda package for Board Approval
- 6. EA included meeting service standards compliance report in agenda package.
- 7. Board received DC's status report.
- 8. EA included Action Register and Workplan on Agenda
- 9. Jan. Tasks
  - a) C/VC meet with/report to the Town on 2023 ASR compliance (see above)
  - b) EA to receive annual receipt of DC equal opportunity procedures per Policy D3(a)
  - c) Annual Board review of Conflict-of-Interest Policy (not required as just recently approved)
  - d) Chair and EA to report to Board in March on review/development of 2024 training/education policy (pending as per development of training modules)
  - e) EA submitted annual remuneration policy for Board approval
  - f) Board to review EA 2023 performance – (see item 10.2 below)
  - g) The Board is to receive the DC.'s Police Service Skills Development & Learning Plan per ASR s.33 a. Vice-Chair McSweeney will follow-up with the Detachment Commander on this at the January 22, 2024 meeting.

## **10.2 Performance Review of Executive Assistant**

Recommendation:

Motion that the EA set up 2 special meetings of the Board, one from which she will be recused, to permit the Board to conduct the EA's annual performance assessment under Policy D3(k) and one, with the EA present, to permit the Board to deliver its assessment and obtain EA feedback.

Moved by: Member Post

Seconded by: Vice-Chair McSweeney

All in favour

Carried.

## **10.3 Performance Review of Detachment Commander**

Recommendation:

Motion that the Board will consider the status of the Detachment Commander performance review under Policy D3(l) at the in-camera session of its March 19, 2024 regular meeting and report in public session.

Moved by: Vice-Chair McSweeney  
Seconded by: Member Post

All in favour

Carried.

## **11. Grant Update – Executive Assistant Archer to provide update on MCRT Enhancement Grant.**

**11.1 Mobile Crisis Response Team (MCRT) Enhancement Grant 2023- 2024.** Mary Lou Archer facilitated application of this grant on behalf of the OPP. Application was made on June 30, 2023, to receive funds to support the salaries of both a full-time and part-time crisis nurses on the MCRT team. On Oct. 6, 2023, email notification was received advising an allocation of \$207,850.64 in 2023-24, has been approved. The Transfer Payment agreement was received and signed and returned to SOLGEN and we are now waiting for first installment. Funds must be spent by end of March 31, 2024, which is the end of the grant term.

Board review and Discussion:

- Executive Assistant will follow-up with her SOLGEN representative on status of the first installment.

Recommendation:

- Motion that the Board receive the above update and Member Post will follow-up with MPP Sylvia Jones about the need for stable funding for such critical roles in our community.

Moved by: Chair Taylor  
Seconded by: Vice-Chair McSweeney

All in favour

Carried.

**12. Review Post- November 21, 2023, and Pre-January 16, 2024, Meeting Service Standards (Vice-Chair McSweeney to lead – see attached November 2023 and January 2024 Service Standards)**

Board Review and Discussion:

- Report on post- November 21, 2023, meeting and pre- January 16, 2024, meeting Service Standards.
- Chair Taylor advised that there was full compliance with the compliance requirements.

Recommendation:

Motion that the Board receive the above attachments and report.

Moved by: Member Post

Seconded by: Member Krakar

All in favour

Carried.

**13. Board Member Claims for Special Remuneration (claims attached) per the Board’s Special Meeting and Assigned Work Remuneration/Expense Reimbursement Policy - Remuneration Approval**

Board Review and Discussion:

- Member Krakar advised that he has a claim for Dec. 12<sup>th</sup> Zone 5 meeting attendance and will send it to the EA.
- Chair Taylor advised that according to Board policy members are responsible to submit their own remuneration/expense claims other than for special meeting attendances when the EA does that on behalf of attending members. Member Krakar’s claim will be included in the next March meeting agenda package.

Total Special Remuneration Claims Submitted (\$540.00)

- **December 12, 2023, Zone 5 Meeting. – Vice-Chair McSweeney (\$100)**
- **December 13, 2023, Police Services Board Members Community of Practice – Mandatory Training Module Development Meeting – Vice-Chair McSweeney (\$100)**
- **December 20, 2023, Police Services Board Members Community of Practice – Mandatory Training Module Development Meeting – Vice-Chair McSweeney (\$100)**

- **January 3, 2024, Police Services Board Members Community of Practice – Mandatory Training Module Development Meeting – Vice-Chair McSweeney (\$100)**
- **Timesheet from Executive Assistant Archer - Jan 3, 2024 –for focused work on the MCRT Enhancement Grant & providing Town Treasurer with an overview of all PSB grants. (\$140.00)**

Recommendation:

Motion that the Board approve the above special remuneration claims/timesheet and direct the Executive Assistant to submit same to the Town for payment.

Moved by: Member Post

Seconded by: Chair Taylor

All in favour

Carried.

#### **14. OPSB Final Remuneration Report Approval (see attached report)**

Board Review and Discussion:

Recommendation:

Motion that the Board receive and approve the above report.

Moved by: Member Post

Seconded by: Vice-Chair McSweeney

All in favour

Carried.

#### **15. Zone 5 Meeting Dec. 12, 2023, Review (see attached word docs – Agenda Dec. 12, and PDF “signed letter to Sol Gen. re Sec. 14 Agreements”, PDF, “Zone 5 Fee Structure and PDF, “Zone 5 Update”) – Vice Chair McSweeney and Member Krakar to provide update.**

Board Review and Discussion:

- Chair Taylor asked Member Krakar to provide a summary of the Zone 5 meeting.
- In response, Member Krakar advised that he had questions for Inspector Di Pasquale as result of information presented by Guelph Police in relation to WSIB premiums being adequately covered to fund claims related to PTSD.
- Member Krakar asked Inspector Di Pasquale three questions.

- 1. Who covers the obligation for WSIB in funding for PTSD Who covers the obligation for WSIB in funding for PTSD. The town or OPP.
  - 2. Are the officers adequately covered?
  - 3. Are we meeting our obligations to ensure its adequately covered.
- Inspector Di Pasquale advised that the coverage is provided by the Provincial Government and yes it meets the WSIB standards.
  - Vice-Chair McSweeney advised that the minutes from the Zone 5 meeting will be circulated to the Board in our next Agenda Package and provided a brief overview of the meeting.
  - Police Services Boards present expressed concern about being compliant with the CSPA in April with the short window of time to prepare.
  - Vice-Chair McSweeney expressed that he is hopeful that there will be sufficient time for Boards to complete required mandatory training.

Recommendation:

Motion that the Board receive the update from Vice-Chair McSweeney and Member Krakar and the above documents.

Moved by: Member Post  
Seconded by: Chair Taylor

All in favour

Carried.

## **16. Action Register Update (see attachment - PSB Action Register as of 03JAN24)**

Board Review and Discussion:

Recommendation:

Motion that the Board receive the attachment and update.

Moved by: Member Post  
Seconded by: Chair Taylor

All in favour

Carried.

## **17. Section 10 Board Governance Framework Reform Project – Vice - Chair McSweeney will provide an update on the following:**

- 17.1** PSB Logo Revision for consideration in conjunction with the expected April 1, 2024 CSPA Regulations in force date (See attached OPP Detachment Logo

Mock-up) – OPP considering intellectual property issues re using OPP logo in alternate Board logo.

- On January 17<sup>th</sup> Vice-Chair McSweeney is meeting with Kim Daynard, A/Manager, Communications Support of Corporate Communications and Strategy Management of the OPP on Wednesday to discuss further.
- Vice-Chair McSweeney will update the Board at the March meeting.

**17.2** Vice-Chair McSweeney to update on CSPA Mandatory Training Modules.

- There will be 5 training modules which will take approximately 3 hours to complete in total.
- There is a saving provision under the CSPA that may permit current members to continue with their Board duties prior to completion of training with Ministerial direction.

**17.3** In force date of Community Safety and Policing Act – issued on December 23, 2023 (see PDF – “23-0085 – All Chiefs Memo”)

- All Chief’s memo came out December 23, 2023, advising that the CSPA is expected to be enacted April 1, 2024.

**17.4** Signed documents from Town of Orangeville – Board to receive – (See PDF signed Board Policies D3(p) and D3(r) (OSPB Business Planning and OSPB Protocol for Info Sharing) and “word doc “Final Governance Cover Memo”)

- The above signed documents were included in the agenda package.

**17.5** Ministry of Inspector General of Policing (See email “Orangeville Police Services Board Governance Reform Project Phase 1” – Board to discuss next steps

Board Review and Discussion:

- Next Steps Include:

Phase 1

- Share with Zone 5 on request and any interested s.10 or s.31 police services board. (Vice-Chair McSweeney has already received a request from another Board)
- Per Policy D3(f) Board has decided as a general rule to post all relevant Board related information (other than any confidential/in-camera information) on Board website for increased public transparency

Phase 2

- Begin the work to revise the Governance Framework to reflect the new CSPA and regulations expected to come into force on April 1, 2024 – note the Ontario Regulatory Registry (ORR) website contains the CSPA legislation and all regulations released to date for public information/consultation. This work is underway but awaiting outstanding regulations.
- Possibility government may invoke forbearance to avoid non-compliance if timing gets tight ahead of April 1st.
- Raylene Martell, Town Clerk, advised she will be a resource to the Board as they address being compliant with the new CSPA legislation.
- Ms. Martell advised that she feels the Board has a very robust governance plan and cautioned the Board to ensure that they appropriately reference the new CSPA in all governance documents.
- Vice-Chair McSweeney requested EA Archer to send Ms. Martell all our governance documents.
- Discussion with the Board Members and Raylene reference the Orangeville Police Services Board using E-Scribe to administer meeting minutes and agendas moving forward.
- Member Post advised that she absolutely support the use of E-Scribe as it is much more effective.
- Ms. Martell advised that there would be an MOU for the Board in reference to the use of E-Scribe and the EA and members could receive training on the use of E-Scribe.
- There was some discussion on limited staff from the Clerk's Dept. having access to documents from the In-Camera meetings.
- Post-meeting - Pending any legal restrictions raised prior to the end of January, the Board will rely on the confidentiality provisions of By-Law 002-2022 and its September 15, 2020 Archival Services Agreement with the Town in support of using E-Scribe for both public and in-camera meeting materials.

Recommendation:

Motion that the Board receive the above update approve the use of E-Scribe for Board meetings.

Moved by: Member Post

Seconded by: Member Krakar

All in favour

Carried.

## **18. Report from In-Camera Session**

Board Review and Discussion: Report on:

- Board of Education Trustee discussion – Chair Taylor
  - Chair Taylor advised the new Board of Education Trustee is Alethia O'Hara-Stephenson.
  - Member Post will invite Board of Education Trustee Alethia O'Hara-Stephenson to a future meeting.
- Board Appointments – Vice-Chair McSweeney
  - As a result of Ministry initiative to consolidate section 10 boards, effective April 1, 2024, Dufferin County section 10 boards have been reduced from 8 to 4 (including the Board) and revisions have been made to board composition – in this regard, the Board's composition has been revised from 5 to 6 members consisting of:
    - 2 members of Council
    - 3 community Council appointees
    - 1 provincial appointee
  - Existing Provincial Vacancy (Mary Rose resignation) – unlikely that vacancy will be filled before April 2024
  - New Community Council Appointees
    - effective April 1, 2024, will need 2 additional appointees.
    - proposed timing early 2024 ad posting for April 2024 implementation by Council.
    - revised public notice.
- Community Issues
  - Gender-Based Violence and IPV Declaration of Being and Epidemic.
    - Prior to the meeting Member Post circulated via email resolutions in relation to Intimate Partner Violence that were recently passed unanimously by both Dufferin County Council and Orangeville Town Council. She also circulated a resolution that she would like the Orangeville Police Services Board to approve in the public portion of the Board meeting.
    - She read aloud the below resolution:

***“WHEREAS** the safety and well-being of the Orangeville community and its residents are of paramount importance to the **Orangeville OPP Detachment Board** and;*

***WHEREAS** Intimate Partner Violence (IPV) and Gender-Based Violence (GBV) also known as domestic violence, poses a significant threat to the security and welfare of individuals within our community, involving any use of physical or sexual force, as well as emotional and psychological abuse in intimate relationships and;*

***WHEREAS** on August 16<sup>th</sup>, 2023, Justice Minister Arif Virani acknowledged gender-based violence as an epidemic and committed to addressing this issue comprehensively at the federal level and;*

***WHEREAS** it is imperative for local law enforcement to actively contribute to community safety and well-being by addressing the rising incidents of Intimate Partner Violence, particularly considering the alarming increase during the COVID-19 pandemic;*

**NOW, THEREFORE BE IT RESOLVED THAT:**

1. The **Orangeville OPP Detachment Board** receives and endorses the resolutions by both Orangeville Council and Dufferin County Council with regards to IPV.
2. The **Orangeville OPP Detachment Board** recognizes IPV as a significant concern affecting the safety and welfare of Orangeville residents.
3. The **Orangeville OPP Detachment Board** commits to prioritizing the prevention and response to IPV within the community.
4. The **Orangeville OPP Detachment Board** will collaborate with relevant stakeholders, including local government, community organizations, and social support services, to ensure that the prevention and response to IPV is prioritized in the Community Safety and Well-Being Plan including specific action steps to address IPV.
5. The **Orangeville OPP Detachment Board** will actively engage in public awareness campaigns and educational initiatives aimed at preventing IPV and promoting healthy relationships within the community.

**BE IT FURTHER RESOLVED THAT:**

*The Executive Assistant for the **Orangeville OPP Detachment Board** be directed to share this resolution with the Town of Orangeville, the County of Dufferin, all Ontario Municipalities, and Police Service Boards.”*

- Vice-Chair McSweeney commented that until the CSPA is passed the Orangeville Police Services Board should not be referenced as a **Detachment Board**. Therefore he suggested the highlighted references be revised to read “Orangeville Police Services Board” and that the reference to “Police Service Boards” in the last line of the resolution be revised to “Police Services Boards”.

Recommendation:

Motion that the Board approve the resolution with the corrections Vice-Chair McSweeney mentioned above, and EA Archer circulate it as outlined above in the resolution.

Moved by: Member Post

Seconded by: Vice-Chair McSweeney

All in favour

Carried.

- ODSS Bylaw Concerns – Chair Taylor
  - Chair Taylor advised that he and Member Post have been involved and have addressed the concerns with Town Bylaw, OPP, and the Upper Grand District School Board (UGDSB). Chair Taylor will follow-up with UGDSB again to see if there is any further resolution.
- Mental Health issues – Member Post

- Member Post advised that she has no update at this time as she has not heard back from the Minister.
- Member Post advised that she have a meeting with MPP Sylvia Jones at the County level in the future.

Recommendation:

Motion that the Board receive the above updates and action steps.

Moved by: Member Krakar  
Seconded by: Member Post

All in favour

Carried.

### **19. PSB Website Review – Vice-Chair McSweeney to provide update on January 8<sup>th</sup>, 2024, meeting with Town Communications staff.**

Board Review and Discussion:

- Board member photos (Member Krakar photo missing) were added in with biographies.
- 2023 Agendas and Minutes have been switched to the archive accordion.
- 2024 Meeting Schedule has been fully filled out and will just need agendas and minutes as they are made available.
- Progress reports were added into an accordion.
- Updated the friendly URL – it is now [orangeville.ca/psb](http://orangeville.ca/psb).
- Next steps: Community Awareness letter added in, Community Safety and Well-being plan, OPSB Governance policies and bylaws to be added.
- Vice-Chair McSweeney asked that EA Archer follow-up with Tabitha Wells on next steps.
- Member Krakar advised that a member of the public mentioned to him that they weren't sure how to access a public meeting online and asked if on future agendas a link can be provided to join the public meeting virtually.
- EA Archer advised that this could be done and that there is a link currently on the PSB website under public meetings to join via YouTube.

Recommendation:

Motion that the Board receive the above update.

Moved by: Member Post  
Seconded by: Member Krakar

All in favour

Carried.

**20. August 21/23 Creelman delegation to AG – as a follow-up to item number 16 on the Nov. 21, 2023, Regular Public minutes. Chair Taylor to provide update.**

Board Review and Discussion:

- Letter was revised by Vice-Chair McSweeney and emailed to Doug Downey, Attorney General of Ontario on November 27<sup>th</sup>, 2023, by Exec. Asst. Archer. To date no response has been received.
- Bring this agenda item forward on the next meeting agenda.

Recommendation:

Motion that the Board receive the above update from Chair Taylor.

Moved by: Member Krakar

Seconded by: Member Post

All in favour

Carried.

**21. Community Awareness Initiative – Chair Taylor to provide update.**

Board Review and Discussion:

- Letter sent to Community Partners on January 8, 2024.
- Vice-Chair McSweeney advised that the response to the letter has been very encouraging.
- Posting of content of letter on the OPSB website
- Chair Taylor and Member Post will bring forward to a Council meeting to raise public awareness.
- First Community Awareness presentation by DCCBA per item 8 above

Recommendation:

Motion that the above update be received.

Moved by: Member Post

Seconded by: Member Krakar

All in favour

Carried.

**22. Town of Orangeville Noise Bylaw Update – (see attached article from the Hamilton Spectator, “Orangeville noise bylaw will address modified muffler” dated December 17, 2023) – Chair Taylor will provide update.**

Board Review and Discussion:

- Chair Taylor advised that the proposed bylaw has been brought forward to Council for approval. Approval is anticipated in early 2024.

Recommendation:

Motion that the Board receive the article attached and the update from Chair Taylor.

Moved by: Member Post

Seconded by: Vice-Chair McSweeney

All in favour

Carried.

**23. Approval of Public Session Meeting Minutes (see attached Nov. 21\_2023, Regular (Public Session) Meeting Minutes)**

Board Review and Discussion:

Recommendation:

Motion that the minutes from the Orangeville Police Services Board Regular (Public Session) Meeting held on Nov. 21, 2023, be approved.

Moved by: Member Post

Seconded by: Vice-Chair McSweeney

All in favour

Carried.

**24. OAPSB - CSPA Summit – February 27-28, 2024.**

Board Review and Discussion:

- Vice-Chair McSweeney to attend on behalf of the Board.

Recommendation:

Motion that the Board approve Vice-Chair McSweeney’s attendance at the OAPSB – CSPA Summit.

Moved by: Member Krakar

Seconded by: Member Post

All in favour

Carried.

**25. Question Period**

None

**26. Presentations**

See Item 8

**27. Delegations**

None

**28. Correspondence**

None

**29. Reports**

None

**30. New Business**

- Chair Taylor advised there is a group in Settler's Creek that are starting a community safety initiative, and he congratulated them on this - Inspector Di Pasquale and Chair Taylor have reached out to them and offered their support.
- Vice-Chair McSweeney reminded the meeting that the Board's 2024 meeting schedule is now posted on the Board's website.
- Vice-Chair McSweeney - there is a Town Hall Forum on February 21 at Tony Rose Recreation Centre – Member Post provided a brief update.
- March 8<sup>th</sup> is International Women's Day, and the Board has purchased tickets to attend and support this important event hosted by FTP.

**31. Adjournment**

Recommendation:

Motion that the meeting be adjourned at 7:02 p.m.

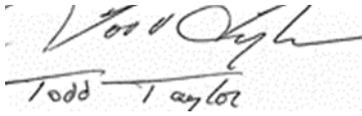
Moved by: Member Post

Seconded by: Member Krakar

All in favour

Carried.

Confirmation of Date and Time of Next Regular (Public Session) Meeting – March 19, 2024, at 5:00 p.m.



Todd Taylor

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Todd Taylor – Chair



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Mary Lou Archer - Board Executive Assistant



## Minutes of the Equity, Diversity and Inclusion Committee

January 18, 2024, 5:30 p.m.

### Electronic and In-Person Participation - Equity, Diversity and Inclusion Committee

The Corporation of the Town of Orangeville  
(Chair and Secretary at Town Hall - 87 Broadway)  
Orangeville, Ontario

Members Present: Councillor Andrews  
C. Aristizabal  
D. Maxey  
G. Spence  
H. Mason  
M. Gotuzzo  
P. Thomas  
V. Petho

Members Absent: D. Nairn

Staff Present: A. Minichillo, General Manager, Corporate Services  
N. Leece, Legislative Assistant

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#### 1. Call to Order

Councillor Andrews, Chair, called the meeting to order at 5:34 p.m.

#### 2. Disclosures of (Direct or Indirect) Pecuniary Interest

None.

#### 3. Adoption of Minutes of Previous Meeting

**Recommendation: 2024-001**

Moved by P. Thomas

That the minutes of the following meeting are approved:

2023-11-16 - Equity, Diversity and Inclusion Committee Minutes

**Carried**

**3.1 2023-11-16 - Equity, Diversity and Inclusion Committee Minutes**

**4. Presentations**

The Committee provided roundtable introductions as several staff including Antonietta Minichillo, General Manager, Corporate Services, Tony Dulisse, Manager, Transportation and Development, Infrastructure Services and Jessie McGibbon, Manager, Communications, Corporate Services, were in attendance.

**5. Items for Discussion and Reports**

**5.1 Tony Dulisse, Manager, Transportation & Development, Infrastructure Services - Community Group Pavement Markings Update**

Tony Dulisse, Manager, Transportation & Development, Infrastructure Services shared the history of the community group pavement markings report that went to Council in Q4 2023. The Committee deliberated on alternative ideas and locations for recognizing community groups, ensuring equal visibility and impact comparable to pavement markings.

Note: The Committee to consolidate thoughts on community recognition options into a categorized spreadsheet.

**5.2 Tony Dulisse, Manager, Transportation & Development, Infrastructure Services - Service Dogs on Orangeville Transit**

Vivian Petho shared her experience travelling on Orangeville Transit with her family's service animal. Tony Dulisse, Manager, Transportation & Development, Infrastructure Services shared the Orangeville Transit immediate and a long-term plan to help address the subject of service animals on buses in Orangeville.

**5.3 Community Group Database**

Antonietta Minichillo, General Manager, Corporate Services, will connect with Dufferin County on the topic of a Community Database.

**5.4 2024 Meeting Schedule**

**Recommendation: 2024-002**

Moved by Councillor Andrews

That the Committee meet on the below dates:

- Thursday January 18th, 2024, at 5:30 p.m.
- Thursday March 21st, 2024, at 5:30 p.m.
- Thursday May 16th, 2024, at 5:30 p.m.
- Thursday September 19th, 2024, at 5:30 p.m.
- Thursday November 21st, 2024, at 5:30 p.m.

With sub-committee meetings scheduled outside of the above months as needed.

**Carried**

**6. Correspondence**

Hazel Mason requested Committee Secretary to share the Town of Cobourg Equity, Diversity and Inclusion strategic plan.

Patti Thomas shared that on February 1, 2024 there will be a Pan African Flag Raising.

**7. Announcements**

An update was provided to the Committee on the addition of a Land Acknowledgement to Town of Orangeville Committee and Board Agendas.

**8. Date of Next Meeting**

The date of the next meeting is scheduled for Thursday March 21st, 2024 at 5:30 p.m.

**9. Adjournment**

**Recommendation: 2024-003**

Moved by Councillor Andrews

That the meeting be adjourned at 7:22 p.m.

**Carried**



## Minutes of Heritage Orangeville

January 18, 2024, 6:00 p.m.

**Electronic and In-Person Participation - Heritage Orangeville  
The Corporation of the Town of Orangeville  
(Chair and Secretary at Town Hall - 87 Broadway)  
Orangeville, Ontario**

Members Present: Councillor D. Sherwood  
L. Addy  
H. Daggitt  
G. Sarazin  
D. Gwilliams  
T. Brett

Staff Present: B. Ward, Manager of Planning  
M. Adams, Secretary  
D. Smith, CAO  
T. Wells, Co-ordinator Communications

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### 1. Call to Order

The meeting was called to order at 6:01 p.m.

### 2. Disclosures of (Direct or Indirect) Pecuniary Interest

None.

### 3. Adoption of Minutes of Previous Meeting

**Recommendation: 2024-001**

Moved by G. Sarazin

**That the minutes of the following meeting are approved: 2023-12-21,  
Heritage Orangeville Meeting Minutes**

**Carried**

### 4. Presentations

#### 4.1 Delegate - Karen Jones

Councillor Sherwood welcomed the following members of the public: Liz Smith, 26 York Street; Maureen MacLeod Oliver – 22 York Street, and Richard Oliver – 22 York Street.

Ms. Jones delegated the meeting to express her reasons why Council should reinstate the process to designate York Street as a Heritage Conservation District. She explained the history of the Merchants and Prince of Wales Heritage Conservation District designation process to the Committee and that the designation was never approved by Council. She

wants to see York Street designated as a heritage district to give the street more protection.

## **5. Items for Discussion and Reports**

### **5.1 Merchants and Prince of Wales Heritage Conservation District**

The Committee discussed the reinitiation of the Merchants and Prince of Wales Heritage Conservation District, specifically York Street. They discussed the two options – individually designating the properties or a heritage conservation district. Councillor Sherwood spoke about the high cost of another study, and suggested the Committee could volunteer to update the original study and have a heritage consultant conduct a peer review. For cost savings, it was suggested that the update should focus specifically on York Street.

The next step is for staff to prepare a report for a future Council meeting.

**Recommendation: 2024-002**

Moved by L. Addy

**Heritage Orangeville recommends that Council consider beginning the process to designate York Street as a heritage conservation district as represented by its history and development of Orangeville.**

**Carried**

### **5.2 Heritage Banners**

The Committee was advised that the median poles are not an option for this year. Councillor Sherwood asked the Committee Secretary to contact Economic Development staff for alternative locations.

**Recommendation: 2024-003**

Moved by H. Daggitt

**That the revised quote for the banners be approved as follows:**

- **6 - 18" x 48" Double Sided, 20oz Solid Block Out Vinyl Pole Banner including a 5" lay flat pocket at the top and bottom, and a grommet in each corner at \$91.54/ea.**

**Carried**

### **5.3 Heritage Week**

The Committee discussed various ideas to promote Heritage Week:

- Communications staff could use the images from the banners using a live, work, play theme. Committee members will provide them with the current photos and background information.
- Communications staff could focus on the lanes. The content is already provided on the calendars.
- The BIA could participate by putting displays out to promote heritage week.
- The Visitor Centre could put up a display.

- There will be a large display in the Alder Street atrium, and a smaller display at the main library.

#### **5.4 Orangeville BIA Support**

Mr. Brett said the BIA is interested in promoting Heritage Week on their social media. Councillor Sherwood suggested showcasing one or two buildings.

#### **6. Facade Improvement Applications**

None.

#### **7. Correspondence**

None.

#### **8. Announcements**

Mr. Gwillams discussed an idea for the 2025 calendar. Councillor Sherwood advised that this item would be placed on a future agenda.

#### **9. Date of Next Meeting**

The next meeting is scheduled for February 15 at 6 p.m.

#### **10. Adjournment**

**Recommendation: 2024-004**

Moved by H. Daggitt

**That the meeting be adjourned at 7:39 p.m.**

**Carried**



## Minutes of Access Orangeville

February 8, 2024, 10:00 a.m.

Electronic and In-Person Participation - Access Orangeville

The Corporation of the Town of Orangeville

(Chair and Secretary at Town Hall - 87 Broadway)

Orangeville, Ontario

Members Present: J. Jackson  
K. Van Ryn  
M. Hartley  
P. Charbonneau  
R. Ugolini

Members Absent: Councillor Stevens  
W. Cook

Staff Present: J. Rawn, Executive Assistant, Infrastructure Services  
N. Leece, Legislative Assistant  
T. Dulisse, Manager, Transportation and Development

### 1. Call to Order

James Jackson, Vice Chair, called the meeting to order at 10:02 a.m.

### 2. Disclosures of (Direct or Indirect) Pecuniary Interest

None.

### 3. Land Acknowledgement

James Jackson, Vice Chair, acknowledged the treaty lands and territory of the Williams Treaty Nations and the Mississaugas of the Credit First Nation. Mr. Jackson also recognized that Dufferin County is the traditional territory of the Wendat and the Haudenosaunee and is home to many Indigenous people today.

**4. Adoption of Minutes of Previous Meeting**

**2024-004**

**Moved By** P. Charbonneau

That the minutes of the following meeting are approved:

2024-01-11 - Access Orangeville Minutes

**Carried**

**4.1 2024-01-11 - Access Orangeville Minutes**

**5. Presentations**

**5.1 Delegate - Luke Anderson, Executive Director, Stop Gap Foundation**

Luke Anderson, Executive Director, Stop Gap Foundation, presented to the Committee explaining accessibility challenges for businesses and how Stop Gap can provide solutions. Mr. Anderson shared partnership examples with other municipalities as well as the potential for public art enhancements of ramps. The Committee agreed to seek input from additional relevant stakeholders, such as the Chief Building Official and members of the BIA.

Note: Committee Secretary to confirm Committee reserve funds.

**6. Items for Discussion and Reports**

**6.1 Transit Updates**

**6.1.1 Policy on Service Dogs on Public Transportation**

Tony Dulisse, Manager, Transportation and Development, Infrastructure Services, provided an update on Transit, sharing that a formal update to Council is tracking for end of February. The Committee discussed bus schedules, bus stops, and bus shelters.

**2024-005**

**Moved By** R. Ugolini

That the Committee endorse the Orangeville Transit Position on Service Animals document as presented by Tony Dulisse, Manager, Transportation and Development, Infrastructure Services.

**Carried**

### **6.1.2 Neurodiversity / Neuro-Inclusivity Training for Transit Staff**

Tony Dulisse, Manager, Transportation and Development, Infrastructure Services shared that himself and Kimberly Van Ryn have ongoing discussions about this and can bring an update to a future meeting.

### **6.2 Timing of Traffic Lights**

The Committee discussed the timing of traffic lights in the Town of Orangeville and how some locations could potentially require testing to confirm they meet guidelines.

### **6.3 Snow Removal of Accessibility Spots**

The Committee discussed snow removal of accessible parking spots in the Town.

### **6.4 Accessibility Resource Fair**

The Committee discussed maintaining the status quo of the Accessibility Resource Fair at ODSS and pursuing a larger event in 2025.

### **6.5 Town Website - Accessibility Page**

This item was not discussed.

### **6.6 Committee Workplan**

This item was not discussed.

### **6.7 Committee Assets**

The Committee agreed that Access Orangeville has no formal assets to document at this time.

### **6.8 Notice of Site Plan Application - 39 Commerce Road**

The Committee requests to review the full site plan for 39 Commerce Road in order to provide comment on elevations and accessible parking spots.

## **7. Correspondence**

None.

## **8. Announcements**

### **8.1 Stat Can: Canadian Survey on Disability**

The Committee discussed the results from the Canadian Survey on Disability, 2017 to 2022, and reviewed some significant increases in statistics as a reminder of the meaningful work this Committee does and how many people are impacted.

**9. Date of Next Meeting**

The next meeting is scheduled for Thursday March 14th at 10:00 a.m. The Committee confirmed quorum for March 14th as this date falls within March break.

**10. Adjournment**

**2024-006**

**Moved By** K. Van Ryn

That the meeting be adjourned at 11:50 p.m.

**Carried**



## Minutes of Economic Development and Culture Committee Meeting

February 13, 2024, 8:00 a.m.

### Electronic and In-Person Participation - Economic Development and Culture Committee

The Corporation of the Town of Orangeville  
(Chair and Secretary at 200 Lakeview Court, Upper Level)  
Orangeville, Ontario

- Members Present: Councillor Andrews, virtual  
Chair S. Brown, Dufferin Board of Trade, virtual  
J. Patterson, Orangeville BIA, virtual  
J. Small, Public member, virtual  
M. Vinden, Business community, virtual
- Members Absent: L. Horne, Orangeville Real Estate Board, regrets  
S. Waqar, Public member, regrets
- Staff Present: K. Lemire, Mgr., Economic Development & Culture  
B. Lusk, Administrative Assistant  
V. Sword, Tourism and Culture Officer

#### 1. Call to Order

The virtual meeting was called to order by Councillor Andrews at 8:02 a.m.

#### 2. Disclosures of (Direct or Indirect) Pecuniary Interest

None.

#### 3. Land Acknowledgement

Councillor Andrews acknowledged the treaty lands and territory of the Williams Treaty Nations and the Mississaugas of the Credit First Nation. We also

recognize that Dufferin County is the traditional territory of the Wendat and the Haudenosaunee, and is home to many Indigenous people today.

**4. Adoption of Minutes of Previous Meeting**

**2024-001**

**Moved by J. Patterson**

That the minutes of the following meeting are approved:

2023-12-12 Economic Development and Culture Committee Minutes

**Carried**

**5. Presentations**

**5.1 Tourism Strategy Update**

V. Sword provided a brief background on the development of the Tourism Strategy & Action Plan which was adopted by Council in January 2021. She said that the plan identifies six foundational tourism drivers in Orangeville and that there are four strategic priorities. She noted that the priorities led to twenty recommendations and seventy specific actions to guide tourism development.

V. Sword said that the impact of the pandemic on tourism was an important consideration in the plan, and that the Town quickly responded by hiring a dedicated Tourism and Culture Officer in 2021 to oversee tourism development and the launch of the Love, Orangeville brand in March 2022

V. Sword said that the Tourism Strategy is now in its fourth year of a five-year plan, and she reviewed the key milestones for each priority in detail. Her progress report included visitor statistics that compared 2023 versus 2022 and indicated increased visitor attraction and spending.

She said that the Love, Orangeville branding has been used in all forms of communications on a new dedicated website, newsletters and social media platforms which have shown increased engagement successes in 2023 versus 2022.

V. Sword highlighted tourism efforts that will be the focus in 2024. She introduced the new Love, Orangeville campaign launching February 14 and invited everyone to participate by taking a photo with the LOVE installation at Town Hall.

## 6. Working Group Reports

### 6.1 Arts & Culture

#### 6.1.1 Working group member vacancy

K. Lemire reported that the working group will be involved in the Call for Artists which will be launched by March. The working group will meet in May to make art selections for the 2024 Utility Box Art applications.

K. Lemire said that there is a vacant position on the Arts and Culture Working Group due to a previous member resigning from the Economic Development and Culture Committee.

Councillor Andrews expressed his interest in joining the working group.

J. Small said she would like to remain as well. Staff will contact L. Horne to enquire if she will remain on the working group.

#### **2024-002**

**Moved by** M. Vinden

That Councillor Andrews has been appointed to the Arts & Culture Working Group and that J. Small will continue her role.

**Carried**

### 6.2 Business Outreach

S. Brown reported that the working group is exploring ways to communicate with businesses. He said that a schedule of intended outreach activities with various industry sectors will be presented at the April 9 meeting.

K. Lemire said outreach activities targeting key sectors will be included as part of the development of the Economic Development Strategy and suggested avoiding duplicate contact with business owners.

M. Vinden said that she has not heard of anything from the CIP (Community Improvement Plan) review committee. K. Lemire confirmed that one meeting was held in December 2023. Future meetings will be held when completed applications are confirmed and reviewed by the Planning team.

K. Lemire encouraged members to direct any interested business or property owners to the CIP web page - [www.orangeville.ca/CIP](http://www.orangeville.ca/CIP) and to the Planning Division for application assistance. She mentioned that business locations that had benefitted from the former facade improvement grant program were eligible for the new Comprehensive Facade Improvement grant in the current CIP.

K. Lemire reported that participation in Doors Open has an annual fee of \$1500. She said that EDCC could seek collaboration with Heritage Orangeville to explore potential participation in the 2025 event.

## **7. Items for Discussion and Reports**

### **7.1 EDC Activity Report**

K. Lemire said the activity report was intended to inform committee members about the EDC office's initiatives and resources and provide an opportunity to ask questions.

## **8. Correspondence**

None.

## **9. Announcements**

### **9.1 Member Sectorial Update**

Councillor Andrews highlighted recent Council activities providing updates on properties having proposed new housing developments. He said that the Town entered a revised overstrength agreement to offset additional operating costs at the water pollution control plant with two food manufacturers. Council also approved new building permit fees.

Chair S. Brown commented that as a realtor, potential home buyers are cautious when buying non-permitted secondary units as there is no record of proper construction behind the walls. With the affordable housing crisis, he suggested that incentives and elimination of some barriers be offered by the Town.

Chair S. Brown reported that tickets are still available for the Industry Lunch on February 20 featuring Mark Cohon. The event is co-hosted by DBOT (Dufferin Board of Trade), Dufferin Home Builders Association and the Rotary Club of Orangeville.

He said that the DBOT collaborates with the County of Dufferin to promote businesses through networking, events, and a business directory.

J. Patterson said that at the BIA's Annual General Meeting the 2024 budget was approved with a 4.5% increase.

M. Vinden reported that her business clients seek advice on managing cashflow and debt as they emerge from the pandemic, and others are seeking succession planning. She commented that SBEC support services are highly valuable and encourages people to make enquiries. K. Lemire stated that the SBEC offers workshops and connections to local experts to anyone requiring assistance.

B. Lusk delivered a real estate update provided by L. Horne, dated February 13. The report said that 61 For Sale listings for freehold properties ranged in price from \$670K to \$2,299K. Ten condominiums For Sale listings ranged in price from \$370 to \$750K. Fourteen commercial properties listed For Sale have two conditional offers.

The report also said that to-date in 2024 there were 36 freehold properties sold ranging in price from \$555K to \$1,450K, seven condominiums sold ranging in price of \$362K to \$599K, and two commercial properties sold.

Seventeen rental properties currently listed range between \$1,400 to \$3,400 for monthly leases. There were only seven properties leased during the first 44 days of 2024.

**10. Date of Next Meeting**

The next meeting will be held on Tuesday, April 9, 2024, at 8 a.m.

**11. Adjournment**

The meeting adjourned at 9:27 a.m.



## Minutes of Sustainable Orangeville

February 13, 2024, 6:00 p.m.

### Electronic Participation - Sustainable Orangeville Committee The Corporation of the Town of Orangeville

Members Present: Councillor Prendergast  
A. Waugh  
G. Bryan  
M. Rowley  
M. Smith  
M. Whitcombe  
W. Speirs

Members Absent: G. Spence  
M. O'Connor

Staff Present: K. Thomson, Sustainability Co-ordinator  
N. Leece, Legislative Assistant

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#### 1. Call to Order

Councillor Prendergast, Chair, called the meeting to order at 6:01 p.m.

#### 2. Disclosures of (Direct or Indirect) Pecuniary Interest

None.

#### 3. Land Acknowledgement

Councillor Prendergast, Chair, acknowledged the treaty lands and territory of the Williams Treaty Nations and the Mississaugas of the Credit First Nation. Councillor Prendergast also recognized that Dufferin County is the traditional territory of the Wendat and the Haudenosaunee and is home to many Indigenous people today.

#### 4. Adoption of Minutes of Previous Meeting

##### Recommendation: 2024-003

Moved by M. Smith

That the minutes of the following meeting are approved:

2024-01-09 - Sustainable Orangeville Committee Minutes

**Carried**

##### 4.1 2024-01-09 - Sustainable Orangeville Committee Minutes

#### 5. Presentations

None.

## **6. Items for Discussion and Reports**

### **6.1 2024 National Edition of Communities in Bloom**

The Committee acknowledged the value of the 2024 National Edition of Communities in Bloom. However, after thorough consideration and in light of current commitments and priorities, it was determined that allocating resources to this initiative is not feasible at this time. The initiative can be revisited for consideration in future.

### **6.2 Grants**

#### **6.2.1 Application Roll Out**

The Committee discussed rollout of the grant application, the total number of applications received to date, and various communications strategies that could be continued to effectively communicate the grant program to the target audience.

#### **6.2.2 Review Grant Agreement**

Kate Thomson, Sustainability Co-ordinator, Infrastructure Services, shared that the Grant Agreement has been reviewed by Finance and the Town Clerk. The Committee had no suggested revisions and agreed to approve the Grant Agreement as presented.

#### **Recommendation: 2024-004**

Moved by M. Whitcombe

That the Committee approve the Grant Agreement as presented.

**Carried**

### **6.3 Green Development Standards**

The Committee discussed the Tri-Country Green Development Standards (GDS) project. There will be a public visioning session held on March 26th for Dufferin County that the Committee is interested in participating in.

### **6.4 CVC Spring Tree Plant Location**

The Committee reviewed the Tree Canopy Assessment, which outlined overall tree planting prioritization, and discussed neighborhoods that would benefit the most from tree planting this year.

### **6.5 Urban Gardening Sub-Group**

#### **6.5.1 Bee City Renewal Fee**

#### **Recommendation: 2024-005**

Moved by Councillor Prendergast

That the Committee endorse the renewal of the Bee City membership at \$300.00.

**Carried**

### **6.6 Events/Media/Marketing/Education Sub-Group**

This item was discussed under item 6.7.

### **6.7 Communication Plan Sub-Group**

The Committee discussed the Communications focus of the Grant Application. Councillor Prendergast shared two Tree Seedling Posters that Communications prepared. The Committee prefers the second option and agrees to revise the language to read as "Tree Seedling" as opposed to "Sapling".

#### **6.8 Urban Tree Canopy/Baby Trees Sub-Group**

No items to discuss.

#### **6.9 Transit/ActiveTransportation Sub-Group**

No items to discuss.

#### **6.10 Blooming Boulevards Sub-Group**

No items to discuss.

#### **6.11 Apple Picking & Pruning**

The Committee discussed the possibility of multiple Committee members pruning the orchard located beside the community garden in March.

Note: Councillor Prendergast will confirm any Health & Safety requirements with Heather Savage, General Manager, Community Services in advance of pruning the orchard.

#### **6.12 Committee Assets**

Kate Thomson, Sustainability Co-ordinator, Infrastructure Services, advised that at this time the only Committee Assets are:

1. Guide to Community Gardening Brochures
2. Baby Tree Program Brochures
3. Cycle Orangeville Stickers
4. Bee City Canada Certificate
5. Two National Edition Communities in Bloom Certificates
6. Plaque for Sustainable Orangeville's Environmental Sustainable Awards

#### **7. Correspondence**

None.

#### **8. Announcements**

Matthew Smith advised on the building of a "Seed Library" as well as an upcoming Zoom program for seed starting and general gardening.

Kate Thomson, Sustainability Co-ordinator, Infrastructure Services, shared an update on the natural asset initiative and pursuing a natural asset roadmap. Ms. Thomson also shared that a progress report for the corporate adaptation plan is tracking to be presented to Council at the end of February.

Councillor Prendergast shared that she is working on getting eco-fencing installed at Town line where there are wetlands on each side of the road to protect wildlife in that area.

#### **9. Date of Next Meeting**

The Committee agreed to change the date of the next meeting to Tuesday March 19th at 6:00 p.m., with both virtual and in-person options for attendance.

**10. Adjournment**

**Recommendation: 2024-006**

Moved by M. Rowley

That the meeting be adjourned at 7:21 p.m.

**Carried**



## Minutes of Homelessness Task Force

February 21, 2024, 7:00 p.m.

Electronic and In-Person Participation - Homelessness Task Force

The Corporation of the Town of Orangeville

(Chair and Secretary at Town Hall - 87 Broadway)

Orangeville, Ontario

Members Present: Councillor Andrews  
T. Carter  
E. Dunn  
T. Grabb  
Councillor Sherwood

Members Absent: R. Alvarez  
E. Goodyear

Staff Present: T. Barry, Executive Assistant, Community Services  
H. Savage, General Manager Community Services

### 1. Call to Order

The meeting was called to order at 7:07 p.m.

### 2. Disclosures of (Direct or Indirect) Pecuniary Interest

None

### 3. Adoption of Minutes of Previous Meeting

The January 17, 2024 meeting started late due to the roundtable running longer than anticipated. The roundtable was held immediately before the Homelessness Task Force Committee meeting.

**2024-002**

**Moved By** T. Grabb

That the minutes of the following meeting are approved: January 17, 2024

**Carried**

#### **4. Presentations**

##### **4.1 Cory O'Handley, Director of Housing and Service Innovation (SHIP)**

Cory O'Handley, Director of SHIP attended the meeting to speak about SHIP and provide a presentation.

SHIP has developed a capital program in Orangeville to help those in crisis with the creation of 236 First Street. SHIP has been around for 30 years and it owns and operates 10 capital buildings. After the presentation, C. O'Handley took questions from the committee.

T. Grabb - how many apartments does the dwelling on First Street provides. Advised they have 60 units and that they have partnered with Dufferin County (housing is tied to case management supports and they receive a subsidy).

H. Savage - are all the individuals housed Dufferin residents. The individuals are Dufferin residents as their focus is on Dufferin.

D. Sherwood - how many are on the wait list. There are 2500 individuals on the list (which includes Dufferin) with Dufferin sitting at approximately 100; SHIP likes to "triage" those individuals and will sometimes do the selection by need (when they get to the top of the list they look at who needs it most). C. O'Handley also advised that they at one time worked with Choices, but that partnership does not exist now.

Chair J. Andrews - Housing is a crisis right now at both Provincial and Municipal level. What are SHIP's plans moving forward?. SHIP is looking at a development in Peel (modular housing - 50 to 60 units). It is also looking at how do we capitalize on current stock and how do we make more of a capacity (deconstruct and rebuild and increase the amount of units). Looking at Tiny Homes and looking at developing 5 tiny homes at Peace Ranch in Caledon. SHIP is talking to a modular company (Farrow) who do great work. Need more capital money to buy more land to tap in and get more buildings.

Town of Orangeville does have some potential in the future to partner further with SHIP.

#### **5. Items for Discussion and Reports**

## **5.1 Out of the Cold Update**

Chair J. Andrews provided an update on the status of the Out of the Cold Program.

Mayor Post and Chair J. Andrews met with The Centre Fellowship (the church on Hansen Blvd.). There is a lot of interest but to take it on solely is difficult and we need a collaborate approach. Arranging a roundtable with all faith-based organizations is needed to discuss process, volunteers, education, training, appropriate facility and how we can collectively work to operate an Out of the Cold Program. Recommended to have a discussion with Compass Community Church and Chair J. Andrews will send out an invitation to all faith-based organizations to see how we can move this forward. Potentially host the discussion in early spring (after March Break).

H. Savage suggests creating a presentation setting out all details so they are aware what they are signing up for. Ask Choices to "design the program" as they have already done it.

H. Savage also advised the committee that after talks with staff, the train station was declared to not be a sustainable option. Recommended to invest time and energy for a more sustainable program in a location that we will continue with in future years. H. Savage, Chair J. Andrews and D. Sherwood will work on a "program" with E. Goodyear or J. Edge.

## **5.2 Criteria for Hotel Program**

H. Savage discussed the response received from A. MacGregor regarding hotel program.

Discussed the shelters first and the discrepancy around the number of individuals using shelters and it was recommended that a report be provided by Jaime Edge ahead of any further meetings/updates as to what the occupancy levels are. The committee is just looking to receive the shelter actuals, not the by-names list numbers. E. Dunn said that she will provide the numbers.

Criteria for the motel program needs to be done in a more generous/compassionate way. Suggest that this be presented to Dufferin County regarding the criteria for the motel program. Is it the hotel that is banning these individuals or the County. Need to find out from County

who creates the criteria. Is it possible for the County to purchase more beds?

Action Item for H. Savage: Reach out to A. MacGregor to ask who sets the criteria, can more beds be purchased. Is there an actual limit for beds (is there only 4 for the one day passes).

1. Basis for criteria that is set out in the response
2. Who is mandating it
3. Number of rooms available (how many long term with County and how many one-day clients)
4. Advocating to get off the banned list - is it a lifetime ban
5. Has the Best Western been approached.
6. Motel rooms outside of Orangeville - will the County consider rooms in Peel area?

### **5.3 Status of Homelessness Task Force Committee**

Discussed that this committee is a Task Force, which has a beginning and an end, and the objective (Mayor leading dialogue at County) is to have an official Dufferin County Homelessness Task Force (the Mayor is leading the dialogue at the County level).

Proposed that the task force wind down in April or May of 2024. Look at the next part of the housing continuum which the municipality can advise on, and look toward creating an affordable housing task force, which may take a period of time to establish.

In the meantime Chair J. Andrews stressed that all recommendations made to Council by the current Homelessness Task Force will pass to staff and the County so that projects are not left off the table and are addressed, and the membership of the new task force will incorporate the current members, if they are interested.

Chair J. Andrews distributed a draft workplan for the wind down of the Homelessness Task Force and asked the committee to review prior to the meeting. If there is any feedback, he asked that it be emailed to T. Barry.

The next meeting will discuss assembling the report to Council with recommendations. Key points to address what the task force has accomplished and discuss the successes.

The committee did discuss their reluctance only in that they feel their voices will be "muzzled" at County level, but other than that the committee supported this decision.

**5.4 Affordable Housing**

Council and surrounding municipalities attended a roundtable by Mike Schreiner, Leader of the Green Party, where he spoke about presenting his Bill 156 which discussed the legalizing of fourplexes in detached, semi-detached, row homes (amongst other things). It was a very enlightening roundtable by Mr. Schreiner.

When thinking about impact on our own municipality, it would enable the municipality to speed up the process to allow for affordable housing for development within our community. Currently the planning department is creating an inventory of Town owned land which will be coming to Council soon at which time an overview of where there is land for potential affordable housing will be addressed. Internally we have the expertise in the organization to address affordable housing and create a task force.

**5.5 Future Guest Speakers**

Inspector Michael DiPasquale at the next meeting.

Formalize components for next meeting.

**6. Correspondence**

None

**7. Announcements**

**8. Date of Next Meeting**

The date of the next meeting is March 20, 2024 at 7:00 p.m.

**9. Adjournment**

Meeting adjourned at 9:06 p.m.



**Minutes of Orangeville Public Library Board  
The Corporation of the Town of Orangeville**

**February 28, 2024, 5:00 p.m.**

Members Present: S. Marks  
Councillor J. Andrews  
P. LeBlanc  
Councillor T. Prendergast  
B. Rea  
D. Waugh  
V. Speirs

Staff Present: D. Fraser, CEO  
J. Moule, Administrative Assistant  
H. Savage, General Manager, Community Services  
L. Tilly, Librarian, Program & Research

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**1. Call to Order**

Vice Chair T. Prendergast called the meeting to order at 4:59 p.m.

**2. Disclosures of (Direct or Indirect) Pecuniary Interest**

None.

**3. Land Acknowledgement**

We would like to acknowledge the treaty lands and territory of the Williams Treaty Nations and the Mississaugas of the Credit First Nation.

We also recognize that Dufferin County is the traditional territory of the Wendat and the Haudenosaunee, and is home to many Indigenous people today. 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.

**4. Adoption of Minutes of Previous Meeting**

**Recommendation: 2024-001**

Moved by Councillor J. Andrews

Seconded by D. Waugh

That the minutes of the November 22, 2023 meeting be approved.

**Carried Unanimously**

**5. Presentations**

None.

**6. Information Items**

**Recommendation: 2024-002**

Moved by B. Rea

Seconded by S. Marks

That the information items be received.

**Carried Unanimously**

**6.1 CEO Report**

**6.2 2023 Operational Summary**

**6.3 2023-12-31 Library Operating Financial Report**

**6.4 OLA-Library-Architectural-and-Transformation-Award-2023**

B. Rea and D. Waugh offered to assist with the application process.

**6.5 2023-06-27-Statement-of-Support-DQST-ThePartnership-EN**

**6.6 OLA Postcard Libraries-are-for-Everyone 2024**

**6.7 FOPL Libraries are for everyone**

**6.8 2024 - Pre-Budget Submission - OLA & FOPL**

**7. Staff Reports**

**7.1 Report 24-01 2024 Resource Allocations**

After a discussion the Board agreed the proposed service level impact needed further discussion and deferred their decision to a special meeting on Wednesday March 27, 2024. Board members were invited to submit questions to further understand the impact.

**Recommendation: 2024-003**

Moved by B. Rea  
Seconded by V. Speirs

That Report 24-01, 2024 Resource Allocations be received.

**Carried Unanimously**

**7.2 Report 24-02 Policy Review - Child and Youth Services**

The Board discussed adding a line to the policy that addresses disruptive behavior during programs. Staff will research how other libraries are handling this issue and provide feedback at the April meeting.

**Recommendation: 2024-004**

Moved by D. Waugh  
Seconded by S. Marks

That Report 24-02, Policy Review – Children and Youth Services be received.

**Carried Unanimously**

**7.3 Report 24-03 Policy Review - Circulation Policy**

**Recommendation: 2024-005**

Moved by D. Waugh  
Seconded by S. Marks

That report 24-03 Policy Review – Circulation Policy, be received;

And that the Board approve the Circulation Policy, as presented in Appendix A.

**Carried Unanimously**

**8. Correspondence**

None.

**9. Announcements**

Councillor J. Andrews provided an update on the conference he attended in early February, NCAAHC Nashville Conference on African American History and Culture. Orangeville is being recognized for great effort in the EDI community. Full report will be presented to EDI committee and then shared with Council. Keep an eye out for it.

Vice Chair Councillor T. Prendergast asked if any Board members will volunteer for Battle of the Books - B. Rea and P. Leblanc have put their names forward.

CEO D. Fraser asked if there is interest in meeting the neighboring Boards (Caledon, Grand Valley, Shelburne and possibly Halton Hills) for a training session or a meeting to connect/build relationships.

Chair S. Marks requested the meeting location be added to the agenda.

**10. Date of Next Meeting**

Special Meeting Wednesday, March 27, 2024.

Regular scheduled Board meeting April 24, 2024.

**11. Adjournment**

The meeting adjourned at 6:47 p.m.

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Darla Fraser, CEO

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Sheri Marks, Board Chair



## Minutes of a Committee of Adjustment Meeting

### Electronic Participation

March 6, 2024, 6:00 p.m.

Electronic and In-Person Participation - Committee of Adjustment

The Corporation of the Town of Orangeville

(Chair and Secretary-Treasurer at Town Hall - 87 Broadway)

Orangeville, Ontario

Members Present: Alan Howe  
Rita Baldassara  
B. Wormington  
Ashley Harris

Regrets: Michael Demczur

Staff Present: D. Waters, Senior Planner  
T. MacDonald, Secretary-Treasurer

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#### 1. Call to Order

The meeting was called to order at 6:00 p.m.

#### 2. Disclosures of (Direct or Indirect) Pecuniary Interest

None.

#### 3. Land Acknowledgement

The Chair acknowledged the treaty lands and territory of the Williams Treaty Nations and the Mississaugas of the Credit First Nation. The Chair also recognized that Dufferin County is the traditional territory of the Wendat and the Haudenosaunee, and is home to many Indigenous people today.

#### 4. Adoption of Minutes of Previous Meeting

Moved by Rita Baldassara

That the minutes of the following meeting are approved:

2023-12-06 Committee of Adjustment Meeting

**Carried**

#### 4.1 2023-12-06 Committee of Adjustment Minutes

#### 5. Statutory Public Hearing

##### 5.1 File No. A-01/24 - 21 Centre Street

The Chair asked if anyone present wished to speak to the application and the applicant provided an overview of the requested variances. Alan

Howe asked what buildings were surrounding the property. The application indicated that the property is surrounded by apartments. Thomas Kenny, a neighbour, expressed concern with respect to the trees on the property, specifically two maples which cannot be saved. David Waters, Senior Planner advised that buildings of ten units or less are exempt from site plan approval but due to nearness of the creek a site plan review has been requested which will include arborist review including tree conservation review. Rita Baldassara asked about the three metre space between buildings. David Waters indicated that area can be hardscaping or softscaping and that during site plan approval there will be an aim to keep as many trees as possible. Brian Wormington asked about parking. The applicant indicated that once you hit six units you must provide one accessible parking spot. Brian, reduced from 14 - 10. David Waters indicated that additional parking is available off site at the Dufferin County building to accommodate visitor parking. Brian Wormington asked about winter parking, David Waters indicated the renter would need to decide if they want to rent a unit with one parking spot.

The committee recessed from 6:15 to 6:22.

The committee approved the application subject to the following conditions:

1. That a satisfactory Low Impact Development Brief is submitted as part of an application for site plan approval; and,
2. That the minor variances be limited to the extent shown in accordance with the approved site plan drawings for the proposed development at 21 Centre Street.

The application was approved based on analysis and recommendations of planning staff and that the four tests have been satisfied.

Based on recommendation of planning staff.

#### **5.1.1 Planning Report - A-01/24 - 21 Centre Street**

#### **6. Items for Discussion**

The committee appointed Lindsay Raftis and Mary Adams as assistant Secretary-Treasurers of the Committee of Adjustment.

#### **7. Correspondence**

None.

#### **8. Announcements**

None.

#### **9. Date of Next Meeting**

The next meeting is scheduled for April 3, 2024.

#### **10. Adjournment**

The meeting was adjourned at 6:28 p.m.



## Minutes of Access Orangeville

March 14, 2024, 10:00 a.m.

**Electronic and In-Person Participation - Access Orangeville  
The Corporation of the Town of Orangeville  
(Chair and Secretary at Town Hall - 87 Broadway)  
Orangeville, Ontario**

Members Present: P. Charbonneau  
J. Jackson  
R. Ugolini  
K. Van Ryn

Members Absent: W. Cook  
Councillor Stevens  
M. Hartley

Staff Present: T. Dulisse, Manager, Transportation and Development  
J. Rawn, Executive Assistant, Infrastructure Services  
N. Leece

### 1. **Call to Order**

James Jackson, Vice Chair, called the meeting to order at 10:03 a.m.

### 2. **Disclosures of (Direct or Indirect) Pecuniary Interest**

None.

### 3. **Land Acknowledgement**

Mayor Post acknowledged the treaty lands and territory of the Williams Treaty Nations and the Mississaugas of the Credit First Nation. Mayor Post also recognized that Dufferin County is the traditional territory of the Wendat and the Haudenosaunee and is home to many Indigenous people today.

**4. Adoption of Minutes of Previous Meeting**

**2024-007**

**Moved By R. Ugolini**

That the minutes of the following meeting are approved:

2024-02-08 - Access Orangeville Committee Minutes

**Carried**

**4.1 2024-02-08 - Access Orangeville Committee Minutes**

**5. Presentations**

**5.1 Brandon Ward, Manager, Planning, Infrastructure Services - Review of Site Plans and Drawings**

Brandon Ward, Manager, Planning, Infrastructure Services, provided a summary of the Memo titled Review of Site Plans and Drawings and reminded the committee of the process to review site plan applications and how to provide comments and feedback.

**5.1.1 Notice of Site Application - 39 Commerce Road**

**2024-008**

**Moved By R. Ugolini**

The Committee endorses the Notice of Site Plan Application for 39 Commerce Road, with no further questions, confirming that all Accessibility for Ontarians with Disabilities Act (AODA) requirements have been met.

**Carried**

**6. Items for Discussion and Reports**

**6.1 Downtown Accessibility Initiative**

**6.1.1 Bruce Ewald, Manager, Building - Chief Building Official & Alison Scheel, General Manager, Orangeville Business Improvement Area (OBIA)**

Mayor Post provided historical context of downtown accessibility initiatives to date, namely the Stop Gap project. Considerations and comment were given to building codes, downtown businesses'

perspectives, and the advantages and disadvantages of pursuing such initiatives. Furthermore, the committee discussed potential opportunities for public art within this context. The committee addressed the necessity for accessibility buttons within downtown businesses and the importance of initiating accessibility initiatives to address accessibility needs.

**2024-009**

**Moved By** K. Van Ryn

The Committee endorses the Stop Gap initiative and recommends forwarding this proposal to Council for further examination. This includes exploring the potential establishment of a municipal agreement to initiate the implementation, contingent upon acceptable standards and addressing any liability concerns.

**Carried**

**6.2 Transit Updates**

Tony Dulisse, Manager, Transportation & Development, provided an update on Orangeville Transit.

**6.3 Accessibility Webpage & Committee Workplan**

This item was deferred to a future meeting.

**6.4 2021 AODA Compliance Report**

Ric Ugolini requests to review the 2021 AODA Compliance Report to compare to current date and review progress.

**7. Correspondence**

None.

**8. Announcements**

Alison Sheel, General Manager, Orangeville Business Improvement Area (OBIA), discussed traffic light timing.

Tony Dulisse, Manager, Transportation & Development shared an update on signage, traffic studies, and the service line warranty program.

Committee secretary to add Accessibility Week to the next meeting agenda.

**9. Date of Next Meeting**

The next meeting is scheduled for Thursday April 11th at 10:00 a.m.

**10. Adjournment**

**2024-010**

**Moved By** K. Van Ryn

That the meeting be adjourned at 11:32 a.m.

**Carried**



## Minutes of Age Friendly

March 19, 2024, 1:00 pm

Electronic and In-Person Participation - Age Friendly

The Corporation of the Town of Orangeville

(Chair and Secretary at Town Hall - 87 Broadway)

Orangeville, Ontario

Members Present: Mayor Post  
L. Banks  
M. Chapman  
C. Hamilton  
K. Jack  
V. Petho

Members Absent: Councillor Macintosh

Staff Present: S. Doherty, Manager, Recreation and Events  
L. Raftis, Assistant Clerk

### 1. Call to Order

Cheryle Hamilton assumed the role of the Chair. The meeting was called to order at 1:00 p.m.

### 2. Disclosures of (Direct or Indirect) Pecuniary Interest

None.

### 3. Land Acknowledgment

The Chair acknowledged the treaty lands and territory of the Williams Treaty Nations and the Mississaugas of the Credit First Nation. The Chair also recognized that Dufferin County is the traditional territory of the Wendat and the Haudenosaunee, and is home to many Indigenous people today.

**4. Adoption of Minutes of Previous Meeting**

**2024-004**

**Moved By** K. Jack

**That the minutes of the following meeting are approved:**

**2024-01-16 Age Friendly Committee Minutes**

**Carried**

**4.1 2024-01-16 Age Friendly Committee Minutes**

**5. Presentations**

**5.1 Althea Alli, Founder and President - Dufferin County Multicultural Foundation**

Note: This presentation was deferred to the next meeting.

**6. Items for Discussion and Reports**

**6.1 2024 Multicultural Event**

Note: This item was presented after item 6.2.

The Committee discussed the 2024 Multicultural Event and the opportunity for Age Friendly to register as a vendor at the event.

**2024-005**

**Moved By** M. Chapman

**That the Committee approve Age Friendly to register as a vendor at the 2024 Multicultural Event and the \$45 fee associated.**

**Carried**

**6.2 Senior Discount Update**

The Committee discussed the senior discount list and invited the Town of Orangeville Communications Team to the next meeting to further discuss a plan to roll out during the month of June for Senior's Month.

The Committee discussed the division of research between members and distribution of final list once complete.

**2024-006**

**Moved By** M. Chapman

**That the Committee agrees to meet Tuesday, April 23, 2024 at 2:00 p.m. to further discuss the senior's discount project.**

**Carried**

### **6.3 Upcoming Guest Speaker**

Cheryle Hamilton spoke to the Alzheimer's Society of Dufferin County and recognized that Town of Orangeville donated 50 bags to the organization for a recent initiative.

**2024-007**

**Moved By** K. Jack

**That the Committee agree to invite Alzheimer Society of Dufferin County to present at the June 18, 2024 Age Friendly meeting.**

**Carried**

## **7. Correspondence**

None.

## **8. Announcements**

Ric Ugolini asked what is the age that classifies as a senior in the Town of Orangeville.

The Committee discussed senior discounts with respect to recreation programming within the Town of Orangeville.

The Committee discussed Orangeville Transit challenges, route updates, and On Demand services. The Committee would like to invite Tony Dulisse, Transportation & Development Manager to the scheduled June 18, 2024 Age Friendly meeting for an official transit update.

Sharon Doherty, Recreation & Events Manager advised that the Senior of the Year nominations will be presented to Council at the April 8, 2024 Council Meeting via staff report in Closed Session.

Ms. Doherty further advised that the Senior's Luncheon is on Wednesday June 5, 2024 at the Alder Street Recreation Complex.

The Committee discussed the Age Friendly table at the June 22 Farmer's Market. Cheryle Hamilton and Ken Jack volunteered to work the early shift commencing

at 8:00 a.m. and Mike Chapman and Linda Banks volunteered to work the shift commencing at 10:30 a.m.

**9. Date of Next Meeting**

The next meeting is scheduled for Tuesday, April 23, 2024 at 2:00 p.m.

**10. Adjournment**

**2024-008**

**Moved By K. Jack**

**That the meeting be adjourned at 1:53 p.m.**

**Carried**



## Minutes of Homelessness Task Force

March 20, 2024, 7:00 p.m.

**Electronic and In-Person Participation - Homelessness Task Force  
The Corporation of the Town of Orangeville  
(Chair and Secretary at Town Hall - 87 Broadway)  
Orangeville, Ontario**

Members Present: Councillor Andrews  
T. Carter  
E. Dunn  
E. Goodyear  
Councillor Sherwood

Members Absent: R. Alvarez  
T. Grabb

Staff Present: T. Barry, Executive Assistant, Community Services  
H. Savage, General Manager, Community Services

### 1. Call to Order

The meeting was called to order at 7:06 p.m.

### 2. Disclosures of (Direct or Indirect) Pecuniary Interest

None

### 3. Adoption of Minutes of Previous Meeting

**2024-003**

**Moved By** Councillor Sherwood

That the minutes of the following meeting are approved: February 21, 2024

**4. Presentations**

**4.1 Inspector Michael Di Pasquale**

Inspector Di Pasquale sent his regrets, but is available for the next meeting. T. Barry to send calendar invite and agenda for April meeting.

**5. Items for Discussion and Reports**

**5.1 Out of the Cold Update**

Chair J. Andrews discussed that the push for this program is ongoing, and that he met with Pastor Gordon of Compass Community Church and it was a positive meeting. During the discussion, Pastor Gordon mentioned that there is a monthly pastoral meeting with the community faith-based leaders, including some that have not been advised of this potential program. Chair J. Andrews has requested to be invited to the next meeting and E. Goodyear has expressed interest to attend as well.

Discussed that we may have a potential location (The Door) but further discussions with the Board is required. A site visit would also be needed for safety but we are awaiting confirmation from the parties involved for the site visit.

A list of questions has been prepared and finalized to present to the faith-based leaders so that they are aware of what is involved in this program.

**5.2 Homelessness Task Force Committee Dissolution Work Plan and Suggested Recommendations to Council**

After further discussions with the senior leadership team at the Town of Orangeville and the Mayor about the dissolution of the Homelessness Task Force, it was agreed that the committee should be with the County. Mayor Post drafted a motion to the County about this, and the motion was endorsed and passed.

There are opportunities for current members to be on the new task force, but the individuals do have to re-apply.

H. Savage advised that the committee does not have to produce a Council Report, but will attend as a delegation to provide recommendations to Council outlining what we have accomplished and what County committee should be doing.

The following are items to include in the delegation presentation:

1. Where we have been
  2. What we have accomplished - men's shelter; Out of the Cold; motel program information (criteria/thresholds)
  3. Recommendations - continue support for Out of the Cold; include all recommendations from previous task force; recommend that all of the information collected since the committee's inception will go to the new County task force;
  4. Recommend that the task force be dissolved and look at the development of Terms of Reference for an Affordable Housing Committee and recruitment for members;
- T. Barry to facilitate the delegation and the format of presentation which the committee is aiming for the April 29 meeting.

## **6. Correspondence**

Chair J. Andrews handed out a newspaper article from the CBC titled "For many in B.C. finding a rental has become a full-time job, competition is fierce"

## **7. Announcements**

### **7.1 Men's Shelter Update**

E. Dunn provided a brief update on the Men's Shelter. She advised that they housed 6 individuals and 1 moved into a care facility. Currently they have ten residents with one coming in March 21. The Shelter is still hosting the Sunday and Monday all day programs which are going very well, with the potential of funding to carry through to April and to hopefully add additional days.

### **7.2 Motel Program Follow Up**

Committee requested further information to be clarified on the motel program and H. Savage sent the request to A. McGregor. A. McGregor did respond to the follow up questions and replied she could not provide a lot of information due to privacy issues, but said she would speak to her team and provide us with some feedback.

E. Goodyear questioned what the privacy issue was, and that providing information on the criteria for the hotel room is not private.

H. Savage expressed that A. McGregor does have rules and protocol that she needs to uphold. Even with the information she may provide, we still are restricted on what we can do.

T. Carter said we should be calling them out to get the criteria for the hotel program, and that information is not considered private.

### **7.3 Christopher Graham**

Christopher Graham attended the meeting as a member of the public, but agreed to speak to the committee about his lived experience being unhoused. During the discussion with the committee, he recommended that the new committee seek consultation from those with lived experience;

### **8. Date of Next Meeting**

The date of the next meeting is April 17, 2024 at 7:00 p.m.

### **9. Adjournment**

The meeting adjourned at 8:48 pm



## The Corporation of the Town of Orangeville

### By-law Number 2024

#### **A by-law to authorize the entering into and execution of a Funding Agreement with the Otter's Swim Club for the provision of a Timing System for the Alder Pool**

Whereas the *Municipal Act, 2001, S.O. 2001, c.25, S.9* provides a municipality with the powers of a natural person for the purpose of exercising its authority under this or any other Act;

And whereas Council deems it expedient to enter into a Funding Agreement with the Otter's Swim Club for the provision of a timing system for the Alder pool;

Be it therefore enacted by the municipal Council of the Corporation of the Town of Orangeville as follows:

1. That Council authorize the entering into and execution of a Funding Agreement, for the provision of a timing system at the Alder Pool between The Corporation of the Town of Orangeville and the Otter's Swim Club and all documents ancillary thereto.

Read three times and finally passed in open Council this 29th day of April, 2024.

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Lisa Post, Mayor

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Raylene Martell, Town Clerk



## The Corporation of the Town of Orangeville

### By-law Number

#### A by-law to regulate the keeping, licensing, registration, and control of certain classes of animals

**WHEREAS** Section 8 of the *Municipal Act*, 2001, S.O. 2001, c. 25, as amended hereinafter referred to as the "*Municipal Act*" provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising the authority under the Act;

**AND WHEREAS** Section 8(3) of the *Municipal Act* authorizes a municipality to provide for a system of licences;

**AND WHEREAS** Sections 8, 11, 11(2) and 11(3) of the *Municipal Act* authorizes a municipality to pass a by-law to regulate, prohibit and require persons to do things respecting animals and in relation to health, safety and well-being of persons, the social well-being of the municipality and the protection of persons;

**AND WHEREAS** Sections 9, 11 and 391 of the *Municipal Act* authorizes a municipality to impose fees and charges on persons;

**AND WHEREAS** Section 23.1, 23.2 and 23.3 of the *Municipal Act* authorizes a municipality to delegate its powers and duties under the Act to a person;

**AND WHEREAS** Section 103 of the *Municipal Act* authorizes a municipality to pass by-laws to seize, impound, and sell animals that are trespassing or at large;

**AND WHEREAS** Section 425(1) of the *Municipal Act* authorizes a municipality to pass by-laws providing that a person who contravenes a by-law of a municipality passed under the *Municipal Act* is guilty of an offence;

**AND WHEREAS** Section 431 of the *Municipal Act* authorizes that where any by-law of a municipality under the *Municipal 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;

**AND WHEREAS** Section 436 of the *Municipal Act* authorizes a municipality to pass a by-law providing that the municipality may enter on land to conduct inspections;

**AND WHEREAS** Section 62 of the *Provincial Animal Welfare Services Act, 2019* provides municipalities the authority to deal with impounded animals as owners of animals;

**AND WHEREAS** the *Dog Owners' Liability Act*, R.S.O. 1990, c. D.16 authorizes a Municipal Law Enforcement Officer to seize and impound a dog under certain circumstances;

**AND WHEREAS** the Council for the Town of Orangeville deems it necessary and desirable to regulate the keeping of dogs and other animals in the Town of Orangeville;

**NOW THEREFORE** the Council of the Corporation of the Town of Orangeville enacts as follows:

## 1. Definitions

### 1.1 In this By-law:

“**Animal**” means any member of the animal kingdom, other than a human;

“**Animal Control Officer**” means a person appointed as such by a by-law of the **Town**, or any other person directed by the **Clerk** to enforce this By-law, and includes the **pound keeper**;

“**Cat**” means a regular domestic cat;

“**Clerk**” means the Clerk for the **Town**, or any person designated by the Clerk;

“**Council**” means the Council of the Corporation of the Town of Orangeville;

“**Dog**” means a domestic dog;

“**Dwelling Unit**” means a room, or a suite of rooms operated as a housekeeping unit, used or intended to be used as a domicile by one or more persons and supporting general living conditions including cooking, eating, sleeping and sanitary facilities;

“**Handler**” means the person who has care and control of a **dog** at a particular point in time;

“**Harbour** or **Harboured**” shall include **keeping** or possessing for any period of time, whether temporary or not;

“**Hen**” means a female chicken;

“**Hen Coop**” means a structure used to house a **hen** and includes the covered outdoor enclosure area;

“**Keep**” or “**Kept**” shall include **harbouring** or possessing for any period of time, whether temporary or not;

“**Leash**” means a rope, chain or other material or restraining device used to restrain a **dog**;

“**Leash Free Park**” means a park owned by the **Town** where a **dog** is permitted to be off a **leash**;

“**Licence**” means a licence issued pursuant to this By-law;

“**Licence Issuer**” means a **Town** employee responsible for issuing a **licence** or any person designated by the **Clerk**,

“**Microchip**” means a device, designed to an approved Canadian standard, implanted in an **animal**, containing a unique code that permits or facilitates access to information such as the name and contact information of the **animal’s owner**;

“**Officer**” means an **Animal Control Officer**, a **pound keeper** and their designates, an Ontario SPCA Officer, Police Officer, Municipal Law Enforcement Officer, the Medical Officer of Health, or other person appointed by by-law to enforce the provisions of this By-law;

“**Owner**” includes:

- (a) any person who owns, **keeps**, or has custody of an **animal** and where the owner is a minor, the person responsible for the custody of the minor;
- (b) a person who is temporarily the **keeper** of the **animal**;

“**Police Working Dog**” means a **dog** trained and actually engaged in law enforcement by any federal, provincial, or municipal government agency;

**"Pound"** means any premise or facility, or part thereof used by the **Town** for the temporary housing or boarding of **animals** that have been impounded pursuant to this By-law;

**"Pound Keeper"** means any premise or facility, or part thereof used by the **Town** for the temporary housing or boarding of **animals** that have been impounded pursuant to this By-law;

**"Protective Care"** means the temporary **keeping** of an **animal** as a result of an eviction, incarceration, medical or fire emergency, or any other situation that the **pound keeper** or **Officer** deems appropriate for the health and safety of the **animal**;

**"Rear Yard"** means a yard extending the full width of the property between the rear lot line and the main building on a property;

**"Reputable Organization"** means a reputable, recognized service dog training organization that offers the services of training and placing certified service dogs to persons with disabilities. Reputable Organizations shall include, but not be limited to: Assistance Dogs International, Canadian Assistance Dog Institute and National Service Dogs. Additional organizations included will be at the discretion of the Clerk upon receipt of appropriate supporting information;

**"Rooster"** means a male chicken;

**"Service Animal"** means an **animal** described in subsection 80.45(4) of O. Reg. 191/11, under the *Accessibility for Ontarians with Disabilities Act, 2005*, S.O. 2005, c.11, and may include **animals** in training to become a service animal with a **reputable organization**;

**"Songbird"** means a bird of the order:

- (a) Passeriformes, which includes, but is not limited to birds commonly known as robins, blue jays, and cardinals;
- (b) Apodiformes, which includes but is not limited to hummingbirds;

**"Tag"** means a tag issued by the **Town**;

**"Town"** means the Corporation of the Town of Orangeville;

**"Veterinary Clinic"** means a building, land or vehicle or any combination of them used or intended to be used as a place in or from which to engage in the practice of veterinary care;

“**Wildlife**” means an **animal** that belongs to a species that is wild by nature, but does not include:

- (a) domestic **animals**; or
- (b) a feral or stray **cat**.

## 2. Application and General

2.1 This By-law shall apply throughout the whole of the **Town**.

2.2 No person shall **keep** or **harbour** or permit to be **kept** or **harboured** at any one time, more than three (3) **dogs** on a property or per **dwelling unit**.

2.3 No person shall **keep** or **harbour** or permit to be **kept** or **harboured** at any one time, more than four (4) **cats** on a property or per **dwelling unit**.

2.4 Sections 2.2, 2.3 and 2.8 do not apply to the:

- (a) **pound**; or
- (b) **owner** of a:
  - i. **veterinary clinic**;
  - ii. pet store;
  - iii. **pound** or an **animal** shelter operated by or on behalf of the **Town** for impounding **animals**;
  - iv. facility in which **animals** are placed for care pursuant to the *Pounds Act*, R.S.O. 1990, c. P.17, as amended;
  - v. facility registered as a research facility in accordance with the *Animals for Research Act*, R.S.O. 1990, c. A. 22, as amended.

2.5 No person shall own or **keep** a **dog** over the age of twelve (12) weeks without a current valid **dog licence**.

2.6 An **owner** of a **dog** shall **keep** the **tag** issued by the **Town** securely fixed on the **dog** it was issued at all times.

2.7 No person shall:

- (a) affix a **tag** to any **dog** other than the **dog** for which it was issued; or
- (b) remove a **tag** except to replace it with a current or valid **tag**.

2.8 No person shall **keep** or cause to be **kept** an **animal** identified as prohibited in Schedule A to this By-law.

- 2.9 No person shall own, **keep** or **harbour** a prohibited grandparented **animal** unless it is registered in accordance with Section 14.
- 2.10 No person shall own, **keep** or **harbour** a prohibited grandparented **animal** other than in accordance with the terms and conditions imposed by the **Clerk** and this By-law.
- 2.11 No person shall alter or modify or permit the alteration or modification of a **licence**.
- 2.12 No person shall use or attempt to use a **licence** issued to another person.
- 2.13 Every person who knowingly makes a false statement in an application, declaration, or paper writing required by this By-law or the **Town** is guilty of an offence.
- 2.14 No person shall dispose of or bury an **animal** on **Town** property or **Town** land.
- 2.15 Unless otherwise permitted by **Town** policy, other by-laws, or any legislation, no person **keeping** an **animal** shall allow such **animal**, other than a **service animal**, to be in **Town** facilities.

### **3. Licences and Registration**

- 3.1 The **Clerk** is hereby delegated authority to issue **licences** and register **animals** in accordance with the provisions of this By-law.
- 3.2 The **Clerk** is hereby delegated authority to impose additional terms and conditions to an **owner** of a prohibited grandparented **animal** that in the opinion of the **Clerk** are reasonable and taking into consideration:
- (a) health, safety and welfare of the **animal**;
  - (b) health, safety and well-being of persons;
  - (c) health, safety and welfare of other **animals**; and
  - (d) the impact on a neighbouring property or neighbouring property owner.
- 3.3 A **licence** or registration automatically expires and becomes null and void upon the sale, death or other disposal of an **animal** to which such **licence** and registration applies.
- 3.4 A **licence** issued by the **Town** is non-refundable.

- 3.5 A **licence** issued pursuant to this By-law is valid until April 30<sup>th</sup> of each year.
- 3.6 A lifetime **licence** may be issued at the discretion of the **Clerk**, where proof of microchipping of the **animal** is provided.
- 3.7 Any record required by this By-law shall be produced by the Licensee upon request of an **Officer**.

#### 4. **Dogs – Application for a Licence**

- 4.1 An **owner** of a **dog** that is over the age of twelve (12) weeks shall immediately obtain a **dog licence** from the **Town** or delegated entity.
- 4.2 An **owner** of a **dog** making an application for a **dog licence** shall submit:
  - (a) a complete application in the form provided by the **Town**;
  - (b) a certificate signed by a practicing veterinarian that the **dog** has been inoculated with an anti-rabies vaccine in accordance with Regulation 567: Rabies Immunization of the *Health Protection and Promotion Act*, R.S.O. 1990, c. H.7;
  - (c) proof of **microchip** where the application is for a lifetime **licence**; and
  - (d) the required **licence** fee.
  - (e) Any other documents that may be requested by the **Clerk**.

#### 5. **Dog – Licence**

- 5.1 A **dog licence** in the form of a **dog tag** shall be issued where the **Clerk** is satisfied that the requirements of this By-law have been met.
- 5.2 An **owner** of a **dog** may obtain a replacement **dog tag** upon payment of the prescribed fee.
- 5.3 A lifetime **licence** may be transferred to a new **owner** of the same **animal** within the **Town** upon payment of the prescribed fee and receipt of sufficient information to validate the change of ownership, at the discretion of the **Clerk**.

#### 6. **Dogs – Leashes and at Large**

- 6.1 No **owner** of a **dog** shall permit a **dog** to be at large in the **Town** except in a **leash free park**.

6.2 A **dog** is deemed to be running at large if found in any place other than the property of the **owner** of the **dog** and the **dog** is not on a **leash** and under the control of a person capable of handling the **dog**, unless prior consent is given by the person owning the property on which the **dog** is found.

6.3 Sections 6.1 and 6.2 of this By-law shall not apply to a:

- (a) **police working dog**;
- (b) **service animal** while under the care and control of its **handler** and/or actively engaged in its trained duties;
- (c) **service animal** in training while under the care and control of its **handler** and/or actively engaged in its trained duties.

## 7. Excrement

7.1 Every **owner** of a **dog** shall immediately remove excrement left by the **dog** on property anywhere within the **Town** other than the property of the **owner**.

## 8. Leash Free Parks

8.1 No **owner** shall cause or permit their **dog** to enter or use a **leash free park** unless such **dog** is:

- (a) vaccinated; and
- (b) older than four (4) months.

8.2 No **owner** shall cause or permit their **dog** to enter or use a **leash free park** if the:

- (a) **dog** poses any danger to other persons or **dogs**;
- (b) **dog** displays, or has in the past displayed, aggressive behavior;
- (c) **dog** is subject to a dangerous **dog** order from any municipality;
- (d) **dog is** subject to a current interim order issued under the *Dog Owners' Liability Act*, R.S.O. 1990, c. D.16;
- (e) **owner** has been advised by an **Officer**, **Town** designate, **Town** staff or authorized agent on behalf thereof, that the **dog** is prohibited from using the **leash free park**;

(f) **dog** is a Pit Bull as defined by the *Dog Owners' Liability Act*, R.S.O. 1990, c. D.16; or

(g) the female **dog** is in heat.

8.3 Every **owner** who permits their **dog** to enter or use a **leash free park** shall immediately remove the **dog** from the **leash free park** if:

(a) it shows any aggressive behaviour toward a person or other **dog**; or

(b) an **Officer**, **Town** designate, **Town** staff or authorized agent on behalf thereof, requests the removal of the **dog** for any reason.

8.4 Every **owner** shall:

(a) ensure that their **dog** is controlled by **leash** when entering and leaving a **leash free park**;

(b) accompany their **dog** while it is within a **leash free park** to ensure that it remains under control and within their sight at all times;

(c) be capable of controlling the **dog**;

(d) immediately remove any excrement left by such **dog**; and

(e) not bring more than three (3) **dogs** per visit at a **leash free park**.

8.5 No person shall cause or permit any **animal** other than a **dog** to enter or remain within a **leash free park**.

8.6 Every child within a **leash free park** shall be supervised and accompanied by their parent or a legal guardian at all times.

8.7 Every **owner** assumes all risks by entering into the **leash free park**.

## 9. Protective Care and Impoundment

9.1 An **Officer** may seize and impound an **animal** found running at large and may apprehend an **animal**.

9.2 Any **animal** trespassing or at large may be seized by any person, who shall deliver the **animal** to an **Officer** or the **pound keeper** and the **animal** will then be impounded.

- 9.3 An **Officer** may take possession of an **animal** for the purpose of providing **protective care** and is authorized to:
- (a) receive **animals** pursuant to an eviction, incarceration, fire or medical emergency, or for any other situation that the **Officer** deems appropriate;
  - (b) temporarily **keep** such **animals** for a maximum of five (5) days;
  - (c) charge the **owner** the current per diem sheltering fee and all costs for required veterinary medical care, when the **animals** are redeemed; and
  - (d) at the end of the five (5) day **protective care** period, unless other arrangements are agreed to between the **owner** and the **Town**, treat such **animals** as day-one impounded **animals**.
- 9.4 Where an **animal** is seized and is injured or should be euthanized without delay for humane reasons or for reasons of safety to persons or **animals**, an **Officer** may euthanize the **animal**, or have the **animal** euthanized in a humane manner as soon after seizure as the **Officer** thinks fit without permitting any person to reclaim the **animal**.
- 9.5 Where the **owner** of an **animal** is known, the **pound keeper** shall make reasonable efforts to notify the **owner** that the **animal** has been impounded.
- 9.6 Where an **animal** is seized and impounded, the **pound keeper** shall return it to the **owner** provided that:
- (a) the **owner** claims possession of the **animal** within three (3) days (excluding Sundays and holidays) after the date of seizure;
  - (b) the **animal** can be lawfully returned;
  - (c) upon payment of any applicable licensing and registration fees; and
  - (d) upon payment of the impound, boarding fees and veterinary fees necessary for the well-being of the **animal**.
- 9.7 The **owner** of an **animal** seized or impounded, if known, whether or not the **animal** is claimed by the **owner** from the **pound**, shall be liable for the payment of the impound fee, the boarding fee, and any veterinary care, and euthanasia and disposal fees applicable, and shall pay all fees on demand by the **pound keeper**.

- 9.8 Where at the end of three (3) days (excluding Sundays and holidays) an **animal** has not been returned to the **owner**, the **pound keeper** may dispose of the **animal** in accordance with the provisions of the *Animals for Research Act*, R.S.O. 1990, c. A. 22, as amended.
- 9.9 The **pound keeper** may destroy, or cause, or permit to be destroyed, any **animal** that has been impounded in the **pound** where the person that owned the **animal** before it came into the possession of the **pound keeper** has requested in writing that the **animal** be destroyed.
- 9.10 The **pound keeper** may refuse:
- (a) the surrender of an **animal** for any reason; and
  - (b) the adoption of an **animal** for any reason.
- 9.11 All monies received for the sale or adoption of unclaimed **animals** shall become the property of the **Town** or the **pound keeper** as agreed to by the **Town**. However, in the event where the **Town** has entered into a contract, the terms of the contract shall prevail.

## 10. Cats – Identification

- 10.1 Every **owner** of a **cat** shall ensure that it has a **microchip**, identification nametag or similar means of identification always affixed to it, which shall include the current contact information for the **owner** of such **cat**.

## 11. Hens– General Provisions

- 11.1 No person shall **keep** or permit to be **kept** in the **Town**:

- (a) more than three (3) **hens** on a property;
- (b) more than one (1) **hen coop** on a property; or
- (c) a **rooster**.

- 11.2 No person shall permit a **hen** to be outside of its **hen coop**.

- 11.3 Every person who owns, or **keeps** a **hen** on a property shall:

- (a) reside on the property where a **hen** is **kept**;
- (b) **keep** the **hen** in the **hen coop** at all times;

- (c) ensure that between 9:00 p.m. one day and 6:00 a.m. of the following day, the **hen** is **kept** in the structure used to house the **hen** and the roof and door are locked;
- (d) feed a **hen** in a manner that minimizes the attraction of rodents or other **animals**;
- (e) store feed in a rodent-proof secured container and secure it at all times to prevent entry of rodents or other **animals**;
- (f) not sell from the property, eggs, manure, meat or other products associated with the **keeping** of a **hen**;
- (g) not slaughter or butcher a **hen** on the property;
- (h) dispose of a dead **hen** immediately through:
  - i. a livestock disposal facility;
  - ii. veterinarian services; or
  - iii. a facility approved by the applicable provincial Ministry;
- (i) **keep** a **hen** in accordance with all other applicable laws.

## **12. Hen Coop – General Provisions**

12.1 Every person who has a **hen coop** on a property shall ensure that:

- (a) it is located in the **rear yard**;
- (b) it does not interfere with any lot grading drainage or drainage swales;
- (c) it is located a minimum of 3 metres from the side or rear lot line;
- (d) it is located a minimum of 5 metres from any catch basin;
- (e) it is a maximum size of 9 m<sup>2</sup>;
- (f) it is a maximum height of 2.1 metres;
- (g) it provides a minimum floor area of 0.37 m<sup>2</sup> per **hen**;
- (h) it provides a covered outdoor enclosure area of a minimum 0.92 m<sup>2</sup> per **hen**;

- (i) it provides a perch area sufficient to accommodate all **hens**;
- (j) it be constructed:
  - i. to fully enclose a **hen** to prevent it from escaping;
  - ii. to prevent other **animals** from entering the **hen coop**;
  - iii. with a lockable roof and door; and
  - iv. in the case of a floor, it shall be made of material resistant to moisture and mould, and lined with shavings, straw, or other appropriate materials to absorb manure and facilitate cleaning;
- (k) they maintain the **hen coop** in a clean condition and free from the accumulation of feces, offensive odours, insect or rodent infestations;
- (l) they remove feces daily from the **hen coop** and deposit in a secured waste receptacle or composter;
- (m) they ensure the secured waste receptacle or composter is:
  - i. stored in the **rear yard**;
  - ii. located a minimum of 3 metres from any lot line;
  - iii. maintained to prevent offensive odours; and
  - iv. emptied on a regular basis.

12.2 A **hen coop** is only permitted on a property that:

- (a) is zoned residential that contains a single detached dwelling or semi-detached dwelling in accordance with the **Town's** Zoning By-law; and
- (b) is not located within a wellhead protection area where the vulnerability score is ten (10), as delineated in vulnerable area mapping in the Source Protection Plan, or where the **keeping** of **hens** would be identified as a significant drinking water threat activity under the *Clean Water Act* S.O. 2006, c.22.

### 13. Prohibited Animals

13.1 Notwithstanding Section 2.8, an **animal** identified as prohibited in Schedule A to this By-law may be **kept** or **harboured**:

- (a) at a special event approved by the **Town**;
- (b) at a premise licensed or exempt under the *Animals for Research Act*, R.S.O. 1990, c.A.22, as amended;

(c) by a person licensed, exempt or otherwise expressly permitted by provincial or federal legislation.

13.2 Notwithstanding Section 13.1, no person shall **keep** an **animal** prohibited by or under any federal or provincial legislation.

#### **14. Prohibited Grandparented Animals**

14.1 Any person who **harbours** or **keeps** a prohibited **animal** shall remove the prohibited **animal** or make an application and provide to the **Clerk** proof that the prohibited **animal** was lawfully owned prior to the prohibition within 90 days of the passing of this By-law.

14.2 The **Clerk** upon considering those **animals** that were prohibited by By-law 68-2000, as amended, this By-law and being satisfied that the prohibited **animal** was lawfully owned prior to the prohibition, may deem the prohibited **animal** to be grandparented.

14.3 The **Clerk**, upon deeming a prohibited **animal** to be grandparented shall enter information pertaining to the prohibited **animal** and its **owner** into a registry of prohibited grandparented **animals**.

14.4 The **Clerk** may impose additional terms or conditions on the **keeping** or **harbouring** of any prohibited grandparented **animal**.

14.5 Every **person** who owns a prohibited grandparented **animal** shall comply with all terms and conditions imposed under Section 14.4.

14.6 Any person who moves a prohibited grandparented **animal** to a location other than the one on file with the **Town**, shall notify the **Clerk** of the new location within the **Town** within forty- eight (48) hours after the prohibited grandparented **animal** is moved.

14.7 A prohibited grandparented **animal** may be **kept** until it dies or has otherwise been disposed of.

14.8 A person who has a prohibited grandparented **animal** that dies or is otherwise disposed of shall notify the **Clerk** within forty-eight (48) hours of its death.

14.9 The grandparented status of an **animal** may be revoked by the **Clerk** or designate at any time:

(a) where any grandfathered **animal** is deemed to be dangerous and/or poses a health or safety risk and/or is deemed to be improperly or unsafely housed,

enclosed or cared for;

- (b) where an **owner** hinders, obstructs, or attempts to hinder or obstruct any inspection or enforcement provision in this By-law;
- (c) where the applicant fails to comply with any provisions set out in this By-law;
- (d) grandparented **animals** that upon inspection by the **Clerk** or designate are deemed to be improperly or unsafely housed, enclosed or cared for, may be seized and impounded.

## 15. Wildlife- Feeding

15.1 No person shall feed or attempt to feed **wildlife**, or permit the feeding of **wildlife** on their property, except:

- (a) a person feeding **songbirds** as follows:
  - i. the food intended for the **songbirds** is placed in a bird feeding device that is sufficiently above grade so as to not attract or be accessible to **wildlife**;
  - ii. the bird feeding device is located on private property, and the property **owner** or occupant has given permission for the installation and use of the bird feeding device;
  - iii. any food spilled from the bird feeding device is removed in a timely manner such that it does not attract other **wildlife**; and
  - iv. the bird feeding device is **kept** in a sanitary condition and in good working order.

15.2 No person shall cause or permit a feeding device or any attractants to be left outside on any property, including but not limited to **Town** property or lands.

15.3 Notwithstanding Sections 15.1 and 15.2, a person may feed **songbirds** on their property provided it does not create a nuisance by reason of odour, sight or otherwise.

## 16. Fees

16.1 The fees for any **licence**, registration, or replacement **tag** issued pursuant to this By-law shall be as prescribed in Schedule B of this By-law and is payable upon submission of an application.

16.2 Where the **Clerk** has delegated the powers and responsibilities for the

administration and enforcement of this By-law to an external third party, the third party may charge fees in excess of the fees prescribed by Schedule B.

## **17. Enforcement and Power to Enter**

17.1 The enforcement of this By-law shall be conducted by an **Officer**.

17.2 An **Officer** may enter on land 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) the **licence**, or the term or condition of a **licence**, or this By-law is complied with; or
- (c) a direction or order made under the *Municipal Act*, S.O. 2001, c.25, as amended, or this By-law is complied with.

17.3 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) inspect and remove documents or things relevant to the inspection for the purpose of making copies or extracts;
- (c) require information from any person concerning a matter related to the inspection; and
- (d) 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.

17.4 An **Officer** may enter on any public property or on any private property, for the purpose of catching, confining and transporting any **animal** at large to a safe location as determined by an **Officer**.

17.5 Nothing in this section confers on any **person** a right to enter any **dwelling unit** unless the prior consent of the **owner** or tenant of the **dwelling unit** is first obtained by the **person** who desires to enter the **dwelling unit**.

## 18. Orders

18.1 If an **Officer** has reasonable grounds to believe that a contravention of this By-law or the terms and conditions of an exemption have not been complied with, the **Officer** may make an Order requiring the person who contravened this By-law or the conditions of an exemption or who caused or permitted the contravention to occur to:

- (a) discontinue the contravening activity; and/or
- (b) do work or take action to correct the contravention.

18.2 An Order under Section 18.1 shall set out:

- (a) reasonable particulars of the contravention adequate to identify the contravention;
- (b) the location of where the contravention occurred; and
- (c) either:
  - i. in the case of an Order under Section 18.1 (a), the date by which there must be compliance with the Order; or
  - ii. in the case of an Order under Section 18.1 (b), the action to be done and the date by which the action must be done.

18.3 An Order made under this By-law may be served personally, ordinary mail to the last known address or by email transmission to:

- (a) the person the **Officer** believes contravened this By-law or the conditions of an exemption; and
- (b) such other persons affected by the Order as the **Officer** making the Order determines.

18.4 An Order may be posted on site.

18.5 An Order sent by ordinary mail, shall be deemed to have been served on the seventh (7<sup>th</sup>) day after the date of mailing, or if sent by registered mail, shall be deemed to have been served on the fifth (5<sup>th</sup>) day after the date of mailing, or on the date of personal service, or on the date of email transmission.

18.6 An **Officer** who is unable to effect service of an Order pursuant to this By-law shall place a placard containing the Order in a conspicuous place at the last known address of the person named in the Order, and the placing of the placard shall be deemed to be sufficient service. The placing of the placard of the Order

shall be deemed to be served on the date of placing the placard.

## 19. Penalty Provisions

- 19.1 Every person who contravenes any provision of this By-law, including failing to comply with an Order made under this By-law, and every director or officer of a corporation, who knowingly concurs in the contravention by a corporation is guilty of an offence and upon conviction is liable to:
- (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.
- 19.2 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, Chapter P.33, as amended.
- 19.3 Every person shall comply with any Order or Notice issued under the authority of this By-law.
- 19.4 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.
- 19.5 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.
- 19.6 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.

## 20. Reserved

## 21. Severability

- 21.1 If a court of competent jurisdiction declares any section or part of this By-law invalid, it is the intention of **Council** that the remainder of this By-law shall continue in force unless the court makes an order to the contrary.

## 22. Administration

- 22.1 The **Clerk** is authorized to delegate the powers and responsibilities for the administration and enforcement of this By-law to any **Town** staff or external third parties deemed to be qualified and appropriate by the **Clerk** for such purposes.

22.2 The provisions of this By-law shall be without effect in the event of a conflict with the appropriate practices, as deemed by the **Town**, of the following:

- (a) any public authority;
- (b) a branch of the Ontario SPCA;
- (c) an **animal** hospital, clinic or facility that is lawfully operated or supervised under the direction of a veterinarian licensed by the College of Veterinarians of Ontario.

### **23. Interpretation**

23.1 References in this By-law to any statute or statutory provision include references to that statute or statutory provision as it may from time to time be amended, extended or re-enacted.

23.2 In this By-law, unless the context otherwise requires words importing the singular shall include the plural and use of the masculine shall include the feminine, where applicable.

23.3 The Schedules appended to this By-law are incorporated into and form part of this By-law.

### **24. Transitional Rules**

24.1 By-laws 68-2000, 48-2003, 2020-061, 2021-034 and 2023-094, shall continue to apply to any enforcement proceedings commenced prior to the effective date of this By-law.

24.2 Any **dog licence** issued under By-law 68-2000 that expires on December 31, 2024 shall be extended to April 30, 2025.

### **25. Repeal**

25.1 That By-laws 68-2000, 48-2003, 2020-061, 2021-034 and 2023-094 are hereby repealed.

### **26. Effective Date**

26.1 This By-law shall come into effect on \_\_\_\_\_, 2024.

READ three times and finally passed this day of \_\_\_\_\_, 2024.

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Lisa Post, Mayor

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Raylene Martell, Town Clerk

## SCHEDULE 'A' to BY-LAW 2024-XX

### Prohibited Animals

1. With the exception of those **animals** which meet the requirements of the Permitted Exceptions, names of **animals** listed in the table below are provided as examples only and do not limit the generality of the Type.

Class	Type	Common Names	Permitted Exceptions
Arachnida	Araneae (non-indigenous)	Spiders	
	Pseudoscorpiones	Book scorpion, false scorpion	
	Scorpiones	Scorpions	
	Solifugae	Camel spider, wind scorpion, sun scorpion	
Aves	Accipitriformes	Hawks and eagles	
	Anseriformes	Ducks, geese and swans	
	Apterygiformes	Kiwis	
	Casuariformes	Emus and cassowaries	
	Columbiformes	Pigeons and doves	
	Falconiformes	Falcons	
	Galliformes	Pheasants, grouse, guineafowls, turkeys, and peafowls	<b>Hens</b>
	Gruiformes	Cranes	
	Phoenicopteriformes	Flamingoes	
	Rheiformes	Rheas	
	Sphenisciformes	Penguins	
	Strigiformes	Owls	
Struthioniformes	Ostriches		
Mammalia	Artiodactyla	Cattle, goats, sheep, swine, deer, elk, camels, llamas, alpacas and reindeer (caribou)	
	Carnivora	Wolves, coyotes, foxes, fox hybrids, wolf hybrids, hyenas, tigers, leopards, jaguars, cougars, lions, lynx, cheetahs, hybrid bengal, savannah and chausie cats and similar hybrids, minks, skunks, weasels, otters, badgers, mongoose, civets, genets, cacomistles, raccoons, kinkajous, bears, seals, and walruses	Domesticated <b>dogs</b> Domesticated <b>cats</b> Domesticated ferrets

Class	Type	Common Names	Permitted Exceptions
	Chiroptera	Bats, myotis and fruit bats	
	Dermoptera	Flying lemurs	
	Eulipotyphla	Shrews	African pygmy hedgehogs
	Hyracoidea	Hyrax	
	Lagomorpha	Hares and pikas	Domesticated rabbits
	Marsupialia	Koalas, kangaroos, possums, opossums, wombats and wallabies	Sugar gliders derived from a self-sustaining captive population
	Monotremata	Platypus	
	Perissodactyla	Horses, donkeys, mules, zebras and ponies	
	Pholidota	Pangolins and scaley anteaters	
	Primates	Gorillas, monkeys, chimpanzees, lemurs, orangutans and bush babies	
	Proboscidea	Elephants	
	Rodentia	Porcupines, prairie dogs and nutria	Rodents such as hamsters, gerbils, chinchillas and guinea pigs which do not exceed 1,500 grams and are derived from a self-sustaining captive population
	Scandentia	Treeshrews	
	Sirenia	Manatee	
	Tubulidentata	Aardvark	
Xenarthra	Anteaters, armadillos and sloths		
Reptilia	Crocodylia	Alligators, crocodiles, gharial and caimans	
	Squamata	Iguanas, savannah monitors, pythons and boas (including anacondas)	Non-venomous or non-poisonous lizards which have a maximum length of 70 cm

Class	Type	Common Names	Permitted Exceptions
			Non-venomous or non-poisonous snakes which have a maximum length of 3 metres
	Testudines	Terrapins, tortoises and turtles	Turtles derived from a self-sustaining captive population
Other	All venomous or poisonous <b>animals</b>		
	Exotic <b>animals</b> – not indigenous to Canada		

**SCHEDULE 'B' to BY-LAW 2024-XX  
Fees**

<b>Goods and/or Services</b>	<b>Fee</b>
<b>Licensing</b>	
Dog Licence - Annual	\$ 35.00
Dog Licence - Lifetime	\$100.00
Dog Licence – Service Animal (Annual and Lifetime) *with supporting documentation	exempt
Dog Licence – Lifetime Transfer	\$ 15.00
Replacement Licence - All types	\$ 10.00
<b>Impound</b>	
1st Impound	\$ 30.00
2nd Impound	\$ 60.00
3rd Impound	\$100.00
4th Impound	\$150.00
<b>Quarantine/Court Ordered</b>	
Dogs per Day	\$100.00
Cats per Day	\$100.00



# The Corporation of the Town of Orangeville

## By-law Number 2024-

### A by-law to amend By-law 2022-075 being a By-law to delegate certain powers and duties under the Municipal Act, 2001, S.O. 2001, c.25

Whereas Council passed By-law 2022-075 on September 12, 2022 to delegate certain powers and duties under the Municipal Act;

And whereas Council deems it expedient to amend By-law 2022-075;

Now therefore be it resolved that the Council for The Corporation of the Town of Orangeville hereby enacts as follows:

That Schedule A to By-law 2022-075 be amended to include the following:

Column A	Column B	Column C	Column D	Column E
Delegated Matter	Details	Delegated to (Primary)	Delegated to Secondary	Limitations and Conditions
Finance				
Section 357 and 358 Applications		CFO/Treasurer		

Read three times and finally passed this 29<sup>th</sup> day of April, 2024.

\_\_\_\_\_  
Lisa Post, Mayor

\_\_\_\_\_  
Raylene Martell, Town Clerk



## **The Corporation of the Town of Orangeville**

### **By-law Number 2024-028**

#### **A by-law to authorize a letter of agreement with the Ministry of Transportation under the Dedicated Gas Tax Funds for Public Transportation Program**

Whereas the Provincial Government has made a commitment to provide funding under the Dedicated Gas Tax Funds for Public Transportation Program;

And whereas the Corporation of the Town of Orangeville is eligible to receive an amount of \$294,473 under the program;

And whereas it is necessary to enter into an agreement with Her Majesty the Queen in right of the Province of Ontario, as represented by the Minister of Transportation, with respect to gas tax funds;

Be it therefore enacted by the municipal council of The Corporation of the Town of Orangeville as follows:

1. That the letter of agreement with respect to gas tax funds for public transportation between Her Majesty the Queen in Right of the Province of Ontario, as represented by the Minister of Transportation and the Corporation of the Town of Orangeville, in substantially the same form as the letter of agreement attached hereto as Schedule "A," is hereby approved.
2. That the Mayor and Clerk are hereby authorized and instructed to execute the letter of agreement and any other documents required to finalize the transaction on behalf of the Corporation of the Town of Orangeville and to affix the corporate seal thereto.

Passed in open Council this 29<sup>th</sup> day of April, 2024

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Lisa Post, Mayor

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Raylene Martell, Town Clerk



## The Corporation of the Town of Orangeville

### By-law Number

**A by-law to amend By-law 2020-014 being a by-law to enact rules and regulations for the operation of a water supply system, a water works distribution system, a wastewater collection system and a wastewater treatment system in the Town of Orangeville and to establish rates for water and wastewater services related to the operation of the systems.**

Whereas Council passed By-law 2020-014 on the 9<sup>th</sup> day of March, 2020, to enact rules and regulations for the operation of a water supply system, a water works distribution system, a wastewater collection system and a wastewater treatment system in the Town of Orangeville and to establish rates for water and wastewater services related to the operation of the systems;

Whereas the Council deems it expedient to amend By-law 2020-014 to set parameters with respect to water meter pits, reflect changes in operating processes and to update Schedule "A";

Now therefore be it resolved that the Council for The Corporation of the Town of Orangeville hereby enacts as follows:

1. That Section 1 of By-law 2020-014 be amended by adding the following definition:  
  
"Water meter pit" means any exterior chamber or pit approved by the Town for the purpose of containing a water meter.
2. That By-law 2020-014 be amended by deleting Schedule "A" and replacing it with Schedule "A" as attached to this by-law.
3. That By-law 2020-014 is hereby further amended by deleting and replacing the following Sections with the following:
  - 8.1. Thawing frozen Water Service Pipes, Private Mains and Plumbing Systems shall be the Customer's responsibility.
  - 9.4.4. Where required by the Municipal Design Standards or where entry for water meter repair, replacement or installation is refused, the Town may place at the discretion of the General Manager, a meter pit to be located outside of the building where the water service enters the owner's property. The exact location and construction will be determined by the Town. The meter pit will be fitted with a water meter, a remote read out device (radio device) and a backflow preventer, if required. The Town will not be responsible for final restoration work, including, but not limited to, topsoil, grass, sod, asphalt or concrete. The costs associated with a water meter pit installation shall be charged to the owner. The Owner will become responsible for all water consumption from the point of the meter.
4. And that By-law 2020-014 is hereby further amended by deleting the following:
  - 3.26. The charge for all bulk water sales shall be at the rate identified in Schedule "A" of this By-Law.

8.2. A Customer may request the General Manager's assistance with thawing of frozen Water Service Pipes, Private Mains and/or Plumbing Systems on the Customer's property. When the General Manager assists the Customer with the thawing of frozen Water Service Pipes, Private Mains and/or Plumbing Systems on the Customer's property, all such assistance work will be considered to be at the Customer's risk and the Customer shall have no claim against the Town by reason of such work. When the General Manager assists the Customer with the thawing of frozen Water Service Pipes, Private Mains and/or Plumbing Systems, the Town may recover costs associated with this work in accordance with Section 19 of Part 3 of this By-Law.

10. Bulk Water

10.1. Bulk water may be purchased from the Town at the water filling station located at 500 C – Line, Orangeville.

10.2. Bulk water purchase is available to industrial, commercial and institutional customers only, as determined by the General Manager.

10.3. The use of bulk water is restricted to non-potable purposes only. No person shall consume bulk water or cause or permit the consumption of bulk water as potable water.

Read three times and finally passed this 8<sup>th</sup> day of April, 2024.

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Lisa Post, Mayor

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Raylene Martell, Town Clerk

Schedule "A"

**1. Effective Dates:**

**Rates and Charges**

The rates and charges set out in this Schedule for 2020 shall come into force and effect on the effective date of the By-law. The rates and charges set out in this schedule for 2020 through 2024 inclusive shall come into force on January 1<sup>st</sup> of each year specified. The rates and charges shall be charged for all water used on or after the date on which the rates and charges come into force. Water used prior to that date will be billed at the rate existing on the day before the new rate becomes effective. These rates and charges may be modified during the term of this By-law at the discretion of Council.

**Equipment Rentals**

The monthly rates and charges for equipment rentals set out in this Schedule shall come into force and effect on the effective date of the By-law and be charged for all rentals applicable on or after that date. Rentals applicable after that date shall be billed at the rates existing on the day before the effective date of this By-law.

**Miscellaneous Charges**

The miscellaneous rates and charges set out in this Schedule shall come into force and effect on the effective date of the By-law and be charged for all miscellaneous charges incurred on or after that date. Miscellaneous charges incurred prior to that date shall be charged at the rates existing on the date before the effective date of this By-law.

**2(a) Base Monthly Charges - 2020:**

<b>Meter Size</b>	<b>Water Monthly Charge per Meter</b>	<b>Wastewater Monthly Charge per Meter</b>	<b>Total</b>
5/8" & 3/4"	\$9.66	\$9.61	\$19.27
1"	\$12.88	\$12.82	\$25.70
1 1/2"	\$19.32	\$19.23	\$38.54
2"	\$28.98	\$28.84	\$57.82
3"	\$33.81	\$33.65	\$67.45
4" and larger	\$48.29	\$48.07	\$96.36

**2(b) Base Monthly Charges – 2021:**

<b>Meter Size</b>	<b>Water Monthly Charge per Meter</b>	<b>Wastewater Monthly Charge per Meter</b>	<b>Total</b>
5/8" & 3/4"	\$10.37	\$10.27	\$20.63
1"	\$13.82	\$13.69	\$27.51
1 1/2"	\$20.73	\$20.54	\$41.27
2"	\$31.10	\$30.81	\$61.90
3"	\$36.28	\$35.94	\$72.22
4" and larger	\$51.83	\$51.34	\$103.17

**2(c) Base Monthly Charges – 2022:**

<b>Meter Size</b>	<b>Water Monthly Charge per Meter</b>	<b>Wastewater Monthly Charge per Meter</b>	<b>Total</b>
5/8" & 3/4"	\$11.12	\$10.97	\$22.09
1"	\$14.83	\$14.62	\$29.46
1 1/2"	\$22.25	\$21.94	\$44.19
2"	\$33.37	\$32.91	\$66.28
3"	\$38.93	\$38.39	\$77.32
4" and larger	\$55.62	\$54.84	\$110.46

**2(d) Base Monthly Charges – 2023:**

<b>Meter Size</b>	<b>Water Monthly Charge per Meter</b>	<b>Wastewater Monthly Charge per Meter</b>	<b>Total</b>
5/8" & 3/4"	\$11.94	\$11.72	\$23.65
1"	\$15.92	\$15.62	\$31.54
1 1/2"	\$23.88	\$23.43	\$47.31
2"	\$35.82	\$35.15	\$70.96
3"	\$41.78	\$41.01	\$82.79
4" and larger	\$59.69	\$58.58	\$118.27

**2(e) Base Monthly Charges – 2024:**

<b>Meter Size</b>	<b>Water Monthly Charge per Meter</b>	<b>Wastewater Monthly Charge per Meter</b>	<b>Total</b>
5/8" & 3/4"	\$12.81	\$12.51	\$25.33
1"	\$17.08	\$16.69	\$33.77
1 1/2"	\$25.62	\$25.03	\$50.65
2"	\$38.44	\$37.54	\$75.98
3"	\$44.84	\$43.80	\$88.64
4" and larger	\$64.06	\$62.57	\$126.63

**3(a) Metered Monthly Rates – 2020:**

<b>Customer Type</b>	<b>Water Per Cubic Metre Rate</b>	<b>Wastewater Per Cubic Metre Rate</b>	<b>Total Per Cubic Metre Rate</b>
Residential	\$2.12	\$1.90	\$4.02
Non-Residential	\$2.23	\$1.99	\$4.22
Bulk Water Purchases	\$2.78	n/a	\$2.78

**3(b) Metered Monthly Rates – 2021:**

<b>Customer Type</b>	<b>Water Per Cubic Metre Rate</b>	<b>Wastewater Per Cubic Metre Rate</b>	<b>Total Per Cubic Metre Rate</b>
Residential	\$2.13	\$1.90	\$4.02
Non-Residential	\$2.23	\$1.99	\$4.22
Bulk Water Purchases	\$2.82	n/a	\$2.82

**3(c) Metered Monthly Rates – 2022:**

<b>Customer Type</b>	<b>Water Per Cubic Metre Rate</b>	<b>Wastewater Per Cubic Metre Rate</b>	<b>Total Per Cubic Metre Rate</b>
Residential	\$2.13	\$1.90	\$4.03
Non-Residential	\$2.23	\$1.99	\$4.22
Bulk Water Purchases	\$2.86	n/a	\$2.86

**3(d) Metered Monthly Rates – 2023:**

<b>Customer Type</b>	<b>Water Per Cubic Metre Rate</b>	<b>Wastewater Per Cubic Metre Rate</b>	<b>Total Per Cubic Metre Rate</b>
Residential	\$2.13	\$1.90	\$4.03
Non-Residential	\$2.23	\$1.99	\$4.22
Bulk Water Purchases	\$2.91	n/a	\$2.91

**3(e) Meter Monthly Rates – 2024:**

<b>Customer Type</b>	<b>Water Per Cubic Metre Rate</b>	<b>Wastewater Per Cubic Metre Rate</b>	<b>Total Per Cubic Metre Rate</b>
Residential	\$2.13	\$1.90	\$4.04
Non-Residential	\$2.23	\$1.99	\$4.22
Bulk Water Purchases	\$2.96	n/a	\$2.96

**4. Flat Rate Water and Wastewater Charges (Non-Metered Accounts):**

(a) where the Town has determined a meter cannot be installed, customers shall be charged in accordance with the following table:

Year	Annual Charge
2020	\$1,209.99
2021	\$1,228.14
2022	\$1,246.56
2023	\$1,265.26
2024	\$1,284.24

(b) where the customer refuses to allow the Town to install or read a water meter, the charge specified in 4 (a) plus a surcharge of 300%.

**5. Miscellaneous Charges:**

a) Change of Ownership Fee	\$15.00
b) Late Payment Fee	Compounded monthly interest charged at 1.5%
c) NSF Cheques	\$20.00
d) Collection Charges	\$30.00 per trip
e) Reconnection/Disconnection	
Per Trip During Regular Hours	\$60.00
Per Trip During Non-Regular Hours	\$120.00
f) Water Arrears Certificate (per property)	\$15.00
g) Water Meter Check, at Customer's Request	
i) Up to 1"	\$300.00
ii) Over 1"	\$ per actual cost + 10% administration
h) Supply a Water Meter and/or Appurtenances	\$ per actual cost + 10% administration

i) Install Remote Water Meter and/or Appurtenance	\$ per actual cost + 10% administration
j) Repair a Damaged Water Meter	\$ per actual cost + 10% administration
k) Water Meter and/or Appurtenance Relocation	\$ per actual cost + 10% administration
l) Temporary Hydrant/Other Connection/Temporary Connection for Construction	
i) Flat Fee for Connection	\$110.00
ii) Refundable Deposit	\$150.00
iii) Water Cost	At the applicable unit rate in paragraph 3 of this schedule
m) Oversee the Installation of an Approved New Water and/or Service Connection	
i) During Regular Business Hours	\$60/hour
ii) During Non-Regular Business Hours	\$120/hour
n) Temporary Water Meter Removal Charge	\$ per actual cost + 10% administration
o) Tampering with Water Meter Charge	\$500
p) Meter By-Pass Fee	\$500
q) Missed Appointment Fee	\$100

**6. Increasing Block Rate:**

The per cubic meter charges set out in the metered monthly rates tables shall be increased by 35% for consumption in excess of that shown in the table below:

<b>Meter Size</b>	<b>Water Consumption per Month</b>	<b>Wastewater Consumption per month</b>
<b>5/8" &amp; 3/4"</b>	<b>&gt;20 m<sup>3</sup></b>	<b>&gt;20 m<sup>3</sup></b>
<b>1"</b>	<b>&gt;100 m<sup>3</sup></b>	<b>&gt;100 m<sup>3</sup></b>
<b>1 1/2"</b>	<b>&gt;500 m<sup>3</sup></b>	<b>&gt;500 m<sup>3</sup></b>
<b>2"</b>	<b>&gt;1,000 m<sup>3</sup></b>	<b>&gt;1,000 m<sup>3</sup></b>
<b>3"</b>	<b>&gt;3,000 m<sup>3</sup></b>	<b>&gt;3,000 m<sup>3</sup></b>
<b>4"</b>	<b>&gt;6,000 m<sup>3</sup></b>	<b>&gt;6,000 m<sup>3</sup></b>



## The Corporation of the Town of Orangeville

### By-law Number

#### **A By-law to amend Zoning By-law No. 22-90, as amended, with respect to Part of Lot 1, Concession 3 WHS, municipally known as 515 Broadway (2857802 Ontario Inc, File No. RZ-2022-04)**

Whereas the Council of the Corporation of the Town of Orangeville is empowered to pass By-laws to permit the use of land pursuant to Sections 34 and 36 of the Planning Act, RSO 1990, as amended;

And whereas Council considers it desirable to pass a By-law to amend Zoning By-law No. 22-90, as amended, to permit townhouse dwellings with related development regulations on Part of Lot 1, Concession C WHS, Town of Orangeville, County of Dufferin.

Be it therefore enacted by the municipal Council of The Corporation of the Town of Orangeville as follows:

1. That Section 24.224 of By-law 22-90, as amended, is hereby further amended by adding a new Section as follows:

1. Notwithstanding the provisions of Section 13.1 of By-law 22-90, as amended, the following provisions shall also apply to the lands zoned Multiple Residential High Density (RM2), Special Provision 24.224 other than a "Home for Special Care":

- |  |  |
|--|--|
| (i) Number of dwelling units (maximum) | 57 townhouse dwellings                                       |
| (ii) Maximum density                   | 36 units per net residential hectare for townhouse dwellings |
| (iii) Lot Area (minimum)               | 137 square metres per dwelling unit                          |

- |        |   |                              |
|--------|---|------------------------------|
| (lv)   | Lot Frontage (minimum)  | 5.5 metres per dwelling unit |
| (vii)  | Interior Side Yard (minimum)  | 1.5 metres                   |
| (v)    | Front yard (minimum)  | 4.5 metres                   |
| (vi)   | Exterior Side yard (minimum)  | 1.5 metres                   |
| (viii) | Rear Yard (minimum)   | 7.0 metres                   |
| (x)    | Ground floor area (minimum)   | 65 square metres             |
| (ix)   | Building Height (maximum)   | 12.0 metres                  |
| (xi)   | Notwithstanding Section 5.17<br>2(b) the minimum depth of a<br>parking space for an end unit<br>Townhouse Dwelling on a corner<br>rounding shall have an average<br>of 5.5 metres |                              |

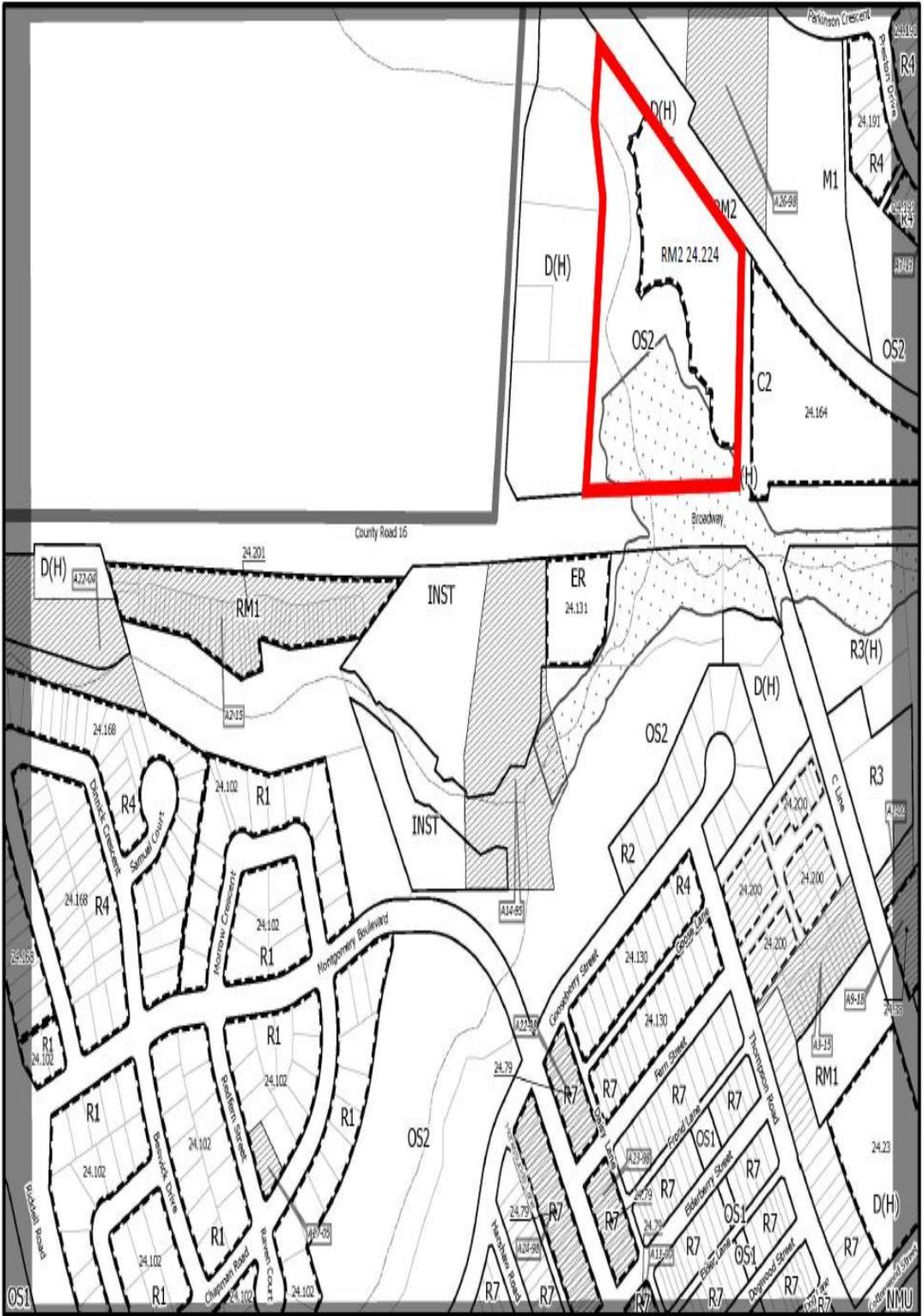
Read three times and finally passed this 29<sup>th</sup> day of April, 2024.

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Lisa Post, Mayor

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Raylene Martell, Town Clerk



Schedule A  
Town of  
Orangeville  
Zoning By-law

Zoning Map

**C2**

SCALE 1:3,100



-  Zone Boundary  
Refer to Section 4.2 for information on Interpreting Zone Boundaries
-  Refer to Minor Variance Approval
-  Special Provisions  
Refer to Section 24 of Zoning By-law
-  Lands Subject to Credit Valley Conservation Authority Regulation to which the suffix "(F)" applies to the zone symbol. See section 5.23 (Regional Storm)
-  Subject Lands
-  Municipal Boundary
-  Property Parcels
-  Waterbodies
-  Rivers, streams

December 31, 2020

	B2	B3
C1	C2	C3
D1	D2	D3



## **The Corporation of the Town of Orangeville**

### **By-law Number 2024-**

#### **A by-law to appoint Lindsay Raftis as Deputy Clerk for the Town of Orangeville**

Whereas pursuant to Section 228(2) of the Municipal Act, S.O. 2001, c.25, as amended, a municipality may appoint Deputy Clerks who shall have all the powers and duties of the Clerk;

Be it therefore enacted by the municipal Council of The Corporation of the Town of Orangeville as follows:

1. That Lindsay Raftis is hereby appointed Deputy Clerk for The Corporation of the Town of Orangeville.
2. That By-law 2022-064, and any other by-laws inconsistent with this by-law are hereby repealed.

Read three times and finally passed this 29th day of April, 2024.

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Lisa Post, Mayor

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Raylene Martell, Town Clerk



## **The Corporation of the Town of Orangeville**

### **By-law Number 2024-**

#### **A by-law to confirm the proceedings of the Council of The Corporation of the Town of Orangeville at its closed and regular Council Meeting held on April 29, 2024**

Whereas Section 5 (1) of the Municipal Act, 2001, as amended, provides that the powers of a municipal corporation shall be exercised by its council;

And whereas Section 5 (3) of the Municipal Act, 2001, as amended, provides that municipal powers shall be exercised by by-law;

Be it therefore enacted by the municipal Council of The Corporation of the Town of Orangeville as follows:

1. That all actions of the Council of The Corporation of the Town of Orangeville at its closed and regular Council Meeting held on April 29, 2024, with respect to every report, motion, by-law, or other action passed and taken by the Council, including the exercise of natural person powers, are hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this or a separate by-law.
2. That the Mayor and Clerk are authorized and directed to do all the things necessary to give effect to the action of the Council of The Corporation of the Town of Orangeville referred to in the preceding section.
3. That the Mayor and the Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the seal of The Corporation of the Town of Orangeville.

Read three times and finally passed this 29th day of April, 2024.

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Lisa Post, Mayor

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Raylene Martell, Town Clerk