



Agenda Council Meeting

Monday, May 12, 2025, 7:00 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 attend the meeting either virtually or in-person and speak to Council for a maximum of 3 minutes to either provide information on a current agenda item, ask a question of Council or provide their comments to any item within the jurisdiction of Council. No pre-registration is required. Correspondence submitted will be considered public information and entered into the public record.

Please note: Any person requesting action from the Town must proceed through the delegation process.

Members of the public wishing to view the Council meeting or speak during open forum 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: 844 015 87#

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>

Accessibility Accommodations

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

Pages

- 1. Call To Order**
- 2. Approval of Agenda**
Recommendations:
That the agenda and any addendums for the May 12, 2025 Council Meeting, be approved.
- 3. Disclosure of (Direct and Indirect) Pecuniary Interest**
- 4. Closed Meeting**
None.
- 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

None.

10. Adoption of Minutes of Previous Council Meeting

Recommendations:

That the minutes of the following meetings be approved:

10.1 April 14, 2025 Council Minutes 9 - 23

10.2 April 28, 2025 Council Public Meeting Minutes 24 - 27

11. Open Forum

Any member of the public connecting via telephone is reminded to press *6 to mute and unmute and that they have a maximum of three (3) minutes to address Council.

12. Presentation, Petitions and/or Delegation

12.1 Public Delegations/Petitions

12.1.1 Kim Delahunt, Headwaters Health Care Centre - Headwaters Annual Update 28 - 48
In-Person

12.1.2 Trish Elliott, NG Citrus Limited - Development Charges Agreement
In-Person

12.2 Staff/Consultant Presentations

12.2.1 Jennifer Payne, Executive Director, Headwaters Communities in Action - Community Grant Program 49 - 60
Virtual

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 | Council Tasks, CPS-2025-025 | 61 - 103 |
| | Recommendations:
That report CPS-2025-025, Council Tasks, be received. | |
| 13.1.2 | 2025 Final Tax Levy and Rates, CPS-2025-032 | 104 - 110 |
| | Recommendations:
That report CPS-2025-032, 2025 Final Tax Levy and Rates, be received; and

That Council pass a by-law to provide for the levy and collection of taxes required for the Town of Orangeville for the year 2025 and for the collection of County of Dufferin and Education property taxes. | |
| 13.1.3 | Strong Mayor Power Legislation, CPS-2025-035 | 111 - 124 |
| | Recommendations:
That report CPS-2025-035, Strong Mayor Power Legislation, be received for information. | |
| 13.1.4 | Retail Business Holiday Exemption By-law Amendment, CPS-2025-043 | 125 - 131 |
| | Recommendations:
That report CPS-2025-043, Retail Business Holiday Exemption By-law Amendment, be received; and

That Council opt for option 2 and amend section 2.1 of the Retail Business Holiday Exemption By-law No. 25-2011 to permit retail business to be open on all holidays. | |
| 13.1.5 | Financial Management By-law, CPS-2025-045 | 132 - 143 |
| | Recommendations:
That report CPS-2025-045, Financial Management By-law, be received; and

That the Corporation of the Town of Orangeville adopt a by-law to provide for the Financial Management of the Town of Orangeville. | |
| 13.1.6 | Local Improvement Charge By-law, CPS-2025-048 | 144 - 158 |
| | Recommendations:
That report CPS-2025-048, Local Improvement Charge By-law, be received; and | |

	That the Corporation of the Town of Orangeville enact a by-law to authorize the undertaking of energy efficiency and climate resilience works on private residential property as local improvements under the BetterHomes Dufferin Program.	
13.1.7	2025 Community Grants Allocations, CPS-2025-049 Recommendations: That report CPS-2025-049, 2025 Community Grants Allocations, be received; and That Council approve distribution of 2025 Community Grant budgeted funds as recommended by Headwaters Communities in Action (HCIA) from the one-time community grants budget.	159 - 187
13.1.8	New Roads Related Policies and Update of Existing Policies, INS-2025-008 Recommendations: That report INS-2025-008, New Roads Related Policies and Update of Existing Policies, be received; and That the Roads and Parking Lots Snow Clearing Policy approved by Council on November 3, 2008, be repealed; and That the Municipal Roadway and Parking Lot Snow Clearing Policy attached to report INS-2025-008, be approved; and That the Sidewalk Snow Clearing Policy approved by Council on October 17, 2016, be repealed; and That the Sidewalk Snow Clearing Policy attached to report INS-2025-008, be approved; and That the Sidewalk Maintenance Policy attached to report INS-2025-008, be approved.	188 - 206
13.1.9	Edgewood Valley Phase 2B, Development Charges Credit Agreement for Constructing Hansen Boulevard, INS-2025-010 Recommendations: That report INS-2025-010, Edgewood Valley Phase 2B, Development Charges Credit Agreement for Constructing Hansen Boulevard, be received; and That Council pass a By-law authorizing the Mayor and Clerk to execute a Development Charges Credit Agreement with NG Citrus Limited in substantially the same form as that included in Attachment No. 1 to this report.	207 - 233
13.1.10	Traffic Bylaw Update – Speed Reduction on Riddell Road between Townline and County Road 109 (Broadway), INS-2025-018	234 - 240

Recommendations:

That report INS-2025-018, Traffic Bylaw Update – Speed reduction on Riddell Road between Townline and County Road 109 (Broadway), be received; and

That Traffic Bylaw 2005-078, Schedule H be amended to reflect the rate of speed on Riddell Road (County Road 109) between Townline and County Road 109 (Broadway); and

That Traffic Bylaw 2005-078, Schedule N, Community Safety Zones, be amended to include Riddell Road (County Road 109), between Townline and County Road 109 (Broadway).

13.1.11	21 Centre Street – Residential Demolition Permit Application – RD-2025-01, INS-2025-022	241 - 248
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Recommendations:

That report INS-2025-022, 21 Centre Street – Residential Demolition Permit Application – RD-2025-01, be received; and

That the residential demolition permit application for 21 Centre Street, be approved, subject to the following conditions:

1. That Site Plan Application SPA-2024-07 be approved and a Site Plan Agreement be executed prior to the issuance of any demolition permits;
2. That the applicant constructs and substantially completes the new building to be erected on the subject property no later than two (2) years from the date of the issuance of the demolition permit;
3. That a Construction Waste Management Plan be implemented by the developer.

13.2 Correspondence

13.2.1	Town of Grand Valley - BetterHomes Dufferin	249 - 249
13.2.2	Township of Amaranth - Critical Ground	250 - 251
13.2.3	Township of Mulmur - Procurement and Advocacy for Trade Agreement Exemptions	252 - 253

13.3 Committee/Board Minutes

13.3.1	2025-01-21 Orangeville OPP Detachment Board Minutes	254 - 266
13.3.2	2025-03-20 Orangeville BIA Minutes	267 - 268
13.3.3	2025-03-26 Library Board Minutes	269 - 273
13.3.4	2025-03-27 Affordable Housing Task Force Minutes	274 - 276
13.3.5	2025-04-10 Access Orangeville Minutes	277 - 279
13.3.6	2025-04-10 Affordable Housing Task Force Minutes	280 - 282

13.3.7	2025-04-15 Community Improvement Plan Committee Minutes	283 - 284
	Recommendations: That Council endorse the following resolution:	
	Re: Item 6.1 Funding Reduction Recommendation Memo - File No. IPA1-2024-02 - 205 Broadway	
	To approve reduction of funding for File No. IPA1-2024-02 - 205 Broadway	
13.3.8	2025-04-15 Economic Development and Culture Minutes	285 - 288
13.3.9	2025-04-17 Heritage Orangeville Minutes	289 - 291
	Recommendations: That Council endorse the following resolutions:	
	Re: Item 6.2 Appointment of Committee Members to Review Applications	
	That the Committee appoint Gary Sarazin as the alternate reviewer for Boulevard Cafe Permit Applications; and	
	That the Committee appoint Lynda Addy as the alternate reviewer for Sign Variances and Sign Permit Applications..	
	Re: Item 6.3 2025 Ontario Heritage Conference	
	That the Committee nominate Gary Sarazin and Lynda Addy to attend the 2025 Ontario Heritage Conference in Prince Edward County from June 19 to 21, 2025; and	
	That the Committee approve Sophie MacDonald as an alternate or as the third if the budget permits.	
	Re: Item 6.4 Newsletter Update	
	That the Committee approve printing 550 copies of the newsletter prepared by Lynda Addy, with the following details:	
	<ul style="list-style-type: none"> • Double-sided • Colour • Matte 	

14. Notice of Motion Prior to Meeting

14.1	Mayor Post - Rescinding Strong Mayor Powers	292 - 293
	Recommendations: Whereas the Province of Ontario initially introduced Strong Mayor Powers in 2022 with the stated intent of expediting housing	

development across municipalities; and

Whereas the Province of Ontario arbitrarily expanded the Strong Mayor Powers legislation to include an additional 170 municipalities in April 2025; and

Whereas municipalities across Ontario have demonstrated a commitment to addressing the housing crisis through local planning approvals and community-led solutions; and

Whereas Strong Mayor Powers fundamentally alter local democratic governance by concentrating decision-making authority in a single individual, thereby weakening the role of elected Councils and disrupting the principles of collaboration and shared leadership; and

Whereas these powers can create uncertainty within municipal organizations, impact staff morale, and risk eroding the trust that underpins effective municipal governance; and

Whereas there are currently no provincial checks and balances or independent oversight mechanisms in place to ensure Strong Mayor Powers are being used appropriately and as intended, and the legislation itself has been described by some as “open to interpretation,” creating a fundamental flaw in the responsible application of these potentially dangerous powers; and

Whereas the primary barriers to housing construction are not rooted in municipal decision-making processes, but in broader market conditions, infrastructure constraints, and the lack of effective provincial and federal policy supports to stimulate affordable and attainable housing development;

Therefore be it resolved that the Council of the Town of Orangeville formally request the Province of Ontario to rescind the Strong Mayor Powers legislation in its entirety; and

That should the legislation not be repealed, that the Province immediately remove the Town of Orangeville from the list of municipalities designated under the Strong Mayor Powers framework; and

That a copy of this resolution be forwarded to all Ontario municipalities, the Association of Municipalities of Ontario (AMO), the Federation of Canadian Municipalities (FCM), the Honourable Doug Ford, Premier of Ontario, the Honourable Rob Flack, Minister of Municipal Affairs and Housing, the Honourable Sylvia Jones, MPP for Dufferin-Caledon, Deputy Premier and Minister of Health, and the Right Honourable Mark Carney, Prime Minister of Canada for their information, support and

consideration.

15. Notice of Motion at Meeting

16. Announcements

17. By-Laws

Recommendations:

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

- | | | |
|-------------|--|------------------|
| 17.1 | A by-law to amend By-law 078-2005, being a by-law to regulate the traffic in the Town of Orangeville, for the purpose of establishing a Community Safety Zone on Glengarry Road | 294 - 294 |
| 17.2 | A by-law to repeal By-law 2024-031, being a by-law to appoint Lindsay Raftis as Deputy Clerk for the Town of Orangeville | 295 - 295 |
| 17.3 | A by-law to provide for the levy and collection of taxes required for the Town of Orangeville for the year 2025 and for the collection of County of Dufferin and Education taxes | 296 - 299 |
| 17.4 | A by-law to amend by-law 2011-025, being a by-law to permit retail business establishments in the Town of Orangeville to be open on certain holidays for the maintenance or development of tourism | 300 - 301 |
| 17.5 | A by-law to provide for the Financial Management of the Town of Orangeville | 302 - 309 |
| 17.6 | A by-law to authorize the undertaking of energy efficiency and climate resilience works on private residential property as local improvements under the BetterHomes Dufferin Program | 310 - 315 |
| 17.7 | A by-law to authorize the entering into and execution of a Development Charges Agreement with NG Citrus Limited for the provision of constructing Hansen Boulevard | 316 - 316 |
| 17.8 | A by-law to amend By-law 078-2005, being a by-law to regulate traffic in the Town of Orangeville, for the purpose of reducing speed on Riddell Road between Townline and County Road 109 (Broadway) | 317 - 318 |
| 17.9 | A by-law to confirm the proceedings of the Council of The Corporation of the Town of Orangeville at its regular Council Meeting held on May 12, 2025 | 319 - 319 |

18. Adjournment

Recommendations:

That the meeting be adjourned.



Council Meeting Minutes

April 14, 2025, 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
Councillor J. Andrews
Councillor A. Macintosh
Councillor T. Prendergast
Councillor D. Sherwood
Councillor R. Stevens

Members Absent: Deputy Mayor T. Taylor

Staff Present: C. Braan, Chief Financial Officer/Treasurer
J. Bramley, Supervisor, By-law Enforcement and Licensing
M. Cebrynsky, Transportation Technologist
T. Dulisse, Manager, Transportation and Development
J. Hawkins, System Administrator
T. Kocialek, General Manager, Infrastructure Services
J. Lavecchia-Smith, Deputy Clerk
A. Minichillo, General Manager, Corporate Services
L. Raftis, Assistant Clerk
H. Savage, General Manager, Community Services
D. Smith, Chief Administrative Officer
J. Snider, Fire Chief
B. Ward, Manager, Planning

1. Call To Order

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

2. Approval of Agenda

Resolution 2025-060

Moved by Councillor Andrews

Seconded by Councillor Prendergast

That the agenda and any addendums for the April 14, 2025 Council Meeting, be approved.

Carried

3. Disclosure of (Direct and Indirect) Pecuniary Interest

None.

4. Closed Meeting

Resolution 2025-061

Moved by Councillor Stevens

Seconded by Councillor Macintosh

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:

March 10, 2025 Closed Council Minutes

Orangeville Fire Service Collective Agreement – Update, CMS-2025-006

Labour relations or employee negotiations.

Heritage Orangeville Committee Recruitment, CPS-2025-022

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

Ontario Senior of the Year, CAO-2025-001

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

Confidential Verbal Report from David Smith, CAO - CAO Workplan and Performance Update

Labour relations or employee negotiations.

Carried

- 4.1 March 10, 2025 Closed Council Minutes**
- 4.2 Orangeville Fire Service Collective Agreement – Update, CMS-2025-006**
- 4.3 Heritage Orangeville Committee Recruitment, CPS-2025-022**
- 4.4 Ontario Senior of the Year, CAO-2025-001**
- 4.5 Confidential Verbal Report from David Smith, CAO - CAO Workplan and Performance Update**
- 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 2025-062

Moved by Councillor Stevens
Seconded by Councillor Macintosh

That the minutes of the March 10, 2025, Closed Council Meeting, be approved; and

That report CMS-2025-006, Orangeville Fire Service Collective Agreement - Update, regarding labour relations or employee negotiations, be received; and

That report CPS-2025-022, Heritage Orangeville Committee Recruitment, regarding personal matters about an identifiable individual, including municipal or local board employees, be received; and

That Council appoint Sophie MacDonald and Lindsay Lupton to the Heritage Orangeville Committee; and

That report CAO-2025-001, Ontario Senior of the Year, regarding personal matters about an identifiable individual, including municipal or local board employees, be received; and

That the nominee discussed in closed session for the Ontario Senior of the Year Award, be submitted; and

That Confidential Verbal Report from David Smith, CAO - CAO Workplan and Performance Update regarding labour relations or employee negotiations, be received; and

That staff proceed as directed.

Carried

10. Adoption of Minutes of Previous Council Meeting

Resolution 2025-063

Moved by Councillor Andrews

Seconded by Councillor Prendergast

That the minutes of the following meeting be approved:

10.1 March 24, 2025 Council Minutes

Carried

11. Open Forum

Nick Garisto, Paula Court requested an update on the opening of Hansen Boulevard. He previously made this request on March 24, 2025. In accordance with the procedure by-law, residents are restricted from speaking on the same topic if they have already addressed it within the last three months. Therefore, a response to his request was not provided.

Matthew Smith, McCarthy Street sought clarification with respect to Orangeville Transit, specifically, GPS tracking of busses that are in service, hours of operation, and servicing private property.

Ric Ugolini, Cedar Drive requested that the Orangeville Transit bus schedules be made available in the bus shelters. Mr. Ugolini expressed gratitude toward a

resident who graciously moved their bicycle after leaving it in front of the accessibility button.

12. Presentation, Petitions and/or Delegation

12.1 Public Delegations/Petitions

12.1.1 Bill McCutcheon, DFA President and Lisa Hern, Ontario Federation of Agriculture Member Service Representative - Economic Development of the Agricultural Industry in Dufferin County and Preserving Farmland

Bill McCutcheon, President, Dufferin Federation of Agriculture and Lisa Hern, Member Service Representative, Ontario Federation of Agriculture provided a presentation on the economic development of the agricultural industry in Dufferin County. They highlighted the importance of farmland, average acreage of farm properties, employment opportunities, and economic contributions.

Resolution 2025-064

Moved by Councillor Andrews

Seconded by Councillor Prendergast

That Council waive the requirements of the procedure by-law to extend the presentation time limit beyond five minutes.

Carried

Ms. Hern highlighted the importance of sustainable agriculture, environmental farm plans, and the Ontario Federation of Agriculture resources (ofa.on.ca/GrowAg).

Members of Council asked questions and received responses from Mr. McCutcheon and Ms. Hern.

12.2 Staff/Consultant Presentations

12.2.1 Nancy Neale, Watson & Associates Economists Ltd. - Water and Wastewater Financial Plan

Nancy Neale, Watson & Associates Economics Ltd. provided a presentation with respect to the Water and Wastewater Financial Plan. Ms. Neale highlighted the purpose of the study, relevant legislation, requirements to obtain a licence for municipal drinking water, financial plan requirements, summary of financial indications, and provided recommendations.

Members of Council asked questions and received a response from Ms. Neale.

12.2.2 Alison Bucking, Project Planner and Lorelie Spencer, Senior Planner, J.L Richards & Associates Ltd. - East and West Broadway Corridor Study, Background Report

Alison Bucking, Project Planner and Lorelie Spencer, Senior Planner, J.L. Richards & Associates Ltd. provided a presentation with respect to the East and West Broadway Corridor Study highlighting the project scope, timelines, background review, future development, public engagement, and next steps.

Members of Council asked questions and received responses from Ms. Bucking and Ms. Spencer.

12.2.3 Matt Cebrynsky, Transportation Technologist - Orangeville Transit Route Changes

Matt Cebrynsky, Transportation Technologist provided a presentation with respect to the proposed Orangeville Transit route changes. Mr. Cebrynsky provided an overview of the existing transit route. He highlighted proposed route changes and reasons for the changes, destination highlights, timing, accessibility improvements, and implementation.

Members of Council asked questions and received responses from Mr. Cebrynsky and Mr. Dulisse, Manager, Transportation and Development.

13. Consent Agenda

Council recessed from 8:57 p.m. to 9:06 p.m.

Resolution 2025-065

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: 13.1.3, 13.1.4, 13.1.5, 13.1.6, 13.1.7

Carried

13.1 Staff Reports

13.1.1 Mobile Food Vendor By-law, CPS-2025-024

That report CPS-2025-024, Mobile Food Vendor By-law, be received; and

That the Mobile Food Vendor By-law attached to this report, be enacted.

Carried through consent

13.1.2 Water and Wastewater Financial Plans, CPS-2025-026

That report CPS-2025-026, Water and Wastewater Financial Plans, be received; and

That Council approve the Water and Wastewater Financial Plan as presented.

Carried through consent

13.1.3 Provincial Gas Tax Funding Agreement, CPS-2025-027

Resolution 2025-066

Moved by Councillor Andrews

Seconded by Councillor Prendergast

That report CPS-2025-027, Provincial 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 2024-25 funding.

Carried

13.1.4 2024 Council and Board Member Remuneration and Expenses, CPS-2025-028

Resolution 2025-067

Moved by Councillor Stevens

Seconded by Councillor Macintosh

That report CPS-2025-028, 2024 Council and Board Member Remuneration, be received.

Carried

13.1.5 Expansion of Strong Mayor Powers to the Town of Orangeville, CPS-2025-029

Resolution 2025-068

Moved by Councillor Andrews

Seconded by Councillor Sherwood

That report CPS-2025-029, Expansion of Strong Mayor Powers to the Town of Orangeville, be received; and

That staff be directed to prepare a comprehensive review of the expanded mayoral powers and present this information to Council at a future meeting.

Carried

13.1.6 Orangeville Transit Route Changes, INS-2025-001

Resolution 2025-069

Moved by Councillor Prendergast

Seconded by Councillor Stevens

That Report INS-2005-001, Orangeville Transit Route Changes, be received;

That staff proceed with implementing a two route transit system; and

That staff conduct a review of comments received from Council and report back on the following:

- **alternative bus stops that include seniors centers and medical centers,**
- **the necessity for bus routes to include Hurontario Street due to the lack of additional stops to promote ridership; and**
- **the viability of Elaine Drive to safely accommodate a 40 foot bus.**

Carried

**13.1.7 Traffic Bylaw Update – No Parking on Glengarry Road,
Installation of PXO for School Crossing, INS-2025-017**

Resolution 2025-070

Moved by Councillor Prendergast

Seconded by Councillor Andrews

**That report INS-2025-017, Traffic Bylaw Update – No Parking
on Glengarry Road, Installation of PXO for School Crossing,
be received.**

Carried

Resolution 2025-071

Moved by Councillor Prendergast

Seconded by Councillor Andrews

**That staff be directed to install a Pedestrian Crossover (PXO)
on Glengarry Road at the side entrance to the Spencer Avenue
School as described in this report; and**

**That Council approve an advancement of the 2026 expenditure
budget for project B1533.0000 to 2025 in the amount of
\$40,000, funded \$30,000 from Roads & Related Development
Charge Reserve Fund and \$10,000 from General Capital
Reserve.**

Yes (4): Mayor Post, Councillor Andrews, Councillor Macintosh,
and Councillor Prendergast

No (2): Councillor Sherwood, and Councillor Stevens

Carried (4 to 2)

Resolution 2025-072

Moved by Councillor Stevens

Seconded by Councillor Macintosh

That Schedule A of the Traffic Bylaw 078-2005, Parking Restrictions be amended to reflect the recommended changes to parking on Glengarry Road as described in this report; and

That Schedule N of the Traffic Bylaw 078-2005, Community Safety Zones, be amended to include Glengarry Road between Sherwood Street and Saxon Street.

Carried Unanimously

13.1.8 East and West Broadway Corridor Planning Study, Background Report, INS-2025-019

That report INS-2025-019, East and West Broadway Corridor Planning Study Background Report, be received; and

That the Background Study dated April 2025 included as Attachment No. 1 to this report, be received.

Carried through consent

13.2 Correspondence

13.2.1 Proclamation Request - Orangeville Lions Club

That the request from the Orangeville Lions Club to proclaim April 25-27 as "District A9 Lions Convention Weekend", be approved.

Carried through consent

13.2.2 Town of Grand Valley - Planning Authority

13.2.3 Town of Mono - Crime Stoppers Program

13.2.4 Township of Amaranth - Building Permit Record Searches

13.2.5 Township of Amaranth - Buy Local and Canadian

13.2.6 Township of Amaranth - Ontario Salt Pollution Coalition Campaign

13.2.7 Township of Melancthon - Crime Stoppers Program

13.2.8 Letter from Mayor Post to Premier Ford and Minister Flack - Expansion of Strong Mayor Powers

**13.2.9 Correspondence from Matthew Smith, McCarthy Street -
Report INS-2025-017**

13.3 Committee/Board Minutes

13.3.1 2024-11-27 Orangeville Public Library Board Minutes

13.3.2 2024-12-03 Mayor's Youth Advisory Council Minutes

That Council endorse the following resolutions:

Re: Item 5.1 - Stevie Forbes-Roberts, Dufferin Child & Family Services, GLOWn Ups Keep it CLASSY, 2SLGBTQ+ Caregiver Group

That the Mayor's Youth Advisory Council, in conjunction with GLOWn Ups Keep it CLASSY, cosponsor a community skate, and

That \$160 be used from the Mayor's Youth Advisory Council budget, to fund half the cost of the community skate.

Re: Item 6.1 - 2025 Mayor's Youth Advisory Council Work Plan

That the proposed 2025 Mayor's Youth Advisory Council work plan, be approved.

Re: Item 6.2 - 2025 Mayor's Youth Advisory Council Meeting Schedule

That the proposed 2025 Mayor's Youth Advisory Council meeting schedule, be approved.

Carried through consent

13.3.3 2025-01-08 Committee of Adjustment Meeting Minutes

13.3.4 2025-01-13 Orangeville Public Library Board Minutes

13.3.5 2025-02-05 Committee of Adjustment Meeting Minutes

13.3.6 2025-02-20 Orangeville BIA Minutes

13.3.7 2025-02-26 Orangeville Public Library Board Minutes

13.3.8 2025-03-04 Mayor's Youth Advisory Council Minutes

13.3.9 2025-03-05 Committee of Adjustment Meeting Minutes

13.3.10 2025-03-06 Orangeville BIA Minutes

13.3.11 2025-03-06 Orangeville Public Library Board Minutes

13.3.12 2025-03-18 Community Improvement Plan Minutes

That Council endorse the following resolution:

Re: Item 6.1 - Proposed 2025 Meeting Schedule

Motion to move Committee Improvement Plan Committee Meetings to every third Tuesday of the month at 12:00 p.m.

Carried through consent

13.3.13 2025-03-20 Access Orangeville Minutes

That Council endorse the following resolution:

Re: Item 6.4: Sponsorship of Recreational Activities

That Access Orangeville sponsor community swims during Accessibility Week (May 25 - May 31, 2025).

Carried through consent

13.3.14 2025-04-01 Official Plan Steering Committee Minutes

13.3.15 2025-04-03 Sustainable Orangeville Minutes

That Council endorse the following resolutions:

Re: Item 6.1 - Community Sustainability Grants Program

That the community sustainability grant application be approved as amended, as follows:

- Clarify ineligible expenses,
- Remove that applications cannot be submitted subsequent years,
- Amend funding and eligibility,
- Add two categories to the scoring matrix,
 - How does this serve the community?
 - How do you meet the eligibility criteria?
- Remove funding threshold.

Re: Item 6.7 - Baby Tree Program Ceremony

That the ceremony for the 2023-2024 Baby Tree Program not be rescheduled.

Carried through consent

14. Notice of Motion Prior to Meeting

14.1 Mayor Post - Community Recognition Program

Note: Councillor Andrews assumed the role of the Chair at 9:36 p.m.

Resolution 2025-073

Moved by Mayor Post

Seconded by Councillor Macintosh

Whereas municipalities across Ontario have implemented Community Recognition Programs to celebrate the outstanding contributions of individuals, groups, and organizations who help make their communities vibrant, inclusive, and resilient; and

Whereas the Town of Orangeville benefits from the dedication of countless community champions whose efforts deserve recognition and appreciation; and

Whereas recognizing these contributions publicly helps build community pride, engagement, and a culture of civic participation;

Therefore be it resolved that Council direct staff to develop a framework for a Community Recognition Program for the Town of Orangeville; and

That the program include open nominations from the public, with clear and transparent parameters to guide the nomination and selection process; and

That staff report back to Council no later than June 9, 2025, with a proposed structure, eligibility criteria, award categories, timelines, and implementation plan for Council's consideration; and

That the goal be to hold the first Community Recognition Awards presentation in September/October 2025.

Carried

Note: Mayor Post resumed the role of the Chair at 9:39 p.m.

15. Notice of Motion at Meeting

None.

16. Announcements

Councillor Andrews advised that he attended the new Equity Events Working Group meeting hosted by the County on April 9, 2025 and highlighted that members of the County of Dufferin, Town of Orangeville and Town of Shelburne were in attendance. Councillor Andrews highlighted the efforts of the working group and advised Council that he will report back with quarterly updates.

Councillor Prendergast invited members of the public to attend Sustainable Orangeville's Earth Day tree planting event on Saturday, April 26, 2025 at 9:30 a.m. Councillor Prendergast requested that individuals wishing to participate, please register through the Credit Valley Conservation or the Town of Orangeville's website.

17. By-Laws

Resolution 2025-074

Moved by Councillor Macintosh
Seconded by Councillor Stevens

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

Carried

17.1 A by-law to regulate and licence Mobile Food and Refreshment Vending in the Town of Orangeville

17.2 A by-law to authorize the execution of the Letter of Agreement with the Ministry of Transportation for the provision and use of dedicated gas tax funds

17.3 A by-law to amend By-law 078-2005, being a by-law to regulate traffic in the Town of Orangeville, for the purpose of establishing parking restrictions and a Community Safety Zone on Glengarry Road

17.4 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 14, 2025

18. Adjournment

Resolution 2025-075

Moved by Councillor Macintosh
Seconded by Councillor Prendergast

That the meeting be adjourned at 9:42 p.m.

Carried

Lisa Post, Mayor

Raylene Martell, Town Clerk



Council - Public Meeting Minutes

April 28, 2025, 7:00 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 A. Macintosh
Councillor T. Prendergast
Councillor D. Sherwood
Councillor R. Stevens

Staff Present: J. Bramley, Supervisor, By-law Enforcement and Licensing
R. Gill, Software Development Engineer
T. Kocialek, General Manager, Infrastructure Services
H. Patel, Application Support Analyst
L. Raftis, Deputy Clerk
D. Smith, Chief Administrative Officer

1. Call To Order

The meeting was called to order at 7:00 p.m.

2. Approval of Agenda

Resolution 2025-076

Moved by Councillor Andrews

Seconded by Councillor Prendergast

That the agenda for the April 28, 2025, Council-Public Meeting, be approved.

Carried

3. Disclosure of (Direct and Indirect) Pecuniary Interest

None.

4. Singing of National Anthem

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

5. 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.

6. 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.

7. Public Meeting - Retail Business Holiday Exemption By-law

Deputy Mayor Taylor assumed the role of the Chair and outlined the procedure to be followed during the Public Meeting which pertains to the retail business holiday exemption by-law.

7.1 Presentation by James Bramley, Licensing and By-law Enforcement Supervisor - Retail Business Holiday Exemption By-law

James Bramley, Licensing and By-law Enforcement Supervisor provided a presentation with respect to the proposed retail business holiday exemption by-law amendment. Mr. Bramley outlined the proposed timeline of this review, consultation and feedback with Economic Development staff and the Orangeville Business Improvement Area, and presented proposed options to be considered.

Deputy Mayor Taylor invited questions or comments from members of the public. None were raised.

Deputy Mayor Taylor invited questions or comments from members of Council. Councillor Andrews expressed support of allowing retailers to open on all statutory holidays and highlighted his recent experience on Easter Sunday.

Councillor Macintosh sought clarification with respect to the rationale of allowing businesses to be open on Christmas Day. Mr. Bramley provided a response speaking to diversity within the community.

Councillor Stevens expressed support of amending the by-law to allow retailers to open on all statutory holidays.

Mayor Post expressed support of amending the by-law to allow retailers to open on all statutory holidays and spoke to the changes in the community.

Deputy Mayor Taylor sought clarification regarding the options presented to Council. Mr. Bramley provided a response.

Councillor Stevens sought clarification with respect to Town services. Mr. Bramley provided a response advising that the by-law only affects retail businesses.

Councillor Sherwood expressed support of amending the by-law to allow retailers to open on all statutory holidays.

Councillor Prendergast expressed support of amending the by-law to allow retailers to open on all statutory holidays and spoke to allowing business owners to decide if they would like to be open.

Deputy Mayor Taylor sought clarification with respect to a communications plan if passed by Council. David Smith, CAO advised that staff would make every effort to inform the public in order to maintain tourism in the community.

7.2 Proposed Amendment to Retail Business Holiday Exemption By-law, PM-2025-003

Resolution 2025-077

Moved by Councillor Andrews
Seconded by Councillor Stevens

That Report PM-2025-003, Proposed Amendment to Retail Business Holiday Exemption By-law, be received for information.

Carried

Mayor Post assumed the role of the chair at 7:21 p.m.

8. By-Laws

Resolution 2025-078

Moved by Councillor Sherwood

Seconded by Councillor Macintosh

That the by-law listed below be read three times and finally passed:

8.1 A by-law to confirm the proceedings of the Council of The Corporation of the Town of Orangeville at its Council-Public Meeting held on April 28, 2025

Carried

9. Adjournment

Resolution 2025-079

Moved by Councillor Macintosh

Seconded by Councillor Stevens

That the meeting be adjourned at 7:22 p.m.

Carried

Lisa Post, Mayor

Raylene Martell, Town Clerk

Town of Orangeville Delegation

Kim Delahunt, President & CEO, Headwaters Health Care Centre

May 12, 2025

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 75th 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.

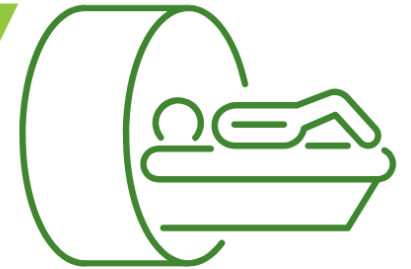
Our Proudest Accomplishments



The First MRI in Dufferin-Caledon is Coming!

Thanks to the generosity of our community and funds raised through Headwaters Health Care Foundation's, Smart Headwaters campaign, you will soon be able to come to Headwaters for MRI scans close to home. Operational funding for MRI has been provided by the Ministry of Health.

First MRI in Dufferin-Caledon



Accepting physician requisitions **mid-summer**

First scans expected to start **mid-August**

Anticipate completing **8,000+** scans per year

Available to conduct the following scans on patients over the age of 8:

- Breast MRI
- Musculoskeletal MRI
- Neuro (brain and spine) MRI
- Pelvic / Abdominal MRI
- Prostate MRI

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 laid the foundation for Strategic Directions renewal in 2024.
- The CPP is on our website under [who we are](#).



Clinical Priority Plan, Year 2 Outcomes

Cardiac Wellness Program



Launched partnership with Town of Orangeville for the **cardiac wellness program**.

Emergency Department



Ministry approval for Emergency Department renovations, allowing us to **increase capacity and improve patient flow**.

Wait Times for Surgery



Significantly reduced surgical wait times, reducing “long waiters” to **7%**, amongst the top ranked hospitals in the province.

Partnerships



Launched partnership between **TeleCheck** and **Polycultural Immigrant Services**, increasing the number of vulnerable community members receiving check-in calls, routine health reminders, social support, and assistance in navigating the health and community system.

Patient Experience



Refreshed **Patient Experience** framework, demonstrating our ongoing commitment to providing excellent care, close to home for patients in Dufferin-Caledon.

Clinical Priority Plan – Priority Area Successes

Emergency	Mental Health	Geriatrics	Obstetrics	Pediatrics
Ministry approval for Emergency Department pre-capital renovations	Permanent additional evening/weekend crisis worker funding received	Initiated geriatric clinic	Finalizing WOHS MOU for Level 2 transfer of patient care	15 nursing staff successfully completed Level 2 training
Triage renovations completed	2-year Mobile Crisis Response Team (MCRT) funding request submitted	Over 80 patients flowed through Hospital to Home program (100% acceptance rate)	15 staff completed in-house training, Level 2 in progress with RVH	MOU with RVH for Level 2 support implemented
Third-party review conducted	Weekly on-site psychiatry support initiated	Initiated informal geriatric direct referrals through inpatient units	Breastfeeding clinic implemented	Implemented cardiac monitors supporting AirVo nasal high flow respiratory patients
Data quality validation and clean up	MOUs with WOHS and Waypoint in progress	Implemented best practice guidelines for delirium care	Antenatal clinic implemented	
	Ministry & community collaboration sessions conducted	NLOT (nurse-led outreach team) implementation with LTC	Dufferin Area Family Health Team Latch 'n Learn clinic partnership	

Clinical Priority Plan – Quadruple Aim Successes

Surgical Services	Ambulatory Care	Medicine	Paramedic Services	Clinical Support Services
Completed quality-based procedures (QBP) reallocation to maximize funding	Completed dialysis service construction and relocation	E&F Wing staffing model changes	Model and structure review completed	Installed new x-ray equipment
Implemented green light laser for urology, HOT and Stone times	Finalized Town of Orangeville partnership for cardiac wellness program	Converted Personal Support Worker float pool to permanent positions	New Chief and Deputy Chief leading service	Installed new Nuclear Medicine stress equipment
Advocated for and received funding for pediatric long waiters		ICU critical care nursing training completed	Master plan initiated with County of Dufferin	MRI implementation underway for summer 2025 patient scans
Formalized a perioperative educator role			Ambulance call reporting implemented	Finalized microbiology outsourcing
Advocated for additional Surgical Pathway Training funding			Expanded offload nurse funding application submitted	Basic interventional radiology services implemented
Reduction in long waiters to 7%, among best in province				CT patient schedule efficiencies; significant wait time reductions

Snapshot of Other Successes

Patient Experience	People & Culture	Planning & Strategy	Internal Systems & Processes	Community & Care Partners
Refreshed Patient Experience framework launched	100% compliance to core curriculum and mandatory organizational training	Benchmarking initiatives implemented to support FY25-26 budget. Benchmarking compares Headwaters with other comparable hospitals to identify efficiencies.	Refreshed cafeteria and flooring	TeleCheck partnership with Polycultural Immigrant & Community Services
Unit access restrictions implemented to enhance patient & staff safety	New annual awards launched including Quality & Safety Improvement, Outstanding Physician and Above & Beyond awards	5-year strategic plan launched	Successful completion of Ontario College of Pharmacy's inspection	Bereavement wind phone unveiled in partnership with Hills of Headwaters Collaborative Ontario Health Team
Launch of prostate cancer surgery services "Green Light Laser"	Nursing education fund program for ongoing professional development	Emergency Preparedness Code Silver mock event & launch of new safety door markers	All new exterior signage	Toronto Grace Hospital remote patient care monitoring
Launched new Obstetrical Emergency code (Code OB)	Launched recognition survey and initiated implementation recommendations	Digitization roadmap completed	New nursing stations initiated/completed on ED, E and F wings	Trillium Gift of Life organ donation notification rate of 97% - 24% increase

The Big Picture

- Significant demographic shifts with an expected increase in population of 36% over next 20 years, with high growth rates amongst 65+ and 85+ age groups.¹
- By 2040 more than 3.1 million Ontarians will be living with one or more chronic illnesses, such as diabetes, cancer, renal failure and others, up from 1.8 million in 2020.²
- Health care needs will increase and become increasingly complex.
- Medium-sized hospitals, like Headwaters, are essential community health system anchors.
- There is a need to ensure that long-term capital funding for infrastructure and equipment reflects the current and future needs of local communities.
- Focus on reducing wait times and improving access to timely care.
- Internal focus on recruitment and retention efforts for physicians, nurses, laboratory staff.

1. Source: Ontario Hospital Association, Leveraging Ontario's Medium-Sized, Hospitals to Prepare for Future Needs and Enhance the Provincial Health Care System; 2024

2. Source: Rosella LC, Buajitti E, Daniel I, Alexander M, Brown A. Projected patterns of illness in Ontario. Toronto, ON: Dalla Lana School of Public Health; 2024

Where We Are Going

- Headwaters is actively embracing change, working hard to enhance efficiency, and planning to meet the needs of our community well into the future.
- Changes in demographics and illness patterns mean that we need to bring together multiple stakeholders to nurture and support a system that embraces innovation in care delivery.
- Hospitals like Headwaters are ready to work with all levels of government to meet these challenges. We can do so by:
 - Strengthening the financial and operational stability of hospitals
 - Improving and maintaining quality of care and access to care
 - Continuing to harness the power of innovation and technology
- Caring for our communities requires a community-based approach.



Our Future Needs

- Current Emergency Department (ED) was built to accommodate 23,000 annual visits, currently seeing 37,000+ patients. We expect to be seeing more than 50,000 ED patients within the next 10 years.
- Top redevelopment priorities: Emergency Department, Obstetrics, Complex Continuing Care, Diagnostic Imaging, Critical Care Unit, Medical Device Reprocessing Department, and Pharmacy.
- Emergency Department will grow by 3,500 sq ft and Diagnostic Imaging will grow by 750 sq ft, with the goal of reducing wait times, improving flow and supporting a stronger patient experience.
- Proposed growth of 239,000 sq ft over 10-year period. Expanding to 333,000 sq ft over 20-year period.
- Headwaters is currently one of the largest employers in the region and we anticipate doubling the number of full-time employees over the next 20 years.
- First stage of the facility development plan is expected to cost \$391 million, with a 20-year cost of \$714 million.

Projected Growth – *Meeting the Needs of our Community*

	2023	Projected 2027/2028	Projected 2032/2033	Projected 2042/2043
Total inpatient beds	87	87	110	158
Dialysis treatment stations	6	9	12	15
Mental health short stay unit beds	0	4	4	4
Births per year	880	1,048	1,162	1,398
Total Emergency Department visits per year	36,369	42,619	49,035	63,201
Ambulatory Care visits per year	11,096	16,069	18,344	23,363
Surgical cases per year	3,064	4,429	4,934	5,942

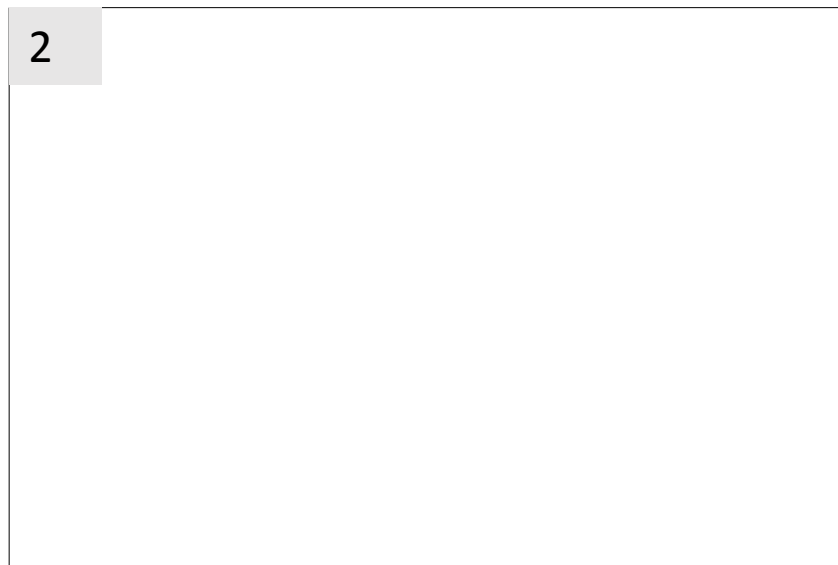






Photo captions

1. Board of Directors members gather at their Orientation Day.
2. 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.
3. Members of our Ambulatory Care team wearing Pink in support of breast cancer awareness.
4. President and CEO Kim Delahunt, Vice Presidents Annette Jones, Frances Duiker, and Cathy van Leipsig host a Town Hall for staff to discuss 2024 successes and the 2025-2026 budget.
5. Laboratory staff and Manager Colleen Hillier, welcomed Health Minister and Deputy Premier, MPP Sylvia Jones for National Laboratory Week.
6. Clinical Scholar Rhonda Bugden welcomed Michelle White and her team from Green Ribbons 4 Mike for our inaugural drive to raise awareness for organ donation.
7. Vice President Annette Jones, President and CEO Kim Delahunt with Staff at the Headwaters Health Care Christmas Lunch.
8. Nick Socher and Thomas Grieve and the entire Facilities Team receive a Headwaters Heroes Award from President & CEO Kim Delahunt for their work dealing with a broken water piper that caused a major disruption to the building just before a major media event.
9. Headwaters Health Care Foundation CEO K.C. Carruthers and President & CEO Kim Delahunt visit with members of the Diagnostic Imaging team.
10. Staff from the hospital join President and CEO Kim Delahunt for the annual Christmas lunch.
11. Local family enjoys a teddy "check-up" at the annual Teddy Bear Clinic.
12. Vice President and Chief Financial Officer Cathy van Leipsig and President & CEO Kim Delahunt visits with laboratory staff.
13. President & CEO Kim Delahunt visits with staff on F-Wing.
14. Dufferin County Paramedic Chief Gary Staples gets ready to educate kids about the work of paramedics during the annual Teddy Bear Clinic.





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**

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

hillsofheadwaterscollaborative.ca

Orangeville Community Grants Program

REPORT of RECOMMENDATIONS
May 12, 2025



Jennifer Payne
Executive Director
HCIA



Orangeville Community Grants Program

- Introduction and background
- Thank you to Town Council and Staff
- Thank you to the Assessment Team
- BIG THANKS to all the applicants!
So many amazing organizations doing important work for the citizens of Orangeville.



Who is HCIA?

Headwaters Communities In Action



- Registered charity and community backbone organization since 2004
- Projects serve a long-term vision of community well-being
- Research, education, engagement and action on community priorities
- Collaboration, connection and community conversations

Our vision: People coming together to shape a thriving community



2025 Timeline

1. APPLICATION INTAKE

- Feb 1 - March 31, 2025

2. ASSESSMENT + REPORT

- Scoring April 8 - 26
- Report submitted to Council May 1

3. COUNCIL DECISION

- Council meeting May 12
- Funds disbursed early June

4. SHARE STORIES

- Fall 2025

1

2

3

4

HCIA and Town staff discuss process, timeline and updates.

Town launches program, receives and forwards applications to HCIA.

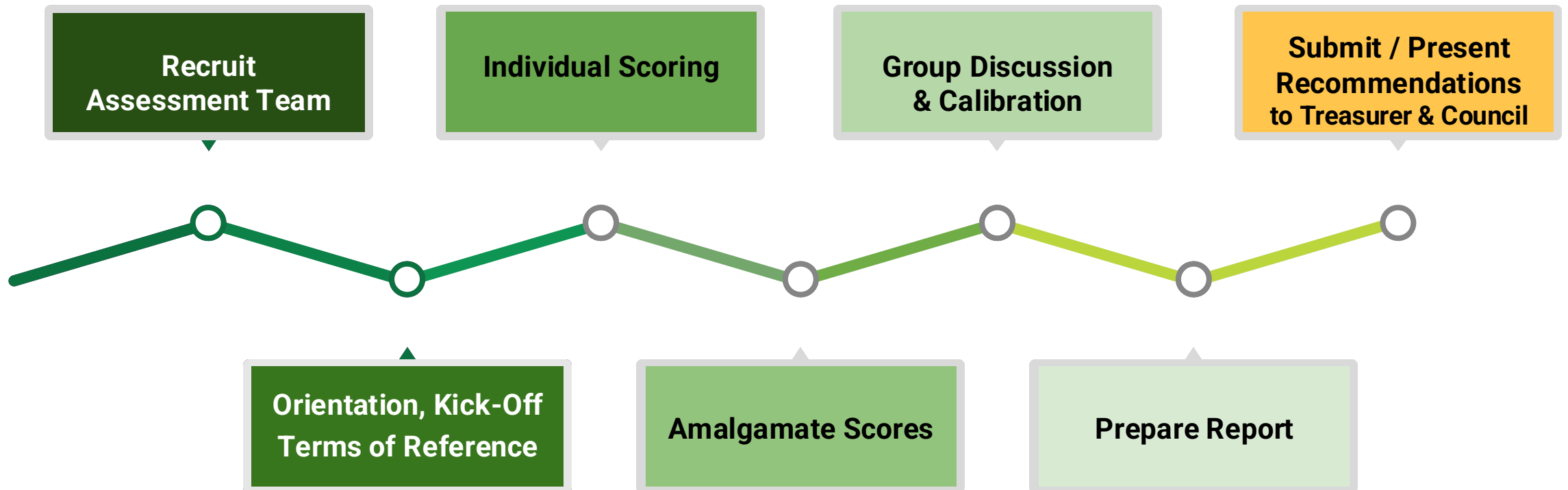
HCIA convenes the Assessment Team, who score separately, then calibrate together.

Report is prepared showing process and rationale.

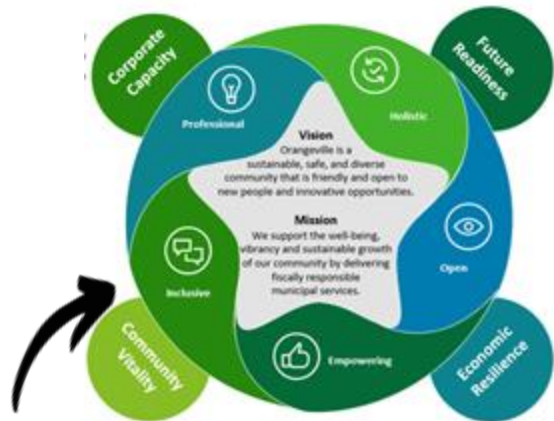
Report is presented for Council's final decision. Grant funds are distributed.

Reporting/ story requirements determined and collected by staff

HCIA Assessment Team Process



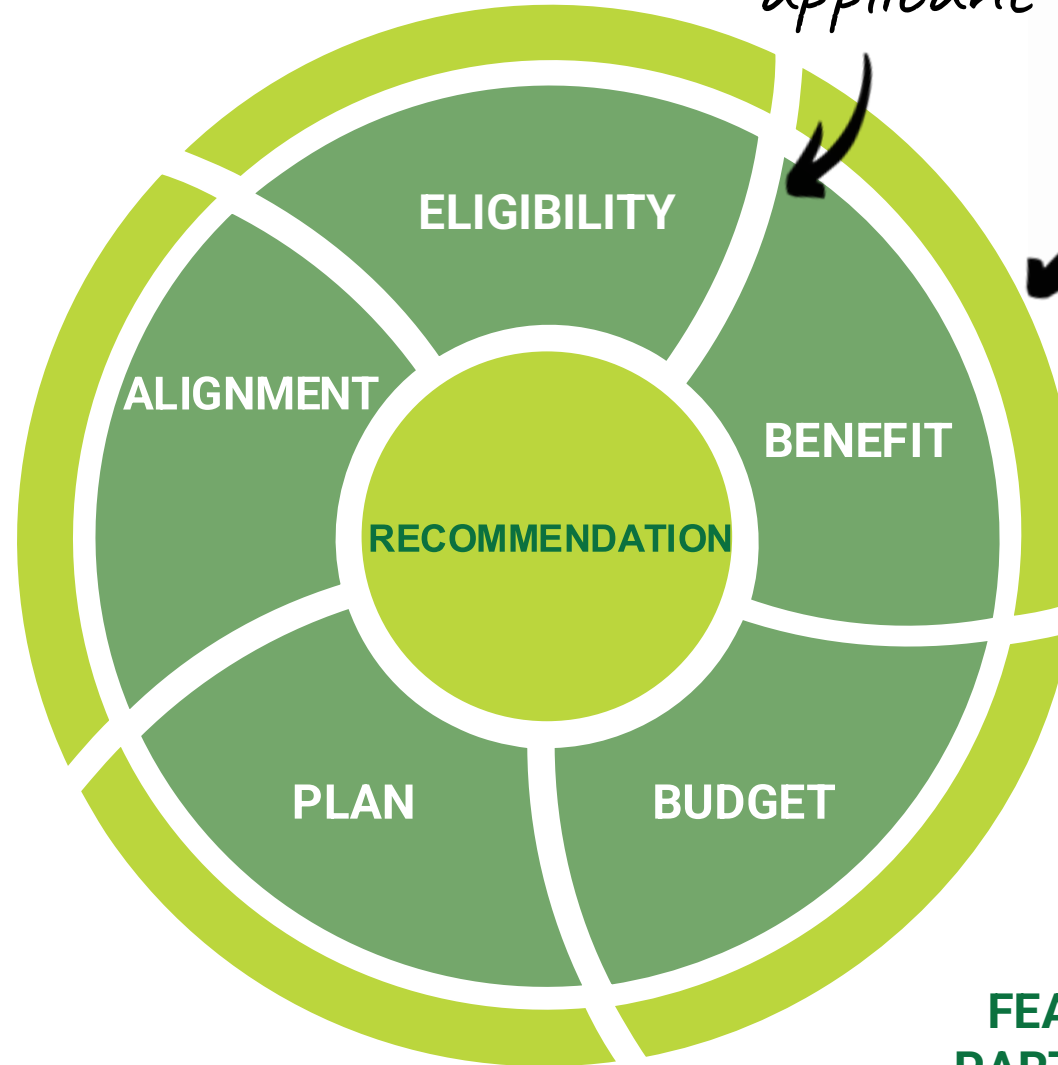
MIX OF PROJECT TYPES AND STRATEGIC PRIORITIES



Town strategic plan

COMPARATIVE QUALITY

FUNDS AVAILABLE



applicant can influence

*context +
other factors*

HEAD / HEART / HANDS
AND
CALIBRATION

ORGANIZATIONAL
CREDIBILITY

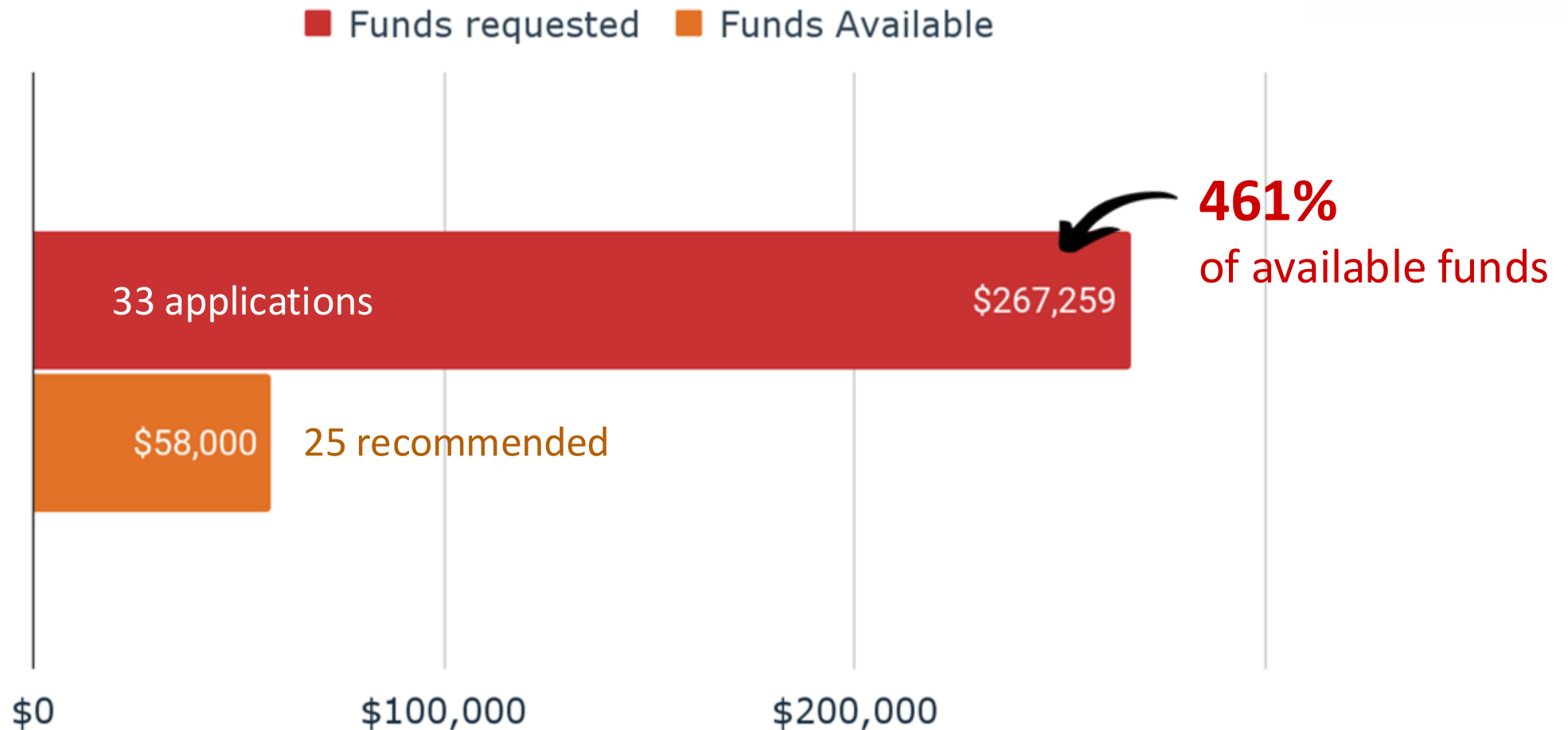
FEASIBILITY OF
PARTIAL FUNDING

Holistic Scoring Approach

Funds Requested vs. Recommended

Total funds available for 2025: \$58,000

Total funds requested: \$267,259.16



Highlights

- **Good mix of beneficial initiatives, subpopulations served and areas of focus:**

SUBPOPULATIONS

- Children / Youth
- Seniors
- Parents
- People with disabilities
- Homeless / low income
- General public

FOCUS AREAS

- Arts and music
- Education
- Play
- Mental health
- Food
- Community events

- Many **partial or no-funding** recommendations
 - List of reasons provided includes individual application merits, eligibility concerns, competing requests, demonstrated need and community benefits, budget or plan not clear.
 - Applicants are invited to ask questions, attend information session for next round

	Applicant	\$ Requested	\$ Recommended
1	4th Orangeville Scouts	\$2,000.00	\$1,000.00
2	Art Hive Foundation	\$5,000.00	\$1,400.00
3	Bethell Hospice Foundation	\$7,500.00	\$2,600.00
4	Big Brothers Big Sisters of Dufferin & District	\$5,000.00	\$3,000.00
5	Caledon Meals on Wheels	\$6,500.00	\$3,250.00
6	Children's Foundation of Guelph & Wellington	\$5,000.00	\$2,500.00
7	Choices Shelter and Support Services	\$15,000.00	\$5,000.00
8	Community Living Dufferin	\$3,000.00	\$1,500.00
9	Dufferin Arts Council	\$2,000.00	\$0.00
10	Dufferin County OPP/Orangeville Fire	\$869.16	\$0.00
11	Dufferin Film Festival	\$8,000.00	\$4,000.00
12	Dufferin Parent Support Network	\$10,000.00	\$2,000.00
13	Engineers of Tomorrow	\$10,000.00	\$0.00
14	Fiddlehead Care Farm Inc	\$14,250.00	\$4,250.00
15	Friendship Gardens - Headwaters Health Care Centre	\$5,000.00	\$0.00
16	Lord Dufferin IODE	\$2,000.00	\$0.00
17	Montgomery Village Public School	\$10,000.00	\$1,000.00
18	Orangeville and District Horticultural Society	\$1,500.00	\$1,000.00
19	Orangeville and District Seniors Centre*	\$2,000.00	\$1,000.00
20	Orangeville Blues and Jazz*	\$10,000.00	\$4,000.00
21	Orangeville Community Band	\$2,000.00	\$1,000.00
22	Orangeville Headwaters Minor Baseball Association	\$10,000.00	\$0.00
23	Pine River Institute	\$2,500.00	\$0.00
24	Princess Elizabeth Public School (School Council)	\$5,000.00	\$1,000.00
25	Royal Canadian Legion Col. Fitzgerald Branch 233	\$1,500.00	\$0.00

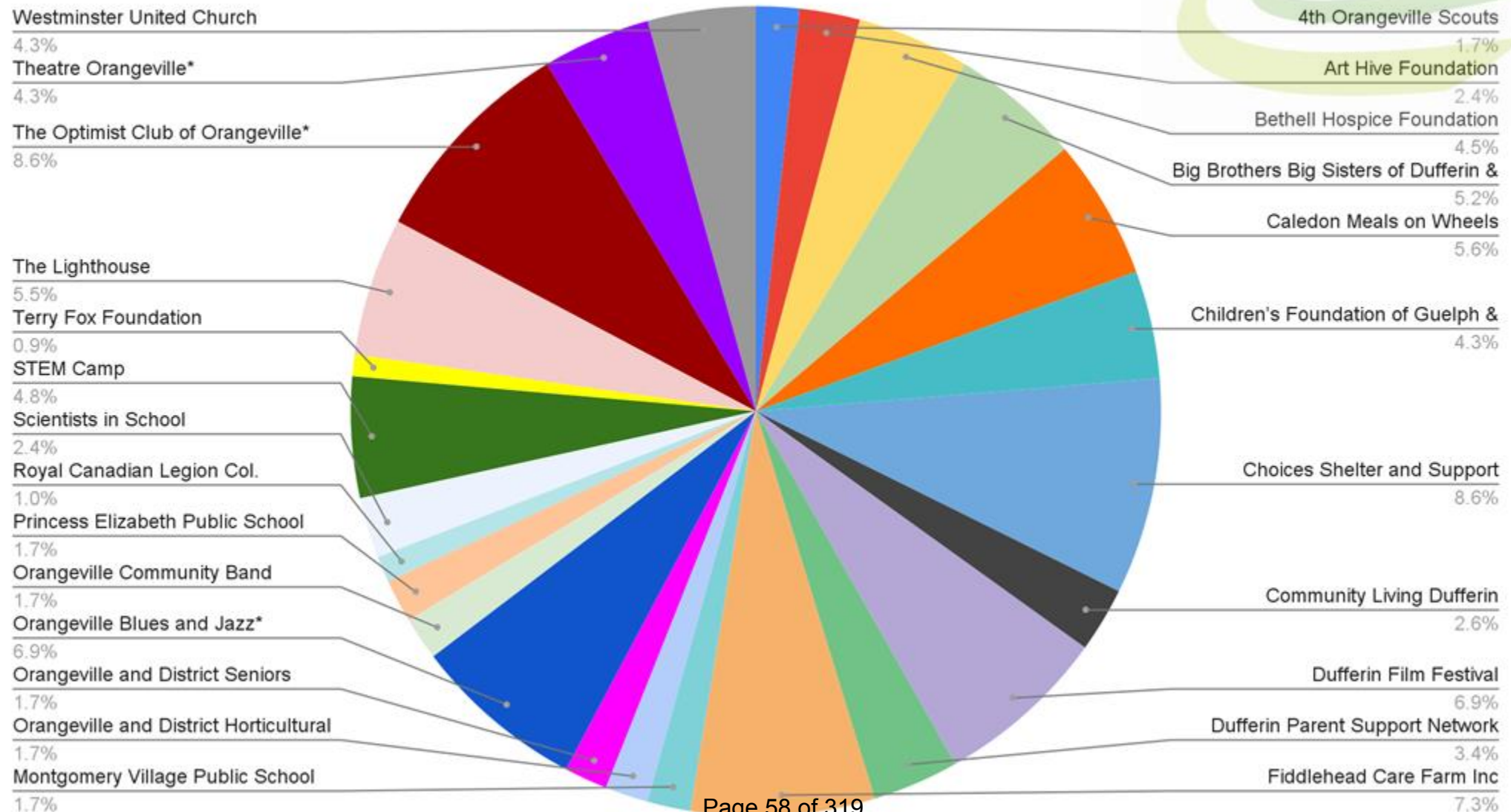


Recommended Grants

*Currently receive funds from multi-year grants or other Town support.

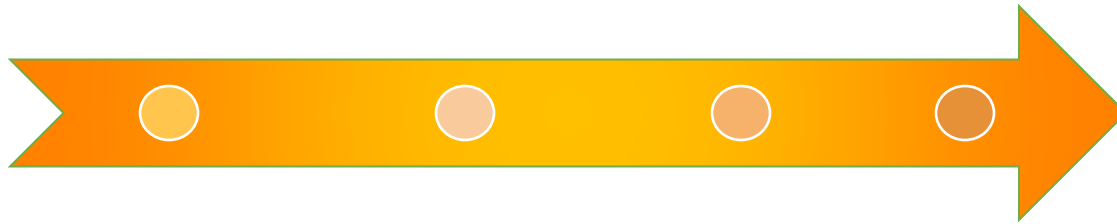
26	Scientists in School	\$1,400.00	\$1,400.00
27	STEM Camp	\$5,000.00	\$2,800.00
28	Terry Fox Foundation	\$500.00	\$500.00
29	The Lighthouse	\$6,240.00	\$3,200.00
30	The Optimist Club of Orangeville*	\$10,000.00	\$5,000.00
31	Theatre Orangeville*	\$3,500.00	\$2,500.00
32	Twisters	\$80,000.00	\$0.00
33	Westminster United Church	\$15,000.00	\$2,500.00
Total Requested and Recommended		\$267,259.16	\$58,000.00

Recommended Grants



Suggestions

- Encourage follow-up with applicants
- Continue offering information sessions, FAQs and open doors
- Consider adding a grant-writing workshop
- Consider offering an online form and tutorial





Thank you!



1. To the Town of Orangeville Council for entrusting this important task to us, and for providing this important funding option to support local initiatives.
2. To Cheryl and Rebecca and Town staff for their partnership and direction.
3. To the Assessment Team, for their careful deliberation and dedication to a difficult task.
4. To all of the applicants, for continuing to serve the Orangeville community.

Congratulations to the 2025 grant recipients!

Questions?

Email: action@headwaterscommunities.org



Report

Subject: Council Tasks

Department: Corporate Services

Division: Clerks

Report #: CPS-2025-025

Meeting Date: 2025-05-12

Recommendations

That report CPS-2025-025, Council Tasks, be received.

Background

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.

Analysis/Current Situation

The two (2) attachments are comprised of:

1. The **Completed Tasks** since the last quarterly update (January 27, 2025) as Attachment 1; and
2. The **In-Progress Tasks** that are ongoing since the eScribe was implemented as Attachment 2.

All reports included were pulled from the system as of April 23, 2025. Every effort has been made to ensure the accuracy of the task statuses provided. However, updates may have been made in the system in the 3-week period from when the report was pulled and the date of the meeting.

The Council Task program provides a mechanism for assigning and tracking tasks that result from Council decisions at a Council meeting. The tasks are generally assigned to staff within two (2) days following the Council meeting and Council is provided with Council Task updates quarterly.

Historically, Council Tasks were resolutions passed by Council and assigned to the report writers. The current process has allowed for resolutions passed by Council with an action item for staff to complete to be tracked. Resolutions may appear in the report multiple times, but with different actions assigned to a specific staff member to complete, the staff member may not be the report writer which was past practice.

Resolutions that are considered by Council for information will not be included in the Council Task report.

Corporate Implications

This report will not generate direct implications. If future actions related to this report will have a corporate impact, a report will be presented to Council for approval, if required.

Conclusion

The Council Task program is a useful tool to assist staff and Council with tracking and managing actions arising from Council decisions.

The next Council Task report will be included on the July 14, 2025, Council agenda.

Strategic Alignment

Strategic Plan

Strategic Goal: Future-Readiness

Objective: Due Diligence

Notice Provisions

Not Applicable.

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. In Progress Tasks

Status	Description	Meeting Date	Comments
Completed	That report CPS-2025-008, False Alarm Bylaw, be received; and That Council pass a False Alarm By-law for the Town of Orangeville and update the Fees and Charges By-law to reference the required fees. Action: Send correspondence to known alarm owners to advise of the new by-law in effect.	1/27/2025 19:00	
Completed	That report CPS-2025-008, False Alarm Bylaw, be received; and That Council pass a False Alarm By-law for the Town of Orangeville and update the Fees and Charges By-law to reference the required fees. Action: Draft Fees and Charges amending by-law in order to add fees for at fault false alarms of \$150 for first occurrence and \$300 for 2nd and subsequent.	1/27/2025 19:00	
Completed	That report INS-2024-055, Town Initiated Official Plan Amendments OPA 132 and OPA 135, be received; and That Council pass a by-law to adopt Amendment No. 132 to the Official Plan for the Town of Orangeville, included as Attachment No. 1, related to Town-wide pre-consultation and complete application policies; and That Council pass a by-law adopt Amendment No. 135 to the Official Plan for the Town of Orangeville, included as Attachment No. 2, related to Town-wide source water protection policies; and That staff be directed to circulate the by-laws included as Attachment No. 1 and Attachment No. 2 to the County of Dufferin for approval as required by the Planning Act. Action: Circulate notice of decisions.	1/27/2025 19:00	

Completed	That Council receive the Orangeville Business Improvement Area (OBIA) 2023 Audited Financial Statements; and That Council approve the OBIA 2024 Preliminary Financial Report; and That Council approve the OBIA 2025 Budget of \$605,300, including a BIA Levy of \$515,500, other revenue of \$69,800 and a contribution from reserves of \$20,000. Action: Circulate resolution to the OBIA.	2/10/2025 19:00	
Completed	That report, CMS-2025-004, Construction of the Orangeville Fire Station - Next Steps (Descoping), be received; and That Council authorize the change order, in the amount of \$213,895.00 plus applicable taxes, issued by Alaimo Architecture Inc. to re-design elements of the Orangeville Fire Station project in relation to the descoping exercise. Action: Staff sign the change order and forward to Alaimo Architecture Inc.	2/10/2025 19:00	Change order signed and sent to Architect. Project will move on to the next stage. Architect and sub-trades currently working on detailed design and will then submit for Class 'A' cost estimates and plan approvals.

Completed	That report, CMS-2025-004, Construction of the Orangeville Fire Station - Next Steps (Descoping), be received; and That Council authorize the change order, in the amount of \$213,895.00 plus applicable taxes, issued by Alaimo Architecture Inc. to re-design elements of the Orangeville Fire Station project in relation to the descoping exercise. Action: Staff to work with Colliers and Alaimo Architecture Inc. to complete detailed designs, obtain building permits and source Class A estimates.	2/10/2025 19:00	Change order signed and sent to Architect. Project will move to the next stage.
Completed	That report CPS-2025-010, Heritage Orangeville Committee Update, be received; and That Council direct staff to advertise to fill three (3) vacancies on Heritage Orangeville. Action: Advertise vacancies.	2/10/2025 19:00	
Completed	That report INS-2025-005, Additional Residential Units (ARU) & 2024 Final Building Permit Report, be received. Action: To create an open discussion on the implementation of an Additional Residential Unit registry after Council considers the information report.	2/10/2025 19:00	

Completed	<p>That report INS-2025-006, Infrastructure Services Staff Proposed Budget Adjustment for Three Capital Projects, be received; and</p> <p>That Council increase the 2024 expenditure budget by \$100,000 for Project No. 26057.0000 PXO-Wellington and Broadway and fund the increase from the General Capital Reserve; and</p> <p>That Council increase the 2024 expenditure budget by \$20,000 Project No. 25017.0000 Traffic Signal Upgrades and fund the increase from the General Capital Reserve; and</p> <p>That Council reallocate 2024 expenditure budget of \$212,000, funded from Water Capital Reserve, from Project No. 26008.0000 Standpipe Cleaning & Painting to Project No. 26046.0000 Watermain and Valve Replacement - Rotary Park.</p> <p>Action: Finance to transfer funds in accordance with the recommendations of this report.</p>	2/10/2025 19:00	Adjustments to projects made in FMW.
Completed	<p>That report INS-2025-007, Decision Recommendation for Town-initiated Official Plan and Zoning By-law Amendments, File: OPZ-2024-01, be received; and</p> <p>That Council pass a by-law included as Attachment No. 1 to this report, to adopt Amendment No. 133 to the Town of Orangeville Official Plan, to update Town-wide policies for additional residential units; and</p> <p>That Council pass a by-law included as Attachment No. 2 to this report, to amend Zoning By-law No. 22-90, as amended, to add new standards for additional residential units and make other housekeeping updates.</p> <p>Action: Circulate notices.</p>	2/10/2025 19:00	

Completed	<p>That report INS-2025-011, York Street Heritage Conservation District Work Plan and Municipal Heritage Register Review, be received; and</p> <p>That staff and the Towns external peer review consultants proceed to initiate the Heritage Conservation District (HCD) Study process for the York Street neighbourhood pursuant to the work plan outlined in this report; and</p> <p>That staff proceed with retaining a Heritage Planning Student and engaging the Towns consulting team to undertake the Municipal Heritage Register review as described in this report; and</p> <p>That Council authorize staff to utilize up to \$18,000 of 2025 Planning Operating Budget Consulting Fees towards the cost of the Heritage Planning Student; and</p> <p>That Council amend the budget for capital project 11826.0000 by increasing the expenditure budget by \$63,000, funded from the General Capital Reserve.</p> <p>Action: Finance to amend the budget.</p>	2/10/2025 19:00	Adjustments to projects made in FMW.
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Completed Whereas road safety has been identified as a priority for Town of Orangeville Council, staff, and residents; and 2/10/2025 19:00

Whereas significant increases in truck traffic on Highway 10 have led to safety concerns along the entire corridor from Melancthon down to the southern point of Caledon; and

Whereas trucking companies avoid Highway 407 due to its tolls, leading to higher volumes of traffic on other roads and highways; and

Whereas a pilot project to subsidize truck lanes on Highway 407 would provide valuable insights into the economic and road safety impact of diverting truck traffic to the 407; and
Therefore be it resolved that the Town of Orangeville support the City of Vaughan's recent resolution to request that the Province of Ontario to implement a one-year pilot program that will subsidize or eliminate tolls for dedicated truck lanes on Highway 407, evaluating the impact on overall transportation efficiency and road safety; and

Be it further resolved that a copy of this motion be circulated to Premier Doug Ford, Hon. Sylvia Jones, Deputy Premier and Dufferin-Caledon MPP, Hon. Prabmeet Sarkaria, Minister of Transportation, Steven Del Duca, Mayor of the City of Vaughan and all Dufferin municipalities.

Action: Circulate resolution.

Completed	<p>That report CPS-2025-003, Proposed Policy Council Attendance at Community Events, be received; and</p> <p>That the Council Attendance at Community Events Policy, be approved as amended as follows:</p> <p>4.1.1 Change "Mayor" to "all Members of Council"</p> <p>Remove 4.1.2</p> <p>4.1.8 Change "Mayor" to "CAO"</p> <p>4.1.8 Change "the approval of requests for" to "signing off on"</p> <p>4.1.8 Add "all" after the word "for"</p> <p>4.1.8 Change "approval" to "sign off"</p> <p>Remove 4.1.9</p> <p>4.1.0 Change "the approval of" to "signing off on"; and</p> <p>That staff be directed to monitor usage and report back whether increases to the 2026 budget will be required to reflect the anticipated expenses under this policy; and</p> <p>That a By-law be enacted to repeal By-law 2014-050 and to supersede any other sections of by-law(s) relating to Council expenses.</p> <p>Action: Advise Finance staff of approval of this policy and expense form.</p>	3/10/2025 17:45	<p>Policy has been uploaded to SP. Finance and CAO staff have been advised of the approval of this policy, the expense form and the standard operating procedure.</p>
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Completed	<p>That report CPS-2025-003, Proposed Policy Council Attendance at Community Events, be received; and</p> <p>That the Council Attendance at Community Events Policy, be approved as amended as follows:</p> <p>4.1.1 Change "Mayor" to "all Members of Council"</p> <p>Remove 4.1.2</p> <p>4.1.8 Change "Mayor" to "CAO"</p> <p>4.1.8 Change "the approval of requests for" to "signing off on"</p> <p>4.1.8 Add "all" after the word "for"</p> <p>4.1.8 Change "approval" to "sign off"</p> <p>Remove 4.1.9</p> <p>4.1.0 Change "the approval of" to "signing off on"; and</p> <p>That staff be directed to monitor usage and report back whether increases to the 2026 budget will be required to reflect the anticipated expenses under this policy; and</p> <p>That a By-law be enacted to repeal By-law 2014-050 and to supersede any other sections of by-law(s) relating to Council expenses.</p> <p>Action: Upload approved policy to SharePoint.</p>	3/10/2025 17:45	Policy has been uploaded to SP
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Completed	<p>That report CPS-2025-003, Proposed Policy Council Attendance at Community Events, be received; and</p> <p>That the Council Attendance at Community Events Policy, be approved as amended as follows:</p> <p>4.1.1 Change "Mayor" to "all Members of Council"</p> <p>Remove 4.1.2</p> <p>4.1.8 Change "Mayor" to "CAO"</p> <p>4.1.8 Change "the approval of requests for" to "signing off on"</p> <p>4.1.8 Add "all" after the word "for"</p> <p>4.1.8 Change "approval" to "sign off"</p> <p>Remove 4.1.9</p> <p>4.1.0 Change "the approval of" to "signing off on"; and</p> <p>That staff be directed to monitor usage and report back whether increases to the 2026 budget will be required to reflect the anticipated expenses under this policy; and</p> <p>That a By-law be enacted to repeal By-law 2014-050 and to supersede any other sections of by-law(s) relating to Council expenses.</p> <p>Action: Develop procedure to assist in the administration of this policy.</p>	3/10/2025 17:45	Standard Operating Procedure completed and circulated internally to appropriate staff in Finance and CAO Office
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Completed	<p>That report CPS-2025-003, Proposed Policy Council Attendance at Community Events, be received; and</p> <p>That the Council Attendance at Community Events Policy, be approved as amended as follows:</p> <p>4.1.1 Change "Mayor" to "all Members of Council"</p> <p>Remove 4.1.2</p> <p>4.1.8 Change "Mayor" to "CAO"</p> <p>4.1.8 Change "the approval of requests for" to "signing off on"</p> <p>4.1.8 Add "all" after the word "for"</p> <p>4.1.8 Change "approval" to "sign off"</p> <p>Remove 4.1.9</p> <p>4.1.0 Change "the approval of" to "signing off on"; and</p> <p>That staff be directed to monitor usage and report back whether increases to the 2026 budget will be required to reflect the anticipated expenses under this policy; and</p> <p>That a By-law be enacted to repeal By-law 2014-050 and to supersede any other sections of by-law(s) relating to Council expenses.</p> <p>Action: Schedule meetings with Members of Council to ensure comfort of new policy and submission of expenses process.</p>	3/10/2025 17:45	Email sent to Members of Council with the policy, procedure and expense form.
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Completed That report CPS-2025-003, Proposed Policy Council 3/10/2025 17:45

Attendance at Community Events, be received; and
That the Council Attendance at Community Events Policy, be
approved as amended as follows:

4.1.1 Change "Mayor" to "all Members of Council"

Remove 4.1.2

4.1.8 Change "Mayor" to "CAO"

4.1.8 Change "the approval of requests for" to "signing off on"

4.1.8 Add "all" after the word "for"

4.1.8 Change "approval" to "sign off"

Remove 4.1.9

4.1.0 Change "the approval of" to "signing off on"; and

That staff be directed to monitor usage and report back whether
increases to the 2026 budget will be required to reflect the
anticipated expenses under this policy; and
That a By-law be enacted to repeal By-law 2014-050 and to
supersede any other sections of by-law(s) relating to Council
expenses.

Action: Repeal by-law 2014-050.

Completed	<p>That report CPS-2025-012, Code of Conduct for Members of Council, Local Boards, Committees and Task Forces, be received; and</p> <p>That by-law 044-2016 being a by-law to approve the Code of Conduct for Council, Local Boards and Committees approved by Council on May 9, 2016, be repealed; and</p> <p>That the Code of Conduct attached to report CPS-2025-012, be approved and established as the Code of Conduct for The Town of Orangeville Members of Council and members of its local boards and committees as per s. 223.2(1) of the Municipal Act, 2001.</p> <p>Action: Repeal By-law 2016-044 and current Code of Conduct for Council, Local Boards and Committees.</p>	3/10/2025 17:45	
Completed	<p>That report CPS-2025-012, Code of Conduct for Members of Council, Local Boards, Committees and Task Forces, be received; and</p> <p>That by-law 044-2016 being a by-law to approve the Code of Conduct for Council, Local Boards and Committees approved by Council on May 9, 2016, be repealed; and</p> <p>That the Code of Conduct attached to report CPS-2025-012, be approved and established as the Code of Conduct for The Town of Orangeville Members of Council and members of its local boards and committees as per s. 223.2(1) of the Municipal Act, 2001.</p> <p>Action: Upload new Code of Conduct to SharePoint.</p>	3/10/2025 17:45	
Completed	<p>That report CPS-2025-013 Proposed Performance Evaluation Policy for the Chief Administrative Officer, be received; and</p> <p>That the Performance Evaluation Policy for the Chief Administrative Officer, be approved; and</p> <p>That By-law 2017-076 be amended to reference the Performance Evaluation process for the role of the CAO.</p> <p>Action: Upload new policy and procedure to SharePoint.</p>	3/10/2025 17:45	Uploaded policy to SP

Completed	That report CPS-2025-013 Proposed Performance Evaluation Policy for the Chief Administrative Officer, be received; and That the Performance Evaluation Policy for the Chief Administrative Officer, be approved; and That By-law 2017-076 be amended to reference the Performance Evaluation process for the role of the CAO. Action: Provide Human Resources Division with templates.	3/10/2025 17:45	Provided documents to GM, Corporate Services as there is currently a vacancy in HR.
Completed	That report CPS-2025-017, Animal Control By-law Dog Licensing, be received; and That Council amend Section 3.5 of the Animal Control By-law No. 2024-026 to allow licences to be valid for a 12-month period from date of purchase. Action: Prepare by-law consolidation.	3/10/2025 17:45	
Completed	That report CPS-2025-013 Proposed Performance Evaluation Policy for the Chief Administrative Officer, be received; and That the Performance Evaluation Policy for the Chief Administrative Officer, be approved; and That By-law 2017-076 be amended to reference the Performance Evaluation process for the role of the CAO. Action: Prepare by-law consolidation.	3/10/2025 17:45	

Completed	<p>That report INS-2025-016, Transit Bus Procurement, be received; and</p> <p>That Council direct staff to proceed with the purchase of two (2) new 12-metre (40-foot) low floor buses through the Metrolinx Transit Purchase Initiative (TPI), and</p> <p>That Council approve the change of project scope for Project 35000.0000 from 9-metre (30-foot) Low Floor Buses to 12-metre (40-foot) Low Floor Buses, and</p> <p>That Council reallocate expenditure budget of \$450,000, funded from the General Capital Reserve, from Project 35009.4600 Replacement of 2018, 9-metre (30 foot) bus to Project 35000.0000 12-metre (40-foot) low floor buses, and</p> <p>That Council direct staff to draft the 2026-2035 capital program to include the acquisition of a 12-metre (40 foot) low floor bus in 2026 to replace Transit Bus No. 2018-01.</p> <p>Action: Adjust expenditure budget and funding for projects 35000.0000 and 35009.4600.</p>	3/10/2025 17:45	Funding adjustments in FMW have been made.
Completed	<p>That the 2025-01-09 Affordable Housing Task Force Minutes be amended to reflect Councillor Andrews as present; and</p> <p>That the minutes be received for information.</p> <p>Action: Amend attendance list.</p>	3/10/2025 17:45	
Completed	<p>That Council endorse the following resolution:</p> <p>Re: Item 6.2 - 2025 Accessibility Champion Award Criteria</p> <p>That the 2025 Accessibility Champion Award criteria, be approved.</p> <p>Action: Committee to proceed.</p>	3/10/2025 17:45	

Completed	<p>That Council endorse the following resolutions:</p> <p>Re: Item 6.1 - Banner Replacement</p> <p>That the Committee reallocate \$450.00 from their 2025 Budget Special Project - Designations deliverable fund to the Advertising and Promotion deliverable fund to purchase four banners for Heritage week.</p> <p>Re: Item 6.4 - 2025 Heritage Award</p> <p>That the Heritage Award be added to the Committee's 2025 Work Plan.</p> <p>Action: Committee to proceed.</p>	3/10/2025 17:45
Completed	<p>That Council endorse the following resolution:</p> <p>Re: Item 6.4 - 2025 Annual Accessibility Champion Award - Draft Application</p> <p>That the 2025 Accessibility Champion Award application, be approved.</p> <p>Action: Committee to proceed.</p>	3/10/2025 17:45
Completed	<p>That Council endorse the following resolution:</p> <p>Re: Item 6.4 - Proposed Work Plan</p> <p>That the proposed Affordable Housing Task Force Work Plan, be approved.</p> <p>Action: Committee to proceed.</p>	3/10/2025 17:45
Completed	<p>That Council endorse the following resolutions:</p> <p>Re: Item 7.1 - 2025 Committee Meeting Schedule</p> <p>That the Economic Development and Culture Committee reschedule the Tuesday, March 18, 2025 meeting to Tuesday, April 15, 2025, at 8 a.m.</p> <p>Re: Item 7.3 - Appointments to the Community Improvement Plan Committee</p> <p>That Justin Large be appointed as the Economic Development and Culture Committee representative to the Community Improvement Plan Committee.</p> <p>Action: Committee to proceed.</p>	3/10/2025 17:45

Completed	<p>That Council endorse the following resolutions:</p> <p>Re: Item 6.1 - 2025 Heritage Award</p> <p>That the 2025 Heritage Award be added to the Committee's work plan; and</p> <p>That the revised 2025 Work Plan, with changes, be approved.</p> <p>Re: Item 6.3 - Awareness Plaque Program</p> <p>That the Awareness Plaque Program process, be approved.</p> <p>Re: Item 6.6 - Membership - Architectural Conservancy Ontario</p> <p>That the Architectural Conservancy Ontario membership be reinstated.</p> <p>Re: Item 7.1 - Proposed renovations 51-53 Zina Street</p> <p>That the Committee reviewed and supports the issuance of the heritage permit for the proposed renovations outlined in the Heritage Impact Assessment memo.</p> <p>Action: Committee to proceed.</p>	3/10/2025 17:45	
Completed	<p>That report CMS-2025-007, Orangeville Lions Club Funding Donation Agreement Pump Track Park, be received; and</p> <p>That Council approve the funding agreement between Orangeville Lions Club and the Corporation of the Town of Orangeville as outlined in Attachment A to this report; and</p> <p>That the Mayor and Clerk be authorized to sign the Agreement on behalf of the Corporation of the Town of Orangeville.</p> <p>Action: Arrange execution of Funding Agreement with Orangeville Lions Club.</p>	3/24/2025 19:00	Agreement has been signed by all parties.

Completed	That report CMS-2025-008, Library Board Exploratorium Project, be received; and That Council approve the Library Boards request for an expenditure increase of \$124,950 for the Library Creation Lab project 20381.1200 to be funded by a Friends of the Library Donation (\$2,500), and the Library Capital Reserve (\$122,450). Action: Update project budgets and project name.	3/24/2025 19:00	Adjustments to project made in FMW.
Completed	That report CPS-2025-015, Sign Variance Request 57 Broadway Great Gulf's Five Creeks Development, be received; and That Council grant a variance to Sign By-law 28-2013, as amended, to permit halo-type rear-illuminated wall signs on the Sales Office for Great Gulf's Five Creeks Development at 57 Broadway to be permitted with a timer while the sales office is operational; and That the illumination element of the signage be revisited after 12 months. Action: Notify applicant of Council's decision.	3/24/2025 19:00	
Completed	That report CPS-2025-021, Clerks Division Organizational Change, be received; and That Council approve the conversion of two (2) part time roles into one (1) full time role in the Clerks Division. Action: Notify HR of approval.	3/24/2025 19:00	HR notified and notices and postings approved.

Completed	<p>That report INS-2025-003, 2024 Annual and Summary Water Works Reports, be received; and</p> <p>That the 2024 Summary Report for the Orangeville Drinking Water System, be received; and</p> <p>That a copy of 2024 Summary Report for the Orangeville Drinking Water System be forwarded to Credit Valley Conservation.</p> <p>Action: Send a copy of the 2024 Summary Report to Credit Valley Conservation.</p>	3/24/2025 19:00	<p>A copy of the 2024 Summary Report was emailed to the CVC Director of Watershed Management and Development Services on March 25, 2025.</p>
Completed	<p>Whereas public works professionals focus on infrastructure, facilities, and services that are of vital importance to sustainable and resilient communities and to public health, high quality of life, and well-being for the residents of Orangeville; and</p> <p>Whereas these infrastructure, facilities, and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, operating, improving, and protecting our Towns transportation, water supply, water treatment and other structures and facilities essential for our citizens; and</p> <p>Therefore be it resolved that Council do hereby designate the week of May 1824, 2025, as National Public Works Week in the Town of Orangeville.</p> <p>Action: Arrange proclamation.</p>	3/24/2025 19:00	

Completed	<p>That Council endorse the following resolution:</p> <p>That the proposed 2025 Age Friendly Committee work plan, be approved.</p> <p>Action: Committee to proceed.</p>	3/24/2025 19:00
Completed	<p>That Council endorse the following resolutions:</p> <p>That the Committee approve the amendments to the senior discount flyer.</p> <p>That the Committee accept applications for the 2024/2025 snow clearing grant program until April 14, 2025.</p> <p>That the Committee reschedule the June 17, 2025 meeting to May 20, 2025 at 1:00 p.m.</p> <p>Action: Committee to proceed with actionable items.</p>	3/24/2025 19:00

Completed	<p>That the minutes of the March 10, 2025, Closed Council Meeting, be approved; and</p> <p>That report CMS-2025-006, Orangeville Fire Service Collective Agreement - Update, regarding labour relations or employee negotiations, be received; and</p> <p>That report CPS-2025-022, Heritage Orangeville Committee Recruitment, regarding personal matters about an identifiable individual, including municipal or local board employees, be received; and</p> <p>That Council appoint Sophie MacDonald and Lindsay Lupton to the Heritage Orangeville Committee; and</p> <p>That report CAO-2025-001, Ontario Senior of the Year, regarding personal matters about an identifiable individual, including municipal or local board employees, be received; and</p> <p>That the nominee discussed in closed session for the Ontario Senior of the Year Award, be submitted; and</p> <p>That Confidential Verbal Report from David Smith, CAO - CAO Workplan and Performance Update regarding labour relations or employee negotiations, be received; and</p> <p>That staff proceed as directed.</p> <p>Action: Submit nominee for the Ontario Senior of the Year Award.</p>	4/14/2025 17:00
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Completed	<p>That the minutes of the March 10, 2025, Closed Council Meeting, be approved; and</p> <p>That report CMS-2025-006, Orangeville Fire Service Collective Agreement - Update, regarding labour relations or employee negotiations, be received; and</p> <p>That report CPS-2025-022, Heritage Orangeville Committee Recruitment, regarding personal matters about an identifiable individual, including municipal or local board employees, be received; and</p> <p>That Council appoint Sophie MacDonald and Lindsay Lupton to the Heritage Orangeville Committee; and</p> <p>That report CAO-2025-001, Ontario Senior of the Year, regarding personal matters about an identifiable individual, including municipal or local board employees, be received; and</p> <p>That the nominee discussed in closed session for the Ontario Senior of the Year Award, be submitted; and</p> <p>That Confidential Verbal Report from David Smith, CAO - CAO Workplan and Performance Update regarding labour relations or employee negotiations, be received; and</p> <p>That staff proceed as directed.</p> <p>Action: Notify the successful candidates of Heritage Orangeville.</p>	4/14/2025 17:00	
Completed	<p>That report CPS-2025-026, Water and Wastewater Financial Plans, be received; and</p> <p>That Council approve the Water and Wastewater Financial Plan as presented.</p> <p>Action: Provide Council resolution and financial plan to water staff.</p>	4/14/2025 17:00	Finance has completed this task.

Completed	That report CPS-2025-027, Provincial 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 2024-25 funding. Action: Submit agreement to the Ministry of Transportation.	4/14/2025 17:00	Finance has completed this task.
Completed	That staff be directed to install a Pedestrian Crossover (PXO) on Glengarry Road at the side entrance to the Spencer Avenue School as described in this report; and That Council approve an advancement of the 2026 expenditure budget for project B1533.0000 to 2025 in the amount of \$40,000, funded \$30,000 from Roads & Related Development Charge Reserve Fund and \$10,000 from General Capital Reserve. Action: Update the 2025 Capital Budget.	4/14/2025 17:00	Adjustments to the project have been made in FMW.
Completed	That the request from the Orangeville Lions Club to proclaim April 25-27 as "District A9 Lions Convention Weekend", be approved. Action: Proceed with arranging proclamation request.	4/14/2025 17:00	April 16, 2025 - Proclamation prepared and date booked for reading and flag raising on April 25

Completed	<p>That Council endorse the following resolutions:</p> <p>Re: Item 5.1 - Stevie Forbes-Roberts, Dufferin Child & Family Services, GLOWn Ups Keep it CLASSY, 2SLGBTQ+ Caregiver Group</p> <p>That the Mayor's Youth Advisory Council, in conjunction with GLOWn Ups Keep it CLASSY, cosponsor a community skate, and</p> <p>That \$160 be used from the Mayor's Youth Advisory Council budget, to fund half the cost of the community skate.</p> <p>Re: Item 6.1 - 2025 Mayor's Youth Advisory Council Work Plan</p> <p>That the proposed 2025 Mayor's Youth Advisory Council work plan, be approved.</p> <p>Re: Item 6.2 - 2025 Mayor's Youth Advisory Council Meeting Schedule</p> <p>That the proposed 2025 Mayor's Youth Advisory Council meeting schedule, be approved.</p> <p>Action: Committee to proceed with actionable items.</p>	4/14/2025 17:00	Community skate already occurred, meeting dates have been published to the website.
Completed	<p>That Council endorse the following resolution:</p> <p>Re: Item 6.1 - Proposed 2025 Meeting Schedule</p> <p>Motion to move Committee Improvement Plan Committee Meetings to every third Tuesday of the month at 12:00 p.m.</p> <p>Action: Committee to proceed with actionable items.</p>	4/14/2025 17:00	
Completed	<p>That Council endorse the following resolution:</p> <p>Re: Item 6.4: Sponsorship of Recreational Activities</p> <p>That Access Orangeville sponsor community swims during Accessibility Week (May 25 - May 31, 2025).</p> <p>Action: Committee to proceed with actionable item.</p>	4/14/2025 17:00	

Completed	<p>That Council endorse the following resolutions:</p> <p>Re: Item 6.1 - Community Sustainability Grants Program</p> <p>That the community sustainability grant application be approved as amended, as follows:</p> <p>Clarify ineligible expenses,</p> <p>Remove that applications cannot be submitted subsequent years,</p> <p>Amend funding and eligibility,</p> <p>Add two categories to the scoring matrix,</p> <p>How does this serve the community?</p> <p>How do you meet the eligibility criteria?</p> <p>Remove funding threshold.</p> <p>Re: Item 6.7 - Baby Tree Program Ceremony</p> <p>That the ceremony for the 2023-2024 Baby Tree Program not be rescheduled.</p> <p>Action: Committee to proceed with actionable items.</p>	4/14/2025 17:00	<p>Grant program is underway - promotional campaign is being discussed with the communications team.</p> <p>Application period set to open in May.</p>
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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	Oct. 2024, remains in progress. Discussions with CVC, Meeting scheduled with Ministry to discuss programme. Further updates will be provided in Q2 of 2025.
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	Oct. 28, remains in progress. Update reports provided in earlier reports in 2024. Staff have begun implementing action items according to the contents outlined in the Plan. Progress report for Plan anticipated for Q2/Q3 - 2025.
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	<p>2022-075</p> <p>Moved: Councillor Sherwood</p> <p>Seconded: Councillor Post</p> <p>That Report INS-2022-013, Dufferin County Municipal Comprehensive Review, Draft Land Needs Analysis, be received;</p> <p>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;</p> <p>And that staff report back to Council with any update in the County Municipal Comprehensive Review process, as appropriate.</p> <p>Result: Carried</p>	2/28/2022 17:30	<p>County OPA 2 (growth targets) and County OPA 3 (mapping) adopted by County and approved by MMAH.</p> <p>County OPA 4 (general policy conformity update) adopted by County in April 2024 and awaiting approval from MMAH</p>
In Progress	<p>2022-153</p> <p>Moved: Councillor Sherwood</p> <p>Seconded: Councillor Andrews</p> <p>That report CAO-2022-005, titled Fire Hall Repurposing into Crisis Care Bed Facility and land for Habitat Build Project be received;</p> <p>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;</p> <p>And that staff be directed to seek alternate land options suited for a residential Habitat for Humanity Build;</p> <p>And that staff will report back on the continuing progress of these projects;</p> <p>And that staff be directed to proceed with any required Zoning and Official Plan amendments.</p> <p>Result: Carried</p>	4/25/2022 17:30	<p>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.</p>
In Progress	<p>2022-336</p> <p>Moved: Councillor Peters</p> <p>Seconded: Councillor Taylor</p> <p>That Sustainable Neighbourhood Action Plan Progress Report be brought back to Council by Q4 2024.</p> <p>Result: Carried</p>	9/26/2022 19:00	<p>October 2024, Progress report prepared in earlier 2024 Council Report. This item remain in progress as it is an ongoing initiative.</p>

In	2023-136	4/17/2023 18:45	Finance considers this complete
Progress	<p>Moved: Councillor Andrews</p> <p>Seconded: Councillor Stevens</p> <p>That Council receive the presentation from Primacare Living Solutions Inc.;</p> <p>And that staff be directed to obtain an appraisal of the Humber lands;</p> <p>And that staff report back on, lot sizes, water capacity, and requisite planning considerations.</p> <p>Result: Carried Unanimously</p>		<p>Planning is working with Primacare and awaiting updated development concept for Humber Land acquisition negotiations.</p> <p>The CAO has had multiple meetings with Primacare during Q2 and is awaiting further information from them.</p>

In Progress	<p>2023-226</p> <p>Moved: Councillor Macintosh</p> <p>Seconded: Deputy Mayor Taylor</p> <p>That report CMS-2023-022, Temporary Relocation of Off-Leash Dog Park, be received;</p> <p>And that Council approve the temporary relocation of the Orangeville Off-Leash Dog Park from Hansen Boulevard to 49 Town Line, Orangeville;</p> <p>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;</p> <p>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;</p> <p>And that a land acquisition strategy be completed;</p> <p>And that staff report back to Council with a permanent Off-Leash Dog Park location.</p> <p>Result: Carried</p>	6/19/2023 17:30	<p>Staff Report submitted for December 11, 2023 Council Meeting to provide an update.</p> <p>Finance added \$25K to budget as per recommendation. Finance considers this task complete.</p> <p>Temporary Dog Park location proposed at the south side of Tony Rose Memorial Sport Centre. Staff to report back to Council once permanent location is determined.</p> <p>June 10 - community meeting to discuss Temp location at TR.</p> <p>Community meeting held and sent pdf of shared slides for information. Community was not supportive of temp dog park citing too crowded of an area. Working on two additional locations to Tony Rose. (July 2nd update)</p> <p>Q3 2024 Staff submitted a capital budget request for additional funds to install a temp dog park at the Humber Lands (Veterans Way, north of Hanson Blvd.). The dog park is set to move when the Orangeville Highlands dog park no longer is available due to construction.</p> <p>Capital funding approved to install the temp dog park at the Humber Lands in 2025 and beyond. The only outstanding item in this resolution is for Staff to report back to Council to recommend a permanent dog site.</p>
In Progress	<p>Staff to report to Council with respect to additional funding required for the Hansen Blvd Bridge - Lower Monora Creek capital project.</p>	7/10/2023 18:30	<p>We are awaiting some final numbers from the contractor to finalize the progress and additional funding request. October 28, 2024, to date we have received nor heard anything further from the contractor. Updated March 2025...awaiting further information and direction from legal</p>

In Progress	<p>2023-269</p> <p>Moved: Councillor Prendergast</p> <p>Seconded: Deputy Mayor Taylor</p> <p>That report INS-2023-052, Boulevard Tree Inventory and Tree Canopy Assessment, be received;</p> <p>And that Council direct staff to solicit input from the public regarding tree preservation measures;</p> <p>And that Council direct staff to investigate the resources and logistics necessary to implement a tree preservation by-law;</p> <p>And that Council direct staff to report back with a framework for the development of a tree preservation by-law that includes community input;</p> <p>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;</p> <p>And that Council direct staff to investigate industry best practices with respect to pruning and maintenance of the existing tree canopy.</p> <p>Result: Carried Unanimously</p>	8/14/2023 17:30	As of October 28, 2024, Finance considers this complete. Public input is complete. In process of gathering municipal input regarding resources and logistics for implementing a tree preservation by-law. Staff expects to have this task completed and report to Council in Q2/Q3 of 2025 and when new Climate Change and Sustainability person is retained.
In Progress	<p>That report CPS-2024-013, 2026 Municipal Election Options, be received;</p> <p>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	Working with procurement to issue RFP.
In Progress	<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	Land is still owned by ORDC and assessment is still ongoing.

In Progress	<p>That report INS-2024-032, York Street Heritage Conservation District Request be received; and</p> <p>That an Open House meeting with York Street residents be scheduled before the end of June 2024 to explain designation approaches and understand desires/concerns; and</p> <p>That staff schedule one on one meetings with residents of York Street to address their questions and concerns; and</p> <p>That planning staff be directed to retain the expertise of a Heritage expert to conduct a peer-review on the York Street portion of the 2017/2018 study to determine if prescribed HCD criteria is met under the new provincial legislation and to recommend a preferred approach for designation (individually or as an HCD); and</p> <p>That planning staff also be directed to hire a Heritage Planning Student to review the Municipal Non-Designated Registry properties and determine which properties should be prioritized to pursue individual designation and to provide recommendations to designate specific properties within the Non-Designated Registry; and</p> <p>That these two projects be funded using \$28,000 from Heritage Committee reserves and \$30,000 from Planning operating budget as required; and</p> <p>That staff report back to Council on the above.</p> <p>Action: Retain a Heritage expert to conduct a peer-review on the York Street portion of the 2017/2018 study.</p>	5/13/2024 18:30	HCD background review work began in February 2025 and is underway.
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In Progress	<p>That report CMS-2024-011, Tony Rose Memorial Sports Centre Mechanical Failure (Pool), be received; and</p> <p>That Council select Option 2: Closure of the Tony Rose Memorial Sports Centre Pool, Staff conduct a Facility Needs Assessment Study and report back to Council; and</p> <p>That the recreation team and the transportation team meet to discuss potential opportunities to maximize and communicate existing public transit routes between Tony Rose and Alder to ensure access for seniors and others in the area who are accustomed to pedestrian access to the Tony Rose facility; and</p> <p>That Council authorize the Mayor to continue discussions with Upper Grand District School Board and to start discussions with both the YMCA and the County of Dufferin Mayors to discuss partnership opportunities to enhance aquatics and other recreation offerings in Orangeville and the greater region; and</p> <p>That the Mayor report back to Council in the form of Council Memos following these discussions.</p> <p>Action: Recreation team and the transportation team meet to discuss potential opportunities to maximize and communicate existing public transit routes between Tony Rose and Alder.</p>	7/8/2024 19:00	<p>At Oct. 28, 2024 Recreation and Transportation Staff developed a plan to move the Alder Recreation bus stop to the north side of the parking lot (closer to the door). Bus route between Alder and Tony Rose has been broadcasted across Town channels. New stop location nearing completion, awaiting transit shelter.</p> <p>Majority of programs have been moved to Alder. Seeking feedback from participants on how to enhance programs.</p> <p>Internal meetings to aggregate consultant reports, recommendations , strategies and technical plans.</p> <p>Report to Council Q4 2024 - What We Know Community Consultation - Q2 2025 Report to Council Q3 2025 - Findings</p> <p>Mayor and CMS GM met with UGDSB In July 2024 to discuss artificial turf at ODDS. Reviewing potential partnership budget and contract.</p> <p>Nov 18 - Report to Council recommending to defer FNAS to 2026 due to lack of funding for any major recommendations coming out of the FNAS. TR Pool remains closed.</p> <p>Update March 2025...Transit Stop and Shelter added</p>
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In Progress	<p>Whereas many Ontario municipalities are experiencing road safety issues including speeding; and</p> <p>Whereas Dufferin County Council and over 20 municipalities have shared that we are having a Road Safety Emergency in many areas of our province; and</p> <p>Whereas Orangeville has received, and continues to receive, significant concerns about Road Safety from residents; and</p> <p>Whereas Automated Speed Enforcement (ASE) is an effective tool that penalizes egregious speeding; and</p> <p>Whereas notwithstanding the limitations of current Provincial mandated rules that militate against the best deployment of this technology; and</p> <p>Whereas vehicular traffic within the school safety zone continue to drive at unacceptable speeds; and</p> <p>Therefore be it resolved that Orangeville Council direct staff to prepare a report on the potential implementation of ASEs in existing community safety zones with consideration given to Spencer Avenue and that the report include details and costs associated with this implementation; and</p> <p>That upon implementation, staff be directed to report back to Council within 1 year to review successes and identify other potential areas for implementation within the Town.</p> <p>Action: Prepare a report to Council</p>	8/12/2024 18:00	Staff brought report to Council March 24/25 and will be collecting additional information and bringing it back summer 2025
In Progress	<p>That report INS-2024-037 Fleet Ownership Strategy be received; and</p> <p>That Council direct staff to transition the Town of Orangeville from the Enterprise Fleet Management Canada Inc. lease program to an in-house fleet management program; and</p> <p>That Council approve the proposed fleet ownership strategy.</p> <p>Action: Conduct an in-depth fleet management plan and report back to Council.</p>	9/9/2024 18:30	The first phase of the Fleet Management Plan was to seek Town Council's approval to transition from the fleet leasing program to an ownership model, which was approved on September 9th, 2024. The second phase is completed with user engagement and input in the Fleet Management Plan. The development of the Fleet Management Plan is ongoing and standards for vehicle specifications have been developed as of October 29, 2024. A draft RFP for consulting services to complete the plan is expected in Q3 of 2025.
In Progress	<p>That report CPS-2024-061, Reserve and Reserve Fund Framework Policy, be received; and</p> <p>That Council approve the Reserve and Reserve Fund Policy.</p> <p>Action: Prepare Surplus Distribution Policy.</p>	10/7/2024 19:00	Finance is working to complete this. Anticipated completion is Q2 2025.

In Progress	<p>That report INS-2024-051, Grant Application for Flood Plain Mapping, be received; and</p> <p>That Council authorize the reallocation of \$75,000 of approved budget from Capital Project No. 11819.0000, Holistic Condition Survey, to commit to the required funding to partner with Credit Valley Conservation Authority for Provincial Grant funding under the Flood Hazard Identification and Mapping Program (FHIMP).</p> <p>Action: Provide payment to CVC</p>	11/4/2024 19:00	Provincial grant funding has been approved under the FHIMP. Project has not been started yet.
In Progress	<p>That report CPS-2024-075, 2025 Water, Wastewater and Stormwater Study, be received; and</p> <p>That Council approve the Water and Wastewater Rates as per the 2024 Water and Wastewater Rate Study, with the requested amendments to the non-compliant non-metered accounts flat fee; and</p> <p>That Council request that staff report back in 2025 to provide a recommendation to Council on implementation of the Stormwater Rates as per the 2024 Stormwater Rate Study.</p> <p>Action: Finance and Infrastructure Services to report back to Council on recommendations for Stormwater Rates in 2025.</p>	11/18/2024 17:45	Recommendations are estimated to be completed by mid 2025.
In Progress	<p>That report CPS-2024-083, Noise By-law Metric Report, be received; and</p> <p>That Council direct staff to commence a public engagement campaign with the Communications team.</p> <p>Action: Commence public engagement campaign with Communications.</p>	12/2/2024 18:30	Had meeting with Communications team to create strategic plan for public engagement campaign. Soft launch date of March 3, 2025 for a 30 day campaign
In Progress	<p>That report INS-2025-004, SCADA Master Plan be received; and</p> <p>That the SCADA Master Plan Final Report be approved.</p> <p>Action Continue working on the SCADA Master Plan work packages.</p>	1/27/2025 19:00	
In Progress	<p>That report CPS-2025-004, Council Remuneration Review Process, be received; and</p> <p>That Council approve amending the Council Remuneration Review Policy to utilize a consultant to perform the analysis and market evaluation every 4 years.</p> <p>Action: Engage ML Consulting to perform a Council compensation review inclusive of benefits (including OMERS, RRSP, WSIB, Health, Disability, etc.), expenses (permitted regular, term tech, mileage, etc.) and Salary (salary vs per diem).</p>	1/27/2025 19:00	Initial meeting with ML Consulting scheduled for Feb. 11, 2025.

In Progress	<p>Whereas the Town of Orangeville is committed to supporting Canadian businesses and strengthening the local, provincial, and national economy; and</p> <p>Whereas recent tariff actions imposed by US President Donald Trump may have significant economic impacts on Canadian industries, businesses, and supply chains; and</p> <p>Whereas municipalities have a role to play in supporting economic resilience by prioritizing procurement practices that favour Canadian companies and products wherever possible;</p> <p>Therefore be it resolved that Council direct staff to review the Town of Orangeville's procurement policies and procedures to ensure that priority is given to Canadian companies and products, where feasible and compliant with trade agreements; and</p> <p>Be it further resolved that Council direct staff to monitor and report back on the findings and recommendations of municipal partners, including the Association of Municipalities of Ontario (AMO), the Federation of Canadian Municipalities (FCM), Canoe Procurement Group, and other relevant organizations, to ensure alignment with best practices and advocacy efforts.</p> <p>Action: Review procurement policies and report back to Council on findings.</p>	2/10/2025 19:00	Procurement is currently working on this. The report is anticipated to be published for the May 12 Council Meeting.
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In Progress That report CPS-2025-003, Proposed Policy Council Attendance at Community Events, be received; and 3/10/2025 17:45

That the Council Attendance at Community Events Policy, be approved as amended as follows:

4.1.1 Change "Mayor" to "all Members of Council"

Remove 4.1.2

4.1.8 Change "Mayor" to "CAO"

4.1.8 Change "the approval of requests for" to "signing off on"

4.1.8 Add "all" after the word "for"

4.1.8 Change "approval" to "sign off"

Remove 4.1.9

4.1.0 Change "the approval of" to "signing off on"; and

That staff be directed to monitor usage and report back whether increases to the 2026 budget will be required to reflect the anticipated expenses under this policy; and

That a By-law be enacted to repeal By-law 2014-050 and to supersede any other sections of by-law(s) relating to Council expenses.

Action: Monitor usage and report back regarding any necessary increases to the 2026 budget.

In Progress	<p>That report INS-2025-016, Transit Bus Procurement, be received; and</p> <p>That Council direct staff to proceed with the purchase of two (2) new 12-metre (40-foot) low floor buses through the Metrolinx Transit Purchase Initiative (TPI), and</p> <p>That Council approve the change of project scope for Project 35000.0000 from 9-metre (30-foot) Low Floor Buses to 12-metre (40-foot) Low Floor Buses, and</p> <p>That Council reallocate expenditure budget of \$450,000, funded from the General Capital Reserve, from Project 35009.4600 Replacement of 2018, 9-metre (30 foot) bus to Project 35000.0000 12-metre (40-foot) low floor buses, and</p> <p>That Council direct staff to draft the 2026-2035 capital program to include the acquisition of a 12-metre (40 foot) low floor bus in 2026 to replace Transit Bus No. 2018-01.</p> <p>Action: Update budget for project 35009.4600 through the 2026 budget.</p>	3/10/2025 17:45	Expression of interest provide to NFI...awaiting detailed analysis from vendor to enter into contractor for procurement of 2 buses with additional bus planned for 2026 as part of budget deliberations.
In Progress	<p>That report CPS-2025-021, Clerks Division Organizational Change, be received; and</p> <p>That Council approve the conversion of two (2) part time roles into one (1) full time role in the Clerks Division.</p> <p>Action: Post for vacant position.</p>	3/24/2025 19:00	Interviews for the position begin on April 23, 2025
In Progress	<p>That report INS-2025-012, Automated Speed Enforcement (ASE), be received; and</p> <p>That Council direct Staff to investigate the Automated Speed Enforcement program offered through the Association of Ontario Municipalities (AMO) Local Authority Services (LAS) for the purpose of bringing back a further report with recommendations for implementation; and</p> <p>That Council direct staff to develop and bring back details of Road Safety Program initiatives for Council approval in advance of the 2026 budget.</p> <p>Action: Prepare a report to Council with recommendations for implementation.</p>	3/24/2025 19:00	Final Report to Council May 12, 2025 recommending implementation and using LAS

In Progress	<p>That report INS-2025-012, Automated Speed Enforcement (ASE), be received; and</p> <p>That Council direct Staff to investigate the Automated Speed Enforcement program offered through the Association of Ontario Municipalities (AMO) Local Authority Services (LAS) for the purpose of bringing back a further report with recommendations for implementation; and</p> <p>That Council direct staff to develop and bring back details of Road Safety Program initiatives for Council approval in advance of the 2026 budget.</p> <p>Action: Develop road safety program initiatives for Council approval.</p>	3/24/2025 19:00	Final Report to Council for approval May 12, 2025
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In Progress	<p>Whereas through Sustainable Orangeville, the Town has been designated as the 37th Bee City by Bee City Canada since January 2020, demonstrating its commitment to fostering pollinator health and habitat; and</p> <p>Whereas pollinators play a crucial role in maintaining ecological balance, supporting local agriculture, and enhancing biodiversity; and</p> <p>Whereas the conservation, support, and creation of pollinator habitats contribute to urban biodiversity and provide essential ecosystem services, including natural pest control, soil erosion reduction, and improved water quality; and</p> <p>Whereas according to Ontarios Pollinator Health Action Plan, pollinators are vital to the agricultural sector, with both managed and wild pollinators contributing an estimated \$992 million annually to Ontarios economy; and</p> <p>Whereas habitat loss is a primary driver of pollinator decline, posing significant risks to biodiversity, ecosystem resilience, and food security; and</p> <p>Whereas as part of its commitment as a Bee City, the Town seeks to develop a Pollinator Protection Plan to ensure that municipal policies and operations align with best practices for pollinator conservation;</p> <p>Now therefore be it resolved that Council directs staff to report back on the development of a Pollinator Protection Plan including pollinator-friendly procurement and planting policies; and</p> <p>That staff be directed to identify suitable locations on town-owned property for the development of a municipal pollinator garden and report back to Council with proposed locations, budget implications, and an implementation plan for consideration at the July 14, 2025 Council meeting.</p> <p>Action: Prepare a pollinator protection plan and identify suitable locations of a municipal pollinator garden.</p>	3/24/2025 19:00	Final Report to Council in Q2/Q3 2025
In Progress	<p>That report CPS-2025-026, Water and Wastewater Financial Plans, be received; and</p> <p>That Council approve the Water and Wastewater Financial Plan as presented.</p> <p>Action: Submit the financial plan with the MWDL renewal application.</p>	4/14/2025 17:00	The MDWL renewal application is due on May 30, 2025, and will be submitted prior to then.

In Progress	<p>That report CPS-2025-029, Expansion of Strong Mayor Powers to the Town of Orangeville, be received; and</p> <p>That staff be directed to prepare a comprehensive review of the expanded mayoral powers and present this information to Council at a future meeting.</p> <p>Action: Work with Raylene and SLT to determine who will provide the comprehensive review.</p>	4/14/2025 17:00
In Progress	<p>That Report INS-2005-001, Orangeville Transit Route Changes, be received;</p> <p>That staff proceed with implementing a two route transit system; and</p> <p>That staff conduct a review of comments received from Council and report back on the following:</p> <p>alternative bus stops that include seniors centers and medical centers, the necessity for bus routes to include Hurontario Street due to the lack of additional stops to promote ridership; and</p> <p>the viability of Elaine Drive to safely accommodate a 40 foot bus.</p> <p>Action: Work with the Communications Team to develop a communication plan.</p>	4/14/2025 17:00
In Progress	<p>That Report INS-2005-001, Orangeville Transit Route Changes, be received;</p> <p>That staff proceed with implementing a two route transit system; and</p> <p>That staff conduct a review of comments received from Council and report back on the following:</p> <p>alternative bus stops that include seniors centers and medical centers, the necessity for bus routes to include Hurontario Street due to the lack of additional stops to promote ridership; and</p> <p>the viability of Elaine Drive to safely accommodate a 40 foot bus.</p> <p>Action: Identify transit shelter upgrades, re-establish bus stops based on route changes, and remove redundant bus stops.</p>	4/14/2025 17:00

In Progress	<p>That Schedule A of the Traffic Bylaw 078-2005, Parking Restrictions be amended to reflect the recommended changes to parking on Glengarry Road as described in this report; and</p> <p>That Schedule N of the Traffic Bylaw 078-2005, Community Safety Zones, be amended to include Glengarry Road between Sherwood Street and Saxon Street.</p> <p>Action: Complete by-law consolidation.</p>	4/14/2025 17:00	
In Progress	<p>Whereas municipalities across Ontario have implemented Community Recognition Programs to celebrate the outstanding contributions of individuals, groups, and organizations who help make their communities vibrant, inclusive, and resilient; and</p> <p>Whereas the Town of Orangeville benefits from the dedication of countless community champions whose efforts deserve recognition and appreciation; and</p> <p>Whereas recognizing these contributions publicly helps build community pride, engagement, and a culture of civic participation;</p> <p>Therefore be it resolved that Council direct staff to develop a framework for a Community Recognition Program for the Town of Orangeville; and</p> <p>That the program include open nominations from the public, with clear and transparent parameters to guide the nomination and selection process; and</p> <p>That staff report back to Council no later than June 9, 2025, with a proposed structure, eligibility criteria, award categories, timelines, and implementation plan for Councils consideration; and</p> <p>That the goal be to hold the first Community Recognition Awards presentation in September/October 2025.</p> <p>Action: Develop a framework for a Community Recognition Program.</p>	4/14/2025 17:00	HS followed up with Mayor Post to gain more insight. SLT discussed potential options, and staff have arranged a meeting date to create a critical path.

In That Report INS-2005-001, Orangeville Transit Route Changes, be received; 4/14/2025 17:00

Progress That staff proceed with implementing a two route transit system; and
That staff conduct a review of comments received from Council and report back on the following:

alternative bus stops that include seniors centers and medical centers,
the necessity for bus routes to include Hurontario Street due to the lack of additional stops to promote ridership; and
the viability of Elaine Drive to safely accommodate a 40 foot bus.

Action: Conduct a review of comments received from Council and report back.

Subject: 2025 Final Tax Levy and Rates

Department: Corporate Services

Division: Finance

Report #: CPS-2025-032

Meeting Date: 2025-05-12

Recommendations

That report CPS-2025-032, 2025 Final Tax Levy and Rates, be received; and

That Council pass a by-law to provide for the levy and collection of taxes required for the Town of Orangeville for the year 2025 and for the collection of County of Dufferin and Education property taxes.

Overview

To allow for the collection of the final property taxes, it is necessary to pass a by-law. The Town will bill the final taxes based on the levy requirements of the Town, County of Dufferin and the Province (education rates).

Background

Subsection 312 (2) of the *Municipal Act, 2001*, requires that in each year a local municipality must pass a by-law levying a separate tax rate on the assessment in each property class.

The Municipal Act requires that the County of Dufferin set property tax ratios for each property class with the Residential class having a tax ratio of one. The tax rate for each property class other than the Residential class is the residential tax rate multiplied by the tax ratio for that class.

The tax rate for each property class is then multiplied by the assessment recorded for that property class to determine the levy to be raised by property class.

Some properties owned by senior levels of government or municipalities that would otherwise be exempt from taxes have a provision for property taxation prescribed by federal or provincial statute. These 'grants in lieu' or 'payments in lieu' of taxes are hereafter termed Payments in Lieu or PILs. The levy raised from PILs reduces the overall levy to be raised from the general levy calculation.

Analysis/Current Situation

The Town approved the 2025 levy requirement as part of the municipal budget. The 2025 final tax rates have been established based on the approved budgets of the Town, County of Dufferin and the education tax rates provided by the Province.

Upon Council approval of the Final Tax Levy By-Law, staff will begin the process of calculating final taxes on properties within the Town and will issue final tax bills in early June 2025.

Consistent with the Town's practice in previous years, the 2025 final tax levy will be payable in installments. The installment dates shall be authorized by the CFO/Treasurer.

Corporate Implications

The recommended property tax rates are calculated to raise the council approved tax levy amount of \$44,219,468. Reductions in assessment may reduce property taxes collected, while supplemental taxes may increase the taxes received beyond the amount included in the 2025 budget.

In the following table, a comparison of the tax rates for 2024 and 2025 is provided. The table illustrates that there is an increase of 4.65% in the **total residential** tax rate (Town, County, and Education) for the 2025 fiscal year.

Comparison of Tax Rates

Property Class	2024	2025
Residential property class	1.445574%	1.512750%
New Multi-residential property class	1.574832%	1.648725%
Multi-Residential property class	2.350377%	2.056650%
Commercial property class	2.456941%	2.538895%
Industrial property class	3.721596%	3.869275%
Pipelines	1.944499%	2.001068%
Farmlands	0.322616%	0.337395%

The County of Dufferin is responsible for establishing tax ratios for all property classes and continues to decrease the ratio for multi-residential properties toward the ratio for the New multi-residential class (1.1) and for 2025, the tax ratio decreased to 1.4 from 1.7 in 2024. As a result, there will be a slight shift of the tax burden from the Multi-residential class to all other property classes and tax rates for the multi-residential class

decreased slightly for 2025. Schedule A of the bylaw provides details for all tax levies and rates applicable to properties in the Town of Orangeville.

Conclusion

The 2025 Final Property Tax By-law will allow for the collection of the final tax levies for the Town, County of Dufferin and the Province (education taxes).

Strategic Alignment

Strategic Plan

Strategic Goal: Future-Readiness

Objective: Due Diligence

Sustainable Neighbourhood Action Plan

Theme:

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

Notice Provisions

Not Applicable

Respectfully submitted,

Antonietta Minichillo, MES
General Manager, Corporate Services

Reviewed by:

Cheryl Braan, CPA, CMA
Treasurer, Corporate Services

Prepared by:

Connie Brown
Supervisor, Taxation, Revenue and Customer Service, Corporate Services

Attachment(s): 1. 2025 Final Tax Rate By-law
2. Schedule 'A'



The Corporation of the Town of Orangeville

By-law Number

A by-law to provide for the levy and collection of taxes required for the Town of Orangeville for the year 2025 and for the collection of County of Dufferin and Education taxes.

Whereas it is necessary for the Council of The Corporation of the Town of Orangeville pursuant to The Municipal Act S.O. 2001 Chapter 25, as amended, to levy on the whole rateable property according to the last revised assessment roll for The Corporation of the Town of Orangeville the sums set forth for various purposes as set out in Schedule "A" hereto attached for the year 2025;

And whereas pursuant to the County of Dufferin By-Law Number 2025-10, The County of Dufferin passed a by- law to set tax ratios and to set tax rate reductions for prescribed property subclasses for county purposes and lower tier municipal purposes;

And whereas the tax ratios there under established the relative amount of taxation to be borne by each property class for the taxation year 2025 as follows:

(A)	The Residential Class is	1.0000
(B)	The Multi-Residential Class is	1.4000
(C)	New Multi-Residential Class is	1.1000
(D)	The Commercial Class is	1.2200
(E)	The Industrial Class is	2.1984
(F)	The Pipeline Class is	0.8421
(G)	The Landfills Class is	1.1815
(H)	The Farmland Class is	0.2200
(I)	The Managed Forest Class is	0.2500

And whereas the property classes have been prescribed by the Minister of Finance under The Assessment Act R.S.O. 1990 ch. A. 31 as amended and regulations thereto;

And whereas pursuant to the County of Dufferin By-Law 2025-11, the County of Dufferin passed a by-law to adopt estimates of all sums required by the County of Dufferin for the purposes of the County and to provide a levy on area municipalities;

And whereas the Province of Ontario has regulated all education tax rates for 2025;

And whereas an Interim Levy was made before the adoption of the estimates for the current year;

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

1. For the year 2025 The Corporation of the Town of Orangeville shall levy upon the Residential Assessment, Multi-Residential Assessment, Commercial Assessment and Industrial Assessment the rates of taxation per current value assessment to raise the sum of \$44,219,468 for general municipal purposes based on the estimates for the current year.
2. For payments –in-lieu of taxes due to The Corporation of the Town of Orangeville the actual amount due to the Corporation of the Town of Orangeville shall be based on the assessment roll and the tax rates for the year 2025.
3. For railway rights-of-way taxes due to The Corporation of the Town of Orangeville in accordance with the regulations as established by The Minister of Finance, pursuant to The Municipal Act, S.O.2001 chapter 25 as amended, the actual amount due to The Corporation of the Town of Orangeville shall be based on the acreages provided in the assessment roll and the tax rates for the year 2025 by the Province of Ontario.
4. The Treasurer shall add to the collector's roll, all or any arrears or any other charges which may be collected pursuant to any statute or by-law to the respective properties chargeable thereto, and that the same shall be collected in the same manner and at the same time as all other rates and levies.
5. The interim tax levy shall be shown as a reduction on the final tax levy.
6. The taxes shall be payable in multiple installments, and the dates for payment shall be authorized by the CFO/Treasurer.
7. For any installment of any part of any installment of rates, taxes and assessments not paid on the due date, a penalty shall be added of one and one quarter (1.25) per cent on the first day of each calendar month thereafter in which default continues, as set out in The Municipal Act.
8. The Treasurer is hereby authorized to mail or cause to be mailed, the notice specifying the amount of taxes payable by any person liable for taxes, to the address or place of business of the person or persons to whom such notice is required to be given.
9. Taxes are payable at the Municipal Office, 87 Broadway, Orangeville, ON, L9W 1K1.

10. If any section or portion of the by-law or of Schedule "A" is found by a court of competent jurisdiction to be invalid, it is the intent of the Council for The Corporation of the Town of Orangeville that all remaining sections and portions of the by-law and Schedule "A" continues in force and effect.
11. Schedule "A" attached hereto shall be and form a part of the by-law.

Passed in open Council this 12th day of May 2025.

Lisa Post, Mayor

Raylene Martell, Clerk

SCHEDULE A
TO BY-LAW NUMBER # - 2025
TOWN OF ORANGEVILLE
2025 TAX RATES & LEVIES

Property Class	2025 TAX RATES						2025 TAX LEVY DOLLARS				
	Tax Class	Town of Orangeville	County of Dufferin	Education	Total	2025 CVA	Total Taxes Per Class	Town of Orangeville	County of Dufferin	Education	Total
Residential	RT	0.941249%	0.418501%	0.153000%	1.512750%	3,747,935,018	56,696,887	35,277,401	15,685,146	5,734,341	56,696,887
Multi-Residential - Full	MT	1.317749%	0.585901%	0.153000%	2.056650%	82,645,000	1,699,718	1,089,053	484,218	126,447	1,699,718
New Multi-Residential - Full	NT	1.035374%	0.460351%	0.153000%	1.648725%	4,074,300	67,174	42,184	18,756	6,234	67,174
Commercial Full	CT	1.148324%	0.510571%	0.880000%	2.538895%	384,800,008	9,769,667	4,418,750	1,964,677	3,386,240	9,769,667
- Excess Land	CU	1.148324%	0.510571%	0.880000%	2.538895%	5,002,400	127,006	57,444	25,541	44,021	127,006
- Vacant Land	CX	1.148324%	0.510571%	0.880000%	2.538895%	8,254,700	209,578	94,791	42,146	72,641	209,578
Parking Lot	GT	1.148324%	0.510571%	0.880000%	2.538895%	3,514,500	89,229	40,358	17,944	30,928	89,229
Shopping Centre	ST	1.148324%	0.510571%	0.880000%	2.538895%	137,419,500	3,488,937	1,578,021	701,624	1,209,292	3,488,937
- Vacant Unit & Excess Land	SU	1.148324%	0.510571%	0.880000%	2.538895%	657,700	16,698	7,553	3,358	5,788	16,698
Office Building	DT	1.148324%	0.510571%	0.880000%	2.538895%	3,438,400	87,297	39,484	17,555	30,258	87,297
Industrial	IT	2.069242%	0.920033%	0.880000%	3.869275%	51,664,500	1,999,041	1,069,063	475,330	454,648	1,999,041
- Excess Land	IU	2.069242%	0.920033%	0.880000%	3.869275%	1,130,500	43,742	23,393	10,401	9,948	43,742
- Vacant Land	IX	2.069242%	0.920033%	0.880000%	3.869275%	3,423,500	132,465	70,840	31,497	30,127	132,465
Industrial - Farmland Awaiting Dev	II	0.329437%	0.146475%	0.053550%	0.529462%	2,779,000	14,714	9,155	4,071	1,488	14,714
Large Industrial	LT	2.069242%	0.920033%	0.880000%	3.869275%	12,410,000	480,177	256,793	114,176	109,208	480,177
- Vacant Unit & Excess Land	LU	2.069242%	0.920033%	0.880000%	3.869275%	514,800	19,919	10,652	4,736	4,530	19,919
Pipeline	PT	0.792626%	0.352420%	0.856022%	2.001068%	6,074,000	121,545	48,144	21,406	51,995	121,545
Farmlands	FT	0.207075%	0.092070%	0.038250%	0.337395%	-	-	-	-	-	-
Industrial: Full, Shared PIL	IH	2.069242%	0.920033%	1.250000%	4.239275%	262,000	11,107	5,421	2,410	3,275	11,107
Commercial: Full, Shared PIL	CH	1.148324%	0.510571%	0.918303%	2.577198%	7,051,000	181,718	80,968	36,000	64,750	181,718
						4,463,050,826	75,256,620	44,219,469	19,660,994	11,376,157	75,256,620

2025 TAX LEVY DOLLARS				
Orangeville	County	Education	Total	
0.941249%	0.418501%	0.153000%	1.512750%	
35,277,401	15,685,146	5,734,341	56,696,887	
1,131,238	502,974	132,681	1,766,892	
6,317,368	2,808,846	4,843,917	13,970,131	
1,445,319	642,622	613,224	2,701,165	
48,144	21,406	51,995	121,545	
44,219,469	19,660,994	11,376,157	75,256,620	
Tax Rate	62%	28%	10%	
Percentage of Dollars Collected by Class and Entity: Tax Dollars	59%	26%	15%	
Total Residential	79.8%	79.8%	50.4%	75.3%
Total Multi-Residential	2.6%	2.6%	1.2%	2.3%
Total Commercial	14.3%	14.3%	42.6%	18.6%
Total Industrial	3.3%	3.3%	5.4%	3.6%
All Other	0.1%	0.1%	0.5%	0.2%
100.0%	100.0%	100.0%	100.0%	

Subject: Strong Mayor Power Legislation

Department: Corporate Services

Division: Clerks

Report #: CPS-2025-035

Meeting Date: 2025-05-12

Recommendations

That report CPS-2025-035, Strong Mayor Power Legislation, be received for information.

Overview

The purpose of this report is to provide Council with an overview of the Strong Mayor Power Legislation which was recently expanded to include the Town of Orangeville effective May 1, 2025 to help deliver on provincial priorities, such as building more homes, transit and other infrastructure across Ontario.

Background

April 9, 2025 – Minister of Municipal Affairs and housing announced the expansion of strong mayor powers to 169 additional municipalities through an amendment to O. Reg. 530/22 to come into effect on May 1, 2025.

June 16, 2023 – Minister of Municipal Affairs and Housing announced the expansion of the Strong Mayor powers under Bill 3, Strong Mayors, Building Homes Act, 2022 and Bill 39, Better Municipal Governance Act, 2022 to mayors of 26 large and fast-growing municipalities beyond the City of Toronto and City of Ottawa.

The powers and duties are designated in [Ontario Regulation 530/22](#), as amended, in order to support and advance the Provincial Priorities set out in [Ontario Regulation 580/22](#).

At this time, the following are prescribed as the Provincial Priorities pursuant to O. Reg. 580/22:

1. Building 1.5 million new residential units by December 31, 2031.
2. Constructing and maintaining infrastructure to support housing including,

- i. transit,
- ii. roads,
- iii. utilities, and
- iv. servicing.

Analysis/Current Situation

The Strong Mayor powers and duties include:

- Responsibility for the budget;
- Ability to veto certain by-laws passed by Council;
- Power to decide whether to appoint a CAO and to make the appointment;
- Power to appoint and remove managers at any level;
- Power to modify and establish organizational structure;
- Power to establish structure and mandate of prescribed committees;
- Power to appoint Chairs and Vice Chairs of prescribed committees and local boards;
- Ability to require Council to consider a matter at a meeting; and,
- Authority to direct employees to undertake research and provide advice to the Mayor and the municipality, and to carry out duties to implement those decisions, including those of the Mayor.

The Mayor may delegate some of these powers to Council or to the Chief Administrative Officer (“CAO”) through the use of a Mayoral Decision form. There are powers that cannot be delegated and in the absence of the Mayor, these powers cannot be delegated to a Deputy or Acting Mayor. Attachment 1 provides a summary of the powers and duties, under Part VI.I of the Municipal Act, 2001.

On May 5, 2025, Mayor Post has exercised her authority under the Act to delegate her authority, where allowable, in order to return duties that were in effect prior to the legislation back to the responsible parties through the following:

1. MDI-2025-001 – Direction to staff to prepare and present the budget
2. MDE-2025-001 – Delegate powers regarding organizational structure and employment matters to the CAO
3. MDE-2025-002 – Delegate powers regarding appointment of the CAO to Council
4. MDE-2025-003 – Delegate powers regarding appointment of chairs and vice-chairs of local boards to the local boards
5. MDE-2025-004 – Delegate powers regarding establishing or dissolving committees to Council.

Information on the legislative powers and Mayoral Decisions and Directions will be included on the Town’s website. Staff continue to review the legislation and relevant by-

laws, policies, procedures and practices to ensure compliance with the Strong Mayor Powers legislation and will update Council as appropriate.

Legislative Changes

A detailed overview of the legislation is provided below, however a brief overview of the legislative changes is included as attachment 1 to this report.

Voting Thresholds and Timeline Requirements

Throughout the legislation, various votes require a one-third vote or a two-thirds vote to pass. The legislation uses the terms “one-third of the members of council” or “two-thirds of the members of council”. This is interpreted as the total number of members of Council (including the Mayor) who are eligible to vote. For clarity, there are 7 members of Orangeville Council, therefore one-third would be 3 members, and two-thirds would be 5 members. These numbers are not reduced by absence or leave; a member who is absent is still eligible to vote, they are just not present to exercise their right to do so. In addition, the legislation frequently specifies a number of days between actions, such as the number of days the head of council has to veto a by-law, or the number of days a council has to attempt to override a veto. Unless otherwise noted, these are counted as calendar days, not business days.

Transition of Power

Sections 284.6(4) and (5) of the new legislation provides a transition whereby the existing organizational structure or any division head or head of any other part of the organizational structure remains in place unless changed by the Mayor. The Mayor may exercise the power to hire and dismiss a person regardless of when they started employment as set out in Section 284.6(6).

Section 284.15(1) of the Act also includes a transition for the CAO, the chair and vice-chair of a Committee or the chair and vice-chair of a local board to hold their position until their appointment is revoked by the Mayor. Similarly, In Section 284.6(6), the Mayor may revoke the appointment regardless of when a person started or was appointed to their position.

Powers regarding the CAO, Organizational Structure and Employment Matters

The Act grants the Mayor the power to hire or dismiss the CAO (Section 284.5), determine the organizational structure of the municipality (Section 284.6(1)), and the power to hire, dismiss or exercise any other prescribed employment powers with

respect to the head of any division or the head of any other part of the organizational structure (Section 284.6(2)).

The authority to appoint or dismiss the CAO can be delegated by the Mayor to Council only. Mayor Post has delegated this authority to Council through MDE-2025-002.

The power with respect to the organizational structure and the power to hire, dismiss the heads of divisions can be delegated by the Mayor to either the CAO or to Council. Mayor Post delegated this authority to the CAO through MDE-2025-001.

The organization structure authority does not include the power to hire, dismiss or exercise any other prescribed employment powers with respect to the following persons identified in Section 284.6(3) of the Act as this authority remains with Council:

- A clerk or deputy clerk
- A treasurer or deputy treasurer
- An Integrity Commissioner
- An Ombudsman
- An Auditor General
- A registrar, as described in section 223.11
- A chief building official, as defined in the Building Code Act, 1992
- A chief of police, as defined in the Police Services Act
- A fire chief, as defined in the Fire Protection and Prevention Act, 1997
- A medical officer of health, as defined in the Health Protection and Promotion Act
- Other officers or heads of divisions required to be appointed under this or any other Act
- Any other prescribed persons (at this time there are no other prescribed persons in the regulations)

Powers Regarding Committees

Section 284.8 of the Act provides the Mayor with the power to establish or dissolve prescribed committees and local boards, the power to appoint chairs and vice-chairs of committees and local boards, and the power to assign functions to these committees and local boards.

As per O. Reg. 530/22, committees that consist solely of members of Council are prescribed for the purposes of this Section, which generally relates to standing committees of Council and does not affect the Town's advisory committees.

The Town of Orangeville does not currently have any committees that fit these criteria.

The power re: Committees may be delegated by the Mayor to Council only, and the power re: Local Boards may be delegated without limitation. Mayor Post has delegated

the committee authority to Council through MDE-2025-004, and the power to appoint chairs and vice-chairs of local boards to the local boards through MDE-2025-003.

Powers to Direct Municipal Employees

The Act provides authority for the Mayor to direct municipal employees (Section 284.3) to:

- a) Undertake research and provide advice to the Mayor and the municipality on policies and programs of the municipality; and,
- b) Carry out duties related to exercise of the power, including implementing any decisions made by the Mayor.

This direction must be made in writing. When this direction is given, the Mayor must provide a written record of the direction to the Clerk and CAO.

This power can not be delegated.

In addition, unless otherwise required by the Act, when exercising any of the powers or duties under Section 284.3, by the next business day the Mayor must provide a written record to each member of Council and the Clerk and, in accordance with the Municipal Freedom of Information Protection of Privacy Act, make the written record available to the public.

Powers Regarding Meetings and By-laws

In accordance with Section 284.10 of the Act, if the Mayor is of the opinion that a particular matter could possibly advance a prescribed Provincial Priority, the Mayor may add matters to the Council meeting agenda for consideration. There is no requirement for the Mayor to abide by the Town's Procedure By-law to add the matter to the agenda, and no authority for Council to refuse or deny consideration of the matter.

The Mayor may also bring forward a by-law under Section 284.11.1 if, in their opinion, it could potentially advance a prescribed Provincial Priority. The Mayor may require Council to consider and vote on the proposed by-law at the meeting. By-laws that the Mayor can bring forward may relate to a by-law under the Municipal Act, 2001, as amended, and the Planning Act, as amended. As prescribed by O. Reg. 530/22, the Mayor can also introduce a Development Charge By-law under Section 2 of the Development Charges Act, 1997, as amended.

If the Mayor wishes to bring forward a by-law at the meeting, they must provide a copy of the proposed by-law and the reasons for the proposal to the Clerk and to all members

of Council. Upon consideration and voting, the by-law is deemed to be passed if more than one-third of the members of Council (i.e. 3 of the total 7 Members of Council), vote in favour of the by-law. The Mayor may vote as a member of Council on these proposed by-laws.

However, this power does not allow the Mayor or Council to advance a by-law that requires specific procedural steps as required by statute to be taken prior to being passed by Council. For example, a zoning by-law would still require a statutory public meeting prior to its passage.

As per O. Reg. 530/22, these specific powers do not apply with respect to by-laws passed under the following sections of the Act:

- Section 238 (Procedure By-law)
- Section 289 (Yearly Budget – Upper Tier)
- Section 290 (Yearly Budget – Local Municipality)
- Section 263 (Filling Vacancies on Council)

This authority cannot be delegated.

Veto Powers for By-laws

Pursuant to Section 284.11 of the Act, the Mayor may veto a by-law passed under:

- The Municipal Act and its regulations (other than under a prescribed section);
- The Planning Act and its regulations (other than under a prescribed section);
- Any other prescribed Act or regulation or section thereof, i.e. O. Reg. 530/22 prescribes by-laws passed under Section 2 of the Development Charges Act, 1997.

As per O. Reg. 530/22, these powers do not apply to by-laws passed under the following Sections under the Act:

- Section 289 (Yearly Budget – Upper Tier)
- Section 290 (Yearly Budget – Local Municipality i.e. user fees and tax levy)

As outlined in Attachment 2, there are specific procedural requirements for the Mayor to exercise their veto authority:

- The Mayor must inform the Clerk and each member of Council in writing within two days of the passage of the by-law subject to the veto of their intent to veto the by-law;
- Following the notice of intent, the Mayor has 14 days to decide whether to proceed with the veto;

- If the Mayor proceeds with the veto, they must provide the Clerk with the written veto and include reasons for the veto;
- Once the veto has been received, the Clerk must provide written notice of the veto to the rest of Council and make the veto document available to the public. Within 21 days of the Clerk's notice of the veto, Council may override the veto upon a two-thirds majority vote (5 members). The Mayor may vote in the Council decision to override the veto.

This authority can not be delegated.

Powers and Duties Regarding the Budget

As set out in Section 284.16 of the Act, the powers and duties of the municipality with respect to proposing and adopting a budget are assigned to the Mayor.

In accordance with O. Reg. 530/22, on or before February 1 of each year, the Mayor shall prepare a proposed budget for the municipality and provide it to Council for consideration as well as make it available to the public.

Within 30 days of receipt, Council, at a meeting, may pass a resolution to amend the proposed budget. Council may also pass a resolution to shorten this 30-day period for the year. If Council does not pass a resolution making an amendment within the 30 days (or shorter, if set by Council), the budget is deemed to be adopted by the municipality.

Should the Mayor not present the budget by February 1, then Council shall prepare and adopt the budget for the municipality.

This power cannot be delegated, however the Mayor can direct staff to prepare a proposed budget for Council consideration through a signed mayoral directive. Mayor Post directed the Chief Financial Officer and the CAO to prepare the 2026 budget for presentation to Council in accordance with timelines as approved by Council.

Budget Veto

Within 10 days after the time period Council has to make amendments to the budget, the Mayor may veto the amendment(s) by providing a written veto document to all members of Council and the Clerk. This must include the reasons for the veto and may be provided at any time within the legislated time period. This does not have to be provided at a meeting of Council. The Mayor may shorten this period in any given year by giving a written document to each member of Council and the Clerk specifying the shorter period. This decision only affects the year the decision is issued.

If the Mayor does not veto a resolution to amend, the budget is considered adopted in accordance with the relevant regulations under the Act. If the Mayor vetoes the amendment, Council has 15 days to override the veto on a two-thirds (i.e. 5 Members of Council) vote, including the Mayor.

A final vote on the amended budget is not required. The budget is deemed adopted once the process is complete following any proposed amendments, vetoes, or override of such vetoes. Attachment 3 is a Budget Flow Chart which provides the legislated timelines for the Budget Process and the point(s) at which the budget may be deemed adopted.

Despite the ability to prepare a budget, and that budget to be deemed adopted subject to the amendment and override provisions above, the Mayor must still obtain Council support and approval for a tax levy by-law under section 290 of the Municipal Act to fund the adopted budget through user fees and property taxes.

The veto powers respecting the budget cannot be delegated.

Conflict of Interest

If the Mayor declares a conflict under Section 5.3 of the Municipal Conflict of Interest Act, the Mayor is prohibited from using their power and exercising the duty under Section 284.16(2) of the Act to veto resolutions on budget amendments where they have a conflict of interest.

Corporate Implications

Although the information contained in this report has the ability to create a number of corporate implications, this report is being provided as an information report with no direct implications. Enactment of amendments to policies or by-laws that may be forthcoming or required as a result of the implementation of the Strong Mayor legislation will be presented to Council for approval as applicable.

Conclusion

Staff will continue to review and make necessary recommendations and amendments to existing policies, procedures and by-laws as may be required due to the legislation. Items currently being reviewed and actioned include:

- Strong Mayor Legislation webpage
- Form creation for approval of by-laws for quicker enactment if no veto powers are to be used

- Form creation for Mayoral Decisions (MDEs)
- Form creation for staff direction requests – Mayoral Directives (MDIs)
- Review and update procedure by-law to reflect Mayor power opportunities
- Review and update HR policies to reflect Mayor led recruitment opportunities
- Review and update Council code of conduct and Council Staff Relations policies to reflect Mayor ability to direct staff.

Strategic Alignment

Strategic Plan

Strategic Goal: Future-Readiness

Objective: Due Diligence – Confirm applicable governance and policy regimes

Notice Provisions

The signed mayoral decisions and directives to date were circulated to Council within 1 day of being signed and will be made available on the website as soon as possible. All future decisions and directives will continue to follow the legislated rules for public notice.

Respectfully submitted,

Antonietta Minichillo
GM, Corporate Services

Prepared by:

Raylene Martell
Town Clerk, Corporate Services

Attachment(s):

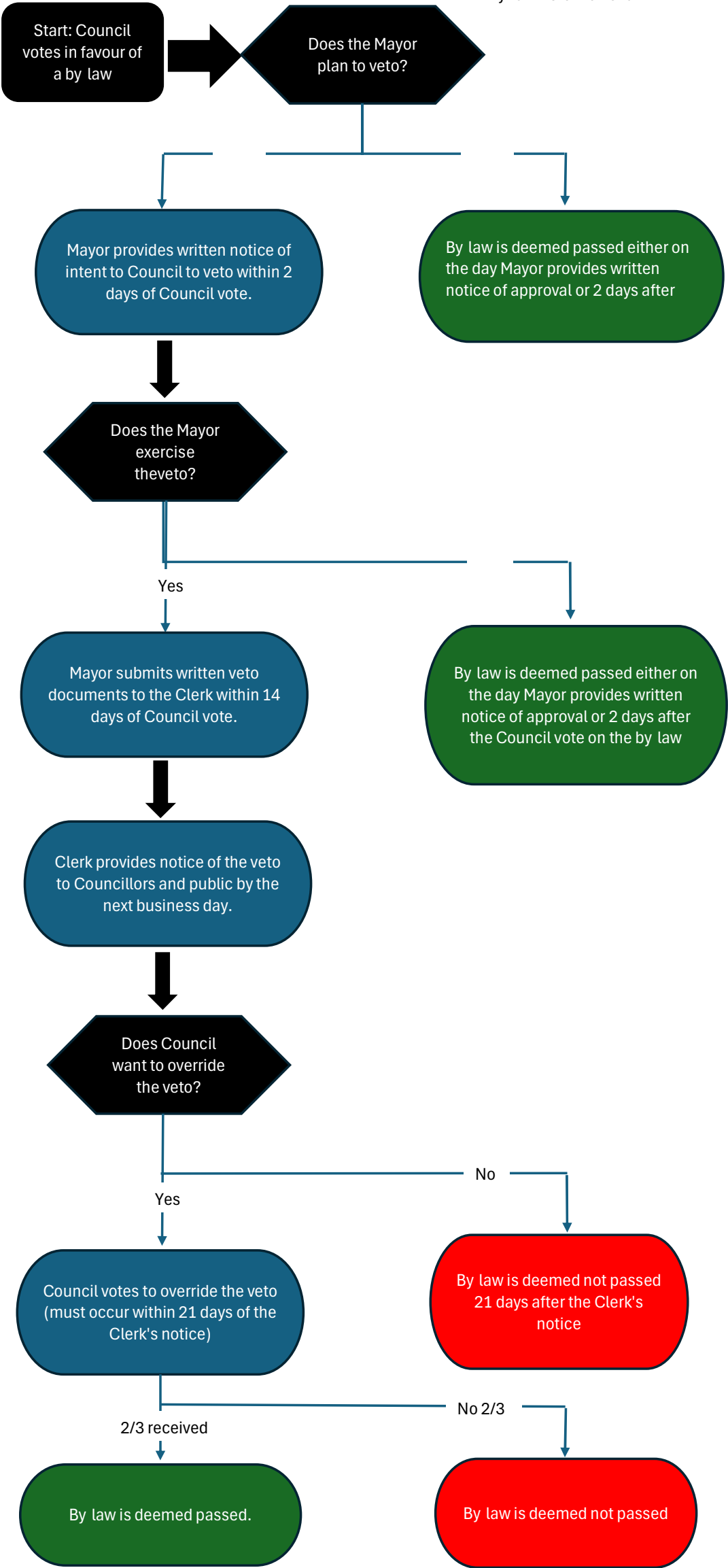
1. Powers Overview
2. By-law Veto Flow Chart
3. Budget Flow Chart

Section	Power/Duty	Description	Current Practice	Can Power be delegated?	Notes
284.5	Appoint the CAO	The powers of the municipality under section 229 with respect to the appointment of the CAO are assigned to the Head of Council	Town Council appoints the CAO and sets out their duties and responsibilities via by-law.	Yes. This power can be delegated to Council only as per s.284.13 and O. Reg 530/22	The Mayor may exercise their authority by appointing the CAO, or may delegate this power back to Council as a whole.
284.6(1)	Organizational Structure	The powers of the municipality with respect to determining the organizational structure are assigned to the Head of Council.	The CAO recommends the Organizational Structure for the Town based on the appointment by-law.	Yes – to the CAO or Council as per Section 284.13 and O.Reg 530/22	The Mayor may exercise their authority by determining the organizational structure, or may delegate this power to either the CAO or to Council.
284.6(2)	Employment Matters	The Head of Council has the power to hire, dismiss or exercise any other prescribed employment powers with respect to the head of any division or the head of any other part of the organizational structure, subject to limitations on specific positions (i.e. Clerk, Deputy Clerk, Treasurer, Deputy Treasurer, Chief Building Official, Fire Chief, etc.)	The CAO is responsible for the direction and supervision of Directors.	Yes – to the C.A.O. or Council as per Section 284.13 and O.Reg 530/22	Municipal benchmarking suggests that this power extends to all employees that have any kind of management or oversight responsibilities (i.e. Commissioners, Directors, Managers, and Supervisors).
284.7	Local Boards	The Head of Council has the power to appoint Chairs and Vice-Chairs of prescribed Local Boards (or prescribed classes of Local Boards)	Local Boards currently appoint their own chairs and voce chairs.	Yes, as per Section 284.13 and O.Reg 530/22. There are no limitations listed in the Regulation	
284.8	Committees	The Head of Council has the power to establish or dissolve committees, apoint chairs and vice chairs, and assign functions. For the purposes of these powers, the committee must consist solely of members of Council.	The Town does not currently have any committees that consist solely of members of Council.	Yes - to Council only as per section 284.13 and O.Reg 530/22	The Mayor may delegate the authority over committees back to Council only. There is a transition clause with respect to Chairs/Vice-Chairs, however there is no transition clause related to committee structure,
284.3	Direction to Municipal Employees	The Head of Council may direct municipal employees to undertake research and provide advce on policies/programs or carry out duties related to the Head of Council exercise of power or duties under the Act, including implementing decisions	Members of staff currently may only be directed by Council as a whole.	No	All direction must be given in writing. When such direction is goven, the Mayor must provide a written record of the direction to the Clerk and CAO by the next business day. In addition, the Mayor must provide a written record to each member of Council and make them available to the public.

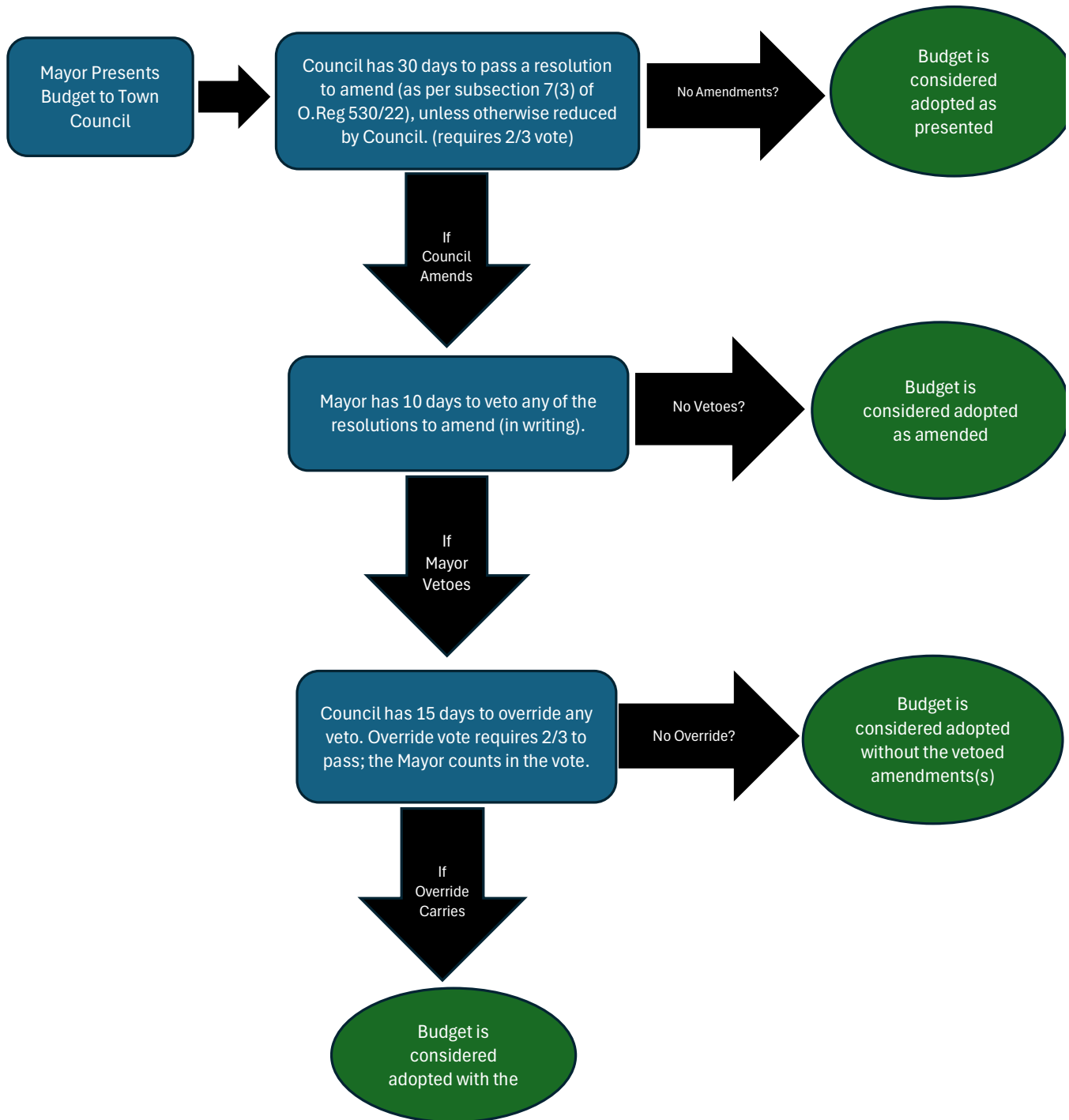
Section	Power/Duty	Description	Current Practice	Can Power be delegated?	Notes
284.1	Introduce matters at a meeting	The Head of Council may require Council to consider a matter at a meeting if they believe it will advance a prescribed provincial priority.	The Mayor may introduce an item at Council through the Notice of motion process included in the current procedure by-law.	No	If the Mayor believes that a matter would potentially advance a prescribed provincial priority, they may require Council to consider the matter at a meeting, regardless of any rules in the procedure by-law.
284.11.1	Bring By-laws Forward	The Head of Council may propose a by-law at a meeting if they believe it will advance a prescribed provincial priority. The Head of Council can require Council to consider and vote on a by-law. This power does not apply with respect to by-laws passed under Sections 238, 289, 290 or 263.	There is no current process for the Mayor to bring forward a by-law outside of the NOM process in which a resolution could be passed directing staff to bring one forward.	No	If the Mayor wishes to propose a by-law that they believe will advance a prescribed provincial priority, they must provide a copy of the proposed by-law and the reasons for its proposal to the Town Clerk and all members of Council. Such a by-law is deemed passed if more than 1/3 of members of Council vote in favour of the by-law. The Mayor may vote as a Member of Council on the proposed by-laws. The threshold is 1/3 of the whole of Council, regardless of the number present at the meeting, minus any with a conflict of interest. Generally in Orangeville, this will mean 3 members voting in favour.
284.11	Veto Powers for By-laws	The Head of Council may veto all or part of a by-law if they believe it could interfere with a prescribed provincial priority. The Head of Council may veto by-laws passed under the Municipal Act (except Section 289 or 290), the Planning Act or Section 2 of the Development Charges Act.	Does not exist.	No	Power must be exercised in writing. If the Mayor wishes to veto a by-law, they must provide notice to Council (or the veto itself) within 2 days of Council voting in favour of the by-law. If notice of intent to veto is not given, the by-law is still not considered passed until 2 days after the vote unless the Mayor gives written approval earlier. If notice of intent to veto is given but the actual veto document has not yet been submitted, the by-law is not considered passed until the earlier of: <ul style="list-style-type: none"> the day the Mayor gives written approval of the by-law to the municipality or 14 days after the Council voted in favour of the by-law. When notice has been given, the Mayor must provide a veto document to the Clerk that advises of the veto and the reasons within 14 days of giving notice. The Clerk will provide each Councillor with a copy of the written document and make it available to the public. Overriding a Veto - Within 21 days after the day the Clerk provides the veto to Councillors, Council may override the Mayor's Veto with a 2/3 vote (5 members) of Council. During this vote, the Mayor's vote will count. If Council overrides the veto, the by-law is deemed passed on the day of the override vote.

Section	Power/Duty	Description	Current Practice	Can Power be delegated?	Notes
284.12	Vacancies for Head of Council	Should the Head of Council position become vacant mid-term, a by-election is required (subject to specific limitations)	Council determines the method of filling any vacancy (not specifically Head of Council or Councillor position) in accordance with the Municipal Act. The Town does not have a current Policy that provides for the process should a seat become vacant.	No	<p>If the Mayor's position becomes vacant at any time during the term prior to March 31 in the year of a regular election, the Town must hold a by-election to fill the vacancy.</p> <p>If the vacancy occurs between March 31 and 90 prior to voting day in the year of a regular election, the Town may appoint a Mayor, however the Town will no longer be deemed to have Strong Mayor powers until an elected Mayor takes office.</p> <p>If the vacancy occurs less than 90 days before voting day in the year of a regular election, the Town is not required to fill the vacancy and would not have Strong Mayor powers until an elected Mayor takes office.</p>
284.13	Budget Preparation	On or before February 1 of each year, the Head of Council shall prepare and present a proposed budget to Council and provide it to the Clerk and make it available to the public.	Staff present a proposed budget to Council for consideration and debate, ending in adoption at the end of the process.	No. If the Head of Council does not provide a budget by Feb. 1, the duty is forfeited and Council must prepare the budget.	Opportunities for amendment vetos and Council overrides with timelines. Budget Flow Chart provides more details.

By-law Veto Flowchart



Budget Flowchart





Report

Subject: Retail Business Holiday Exemption By-law Amendment

Department: Corporate Services

Division: By-law/Property Standards

Report #: CPS-2025-043

Meeting Date: 2025-05-12

Recommendations

That report CPS-2025-043, Retail Business Holiday Exemption By-law Amendment, be received; and

That Council opt for option 2 and amend section 2.1 of the Retail Business Holiday Exemption By-law No. 25-2011 to permit retail business to be open on all holidays.

Overview

The Town of Orangeville first enacted its Retail Business Holiday Exemption By-law in 2011 to support economic competitiveness and respond to local business concerns regarding holiday closures. Originally focused on larger retailers, the by-law was later amended in 2013 to extend eligibility to all retail businesses that meet tourism criteria. Over time, Orangeville's demographics, tourism sector, and business landscape have evolved considerably, with increasing cultural diversity and a growing emphasis on year-round tourism. These changes, coupled with recent input from the Orangeville Business Improvement Area (OBIA), have prompted renewed discussion around the by-law's relevance, particularly the mandatory closures on Good Friday, Easter Sunday, and Christmas Day.

Background

Initial Request and Staff Report – Report CL- 2011-01

On January 10, 2011, Orangeville Town Council received a request from Mr. Buddy Pitt of the Orangeville Home Hardware Building Centre, seeking an exemption from the *Retail Business Holidays Act*, R.S.O. 1990, to allow retail businesses in Orangeville to open on holidays and remain competitive with nearby municipalities such as Shelburne and Alliston.

In response, Report CL-2011-01, prepared by Cheryl Johns, Clerk, and dated January 14, 2011, was presented to Council. The report outlined the legislative process required to pass a by-law permitting such exemptions and described the tourism criteria that must be satisfied, as prescribed in the *Retail Business Holidays Act*.

Key highlights from the report include:

- The Act prohibits retail operations on nine holidays, including Christmas Day, New Year's Day, Good Friday, Easter Sunday, Canada Day, Family Day, and others.
- Municipalities may pass an exemption by-law if there is a demonstrated tourism rationale.
- The proposed by-law could apply area-wide or to individual businesses and could define specific holidays and hours of operation.

Council passed a resolution directing staff to prepare a draft by-law and schedule a public meeting.

Public Consultation and Council Direction

A public meeting was held on March 21, 2011, as required under the legislation, to solicit feedback from the community on the proposed by-law (recorded in Report CL-2011-001).

During the meeting:

- Supporters, including Mr. Pitt and Ms. Rose Paterak (Home Hardware staff), cited economic and competitive reasons for allowing stores to open on statutory holidays such as Victoria Day and Labour Day.
- Opponents, including Mr. Jim Reid (The Brick) and other retail workers, submitted a petition arguing that statutory holidays are important for family time and rest and should be preserved as "common pause days."

Despite mixed opinions, Council acknowledged the petition and directed that a by-law be prepared to allow holiday openings in compliance with tourism development criteria. It was also noted that the by-law would exclude Christmas Day, New Year's Day, Good Friday, and Easter Sunday from exemptions.

Enactment of Retail Business Holiday Exemption By-law – 25-2011

As a result of these deliberations, Council enacted By-law No. 25-2011 in April 2011. The by-law authorized retail businesses in Orangeville to open on holidays except for:

- Christmas Day
- New Year's Day

- Good Friday
- Easter Sunday

Initially, the by-law only applied to larger retail establishments (those with $\geq 2,400$ square feet of retail space and/or four or more employees), as smaller stores may already qualify under provincial exemptions.

Amendments to Broaden Eligibility – Report CL-2013-08

In June 2013, the Orangeville Business Improvement Area (BIA) submitted a letter to Council expressing concern that many small businesses in the downtown core, despite being tourism-focused, could not open on statutory holidays because they did not meet the minimum size/staffing requirements of By-law 25-2011.

In response, Report CL-2013-08, prepared by Cheryl Johns, Clerk, and dated July 4, 2013, recommended amending By-law 25-2011 to remove the square footage and staffing threshold, thereby allowing all retail businesses to open on eligible holidays, provided they meet the tourism criteria.

Council approved the recommendation at its July 15, 2013, meeting, ensuring that all businesses, regardless of size, could legally open on the following holidays:

- Family Day
- Victoria Day
- Canada Day
- August Civic Holiday
- Labour Day
- Thanksgiving Day
- Boxing Day

This amendment broadened the by-law's impact and aligned with the Town's ongoing efforts to support local business growth and enhance tourism.

Public Meeting

On April 28, 2025, a Public Meeting was convened to discuss the review of the Retail Business Holiday Exemption By-law. No residents attended to provide comments or questions. Council members expressed support for the opening of retail establishments on all holidays defined within the Act. During the meeting, two questions from Council members were addressed: Firstly, regarding the impact of potential by-law amendments on Town facilities such as recreation centres, it was clarified that the by-law and Act only

apply to retail businesses, thus not affecting the operation of recreation centres or Town Hall. Secondly, a query was raised about the rationale for excluding Christmas Day. Although the OBIA's motion did not provide specifics, the importance of acknowledging cultural diversity was noted. This ensures that not all residents or business owners, who may not observe Christmas, are restricted from conducting business, aligning with Orangeville's commitment to tourism and cultural inclusivity.

Analysis/Current Situation

Tourism Growth and Cultural Diversity in Orangeville

Orangeville's tourism sector has experienced significant growth, driven by its rich cultural offerings, vibrant arts scene, and natural attractions. The Town's five-year Tourism Strategy and Action Plan, adopted in 2021, emphasizes leveraging arts, culture, and outdoor experiences to attract visitors year-round. The strategy's vision aims for Orangeville to become a burgeoning tourism destination known for its unique combination of progressive community values and small-town charm by 2026.

The 2024 Economic Development and Culture Strategy further highlights the importance of tourism and culture in Orangeville's economic landscape. It identifies fostering tourism and culture as one of its three priority focus areas, recognizing that these sectors are intertwined and essential for attracting visitors, supporting local businesses, and creating jobs in creative industries.

Orangeville's downtown area, with its unique selection of independently-owned businesses and creative assets, serves as a central hub for tourism. The Town's central location and proximity to the Greater Toronto Area make it an appealing destination for a diverse group of visitors.

Demographic Shifts and Business Diversity

The Town's demographic landscape has evolved, with an increasingly diverse population and business ownership. This diversity is reflected in the variety of cultural events, festivals, and businesses that cater to a wide range of communities. The Economic Development and Culture Strategy emphasizes the importance of supporting small businesses, which are the heart of Orangeville, providing most of the jobs across diverse sectors, including retail and the creative industry.

The Orangeville Business Improvement Area (OBIA) has acknowledged these demographic and economic shifts. In May 2025, the OBIA Board passed the following resolution:

****Retail Business Holiday Exemption Bylaw 25-2011 & Amendment 67-2013****

Moved by M. Beattie, B. Luhar — Carried.

That, due to the increasingly diverse population and business ownership in Orangeville and Dufferin County as well as the increase in numbers and diversity of the people who

are visiting Downtown Orangeville, the OBIA Board supports a review and reconsideration of the Town of Orangeville's Business Holiday Exemption Bylaw (2011-025 & 2013-023) and specifically its mandatory closure requirements for retailers on Good Friday & Easter Sunday with further consideration for Christmas Day. And that staff be directed to draft correspondence requesting that the Town review and reconsider the Bylaw accordingly.

Comparative Municipal Practices

Other municipalities have adopted more flexible approaches to holiday retail operations. For instance, Collingwood's by-law permits retail business establishments to open on certain holidays "should they wish to be open," providing businesses with the autonomy to decide based on their customer base and operational considerations.

Implications for Orangeville

Given the evolving demographic and economic context, there is a growing need to reassess the current Retail Business Holiday Exemption By-law. Aligning the bylaw with the Town's strategic priorities and the needs of its diverse community could enhance Orangeville's appeal as a year-round tourism destination and support the vitality of its local businesses.

Corporate Implications

This report will not generate direct implications. If future actions related to this report will have a corporate impact, a report will be presented to Council for approval, if required.

Conclusion

Given the significant growth in Orangeville's tourism economy, increasing cultural and demographic diversity, and evolving retail landscape, it is appropriate for Council to re-evaluate the Town's current Retail Business Holiday Exemption By-law (By-law 25-2011, as amended by By-law 67-2013). The recent resolution by the OBIA Board reflects the interests of a broad range of local businesses who wish to better serve a growing and diverse customer base on statutory holidays. Moreover, examples from comparator municipalities such as Collingwood demonstrate that more flexible approaches are possible and may better align with local business needs.

In consideration of the current context and community feedback, Council may wish to review the following options:

- **Option 1:** Amend the current by-law to permit retail businesses to open on Good Friday, Easter Sunday, and Christmas Day.

- **Option 2:** Amend the by-law to allow retailers to open on all holidays, effectively removing mandatory closure dates.
- **Option 3:** Maintain the current by-law as is, with mandatory closures on Good Friday, Easter Sunday, Christmas Day, and New Year's Day.

Strategic Alignment

Strategic Plan

Strategic Goal: Economic Resilience

Objective: Competitiveness – Attract new business activity and employment

Notice Provisions

Not Applicable

Respectfully submitted,

Antonietta Minichillo
General Manager, Corporate Services

Reviewed by:

Raylene Martell
Town Clerk, Corporate Services

Prepared by:

James Bramley
Supervisor, Licensing and By-law Enforcement

Attachment(s): 1. Retail Business Holiday By-law Amendment - 2025



The Corporation of the Town of Orangeville

By-law Number 2025-

A by-law to amend Retail Business Holiday Exemption By-law 2011-025 in relation to permitting retail businesses to remain open on all holidays.

WHEREAS Subsection 4(1) of the *Retail Business Holidays Act*, R.S.O. 1990 provides that the council of a municipality may by by-law, permit retail business establishments in the municipality to be open on holidays for the maintenance or development of tourism;

AND WHEREAS Section 4(2)(d) provides that a by-law under Section 4 may permit the opening of retail business establishments on some holidays and not on others;

AND WHEREAS a public meeting held under Subsection 4(6) of the Act was held on April 29, 2025, and persons in attendance were given the opportunity to make representations in respect of the proposed amendment.

AND WHEREAS the Council of the Corporation of the Town of Orangeville deems it expedient to amend By-law No. 2011-025 as amended.

Now, therefore, be it resolved that the Council for the Corporation of the Town of Orangeville hereby enacts as follows:

1. THAT By-law 2011-025 be amended to delete Sections 2 through 2.3;
2. AND THAT By-law 2011-025 be amended to replace Section 1.1, as follows.

“THAT pursuant to the *Retail Holiday Act*, R.S.O. 1990, as amended, retail business establishments in the Town of Orangeville may be open on all any holiday as defined in the said Act for the maintenance and development of tourism.”

Read three times and finally passed this 12th day of May, 2025.

Lisa Post, Mayor

Raylene Martell, Town Clerk

Subject: Financial Management By-law

Department: Corporate Services

Division: Finance

Report #: CPS-2025-045

Meeting Date: 2025-05-12

Recommendations

That report CPS-2025-045, Financial Management By-law, be received; and

That the Corporation of the Town of Orangeville adopt a by-law to provide for the Financial Management of the Town of Orangeville.

Overview

The Municipal Act specifies a number of responsibilities that fall to the Treasurer of a municipality. To efficiently and effectively fulfill these responsibilities, many municipalities implement some form of financial management by-law. The by-law is meant to provide guidance to the organization for how certain aspects of managing the financial affairs of the organization can be undertaken, providing some delegated authority to the Treasurer where appropriate.

The Financial Management By-law being proposed for the Town of Orangeville covers:

- how and when financial reporting of variances to budget will occur for both the operating and capital budget;
- interpretation of budget approval for multi-year capital projects;
- under which circumstances the organization can proceed with contracts for services in the operating budget or awards for capital projects, should costs exceed budget approval;
- clearly define when Council approval is required should the budget be exceeded; and,
- provide some discretion to the Treasurer in the funding of capital works to promote long term financial sustainability.

Background

Section 286(1) of the Municipal Act, 2001 outlines a number of responsibilities for the Treasurer and Deputy Treasurer of a municipality:

“Treasurer

286 (1) A municipality shall appoint a treasurer who is responsible for handling all of the financial affairs of the municipality on behalf of and in the manner directed by the council of the municipality, including,

- (a) collecting money payable to the municipality and issuing receipts for those payments;
- (b) depositing all money received on behalf of the municipality in a financial institution designated by the municipality;
- (c) paying all debts of the municipality and other expenditures authorized by the municipality;
- (d) maintaining accurate records and accounts of the financial affairs of the municipality;
- (e) providing the council with such information with respect to the financial affairs of the municipality as it requires or requests;
- (f) ensuring investments of the municipality are made in compliance with the regulations made under section 418, if applicable; and
- (g) complying with any requirements applicable to the treasurer under section 418.1. 2001, c. 25, s. 286 (1); 2017, c. 10, Sched. 1, s. 35.

Deputy treasurers

(2) The municipality may appoint deputy treasurers who shall have all the powers and duties of the treasurer under this and any other Act. 2001, c. 25, s. 286 (2).”

Currently the Town has a number of policies that provide guidance to staff on how to conduct several key financial functions for the Town. These include:

1. Procurement Policy
2. Reserve and Reserve Fund Policy
3. Accounts Receivable for Non-tax Revenue Policy
4. Disposal of Surplus Asset Policy
5. Disposition of Capital Surpluses and Capital Deficits
6. Financial Assistance Policy
7. Investment Policy
8. Land Sale and Purchase Policy
9. Payment of Financial Obligations Policy (Electronic Funds Transfer)
10. Tangible Capital Assets Policy

Analysis/Current Situation

Given the Town's current policy framework, there is a notable 'gap' with respect to "handling all financial affairs of the municipality on behalf of and **in the manner directed by the council** of a municipality" <emphasis added>.

In order to enable a Treasurer to fulfill their responsibilities in a transparent, effective and efficient manner, many municipalities delegate some control over operating and capital budget administration to the Treasurer of the organization, prescribing under what circumstances the Treasurer would need to report unfavourable budget variances and when a budget amendment approved by Council would be required.

Through this delegation of authority, the Treasurer would manage capital funding sources corporately across multiple projects. For example, if there are savings in one project, the capacity could be used for other projects which have similar funding sources and which would otherwise exceed budget, within the limits prescribed in the by-law. The result would be shorter project delays due to the timing of council reports and less staff time spent writing reports. Variances will continue to be reported to Council through quarterly periodic financial reporting.

The specified limits that the Treasurer may approve for additional capital funding are as follows:

- For Council approved capital projects with a total project budget of \$1 million or less, approved amounts are not to exceed the greater of 10% of the total project value or \$50,000;
- For Council approved projects greater than \$1 million, approved amounts are not to exceed the lesser of 10% or \$250,000.

The Financial Management by-law proposed by staff also facilitates the budgeting of capital works according to when the budget is anticipated to be spent rather than requiring that the total expenditure be approved in the year in which the project is initiated. This prevents the commitment of funding well ahead of when it will be needed and allows the organization to optimize its funding sources.

For the operating budget, the Treasurer will manage the budget on a corporate level, monitoring departmental deficits and surpluses that may arise and report variances to the CAO and Council through periodic financial reports. For significant variances, the CAO, in collaboration with the Senior Leadership Team and the Treasurer, will provide recommendations to adjust service levels during the year in order to stay within the overall operating budget.

Corporate Implications

While this report will not generate direct implications, the Financial Management By-law will streamline the control of budget administration and provide direction to staff for financial reporting frequency and requirements.

Conclusion

Should this by-law be approved, staff will reflect changes in the 2026-2035 capital program and will adjust current variance reporting practices accordingly.

Strategic Alignment**Strategic Plan**

Strategic Goal: Corporate Capacity

Objective: Due Diligence – Confirm applicable governance and policy regimes

Notice Provisions

Not Applicable.

Respectfully submitted,

Antonietta Minichillo
General Manager, Corporate Services

Prepared and Reviewed by:

Cheryl Braan
Treasurer/Chief Financial Officer,
Corporate Services

Attachment(s): 1. Financial Management By-law



The Corporation of the Town of Orangeville

By-law Number 2025-

A by-law to Provide for Financial Management of the Town of Orangeville

WHEREAS Section 286 of the *Municipal Act*, 2001, S.O. 2001, c.25 provides that the Treasurer is responsible for handling all of the financial affairs of the municipality on behalf of and in the manner directed by the council of the municipality;

And WHEREAS the Council of The Corporation of the Town of Orangeville has deemed it desirable to set out its policies with respect to financial management in this by-law;

NOW THEREFORE the Council of the Corporation of the Town of Orangeville hereby enacts as follows:

1. DEFINITIONS

1.1 In this By-law:

“Capital Budget” means the annual Council approved plan for expenditure and financing sources to complete Capital Projects or one-time capital expenditure;

“Capital Forecast” means the projection of expenditure and financing sources for the nine years beyond the Capital Budget approval year in which the forecast is made;

“Capital Program” means the combined Capital Budget and Capital Forecast;

“Capital Project” means an undertaking for which expenditure is incurred to acquire, install, construct, expand, significantly renew, improve, and/or rehabilitate fixed assets such as land, buildings, engineering structures, facilities, machinery, vehicles, equipment, or information technology hardware or software; as well as studies relating to the foregoing; or to provide for a capital grant to an external party;

“Chief Administrative Officer” means the Chief Administrative Officer for the Town, designate, or any successor position thereto;

“General Manager” means the head of a Department, designate, or any successor position thereto;

“Council” means the Council of the Town;

“Department” means any department of the Town;

“Expenditure” means any cost or financial liability of the Town as evidenced by an invoice, payroll transaction, receipt or other document indicating payment is due for the goods or services provided;

“Financial Report” means the reporting of the summary of all financial activities related to the Operating Budget and Capital Budget provided to Council by the Chief Financial Officer;

“Goods” includes all supplies, materials, equipment, vehicles and other personal property required for the operations or activities of the Town;

“Operating Budget” means the annual Council approved plan for expenditure, revenue, staffing levels and service levels for operations of the Town taking place from January 1st to December 31st in a given year;

“Procurement Policy” means the Town’s Procurement Policy, as amended;

“Services” includes any of the following for the Town:

- a) professional, consulting or training services;
- b) services associated with the acquisition of goods;
- c) services associated with the construction, demolition, maintenance, repair or upkeep of any building, premises or goods; or
- d) the rental of any real property for a short duration of time;

“Town” means The Town of Orangeville;

“Treasurer” means the Treasurer for the Town, designate, or any successor position thereto.

2. OBJECTIVE

2.1 It is the objective of the Town that its financial affairs be undertaken in a manner that:

- is efficient and accountable;
- prescribes appropriate reporting requirements and internal control measures for effective financial management of the organization; and
- promotes long term financial sustainability.

3. BUDGET

3.1 Authority for adopting the annual Operating Budget, Capital Budget and Capital Forecast lies with the Mayor and Council in accordance with Part VI.1 of the *Municipal Act* through powers delegated under O.Reg. 530/22 (Strong Mayor Powers).

3.2 In any year, before the adoption of the Operating and Capital Budgets for the year, the Treasurer is authorized to make any and all payments as required to ensure the

continued delivery of Town programs and the continuation of previously approved capital projects.

3.3 Operating Budget:

- a. In accordance with Part VI.1 of the *Municipal Act* through powers delegated under O.Reg. 530/22, the preliminary Operating Budget shall be submitted annually to Council by the Mayor. The Mayor may exercise this authority by issuing a mayoral direction to Town staff to prepare an Operating Budget based on specific criteria.
- b. Subject to the Mayor issuing direction to staff under 3.3 a), all departments, boards and agencies for which the Town provides funding shall annually prepare an operating budget and submit same to the Treasurer and Mayor.
- c. Council shall, in accordance with the *Municipal Act*, consider the operating budget estimates and determine the sums required for the operating purposes of the Town for final adoption of the Town's Operating Budget.

3.4 Capital Budget and Capital Forecast:

- a. In accordance with Part VI.1 of the *Municipal Act* through powers delegated under O.Reg. 530/22, the preliminary Capital Budget and Capital Forecast shall be submitted annually to Council by the Mayor. The Mayor may exercise this authority by issuing a mayoral direction to Town staff to prepare a Capital Budget and Forecast based on specific criteria.
- b. Subject to the Mayor issuing direction to staff under 3.4 a), all departments, boards and agencies for which the Town provides funding shall annually prepare a capital budget and a capital forecast and submit same to the Treasurer and Mayor.
- c. Council shall, in accordance with the *Municipal Act*, consider the annual capital budget estimates and determine the sums required for Capital Projects of the Town for adoption of the Town's Capital Budget.
- d. The Treasurer shall ensure that long-term financing requirements for the Capital Projects in the Capital Budget are within the Town's updated Annual Debt Repayment Limit.

4. Operating Budget Financial Controls

- 4.1 The Operating Budget adopted in accordance with Section 3.3 of this by-law shall establish the funding and spending authority for Town Services and Programs.
- 4.2 A General Manager has the responsibility to provide the budgeted level of service approved by Council using the corresponding spending authority within the Council approved Operating Budget, subject to the following:

- a. Goods and services shall be recorded as expenses in the fiscal year in which they are actually received and/or provided, in accordance with Public Sector Accounting Board standards; and
- b. A General Manager or the Treasurer shall inform Council of unanticipated revenue and the intent for which such unanticipated revenue was provided and shall seek the approval of Council for an associated expenditure or investment plan if and when required by the provider of the unanticipated revenue.

4.3 A General Manager shall report any anticipated over-expenditure to the Treasurer as soon as such potential over-expenditure is known.

4.4 As a municipal corporation, the Town manages its Operating Budget on a corporate-wide basis.

4.5 Reporting:

- a. A General Manager is responsible for delivering programs and achieving outcomes as set out in the Town's Operating Budget and shall make best efforts to ensure that program expenditure remains within the approved Operating Budget for a program.
- b. The Treasurer shall inform Council periodically of significant expenditure and revenue variances in the Operating Budget, including the projections of such variances to the end of the current fiscal year. The CAO, in consultation with the Senior Leadership Team and the Treasurer, shall make recommendations to Council with respect to any proposed changes in service levels or funding relating to such variances.

4.6 Uncollectible amounts:

The Town's Accounts Receivable for Non-tax Revenue Policy prescribes the manner in which the Treasurer may write off accounts that are deemed uncollectible. On an annual basis the Treasurer shall inform Council of the amounts written off in accordance with the policy and recommend to Council the write-off of any accounts that have been deemed uncollectible that exceeding the Treasurer's authorization threshold.

5. Capital Budget Financial Controls

5.1 The Capital Budget approved in accordance with Section 3.4 of this by-law shall establish the funding and spending authority for a Capital Project.

5.2 A General Manager is responsible for the completion of Capital Projects approved in the annual Capital Budget and Capital Forecast and shall make best efforts to ensure that gross expenditure for a project remains within the approved Capital Budget for the project.

5.3 A General Manager shall report any anticipated over-expenditure to the Treasurer as soon as such potential over-expenditure is known.

- 5.4 A commitment to incur expenditures may be made under the Procurement Policy for a Capital Project which exceeds the amount included in the Capital Budget if:
- a. The Capital Project is a multi-year project, and
 - b. The amount is included in subsequent years in the current Capital Forecast approved by Council.

5.5 Capital Project expenditure variances:

5.5.1 A General Manager may authorize additional gross expenditure in excess of original funding approval for a Capital Project within the following threshold limits:

- a. For capital projects with total project budget of \$1,000,000 or less, by an amount not exceeding the greater of 10% or \$50,000 (inclusive of all applicable taxes and net of applicable rebates),
- b. For capital projects with total project budget greater than \$1,000,000, by an amount not exceeding the lesser of 10% or \$250,000 (inclusive of all applicable taxes and net of applicable rebates),

provided that:

- c. This By-law is otherwise complied with;
- d. Funding is available for the over-expenditure, either from the under-expenditure or the deferral of other Capital Projects with the same or similar funding and financing sources; and
- e. The Treasurer certifies that there is sufficient appropriate funding and financing available for the Capital Project.

5.5.2 Where funding is not available either from the under-expenditure or the deferral of other Capital Projects with the same or similar funding sources, or in the event that additional long term financing is required to finance such expenditure, Council approval is required prior to a commitment being made to incur such expenditure.

5.5.3 Any expenditure (inclusive of all applicable taxes and net of applicable rebates) for a Capital Project that would result in a variance to the total project budget that exceeds the thresholds noted in 5.5.1 (a) and (b) requires Council approval.

- 5.6 The Treasurer is authorized to reduce the amount of long-term financing to be issued for a given capital project by using available funds within an applicable capital reserve or reserve fund duly established by Council, taking into account future uses and sources of funding for the applicable capital reserve or reserve fund.
- 5.7 The Treasurer is authorized to transfer funding received from senior levels of government including but not limited to the Canada Community Building Fund and the

Provincial Gas Tax Transfer as required to finance eligible capital costs incurred by the Town to ensure the prompt and appropriate use of such funding.

6. Payments

- 6.1 The Treasurer is authorized to make all payments on behalf of the Town, including:
- a. To any vendor from which goods and services have been received and supported by the necessary documents and approval of a signing authority and for which a commitment was made under the Procurement Policy, and
 - b. To any vendor from which goods and services have been received or an expenditure has been incurred and supported by the necessary documents and approval of a signing authority for such expenditure set out in Schedule A to this by-law.

7. Long-Term Borrowing

- 7.1. To secure long-term borrowing for Capital Projects, including Town debenture issues, with the terms of such long-term borrowing being those which, in the opinion of the Treasurer, best meet the requirements of the Town, the Treasurer is authorized to take the following action:
- a. If required, engage one or more fiscal agents either individually or as part of a fiscal syndicate and external legal counsel to facilitate any such long-term borrowing;
 - b. Execute documentation and agreements with and make payments to fiscal as required, upon such terms and conditions as the Treasurer deems expedient;
 - c. Secure financing either through bank loans, Canadian debt capital markets, or through agencies including, but not limited to, Ontario Infrastructure and Lands Corporation (Infrastructure Ontario), the Federation of Canadian Municipalities, Canada Infrastructure Bank and Canada Mortgage and Housing Corporation;
 - d. Report the key terms of all long-term borrowing arrangements to Council at its next scheduled meeting after such borrowing arrangements have been made; and
 - e. Make all payments of interest and principal, as set out in the applicable Town by-law.

8. Financial Reporting and Policies

- 8.1. The Treasurer shall prepare and submit periodic financial reports to Council with respect to operating budget vs. actual results, operating budget expenditure and revenue projections to year-end, and the expenditure, funding and financing status of capital projects, in a form and at a frequency satisfactory to Council.

- 8.2. The Treasurer is responsible for the review and approval of the financial implications associated with any and all staff reports or briefing notes submitted to a Council or a Committee of Council, whether in open or closed session.
- 8.3. The Treasurer shall have authority to issue such procedures and processes to Departments as are necessary to ensure compliance with the provisions of this By-law.

9. Financial Signing Authorities

- 9.1. The Town's Procurement Policy outlines, by position, the delegation of financial signing authority. This list shall be maintained by the Treasurer in consultation with General Managers and the Chief Administrative Officer. .

10. Administration

- 10.1. This By-law may be cited as the "Financial Management By-law".
- 10.2. This By-law shall come into force and effect on the date of passage of this By-law.

By-law read a first, second and third time and finally passed in the Council Chamber in the Town of Orangeville this XX day of XXXX, A.D., 2025.

Schedule A

1. Utilities, including electricity, water and wastewater, natural gas, telephone and telecommunications.
2. Payments to past and current employees, including all salaries, wages, pensions and benefits
3. Payroll source deductions and benefits to governments, the Canada Revenue Agency, OMERS, the Workplace Safety and Insurance Board and employee benefit providers.
4. Government payments, including all accounts to or from the federal, provincial or other municipal governments, their agencies, boards, commissions and railways.
5. Debt payments, including principal and interest on debentures, loans or other long term debt.
6. General expenses, including property taxes, postage, licenses (e.g. vehicles), grants to organizations, and other transfer payments, land registry fees, refunds.
7. Payments for which the expenditure has specifically been approved by Council through the adoption of a report (e.g. land purchases/expropriations).



Report

Subject: Local Improvement Charge By-law

Department: Corporate Services

Division: Finance

Report #: CPS-2025-048

Meeting Date: 2025-05-12

Recommendations

That report CPS-2025-048, Local Improvement Charge By-law, be received; and

That the Corporation of the Town of Orangeville enact a by-law to authorize the undertaking of energy efficiency and climate resilience works on private residential property as local improvements under the BetterHomes Dufferin Program.

Overview

In 2024, Dufferin County submitted a funding application to the Federation of Canadian Municipalities (FCM) Green Municipal Fund (GMF) Community Efficiency Program (CEF) for the purposes of establishing a residential home energy retrofit program. FCM has approved funding for the program and the County will manage the CEF program reporting and consolidate CEF loan repayments to FCM.

The program operates as a loan program whereby residents receive low interest loans to complete energy retrofits on their homes, and the loans are paid back through a charge on the property tax bill. This ensures that the loan obligation is tied to the property, not the property owner and allows for the transfer of the obligation to a new property owner if the property is sold.

The responsibility to collect property taxes rests with the local level in a two-tier municipal structure. As such, the County has requested that the Town of Orangeville council enact a LIC by-law. The proposed by-law attached to this report (Attachment 1) authorizes LICs for Town residents.

Background

On February 27, 2025 Dufferin County staff presented an update to their council on their BetterHomes Dufferin program. The County staff report has been attached to this report (Attachment 2) for information.

Analysis/Current Situation

The BetterHomes Dufferin program operates as a loan program whereby residents receive low interest loans to complete energy retrofits on their homes, and the loans are paid back through a charge on the property tax bill. This ensures that the loan obligation is tied to the property, not the property owner and allows for the transfer of the obligation to a new property owner if the property is sold. The authority to collect taxes rests with the local tier in a two-tier municipal structure. As such, the County has requested that the Town of Orangeville council enact a LIC by-law authorizing LICs for Town properties.

The program operates such that homeowners can access loans of up to \$40,000 at a fixed interest rate of 2.5% for up to 20 years (low-income residents will qualify for a 0% interest rate). There will be some minor administrative responsibilities of Town staff that involve confirming, upon request, that property taxes are in good standing for participating homeowners. Additionally, once a retrofit is complete, the Town will need to pass a Participating Property LIC by-law which allows the loan to be added to the property tax account of a property and repayments to be collected through property taxes. These property specific by-laws can be done as a batch annually to reduce administrative burden.

As the loan repayments are collected, they are remitted back to Dufferin County to track and administer loan obligations. It is important to note that in the unlikely event of a loan default, the Dufferin County program will cover the cost to register a lien on the property. Dufferin County is required to hold a loan loss reserve as part of their funding agreement with FCM.

Corporate Implications

The administrative requirement of Town staff is anticipated to be small, will be absorbed within current workflows, and at this point in time, it is not anticipated that this program will result in the need for additional staffing resources. This understanding will be confirmed once the administrative framework has been developed. If future actions related to this report will have a corporate impact, a report will be presented to Council for approval, if required.

Conclusion

Once local municipalities adopt the bylaw, County staff and the Clean Air Partnership will finalize the program's administrative processes, including stakeholder engagement, financial structuring, and the creation of online portals for application management.

With all elements in place, the program will launch homeowner outreach and application intake. The County has indicated that the goal is to officially launch in January 2026, with the program running until 2029.

Strategic Alignment**Strategic Plan**

Strategic Goal: Community Vitality

Objective: Due Diligence – Confirm applicable governance and policy regimes

Sustainable Neighbourhood Action Plan

Theme: Corporate and Fiscal

Strategy: Encourage and support collaboration to implement sustainability initiatives between municipal and community organizations, local Indigenous groups, conservation authority, colleges, and adjacent municipalities and the County

Notice Provisions

Not Applicable

Respectfully submitted,

Antonietta Minichillo
General Manager, Corporate Services

Prepared and Reviewed by:

Cheryl Braan
Treasurer/Chief Financial Officer,
Corporate Services

Attachment(s): 1. Proposed Local Improvement Charge By-law
2. Dufferin County staff report: BetterHomes Dufferin Update – February 2025

By-law 2025-XX

A by-law to authorize the undertaking of energy efficiency and climate resilience works on private residential property as local improvements under the BetterHomes Dufferin Program.

Whereas Part III of Ontario Regulation 586/06 authorizes Council to pass a by-law to undertake works on private residential property as local improvements for the purpose of raising all or part of the cost of the work by imposing special charges on lots upon which all or some part of the local improvement is or will be located; and

Whereas such a by-law may authorize the undertaking of works which satisfy the requirements of a Dufferin County program; and

Whereas at its meeting of May 12, 2025, the Town of Orangeville Council adopted the BetterHomes Dufferin program pursuant to authority of Ontario Regulation 586/06;

The Council of the Corporation of the Town of Orangeville enacts:

1. Council authorizes the undertaking of energy efficiency and climate resilience works on private residential property as local improvements under the BetterHomes Dufferin Program, as set out in Appendix A to this By-law, for the purpose of raising all or part of the cost of the work by imposing special charges on lots upon which all or some part of the local improvement is or will be located.

Enacted by the Town of Orangeville Council this 12 day of May, 2025.

Lisa Post, Mayor

Raylene Martell, Clerk

Appendix A - BetterHomes Dufferin Program Design

1.0. Overview

The BetterHomes Dufferin Program is designed to extend municipal funding to consenting homeowners for the installation of qualifying natural gas, electricity and climate resilience improvements and related energy assessments and then to secure payment by imposing a local improvement charge (LIC) on the private residential property, as authorized by the Regulation.

This program is administered by a program delivery team that includes Dufferin County, Clean Air Partnership and Windfall Ecology Centre. The program delivery team will periodically review the BetterHomes Dufferin program to ensure effective implementation and, where deemed appropriate, the Dufferin County may make changes in its sole discretion.

1.1. Program Eligibility

Residential low-rise buildings located within the Town of Orangeville are eligible. The property must have a property tax account with the Town of Orangeville. Participation is voluntary, owner-initiated and subject to the following conditions:

- All registered owner(s) of the property must consent to participating in the Program;
- Property tax, utility bills and all other payment obligations to the Town of Orangeville for the past three years must be in good standing; and

1.2. Home Energy Assessments

Similar to the Canada Greener Homes Program designed by the Federal Government, the BetterHomes Dufferin will utilize the EnerGuide Rating System (the "[ERS](#)") that provides a standard measure of a home's energy performance. It provides a standardized tool and process to assess home energy efficiency and can model energy savings projects.

The property owner must hire a Certified Energy Advisor (the "CEA") - certified by Natural Resources Canada ("NR Can") - to perform pre- and post-retrofit assessments in accordance with ERS. CEAs are experts in the field of energy efficiency and well-versed in the 'whole home' approach to home energy systems, technologies and products.

Upon completion of the pre-retrofit home energy assessment, a report is provided to the homeowner with the NRCan EnerGuide rating for the home and recommendations for energy improvements that could potentially increase that rating. This report is to be provided to the program delivery team in order to access LIC funding.

After the retrofit is complete, a second and final home assessment is performed by the CEA to obtain a second EnerGuide rating and to verify the completion of work. Provided that the second assessment indicates that the EnerGuide rating has increased and the improvements have been completed, then Dufferin County can issue the final disbursement of funds.

1.3. Qualifying Energy Efficiency & Climate Resilience Measures

The home energy assessment must demonstrate the potential to achieve cost-effective energy reductions in order to qualify for LIC funding from BetterHomes Dufferin. The non-exhaustive list of the categories of measures eligible under the BetterHomes Dufferin , subject to any permitting and regulations, includes:

- i. Envelope upgrades: attic, walls, foundation, and basement insulation; air barriers; window, skylights and exterior door replacements; air-sealing and weather stripping.
 - ii. Mechanical systems (space heating, cooling and ventilation): thermostats and controllers, energy or heat recovery ventilators, air source heat pumps, heat distribution systems, duct sealing, fans, associated electrical equipment as required.
 - iii. Mechanical systems (water heating): high-efficiency water heaters, drain water heat recovery systems, solar hot water systems.
 - iv. Renewable energy, energy storage and EV chargers: solar photovoltaic systems, electric vehicle charging stations (Level 2), battery storage devices, associated electrical and load management equipment.
 - v. Associated measures: including electrical wiring and panel upgrades that are required undertakings to permit energy improvements.
 - vi. Climate adaptation improvements: such as back-flow prevention valves, sump pumps and basement waterproofing.
- Other: Permanently affixed lighting, lighting controls, new energy efficient (certified) products will be considered as additional eligible technologies.

Ineligible measures include equipment or products not permanently affixed to the property, previously installed in another home and are deemed general maintenance. By recommending categories of retrofit improvements and associated measures, the Town of Orangeville and Dufferin County make no guarantees of the materials, performance, cost-effectiveness or any warranty of the measures supported by the Program.

1.4. Completing the Retrofit through Contractor Engagement

Dufferin County will provide financing to homeowners for eligible measures covered by the Program that have been:

- recommended by the CEA
- verified by Windfall Ecology Centre energy coach
- installed by contractors hired by the property owner

The Town of Orangeville, Dufferin County, Clean Air Partnership, and Windfall Ecology Centre will not pre-qualify contractors or procure contractors to perform energy assessments or install retrofit improvements on behalf of homeowners in connection with this Program. The homeowner will use the funds disbursed by Dufferin County to pay contractors directly.

The Town of Orangeville, Dufferin County, Clean Air Partnership, and Windfall Ecology Centre are not responsible for the work quality of any contractors hired in connection with this Program and assumes no liability for the works undertaken. All retrofit improvements and renovations must adhere to local codes and by-laws. The homeowner is responsible for ensuring that hired contractors are licensed, bonded, and insured. Any issues that may arise relating to the quality of workmanship or post-installation performance of energy measures, for example, should be dealt with by the property owner and contractor.

1.5. Application Process

The steps below outline the process and requirements homeowners need to follow as part of the Program.

Step 1: Pre-qualification

Homeowners submit an on-line application form that includes, but is not limited to, the following information:

- Property address to confirm location is within eligible municipality;
- Property assessment roll number to confirm no outstanding payments owed to the Town of Orangeville in the last three years;

Once the property owner has been prequalified, the program delivery team will provide Notice to Proceed to the homeowner.

Step 2: Energy Assessment and Funding Request Form

The homeowner completes the pre-retrofit home energy assessment in accordance with Section 1.2 Home Energy Assessments.

Along with the Energy Assessment Report, the homeowner also will need to submit a Funding Request Form that:

- identifies the improvements that the property owner intends to install based on the Energy Assessment Report;

- identifies the cost for each improvement (including equipment, materials and labour costs); and

Step 3: Property Owner Agreement

After the program delivery team, has confirmed the acceptability of the Energy Assessment Report and the Funding Request Form, they will prepare a property owner agreement ("POA"), for the homeowner(s) and Dufferin County to review and sign.

Step 4: Completing Improvements

1. Initial Funding Disbursement

Following execution of the POA, Dufferin County will provide the homeowner with the initial disbursement agreed upon in the POA that can be used by the homeowner to pay contractors or suppliers (i.e. security deposit).

The property owner will be contractually obligated to repay this initial disbursement to Dufferin County if the property owner does not complete the improvements.

The property owner can then proceed with hiring contractor(s) and performing the approved energy improvements to the property.

2. Final Funding Disbursement

As will be detailed in the POA, Dufferin County will provide the final disbursement only after the homeowner provides a copy of the post-retrofit assessment report from the CEA that:

- includes a Certificate of Completion that attests the approved retrofit measures having been installed and provides an EnerGuide rating of the home after the retrofit measures have been completed which is greater than the original EnerGuide rating noted on the pre-retrofit assessment report from the CEA; and
- indicates the actual costs for all the works.

Step 5: LIC Repayment

The Town of Orangeville Treasurer must periodically certify the local improvement roll. This occurs after the improvements on a given set of properties are complete and the final amounts of funding are confirmed by the program delivery team.

The Town of Orangeville's Solicitor will submit a corresponding bill for Council to adopt a by-law pursuant to Section 36.14 of O.Reg 586/06 to impose the special charges on

the participating properties. The program delivery team will provide the draft by-law that includes each property's tax roll number, loan amount and repayment schedule. For each property included in the by-law, the Treasurer will then add to the Town of Orangeville's tax roll for that property each year that portion of the imposed special charge that is due in that year. These collective steps will provide priority lien status for the annual amount that the Treasurer adds to the tax roll and will ensure that any subsequent property owner who was not a party to the POA is bound to pay that amount. Failure to make payments is treated with the same remedy as uncollected property taxes which may include penalties and interest charges. The Town of Orangeville will remit to Dufferin County the LIC payments made by the homeowner.

1.6. LIC Disclosure

As indicated above, the subsequent owner of a property on which the Town of Orangeville has imposed a special charge is required to pay the Town of Orangeville the annual LIC amount even though that subsequent owner was not a party to the original POA. In addition to notice that the Town of Orangeville will be providing in accordance with the provisions of O. Reg. 586/06, the Town of Orangeville also will take the following steps to ensure even greater transparency of the LIC to interested parties by:

- i) posting on the Town of Orangeville 's website notice of the special charge by-law to impose the charge on the property in advance of its introduction and after its adoption; and
- ii) updating the Tax Certificate to include the full LIC amount, amount payable in the current year, outstanding amounts owing and a note to reference the by-law pursuant to which the special charge was imposed.

1.7. Access to Other Rebates & Incentives

The Town of Orangeville and Dufferin County encourages applicants to review the energy savings programs of the federal government, provincial government and utilities. Energy efficiency measures that are eligible under this residential retrofit program may also be eligible for rebates from other programs.

1.8. Quality Control

As a means of additional oversight to confirm that the funded improvements were completed, the POA will indicate that Dufferin County reserves the right to have a Dufferin County official or third-party contractor arrange with the property owner for an inspection. The property owner(s) is also responsible for keeping original copies of contractor invoices and photos of installed measures, especially for harder to verify measures like insulation, and be prepared to disclose this information to Dufferin County upon request.

1.9. Measurement and Verification

Pursuant to the POA, the property owner(s) must consent to providing Dufferin County with access to the property's utility usage data in order to monitor results and evaluate the Program's effectiveness for a period of five years after completion of the retrofit. Also, the property owner(s) agrees to participate in surveys and other follow-up activities to help Dufferin County and Clean Air Partnership evaluate the Program.

DRAFT



A community that grows together

Report To: Chair Taylor and Members of the Infrastructure and Environmental Services Committee

Meeting Date: February 27, 2025

Subject: BetterHomes Dufferin Update – February 2025

From: Scott Burns, Director of Public Works/County Engineer

Recommendation

THAT the report from the Director of Public Works/County Engineer, Report Public Works-2025-004, BetterHomes Dufferin Update – February 2025, dated February 27, 2025, be received.

Executive Summary

This report updates Council on progress in advancing the BetterHomes Dufferin program, highlighting its climate priorities, financial model, and implementation process. It emphasizes the importance of municipal collaboration and covers:

- **Program Description:** BetterHomes Dufferin is a residential energy retrofit program designed to support homeowners in making energy-efficient upgrades, reducing energy costs, and lowering greenhouse gas (GHG) emissions.
- **Financing Model:** The program is designed to use the Property-Assessed Clean Energy (PACE) model, leveraging the Local Improvement Charge (LIC) mechanism for accessible financing.
- **County's Role:** Dufferin County serves as the financial lead, securing funding through the Federation of Canadian Municipalities' (FCM) Green Municipal Fund (GMF) Community Efficiency Financing (CEF) program.
- **Local Municipal Collaboration:** Local municipalities must pass an LIC bylaw to enable resident participation. County staff will provide a bylaw template for consideration over the next month.

Background & Discussion

In March 2021, Dufferin County adopted the Dufferin Climate Action Plan, committing to a net-zero GHG emissions target by 2050 while enhancing climate resilience. A key priority within this plan is reducing residential energy consumption through deep energy retrofits and improved financing options.

To advance this priority, Dufferin partnered with seven of the eight local municipalities and the Clean Air Partnership—an environmental charity that helps Ontario municipalities achieve climate goals—to conduct a feasibility and program design study in 2022. The study revealed that many residents face higher-than-average energy costs, with five out of seven identified residential archetypes experiencing significant energy poverty. Additionally, 21% of residential GHG emissions come from homes relying on expensive heating sources, including furnace oil (14%) and propane (7%).

In 2024, the County submitted a funding application to FCM's Green Municipal Fund's (GMF) Community Efficiency Financing (CEF) program. This application was supported by letters from local municipalities, committing to passing an LIC bylaw should the application be successful. BetterHomes Dufferin offers a strategic opportunity to reduce both high energy costs and emissions through an accessible energy efficiency program delivered in collaboration with local municipalities and the Clean Air Partnership.

Program Overview

BetterHomes Dufferin is a residential energy retrofit program that helps homeowners implement energy-saving upgrades. It uses the Property-Assessed Clean Energy (PACE) model, leveraging the Local Improvement Charge (LIC) mechanism to offer accessible financing. Eligible upgrades include insulation, high-efficiency heating systems, windows, and renewable energy installations. Elements that increase resilience to climate impacts will also qualify under this program, including sump pumps, backflow valves, and basement waterproofing. Repayment is structured through property tax bills from local municipalities, ensuring a stable and low-risk approach for both participants and municipalities. Beyond contributing to County-wide GHG reduction targets, the program also:

- Lowers energy costs for residents
- Supports seniors in aging comfortably in place
- Stimulates local economic development
- Promotes equity by tailoring rebates and upgrades for low-income households

Affordability and Accessibility

A key advantage of BetterHomes Dufferin is its affordability. By eliminating upfront costs, the PACE model makes energy retrofits accessible to homeowners regardless of income. The LIC mechanism ensures repayment is tied to the property rather than the homeowner, allowing financial obligation transfer to new owners if a property is sold.

FCM has approved the BetterHomes Dufferin program in which homeowners can access loans of up to \$40,000 at a fixed interest rate of 2.5% for up to 20 years. Low-income residents will qualify for a 0% interest rate, reducing financial barriers for participation while addressing energy poverty. Retrofits can also be combined with other provincial and federal rebate programs for maximum savings.

To assist homeowners in navigating the program, the County will be working with the Clean Air Partnership to provide project management services and the Windfall Ecology Centre to provide energy coaching services. The Windfall Ecology Centre, an Ontario-based non-profit social enterprise with over 25 years of experience in sustainability programming, will offer personalized advice and expertise to help homeowners optimize a retrofit pathway paired with available rebates and incentives.

County's Role and Local Municipal Partnership

As the financial lead, the County has secured funding through the Federation of Canadian Municipalities' (FCM) Green Municipal Fund (GMF). However, for the program to proceed and be implemented, local municipalities must pass an LIC bylaw within their jurisdiction. Since the County does not directly collect property taxes, this municipal collaboration is essential. The County will manage the Community Energy Financing (CEF) reporting and consolidate CEF loan repayments to FCM. Over the next month, County staff will work closely with local municipal staff and councils, providing a bylaw template (see attached) for their consideration.

Next Steps

1. **Municipal Engagement:** Staff will engage with local municipalities to discuss program benefits and requirements.
2. **Bylaw Adoption:** Local municipal councils will be asked to pass the LIC bylaw, enabling homeowners to participate and the program to move forward.
3. **Administrative Design:** Once municipalities adopt the bylaw, County staff and the Clean Air Partnership will finalize the program's administrative processes, including stakeholder engagement, financial structuring, and the creation of online portals for application management.

4. **Project Launch:** With all elements in place, the program will launch homeowner outreach and application intake. The goal is to officially launch in January 2026, with the program running until 2029.

Updates will be provided as the project progresses.

Financial, Staffing, Legal, or IT Considerations

The total project value is \$11.25 million, with \$8.75 million in recoverable loans available to homeowners. FCM will provide \$7.5 million which includes \$5 million towards loans and \$2.5 million in a grant for administrative costs and incentives. The County will also contribute \$3.75 million towards the loans. The \$8.75 million will be recuperated over 20 years by the homeowner (see report [Financing the BetterHomes Dufferin Program, March 23, 2023](#)). It should be noted that this project has no impact on tax levy, but it will reduce available cash on hand. Cash management will become an important aspect of this project for the Finance team. Finance will monitor cash balances, pulling from investments if required to ensure sufficient cash is on hand for regular operations.

The BetterHomes Dufferin program requires collaboration between local municipal staff and County staff. While the detailed administrative process is still under development, the team is designing the program to minimize staff workload. The grant portion of the FCM funding can cover administrative costs where required, to prevent the burden of additional financial burden on municipalities.

In Support of Strategic Plan Priorities and Objectives

Climate & Environment – establish the County as a leader in Climate Action

Community - increase affordable and attainable housing options

Equity – align programs, services and infrastructure with changing community needs

Respectfully Submitted By:

Scott Burns, P.Eng, C.E.T.

Director of Public Works/County Engineer

Prepared by:
Sara MacRae
Manager of Climate & Energy

Attachment: Municipal LIC Bylaw for BHD - DRAFT

Reviewed by: Sonya Pritchard, Chief Administrative Officer



Report

Subject: 2025 Community Grants Allocations

Department: Corporate Services

Division: Finance

Report #: CPS-2025-049

Meeting Date: 2025-05-12

Recommendations

That report CPS-2025-049, 2025 Community Grants Allocations, be received; and

That Council approve distribution of 2025 Community Grant budgeted funds as recommended by Headwaters Communities in Action (HCIA) from the one-time community grants budget.

Overview

Headwaters Communities In Action (HCIA) has reviewed the 2025 community grant applicants and provided recommendations to Council for distribution of the \$58,000 available under the one-time grant stream budget.

Background

Each year, during the annual budget deliberations, Council considers a budget allocation for Community Grant Funding. Eligible organizations submit standard applications that provide details with respect to their organization's needs and the intended uses of requested funding.

On January 8, 2024, Council entered into an agreement with Headwaters Communities In Action (HCIA) to facilitate the Town's Community Grant Process. As set out in the agreement with HCIA, the Community Grant applications are reviewed by HCIA and an approved assessment team consisting of members of the community. HCIA then submits recommended funding allocations to Council for consideration. The agreement provides for to two (2) intakes per year (if required).

Through the 2025 operating budget, Council approved \$175,000 for the annual Community Grant program. As set out in Table 1.0 below, Council has previously committed \$117,000 for community organizations that require predictable, longer-term

funding which remains in place for the duration of this term of Council. This leaves \$58,000 of funding available for one-time grants to be allocated in 2025.

Table 1.0 – Summary of approved Multi-Year Grants

Organization Name	Approval Date	2025 Funding
Family Transition Place	Tentatively Approved	\$20,000
Orangeville & District Horticultural Society	June 5, 2023	\$2,000
Orangeville Food Bank	April 17, 2023	\$25,000
Optimist Club of Orangeville	May 15, 2023	\$5,000
Out of the Cold	November 27, 2023	\$30,000
Rotary Club of Orangeville	April 3, 2023	\$15,000
The Orangeville Blues & Jazz Festival	April 3, 2023	\$20,000
Total Requests		\$117,000

The applications received in 2025 were considered under the one-time grant stream for a total maximum funding of \$58,000 to be shared between eligible recipients.

Analysis/Current Situation

The application submission period was open from March 3 to March 31, 2025. During this time period, thirty-three (33) applications were received totalling \$267,259. After an in-depth review process, HCIA is recommending the allocation of the \$58,000 to the below organizations as outlined in Table 2.0. The attached report from HCIA details the application process, assessment process and an application profile of each applicant.

Applicant	\$ Requested	\$ Recommended
4th Orangeville Scouts	\$2,000	\$1,000
Art Hive Foundation	\$5,000	\$1,400
Bethell Hospice Foundation	\$7,500	\$2,600
Big Brothers Big Sisters of Dufferin & District	\$5,000	\$3,000
Caledon Meals on Wheels	\$6,500	\$3,250
Children's Foundation of Guelph & Wellington	\$5,000	\$2,500
Choices Shelter and Support Services	\$15,000	\$5,000
Community Living Dufferin	\$3,000	\$1,500
Dufferin Arts Council	\$2,000	\$0
Dufferin County OPP/Orangeville Fire	\$869	\$0
Dufferin Film Festival	\$8,000	\$4,000
Dufferin Parent Support Network	\$10,000	\$2,000
Engineers of Tomorrow	\$10,000	\$0
Fiddlehead Care Farm Inc	\$14,250	\$4,250

Friendship Gardens - Headwaters Health Care Centre	\$5,000	\$0
Lord Dufferin IODE	\$2,000	\$0
Montgomery Village Public School	\$10,000	\$1,000
Orangeville and District Horticultural Society	\$1,500	\$1,000
Orangeville and District Seniors Centre*	\$2,000	\$1,000
Orangeville Blues and Jazz*	\$10,000	\$4,000
Orangeville Community Band	\$2,000	\$1,000
Orangeville Headwaters Minor Baseball Association	\$10,000	\$0
Pine River Institute	\$2,500	\$0
Princess Elizabeth Public School (School Council)	\$5,000	\$1,000
Royal Canadian Legion Col. Fitzgerald Branch 233	\$1,500	\$600
Scientists in School	\$1,400	\$1,400
STEM Camp	\$5,000	\$2,800
Terry Fox Foundation	\$500	\$500
The Lighthouse	\$6,240	\$3,200
The Optimist Club of Orangeville*	\$10,000	\$5,000
Theatre Orangeville*	\$3,500	\$2,500
Twisters Gymnastics & Trampoline Club	\$80,000	\$0
Westminster United Church	\$15,000	\$2,500
Total Requests and Recommended	\$267,259	\$58,000

*Currently receive funds from multi-year grants or other Town support

It is recommended that Council approve the distribution of funding to the organizations as recommended by HCIA. Should Council approve the full distribution of funds, there will be no second intake for the program in 2025, as all available funds will be committed.

Corporate Implications

With approval of this report, the 2025 Community Grants budget of \$175,000 will be fully committed. Table 2.0 in this report summarizes the recommended distributions of the 2025 uncommitted funds of \$58,000.

Conclusion

HCIA is recommending that Council approve the distribution of the \$58,000 in one-time grant funds to the eligible applicants as indicated in this report. Upon Council approval, staff will distribute the funds as approved and will notify all applicants of the decision made on their application.

Strategic Alignment

Strategic Plan

Strategic Goal: Community Vitality

Objective: Vibrancy – Support Festivals, Events and welcoming neighbourhood activities

Sustainable Neighbourhood Action Plan

Theme: Social Well-being

Strategy: Build social networks that encourage well-being and celebrate the community

Notice Provisions

Not Applicable

Respectfully submitted,

Cheryl Braan, CPA, CMA
CFO/Treasurer, Corporate Services

Reviewed by:

Shane Fedy, CPA, CMA
Deputy Treasurer, Corporate Services

Prepared by:

Rebecca Medeiros, CPA, CA,
Supervisor, Financial Planning & Analysis, Corporate Services

Attachment(s): 1. Orangeville Community Grant Program Assessment Report 2025

REPORT TO

Treasurer, Town of Orangeville

To: Cheryl Braan, Treasurer, Town of Orangeville

From: Headwaters Communities In Action

Submitted: May 1, 2025

Meeting Date: For Orangeville Town Council meeting May 12, 2025

Subject: 2025 Orangeville Community Grants Program
Report of Recommendations

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III. Conclusion **25**

I. Executive Summary

A. Introduction and Background

Headwaters Communities In Action (HCIA) is a registered charity and community backbone organization that has served communities across Dufferin County and Caledon since its inception in 2004. The organization has a strong record of fostering action on priority issues, providing backbone support, facilitating community connections and multi-sector collaborations in support of a long term vision of community well-being.

The Orangeville Community Grants Program is designed to provide funding to assist with some of the many social, economic, and other benefits that not-for-profit and charitable organizations provide to the Orangeville Community.

In December 2023, Town of Orangeville Council contracted HCIA to support the Orangeville Community Grants Program, in a similar manner as it has done for the County of Dufferin's Community Grants Program since 2018. HCIA's role is to provide a comprehensive assessment of the applications, make recommendations for grants and amounts, and work with Town staff on improvements to the application form, process, timelines and assessment criteria. In addition, HCIA assisted with public information sessions and FAQs in advance of each grant round to give applicants the opportunity to ask questions and give feedback on the process. The goal is to ensure a smooth experience for applicants and optimal use of funds, while responding to the needs of the community and the organizations that serve Orangeville residents.

B. Processes

1. Application Process

Applications were accepted from February 1 to March 31, 2025.

In lieu of a live information session, for 2025 a list of Frequently Asked Questions was crafted from the content of the previous presentation, and posted on the grant program website. This resource gives an overview of criteria, scoring process and other considerations to help applicants prepare their applications.

Instructions on the Town website did not change and the application form was the same as previous years.

2. Assessment Process

Team Selection: A team of 2 HCIA Leadership Council (Board) members and 3 citizens were invited to form the HCIA Grant Assessment Team. There was consistency in the make-up of the assessment team compared to 2024, as well as people who were new to the team. Citizens

represented a breadth of experience in community issues (volunteering, healthcare, education, community work and business), various lived experience, and/or experience in assessing grant applications. In cases where there was any possibility of conflict, the committee member recused themselves from assessing or participating in the discussion for the specific application in conflict.

A list of team members and short bios can be made available at Council's request, for internal use only.

Governance: A Terms of Reference document was reviewed and a confidentiality clause initialled by all members to ensure that everyone was clear on their obligations and to ensure transparency while protecting confidentiality.

Grant process refinement: The team noted observations and made suggestions for the next grant cycle. These will be shared in a debrief with Town staff. For 2025 HCIA used a new software tool to score applications, which improved the experience for the assessment team and streamlined processes for assignments, score sets and reporting.

Review Process Steps:

1. The team conducted a kickoff meeting confirming the qualifying criteria, scoring, and pre-screening comments from the Town.
2. Each committee member assessed the applications individually to determine scores and allocate appropriate amounts within the provided guidelines.
3. A group assessment meeting was held to compare and calibrate scores, discuss as a group, and arrive at final recommendations.

3. Reporting Process

Report of recommendations: The Assessment Team's final recommendations are compiled into this report of recommendations, and submitted to the Treasurer, to be presented at the next Council meeting. Following Council's final decision, the approved grants are distributed and applicants notified by Town staff.

Recipient reports: After project completion, or prior to the next grant intake, grant recipients may be asked to publish or submit a simple report sharing the story of how the Community Grant benefited Orangeville residents. This will be decided and coordinated by Town staff. The report format used for the Dufferin County grants can be found on the HCIA website under Community Grants, and may provide a useful template.

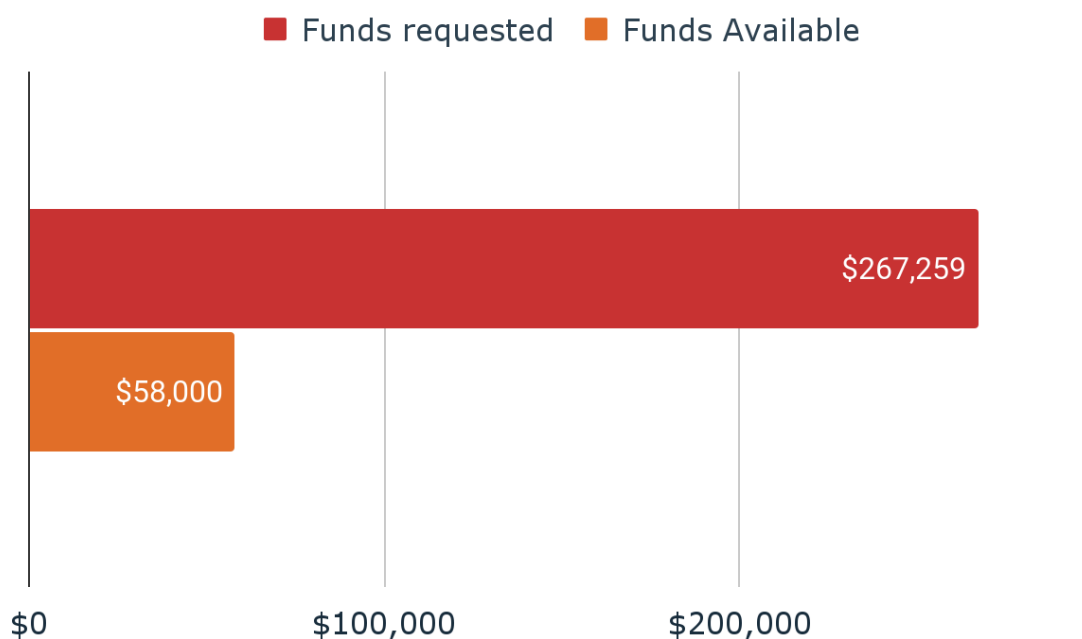
C. Project Summary Tables and Charts

The following tables and charts summarize the applications received and grant recommendations for 2025.

Summary Table 1 - Total Requests and Recommended Funds

Available funds	# Applications received	Total funds requested	# Grants recommended	Total funds recommended	Funds remaining
\$58,000	33 Total	\$267,259.16 4.6 x available funds	25 Total	\$58,000	\$0

Chart 1: Funds Requested vs. Available



Summary Table 2 - Recommended Grants

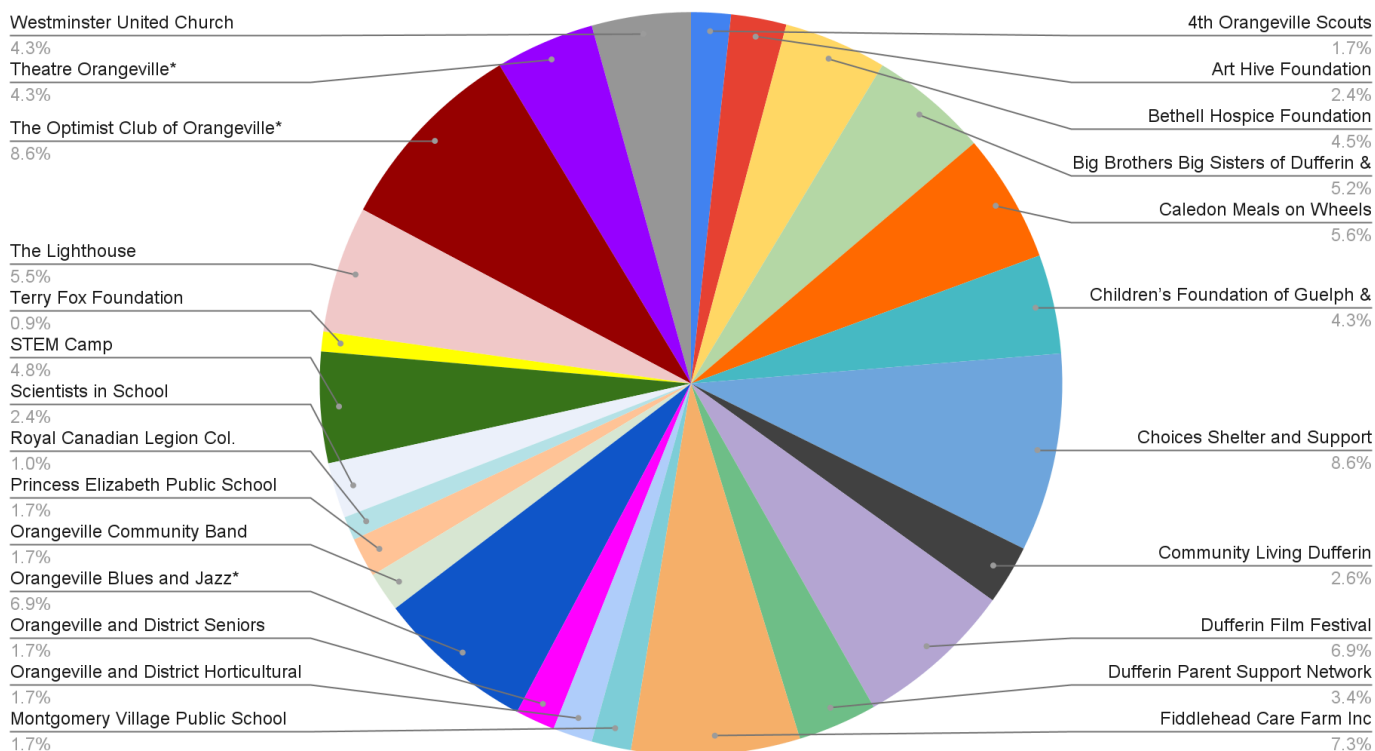
	Applicant	\$ Requested	\$ Recommended
1	4th Orangeville Scouts	\$2,000.00	\$1,000.00
2	Art Hive Foundation	\$5,000.00	\$1,400.00
3	Bethell Hospice Foundation	\$7,500.00	\$2,600.00
4	Big Brothers Big Sisters of Dufferin & District	\$5,000.00	\$3,000.00
5	Caledon Meals on Wheels	\$6,500.00	\$3,250.00
6	Children's Foundation of Guelph & Wellington	\$5,000.00	\$2,500.00
7	Choices Shelter and Support Services	\$15,000.00	\$5,000.00
8	Community Living Dufferin	\$3,000.00	\$1,500.00
9	Dufferin Arts Council	\$2,000.00	\$0.00
10	Dufferin County OPP/Orangeville Fire	\$869.16	\$0.00
11	Dufferin Film Festival	\$8,000.00	\$4,000.00
12	Dufferin Parent Support Network	\$10,000.00	\$2,000.00
13	Engineers of Tomorrow	\$10,000.00	\$0.00
14	Fiddlehead Care Farm Inc	\$14,250.00	\$4,250.00
15	Friendship Gardens - Headwaters Health Care Centre	\$5,000.00	\$0.00
16	Lord Dufferin IODE	\$2,000.00	\$0.00
17	Montgomery Village Public School	\$10,000.00	\$1,000.00
18	Orangeville and District Horticultural Society	\$1,500.00	\$1,000.00
19	Orangeville and District Seniors Centre*	\$2,000.00	\$1,000.00
20	Orangeville Blues and Jazz*	\$10,000.00	\$4,000.00
21	Orangeville Community Band	\$2,000.00	\$1,000.00
22	Orangeville Headwaters Minor Baseball Association	\$10,000.00	\$0.00
23	Pine River Institute	\$2,500.00	\$0.00

24	Princess Elizabeth Public School (School Council)	\$5,000.00	\$1,000.00
25	Royal Canadian Legion Col. Fitzgerald Branch 233	\$1,500.00	\$600.00
26	Scientists in School	\$1,400.00	\$1,400.00
27	STEM Camp	\$5,000.00	\$2,800.00
28	Terry Fox Foundation	\$500.00	\$500.00
29	The Lighthouse	\$6,240.00	\$3,200.00
30	The Optimist Club of Orangeville*	\$10,000.00	\$5,000.00
31	Theatre Orangeville*	\$3,500.00	\$2,500.00
32	Twisters	\$80,000.00	\$0.00
33	Westminster United Church	\$15,000.00	\$2,500.00
Total Requested and Recommended		\$267,259.16	\$58,000.00

*Currently receive funds from multi-year grants or other Town support.

Chart 2: Recommended Grants

Recommended Grants 2025



II. Grant Assessment Summary

The assessment process takes a holistic approach, giving consideration to several factors that collectively represent what we colloquially refer to as the “Head, Heart and Hands” scores.

Head: Are the eligibility criteria met? Does the proposal make sense? Is the budget reasonable? Is the organization credible and stable enough, while demonstrating financial need for the request?

Heart: Is the cause compelling and the community need clearly stated? Does the proposed activity clearly demonstrate benefit for the proposed target population?

Hands: Is the plan and timeline for completing the activities reasonable? Does the organization demonstrate that they have the capacity – staff, volunteers, partners, in-kind support – to carry out the plans and achieve the objectives as proposed?

All applications were assessed for their alignment to the stated Town of Orangeville strategic priorities and values. The Town has identified the following as its current strategic priorities and core values:

Strategic Priorities:

- Corporate Capacity
- Future Readiness
- Community Vitality
- Economic Resilience

Core Values:

- Professional
- Holistic
- Open
- Inclusive
- Empowering

Applications were scrutinized for completeness, accuracy in answering the questions and compliance with eligibility criteria. Other considerations included:

- **Competition:** This is a competitive process. Funding requests may be recommended in full, in part or declined, at the discretion of the assessment committee, with final decisions to be made by the Town Council. Recommendations were made after careful consideration of all factors as well as the overall mix of projects proposed and distribution of funds, making side-by-side comparison of applications on specific criteria impractical. **2025 requests exceeded available funds by 361%.** Put another way, requests were more than 4.6 times the funds available.

- **Partial or no funding:** When recommending partial or no funding, consideration was given to:
 - amount of competing requests
 - overall merits of the application; fit with criteria and priorities
 - organization, mandate and project objectives in alignment with priority areas
 - preference for organizations and programming located in Orangeville
 - uniqueness of the program for the population served
 - perceived or demonstrated need and impact for Orangeville
 - likelihood of availability of other funding sources; financial health of the organization
 - whether the applicant already receives funding, in-kind or other support from the Town, although this is not disqualifying
 - where possible, the partial amount was determined based on items listed in the budget that would contribute to project success
 - **Rationale:** the following categories were used to provide rationale for partial or no funding recommendations:
 - competing requests
 - eligibility concerns
 - merits of the application
 - need not demonstrated
 - benefit not demonstrated
 - budget not clear
 - plan not clear
 - If any applicant wishes to discuss the recommendations from the Assessment Team, they are invited to contact HCIA at action@headwaterscommunities.org
- **Improving applications:**
 - Information sessions held in advance of the intake, FAQs posted on the Town website, and having both HCIA and Town staff available to answer questions from prospective applicants individually are helpful in contributing to a higher quality of applications. It is recommended that these options remain open to all applicants in future.
 - The Assessment Team suggested an additional workshop to assist prospective applicants with more in-depth coaching on grant-writing, as opposed to the overview of the Community Grants Program and process.
 - Handwritten application forms are more difficult to process, and fillable PDFs can be cumbersome for applicants. In future the Town may wish to offer an online form. HCIA has experience with this and can provide guidance if needed.

Application Profiles

1. 4th Orangeville Scouts

Mission, purpose and objectives: Scouts Canada aims to develop well-rounded youth who are better prepared for success in the world.

How will the funds be used? The \$2000 grant will be used to subsidise the annual Kub Kar Rally, benefiting approximately 100+ youth from the 4th Orangeville Scouts group.

Requested Amount: \$2,000

Recommended Amount: \$1,000

Rationale: Competing requests.

2. Art Hive Foundation

Mission, purpose and objectives: The Orangeville Art Hive seeks to empower participants through creative expression and connection with their community. We believe in the strength that emerges when communities are able to gather and learn from one another. The Orangeville Art Hive consistently seeks opportunities to connect community members of all ages and backgrounds and provide a safer space to build relationships through collective art making.

How will the funds be used? We are hoping to hire an art therapist to assist in facilitating our weekly Art Hive programme, as well as using these funds to provide art materials for the community to use.

Requested Amount: \$5,000

Recommended Amount: \$1,400

Rationale: Competing requests.

3. Bethell Hospice Foundation

Mission, purpose and objectives: Bethell Hospice Foundation exists to raise funds to ensure the ongoing operation of Bethell Hospice in our community. Government funding through the Ontario Ministry of Health covers direct care medical staffing costs at Bethell Hospice. Every other cost is funded from donations. To keep the doors of Bethell Hospice open and all programs and services available at no cost to residents, community clients and their families, Bethell Hospice Foundation must raise at least 1.8 million each year.

How will the funds be used? As the sole provider of hospice palliative care in Dufferin County, as of late 2024, Bethell Hospice transitioned existing Dufferin County hospice palliative care clients to our organization. In 2025, we're amplifying our efforts to engage, educate and encourage residents in this area, through targeted local promotion and advertising sources. This will include, but is not limited to, media-buy through local businesses like The Orangeville Citizen, Our Routes, In the Hills and FM 101 Orangeville.

Requested Amount: \$7,500
Recommended Amount: \$2,600

Rationale: Competing requests. Merits of the application. Benefit not clear. (of this advertising and impact on Orangeville; the organization and its services are valued)

Notes from the Assessment Team: Would like to see the number of Orangeville residents served.

4. Big Brothers Big Sisters of Dufferin & District

Mission, purpose and objectives: Our mission is to enable life-changing mentoring relationships to ignite the power and potential of young people in Dufferin County. Our objective is to match children facing adversity with caring adult mentors who provide support and guidance.

How will the funds be used? The funds will support our Big Bunch program, which offers positive monthly group activities and nutritious meals to children awaiting a Big Brother or Big Sister, as well as those already matched with a mentor. The program fosters meaningful social connections among the children and adult volunteers, promoting a sense of community and belonging. Our primary goals are to enhance social skills, encourage physical activity, and create opportunities for outdoor experiences—all of which contribute to supporting the children's mental health and well-being. Some examples of our outings include a day of swimming, hiking, and canoeing at Rockwood Conservation Area, a fun "make-your-own pizza" and games night, a hike and picnic at Monora Park, and our Year-End Holiday Party.

Requested Amount: \$5,000**Recommended Amount:** \$3,000

Rationale: Competing requests.

5. Caledon Meals On Wheels

Mission, purpose and objectives: Caledon Meals on Wheels is a community focused organisation dedicated to providing nutritious meals and support services to individuals unable to prepare or obtain meals for themselves. We focus on serving seniors, individuals with disabilities, and other vulnerable members of the community who may be homebound or have difficulty accessing food.

How will the funds be used? Caledon Meals on Wheels provides hot meals to clients living in Orangeville three days a week. Our hot meals are made from scratch by our chefs and delivered to clients by our volunteers. This grant will be used to assist us in purchasing fresh food for our meal service. All meals provide not only a hot meal but help to reduce isolation for many clients.

Requested Amount: \$6,500**Recommended Amount:** \$3,250

Rationale: Competing requests.

6. Children's Foundation of Guelph & Wellington

Mission, purpose and objectives: Children's Foundation is committed to ensuring every child and youth can thrive. Our Keep Kids Fed at School and Keep Kids Fed at Home programs provide nutritious meals at school and food support on weekends and during school breaks, ensuring no child goes hungry. We also fund mental health services, tutoring, and recreational activities, helping children build confidence and reach their full potential. Our holiday support program provides gifts and grocery gift cards to families in need. By reducing barriers and fostering connections, we create opportunities for all children to grow, learn, and succeed.

How will the funds be used? Funds for the Keep Kids Fed At School programme are used directly to purchase nutritious food for school nutrition programmes across Orangeville. We prioritise healthy, high quality food options to ensure students receive balanced meals that help them focus and thrive in the classroom. Funding is allocated to: fresh fruits and vegetables, protein rich food, whole grains, dairy and dairy alternatives and nut-free and allergy safe options.

Requested Amount: \$5,000

Recommended Amount: \$2,500

Rationale: Competing requests.

7. Choices Shelter and Support Services

Mission, purpose and objectives: Our mission is to provide a safe and supportive resource within the Dufferin community that offers youth aged 16 to 24 years old and men 25+ years experiencing homelessness a path to a brighter future. Choices helps support their transition to a more productive and promising future.

How will the funds be used? The funds will be used to continue operations at the men's shelter. Currently, Choices Men's Shelter only has about 65% of operations funded, leaving us to fundraise at least 35%. Funding plans and fee for service contracts are starting but 2025/2026 will remain a year of uncertainty. This funding will make a big impact on our ability to continue to offer service until plans come to fruition.

Requested Amount: \$15,000

Recommended Amount: \$5,000

Rationale: Competing requests.

Notes from the Assessment Team: The need is clear; the impact /sufficiency of this funding is unclear, but worth supporting.

8. Community Living Dufferin

Mission, purpose and objectives: **Mission:** We are committed to creating an inclusive community where all individuals are accepted, valued for their uniqueness, and treated equitably. Our mission is to enable people with intellectual disabilities to achieve their fullest potential by providing a range of supportive services, advocacy, and opportunities that foster independence, social inclusion, and personal growth. Our purpose is to break down barriers that limit individuals with intellectual disabilities from accessing education, employment, community participation, and essential services.

How will the funds be used? This grant will be used directly for our Transportation Program as a vital component for individuals supported by Community Living Dufferin, as it directly impacts their ability to access essential services, maintain social connections, and participate in community activities. For many individuals with developmental disabilities, reliable transportation ensures they can attend medical appointments, educational programs, employment opportunities, and recreational activities, fostering independence and improving their quality of life. Raising funds for vehicles is crucial to ensure individuals have the mobility they need to live full, active lives, and contribute to building a more inclusive, supportive community.

Requested Amount: \$3,000

Recommended Amount: \$1,500

Rationale: Merits of the application.

Notes from the Assessment Team: Lack of detail in budget for how the funds would be used specifically.

9. Dufferin Arts Council

Mission, purpose and objectives: The mission of the Dufferin Arts Council is to enrich the community by actively supporting the arts and artists through communications, resources for learning, cultural programs and partnerships thereby strengthening the arts through leadership, education, advocacy and promotion.

How will the funds be used? Building on last year's successful launch of our new website, DAC aims to extend further benefits to the arts community by building a resource section that provides artists and art organizations with a central point to locate a number of resources, benefits, and information that would support their business, growth or capacity.

Requested Amount: \$2,000

Recommended Amount: \$0

Rationale: Competing requests. Merits of the application. Benefit not clear.

Notes from the Assessment Team: Specific benefit to Orangeville residents not clear.

10. Dufferin County OPP/Orangeville Fire

Mission, purpose and objectives: Our mission is to donate as much money as possible to the Orangeville Food Bank and Dufferin Child and Family Services [through funds raised from the charity hockey game].

How will the funds be used? The funds will be used to pay off the booking of ice time at Alder Arena for a charity hockey game.

Requested Amount: \$869.16

Recommended Amount: \$0

Rationale: Eligibility concern.

Notes from the Assessment Team: Applicant was determined ineligible in 2024: is not a not-for-profit, charity or youth organization, nor partnered with one; past event expense reimbursement.

11. Dufferin Film Festival

Mission, purpose and objectives: The Dufferin Film Festival celebrates independent storytelling by providing a platform for filmmakers while enriching Orangeville's cultural and creative landscape. Through screenings, workshops, and networking events, the festival fosters community engagement, supports local artists, and attracts visitors, boosting the local economy. It aligns with Orangeville's cultural and economic development goals by offering accessible arts programming and educational opportunities. Committed to sustainability, the festival seeks diverse funding sources to ensure continued impact and growth.

How will the funds be used? These funds will be used toward supporting the base needs to execute the event which includes rental of a projection system and audio-visual support for the Orangeville Opera House. This rental is the most expensive and absolutely necessary component of the festival. The films being displayed need a high-quality projection system and more sound support than is currently in the Opera House. Without this, we would be unable to run the festival as the screening is the key component.

Requested Amount: \$8,000

Recommended Amount: \$4,000

Rationale: Competing requests.

12. Dufferin Parent Support Network

Mission, purpose and objectives: The Parent Support Network's mission is to encourage, educate and support parents of school-aged children by providing opportunities to build positive parenting skills and healthy community connections. We believe that families and children are the critical building blocks of any community, and when we strengthen the well-being of parents, we help create more resilient and thriving communities.

How will the funds be used? The Parent Support Network is requesting \$10,000 to help continue our work of providing 28+ free parenting workshops annually, which benefit nearly 600 parents, caregivers and professionals in Orangeville and the surrounding area.

Requested Amount: \$10,000

Recommended Amount: \$2,000

Rationale: Competing requests.

Notes from the Assessment Team: Recommended amount in line with 2024 support.

13. Engineers of Tomorrow

Mission, purpose and objectives: Our mission is to inspire future engineers by highlighting engineering's role in driving societal change. We bridge the gap between theoretical STEM education and real-world applications, focusing on accessibility for underrepresented and marginalized students. We provide hands-on learning opportunities, mentorship programs, and targeted initiatives to promote diversity while building partnerships between schools, professionals, and communities.

How will the funds be used? Funding will expand free STEM programs in Orangeville and rural communities by recruiting engineer volunteers and developing hands-on projects like the Future City Experience. This initiative will engage 100 students, particularly girls and marginalized youth, in designing cities of the future. The investment aims to inspire future engineers through mentorship and career exploration.

Requested Amount: \$10,000

Recommended Amount: \$0

Rationale: Merits of the application. Benefit not clear. Budget not clear.

Notes from the Assessment Team: Benefit to Orangeville not clear vs. national; local resource is in Guelph. Budget lacks detail on how funds will be spent.

14. Fiddlehead Care Farm Inc.

Mission, purpose and objectives: Fiddlehead Care Farm (FCF) is a non-profit Care Farm in Dufferin County. FCF's mission is to provide clinical and therapeutic services to children, young adults and their families through animal-assisted Care Farming. Our vision is: Healthier families through care farming.

How will the funds be used? Fiddlehead Care Farm will provide mental health support to children, youth and their families from the Orangeville area using animal-assisted therapy (AAT) and nature-based interventions. The care farming model is an innovative and effective way to support families and teach coping skills to children and youth. The Community Grant would allow us to offer these one-on-one counselling services at a rate of \$150 per one hour session in the unique care farming environment. This is a significantly reduced rate compared to other counselling services in the area.

Requested Amount: \$14,250

Recommended Amount: \$4,250

Rationale: Competing requests.

Notes from the Assessment Team: Not located in Orangeville. States % of clients from Orangeville but not a number to assess reach. Need is clear.

15. Friendship Gardens - Headwaters Health Care Centre

Mission, purpose and objectives: Our mission is to build and maintain the 20 gardens and hundreds of saplings and trees for the enjoyment of patients, staff, and families, and to help enrich the community with carefully selected pollinator plants and trees.

How will the funds be used? The funds will be used to hire an expert to dig, remove, and eradicate invasive Phragmites that is in our stormwater management pond and is now growing up the hillside beside Highway 10. Our water flows north towards the flag pole where the Credit River originates, so this project will help to prevent further spread of the invasive plant.

Requested Amount: \$5,000

Recommended Amount: \$0

Rationale: Merits of the application. Budget not clear. Availability of alternates (e.g. CVC).

Notes from the Assessment Team: Budget lacks a detailed breakdown. Impact of partial funding uncertain among many competing requests.

16. Lord Dufferin IODE

Mission, purpose and objectives: The mission of the IODE Lord Dufferin Chapter is dedicated to enhancing the quality of life for individuals through education support, community service, and citizenship programs. Our purpose is to promote education of all kinds, and particularly the study of history. The objectives of our chapter are to continue our longstanding support of those in our community who are in need through our donations to Headwaters Hospital Foundation, Food Bank Orangeville, the Town of Orangeville Library, and Salvation Army Orangeville as well as providing bursaries to Orangeville schools for Grade 8, 10 and 12 students.

How will the funds be used? We are requesting these funds to support our school bursary program, which provides funds to students in grade 8, 10 and 12; and to expand our outreach by supporting Orangeville school nutrition programs.

Requested Amount: \$2,000

Recommended Amount: \$0

Rationale: Merits of the application. Eligibility concern.

Notes from the Assessment Team: Flow through funds (bursaries and school nutrition programs run by others).

17. Montgomery Village Public School

Mission, purpose and objectives: Our mission is to provide physical and mental enrichment to the youth of Montgomery Village Public School and the community by providing a playground for school use (and summer use for locals).

How will the funds be used? The funds will be used for a Grade 2 to 8 playground.

Requested Amount: \$10,000

Recommended Amount: \$1,000

Rationale: Competing requests.

Notes from the Assessment Team: Quality plan. School boards do not supply playground equipment. Small show of support in line with past school yard equipment contributions.

18. Orangeville and District Horticultural Society

Mission, purpose and objectives: We are a member of District 7 under the Ontario Horticultural Association. Our mission is to share the knowledge and love of horticulture with all. Our motto is "Gardens are for sharing".

How will the funds be used? The funds will be used towards our community outreach programme, "The Opportunity Garden". This project is a joint collaboration between Am Braigh Farms and Branching Out Support Services. We teach neurodivergent adults how to grow pea shoots and in turn, when harvested, the pea shoots are bagged and donated to the Orangeville Food Bank.

Requested Amount: \$2,000

Recommended Amount: \$1,000

Rationale: Merits of the application.

Notes from the Assessment Team: Need established and good impact for small investment. Budget lacked detail on what funds would be used for specifically.

19. Orangeville and District Seniors Centre

Mission, purpose and objectives: The Orangeville Seniors Centre provides opportunities for social interaction amongst older adults. To introduce and promote a varied programme for recreation, education and culture. To foster the development of skills and knowledge of seniors in the town and district and reduce social isolation.

How will the funds be used? The funds will be used to offer a social event for seniors at the centre, featuring local and regional talent that they enjoy. Taxi credits would be provided to those needing a way to get to the event (limit funds).

Requested Amount: \$2,000

Recommended Amount: \$1,000

Rationale: Competing requests.

Notes from the Assessment Team: Benefit is clear. Group is good at doing events at low cost benefitting a large number of people.

20. Orangeville Blues and Jazz Festival

Mission, purpose and objectives: The Festival's mission, purpose and objectives is to promote an appreciation of blues and jazz music by producing an annual major community-based music festival and related events with a strong focus on promoting local artists and ensuring accessibility for the entire community.

How will the funds be used? The funds will be used to fund a portion of the operating and production costs for the 2025 Festival taking place in Downtown Orangeville from May 30 - June 1, 2025.

Requested Amount: \$10,000

Recommended Amount: \$4,000

Rationale: Competing requests.

Notes from the Assessment Team: Already receive support from the town. Benefit of the event to the town is well established. Application is not for specific items.

21. Orangeville Community Band

Mission, purpose and objectives: With a strong sense of community and an absolute commitment to music, the Orangeville Community Band embarks on a journey of teaching and performing music suitable for all ages. We are committed to reaching all age groups, welcoming a diverse audience, and including all in our band.

How will the funds be used? The funds will be used to help with payment of two band directors who job-share. It will also be used to assist with the cost of storage of the band's music.

Requested Amount: \$2,000

Recommended Amount: \$1,000

Rationale: Competing requests.

Notes from the Assessment Team: Need established. Youth involved.

22. Orangeville Headwaters Minor Baseball Association

Mission, purpose and objectives: Orangeville Headwaters Minor Baseball Association is dedicated to advancing the cause of baseball in the area. Our mission is to foster sportsmanship, ensure a safe playing environment, and safeguard the interests of all players.

How will the funds be used? The funds will be used to cover startup costs for our two new programmes, challenger baseball and a girls softball league. It will cover the cost of equipment and field upgrades.

Requested Amount: \$10,000

Recommended Amount: \$0

Rationale: Merits of the application.

Notes from the Assessment Team: Idea is good but plan for program lacks detail. Impact of partial funding unlikely.

23. Pine River Institute

Mission, purpose and objectives: Pine River Institute helps adolescents struggling with addictive behaviours and other mental health issues to reclaim their lives, their families, and their futures. We provide high-quality, family-centered live-in youth treatment, research, and education. The program includes an outdoor leadership experience and live-in treatment for youth aged 13-19, working with their parents/caregivers. Our main campus is in Hornings Mills, north of Orangeville. We offer ongoing support following graduation through an Aftercare program. Pine River also provides education and training across Ontario in the family model of youth treatment, to school boards, hospitals, community organizations, reaching more than 10,000 over the past three years. Pine River is the only program of its kind in Canada providing a holistic treatment program that includes families.

How will the funds be used? This grant will support student-led environmental initiatives on the Pine River campus. Students are keen to refurbish the existing greenhouse, which is in need of repair. A stable and functioning greenhouse will allow them to generate productive soil, to plant seeds and render seedlings, which will then be planted in the Butterfly Way, an area of planting that will attract butterflies, and in vegetable and flower gardens around campus to attract butterflies, songbirds and bees. The students harvest vegetables throughout the growing season which are prepared in the Pine River kitchen for meals for students and staff. The grant will also allow for the purchase of seeds, topsoil, tools, planters, lumber and hardware for the project. The green house, gardens, Butterfly Way and other outdoor activities are central to the students'

learning and healing work at Pine River.

Requested Amount: \$2,500

Recommended Amount: \$0

Rationale: Competing requests. Eligibility concern.

Notes from the Assessment Team: Generally good proposal and great program. Not located in Orangeville and benefit to Orangeville residents not established (no stats provided on number of Orangeville residents/families).

24. Princess Elizabeth Public School

Mission, purpose and objectives: The Princess Elizabeth Public School Mission Statement is: *Positive Environment for students, staff and community; *Equality of expectations and opportunity for success; *Participation as we strive toward our personal best in scholarship and citizenship; * Sense of ownership with pride and respect in self, school and community." The School Council mission is to provide a collaborative forum among parents, caregivers, guardians, and staff, to build and foster the spirit of community and nurture an environment of open communication to support the guiding principles of the school.

How will the funds be used? We are requesting funding for the replacement of the Kindergarten playground, a vital community resource that serves both the school and local families. The current playground, installed nearly 15 years ago, is nearing the end of its lifespan and will need to be removed once deemed unsafe in the next 2-3 years. A survey of our school community showed overwhelming support for a new playground, highlighting the importance of a safe space for children's physical development. The estimated cost for the new playground is approx. \$60,000, and we have been raising funds since 2022. The playground will provide a safe, age-appropriate environment for students and the children in the community.

Requested Amount: \$5,000

Recommended Amount: \$1,000

Rationale: Competing requests.

Notes from the Assessment Team: School boards do not supply playground equipment. Small show of support in line with past school yard equipment contributions.

25. Royal Canadian Legion Branch 233

Mission, purpose and objectives: The Legion is a democratic, non-partisan, member based organization. We endeavour to make a difference in the lives of Veterans, including Military and RCMP members and their families. We strive to support our community and our Country. Always remember the men and women who made the ultimate sacrifice for our Country.

How will the funds be used? To offset operational cost for entertainment, and administrative cost for licensing.

Requested Amount: \$1,500

Recommended Amount: \$600

Rationale: Competing requests.

Notes from the Assessment Team: Music shows benefit the community. Valuable service.

26. Scientists In School

Mission, purpose and objectives: Our Mission is to ignite scientific curiosity in children so that they question intelligently; learn through discovery; connect scientific knowledge to their world; are excited about STEM; and have their interest in careers in those fields piqued. We do this through three program streams: Classroom workshops, supporting and supplementing the elementary science curricula with hands-on learning activities; Community workshops, partnering with youth groups to bring age-appropriate investigative activities to their participants, and; Family Science Program, bringing the school community together to conduct experiments as a family and share STEM learning experiences

How will the funds be used? This grant will allow us to provide four interactive STEM community workshops (\$1,260) to over 80 children who attend community groups such as libraries, Big Brothers Big Sisters, summer camps and more in Orangeville, plus \$140 to support the hours of outreach that is required to place and coordinate these workshops.

Requested Amount: \$1,400

Recommended Amount: \$1,400

Rationale: n/a

Notes from the Assessment Team: Plans in Orangeville established; statistics provided. Good value, free sessions. Budget reasonable.

27. STEM Camp

Mission, purpose and objectives: STEM Camp is a Canadian non-profit organization dedicated to inspiring youth in the fields of Science, Technology, Engineering, and Mathematics through summer camps. Our mission is to help address future labour shortages in these fields. We believe that every child, regardless of their background, has the potential to become the next professional or entrepreneur in a STEM career. By nurturing their curiosity and skills at a young age, we hope that as they grow older, these children will choose to pursue local career opportunities, contributing to their communities rather than seeking work in larger city centers. Our responsibility is to create spaces where these children can explore their potential and develop the confidence to pursue STEM careers in their own communities.

How will the funds be used? The funding will be used to send underprivileged children to camp. STEM Camp is a federally registered non-profit summer camp that has been providing services across Ontario since 2014. The camp is designed to inspire children in the fields of Science, Technology, Engineering, and Mathematics (STEM) and motivate them to pursue these areas of study, helping to address the labor shortage in STEM fields. STEM Camp will utilize the funds to send children from marginalized families who need financial assistance or face racial or gender-based barriers to camp.

Requested Amount: \$5,000

Recommended Amount: \$2,800

Rationale: Competing requests.

Notes from the Assessment Team: Budget is for incremental support for additional students to participate locally. Life-changing experiences for kids.

28. Terry Fox Foundation

Mission, purpose and objectives: Driven by Terry Fox' courage and determination, we collaborate with and inspire people around the world to support and fundraise for bold, extraordinary research to end cancer. Our vision is to bring people together to realise Terry Fox's dream of a world without cancer.

How will the funds be used? Funds will be used to pay the fee for our run site at Island Lake conservation area, as well as providing post run refreshments for participants.

Requested Amount: \$500

Recommended Amount: \$500

Rationale: n/a

Notes from the Assessment Team: Small amount to support a local site in Orangeville for a high profile event. Otherwise community benefit is less strong.

29. The Lighthouse

Mission, purpose and objectives: We are dedicated to addressing the challenges of homelessness and food insecurity.

How will the funds be used? These funds will provide one meal per day for two individuals for one year.

Requested Amount: \$6,240

Recommended Amount: \$3,200

Rationale: Competing requests.

Notes from the Assessment Team: Strong local benefit, good program, no barriers, all ages. Concern about viability, large shortfall, other fundraising.

30. The Optimist Club

Mission, purpose and objectives: Our mission is to "bring out the best in kids". We organise and participate in hands-on interactive projects for our young people. We are a non-profit service club dedicated to enriching the lives of children in our community.

How will the funds be used? The year 2025 will be our 33rd year of hosting *Christmas in the Park*. Funding will be used to purchase replacement and additional lighting, build additional displays and repair existing displays. Funds will also be put towards permanent additions to the park itself to expand the drystone art structure by Eric Landman with an additional permanent lighting display.

Requested Amount: \$10,000

Recommended Amount: \$5,000

Rationale: Competing requests.

Notes from the Assessment Team: Already receives support from the town. Benefit to Orangeville established. This incremental amount brings support in line with prior years.

31. Theatre Orangeville

Mission, purpose and objectives: Theatre Orangeville is a not-for-profit theatre organization that brings the magic of live professional theatre to the Town of Orangeville and Dufferin County. Our artistic vision guides every aspect of our company and through our commitment to enrich the community with a theatre experience, that showcases the development of new Canadian works, created by Canadian playwrights and performed by Canadian actors; to provide youth unique mentoring opportunities to transform their lives through the performing arts; to provide creative opportunities that grow the cultural experience through community partnerships; and to nurture diversity, promote acceptance and celebrate all abilities. Every year, Theatre Orangeville welcomes school-aged children, K to Grade 12, from Orangeville and throughout Dufferin County to attend the theatre where productions are designated as appropriate for either primary, junior, intermediate, or secondary levels.

How will the funds be used? Theatre Orangeville believes all youth deserve the chance to access the positive impact that Performing Arts can have in transforming their lives. Every season we offer our youth the opportunity to learn, engage and find connections. Our summer KidsFEST is one such opportunity. To ensure financial accessibility for all, we offer tickets at \$5 per person, and children two and under free of charge. To accomplish this, funding through the Community Grant would be used to help cover a portion of KidsFEST artists fees enabling us to offer the low event ticket price.

Requested Amount: \$3,500

Recommended Amount: \$2,500

Rationale: Competing requests. Availability of alternates.

Notes from the Assessment Team: Strong proposal, great program. Already receive support from the town.

32. Twisters

Mission, purpose and objectives: Twisters Gymnastics and Trampoline Club's mission is to develop athletes in the sport of gymnastics in a manner that encourages each athlete to reach their full potential in a safe, healthy, and positive environment. We build strong kids, strong families, and strong communities in spirit, mind and body.

How will the funds be used? The funds will be used to update and replace outdated and malfunctioning equipment, enabling us to continue providing a safe and nurturing environment while maintaining a competitive edge for our athletes. We are currently using the original gymnastics floor, which needs to be replaced if we are to continue developing high level athletes and hosting elite level gymnastics competitions that attract athletes from across Ontario.

Requested Amount: \$80,000
Recommended Amount: \$0**Rationale:** Competing requests. Impact of partial funding. Availability of alternates.**Notes from the Assessment Team:** Good program and benefit to Orangeville. Impact of a partial amount on this requirement is unlikely. Alternative funding sources may be better suited for this large project.

33. Westminster United Church

Mission, purpose and objectives: “Nurturing mind, body, and soul in the community” – Westminster is a leader in spiritual wellness in the Orangeville community. We aim to nurture the mind, body and soul through compassion, inclusivity, and togetherness. Westminster provides many programs that focus on social justice and community outreach. We are known as a place with an inspiring message, remarkable music, generosity and compassion. Many community groups meet at Westminster. It is a 7 day a week activity hub. The Westminster “Kitchen Table” program seeks to provide food and connection and food security skills. Sharing food helps people learn to be hospitable, to welcome and to care for each other. This is the central idea of “The Kitchen Table” program and each component piece continues to grow and deepen as relationships develop, needs change, and resources expand.

How will the funds be used? Westminster has started a movement of addressing climate change, food insecurity, and the loneliness epidemic in our community through a massive garden transformation project. Westminster is requesting \$15,000 to install a permanent outdoor green wall to address climate change and food insecurity. We will offer workshops on green walls and how they can reduce a building’s carbon footprint and how to grow food vertically. Westminster will also offer fresh food grown on the green wall to the community through grazing and through our emergency food cupboard, as well as offer produce to the Food Bank.

Requested Amount: \$15,000**Recommended Amount:** \$2,500**Rationale:** Competing requests. Merits of the application. Impact of partial funding.**Notes from the Assessment Team:** Interesting idea among many innovative programs. No estimate of reach or number of residents who may be impacted, although regular traffic to the location is established. Alternate funding sources may be available for this type project.

III. Conclusion

The 2025 Orangeville Community Grants Program brought a number of quality applications and a variety of good projects and programs that were well aligned with the Town of Orangeville's priority areas. Our Assessment Team of community members represented a mix of backgrounds and experiences, making for valuable dialog and well-calibrated scoring results. The Assessment Team feels confident that their recommendations include a good balance of project types, causes and priority areas, and that all will be of benefit to Orangeville in various important ways. All recommended recipients are providing vital services to the community, and if it were possible to recommend them all to their full requirement, the Assessment Team would certainly be eager to do so. Even those that were not recommended for funding had some merit and general support from the group, and may have only been declined due to limited available funds and comparative quality of other applications. We wish all the successful recipients well in carrying out their activities and look forward to hearing about their successes and the impact of their grants.

On behalf of the Assessment Team and the Leadership Council of HCIA, we would like to thank the Council of the Town of Orangeville for entrusting this important task to us. We also thank Town staff for their guidance and partnership in setting this process up for success. We look forward to the next steps of watching the impact of this valuable work in our communities.

Yours in Community,



Jennifer Payne
Executive Director
Headwaters Communities In Action
jennifer@headwaterscommunities.org



Report

Subject: New Roads Related Policies and Update of Existing Policies

Department: Infrastructure Services

Division: Public Works

Report #: INS-2025-008

Meeting Date: 2025-05-12

Recommendations

That report INS-2025-008, New Roads Related Policies and Update of Existing Policies, be received; and

That the Roads and Parking Lots Snow Clearing Policy approved by Council on November 3, 2008, be repealed; and

That the Municipal Roadway and Parking Lot Snow Clearing Policy attached to report INS-2025-008, be approved; and

That the Sidewalk Snow Clearing Policy approved by Council on October 17, 2016, be repealed; and

That the Sidewalk Snow Clearing Policy attached to report INS-2025-008, be approved; and

That the Sidewalk Maintenance Policy attached to report INS-2025-008, be approved.

Overview

Staff have revised the existing Municipal Roadway and Parking Lot Snow Clearing Policy and Sidewalk Snow Clearing Policy as well as created a new policy for Sidewalk Maintenance.

Updates to existing policies were minor in nature as O. Reg. 239/02 Minimum Maintenance Standards for Municipal Highways sets out most time requirements for snow clearing, the updates involved removing positions for the Town that no longer exist and replacing with existing positions, as well as aligning the policy with the service currently being provided.

The new policy is critical to outlining how maintenance needs are identified, addressed and repaired to conform with Ontario Provincial Standard Specifications.

Background

The three policies are guidelines to how we determine and perform work in the Town of Orangeville.

The original Roads and Parking Lots Snow Clearing Policy set out the level of service for winter control operations for municipal roads and parking lots and was first approved on November 3, 2008, and last updated on February 8, 2010.

The original Sidewalk Snow Clearing Policy set out the level of service for winter control operations for municipal sidewalks and was first approved on October 17, 2016, with no updates since.

Analysis/Current Situation

Municipal Roadway and Parking Lot Snow Clearing Policy – Updated Policy

Policy Overview:

This policy provides guidelines for Public Works staff on winter control operations, including snow plowing, salting, and sanding, and outlines the level of service for different types of roads and parking lots. It also offers flexibility for the Manager, Public Works to adjust operations based on weather conditions and storm severity. Key priorities include clearing arterial roads first, followed by municipal parking lots, and then local roads. The policy addresses snow removal procedures, staffing, equipment use, and responses to significant weather events, while allowing discretion in handling more extreme weather conditions. The Town will ensure compliance with all regulatory requirements and aim to balance efficient service with public safety.

Policy Updates:

The newly updated policy allows for flexibility, at the discretion of Manager, Public Works to be able to adapt to operational needs. The previous policy laid out firm timeframes, deadlines, and did not allow for snowbank removal on Sundays. Restrictions were also laid out around timing, depth requirements prior to snow removal, and named specific streets for examples to be cleared in a priority order. This newly updated policy allows for more flexibility while ensuring the Town stays in compliance with the minimum maintenance standards laid out in Ontario Regulation 239/02. The new policy states that snowbank removal operations after March 1st will be prioritized on clearing snow from stormwater management infrastructure and may be suspended if anticipating snow melt due to weather.

Sidewalk Snow Clearing Policy – Updated Policy

Policy Overview:

This policy establishes guidelines for Public Works staff regarding winter control operations, including snow removal and salting. The policy prioritizes sidewalk snow clearing based on factors such as proximity to schools, commercial areas, and arterial roads. Sidewalk snow removal operations are typically completed within 24 hours after a storm event ends. The policy allows flexibility for abnormal weather events and includes provisions for handling sidewalk obstructions, safety concerns, and emergencies. It also emphasizes compliance with Ontario Regulation 239/02, Ontario Minimum Maintenance Standards for Municipal Highways and outlines how complaints and damages will be addressed by the Town.

Policy Updates:

The newly updated policy allows for flexibility, at the discretion of Manager, Public Works to be able to adapt to operational needs. The updated policy sets out clear levels of service and provides clearer guidelines to handling both parking issues, sidewalk obstructions, and health and safety concerns. This newly updated policy allows for more flexibility while ensuring the Town stays in compliance with the minimum maintenance standards laid out in Ontario Regulation 239/02.

Sidewalk Maintenance Policy – New Policy**Policy Overview:**

This policy outlines the Town of Orangeville's approach to sidewalk maintenance, ensuring a consistent and efficient repair process. It establishes guidelines for identifying and addressing sidewalk deficiencies, particularly, surface discontinuities of 2 cm or more, ensuring the Town is in compliance with Ontario Regulation 239/02. The Policy outlines how the Town conducts annual inspections to identify sidewalk deficiencies, which are then treated within 14 days, either temporarily or permanently. Due to budget constraints, permanent repairs are prioritized based on severity, and pedestrian traffic in areas such as school zones, bus routes, and commercial districts. Repairs include sidewalk removal, replacement, and lip grinding, with particular attention to accessibility standards ensuring compliance with AODA. The policy aims to maintain safe, accessible sidewalks, and allows the removal of sidewalks that terminate in driveways, to allow the installation of proper crossings at intersections where dead end sidewalks are removed.

Corporate Implications

This report will not generate direct implications. If future actions related to this report will have a corporate impact, a report will be presented to Council for approval, if required.

Conclusion

The three policies have been updated to better reflect existing levels of service and to continue to provide a high standard of service regarding winter control operations and sidewalk maintenance within the Town.

Strategic Alignment**Strategic Plan**

Strategic Goal: Future-Readiness

Objective: Due Diligence – Confirm applicable governance and policy regimes.

Notice Provisions

Not applicable.

Respectfully submitted,

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

Prepared by:

Ryan Ondusko, C.E.T., PMP
Manager, Public Works

Attachment(s):

1. Municipal Roadway and Parking Lot Snow Clearing Policy
2. Sidewalk Snow Clearing Policy
3. Sidewalk Maintenance Policy



Corporate Policy

Municipal Roadway and Parking Lot Snow Clearing Policy - Infrastructure Services

Policy for level of service for winter control operations (snow ploughing, sanding/salting and snow removal) for municipal roads and parking lots

Department: Infrastructure Services

Approved **By Council:**

1. Policy Statement

None.

2. Purpose

The purpose of this policy is to establish and outline a standard approach when it comes to the clearing of snow on municipal roadways and Town owned parking lots. By setting out this policy we establish a clear and consistent approach on the level of services provided by the Town when it comes to the clearing of snow on municipal roadways and municipal owned parking lots within the Town of Orangeville, always keeping safety, and best interest of taxpayers in mind.

A comprehensive roadway and parking lot snow clearing policy ensures that the Town stays in compliance with: Ontario Regulation 239/02. Minimum Maintenance Standards for Municipal Highways.

This policy establishes guidelines and general direction for staff with respect to winter control operations for roadways and parking lots, as well as outlines a systematic approach to providing winter control. This policy also provides direction to staff when dealing with inquiries brought forward by the public and others.

3. Definitions

None.

4. Scope

This policy sets out the level of service that has been adopted by Council for winter control operations for municipal roadways and Town owned or leased parking lots to provide an adequate level of service. It further establishes the discretion that is necessary and appropriate to enable the Manager, Public Works and Supervisor, Operations or their designate to address abnormal winter storm events. It is recognized that operational decisions will need to be made based on local conditions, in the field depending upon the extent and severity of a winter storm event, as no two storms are the same. Operational and weather conditions may necessitate reasonable deviations from this policy on a case-by-case basis.

Despite what is stated in this policy, the Town will adhere to the Minimum Maintenance Standards for Municipal Highways (hereinafter referred to as MMS) as prescribed by the Ontario Ministry of Transportation under Regulation 239/02 of the Ontario Municipal Act, as amended from time to time. For greater clarity, the MMS will have precedence over this policy. All other regulatory requirements will also need to be met, including the Highway Traffic Act. The Manager, Public Works can provide additional plowing or removal.

Equipment, full-time personnel and the need for contract forces may be reviewed annually through the budget process and/or as approved by Council.

5. Policy

This policy acknowledges that winter conditions may vary and sometimes require actions outside of the Towns' standard procedures. In such cases, discretion will be exercised by Public Works staff and supporting forces to accommodate the needs of the Town to address the snow removal on Municipal roadways.

Although parking lots are not covered under the Minimum Maintenance Standards for Municipal Highways, the Town will ensure that the parking lots receive snow removal measures similar to roadways under this policy.

General Prioritization Criteria

The following is the general priority for snow plowing and salting/sanding operations:

- Arterial Roads
- Collector roads
- Municipal parking lots, Municipal offices and facilities
- Local roads

The Arterial and Collector roads will receive first priority during plowing operations as per Ontario Regulation 239/02. Some roads included in this road classification include, but are not limited to: Broadway, Townline, and C Line.

Following the snow clearing on the Towns' Arterial and Collector roads, the Town will ensure snow is cleared at the following: Municipal parking lots, GO Transit parking lot, and the Transit Hub. These locations will receive priority attention. Public Works Staff may also provide a response to requests from the Ontario Provincial Police or the Fire Department when it is appropriate and reasonable to do so.

Local Municipal Roads which include all roads and laneways not included under the Arterial and Collector roads will receive winter maintenance in accordance with Ontario Regulation 239/02 during a winter event.

Specific to snow removal operations:

Public Works will arrange for snow to be removed in the following areas when the depth of the snowbank that result from road and sidewalk plowing reaches an average depth greater than 90 cm.

- Broadway between Faulkner and Wellington Streets
- Mill Street between Broadway and Armstrong Street
- First Street between Broadway and First Avenue
- Second Street between Broadway and First Avenue

This does not include banks that are greater than 90cm in height as a result of merchants shoveling snow to clear a path from the sidewalk to the parking lane. Removal is typically completed within 5 business days of the average depth exceeding 90 cm.

When required, snow removal operations may begin at 2:00 a.m.

There may be no snow removal operations on Fridays, Saturdays, and Sundays, unless approved by the Manager, Public Works, due to a significant weather or other winter event.

In the event of a significant weather or other winter event, at the discretion of the Manager of Public Works, snow removal operations may be delayed.

Level of Service:

The following is the Municipal Roadway and Parking Lot Snow Clearing Policy guiding the Town's and any contract forces. Weather, road conditions and health and safety considerations may require actions other than those outlined in this policy. Some discretion may be exercised by operations Staff as weather conditions and local circumstances dictate to protect the health and safety of the employees, the public and the infrastructure.

Four (4) Public Works employees will be assigned to work outside of normal business hours, as determined by the Manager, Public Works or designate, during which time they will patrol the streets and conduct winter control operations such as plowing, and sanding and salting, as required in accordance with the Ontario Regulation 239/02. When weather conditions are such that they are not required to patrol the Town's streets, they will maintain equipment and perform other duties as assigned by the Supervisor, Operations or designate.

During regular business hours, Public Works staff will patrol the streets and conduct winter control operations such as plowing, and sanding and salting, as required in accordance with Ontario Regulation 239/02. When weather conditions are such that they are not required to patrol the Town's streets, they will maintain equipment and perform other duties as assigned by the Supervisor, Operations or designate.

Road conditions will be documented on the forms provided by the Supervisor, Operations or designate to ensure compliance with Ontario Regulation 239/02. Existing road patrols may also document conditions of municipal transit routes and report back to the Supervisor, Operations or designate on their findings.

Daily weather reports maybe used to plan for and schedule an appropriate response to a winter storm event. Weather will be monitored and documented by Public Works staff daily from October 1st to April 30th at necessary intervals outlined in Ontario Regulation 239/02.

The Town will use reasonable measures to ensure snow plowing equipment complete with qualified and experienced operators are available. The Town may use a combination of Town and contract forces and equipment to provide winter control operations.

Public Works Staff will begin winter control operations in the general priority sequence set out in this policy or as directed by the Manager, Public Works or their designate, considering the start and expected duration of a winter storm event, available resources, or such other criteria. Contract services may be deployed to assist Staff in winter control operations.

In the event of an extreme snowstorm, which puts the public, staff, or equipment at risk, a "Significant Weather Event" may be declared by the Manager, Public Works or their designate. If a significant weather event is called, the Town is given extended timelines to reach the level of service requirements laid out in Ontario Regulation 239/02. The Town has 48 hours after the Significant Weather Event ends to ensure the levels of service have been met in accordance with Ontario Regulation 239/02.

Property owners are responsible for the clearing of windrows left behind due to roadway and/or sidewalk plowing. The Town will not clear windrows.

Considerations

Depending on the time of a winter storm event (i.e. start and expected duration), winter maintenance activities may be delayed. It is recognized that this requirement may be amended under abnormal weather conditions (e.g., wet snow, icy conditions, etc.). Public Works Staff may continue to focus on the collector and arterial roads and only begin winter control operations on local roads after collector and arterial roads have been cleared at the end of the winter storm event.

For small duration storms with minimal snow accumulation expected, sand and salting operations may be considered adequate.

Public Works Staff will make reasonable attempts to apply sufficient sand and salt on roads to provide adequate traction. It is not an objective of this policy to provide bare pavement conditions on all roads.

Fire hydrants will be cleared to provide adequate access to all ports when snow on the boulevard accumulates to a height that may interfere with accessibility to the fire hydrant. Markers will be used to identify the fire hydrants. Markers will remain on fire hydrants year-round, with an exception for the fire hydrants on Broadway and First St.

Snow removal operations may be undertaken when the snowbanks reach a height of 1.5m between driveways and when the snowbanks encroach onto the roadway in such a way that two-way traffic and sightlines are impeded. Some areas may receive additional snow removal operations due to blowing or drifting snow conditions. This does not include banks that are greater than 1.5m in height as a result of snow piled by the property owner. Snow removal operations may be suspended at any time after March 1st due to anticipated melt, at the discretion of the Manager, Public Works or designate. Snow removal operations that continue beyond March 1st will be done for the purposes of clearing snow from storm water management catch basins, inlets, and outlets, and snowbanks that are not adversely affecting the stormwater management system may not be addressed.

Snow from snow removal operations will only be dumped at snow dump sites authorized by the Manager, Public Works or designate.

Winter control operations may be suspended, at the discretion of the Manager, Public Works or designate, when it is unsafe for the public, the employees and the equipment to be on the road due to weather conditions such as, but not limited to, drifting snow or freezing rain. Such situations may include conditions when vehicles or other obstructions make snow ploughing operations ineffective or difficult. Staff are encouraged to refer parking issues to the By-law Enforcement Division.

Public Works Staff can refuse to provide winter control operation on road sections when health and safety or other dangerous situations (e.g., vehicles parked on the road or undue interference by a resident) unless otherwise directed by the Manager, Public

Works or their designate. If health and safety issues preclude winter control operations, then these operations will be suspended until appropriate conditions exist. When practical, the license plate number of a vehicle obstructing the winter control operations shall be recorded and reported to the By-Law Enforcement Division.

When it is observed that residents are pushing snow from private property onto the municipal right-of-way, the property address may be recorded, and the resident may be advised in writing that they were in contravention of the Highway Traffic Act and any applicable by-laws. These situations may be referred to the Ontario Provincial Police and the By-Law Enforcement Division for follow-up.

Complaints may be referred to the Supervisor, Operations or designate for appropriate follow-up.

During times of emergency or equipment breakdowns, the Supervisor, Operations or designate may amend the above requirements with appropriate reasons.

Wherever possible, incidents of damage to public and private property will be documented and reported to the Manager, Public Works or designate who shall ensure that the incident details are forwarded to the Town's insurance adjuster.

Summary and Conclusion

This policy outlines the Town's approach to winter control operations for municipal roadways and Town-owned parking lots, ensuring a balanced level of service while allowing for flexibility in response to abnormal winter conditions. The policy emphasizes that operational decisions will be based on weather and field conditions, and discretion is given to the Operations Manager or designate for managing winter storm events.

The policy aligns with the Minimum Maintenance Standards for Municipal Highways (MMS) as prescribed by the Ontario Ministry of Transportation, ensuring that all operations meet or exceed legal requirements.



Corporate Policy

Sidewalk Snow Clearing Policy – Infrastructure Services

Policy for level of service for winter control operations (snow plowing, sanding/salting and snow removal) for municipal sidewalks

Department: Infrastructure Services

Approved By Council:

1. Policy Statement

None.

2. Purpose

The purpose of this policy is to establish and outline a standard approach when it comes to the clearing of snow on municipal sidewalks within the Town of Orangeville. By setting out this policy we establish a clear and consistent approach on the level of services provided by the Town when it comes to the clearing of snow on municipal sidewalks within the Town of Orangeville, always keeping the safety, and best interest of taxpayers in mind.

This policy establishes guidelines and general direction for staff with respect to winter control operations for sidewalks, as well as outlines a systematic approach to providing winter control. This policy also provides direction to staff when dealing with inquiries brought forward by the public and others.

3. Definitions

None.

4. Scope

This policy sets out the level of service that Council has adopted for winter control operations for all municipal sidewalks and which it has determined to be an adequate level of service. It further establishes the discretion that is necessary and appropriate to enable the Town's Manager, Public Works, or designate, to address abnormal winter

storm events. The policy recognizes that operational decisions will need to be made based on local conditions in the field depending upon the extent and severity of a winter storm event, and as a result, there may necessarily have to be some reasonable deviations from this policy.

The amount of Town owned or rented equipment and Town personnel, and the amount of contract equipment and personnel that are required to provide this level of service may be reviewed annually through the budget process and/or may be amended by Council from time to time.

5. Policy

This policy acknowledges that winter conditions may vary and sometimes require actions outside of the Towns' standard procedures. In such cases, discretion will be exercised by Public Works staff and supporting forces to accommodate the needs of the Town to address the sidewalk snow clearing accordingly.

Trailways that act as sidewalks and are part of an integrated pedestrian network will also receive winter control measures, unless otherwise marked with a sign stating that the trailway is not maintained in the winter. These trailways will be treated in a manner similar to municipal sidewalks under this policy.

Standard Winter Control Operations

Daily weather reports may be used to plan for and schedule an appropriate response to a winter storm event.

Existing road patrols may also document unusual conditions of municipal sidewalks.

Public Works staff will use reasonable measures to ensure that adequate snow plowing and sanding equipment, complete with qualified and experienced operators, is available to provide winter control operations for the entire winter season. This will involve the use of a combination of Town and contractor equipment and personnel. The contract equipment and personnel will be available from approximately November 15th to April 15th, each winter season.

Public Works staff will begin winter control operations in the general priority sequence set out in this policy, or as directed by the Manager, Public Works, or designate, considering the start and expected duration of a winter storm event, available resource or such other criteria. Contract services may be deployed to assist Staff in winter control operations.

Depending on the expected start time and duration of a winter storm event, winter control operations will generally commence by 4:00 a.m. and end at 11:00 p.m. It is recognized that this requirement may be waived under abnormal weather conditions. (e.g., wet snow, icy conditions, etc.) Public Works staff may focus on clearing the

sidewalks that provide access to schools, and those that are in commercial areas and on the collector and arterial roads, with local roads cleared after the end of the winter storm event.

Routine patrols of all designated sidewalk routes are conducted to ensure that Town staff can consistently monitor and maintain safe conditions.

General Prioritization Criteria

The following is the general prioritization criteria for winter control operations for sidewalks:

- School and Transit routes
- Commercial areas
- Arterial roads and collector roads
- Local roads

Level of Service

Sidewalk winter control operations shall commence when snowfall accumulation has reached 8 centimeters or as directed by the Town's Manager, Public Works or the Supervisor, Operations, or their designate. This ensures that the Town is meeting or exceeding, the minimum maintenance standard set out in Ontario Regulation 239/02.

The following are considerations:

- Plowing of all sidewalks shall be targeted for completion generally within 24 hours of the winter storm event ending.
- Sidewalks are cleared/patrolled routinely throughout the entire winter season, to address any snow accumulation.
- In the event of an extreme snowstorm, which puts the public or staff at risk, a "Significant Weather Event" may be declared by the Manager, Public Works or their designate. At this time, the above timelines do not apply.
- Certain sidewalks may require more frequent maintenance due to blowing and drifting snow.

During winter control operations, a sufficient sand salt mixture shall be placed on the sidewalk. For short duration storms, with minimal snow accumulation expected, sanding/salting operations may be considered adequate. It is not an objective of this policy to provide bare conditions on all sidewalks.

Sidewalk winter control operations may be suspended, at the discretion of the Manager, Public Works, or designate, when it is unsafe for the public, the employees, or the equipment to be on the sidewalks.

Sidewalk sections with obstructions may be bypassed. Such situations may include conditions when vehicles or other obstructions make winter control operations ineffective or difficult. In so far as it is possible, the section of the sidewalk that is bypassed will be recorded and reported to the Supervisor, Operations, or designate, who will provide direction.

If health and safety concerns preclude winter control operations, operations will be suspended until health and safety concerns no longer exist.

The Town takes the following actions help reduce health and safety concerns:

- In preparation for the plowing of sidewalks for the winter season, Staff shall duly advise in writing the resident/homeowner of unsafe obstructions/features in accordance with our Maintenance and use of Boulevards By-law.
- Residents shall ensure all curbs, concrete blocks and/or driveway edging shall be flush with the ground within 450mm (18") from the edge of the sidewalk towards the house and 600 mm (24") from the edge of the sidewalk towards the road.
- All fences, posts, hedges, planters, ornaments or other such features shall be removed or relocated to provide a minimum clearance of 450mm (18") from the edge of the sidewalk towards the house and a minimum of 600 mm (24") from the edge of the sidewalk towards the road.
- Any overhanging branches or obstructions within 3.5 meters will be neatly pruned by the Town.
- Obstructions not removed by the homeowner will be removed by Town Staff or contractors at the discretion of the Supervisor, By-law, or Manager, Public Works, or their designates, and will not be reinstated.

Whenever possible, Staff will refer inappropriate parking situations to the Supervisor, Operations, or designate, who will provide direction. When practical, the license plate number of a vehicle obstructing the winter control operations shall be recorded and reported to the Supervisor, Operations, or designate, who will forward the information to the By-Law Division, as appropriate.

During equipment breakdown or other emergency situations the requirements of this policy can be amended by the Manager, Public Works, or designate, with appropriate justification.

Complaints that are received from individuals about sidewalk winter control operations will be addressed and followed up on by appropriate Public Works Staff, within the context of this policy.

Winter control operations on sidewalks may result in snow being plowed off the sidewalk onto driveways or entrances. The Town will not clear snow from private driveways or entrances.

Wherever appropriate, known incidents of damage to public and private property will be documented and reported to the Manager, Public Works, or designate who shall ensure that the incident details are forwarded to the Town's insurance adjuster, as required.

Despite Towns' staff and contractors' best-efforts, damages to boulevards (typically sod) can occur from time to time. The Town does their best to avoid this, however if damages do occur the Town using their best efforts to address locations impacted by winter operations during the off season (May 1st – September 1st) via the placement of topsoil and seed.

Minor modifications that do not change its scope may be made to this policy by the Manager, Public Works, or designate.

Summary and Conclusion

This policy outlines the Town's approach to winter control operations for the clearing of snow on sidewalks. This policy ensures a balanced level of service while allowing for flexibility in response to abnormal winter conditions. The policy emphasizes that operational decisions will be based on weather and field conditions, and discretion is given to the Manager, Public Works, or designate for managing winter storm events.

The policy aligns with the Minimum Maintenance Standards for Municipal Highways (MMS) as prescribed by the Ontario Ministry of Transportation, ensuring that all operations meet or exceed legal requirements.



Corporate Policy

Sidewalk Maintenance Policy – Infrastructure Services **Policy for level of service for municipal sidewalk repairs**

Department: Infrastructure Services

Approved By Council:

1. Policy Statement

None.

2. Purpose

The purpose of this policy is to establish and outline a standard approach when it comes to the maintenance of sidewalks within the Town of Orangeville. By setting out this policy we establish a clear and consistent approach when prioritizing sidewalk repairs within the Town of Orangeville, always keeping the best interest of taxpayers in mind.

This policy establishes guidelines for the provision of sidewalk maintenance in the Town of Orangeville while ensuring the basic transportation principles of accessibility, equity, health and well-being, environmental sustainability and community cohesion and vitality. A comprehensive sidewalk deficiency maintenance policy ensures that the Town stays in compliance with: Ontario Regulation 239/02. Minimum Maintenance Standards for Municipal Highways.

3. Definitions

Surface Discontinuity - A vertical discontinuity creating a step formation at any joint or crack in the surface of the sidewalk or any vertical height difference between a utility appurtenance found on or within the sidewalk and the surface of the sidewalk.

4. Scope

This policy applies to all sidewalks assumed by the Town of Orangeville.

5. Policy

In 2001 the Province of Ontario created Ontario Regulation (O.Reg) 239/02: Minimum Maintenance Standards for Municipal Highways. Under this regulation the minimum frequency of inspections is once per calendar year, with each inspection taking place no more than 16 months from the previous inspection date.

The Town of Orangeville Public Works Division conducts annual inspections of all the town's sidewalks. During inspections the Operators look to identify sidewalk bays that have two (2) cm or greater surface discontinuities – as outlined in the regulation. Based on the minimum maintenance standards, Operators also identify sidewalk bays that are damaged, cracked, or broken that need to be replaced. These measurements are being taken to ensure compliance with Ontario Regulation 239/02.

Once a surface discontinuity is determined, Town of Orangeville staff will mark the hazard with the use of orange spray paint to help provide warning to pedestrians. Staff may temporarily ramp the surface discontinuity with asphalt until a permanent repair can be made. It is important to note that due to budgetary constraints the Town is unable to complete permanent repairs on all hazards identified within the same year identified. The Town prioritizes repairs based on severity and the deficiency was reported. As per Ontario Regulation 239/02 “treating a surface discontinuity on or within a sidewalk means taking reasonable measures to protect users of the sidewalk from the discontinuity, including making permanent or temporary repairs, alerting users’ attention to the discontinuity or preventing access to the area of discontinuity.”

While inspectors are doing their annual inspection, if they identify a surface discontinuity greater than 2 centimeters, they mark the hazard with orange paint while on site and document their findings.

After the deficiency has been rectified, staff document their findings within our work order system which at a minimum, include the following details:

- Location
- Description of the sidewalk deficiency
- Photo of the deficiency

When all the sidewalk deficiencies have been documented, a list is created through the Town's work order software.

Each year, the Public Works Division runs a Public Works Repairs contract; its main purpose is to address maintenance work identified during annual infrastructure inspections. Staff also inspect and repair catch basins, curb, and maintenance holes within this contract.

When the Town experiences many sidewalk deficiencies, permanent repairs will be prioritized by severity, and proximity to school zones, bus routes, and commercial areas prior to repairs on local streets. This is due to the larger amount of pedestrian traffic typically found in these areas.

Through the Public Works Repairs contract, staff identify areas around town that need to be addressed, typically by zones. The Town has been set up into 6 zones for road maintenance management. Each year, staff focus on zones that do not have other work being completed in them such as capital projects to ensure that we are not overlapping projects. Sometimes, there are deficiencies that can't wait, such as an emergency repair from infrastructure that was damaged during the winter season. These locations are prioritized and added to our work list immediately under the Public Works Miscellaneous Repairs Contract.

The Public Works Repairs Contract typically begins work in late spring and early summer. At this time, the list of work prepared by the Public Works Technologist and supporting staff is given to the contractor and work is completed, cleaning up as many surface discontinuities as possible.

Methods of repair pertaining to sidewalks specifically include sidewalk removal and replacement, and sidewalk lip grinding. On hazards identified at five (5) centimeters or less, sidewalk lip grinding is typically used. If a surface discontinuity is found to be greater than five (5) centimeters, the preferred method of repair would be removal and replacement. The repair method of lip grinding offers a quicker, more cost-effective temporary fix to a surface discontinuity when compared to doing a full removal and replacement of a sidewalk bay which is almost double the cost of lip grinding.

Town of Orangeville staff will begin to remove sections of sidewalks that terminate in residential driveways and terminate the new sections of sidewalk at an intersection or street crossing to comply with AODA and OPSD standards.

Construction Considerations

General Construction Standards

- The Town has various areas of sidewalk that are 1.2 m wide, in order to meeting Accessibility for Ontarians with Disabilities Act (AODA) all sidewalks that are identified for removal and replacement will be replaced to be a minimum of 1.5 m wide;
- Sidewalk replacements will conform to the Town of Orangeville and Ontario Provincial Standard Drawings (OPSD) standards;
- Sidewalk replaced at intersections will be constructed to ensure ramps are wheelchair accessible and Tactile Walking Surface Indicators are the standard that replaces grooves in the sidewalk for the visually impaired as per OPSS Standards;
- Where specific needs are identified, increased sidewalk widths may be required;

Summary and Conclusions

The policy aims to standardize sidewalk maintenance in the Town of Orangeville, prioritizing repairs, while considering taxpayers' interest. It ensures compliance with Ontario Regulation 239/02 and emphasizes the importance of accessibility, sustainability, and equity throughout our community.



Report

**Subject: Edgewood Valley Phase 2B, Development Charges
Credit Agreement for Constructing Hansen Boulevard**

Department: Infrastructure Services

Division: Planning

Report #: INS-2025-010

Meeting Date: 2025-05-12

Recommendations

That report INS-2025-010, Edgewood Valley Phase 2B, Development Charges Credit Agreement for Constructing Hansen Boulevard, be received; and

That Council pass a By-law authorizing the Mayor and Clerk to execute a Development Charges Credit Agreement with NG Citrus Limited in substantially the same form as that included in Attachment No. 1 to this report.

Overview

In 2021, Council draft-approved a plan of subdivision known as the Edgewood Valley Phase 2B Plan. The subdivision lands are located to the west of Blind Line and the Mason Street and Meyer Drive residential area. The 2B Plan serves as a next phase of residential development extending west of this existing subdivision area. It will create a total of approximately 118 new detached and townhouse dwelling lots, along with a block containing the existing lower Monora Creek tributary traversing the south limit of the Plan.

Hansen Boulevard is a Major Collector Road spanning east-to-west across the northern area of the Town. Part of the last remaining unconstructed segment of Hansen Boulevard to complete the continuous planned stretch of this road falls within the 2B Plan. Notwithstanding that part of the unconstructed section of Hansen Boulevard falls outside of the 2B Plan, a draft approval condition for this plan requires the developer to construct the entire remaining segment with the 2B Plan. This, and all other draft approval conditions must be fulfilled before final approval can be issued, which then allows home construction to begin within the Plan.

Since draft approval was issued in 2021, the developer has proceeded with their detailed engineering design submission and approval process. In 2022, the lands were

acquired by new owners (NG Citrus Limited) who continued with the design submission and approval process.

For any new subdivision development, the developer is responsible for designing and constructing the subdivision infrastructure works (i.e. roads, services, etc.) needed to service the future homes within their Plan. As growth and development proceeds within the overall community, broader increases to services and infrastructure are needed to accommodate this cumulative growth. Development Charges (DC's) are collected to recover costs associated with growth-related infrastructure to the extent permitted by the Development Charges Act, 1997.

Hansen Boulevard is a designated Major Collector Road and its planned function will accommodate community transportation needs beyond that of the immediate 2B Plan of subdivision. The Town's previous DC Background Studies have identified this stretch of Hansen Boulevard (i.e. between Blind Line and Veteran's Way) as an infrastructure item to serve future growth. Section 38 of the Development Charges Act allows municipalities to enter into an agreement with a developer for them to perform work associated with a service or item that a DC by-law covers, in exchange for a credit toward the applicable development charge(s) attributable to that service, which they would otherwise be required to pay.

Since the developer will be constructing Hansen Boulevard to a Major Collector Road standard that exceeds the "local subdivision road" condition, they are entitled to DC credits in exchange for this construction "over-sizing". Staff have prepared a DC Credit Agreement in consultation with the Town's solicitor and through negotiations with the developer, which sets out the terms for satisfactorily completing the road, future maintenance obligations, determining the related construction (i.e. "oversizing") costs eligible for corresponding DC credits, and the means for administering the DC credits.

The DC Credit agreement proposed for execution is included as Attachment 1 to this report. Staff recommend that Council authorize the Mayor and Clerk to execute this agreement on its behalf, which will satisfy a critical milestone towards the developer commencing construction of its Plan and Hansen Boulevard. A related Subdivision Servicing Agreement has also been prepared for execution with the developer, which will set the terms for how construction of the subdivision and road works will proceed. Staff understand that the developer anticipates commencing construction in the spring of this year, pending execution of the above-referenced agreements.

Background

On February 22, 2021, Council draft-approved the Edgewood Valley Phase 2B plan of subdivision (the "subdivision" or "2B Plan"). The subdivision lands are located to the west of Blind Line and the Mason Street and Meyer Drive residential area. The 2B Plan functions as a second phase of residential development extending west from the existing Meyer Drive-Mason Street subdivision area to the east (formerly the Edgewood Valley Phase 2A development).

The draft-approved 2B Plan will create a total of approximately 118 new dwelling units, comprised of 51 single detached lots, 17 on-street townhouse units and a low-density multiple residential block planned to contain approximately 50 future townhouse units. In addition, the plan will create an open space conservation block for the South Lower Monora Creek tributary and a block for a stormwater management facility at the northwest corner of Hansen Boulevard and Blind Line.

A portion of the remaining unconstructed segment of Hansen Boulevard falls within the 2B Plan. Hansen Boulevard is a Major Collector Road spanning east to west across the northern part of the Town.

The unconstructed Hansen Boulevard segment extends between its current terminus points at College Avenue (west) and Mason Street (east). The easternmost part of this stretch falls within the 2B Plan. Another part falls within adjacent subdivision lands known as the NG Citrus/Aldenhill plan of subdivision. These lands are owned by the same developer (NG Citrus Limited) as the 2B Plan, and includes a crossing over South Lower Monora Creek. The Town retained private sector contractors to design and construct the creek crossing structure, which was completed in August 2023.

A third westernmost part of this stretch is located between the creek crossing area and the western terminus of Hansen Boulevard at College Avenue. This part of the unstructured road segment is situated on Town-owned right-of-way lands. It was not constructed with previous developments in that area because of the uncertainties surrounding the adjacent creek crossing to be constructed in the future. The map figure below illustrates the parts of the remaining Hansen Boulevard stretch:

Legend

- 1) **Plan** Boundary (green outline)
- 2) **Road** within **Plan** (solid red)
- 3) **Road** within **NG Citrus/Aldenhill** (solid blue)
- 4) **Road** within **Town-owned lands**, including Part 2, 7R-5469; Block 42, 7M-70 and unopened Hansen Boulevard (solid yellow)
- 5) **Road-Associated Infrastructure** within **Town-owned lands**, including Part 2, 7R-5469 and Block 99, 7M-70 (solid orange)
- 6) **Creek Crossing Project** area (purple outline)



(Above: map illustrating the segments of Hansen Boulevard within the 2B Plan area, and external lands)

The developer of the 2B Plan must design and construct the full connecting segment of Hansen Boulevard remaining (i.e. the part within their 2B Plan, the part within the adjacent subdivision lands and the part on Town-owned lands). This is required by one of the conditions of draft approval for the 2B Plan. The developer must satisfy all draft-approval conditions in order to obtain final approval and legally create the lots/blocks within the plan. Satisfying conditions of draft approval generally involves designing and constructing the infrastructure within the plan and executing an agreement(s) with the Town to ensure all obligations are met with respect to the subdivision development.

Analysis

For any new development, a developer is responsible for completing all infrastructure needed (either new infrastructure or increases/expansions to existing infrastructure) to support their development. As growth and development proceeds within the broader community, increases to services and infrastructure are needed to accommodate this cumulative growth. Therefore, Development Charges (DC's) enable municipalities to collect funds from new developments to cover costs for expansions or improvements to

infrastructure and services that will support this broader growth generated by new developments.

While the developer is required to fully construct the remaining segment of Hansen Boulevard, they would normally be required to construct at their expense, only the extent of this roadway that falls within the 2B Plan, and to a “local” condition (i.e. the extent of road and services required only to facilitate that development), which typically equals an 18.5 metre-wide right-of-way. Hansen Boulevard is a planned Major Collector Road, and must be designed and constructed to a 30.0 metre-wide right-of-way serving other development areas beyond the subdivision lands. The developer must therefore “up-size” Hansen Boulevard to the Major Collector Road profile, beyond the “local” road profile to serve planned growth in these areas.

Development Charges Credit Agreement

The Town's DC Background Study identified this stretch of Hansen Boulevard (i.e. between Blind Line and Veteran's Way) as an infrastructure item to serve future growth, which DC's intend to cover. Section 38 of the Development Charges Act allows municipalities to enter into an agreement with a developer for them to perform work associated with a service or item that a DC by-law covers, in exchange for a credit toward the applicable development charge(s) attributable to that service, which they would otherwise be required to pay. The developer for the 2B Plan will be performing the work to construct Hansen Boulevard as a Major Collector Road, which is upsizing beyond the local condition and therefore falls under a class of services that DC's have been set to cover pursuant to the Town's DC By-law. As compensation for their costs for completing (or up-sizing) this infrastructure, the developer is entitled to credits towards their development charges payment obligations.

Essentially, the remaining Hansen Boulevard segment will be built entirely by the developer at their cost up-front. Once completed to the Town's satisfaction, the developer can proceed with satisfying this, and other draft approval conditions towards final approval. Following this, home construction can proceed and as building permits are issued, the developer will receive credits towards their development charges payable. The total costs of all eligible “up-sizing” works to complete Hansen Boulevard to a Major Collector Road condition will be credited towards the DC's owing for the dwelling units in the 2B Plan.

For the Hansen Boulevard segment on Town-owned right-of-way lands (i.e. between the creek crossing and College Avenue intersection), the developer is entitled to reimbursement of its costs to construct this segment, because it is on Town-owned property and on lands that would have been completed by previous developments. Staff will follow-up with a separate report with more details about the cost of this work with recommended budget allocations to fund those costs.

Corporate Implications

The Town's DC By-law does not delegate authorization or authority to enter into a development charge credit agreement. Staff therefore recommend that Council authorize the Mayor and Clerk to execute a development charge credit agreement in substantially the same form as included in Attachment No. 1 to this report.

The agreement outlines the anticipated costs of completing the up sizing of Hansen Boulevard for which the developer is entitled corresponding development charges credits and how those credits are apportioned and issued. The following provides a breakdown of the estimated costs (including HST) for constructing the Hansen Boulevard segment:

Total Town-owned Segment: (100% reimbursable to developer)	\$ 648,865
Total Local Road component - 18.5m RoW: (Paid by developer)	\$ 765,817
Total Major Collector Road component - 30.0m RoW: (DC Credits owing to developer)	<u>\$ 1,397,745</u>
Total Hansen Boulevard Construction	\$2,812,427

Note that the above costs are estimates only, based on 2023 pricing estimates. The DC Credit Agreement requires actual costs to be provided for verification and corresponding reimbursements for Town-owned segment lands and DC credit calculations. It is expected, based on current plans, that there will be sufficient development charge credits available to cover the costs related to the major collector road component, currently estimated at \$1.398 million. Any costs not recovered by the developer through the DC credits related to this work would be paid by the Town to the developer.

Additional terms of the agreement specify requirements and conditions for:

- determining actual construction costs once completed;
- the method for development charge credit calculations and how credits will be issued;
- completing the road to a satisfactory condition, with related maintenance responsibilities and obligations for the developer and the Town (since it will be open to the public and subject to winter maintenance by the Town while still under the developer's warranties); and
- liability and indemnification for the Town and the developer, for the developer's road construction work related to the Town's private sector contractor's creek crossing project.

In addition to the above, the agreement contains provisions that will commit servicing capacity allocation for the future subdivision development lands, since the developer is

front ending a portion of the Hansen Boulevard stretch that will service those future subdivision lands. Conditions of this capacity allocation commitment require the owner to pre-pay a portion of DC's owing upfront, that being the Town-wide Water and Wastewater development charges for 30% of the units within the future phase plans upon draft plan approval. The developer will provide an irrevocable letter of credit as security upon executing this agreement which will be released once the payment is made upon draft plan approval. The Town will be able to use these funds for ongoing infrastructure projects related to improving water supply capacity. The terms of this servicing capacity allocation commitment would expire after 10-years following draft-plan approval of the future subdivision lands, if they have not progressed towards final approval.

For the developer to commence construction, the Town will execute a Subdivision Servicing Agreement in conjunction with the DC Credit Agreement. The Servicing Agreement sets-out terms and conditions for how construction is to proceed according to the developer's detailed engineering plans that have been reviewed by the Town. This agreement contains an obligation requiring the developer to **complete** the connecting segment of Hansen Boulevard to the satisfaction of the Town within 12-months of the later of:

- i) the date of executing the DC Credit agreement and Subdivision Servicing Agreement;
- ii) full Town and Agency approval of the detailed engineering design of the subdivision infrastructure; or
- iii) the date the "Aldenhill" (SUB-2018-01) and "Transmetro" (SUB-2018-02) subdivision applications receive draft approval. These applications lands are owned by the same developer (NG Citrus Limited) as the 2B Plan subject to these agreements.

The developer must **complete** (not commence) construction within 12-months from the latest date of the items listed above. Staff understand that the developer is planning to commence construction this summer of 2025, following execution of the DC Credit and Servicing Agreements and subject to sales. Once construction starts, the developer will have a more accurate completion timeframe, however their goal is to have construction proceed through until the end of the year.

Conclusion

Staff have negotiated the attached DC Credit Agreement terms and conditions with the developer, to ensure that they construct the road to the collector road profile requirements of the Town and receive corresponding credits towards their development charge obligations for this development. Staff recommend that Council authorize the Mayor and Clerk to execute this agreement on its behalf, which will satisfy a critical milestone towards the developer commencing construction.

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.

Notice Provisions

There are no public notice provisions applicable to this report.

Respectfully submitted,

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

Prepared by:

Brandon Ward, MCIP, RPP
Manager of Planning,
Infrastructure Services

Attachment(s): 1. DC Credit Agreement, Town of Orangeville and NG Citrus Limited

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- F. The Road includes the portion of Hansen Boulevard that crosses the Monora Creek, of which the crossing culvert will be constructed by the Town. Hereinafter, the “**Creek Crossing Project**” shall refer to the Town’s installation of the culvert within the area that is identified in Schedule “D” and the final engineering drawings. The work required to complete the Road will include road construction and underlying service installation atop and abutting the Creek Crossing Project.
- G. The extension of the Road and associated services will serve lands outside of the Plan and is therefore, of benefit to, and required for the development of those lands;
- H. Development Charges will be payable by the Owner with respect to the development of the Lands in accordance with By-laws 2024-060 and 2025-004 (as same may be amended and/or replaced from time to time) (the “**By-laws**”) enacted under the authority of the *Development Charges Act* S.O. 1997, C.27, as amended (the “**Act**”);
- I. The Act and the By-laws permit the provision of services in lieu of payment of all or a portion of applicable Development Charges;
- J. Pursuant to Subsection 38 of the Act, and pursuant to Sections 3.11(6) and 3.11(7) of the By-laws, an owner and the Town may enter into agreement(s) respecting credit for services in lieu of payment of all or a portion of Development Charges otherwise payable;
- K. The parties hereto have agreed upon the specific services and land for which credit will be granted, the amount of credit to which the Owner shall be entitled, and upon other matters as hereinafter set out;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the premises and of TWO DOLLARS (\$2.00) now paid by the Owner to the Town, and for other good and valuable consideration now paid by each of the parties hereto to the other, the receipt and sufficiency of which is acknowledged by the parties, the parties hereby agree as follows:

Recitals

- 1. The Owner and the Town acknowledge and agree that the Recitals in this Agreement are true and correct.

Authority for Credit Agreement

- 2. This Agreement is a credit agreement under Section 38 of the Act in relation to the design, and construction of the Road and the municipal services thereunder, as referenced in Recital “E”. The Town has the authority to enter into this Agreement pursuant to Section 38 of the Act and Sections 3.11(6) and 3.11(7) of its By-laws. By entering into and fulfilling its obligations pursuant to this Agreement, the Owner becomes entitled to credits against development charges as provided for in the Act and the By-laws. The Town and the Owner hereby covenant and agree that they will not challenge the validity of this Agreement in any legal proceeding.

Construction of Services and Conveyance of Land by the Owner

- 3. The Town hereby permits and requires the Owner to provide those services and land detailed in the final engineering drawings as will be submitted by the Owner to the Town, in accordance with this Agreement. For greater certainty, the services and works contemplated include, but are not limited to the work identified in Schedule “B” and upon the lands identified in Schedule

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“D” (the “**Schedule B Services**” or the “**Schedule B Services and land**”, as the context may require).

4. The construction, maintenance, acceptance and assumption of the Road, including the Schedule B Services, shall be subject to and in accordance with the provisions of the Subdivision Servicing Agreement (executed ###, the “Subdivision Servicing Agreement”), Subdivision Agreement applicable to the Lands (the “**Subdivision Agreement**”) and/or otherwise as per the Town’s standard policies. Nothing in this agreement shall be deemed to abrogate or amend any of the provisions of the Subdivision Servicing Agreement or Subdivision Agreement, unless explicitly stated otherwise. Further, any provisions or requirements to be satisfied prior to commencing construction within the limits of the Creek Crossing Project (as identified on Schedule “D”), as well as timelines for the completion of the Road and/or Schedule B Services are included in the above noted Subdivision Servicing Agreement.
5. The Town and Owner hereby covenant and agree that:
 - a. the Road is illustrated in Schedule “D” and the final engineering drawings and shall not be adjusted unless mutually agreed between the Town and Owner;
 - b. the Owner shall convey the Owner-owned portions of the Road, being the portions within the Plan and with the NG Citrus/Aldenhill lands (as per Schedule “D”) to the Town during the registration of the Plan. Said registration shall occur following draft plan approval of subdivision applications SUB-2018-01 and SUB-2018-02, or any earlier date as determined by the Owner; and,
 - c. the Town will consider condition of draft approval #32 for the Plan to have been cleared following execution of this Agreement and the Subdivision Servicing Agreement or Subdivision Agreement.
6. The Owner and Town covenant and agree that following conveyance of the Owner-owned portion of the Road to the Town, the Road shall be opened for public access forthwith following the granting of preliminary acceptance of the Road by the Town in accordance with Section 5.6 of the Subdivision Servicing Agreement.
7. Once the Road has been opened for public access, the maintenance provisions of the Road shall be as outlined in the Subdivision Servicing Agreement and/or Subdivision Agreement for preliminary accepted works, with the exception of the following wherein the Town shall be responsible for any damage, repairs and/or replacements resulting from operations unrelated to the Owner to:
 - a. The Schedule B Services completed on Town-owned lands (per Schedules “D”).
 - b. Top curb and sidewalk on the Owner-owned portions of the Road (per Schedule “D”).

The cause and extent of the damage shall be determined jointly between the Town and Owner, and if consensus is not achieved, at the sole opinion of the Owner’s professional engineer. The Town shall be solely responsible, at its sole expense, for the rectification of all such damage, and the completion of any repairs and/or replacements that may occur in relation to the areas identified in 7(a) and (b), and shall indemnify and hold the Owner harmless with respect to same.

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8. Further, the Owner acknowledges that the Schedule B Services completed on Town owned lands (per Schedule "D"), shall be subject to the maintenance terms and conditions outlined below:
 - All works and services shall be guaranteed by the Owner for a period of 2 years beginning when preliminary acceptance is granted by the Town.
 - Deficiencies identified during inspections for preliminary acceptance will be identified by the Town and corrected by the Owner. Once satisfied that all deficiencies have been identified to its satisfaction, the Town will grant preliminary acceptance.
 - Prior to placing top asphalt, all sub-surface works will be inspected by the Town and all identified deficiencies shall be addressed to the satisfaction of the Town.
 - The placing of top asphalt, once all deficiencies have been addressed to the satisfaction of the Town, will be authorized by the Town at their sole discretion.
 - The top asphalt shall be warranted by the Owner for a one-year period after the asphalt is placed. All deficiencies identified by the Town shall be addressed by the Owner at its expense;
 - The Town will grant final acceptance of these works and services by issuing an acceptance letter when all the conditions are satisfied.
9. Once all the required top curb and sidewalk within the Plan per the final engineering drawings have been installed, the exception identified in Section 7(b) shall cease and the maintenance provisions outlined in the Subdivision Agreement shall apply.
10. Notwithstanding Section 7, the Town and Owner shall jointly be responsible for damage, repairs and/or replacements to the asphalt of the Owner-owned portions of the Road (per Schedule "D"), with the cost being split equally between both parties until such time as final acceptance of the Road is granted per the Subdivision Agreement.
11. Notwithstanding the foregoing, or any other provision contained herein, and/or in the Subdivision Servicing Agreement or Subdivision Agreement, commencement of the Road construction or Schedule B Services in the Creek Crossing Project Area does not in any way constitute acceptance, assumption or adoption of the Creek Crossing Project by the Owner. Further, if the Owner constructs the Road following the construction guidelines and certifications identified by the Town per Section 4.4 of the Subdivision Servicing Agreement and included in this Agreement as Schedule "E", the Town agrees that the Owner shall in no way be responsible for any damage, repairs and/or replacements to the Road or Creek Crossing Project which are caused by or attributed to any deficiencies in the Creek Crossing Project. The Town shall be solely responsible, at its sole expense, for the rectification of all such damage, and the completion of any repairs and/or replacements, and shall indemnify and hold the Owner harmless with respect to same.
12. Under no circumstance whatsoever shall any damage, repairs and/or replacements to the Road that are not solely the Owner's responsibility as outlined above delay building permit availability within the Plan or the issuance of final acceptance, in accordance with the Subdivision Agreement, for works within the Plan.
13. Should the works within the Plan outside of the Road be ready for the final acceptance process per the Subdivision Agreement, the Town shall grant partial final acceptance for said works. For clarity, outstanding deficiencies in the Road shall not delay final acceptance of works outside of the Road.

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14. Should the Town request that any works within the Road be delayed beyond when equivalent work is being completed for the rest of the Plan (e.g. top asphalt), said works shall no longer be required for final acceptance of the Road. For clarity, final acceptance of the Road shall follow the same timelines as the rest of the Plan and shall be granted without completion of any works requested to be delayed by the Town. Obligations for completion and maintenance for any such works within the Road that may be delayed beyond final acceptance shall be addressed in the Subdivision Agreement.

Costs of Schedule B Services and land

15. The estimated costs of the Schedule B Services and land are set out on Schedule "C" attached hereto. Such Schedule "C" shall be updated based on the Actual Costs of the Schedule B Services and land, as provided for below.
16. As part of the ultimate design of Hansen Boulevard, infrastructure such as a retaining wall or pedestrian connection may be required in the NG Citrus/Aldenhill portion of the Hansen Boulevard right-of-way. The Owner and Town acknowledge that up to 50% of the construction cost for this infrastructure will be included in the Actual Costs eligible for DC Credits pursuant to this Agreement, if such infrastructure is permitted by the Town for the purpose of mitigating negative impacts on SUB-2018-01 and/or SUB-2018-02 due to the grade of Hansen Boulevard. A placeholder for this infrastructure has been included in Schedules "B" and "C".
17. The Owner shall be granted a credit for works identified in Section 16 if in accordance with Schedule "C" only if such work is first approved by the Town and completed by the Owner to the satisfaction of the Town.
18. For purposes of this Agreement, "**Actual Costs**" means the total hard costs paid and incurred by the Owner, plus 15% for soft costs, (plus applicable HST) in accordance with this Agreement related to the design, engineering, construction, maintenance, repair and assumption of the Schedule B Services, all as confirmed by the Owner's consulting engineer and to the satisfaction of the Town.
19. Upon both preliminary acceptance and final acceptance of the Schedule B Services, the Owner shall submit to the Town a statement of the Actual Costs of the Schedule B Services, as certified by the Owner's consulting engineer, and the Town (acting reasonably and expeditiously) shall review and approve such Actual Costs.
20. Within sixty (60) days of approval of the Actual Costs, the Town shall reimburse the Owner for the Actual Costs of Schedule B Services completed on Town-owned lands, per Schedules "C" and "D".
21. The Town and Owner covenant and agree that if, at the request of the Town, the Owner conducts any repairs or replacements that are the Town's responsibility per this Agreement, that the Town will reimburse the Owner for the cost of said work. The Town will provide this reimbursement to the Owner within sixty (60) days of receipt of supporting documentation of the works and their costs. For clarification, this includes repairs and replacements that are partially the Town's responsibility per this Agreement, where said reimbursement will be for the Town's proportionate share.

Schedule B Services Qualify for DC Credits

22. The Town agrees the Schedule B Services and land are services and lands designated under the By-laws and that the Schedule B Services and land will be provided for a credit towards the payment of the Development Charges

payable in respect of the Lands (the “**DC Credits**”). The DC Credits granted to the Owner for providing the Schedule B Services and land shall be granted in accordance with the terms as set out in this Agreement and the Schedules.

Application of Credits

23. DC Credits shall be granted to the Owner, as set out in this Agreement and the Schedules, in an amount equal to 100% of the Actual Costs of the Schedule B Services completed on Owner-owned lands, plus indexing in accordance with the annual development charge rate index adjustment per the DC By-law. For clarity, DC Credits shall be available for 100% of the Actual Costs, which shall be granted by the Town to the Owner in accordance with Sections 24, 25 and 26 hereinbelow.
24. The Town agrees that the DC Credits shall be applied to the Development Charges payable by the Owner in respect of the Plan, in accordance with the estimated amounts as set out in Schedule “C” (which shall be updated to reflect the Actual Costs), and in accordance with this Agreement.
25. DC Credits shall be applied to the obligation of the Owner to pay Development Charges in respect of the development of the Lands, in the order in which building permits are applied for by the Owner. The amount of the credit shall be applied to the Development Charges payable upon the issuance of each building permit and shall be determined as estimated in Schedule “C” (which shall be updated to reflect the Actual Costs) and this Agreement.
26. For greater clarity:
 - a. When applying for a building permit within the Plan, a credit will be applied to the Development Charges owing for that unit/dwelling in the value as estimated in Schedule “C”, which shall be updated to reflect the Actual Costs and final number of residential units registered and/or site plan approved within the Plan. Meaning that this value is deemed to have been paid and the value of this credit will be subtracted from the total Development Charges owing.

Transfer of Credits

27. The Town agrees that any DC Credits permitted hereunder may be transferred to a successor in title to the Owner, or assigned to other lands owned by the Owner. In the event that title to the Lands or a part thereof is transferred prior to the provision of all or part of the DC Credits contemplated under this Agreement, the Town shall be given notice in writing of the transfer and the Owner’s written consent to the transfer of DC Credits payable, prior to the receipt of the DC Credit by the transferee.

Balance Owing after Application of DC Credits

28. In the event that the Owner has not received DC Credits for the Actual Costs as of the date of application of the last DC Credit within the Lands, the Town shall reimburse the balance of the Actual Costs to the Owner, within twelve (12) months thereafter.

Servicing Allocation

29. Upon execution of this Agreement, the Town shall reserve allocation of the necessary water and wastewater servicing capacity for all residential units within the Plan. For clarity, a total of 103 residential units are anticipated to be developed within the Plan boundary, but the actual amount of reserved allocation shall be updated to match the final number of residential units

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within the Plan upon registration/final approval of the development of the lands.

30. The Owner and Town acknowledge and agree that by the Owner front-ending the construction of the Road on external land subject to the proposed draft plan of subdivision identified as Town File No. SUB-2018-02 ("NG Citrus/Aldenhill Plan"), the Owner is eligible for water and wastewater servicing capacity allocation for its future development phases in this immediate area, specifically including the NG Citrus/Aldenhill Plan and Subdivision Application File No. SUB-2018-01 (NG Citrus/Transmetro Plan) (i.e. the "Future Phase Plans"). The Town will reserve allocation of the required water and wastewater servicing capacity for all residential units within the Future Phase Plans (which is currently estimated to be 222 residential units), upon:
 - a. execution of this Agreement; and
 - b. receipt of a security in the form of an irrevocable Letter of Credit for pre-payment of the Town-wide water and wastewater development charge rates for thirty percent (30%) of the residential units within the Future Phase Plans, as calculated per Sections 31 and 33 of this Agreement ("the Pre-Payment").
31. The Pre-Payment shall be calculated by multiplying two values:
 - a. The Town-wide water and wastewater development charge rates for Single and Semi-Detached Dwellings per residential unit ("the W/WW DC Rate") in effect at a particular time as outlined in Section 33 of this Agreement; and
 - b. Thirty percent (30%) of the total number of residential units within the Future Phase Plans, being 67 single detached units out of an estimated total of 222 residential units ("the Pre-Paid Unit Count").
32. The Pre-Payment shall satisfy in full any requirement for the Owner to pay the W/WW DC Rate for the residential units included in the Pre-Paid Unit Count, with no additional payment required when executing a Subdivision Agreement or issuing building permits for these pre-paid units. For clarity, the Owner shall not be required to pay any future costs associated with the water and wastewater development charge rates for these units, however shall still be required to pay the County, Education and other Town service portions of the Development Charges that are payable at the time of building permit issuance.
33. The Pre-Payment shall be provided to the Town as follows:
 - a. Upon execution of this Agreement, the Owner shall provide the Town with a security in the form of an Irrevocable Letter of Credit ("the Security Pre-Payment"). The value of the Security Pre-Payment shall be equal to the Town-wide W/WW DC Rates for Single and Semi-Detached Dwellings in effect on the date of execution of this Agreement multiplied by 67 single detached residential units (i.e. 30% of the current estimate of 222 residential units within the Future Phase Plans). The Town shall be entitled to use the Security Pre-Payment to pay for construction of water-related infrastructure per the Development Charge Background Study. For clarity, all drawdowns shall be used to pay for infrastructure as needed and not in advance.
 - b. Upon draft plan approval of the Future Phase Plans (or any earlier date as determined by the Owner), the Town shall release the Security Pre-Payment in full and the Owner shall pay the Town the Pre-Payment by cash, certified cheque or electronic transfer of funds ("the Cash Pre-Payment"). The value of the Cash Pre-Payment shall be equal to the W/WW DC Rates for Single and Semi-detached

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Dwellings in effect on the date of draft plan approval of the Future Phase Plans (or the earlier payment date) multiplied by the Pre-Paid Unit Count as confirmed by draft approval of the Future Phase Plans.

34. Should the Town drawdown the Security Pre-Payment, the value of this drawdown shall be in increments equal to the W/WW DC Rate per unit in effect at the time of the drawdown and the number of units covered by this drawdown value shall be tracked by the Town ("Early Payment Unit Count"). For clarity, the Town shall establish the cost of the infrastructure to be funded, and round this value up to the nearest per unit equivalent of the W/WW DC Rates.
35. Notwithstanding Section 33.b of this Agreement, the Early Payment Unit Count shall be subtracted from the Pre-Paid Unit Count when calculating the Cash Pre-Payment value.
36. If an appeal to the Town's Development Charges bylaw is resolved after the Security Pre-Payment or Cash Pre-Payment has been provided to the Town, Sections 17 and 18 of the Development Charges Act shall apply to recalculate the value of the Pre-Payment as of the applicable date identified in Section 33 of this Agreement and provide a refund where the provided Security Pre-Payment or Cash Pre-Payment is higher than the re-calculated Pre-Payment value.
37. Notwithstanding all other terms of this Agreement, the water and wastewater servicing allocations referenced within this Agreement may be revoked by the Town upon the ten (10) year anniversary of the draft approval date of the Future Phase Plans, unless the allocation has already been utilized or the Owner is actively and diligently pursuing the development of the Future Phase Plans. If subdivision registration is anticipated within 24 months of this date, the allocation shall continue to be reserved for an additional 24 month period. For greater clarity, water and wastewater services shall be deemed to have been utilized once the associated units have been included on a registered plan of subdivision.
38. Should the Town revoke the water and wastewater servicing allocation per Section 37 of this Agreement, the Town shall reimburse the Owner the Pre-Payment value plus indexing in accordance with the annual development charge rate index adjustment per the DC By-law.
39. Notwithstanding any Holding (H) Zone Symbol Provisions related to servicing capacity allocation that may be applied by the Town to the Plan and Future Phase Plans, upon execution of this Agreement, the Town will reserve sufficient allocation for the aforementioned residential units within the developments and these developments shall be exempt from any requirements under any Town Servicing Allocation Policy.

Warranty Regarding Cost Overruns

40. The Parties acknowledge and agree that the costs set out in Schedule "C" are estimates for the cost of the Schedule B Services, whereas the Town will reimburse the Owner with credits based on the Actual Costs of the Schedule B Services. The Owner represents and warrants to the Town that the estimates in Schedule "C" represent the reasonable cost to the Owner of providing the Schedule B Services based on 2023 tendered costs, unless noted otherwise, and shall use commercially reasonable best efforts to keep the actual costs from materially exceeding the amount set out in Schedule "C", and subject to industry/service/supply price increases, etc.

Indemnity

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41. Except as otherwise set out in this Agreement, the Owner agrees to indemnify and save harmless the Town from all costs, charges, expenses and liabilities of whatever nature arising from the construction of the Schedule B Services caused by the Owner including, without limitation and liability arising pursuant to the *Construction Lien Act*, R.S.O. 1990 c. C30, the *Environmental Protection Act*, R.S.O. 1990 c. E19, until such time as the Road is open for public access. Once the Road is open for public access, said indemnification shall only apply as a result of negligence by the Owner.
42. Notwithstanding Section 27, provided that the Owner complies with the construction guidelines and certifications identified by the Town per Section 4.4 of the Subdivision Servicing Agreement and included in this Agreement as Schedule "E", the Town shall indemnify and save harmless the Owner and its employees, officers, agents, contractors, elected and appointed officials harmless from all damages and liabilities arising from the Road within the Creek Crossing Project area identified in Schedule "D".

Planning and Other Approvals

43. The Owner hereby acknowledges that, unless otherwise noted in this Agreement, this Agreement shall not be construed so as to relieve it from the requirement to obtain any and all necessary approvals for the development of the Lands, and shall not be construed so as to commit the Town to grant any planning or other approvals.

Estoppel Regarding Authority and Jurisdiction

44. The Owner agrees not to call into question directly or indirectly in any proceeding whatsoever in law or in equity or before any administrative tribunal, the right of the Town to enter into this Agreement and to enforce each and every term, covenant and condition thereof. The law of contract applies to this Agreement and the Town shall be entitled to all remedies arising therefrom. This provision may be pleaded by the Town in any action or proceeding as a complete and conclusive estoppel of any denial of such right.
45. The Owner shall pay all reasonable cost as may be incurred by the Town, its solicitor, its engineering staff and other staff, agents officers and consultants, for any work performed in connection with the preparation, execution and administration of this Agreement, which costs shall not exceed \$2,000.00. In the event of any non-compliance with this Agreement by the Owner, the Town shall be entitled to recover all of its costs in any way related to such non-compliance, including legal and other expert's fees.

Legislative Changes Clause

46. The Parties expressly agree that notwithstanding any future legislative or regulatory changes, amendments, repeals, or modifications that may affect this Agreement, the rights, obligations, terms, and conditions set forth herein shall remain binding and enforceable to the fullest extent permitted by applicable law. Should any provision of this Agreement become invalid or unenforceable due to legislative or regulatory amendments, the remaining provisions shall continue in full force and effect, and the Parties agree to promptly negotiate in good faith to amend the affected provision(s) to preserve the original intent of the Agreement.

Approval of Council

DEVELOPMENT CHARGES AGREEMENT
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47. The execution of this Agreement by the Town constitutes the approval of the Council for The Corporation of the Town of Orangeville to the granting of the credit for services in lieu of the payment of Development Charges.

Independent Legal Advice

48. The Owner and the Town represent and warrant to each other that they have received independent legal advice in respect of this Agreement to the effect that this Agreement constitutes a valid and binding obligation of each of them and is enforceable in accordance with its terms.

Discretion of Council Not Fettered

49. Notwithstanding any other provisions of this Agreement, the parties hereto acknowledge and agree that, unless otherwise noted in this Agreement, none of the provisions of this Agreement shall have the effect of operating in any way to fetter either the Town Council which authorized the execution of this Agreement or any of its successors in the exercise of any of Council's discretionary powers. Without limiting the generality of the foregoing, such discretionary powers include the power to pass, amend or repeal by-laws and to adopt, amend or rescind Official Plan Amendments, subdivision plan applications or to approve or refuse approval to plans and drawings for development.

Registration on Title

50. This Agreement and any schedules attached hereto may be registered upon title to the Lands at the request of the Town and at the expense of the Owner.

Removal of Agreement from Title

51. Upon satisfying all provisions of this Agreement by the completion of the services required and fulfillment of all eligible credits described herein, the Town shall not unreasonably withhold its consent to the removal of this Agreement from title to the Lands and shall execute such documents as may be required to affect such removal from title. Any such removal of this agreement from title to the Lands shall be at the expense of the Owner.

Commencement

52. This Agreement commences on the date of its execution by the Parties.

Force Majeure

53. If the Owner is delayed or hindered in or prevented from the performance of any act or obligation required to be performed by the Owner under this Agreement by reason of acts of God, strikes, lockouts, unavailability of materials, curtailment of transportation facilities, failure of power, prohibitive governmental laws or regulations, riots, insurrections, pandemic, war, terrorist activities, explosions, unavoidable casualty or the act or failure to act of any other party, adverse weather conditions preventing the performance of work, or other unspecified, unforeseen or uncontrollable events beyond the Owner's reasonable control, then the time for performance of such act or obligation shall be extended for a period equivalent to the period of such delay.

General

54. Headings are inserted for convenience of reference only and shall not affect the construction or interpretation of this Agreement.

DEVELOPMENT CHARGES AGREEMENT
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55. Time shall in all respects be of the essence in this Agreement, provided that the time for doing or completing any matter provided herein may be extended or abridged by an agreement in writing signed by the Owner and by the Chief Administrative Officer of the Town.
56. This Agreement shall be read with all changes of gender or number required by the context.
57. Any notice, document or other communication required or permitted to be given hereunder shall be sufficiently given if sent by prepaid registered mail or sent by electronic mail and addressed as follows:

To the Owner: NG CITRUS LIMITED
C/O KATHLEEN SCHOFIELD
351 KING STREET EAST, 13TH FLOOR
TORONTO, ON, M5A 0L6
KATY@GREATGULF.COM

To the Town: CHIEF ADMINISTRATIVE OFFICER
THE CORPORATION OF THE TOWN OF
ORANGEVILLE
MUNICIPAL OFFICES
87 BROADWAY
ORANGEVILLE, ON L9W 1K1

or if delivered at such address. Each of the parties shall be entitled to specify a different address by giving notice in accordance with the same terms hereof to the other. Any such notice, if mailed, shall be deemed to have been given on the third business day next following such mailing, or if delivered, shall be deemed to have been given on the day of delivery; provided that in the event of a disruption in postal service any notice mailed shall be deemed to have been delivered on the fifth business day following the resumption of regular postal service. Any notice sent by electronic mail shall be deemed to have been given on the business day next following the date of transmission.

[BALANCE OF PAGE LEFT INTENTIONALLY BLANK]

IN WITNESS WHEREOF the parties have hereto set their hands and seals under their officers duly authorized in that regard, with effect as of the date first shown above.

in the presence of

NG CITRUS LIMITED

Per: _____

Print Name: Kathleen Schofield

Position: _____

Date: _____

Per: _____

Print Name: Michael Kirchmair

Position: _____

Date: _____

I/We have the authority to bind the corporation

**THE CORPORATION OF THE TOWN OF
ORANGEVILLE**

Lisa Post, Mayor

Date: _____

Raylene Martell, Clerk

Date: _____

Schedule “A”

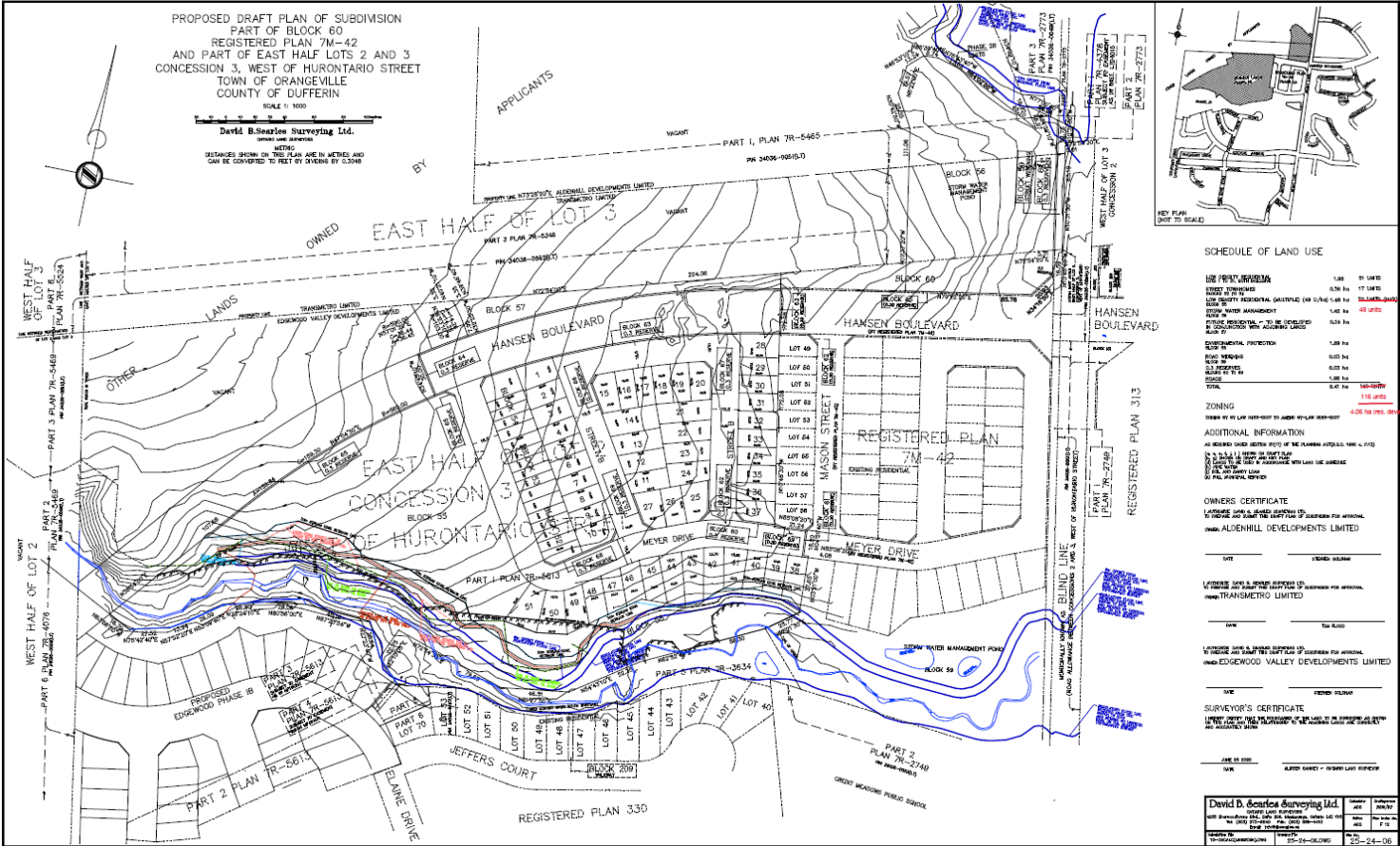
Legal Description of Owner’s Lands

Part of Block 60, Plan 7M-42 and Part of East Half Lots 2 and 3, Concession 3, West of Hurontario Street, Town of Orangeville, County of Dufferin.

DRAFT

DEVELOPMENT CHARGES AGREEMENT
Edgewood Valley Phase 2B

Schedule “A-1”
Copy of Plan



Schedule "B"

Scope of Works Eligible for Credit or Reimbursements (Road and Services)

- Construct additional ROW and oversizing of Hansen Boulevard as a 30.0 metre-wide Collector Road including appurtenances per Town Standards on the **Owner-owned lands**, including, but not limited to the following:
 - Oversized watermain, valves, chambers
 - Oversized Storm sewers, manholes, additional quality (OGS) and quantity control, stormwater outlet
 - Oversized ROW construction, additional roadway width
 - Extra depth road make-up, granulars, asphalt
 - Oversized boulevard construction, landscaping
 - Additional sidewalk areas
 - Additional line painting, bike lanes
 - Additional street lighting requirements
 - Repair and maintain sewers, roads, boulevards per the terms of this Agreement
 - Supply and install Pressure reducing valve, external to the development lands
 - Retaining wall or other infrastructure within NG Citrus/Aldenhill Plan portions of the Road (if required) per the terms of this agreement.
- Construct ROW of Hansen Boulevard as a 30.0 metre-wide Collector Road including appurtenances per Town Standards on the Town-owned lands.

Schedule “C”

Summary of Estimated Reimbursable Costs for the construction of Hansen Boulevard

Oversizing DC Credits:

Within the Plan and the NG Citrus/Aldenhill Plan (including the Lower Monora Creek Crossing):

	Roads DC	Water DC	Total
a) Road and Landscaping	\$503,738		\$503,738
b) Watermain and PRV		\$333,169	\$333,169
c) Streetlights	\$12,847		\$12,847
d) Soft Costs (15% of items a to c)	\$77,488	\$49,975	\$127,463
e) Contingencies (10% of items a to d)	\$59,407	\$38,314	\$97,722
f) HST	\$84,952	\$54,790	\$139,742
Subtotal	\$738,432	\$476,249	\$1,214,681

Per Section 16 of the Agreement, possible future credits:

	Roads DC	Water DC	Total
a) Retaining Wall or other infrastructure, if applicable	\$256,133		\$256,133
b) Soft Costs (15% of item a)	\$38,420		\$38,420
c) Contingencies (10% of items a to b)	\$29,455		\$29,455
d) HST	\$42,121		\$42,121
Subtotal	\$366,129		\$366,129
50% of costs eligible for credit, per Section 16:	\$183,065	\$0	\$183,065
TOTAL Oversizing DC Credits:	\$921,496	\$476,249	\$1,397,745

The Total Estimated Construction Cost to be reimbursed to the Owner by the Town through DC Credits is **\$1,397,745** (subject to amendments to reflect Actual Costs) with an estimated \$921,426 credit available to offset Roads Development Charges and an estimated \$476,249 credit available to offset Water Development Charges as assessed by the Town. For greater certainty, no development charge credits will be applied to the County, Education, or other Town service portions of the total Development Charges payable.

Per Section 25, the development charge rates used for calculating the amounts due and the eligible credits under this agreement will be the development charge rates in effect at the time of building permit issuance. Per Section 28, in the event that the Owner has not received DC Credits for the full Actual Costs as of the date of application of the last DC Credit within the Lands, the Town shall reimburse the balance of the Actual Costs to the Owner, within twelve (12) months thereafter.

At the time of execution of this Agreement, the eligible portion of the Town’s Development Charge Rates available for credit were as set out in the following table. It should be noted these rates and related credits will be subject to annual indexing, development charge background study and by-law updates, or legislative changes where applicable:

Credit per unit	Single detached dwelling	Townhouse
Roads Town wide)	\$9,020	\$7,448
Water (Town wide)	\$10,517	\$8,684

Credit per developed area	Per net developable hectare
Roads (Area specific RSP1)	\$27,998
Water (Area specific WD2)	\$5,176
Water (Area specific WD4)	\$7,847

Reimbursements:

The Town will reimburse the Owner for additional works front ended on behalf of the Town within Town-owned lands (from College Ave to the western limit of NG Citrus/Aldenhill Plan, including lands outside the Road Right-of-Way, as identified on Schedule D). Total Estimated Construction Costs to be reimbursed to the Owner by the Town (subject to amendments to reflect Actual Costs) is as follows:

a) Road and Landscaping	\$173,101.24
b) Watermain	\$ 38,365.37
c) Storm Outlet	\$223,709.46
d) Streetlights	\$ 18,750.36
e) Soft Costs (15% of items a to d)	\$ 68,088.96
f) Contingencies (10% of items a to e)	\$ 52,201.54
g) HST	\$ 74,648.20
Subtotal	\$648,865.14

TOTAL DC CREDITS AND REIMBURSEMENTS \$2,046,610.21

The foregoing is subject to updating based on Actual Costs, as set out in this Agreement.

Schedule “D”

Lands Subject to Hansen Boulevard Extension Construction

Legend

- 1) Plan Boundary (green outline)
- 2) Road within Plan (solid red)
- 3) Road within NG Citrus/Aldenhill (solid blue)
- 4) Road within Town-owned lands, including Part 2, 7R-5469; Block 42, 7M-70 and unopened Hansen Boulevard (solid yellow)
- 5) Road-Associated Infrastructure within Town-owned lands, including Part 2, 7R-5469 and Block 99, 7M-70 (solid orange)
- 6) Creek Crossing Project area (purple outline)



Schedule “E”

Creek Crossing Project: Construction Guidelines

DRAFT



Report

Subject: Traffic Bylaw Update – Speed Reduction on Riddell Road between Townline and County Road 109 (Broadway)

Department: Infrastructure Services

Division: Transportation and Development

Report #: INS-2025-018

Meeting Date: 2025-05-12

Recommendations

That report INS-2025-018, Traffic Bylaw Update – Speed reduction on Riddell Road between Townline and County Road 109 (Broadway), be received; and

That Traffic Bylaw 2005-078, Schedule H be amended to reflect the rate of speed on Riddell Road (County Road 109) between Townline and County Road 109 (Broadway); and

That Traffic Bylaw 2005-078, Schedule N, Community Safety Zones, be amended to include Riddell Road (County Road 109), between Townline and County Road 109 (Broadway).

Overview

This report recommends that the current speed limit of 70 km/h on Riddell Road between Townline and Broadway be reduced to 60 km/h. The speed reduction is recommended in order to comply with the Ontario Highway Traffic Act that requires that the speed limit be 60 km/h or less when crossing guards are present and is being recommended due to the increase in pedestrian activity at the crossings along the Riddell corridor. There is a crossing guard posted at Montgomery Blvd. and Riddell Road to assist elementary age school with the crossing. This report also recommends that a new community safety zone be established on Riddell Road between Townline and Broadway.

Background

Riddell Road is designated as an Arterial Road in accordance with the Town's Official Plan. Riddell Road is currently under the jurisdiction of the Town of Orangeville.

Ridell Road was initially designed to accommodate “Orangeville bypass” traffic, large volumes of trucks and greater speeds. The roadway was initially posted at 80 km/h and was later reduced to 70 km/h. Parts of Riddell (County Road 109 through Caledon) are posted at 80 km/h, whereas the section of the roadway through Orangeville is currently posted at 70 km/h.

Figure 1-Riddell Road through Orangeville

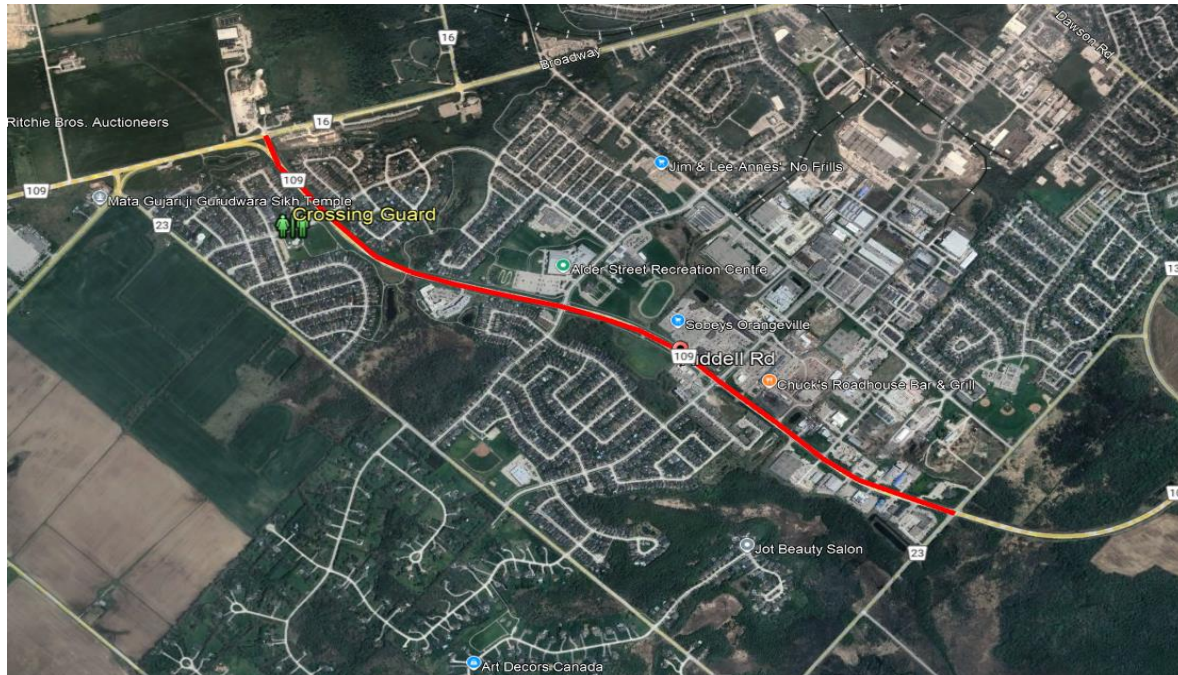
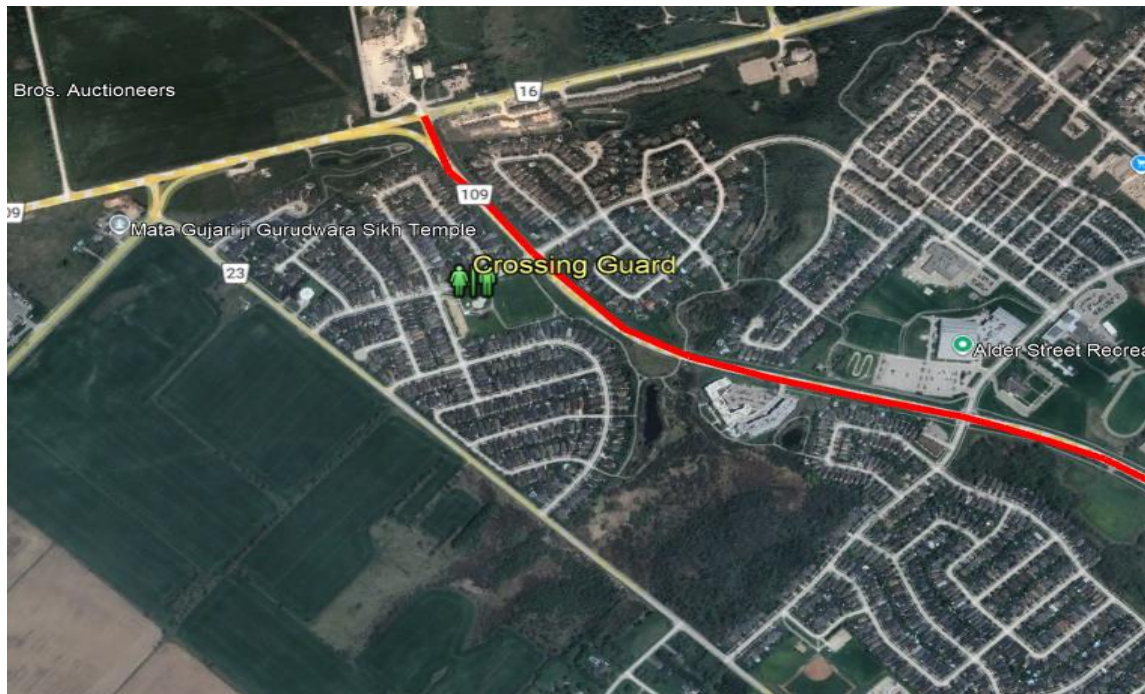


Figure 2-Riddell and Montgomery Blvd. Crossing Guard Location



Since Riddell Road, through Orangeville, and the construction of that section of County Road 109 through Caledon between Highway 10 and Townline was opened in the mid 2000s, there has been a significant increase in vehicle traffic including trucks. Current traffic volumes indicate that the Average Annual Daily Traffic (AADT) is between 13,000 and 17,000 vehicles including 13-15% truck traffic as defined by the vehicle classifications guidelines.

Throughout the same period of time, the areas abutting the corridor have experienced significant commercial and residential growth. The Riddell corridor has seen increased users who frequent sports fields and arenas, community buildings, churches, schools, dining establishments, employment areas and retirement facilities. This growth has also increased the presence of pedestrians crossing the road (signalized intersections) and using the corridor to walk and bike.

There is a crossing guard stationed at the intersection of Montgomery Road and Riddell to assist school aged children who attend Montgomery Village Elementary School with crossing the road during school hours. The crossings or intersections at Alder Street and Spencer Avenue do not have crossing guards.

Analysis/Current Situation

The purpose of this report is to recommend that Council approve a speed reduction on Riddell Road between Townline (County Road 23) and Broadway (County Road 109) from its current rate of 70km/h to 60 km/h. This section of roadway is within Orangeville and under the Town's jurisdiction. This report also recommends that new

community safety zone be established on Riddell Road between Townline and Broadway and further considerations be brought forward as part of the 2026 budget process for Council's consideration.

The recommendation to reduce the speed through this area is supported by the significant amount of data collected by various agencies and studies who have determined that lower speeds through built up areas where there is a large number of pedestrians and community gatherings destinations, reduces the risk to pedestrians, cyclists and other road users.

Traffic safety is a well-developed field of engineering, which relies heavily on many years of data and statistical measurements of the actual changes when safety improvements are installed. Speed reduction through various measures consistently demonstrates a significant reduction in traffic crashes and serious injuries, including death, when speed limits are reduced.

Studies have shown that the severity of injuries from collisions involving pedestrians and cyclists is directly related to the speed of the vehicle at impact. Higher speeds decrease driver reaction time and increase vehicle stopping distance. School areas during arrival and dismissal times are often busy with school related activities such as school bus traffic, parents dropping off or picking up children, crossing guards stopping traffic, and children walking and cycling to school. Implementing lower speed limits, especially in urban or "built up" areas and school zones, has been shown to significantly reduce road casualties and fatalities and dramatically increases pedestrian safety, with studies showing significant reductions in pedestrian casualties at lower rates of speed. Simply put at lower speeds, vehicles and pedestrians/cyclists are safer as drivers have sufficient time to stop for pedestrians, and pedestrians can make better crossing decisions.

The Town has and continues to look for ways to improve neighborhood safety and has reduced speed limits in school areas and introduced Community Safety Zones in an effort to increase safety for all road users and decrease conflict between pedestrians, bicycles and vehicles.

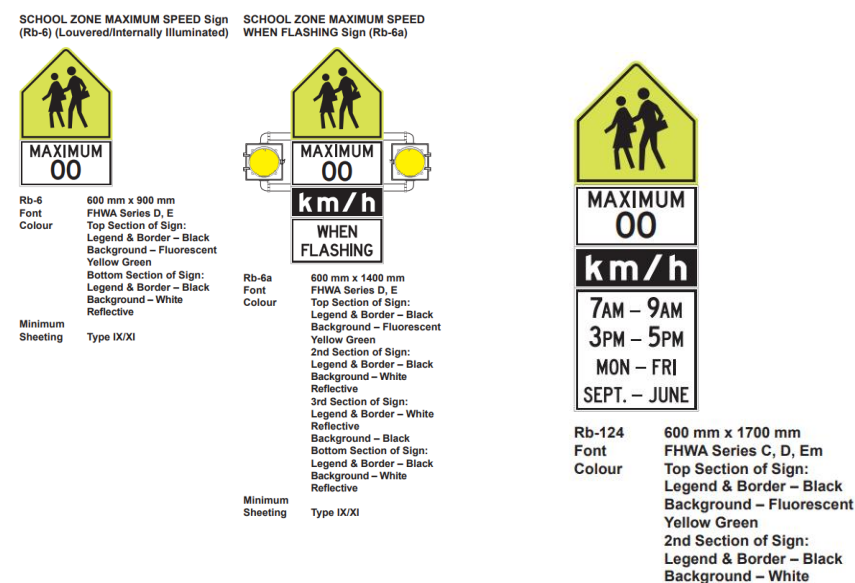
In Ontario, speed reduction initiatives, like lowering speed limits and using automated speed enforcement (ASE) devices, have shown positive impacts on road safety, reducing both the incidence of pedestrian motor vehicle collisions (PMVC) and the severity of injuries.

It should be noted that the Highway Traffic Act (HTA) sets out the rules of the road in Ontario, including the operation of school crossings and the role of school crossing guards. Specific legislation related to school crossings and the operation of school crossing guards is found in section 176 of the HTA and among other things, specifically references that a school crossing guard about to direct persons across a highway with a speed (on the roadway) limit shall not be in excess of 60 kilometers per hour.

As the Town navigates through its first Transportation Master Plan, the expectation is that there will be recommendations, among other plans, to implement other safety improvements on Town roads including Riddell. Those programs include:

- Identifying vulnerable road users.
- The use of Automated Enforcement like red light cameras and Automated Speed Enforcement (ASE).
- Targeted speed reductions during sensitive times of day with the use of flashing beacons identifying the speed reductions like those shown in Figure 3.
- Identifying additional community safety zones in strategic areas.
- Speed, traffic and vehicle classification studies.

Figure 2 – School Warning Signs with Flashing Beacons



Corporate Implications

The cost to install advanced warning signs identifying the Community Safety Zone and denoting the speed reduction as outlined by the Ontario Traffic Manual, including replacing/placing existing signs and providing notice to various media platforms is expected to be less than \$5,000 and can be accommodated within the 2025 operating budget.

As part of the 2026 Budget Process, Staff will bring forward a project, for Council's consideration, introducing Warning Signs with Flashing Beacons and further speed

reductions in targeted areas, during specific times, where school children typically cross high volume and higher speed roads like Riddell Road.

Conclusion

Riddell Road is currently under the jurisdiction of the Town of Orangeville and serves as an arterial road as part of the municipality's official plan. The speed limit between Townline and Broadway is currently posted at 70 km/h. There is a crossing guard posted at the Montgomery Road crossing to assist elementary school aged children with crossing Riddell. The Highway Traffic Act dictates that the speed limit, where crossing guards are present, is not to exceed 60 km/h.

This report recommends that the speed limit of Riddell Road (through Orangeville) be reduced to 60 km/h and that a community safety zone approaching the intersection, where elementary school aged children cross, be established. This will make the crossing and the corridor safer. The speed reduction and implementation of a community safety zone aligns with future road safety initiatives that the Town is looking to implement in strategic areas.

Strategic Alignment

Strategic Plan

Strategic Goal: Community Vitality

Objective: Sustainability – Vibrancy & Well-being

Sustainable Neighbourhood Action Plan

Theme: Transportation System

Strategy: Promote more sustainable and efficient transportation options

Notice Provisions

Notifications signage of the traffic pattern change is required and outline in the Ontario Traffic Manuals. The Town will work with Communications to get the messaging out through media platforms.

Respectfully submitted,

Prepared by:

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

Tony Dulisse, CET
Manager, Transportation & Development

Attachment(s): None

**Subject: 21 Centre Street – Residential Demolition Permit
Application – RD-2025-01**

Department: Infrastructure Services

Division: Planning

Report #: INS-2025-022

Meeting Date: 2025-05-12

Recommendations

That report INS-2025-022, 21 Centre Street – Residential Demolition Permit Application – RD-2025-01, be received; and

That the residential demolition permit application for 21 Centre Street, be approved, subject to the following conditions:

- 1. That Site Plan Application SPA-2024-07 be approved and a Site Plan Agreement be executed prior to the issuance of any demolition permits;**
- 2. That the applicant constructs and substantially completes the new building to be erected on the subject property no later than two (2) years from the date of the issuance of the demolition permit;**
- 3. That a Construction Waste Management Plan be implemented by the developer.**

Overview

The Town's Demolition Control Area By-law (No. 2003-126) is administered in accordance with the Planning Act, which allows municipalities to establish a demolition control area prohibiting any residential demolition without approval by Council, or their delegated authority. Under this By-law, all lands within the Town's jurisdiction are subject to demolition control and require Council approval for any residential dwelling demolition. Circumstances where a dwelling is deemed an immediate safety hazard by the Chief Building Official are exempt from this demolition control requirement.

The owner of the property located at 21 Centre Street has submitted an application to demolish the existing dwelling on the property. The demolition will make way for a proposed redevelopment consisting of a 4-storey residential building containing 8 units, in accordance with a Site Plan application (SPA-2024-07), which is in final stages of review.

Staff recommend approval of this residential demolition application, subject to conditions to be fulfilled prior to the demolition proceeding.

Background

The Town's Demolition Control Area By-law (No. 2003-126) is administered in accordance with the Planning Act, which allows municipalities to establish a demolition control area prohibiting any residential demolition without approval by Council, or their delegated authority. Under this By-law, all lands within the Town's jurisdiction are subject to demolition control and require Council approval for any residential dwelling demolition. Circumstances where a dwelling is deemed an immediate safety hazard by the Chief Building Official are exempt from this demolition control requirement.

Demolition control intends to preserve residential properties by preventing premature demolition of viable housing stock and ensuring that any replacement development is approved and constructed within a reasonable time period thereafter. Demolition approvals can therefore include conditions to be fulfilled prior to, or in conjunction with the demolition occurrence.

Demolition control also avoids the creation of vacant lots for prolonged periods and susceptibility to property standards infractions (i.e. trespassing, vandalism). To achieve this, demolition control works in tandem with a property standards By-law, which ensures that properties are maintained to an appropriate standard. This prevents properties from being neglected in a way that could accelerate their deterioration to a point where demolition becomes an apparent necessity.

Analysis

The lands subject to these applications are comprised of a single parcel of land on the east side of Centre Street, south of Broadway and north of Hillside Drive. The subject lands are legally described as Part of Lot 6, Registered Plan 170, municipally known as 21 Centre Street and have a total area of approximately 834 square metres with approximately 25 metres of frontage along Centre Street. The subject lands currently contain a 1 storey residential building. A location map of the subject lands is included as Attachment 1.

Staff are currently in the final stages of reviewing the Site Plan Application (SPA-2024-07) which proposes a 4-storey residential building containing 8 units. The current versions of the Site Plan and Renderings are included as Attachments 2 and 3 respectively.

On March 25, 2025, the owner submitted a Residential Demolition Application to demolish the existing dwelling and make way for the proposed multi-unit dwelling. The application was circulated to internal departments for comment on March 26, 2025. No

concerns were raised. Planning Division staff recommend approval of the demolition permit application, subject to the following conditions:

1. That Site Plan Application SPA-2024-07 be approved and a Site Plan Agreement be executed prior to the issuance of any demolition permits;
2. That the applicant constructs and substantially completes the new building to be erected on the subject property no later than two (2) years from the date of the issuance of the demolition permit;
3. That a Construction Waste Management Plan be implemented by the developer.

These conditions will ensure that the proposed development will be well advanced in the planning approvals process before demolition occurs. Further, this will ensure that the development proceeds in a timely manner following the demolition.

Corporate Implications

This report will not generate direct implications. If future actions related to this report will have a corporate impact, a report will be presented to Council for approval, if required.

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.

Notice Provisions

Not applicable.

Respectfully submitted,

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

Reviewed by:

Brandon Ward, MCIP, RPP
Manager, Planning

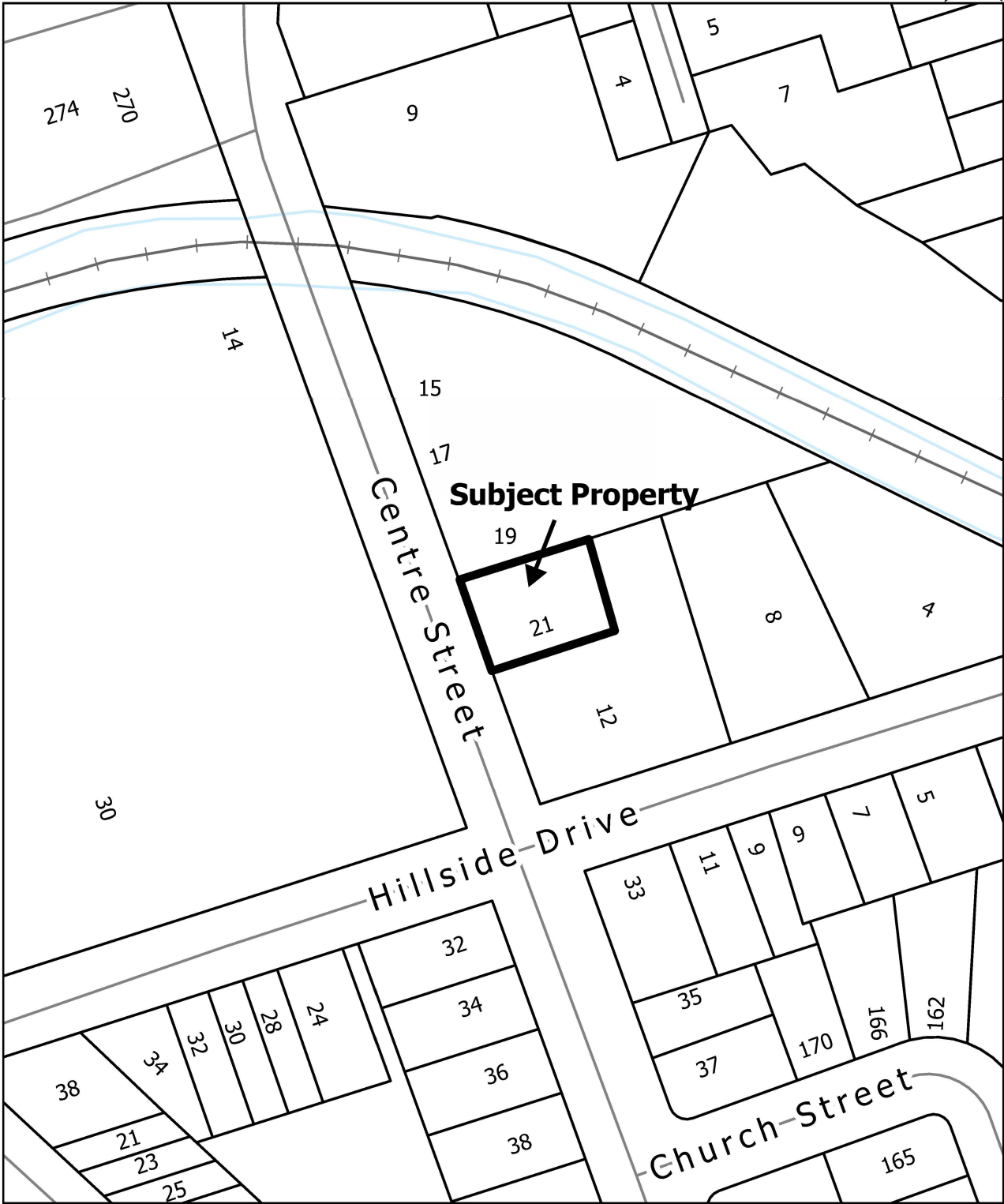
Prepared by:

Larysa Russell, MCIP, RPP
Senior Planner, Planning

Attachment(s):

1. Location Map
2. Site Plan
3. Renderings

Location Map
File: RD-2025-01
Applicant(s):Rob Mair





STREET PERSPECTIVE AT CENTRE STREET

PROJECT NAME
21 CENTRE STREET

PROJECT ADDRESS
21 CENTRE STREET,
ORANGEVILLE ON

CLIENT

ROBBIE MAIR

ARCHITECT
KHALSA DESIGN INC.

BRAMPTON, ON
TELEPHONE: 647-468-2940

CONSULTANTS:

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SHALL RESULT IN THE FULLEST EXTENT
OF PROSECUTION UNDER LAW

REGISTRATION

Project number
21010

Date
03/18/2025

Drawn by
ASB

Checked by
KDI

Scale

REVISIONS

No.	Description	Date

RENDERING

A-303
21 CENTRE STREET



PROJECT NAME

21 CENTRE STREET

PROJECT ADDRESS

21 CENTRE STREET,
ORANGEVILLE ON

CLIENT

ROBBIE MAIR

ARCHITECT

KHALSA DESIGN INC.

DESIGN

KHALSA

BRAMPTON, ON

TELEPHONE: 647-468-2940

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OF PROSECUTION UNDER LAW

REGISTRATION

Project number

21010

Date

03/18/2025

Drawn by

ASB

Checked by

KDI

Scale

REVISIONS

No.	Description	Date

PERSPECTIVE

A-304

21 CENTRE STREET

Page 248 of 319

From: Meghan Townsend <mtownsend@townofgrandvalley.ca>
Sent: Wednesday, April 23, 2025 11:26 AM
To: Denise Holmes <dholmes@melancthontownship.ca>; Denyse Morrissey <dmorrissey@shelburne.ca>; jwilloughby@shelburne.ca; Tracey Atkinson <tatkinson@mulmur.ca>; rknechtel@mulmur.ca; Michael Dunmore (mike.dunmore@townofmono.com) <mike.dunmore@townofmono.com>; Fred Simpson <fred.simpson@townofmono.com>; David Smith <dsmith@orangeville.ca>; Raylene Martell <rmartell@orangeville.ca>; Peter Avgoustis <pavgoustis@eastgarafraxa.ca>; Jessica Kennedy <jkennedy@eastgarafraxa.ca>; nmartin@amaranth.ca; hboardman@amaranth.ca; Sonya Pritchard <spritchard@dufferincounty.ca>; Michelle Dunne <mdunne@dufferincounty.ca>
Cc: Sara MacRae <smacrae@dufferincounty.ca>; Donna Tremblay <dtremblay@townofgrandvalley.ca>; Steven Freitas <sfreitas@townofgrandvalley.ca>
Subject: [External Email] BetterHomes Dufferin - Grand Valley resolution

Hello all,

At their regular meeting on April 22, 2025, Council for the Town of Grand Valley passed the following resolution:

2025-04-26

Moved by Latam, Seconded by Jonker

BE IT RESOLVED THAT Council receives Report – BetterHomes Dufferin project,
AND FURTHER THAT Council agrees to participate in this project and directs staff to prepare and present the Local Improvements Authorization By-law for Passing,
AND FURTHER THAT Council requests the County to cover the administration costs of all lower tier municipalities,

AND FURTHER THAT this resolution be sent to Dufferin County and all lower tier municipalities in Dufferin County.

CARRIED

Thank you,



Meghan Townsend, MPS, BSc, Dipl.M.A. | CAO/Clerk

Town of Grand Valley | 5 Main Street North, Grand Valley, ON L9W 5S6

Tel: (519) 928-5652 x222 | Fax: (519) 928-2275 | mtownsend@townofgrandvalley.ca

My workday may look different from your workday. Please do not feel obligated to respond outside of your normal working hours.



374028 6TH LINE • AMARANTH ON • L9W 0M6

April 16, 2025

The Standing Senate Committee on Agriculture and Forestry
The Senate of Canada
Ottawa, Ontario K1A 0A4

**Re: Critical Ground: Why Soil is Essential to Canada's Economic,
Environmental, Human and Social Health**

Following a presentation and discussion from The Honourable Robert Black at the regular meeting of Council held on April 16, 2025, the Township of Amaranth Council passed the following motion:

Resolution #: 3

Moved by: G. Little **Seconded by:** A. Stirk

Whereas the Township of Amaranth 2023 Strategic Plan included a vision statement "To grow a strong, vibrant rural and agricultural community" and a goal to "Protect our agricultural land and promote the farming economy"

And Whereas the Standing Senate Committee on Agriculture and Forestry published a report in 2024 titled "Critical Ground: Why Soil is Essential to Canada's Economic, Environmental, Human and Social Health" that contained twenty five (25) recommendations in total for the federal government, two of which also provided recommended actions for provincial and territorial governments.

And Whereas, Recommendation 7 of Critical Ground stated that "The Government of Canada encourage provinces, territories, and municipalities to develop measures—as a form of land use planning—that best preserve and protect agricultural land in their jurisdictions."

Therefore be it resolved that the Township of Amaranth fully support all of the Recommendations included within Critical Ground and will consider how to implement the Recommendations contained within Critical Ground when completing a review of the Township of Amaranth Official Plan.

And further that the Township of Amaranth urge the Government of Canada and the Province of Ontario to implement all the recommendations contained within Critical Ground and commit to recognizing a sense of urgency and act accordingly in order to protect and conserve soil as per Recommendation 25.

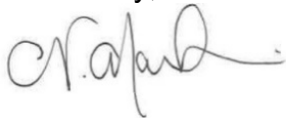
And further that this motion be circulated to the following parties:

- *All local municipalities within the County of Dufferin*
- *MPP Hon. Sylvia Jones*
- *Hon. Todd McCarthy, Ministry of Environment, Conservation and Parks*
- *Hon. Trevor Jones, Minister of Agriculture, Food and Agribusiness*
- *Hon. Lisa Thompson, Minister of Rural Affairs*
- *MP Hon. Kyle Seebach*
- *Federal Ministry of Environment and Climate Change*
- *Federal Minister of Agriculture and Agri-Food and Rural Economic Development*
- *Rural Ontario Municipal Association*
- *Association of Municipalities of Ontario*
- *Federation of Canadian Municipalities*
- *Dufferin Federation of Agriculture*
- *Ontario Federation of Agriculture*
- *Senate Standing Committee on Agriculture and Forestry*
- *Premier of Ontario*
- *Prime Minister of Canada*

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



758070 2nd Line E
Mulmur, Ontario
L9V 0G8

Local **(705) 466-3341**
Toll Free from 519 only **(866) 472-0417**
Fax **(705) 466-2922**

April 11, 2025

Procurement & Advocacy for Trade Agreement Exemptions

At the meeting held on April 2, 2025, Council of the Township of Mulmur passed the following resolution:

Moved by Lyon and Seconded by Cunningham

Whereas the Township of Mulmur recognizes that tariffs may increase the costs of goods and services sought by the Township;

And whereas the Township of Mulmur recognizes the importance of supporting Canadian businesses and workers through responsible procurement practices;

And whereas municipalities have significant purchasing power but are bound by international trade agreements;

And whereas trade agreements such as the Canadian Free Trade Agreement (CFTA) impose restrictions on municipalities, and prevent municipalities from giving preference to Canadian suppliers in procurement decisions above certain thresholds;

Now therefore be it resolved that the Township of Mulmur commits to considering Canadian suppliers for goods and services when it is feasible and fiscally responsible to do so for procurements under trade agreement thresholds:

And that the Township of Mulmur commits to continue to utilize cooperative purchasing groups to explore cost-saving measures and Canadian suppliers when it is feasible and fiscally responsible to do so.

And that the Township of Mulmur calls upon the Canadian federal and provincial governments to enact legislative changes to exempt municipalities from trade agreement restrictions while tariffs are imposed, allowing them to give preference to Canadian suppliers for goods, services, and infrastructure projects.

And further that a copy of this resolution be sent to:

- The Prime Minister of Canada
- The Premier of Ontario
- The Minister of Economic Development, Job Creation and Trade
- The Minister of Municipal Affairs and Housing
- The Association of Municipalities of Ontario (AMO)
- The Federation of Canadian Municipalities (FCM)
- All Ontario municipalities for their consideration and support.

Carried.

Sincerely,

Roseann Knechtel

Roseann Knechtel, Clerk

Minutes of Orangeville OPP Detachment Board Regular (Public Session) Meeting

January 21, 2025, 4:00 p.m.

Electronic and In-Person Participation - Orangeville OPP Detachment Board

Town Hall Council Chambers

87 Broadway

Orangeville, Ontario

Members Present: Chair T. Taylor
 Vice-Chair McSweeney
 Member Maycock
 Member Armstrong
 Member Weatherbee

Members Absent: Member L. Post

Staff Present: Executive Assistant M. Archer

-
- 1. Call to Order**
 - 2. Disclosures of (Direct or Indirect) Pecuniary Interest and Preliminary Matters**
 - 3. Election of Chair and Vice-Chair**

3.1 Call for nominations from the Board for the position of Chair.

Chair Taylor was nominated by Member Maycock for re-appointment as Board Chair.

Moved by Member Maycock

Seconded by Member Armstrong

Motion that Chair Taylor be re-appointed as Board Chair.

Carried

3.2 Call for nominations from the Board for the position of Vice-Chair

Vice-Chair McSweeney was nominated by Member Maycock for re-appointment as Board Vice-Chair. Member Armstrong recommended that the roles of the Chair and Vice-Chair be documented. Vice-Chair McSweeney recommended the Board encourage a more active renewal of members through the Chair/Vice Chair positions. Member Weatherbee offered to assist with creating job descriptions for those roles. Vice-Chair McSweeney advised he would assist Member Weatherbee.

Moved by Member Maycock

Seconded by Member Armstrong

Motion that Vice-Chair McSweeney be re-appointed as Vice-Chair.

Carried

4. Approval of Agenda

Moved by Member Armstrong

Seconded by Vice-Chair McSweeney

Motion that the Board discuss and approve the Agenda for the January 21, 2025 Orangeville Police Services Board Regular (Public Session) Meeting.

Carried

5. In-Camera Meeting (Board plus invited guests only)

Moved by Member Maycock

Seconded by Vice-Chair McSweeney

Convene into In-Camera Session.

Motion that at 4:07 the Board convene into the In-Camera Session of this meeting under Part IV, (section 44) of the Community Safety and Policing Act 2019.

5.1 Approval of Agenda

5.2 MCRT Update

5.3 Increasing OPP Costs

5.3.1 Letter from Michael Kerzner

5.3.2 Inspector Di Pasquale to provide status update on current staffing levels at the Orangeville Detachment

5.3.3 Discussion with the Inspector on lower POA fines in the Town of Orangeville

5.4 Board Member Training

5.5 Board Agenda Preparation

5.6 Board Member Objectives - 2025

5.7 Adoption of Previous In-Camera Meeting Minutes

6. Public Session

Moved by Member Maycock

Seconded by Member Weatherbee

Convene into Public Session.

Motion that at 5:07 p.m. the Board reconvene into the Public Session of this meeting.

7. 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.

8. Welcome and Introductions

Inspector Di Pasquale introduced Staff Sergeant Kathy Kiamos to the Board. Staff Sergeant Kiamos is on a temporary assignment to the Dufferin Detachment until April 27, 2025. Chair Taylor welcomed Staff Sergeant Kiamos.

9. Retirement of OPP Detachment Board Police Advisor, Duane Sprague

Chair Taylor acknowledged the retirement of Police Advisor Duane Sprague and his significant contributions in supporting the Board. Chair Taylor also welcomed the new Police Advisor, Hank Zehr. M. Archer confirmed an invitation has been extended to Mr. Zehr to attend the March Board meeting.

10. Presentations

None.

11. Question Period

None.

12. Report from In-Camera Session

See Item 5 above.

13. Items for Discussion and Reports

13.1 Driver Training Schools

Chair Taylor advised there have been complaints received from residents in the Town of Orangeville in reference to the use of their residential streets for the purposes of driver training. James Bramley, Supervisor of Licensing and Bylaw Enforcement, advised the current bylaw addressing driver training states that driver training can not take place on a street that abuts with a school or within 150 metres of a school. He further advised there are difficulties enforcing this bylaw.

By-law officers lack the authority to stop vehicles on the road, which presents challenges in enforcement. Even when relying on witness evidence, several factors must be carefully considered and proven to establish a violation. Additionally, if the intention is to address out-of-town drivers, it will involve requesting identification from individuals within vehicles, further complicating enforcement.

Chair Taylor asked Inspector Di Pasquale if the OPP officers could provide support on this matter and Inspector Di Pasquale advised the OPP officers can only stop vehicles and identify drivers for reasons legislated. Chair Taylor asked if the bylaw needs to be amended. Mr. Bramley advised the current Bylaw is not currently marked for review. Chair Taylor recommended this bylaw be slotted for review in the coming year.

Moved by Member Maycock

Seconded by Member Weatherbee

Motion to receive the discussion in reference to Driver Training.

Carried

13.2 Orangeville OPP 4th Quarter Report

Inspector Di Pasquale presented the highlights of the OPP 4th quarter report. Vice-Chair McSweeney asked Inspector Di Pasquale if he had connected with the new Town of Orangeville Fire Chief, John Snider. Inspector Di Pasquale advised he had via email.

Chair Taylor commented that he liked the humour sometimes applied to media releases and also he observed that sometime the accused is named and sometimes they are not. Inspector Di Pasquale advised that

legislation allows for them to name the accused and typically in traditional media releases they will, but not in social media.

Moved by Member Maycock

Seconded by Member Weatherbee

Motion that the Orangeville OPP Detachment 4th Quarter Report of 2024 and overview provided by Inspector DiPasquale be received.

Carried

13.3 Report from Inspector Di Pasquale on Festive Season

Inspector Di Pasquale advised there were 237 pro-active RIDE events that occurred during the festive season and that overall the Festive season went well.

Moved by Member Weatherbee

Seconded by Member Armstrong

Motion that the update provided by Inspector Di Pasquale be received.

Carried

13.4 2023 OPP Annual Report as per sec. 58 of the CSPA

Vice-Chair McSweeney advised this is the first Annual Report received from the OPP under the new CSPA legislation and that it has been included in Schedule B of the Board's governance memorandum.

Moved by Member Maycock

Seconded by Member Armstrong

Motion that the Board receive the OPP Annual Report.

Carried

13.5 State of Zina Courthouse and Next Steps.

Chair Taylor and Inspector Di Pasquale provided the following update: there is more space available at the Zina Court house for use by the OPP. Dufferin County is currently in discussions with the Ministry of Attorney General as to who would pay for the additional space.

Chair Taylor and Inspector Di Pasquale will follow-up and provide an update at the next Board meeting.

Moved by Member Maycock

Seconded by Vice-Chair McSweeney

Motion to receive the update and discussion on Zina Courthouse.

Carried

13.6 Letter from Mono Mayor Creelman to the Province regarding the Collection of Unpaid POA Fines

Vice-Chair McSweeney recommended the Board support Mayor Creelman's request to the Premier to collect on unpaid fines (\$4.4 billion) and distribute those funds to the respective Municipalities. Chair Taylor will draft a letter and circulate to Board members for review and approval.

Moved by Member Weatherbee

Seconded by Member Maycock

Motion that the Board receive the attached letter and corresponding discussion, and Chair Taylor will draft a letter in reference to this matter and circulate to Board members for approval.

Carried

13.7 False Alarm Reports

The Alarm summary outlined that there were repeat alarms at Finn McCools in the previous months. Chair Taylor will flag this concern with Town Council for follow-up by the Bylaw Dept.

Moved by Member Armstrong

Seconded by Vice-Chair McSweeney

Motion that the False Alarm Report provided be received and Chair Taylor will flag the repeat alarms with Town Council for follow-up by the Bylaw Dept.

Carried

13.8 Zone 5 Meeting Dec. 10th, 2024

Vice-Chair McSweeney advised he was unable to attend the meeting but will provide meeting minutes to the Board when they become available.

Moved by Member Maycock

Seconded by Member Weatherbee

Motion that the Board receive the update provided and all the attachments from OAPSB Zone 5 Meeting Dec. 10th.

Carried

13.9 OAPSB Membership Renewal

Vice-Chair McSweeney advised that he is glad that the Board supports the OAPSB through a membership which in turn provides valuable resources to the Board.

Moved by Member Armstrong

Seconded by Vice-Chair McSweeney

Motion that the Board receive the OAPSB Membership Invoice.

Carried

13.10 OAPSB December 16, 2024 Zone Committee Meeting

Vice-Chair McSweeney advised that on December 16, 2024 he attended an OAPSB Zone Committee meeting. At the meeting the OAPSB survey sent to zones for response was discussed. Following the meeting Vice-Chair McSweeney submitted responses to the survey on behalf of Zone 5 (he is Vice-Chair of Zone 5). Last year the OAPSB sent out a survey to the Boards on their governance policies and remuneration. Vice-Chair McSweeney advised he responded to this survey on behalf of the Board.

Moved by Member Maycock

Seconded by Member Armstrong

Motion that the Board receive the above update provided by Vice-Chair McSweeney, corresponding discussion and attached documents.

Carried

13.11 Claims for Special Remuneration

There was one claims as follows:

Vice-Chair McSweeney \$100.00 for December 16, 2024 – Attending
OAPSB Zone Committee Meeting

Moved by Member Weatherbee
Seconded by Member Armstrong

Motion that the Board approve and direct M. Archer to submit the above
claim to payroll for payment.

Carried

13.12 2024 Final Board Remuneration Report Approval

Moved by Member Armstrong
Seconded by Vice-Chair McSweeney

Motion that the Board receive and approve the above report.

Carried

13.13 Action Register and Board Work Plan Potential Changes Per Board Policy D3(t)

Member Armstrong and Vice-Chair McSweeney will meet as a sub-
committee and present their recommendations at the March Board
meeting. Member Armstrong advised he won't be present at the March
Board meeting, but Vice-Chair McSweeney will present their
recommendations.

Moved by Member Armstrong
Seconded by Vice-Chair McSweeney

Motion that the Board receive the review provided by Member Armstrong
and Member Armstrong and Vice-Chair McSweeney will meet as a sub-
committee and Vice-Chair McSweeney will present their recommendations
at the March Board meeting.

Carried

13.14 Review Post Nov. 19, 2024, and Pre-Jan. 21, 2025 Meeting Service Standards Per Board Policy D3(j)

Chair Taylor advised the Pre and Post Service Standard deadlines were
met. Vice-Chair McSweeney requested that when Chair Taylor reaches

out to the Board members prior to a Board meeting requesting agenda items please respond by advising you either do or do not have any agenda items to suggest.

Moved by Member Maycock

Seconded by Member Weatherbee

Motion that the Board receive the discussion on the Meeting Service Standards and the attached documents.

Carried

13.15 Review of Updated Board Governance Documents to Reflect Post April 1, 2024 Required Changes

Chair Taylor thanked Vice-Chair McSweeney and EA Archer for their work on the governance documents. Vice-Chair McSweeney advised that we knew following the implementation of the new CSPA legislation on April 1, 2024 and the adoption of our new governance documents, that there would be some additional required changes to our governance policies to address open questions and subsequent resolution clarifying CSPA requirements. The attached materials have been revised and supplemented as described in the agenda. Vice-Chair McSweeney undertook to have one more review of the materials to address any remaining typos and formatting issues and then send the final documents to EA Archer for website posting. See item 13.16 below.

Vice-Chair McSweeney believes this will be the final package for now and he will share these documents with the OAPSB once the final revisions are completed.

Moved by Member Maycock

Seconded by Member Armstrong

Motion that the Board receive the presentation and approve the revised documents as discussed.

Carried

13.16 Website Update

Chair Taylor advised that he would like to see an updated group photo of the Board posted on the Board website but recognizes the difficulty in getting everyone together.

Vice-Chair McSweeney would like to see all the governance documents available on our webpage with individual hyperlinks if possible, but at least in bookmarked PDF format. Member Armstrong advised he would take carriage of this and coordinate this with appropriate Town resources, Vice-chair McSweeney and EA Archer.

Moved by Member Maycock
Seconded by Member Weatherbee

Motion that the Board receive the update.

Carried

13.17 Community Safety and Policing Grant

EA Archer advised she would be able to complete the required grant reports in the coming months in collaboration with the OPP.

Moved by Member Armstrong
Seconded by Member Weatherbee

Motion that the Board receive the update provided by EA Archer.

Carried

13.18 Update on OAPSB Remuneration Survey

Chair Taylor will follow-up with Member Post to determine if the remuneration survey was forwarded to the Clerk's officer for future consideration. Chair Taylor suggested we bring this item forward on the next agenda for an update on status.

Moved by Member Maycock
Seconded by Member Weatherbee

Motion that the Board receive the above discussion and Chair Taylor will follow-up with Member Post and report back on status at the March Board meeting.

Carried

13.19 Detachment Commander's Performance Review

The Board has a policy on the Performance Review for the Detachment Commander (Policy D3(I)). Member Weatherbee will share the evaluation

form with the Board members and request their input. All members should provide their input to Member Weatherbee and Member Weatherbee will compile the input provided. Member Weatherbee and Chair Taylor/Vice-Chair McSweeney will meet with Inspector Di Pasquale to provide feedback on the review.

Moved by Member Weatherbee
Seconded by Member Maycock

Motion that all members of the Board will provide input on the Detachment Commander's review D3(l) and provide to Member Weatherbee for compilation. Member Weatherbee and Chair Taylor/Vice-Chair McSweeney will provide feedback to the Detachment Commander.

Carried

13.20 Board Executive Assistant's Performance Review

Chair Taylor advised he would send out the draft performance review to the Board Members for review and approval.

Moved by Member Maycock
Seconded by Member Weatherbee

Motion that the Chair Taylor will coordinate a time with EA Archer for himself and Vice-Chair McSweeney to provide feedback on her review.

Carried

13.21 Community Safety and Wellbeing Plan Update

Vice-Chair McSweeney asked if anyone had any updates on the Community Safety and Wellbeing Planning Meeting that took place on November 25, 2024. No members had an update. EA Archer was asked to forward the original Nov. 18th email out to the members and Chair Taylor will follow-up at Dufferin County. The Dufferin Community Safety and Wellbeing Plan 2021-2024 must be revised and adopted for 2025-2028 and is a county responsibility.

Moved by Member Maycock
Seconded by Member Armstrong

Motion that the EA Archer will recirculate the Nov. 18th email on this subject and Chair Taylor and Member Post will follow-up at Dufferin County.

Carried

14. Adoption of Minutes from the Nov. 19th Regular Meeting (Public Session)

Moved by Member Weatherbee
Seconded by Member Armstrong

Motion that the minutes of the Nov. 19th, Regular Meeting (Public Session) are approved.

Carried

15. Correspondence

15.1 Melancthon Traffic Calming Resolution

Moved by Vice-Chair McSweeney
Seconded by Member Maycock

Motion that the attached Resolution be received.

Carried

16. New Business

OAPSB Spring Conference

Vice-Chair McSweeney advised the OAPSB Spring Conference is scheduled for June 3-5 in London, Ont. Member Weatherbee, Member Maycock and Vice-Chair McSweeney advised they would be able to attend. Member Maycock advised he would not require accommodations.

Member Armstrong advised it would be helpful to know what we have budgeted for conferences and review all appropriate conferences for the year at the beginning of the year.

Chair Taylor advised he will bring the Board budget forward at the next Board meeting and there can be a discussion on potential conference attendance for the remaining year.

2025 International Women's Day Luncheon

Vice-Chair McSweeney advised that the 2025 International Women's Day Luncheon will be hosted by Family Transition Place at the Hockley Resort on March 7th. In the past the Board has supported this event by attending as well as inviting the Detachment Commander and Staff Sergeant.

Chair Taylor advised that Town Council attends this event as well. Member Weatherbee, Member Armstrong and EA Archer advised they are available to attend. Vice-Chair McSweeney advised he would be attending with DCAFS. Chair Taylor advised he would coordinate with the Town booking for this event.

17. Date of Next Meeting

The next meeting is scheduled for March 18th, 2025.

18. Adjournment

Moved by Member Maycock

Seconded by Member Armstrong

Motion that the meeting be adjourned at 7:08 p.m.

Carried

Todd Taylor, Chair

Mary Lou Archer, Executive Assistant



MINUTES – OBIA Board of Management Meeting

Thursday, March 20, 2025, at 0700

Town Hall Council/Multipurpose Room (Main Floor), 87 Broadway,
Orangeville, ON, L9W1K1| Hybrid format via Teams with notice.

Accessibility information and how to attend meetings can be found at:

<https://downtownorangeville.ca/wp-content/uploads/2023/01/Public-Meeting-Info.pdf> or call 519 942-0087.

Members: M. Beattie, T. Brett, R. Hough, S. Koroscil, J. Patterson, T. Taylor, D. Nairn

Absent: B. Luhar, J. Emanuele

1. Call to Order – 7:04 am
2. OBIA Board of Management Meeting Agenda
Moved by T. Brett, S. Koroscil **Carried.**
That the agenda and any addendums for the OBIA Board of Management’s March 20th, 2025 meeting be approved.
3. Declaration of Pecuniary Interest - None
4. Attendance – As listed above.
5. Land Acknowledgement – We acknowledge the treaty lands and territory of the Williams Treaty Nations and Mississaugas of the Credit First Nation. We recognize that Dufferin County is the traditional territory of the Wendat and Haudenosaunee and home to Indigenous people today.
6. OBIA Board of Management Meeting Minutes
Moved by R. Hough, D. Nairn **Carried.**
That the OBIA Board Meeting Minutes of February 20th, 2025 and Special Meeting Minutes of March 6th, 2025 be approved.
7. OBIA Corporate Resource Policy
Moved by J. Patterson, D. Nairn **Carried.**
That the Board approves the OBIA Corporate Resource Policy with required changes as directed.
8. 2025 Action items – Information only.
9. Staffing Update – Information only.
10. Taste of Orangeville/Restaurant Sector Meeting – Meeting is scheduled for March 25th.
11. Gift Card Program – Staff will do more research. Board to review comparison chart.
12. Vendor Hut Rental Program – Deferred to spring 2025.
13. 82 & 86-90 Broadway parking lot agreements – Deferred to April 2025.
14. 82 & 86-90 parking lot development – Deferred to April 2025.
15. Staff Reports
 - 16.1. Better Together Task Force Report
 - 16.2. Executive Director’s Report
 - 16.3. Ambassador’s Report
 - 16.4. Marketing Report
 - 16.5. Farmers’ Market/Event Coordinator’s Report
 - 16.6. Financial Report – not available.**Moved by D. Nairn, R. Hough** **Carried.**

That the monthly staff reports be received.

16. New Business – Snow clearing. T. Taylor and A. Scheel to review policies and will report in May. Theatre Orangeville's incoming Artistic Director to attend May's Board meeting.

17. Adjournment

Moved by R. Hough, T. Taylor

Carried.

That March 20th, 2025, OBIA Board meeting be adjourned. Next meeting is scheduled for 7 am, Thursday, April 17th at 87 Broadway, Orangeville (Town Hall Main Floor).



**Minutes of Orangeville Public Library Board
The Corporation of the Town of Orangeville**

March 26, 2025, 5:00 p.m.

Members Present: P. LeBlanc
S. Marks
Councillor J. Andrews
Councillor T. Prendergast
B. Rea
V. Speirs
D. Waugh

Staff Present: D. Fraser, CEO
J. Moule, Administrative Assistant
H. Savage, General Manager, Community Services

1. Call to Order

The meeting was called to order at 5:00 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

Recommendation: 2025-015

Moved by Councillor J. Andrews
Seconded by Councillor T. Prendergast

That the minutes of the 2025-02-26 Library Board Meeting be approved as amended:

- Change the name of CEO Selection Committee to 'Succession Planning Working Group'
- Correct V. Speirs name on page 4.

Carried Unanimously

4.1 2025-02-26 Library Board Minutes

4.2 2025-03-06 Library Board Minutes

Recommendation: 2025-016

Moved by B. Rea
Seconded by S. Marks

That the minutes of the 2025-03-06 Library Board Meeting be approved.

Carried Unanimously

5. Presentations

5.1 Nicole Martin, CAO Township of Amaranth regarding the geographical limitations on support for library membership.

CAO Nicole Martin along with Finance Co-Op student Connor Smith advised the Library Board that Amaranth Council approved expanding Orangeville Library catchment area to the entire Township to encourage more library usage for their residents.

Recommendation: 2025-017

Moved by B. Rea
Seconded by Councillor J. Andrews

Chair P. LeBlanc requested that the order of items on the agenda be amended; and

That Item 6 Information Items be discussed after Section 9 Announcement.

Carried Unanimously

7. Staff Reports

7.1 Overview of Health & Safety at the Library

Recommendation: 2025-018

Moved by Councillor T. Prendergast
Seconded by D. Waugh

That Report 25-07 Overview of Health and Safety at the Library be received.

Carried Unanimously

Recommendation: 2025-019

Moved by Councillor J. Andrews
Seconded by S. Marks

That the Board adopt the following Town of Orangeville policies:

- Health and Safety Policy (Appendix A)
- Violence in the Workplace Prevention Policy (Appendix B)
- Harassment in the Workplace Prevention Policy (Appendix C)

Carried Unanimously

7.2 Committees of the Board

Recommendation: 2025-020

Moved by Councillor J. Andrews
Seconded by B. Rea

That Report 25-08, Committees of the Library Board be received.

Carried Unanimously

7.3 Policy Review - Planning Policy

Recommendation: 2025-021

Moved by Councillor J. Andrews
Seconded by V. Speirs

That Report 25-09 Policy Review – Planning be received; and

That the Planning Policy attached to this report as Appendix A, be adopted.

8. Correspondence

None.

9. Announcements

Councillor J. Andrews advised the Board that at the March 24, 2025 Council meeting the funding for the Exploratorium Project was approved.

D. Waugh congratulated CEO D. Fraser and library staff on a successful event this past Saturday, March 22. Author and inspiring speaker, Dr. Samra Zafar shared the life lessons she has learned, unlearned, and relearned throughout her life's journey thus far.

6. Information Items

Recommendation: 2025-022

Moved by D. Waugh

Seconded by B. Rea

That the following information items are received:

Carried

6.1 CEO Report - March 2025

6.2 2025 - Pre-Budget Submission - OLA FOPL

6.3 CFLA-FCAB Residential School Press Release

Chair P. LeBlanc left the meeting at 6:42 p.m. and Vice Chair V. Speirs assumed the role of Chair.

6.4 Verbal Report from the Succession Planning Working Group

The Working Group has met twice, membership changed at the February 26 meeting, recruitment plan is underway, and job description is being reviewed.

CEO D. Fraser and J. Moule left the meeting at 6:48 p.m.

10. Closed Meeting

Recommendation: 2025-023

Moved by D. Waugh
Seconded by B. Rea

That a closed meeting of the Orangeville Public Library Board be held, pursuant to section 16.1(4) of the Public Library Act for the purposes of considering the following subject matters:

Role of the Library Chief Executive Officer,
Labour relations or employee negotiations.

Carried Unanimously

11. Rise and Report

Recommendation: 2025-026

Moved by Councillor T. Prendergast
Seconded by S. Marks

That the confidential verbal update regarding the Role of the Library Chief Executive Officer be received; and

That the Succession Planning Working Group will delay the recruitment plan submission to the Board until June 2025; and

That Board Members proceed as directed.

Carried

12. Date of Next Meeting

The next meeting is scheduled for Wednesday April 23, 2025 at 5 p.m.

13. Adjournment

The meeting adjourned at 7:58 p.m.

Darla Fraser, CEO

Peter LeBlanc, Board Chair



Minutes of Affordable Housing Task Force

March 27, 2025, 5:30 p.m.

In-Person Participation Only

The Corporation of the Town of Orangeville

Town Hall - 87 Broadway

Orangeville, Ontario

Members Present: Councillor Andrews
Councillor Prendergast
C. De Castro
R. Mair

Members Absent: K. Atkinson

Staff Present: G. Brennan, Legislative Assistant
B. Ward, Manager, Planning

1. Call to Order

The meeting was called to order at 5:35 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

Resolution 2025-004**Moved By R. Mair**

That the minutes of the following meeting, be received for information:

4.1 2025-02-13 - Affordable Housing Task Force - Minutes**Carried****5. Presentations**

None.

6. Items for Discussion and Reports**6.1 Affordable Housing Proposals**

The Task Force discussed the affordable housing proposal submitted by Member R. Mair. The proposal identified various mechanisms for staff to look into reviewing to modify various parking regulations for residential units and highlighted what criteria would need to be met to process an application with zero parking requirements. The Task Force discussed how to define the term 'affordable' and how this applies in the context of development.

Members of the Task Force asked questions and received responses from Mr. Ward and Mr. Mair.

Chair Andrews advised that he is going to schedule a meeting with the new Minister of Municipal Affairs and Housing to gain a better understanding of the provinces role when it comes to affordable housing.

The Task Force highlighted that by increasing affordable, livable units and reducing the parking requirements for units in Orangeville's downtown core may contribute to the economic success of businesses and further promote a walkable community.

Member De Castro will present his propose at the next Task Force meeting on April 10, 2025.

6.2 Public Information Session

Chair Andrews advised that the Task Force should consider hosting a public information session to promote the role of the task force and what has been accomplished since its establishment. Logistical details including

date, time and location are hoping to be finalized by their next meeting on April 10th.

6.3 Amendment to Meeting Schedule

Resolution 2025-005

Moved By C. De Castro

That the June 12th Affordable Housing Task Force meeting be rescheduled to Thursday, June 26th at 5:30 p.m.

Carried

7. Correspondence

7.1 The Mississauga News: Ontario accessibility act lacks standards to solve housing crisis for people with disabilities

Chair Andrews advised that this article was circulated to him by a member of the Access Orangeville Committee to be shared with the task force as it highlights the complexity and challenges that exist.

8. Announcements

None.

9. Date of Next Meeting

The next meeting is scheduled for Thursday, April 10, 2025 at 5:30 p.m.

10. Adjournment

Resolution 2025-006

Moved By Councillor Prendergast

That the meeting adjourn at 6:44 p.m.

Carried



Minutes of Access Orangeville

April 10, 2025, 10:00 a.m.

In-Person Participation Only

The Corporation of the Town of Orangeville

Town Hall - 87 Broadway

Orangeville, Ontario

Members Present: Councillor Stevens, Chair
J. Jackson, Vice Chair
S. Clarke
M. Hartley
K. Murphy-Fritz
R. Ugolini

Members Absent: P. Charbonneau
K. Van Ryn

Staff Present: M. Cebrynsky, Transportation Technologist
S. Doherty, Manager, Recreation and Events
T. Dulisse, Manager, Transportation and Development
L. Raftis, Assistant Clerk
J. Rawn, Executive Assistant, Infrastructure Services

1. Call to Order

The meeting was called to order at 10:00 a.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. Minutes of Previous Meeting

2025-011

Moved By J. Jackson

That the minutes of the following meeting, be received for information:

4.1 2025-03-20 Access Orangeville Minutes

Carried

5. Presentations

None.

6. Items for Discussion and Reports

6.1 Proposed Transit Route Changes

Matt Cebrynsky, Transportation Technologist provided a presentation with respect to the proposed Orangeville Transit route changes. Mr. Cebrynsky highlighted the current route design, design process, proposed route changes and reasons for the changes, destination highlights, timing, accessibility improvements, and implementation.

Members of the Access Orangeville Committee asked questions and received responses from Mr. Cebrynsky and Mr. Dulisse, Manager, Transportation and Development.

6.2 Joint Accessibility Committee Meeting Update

Councillor Stevens advised that he, along with members Ric Uglolini, James Jackson, and Kimberly Van Ryn, attended the Joint Accessibility Meeting hosted by the County of Dufferin on Thursday, April 3, 2025, at the Edelbrock Centre. Members of the Access Orangeville Committee highlighted matters that were discussed at the meeting.

6.3 2025 Accessibility Champion Award Nomination Update

Councillor Stevens highlighted the nomination requirements and reminded members of the Committee of the application submission deadline.

7. Correspondence

None.

8. Announcements

Michelle Hartley highlighted an initiative conducted in some physical education classes at Parkinson Centennial Public School utilizing wheelchairs.

James Jackson advised that May is MS Awareness Month and discussed his efforts to ensure each municipality within Dufferin County endorse this proclamation.

Tony Dulisse, Manager, Transportation and Development advised the Committee that the Town of Orangeville is in the process of improving engineering standards across the Town and indicated that there will be a stop gap update at the May 8 Access Orangeville Committee meeting.

Mr. Dulisse addressed the frequency of Access Orangeville Committee meetings and explored the potential establishment of sub-committees.

9. Date of Next Meeting

The next meeting is scheduled for Thursday, May 8, 2025, at 10:00 a.m.

10. Adjournment

2025-012

Moved By J. Jackson

That the meeting be adjourned at 11:21 a.m.

Carried



Minutes of Affordable Housing Task Force

April 10, 2025, 5:30 p.m.

In-Person Participation Only

The Corporation of the Town of Orangeville

Town Hall - 87 Broadway

Orangeville, Ontario

Members Present: Councillor Andrews, Chair
K. Atkinson
C. De Castro
R. Mair

Members Absent: Councillor Prendergast, Vice Chair – with notice

Staff Present: M. Adams, Legislative Coordinator
J. Lavecchia-Smith, Deputy Clerk
B. Ward, Manager, Planning

1. Call to Order

The meeting was called to order at 5:31 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

Resolution 2025-007

Moved By C. De Castro

That the minutes of the following meeting, be received for information:

4.1 2025-03-27 - Affordable Housing Task Force - Minutes

Carried

5. Presentations

None.

6. Items for Discussion and Reports

6.1 35 Elizabeth Street - Proposed Concepts

The Task Force discussed the affordable housing proposal submitted by Member C. De Castro. The proposal identified two conceptual scenarios based on types of access at 35 Elizabeth Street, one of the locations identified in the County of Dufferin Older Adult Services Review and Master Housing Strategy. The Task Force discussed the opportunity to develop new zoning provisions specifically for affordable units and various advocacy measures to the Province of Ontario around changes to the Ontario Building Code and the Planning Act.

Members of the Task Force asked questions and received responses from Mr. Ward.

6.2 Affordable Housing Proposal

The Task Force discussed the affordable housing proposal submitted by Member K. Atkinson. The proposal identified suggestions on how to promote affordable housing within the Town of Orangeville, including a video series on additional dwelling units and promoting developments for first time buyers.

6.3 Community Information Town Hall

Chair Andrews discussed the opportunity for the Task Force to host a town hall to provide the community an opportunity to learn about, ask questions, and provide comments relating to affordable housing. Chair Andrews advised of existing resources available that were prepared by the County of Dufferin and the Town.

The Task Force discussed the logistics of the event including date, time, location, and proposal topics to obtain community input. The proposed date of the event is Wednesday, June 18 at 7 p.m. at the Tony Rose Memorial Centre - Banquet Hall.

7. Correspondence

None.

8. Announcements

Chair Andrews announced that Mary Adams, Legislative Coordinator will be supporting the Task Force as of May 1st.

9. Date of Next Meeting

The next meeting is scheduled for Thursday, May 8, 2025 at 5:30 p.m.

10. Adjournment

Resolution 2025-008

Moved By R. Mair

That the meeting adjourn at 6:39 p.m.

Carried



Minutes of a Community Improvement Committee Meeting

Electronic Participation

April 15, 2025, 12:00 p.m.

Electronic and In-Person Participation - Community Improvement Plan Committee

The Corporation of the Town of Orangeville
(Chair and Secretary at Town Hall - 87 Broadway)
Orangeville, Ontario

Members Present: J. Jackson
G. Sarazin
S. Koroscil
J. Large

Regrets: Deputy Mayor T. Taylor
W. Speirs

Staff Present: M. Mair, Planner, Community and Development
B. Hostrawser, Secretary

1. Call to Order

The meeting was called to order at 12:02 p.m.

2. Disclosures of (Direct or Indirect) Pecuniary Interest

None.

3. Land Acknowledgment

The Chair, James Jackson, 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 J. Jackson

That the minutes of the previous meeting be received for information:

Carried

5. Presentations

None.

6. Items for Discussion and Reports

The committee discussed possible changes to the grant approvals for minor upgrades, to be discussed in more detail at the next meeting under an agenda item.

6.1 Funding Reduction Recommendation Memo - File No. IPA1-2024-02 – 205 Broadway

Resolution: 2025-003

Moved by S. Koroscil

To approve reduction of funding for File No. IPA1-2024-02 - 205 Broadway.

Carried

7. Correspondence

None.

8. Announcements

None.

9. Date of Next Meeting

The next meeting is scheduled for May 20, 2025 at 12:00 p.m.

10. Adjournment

The meeting was adjourned at 12:56 p.m.



Minutes of Economic Development and Culture Committee Meeting

April 15, 2025, 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 Town Hall - 87 Broadway)
Orangeville, Ontario**

Members Present: Chair Councillor Andrews
Vice Chair J. Patterson, Orangeville BIA
D. Morris, Dufferin Board of Trade
J. Large, Business Community Representative
J. Small, Public Member

Members Absent: L. Horne, Orangeville Real Estate Board
S. Waqar, Public Member

Staff Present: K. Lemire, Manager, Economic Development & Culture
J. Bryan, Business Services Assistant

1. Call to Order

The meeting was called to order at 8 a.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. Minutes of Previous Meeting

2025-004

Moved by J. Patterson

That the minutes of the following meeting are received for information:

4.1 2025-02-18 - Economic Development and Culture Committee - Minutes

5. Working Group Reports

5.1 Arts & Culture

The 2025 Call for Artists is now open and will include up to four new installations. The submission deadline is May 15. As in past years, an Arts and Culture working group will select artwork to be installed. J. Andrews, J. Small, and J. Large offered to be part of the working group. A meeting will be scheduled for the week of May 26.

J. Andrews highlighted the value of the program, emphasizing its positive impact on the Town's curb appeal and overall beautification. He noted that such initiatives can enhance the attractiveness of the area, potentially increasing interest in local property investment.

5.2 Business Outreach

J. Andrews spoke about the importance of continued business outreach, noting that building relationships with local business owners helps the committee better understand challenges and opportunities. He shared that through outreach, he has gained valuable insights about the local business community.

K. Lemire distributed the revised Business Connections postcards, which include QR codes linking to the online business connection form and the orangevillebusiness.ca website that outlines available programs and support services.

K. Lemire mentioned that the new ceremonial large scissors and "Love Orangeville" branded ribbon have both been well received by new businesses during grand opening celebrations.

K. Lemire has been actively reaching out to larger local employers in the area to offer opportunities for discussion and support.

6. Items for Discussion and Reports

6.1 Economic Development and Culture Activity Report, April 2025

K. Lemire invited committee members to contact the EDC division should they have any questions or require further details.

6.2 Tariff Resources and Discussion

K. Lemire outlined the five key priorities that the EDC division will be focusing on to support the local business community as it navigates through the ongoing tariff situation. These include promoting “buy local”, connecting businesses with resources, reinforcing support for tourism and the arts, monitoring workforce impacts, and nurturing productivity, particularly with small businesses and entrepreneurs. Committee members shared insights about the current challenges they are observing within their respective sectors. The discussion centered around the evolving tariff issues, with members noting that tariffs are often misunderstood. It was collectively acknowledged that due to frequent changes, it remains difficult to assess their long-term impact on local businesses.

7. Correspondence

8. Announcements

8.1 Member Sectorial Updates

J. Andrews provided an update on the Strong Mayor Powers, effective May 1, 2025, emphasizing Mayor Post’s commitment to continued collaboration with Council and staff to support good governance. J. Andrews also discussed a recent Council presentation from J.L. Richards on the East–West Corridor Study, focusing on enhancing the streetscape and connectivity between Orangeville’s east and west entrances and its downtown core. J. Andrews spoke about the Dufferin Federation of Agriculture’s efforts to highlight the agri-food sector’s economic and employment contributions to the region. The Affordable Housing Task Force is planning a Community Open House to gather input on Additional Dwelling and Residential Units as part of its 2025 workplan. Additionally, the County of Dufferin has established a new Equity Events Working Group to support and promote cultural events across the region, with further updates expected in the spring.

D. Morris provided an update on several upcoming events. She informed the committee that the Dufferin–Caledon Federal Election Debate would take place on April 15th at the Town of Orangeville’s Opera House. She

also shared details regarding the Business Excellence Awards Gala, scheduled for May 29 at the Best Western. This year's gala will feature a red and white theme to celebrate both Canada and the local business community, with seven uniquely handcrafted awards created by a local artist.

In addition, D. Morris announced her attendance at the Ontario Chamber of Commerce's 2025 Annual General Meeting in Windsor. She also noted that renovations due to the recent ice storms at the Biz Hub are nearing completion, with the final stages currently underway.

J. Patterson discussed the OBIA's Annual General Meeting, during which members were invited to provide feedback to help identify key issues. Based on the suggestions received, the OBIA is developing a work plan that includes a list of priorities to address within the current year, as well as a separate list of action items to be reviewed in the future.

J. Large informed the committee that his business is continuing to monitor the impacts of tariffs. He also noted that there were no current updates from the CIP Committee and that a meeting was scheduled for 12 p.m. on April 15.

9. Date of Next Meeting

The next meeting is scheduled for Tuesday, June 17, 2025, at 8 a.m.

10. Adjournment

The meeting adjourned at 9:42 a.m.



Minutes of Heritage Orangeville

April 17, 2025, 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, Chair
L. Addy, Vice-Chair
T. Brett
H. Daggitt
S. MacDonald
G. Sarazin

Members Absent: L. Lupton, with notice

Staff Present: L. Raftis, Assistant Clerk
B. Ward, Manager of Planning

1. Call to Order

The meeting was called to order at 6:00 p.m.

Councillor Sherwood welcomed Sophie MacDonald to the Heritage Orangeville Committee.

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. Minutes of Previous Meeting

Recommendation: 2025-013

Moved by L. Addy

That the minutes of the following meeting are received for information:

4.1 2025-02-20 Heritage Orangeville Minutes

Carried

5. Presentations

5.1 Vivian Petho, President, Orangeville & District Horticultural Society - Celebrating 55 Years

Vivian Petho, President, Orangeville & District Horticultural Society provided a presentation with respect to celebrating the Orangeville & District Horticultural Society's 55th anniversary. Ms. Petho highlighted the annual plant sale, garden tours, bus trips, flower shows, Town gardens, and highlighted milestones and achievements since 1970. Ms. Petho suggested including photos from the Orangeville & District Horticultural Society in an upcoming Heritage Orangeville calendar.

Members of the Committee asked questions and received responses from Ms. Petho.

6. Items for Discussion and Reports

6.1 Town of Orangeville Heritage Registry Review

Lashia Jones, Senior Cultural Heritage Specialist, Santec Consulting provided a presentation with respect to the Town of Orangeville Heritage Registry Review. Ms. Jones highlighted the project and sought feedback from the Committee.

Recommendation: 2025-014

Moved by T. Brett

That the Committee receive the Town of Orangeville Heritage Registry Review for information.

Carried

6.2 Appointment of Committee Members to Review Applications

Recommendation: 2025-015

Moved by T. Brett

That the Committee appoint Gary Sarazin as the alternate reviewer for Boulevard Cafe Permit Applications; and

That the Committee appoint Lynda Addy as the alternate reviewer for Sign Variances and Sign Permit Applications.

Carried Unanimously

6.3 2025 Ontario Heritage Conference

Recommendation: 2025-016

Moved by L. Addy

That the Committee nominate Gary Sarazin and Lynda Addy to attend the 2025 Ontario Heritage Conference in Prince Edward County from June 19 to 21, 2025; and

That the Committee approve Sophie MacDonald as an alternate or as the third if the budget permits.

Carried Unanimously

6.4 Newsletter Update

Lynda Addy advised the Committee that the newsletter is ready to print.

Recommendation: 2025-017

Moved by L. Addy

That the Committee approve printing 550 copies of the newsletter prepared by Lynda Addy, with the following details:

- **Double-sided**
- **Colour**
- **Matte**

Carried Unanimously

6.5 Community Improvement Plan Update

Gary Sarazin provided an update regarding the Community Improvement Plan Committee. Members of the Committee discussed ways to increase interest in order to receive a higher number of applications.

7. Correspondence

None.

8. Announcements

Members of the Committee discussed mural criteria and illuminated signage.

9. Date of Next Meeting

The next meeting is scheduled for May 15, 2025 at 6:00 p.m.

10. Adjournment

Recommendation: 2025-018

Moved by L. Addy

That the meeting be adjourned at 7:17 p.m.

Carried Unanimously

Notice of Motion

Submitted by: Mayor Lisa Post

Date Submitted: 5/2/2025

Meeting Date: 5/12/2025

Subject: Rescinding Strong Mayor Powers

Proposed motion

WHEREAS the Province of Ontario initially introduced Strong Mayor Powers in 2022 with the stated intent of expediting housing development across municipalities;

AND WHEREAS the Province of Ontario arbitrarily expanded the Strong Mayor Powers legislation to include an additional 170 municipalities in April 2025;

AND WHEREAS municipalities across Ontario have demonstrated a commitment to addressing the housing crisis through local planning approvals and community-led solutions;

AND WHEREAS Strong Mayor Powers fundamentally alter local democratic governance by concentrating decision-making authority in a single individual, thereby weakening the role of elected Councils and disrupting the principles of collaboration and shared leadership;

AND WHEREAS these powers can create uncertainty within municipal organizations, impact staff morale, and risk eroding the trust that underpins effective municipal governance;

AND WHEREAS there are currently no provincial checks and balances or independent oversight mechanisms in place to ensure Strong Mayor Powers are being used appropriately and as intended, and the legislation itself has been described by some as “open to interpretation,” creating a fundamental flaw in the responsible application of these potentially dangerous powers;

AND WHEREAS the primary barriers to housing construction are not rooted in municipal decision-making processes, but in broader market conditions, infrastructure constraints, and the lack of effective provincial and federal policy supports to stimulate affordable and attainable housing development;

THEREFORE BE IT RESOLVED THAT the Council of the Town of Orangeville formally request the Province of Ontario to rescind the Strong Mayor Powers legislation in its entirety;

AND THAT should the legislation not be repealed, that the Province immediately remove the Town of Orangeville from the list of municipalities designated under the Strong Mayor Powers framework;

AND THAT a copy of this resolution be forwarded to all Ontario municipalities, the Association of Municipalities of Ontario (AMO), the Federation of Canadian Municipalities (FCM), the Honourable Doug Ford, Premier of Ontario, the Honourable Rob Flack, Minister of Municipal Affairs and Housing, the Honourable Sylvia Jones, MPP for Dufferin-Caledon, Deputy Premier and Minister of Health, and the Right Honourable Mark Carney, Prime Minister of Canada for their information, support and consideration.

Background Information

[Ontario Regulation 530/22 Part VI.1 of the Municipal Act](#)



The Corporation of the Town of Orangeville

By-law Number 2025-

A by-law to amend By-law 078-2005, being a by-law to regulate traffic in the Town of Orangeville, for the purpose of establishing a Community Safety Zone on Glengarry Road

Whereas the *Municipal Act, 2001*, c.25, S.11(3) authorizes a municipality to pass by-laws respecting matters within the jurisdiction of highways, including parking and traffic on highways; and

Whereas Council passed By-law 078-2005 on the 29th day of August 2005, to regulate traffic in the Town of Orangeville; and

Whereas Council deems it expedient to amend By-law 078-2005, to establish a Community Safety Zone on Glengarry Road between Saxon Street and Sherwood Street;

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

1. That Schedule N (Community Safety Zone) of Bylaw 078-2005, be amended by adding the following clause:

Column 1 Highway	Column 2 Between	Column 3 Times
Glengarry Road	Sherwood Street and Saxon Street	Anytime

Read three times and finally passed this 12th day of May, 2025.

Lisa Post, Mayor

Raylene Martell, Town Clerk



The Corporation of the Town of Orangeville

By-law Number 2025-

A by-law to repeal by-law 2024-031, being 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 By-law 2024-031, being a by-law to appoint Lindsay Raftis as Deputy Clerk for the Town of Orangeville, be repealed.

Read three times and finally passed this 12th day of May, 2025.

Lisa Post, Mayor

Raylene Martell, Town Clerk



The Corporation of the Town of Orangeville

By-law Number 2025-

A by-law to provide for the levy and collection of taxes required for the Town of Orangeville for the year 2025 and for the collection of County of Dufferin and Education taxes

Whereas it is necessary for the Council of The Corporation of the Town of Orangeville pursuant to The Municipal Act S.O. 2001 Chapter 25, as amended, to levy on the whole rateable property according to the last revised assessment roll for The Corporation of the Town of Orangeville the sums set forth for various purposes as set out in Schedule "A" hereto attached for the year 2025;

And whereas pursuant to the County of Dufferin By-Law Number 2025-10, The County of Dufferin passed a by- law to set tax ratios and to set tax rate reductions for prescribed property subclasses for county purposes and lower tier municipal purposes;

And whereas the tax ratios there under established the relative amount of taxation to be borne by each property class for the taxation year 2025 as follows:

(A)	The Residential Class is	1.0000
(B)	The Multi-Residential Class is	1.4000
(C)	New Multi-Residential Class is	1.1000
(D)	The Commercial Class is	1.2200
(E)	The Industrial Class is	2.1984
(F)	The Pipeline Class is	0.8421
(G)	The Landfills Class is	1.1815
(H)	The Farmland Class is	0.2200
(I)	The Managed Forest Class is	0.2500

And whereas the property classes have been prescribed by the Minister of Finance under The Assessment Act R.S.O. 1990 ch. A. 31 as amended and regulations thereto;

And whereas pursuant to the County of Dufferin By-Law 2025-11, the County of Dufferin passed a by-law to adopt estimates of all sums required by the County of Dufferin for the purposes of the County and to provide a levy on area municipalities;

And whereas the Province of Ontario has regulated all education tax rates for 2025;

And whereas an Interim Levy was made before the adoption of the estimates for the current year;

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

1. For the year 2025 The Corporation of the Town of Orangeville shall levy upon the Residential Assessment, Multi-Residential Assessment, Commercial Assessment and Industrial Assessment the rates of taxation per current value assessment to raise the sum of \$44,219,468 for general municipal purposes based on the estimates for the current year.
2. For payments –in-lieu of taxes due to The Corporation of the Town of Orangeville the actual amount due to the Corporation of the Town of Orangeville shall be based on the assessment roll and the tax rates for the year 2025.
3. For railway rights-of-way taxes due to The Corporation of the Town of Orangeville in accordance with the regulations as established by The Minister of Finance, pursuant to The Municipal Act, S.O.2001 chapter 25 as amended, the actual amount due to The Corporation of the Town of Orangeville shall be based on the acreages provided in the assessment roll and the tax rates for the year 2025 by the Province of Ontario.
4. The Treasurer shall add to the collector's roll, all or any arrears or any other charges which may be collected pursuant to any statute or by-law to the respective properties chargeable thereto, and that the same shall be collected in the same manner and at the same time as all other rates and levies.
5. The interim tax levy shall be shown as a reduction on the final tax levy.
6. The taxes shall be payable in multiple installments, and the dates for payment shall be authorized by the CFO/Treasurer.
7. For any installment of any part of any installment of rates, taxes and assessments not paid on the due date, a penalty shall be added of one and one quarter (1.25) per cent on the first day of each calendar month thereafter in which default continues, as set out in The Municipal Act.
8. The Treasurer is hereby authorized to mail or cause to be mailed, the notice specifying the amount of taxes payable by any person liable for taxes, to the address or place of business of the person or persons to whom such notice is required to be given.
9. Taxes are payable at the Municipal Office, 87 Broadway, Orangeville, ON, L9W 1K1.

10. If any section or portion of the by-law or of Schedule "A" is found by a court of competent jurisdiction to be invalid, it is the intent of the Council for The Corporation of the Town of Orangeville that all remaining sections and portions of the by-law and Schedule "A" continues in force and effect.
11. Schedule "A" attached hereto shall be and form a part of the by-law.

Read three times and finally passed this 12th day of May, 2025.

Lisa Post, Mayor

Raylene Martell, Town Clerk

SCHEDULE A
TO BY-LAW NUMBER # - 2025
TOWN OF ORANGEVILLE
2025 TAX RATES & LEVIES

Property Class	2025 TAX RATES						2025 TAX LEVY DOLLARS				
	Tax Class	Town of Orangeville	County of Dufferin	Education	Total	2025 CVA	Total Taxes Per Class	Town of Orangeville	County of Dufferin	Education	Total
Residential	RT	0.941249%	0.418501%	0.153000%	1.512750%	3,747,935,018	56,696,887	35,277,401	15,685,146	5,734,341	56,696,887
Multi-Residential - Full	MT	1.317749%	0.585901%	0.153000%	2.056650%	82,645,000	1,699,718	1,089,053	484,218	126,447	1,699,718
New Multi-Residential - Full	NT	1.035374%	0.460351%	0.153000%	1.648725%	4,074,300	67,174	42,184	18,756	6,234	67,174
Commercial Full	CT	1.148324%	0.510571%	0.880000%	2.538895%	384,800,008	9,769,667	4,418,750	1,964,677	3,386,240	9,769,667
- Excess Land	CU	1.148324%	0.510571%	0.880000%	2.538895%	5,002,400	127,006	57,444	25,541	44,021	127,006
- Vacant Land	CX	1.148324%	0.510571%	0.880000%	2.538895%	8,254,700	209,578	94,791	42,146	72,641	209,578
Parking Lot	GT	1.148324%	0.510571%	0.880000%	2.538895%	3,514,500	89,229	40,358	17,944	30,928	89,229
Shopping Centre	ST	1.148324%	0.510571%	0.880000%	2.538895%	137,419,500	3,488,937	1,578,021	701,624	1,209,292	3,488,937
- Vacant Unit & Excess Land	SU	1.148324%	0.510571%	0.880000%	2.538895%	657,700	16,698	7,553	3,358	5,788	16,698
Office Building	DT	1.148324%	0.510571%	0.880000%	2.538895%	3,438,400	87,297	39,484	17,555	30,258	87,297
Industrial	IT	2.069242%	0.920033%	0.880000%	3.869275%	51,664,500	1,999,041	1,069,063	475,330	454,648	1,999,041
- Excess Land	IU	2.069242%	0.920033%	0.880000%	3.869275%	1,130,500	43,742	23,393	10,401	9,948	43,742
- Vacant Land	IX	2.069242%	0.920033%	0.880000%	3.869275%	3,423,500	132,465	70,840	31,497	30,127	132,465
Industrial - Farmland Awaiting Dev	II	0.329437%	0.146475%	0.053550%	0.529462%	2,779,000	14,714	9,155	4,071	1,488	14,714
Large Industrial	LT	2.069242%	0.920033%	0.880000%	3.869275%	12,410,000	480,177	256,793	114,176	109,208	480,177
- Vacant Unit & Excess Land	LU	2.069242%	0.920033%	0.880000%	3.869275%	514,800	19,919	10,652	4,736	4,530	19,919
Pipeline	PT	0.792626%	0.352420%	0.856022%	2.001068%	6,074,000	121,545	48,144	21,406	51,995	121,545
Farmlands	FT	0.207075%	0.092070%	0.038250%	0.337395%	-	-	-	-	-	-
Industrial: Full, Shared PIL	IH	2.069242%	0.920033%	1.250000%	4.239275%	262,000	11,107	5,421	2,410	3,275	11,107
Commercial: Full, Shared PIL	CH	1.148324%	0.510571%	0.918303%	2.577198%	7,051,000	181,718	80,968	36,000	64,750	181,718
						4,463,050,826	75,256,620	44,219,469	19,660,994	11,376,157	75,256,620

2025 TAX LEVY DOLLARS				
Orangeville	County	Education	Total	
0.941249%	0.418501%	0.153000%	1.512750%	
35,277,401	15,685,146	5,734,341	56,696,887	
1,131,238	502,974	132,681	1,766,892	
6,317,368	2,808,846	4,843,917	13,970,131	
1,445,319	642,622	613,224	2,701,165	
48,144	21,406	51,995	121,545	
44,219,469	19,660,994	11,376,157	75,256,620	
Tax Rate	62%	28%	10%	
Percentage of Dollars Collected by Class and Entity: Tax Dollars	59%	26%	15%	
Total Residential	79.8%	79.8%	50.4%	75.3%
Total Multi-Residential	2.6%	2.6%	1.2%	2.3%
Total Commercial	14.3%	14.3%	42.6%	18.6%
Total Industrial	3.3%	3.3%	5.4%	3.6%
All Other	0.1%	0.1%	0.5%	0.2%
100.0%	100.0%	100.0%	100.0%	



The Corporation of the Town of Orangeville

By-law Number 2025-

A by-law to amend by-law 2011-025, being a by-law to permit retail business establishments in the Town of Orangeville to be open on certain holidays for the maintenance or development of tourism

Whereas Subsection 4(1) of the *Retail Business Holidays Act*, R.S.O. 1990 provides that the council of a municipality may by by-law, permit retail business establishments in the municipality to be open on holidays for the maintenance or development of tourism; and

Whereas Section 4(2)(d) provides that a by-law under Section 4 may permit the opening of retail business establishments on some holidays and not on others; and

Whereas a public meeting held under Subsection 4(6) of the Act was held on April 29, 2025, and persons in attendance were given the opportunity to make representations in respect of the proposed amendment; and

Whereas the Council of the Corporation of the Town of Orangeville deems it expedient to further amend By-law No. 2011-025, as amended to allow retail business establishments in the Town of Orangeville to be open on any holiday;

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

1. That By-law 2011-025, as amended, is hereby amended by deleting the following Section:

2. Offences and Penalties

2.1 No person shall operate or permit the operation of a retail business establishment within the Town of Orangeville on Christmas Day, New Year's Day, Good Friday or Easter Sunday contrary to the provisions of this by-law and/or the *Retail Business Holidays Act*.

2.2 The provisions of Section 2.1 shall not apply to any retail business establishment which is lawfully permitted to open pursuant to Section 3 of the *Retail Business Holidays Act*.

2.3 Any person who contravenes any of the provisions of this by-law is guilty of an offence and upon conviction is liable to a fine or penalty as provided for in the *Provincial Offences Act*, R.S.O. 1990, as amended.

2. That By-law 2011-025, as amended, is hereby further amended by deleting and replacing Section 1.1 with the following:

THAT pursuant to the *Retail Holiday Act*, R.S.O. 1990, as amended, retail business establishments in the Town of Orangeville may be open on all any holiday as defined in the said Act for the maintenance and development of tourism.

Read three times and finally passed this 12th day of May, 2025.

Lisa Post, Mayor

Raylene Martell, Town Clerk



The Corporation of the Town of Orangeville

By-law Number 2025-

A by-law to Provide for Financial Management of the Town of Orangeville

WHEREAS Section 286 of the *Municipal Act*, 2001, S.O. 2001, c.25 provides that the Treasurer is responsible for handling all of the financial affairs of the municipality on behalf of and in the manner directed by the council of the municipality;

And WHEREAS the Council of The Corporation of the Town of Orangeville has deemed it desirable to set out its policies with respect to financial management in this by-law;

NOW THEREFORE the Council of the Corporation of the Town of Orangeville hereby enacts as follows:

1. DEFINITIONS

1.1 In this By-law:

“Capital Budget” means the annual Council approved plan for expenditure and financing sources to complete Capital Projects or one-time capital expenditure;

“Capital Forecast” means the projection of expenditure and financing sources for the nine years beyond the Capital Budget approval year in which the forecast is made;

“Capital Program” means the combined Capital Budget and Capital Forecast;

“Capital Project” means an undertaking for which expenditure is incurred to acquire, install, construct, expand, significantly renew, improve, and/or rehabilitate fixed assets such as land, buildings, engineering structures, facilities, machinery, vehicles, equipment, or information technology hardware or software; as well as studies relating to the foregoing; or to provide for a capital grant to an external party;

“Chief Administrative Officer” means the Chief Administrative Officer for the Town, designate, or any successor position thereto;

“General Manager” means the head of a Department, designate, or any successor position thereto;

“Council” means the Council of the Town;

“Department” means any department of the Town;

“Expenditure” means any cost or financial liability of the Town as evidenced by an invoice, payroll transaction, receipt or other document indicating payment is due for the goods or services provided;

“Financial Report” means the reporting of the summary of all financial activities related to the Operating Budget and Capital Budget provided to Council by the Chief Financial Officer;

“Goods” includes all supplies, materials, equipment, vehicles and other personal property required for the operations or activities of the Town;

“Operating Budget” means the annual Council approved plan for expenditure, revenue, staffing levels and service levels for operations of the Town taking place from January 1st to December 31st in a given year;

“Procurement Policy” means the Town’s Procurement Policy, as amended;

“Services” includes any of the following for the Town:

- a) professional, consulting or training services;
- b) services associated with the acquisition of goods;
- c) services associated with the construction, demolition, maintenance, repair or upkeep of any building, premises or goods; or
- d) the rental of any real property for a short duration of time;

“Town” means The Town of Orangeville;

“Treasurer” means the Treasurer for the Town, designate, or any successor position thereto.

2. OBJECTIVE

2.1 It is the objective of the Town that its financial affairs be undertaken in a manner that:

- is efficient and accountable;
- prescribes appropriate reporting requirements and internal control measures for effective financial management of the organization; and
- promotes long term financial sustainability.

3. BUDGET

3.1 Authority for adopting the annual Operating Budget, Capital Budget and Capital Forecast lies with the Mayor and Council in accordance with Part VI.1 of the *Municipal Act* through powers delegated under O.Reg. 530/22 (Strong Mayor Powers).

- 3.2 In any year, before the adoption of the Operating and Capital Budgets for the year, the Treasurer is authorized to make any and all payments as required to ensure the continued delivery of Town programs and the continuation of previously approved capital projects.
- 3.3 Operating Budget:
- a. In accordance with Part VI.1 of the *Municipal Act* through powers delegated under O.Reg. 530/22, the preliminary Operating Budget shall be submitted annually to Council by the Mayor. The Mayor may exercise this authority by issuing a mayoral direction to Town staff to prepare an Operating Budget based on specific criteria.
 - b. Subject to the Mayor issuing direction to staff under 3.3 a), all departments, boards and agencies for which the Town provides funding shall annually prepare an operating budget and submit same to the Treasurer and Mayor.
 - c. Council shall, in accordance with the *Municipal Act*, consider the operating budget estimates and determine the sums required for the operating purposes of the Town for final adoption of the Town's Operating Budget.
- 3.4 Capital Budget and Capital Forecast:
- a. In accordance with Part VI.1 of the *Municipal Act* through powers delegated under O.Reg. 530/22, the preliminary Capital Budget and Capital Forecast shall be submitted annually to Council by the Mayor. The Mayor may exercise this authority by issuing a mayoral direction to Town staff to prepare a Capital Budget and Forecast based on specific criteria.
 - b. Subject to the Mayor issuing direction to staff under 3.4 a), all departments, boards and agencies for which the Town provides funding shall annually prepare a capital budget and a capital forecast and submit same to the Treasurer and Mayor.
 - c. Council shall, in accordance with the *Municipal Act*, consider the annual capital budget estimates and determine the sums required for Capital Projects of the Town for adoption of the Town's Capital Budget.
 - d. The Treasurer shall ensure that long-term financing requirements for the Capital Projects in the Capital Budget are within the Town's updated Annual Debt Repayment Limit.

4. Operating Budget Financial Controls

- 4.1 The Operating Budget adopted in accordance with Section 3.3 of this by-law shall establish the funding and spending authority for Town Services and Programs.

- 4.2 A General Manager has the responsibility to provide the budgeted level of service approved by Council using the corresponding spending authority within the Council approved Operating Budget, subject to the following:
- a. Goods and services shall be recorded as expenses in the fiscal year in which they are actually received and/or provided, in accordance with Public Sector Accounting Board standards; and
 - b. A General Manager or the Treasurer shall inform Council of unanticipated revenue and the intent for which such unanticipated revenue was provided and shall seek the approval of Council for an associated expenditure or investment plan if and when required by the provider of the unanticipated revenue.
- 4.3 A General Manager shall report any anticipated over-expenditure to the Treasurer as soon as such potential over-expenditure is known.
- 4.4 As a municipal corporation, the Town manages its Operating Budget on a corporate-wide basis.
- 4.5 Reporting:
- a. A General Manager is responsible for delivering programs and achieving outcomes as set out in the Town's Operating Budget and shall make best efforts to ensure that program expenditure remains within the approved Operating Budget for a program.
 - b. The Treasurer shall inform Council periodically of significant expenditure and revenue variances in the Operating Budget, including the projections of such variances to the end of the current fiscal year. The CAO, in consultation with the Senior Leadership Team and the Treasurer, shall make recommendations to Council with respect to any proposed changes in service levels or funding relating to such variances.
- 4.6 Uncollectible amounts:
- The Town's Accounts Receivable for Non-tax Revenue Policy prescribes the manner in which the Treasurer may write off accounts that are deemed uncollectible. On an annual basis the Treasurer shall inform Council of the amounts written off in accordance with the policy and recommend to Council the write-off of any accounts that have been deemed uncollectible that exceeding the Treasurer's authorization threshold.

5. Capital Budget Financial Controls

- 5.1 The Capital Budget approved in accordance with Section 3.4 of this by-law shall establish the funding and spending authority for a Capital Project.
- 5.2 A General Manager is responsible for the completion of Capital Projects approved in the annual Capital Budget and Capital Forecast and shall make best efforts to ensure that

gross expenditure for a project remains within the approved Capital Budget for the project.

5.3 A General Manager shall report any anticipated over-expenditure to the Treasurer as soon as such potential over-expenditure is known.

5.4 A commitment to incur expenditures may be made under the Procurement Policy for a Capital Project which exceeds the amount included in the Capital Budget if:

- a. The Capital Project is a multi-year project, and
- b. The amount is included in subsequent years in the current Capital Forecast approved by Council.

5.5 Capital Project expenditure variances:

5.5.1 A General Manager may authorize additional gross expenditure in excess of original funding approval for a Capital Project within the following threshold limits:

- a. For capital projects with total project budget of \$1,000,000 or less, by an amount not exceeding the greater of 10% or \$50,000 (inclusive of all applicable taxes and net of applicable rebates),
- b. For capital projects with total project budget greater than \$1,000,000, by an amount not exceeding the lesser of 10% or \$250,000 (inclusive of all applicable taxes and net of applicable rebates),

provided that:

- c. This By-law is otherwise complied with;
- d. Funding is available for the over-expenditure, either from the under-expenditure or the deferral of other Capital Projects with the same or similar funding and financing sources; and
- e. The Treasurer certifies that there is sufficient appropriate funding and financing available for the Capital Project.

5.5.2 Where funding is not available either from the under-expenditure or the deferral of other Capital Projects with the same or similar funding sources, or in the event that additional long term financing is required to finance such expenditure, Council approval is required prior to a commitment being made to incur such expenditure.

5.5.3 Any expenditure (inclusive of all applicable taxes and net of applicable rebates) for a Capital Project that would result in a variance to the total project budget that exceeds the thresholds noted in 5.5.1 (a) and (b) requires Council approval.

- 5.6 The Treasurer is authorized to reduce the amount of long-term financing to be issued for a given capital project by using available funds within an applicable capital reserve or reserve fund duly established by Council, taking into account future uses and sources of funding for the applicable capital reserve or reserve fund.
- 5.7 The Treasurer is authorized to transfer funding received from senior levels of government including but not limited to the Canada Community Building Fund and the Provincial Gas Tax Transfer as required to finance eligible capital costs incurred by the Town to ensure the prompt and appropriate use of such funding.

6. Payments

- 6.1 The Treasurer is authorized to make all payments on behalf of the Town, including:
- a. To any vendor from which goods and services have been received and supported by the necessary documents and approval of a signing authority and for which a commitment was made under the Procurement Policy, and
 - b. To any vendor from which goods and services have been received or an expenditure has been incurred and supported by the necessary documents and approval of a signing authority for such expenditure set out in Schedule A to this by-law.

7. Long-Term Borrowing

- 7.1. To secure long-term borrowing for Capital Projects, including Town debenture issues, with the terms of such long-term borrowing being those which, in the opinion of the Treasurer, best meet the requirements of the Town, the Treasurer is authorized to take the following action:
- a. If required, engage one or more fiscal agents either individually or as part of a fiscal syndicate and external legal counsel to facilitate any such long-term borrowing;
 - b. Execute documentation and agreements with and make payments to fiscal as required, upon such terms and conditions as the Treasurer deems expedient;
 - c. Secure financing either through bank loans, Canadian debt capital markets, or through agencies including, but not limited to, Ontario Infrastructure and Lands Corporation (Infrastructure Ontario), the Federation of Canadian Municipalities, Canada Infrastructure Bank and Canada Mortgage and Housing Corporation;
 - d. Report the key terms of all long-term borrowing arrangements to Council at its next scheduled meeting after such borrowing arrangements have been made; and
 - e. Make all payments of interest and principal, as set out in the applicable Town by-law.

8. Financial Reporting and Policies

- 8.1. The Treasurer shall prepare and submit periodic financial reports to Council with respect to operating budget vs. actual results, operating budget expenditure and revenue projections to year-end, and the expenditure, funding and financing status of capital projects, in a form and at a frequency satisfactory to Council.
- 8.2. The Treasurer is responsible for the review and approval of the financial implications associated with any and all staff reports or briefing notes submitted to a Council or a Committee of Council, whether in open or closed session.
- 8.3. The Treasurer shall have authority to issue such procedures and processes to Departments as are necessary to ensure compliance with the provisions of this By-law.

9. Financial Signing Authorities

- 9.1. The Town's Procurement Policy outlines, by position, the delegation of financial signing authority. This list shall be maintained by the Treasurer in consultation with General Managers and the Chief Administrative Officer. .

10. Administration

- 10.1. This By-law may be cited as the "Financial Management By-law".
- 10.2. This By-law shall come into force and effect on the date of passage of this By-law.

Read three times and finally passed this 12th day of May, 2025.

Lisa Post, Mayor

Raylene Martell, Town Clerk

Schedule A

1. Utilities, including electricity, water and wastewater, natural gas, telephone and telecommunications.
2. Payments to past and current employees, including all salaries, wages, pensions and benefits
3. Payroll source deductions and benefits to governments, the Canada Revenue Agency, OMERS, the Workplace Safety and Insurance Board and employee benefit providers.
4. Government payments, including all accounts to or from the federal, provincial or other municipal governments, their agencies, boards, commissions and railways.
5. Debt payments, including principal and interest on debentures, loans or other long term debt.
6. General expenses, including property taxes, postage, licenses (e.g. vehicles), grants to organizations, and other transfer payments, land registry fees, refunds.
7. Payments for which the expenditure has specifically been approved by Council through the adoption of a report (e.g. land purchases/expropriations).



The Corporation of the Town of Orangeville

By-law Number 2025-

A by-law to authorize the undertaking of energy efficiency and climate resilience works on private residential property as local improvements under the BetterHomes Dufferin Program

Whereas Part III of Ontario Regulation 586/06 authorizes Council to pass a by-law to undertake works on private residential property as local improvements for the purpose of raising all or part of the cost of the work by imposing special charges on lots upon which all or some part of the local improvement is or will be located; and

Whereas such a by-law may authorize the undertaking of works which satisfy the requirements of a Dufferin County program; and

Whereas at its meeting of May 12, 2025, the Town of Orangeville Council adopted the BetterHomes Dufferin program pursuant to authority of Ontario Regulation 586/06;

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

1. Council authorizes the undertaking of energy efficiency and climate resilience works on private residential property as local improvements under the BetterHomes Dufferin Program, as set out in Schedule A to this By-law, for the purpose of raising all or part of the cost of the work by imposing special charges on lots upon which all or some part of the local improvement is or will be located.

Read three times and finally passed this 12th day of May, 2025.

Lisa Post, Mayor

Raylene Martell, Town Clerk

Schedule A - BetterHomes Dufferin Program Design

1.0. Overview

The BetterHomes Dufferin Program is designed to extend municipal funding to consenting homeowners for the installation of qualifying natural gas, electricity and climate resilience improvements and related energy assessments and then to secure payment by imposing a local improvement charge (LIC) on the private residential property, as authorized by the Regulation.

This program is administered by a program delivery team that includes Dufferin County, Clean Air Partnership and Windfall Ecology Centre. The program delivery team will periodically review the BetterHomes Dufferin program to ensure effective implementation and, where deemed appropriate, the Dufferin County may make changes in its sole discretion.

1.1. Program Eligibility

Residential low-rise buildings located within the Town of Orangeville are eligible. The property must have a property tax account with the Town of Orangeville. Participation is voluntary, owner-initiated and subject to the following conditions:

- All registered owner(s) of the property must consent to participating in the Program;
- Property tax, utility bills and all other payment obligations to the Town of Orangeville for the past three years must be in good standing; and

1.2. Home Energy Assessments

Similar to the Canada Greener Homes Program designed by the Federal Government, the BetterHomes Dufferin will utilize the EnerGuide Rating System (the ["ERS"](#)) that provides a standard measure of a home's energy performance. It provides a standardized tool and process to assess home energy efficiency and can model energy savings projects.

The property owner must hire a Certified Energy Advisor (the "CEA") - certified by Natural Resources Canada ("NR Can") - to perform pre- and post-retrofit assessments in accordance with ERS. CEAs are experts in the field of energy efficiency and well-versed in the 'whole home' approach to home energy systems, technologies and products.

Upon completion of the pre-retrofit home energy assessment, a report is provided to the homeowner with the NRCan EnerGuide rating for the home and recommendations for energy improvements that could potentially increase that rating. This report is to be provided to the program delivery team in order to access LIC funding.

After the retrofit is complete, a second and final home assessment is performed by the CEA to obtain a second EnerGuide rating and to verify the completion of work. Provided that the second assessment indicates that the EnerGuide rating has increased and the improvements have been completed, then Dufferin County can issue the final disbursement of funds.

1.3. Qualifying Energy Efficiency & Climate Resilience Measures

The home energy assessment must demonstrate the potential to achieve cost-effective energy

reductions in order to qualify for LIC funding from BetterHomes Dufferin. The non-exhaustive list of the categories of measures eligible under the BetterHomes Dufferin , subject to any permitting and regulations, includes:

- i. Envelope upgrades: attic, walls, foundation, and basement insulation; air barriers; window, skylights and exterior door replacements; air-sealing and weather stripping.
- ii. Mechanical systems (space heating, cooling and ventilation): thermostats and controllers, energy or heat recovery ventilators, air source heat pumps, heat distribution systems, duct sealing, fans, associated electrical equipment as required.
- iii. Mechanical systems (water heating): high-efficiency water heaters, drain water heat recovery systems, solar hot water systems.
- iv. Renewable energy, energy storage and EV chargers: solar photovoltaic systems, electric vehicle charging stations (Level 2), battery storage devices, associated electrical and load management equipment.
- v. Associated measures: including electrical wiring and panel upgrades that are required undertakings to permit energy improvements.
- vi. Climate adaptation improvements: such as back-flow prevention valves, sump pumps and basement waterproofing.

Other: Permanently affixed lighting, lighting controls, new energy efficient (certified) products will be considered as additional eligible technologies.

Ineligible measures include equipment or products not permanently affixed to the property, previously installed in another home and are deemed general maintenance. By recommending categories of retrofit improvements and associated measures, the Town of Orangeville and Dufferin County make no guarantees of the materials, performance, cost-effectiveness or any warranty of the measures supported by the Program.

1.4. Completing the Retrofit through Contractor Engagement

Dufferin County will provide financing to homeowners for eligible measures covered by the Program that have been:

- recommended by the CEA
- verified by Windfall Ecology Centre energy coach
- installed by contractors hired by the property owner

The Town of Orangeville, Dufferin County, Clean Air Partnership, and Windfall Ecology Centre will not pre-qualify contractors or procure contractors to perform energy assessments or install retrofit improvements on behalf of homeowners in connection with this Program. The homeowner will use the funds disbursed by Dufferin County to pay contractors directly.

The Town of Orangeville, Dufferin County, Clean Air Partnership, and Windfall Ecology Centre are not responsible for the work quality of any contractors hired in connection with this Program and assumes no liability for the works undertaken. All retrofit improvements

and renovations must adhere to local codes and by-laws. The homeowner is responsible for ensuring that hired contractors are licensed, bonded, and insured. Any issues that may arise relating to the quality of workmanship or post-installation performance of energy measures, for example, should be dealt with by the property owner and contractor.

1.5. Application Process

The steps below outline the process and requirements homeowners need to follow as part of the Program.

Step 1: Pre-qualification

Homeowners submit an on-line application form that includes, but is not limited to, the following information:

- Property address to confirm location is within eligible municipality;
- Property assessment roll number to confirm no outstanding payments owed to the Town of Orangeville in the last three years;

Once the property owner has been prequalified, the program delivery team will provide Notice to Proceed to the homeowner.

Step 2: Energy Assessment and Funding Request Form

The homeowner completes the pre-retrofit home energy assessment in accordance with Section 1.2 Home Energy Assessments.

Along with the Energy Assessment Report, the homeowner also will need to submit a Funding Request Form that:

- identifies the improvements that the property owner intends to install based on the Energy Assessment Report;
- identifies the cost for each improvement (including equipment, materials and labour costs); and

Step 3: Property Owner Agreement

After the program delivery team, has confirmed the acceptability of the Energy Assessment Report and the Funding Request Form, they will prepare a property owner agreement ("POA"), for the homeowner(s) and Dufferin County to review and sign.

Step 4: Completing Improvements

1. Initial Funding Disbursement

Following execution of the POA, Dufferin County will provide the homeowner with the initial disbursement agreed upon in the POA that can be used by the homeowner to pay contractors or suppliers (i.e. security deposit).

The property owner will be contractually obligated to repay this initial disbursement to

Dufferin County if the property owner does not complete the improvements.

The property owner can then proceed with hiring contractor(s) and performing the approved energy improvements to the property.

2. Final Funding Disbursement

As will be detailed in the POA, Dufferin County will provide the final disbursement only after the homeowner provides a copy of the post-retrofit assessment report from the CEA that:

- includes a Certificate of Completion that attests the approved retrofit measures having been installed and provides an EnerGuide rating of the home after the retrofit measures have been completed which is greater than the original EnerGuide rating noted on the pre-retrofit assessment report from the CEA; and
- indicates the actual costs for all the works.

Step 5: LIC Repayment

The Town of Orangeville Treasurer must periodically certify the local improvement roll. This occurs after the improvements on a given set of properties are complete and the final amounts of funding are confirmed by the program delivery team.

The Town of Orangeville's Solicitor will submit a corresponding bill for Council to adopt a by-law pursuant to Section 36.14 of O.Reg 586/06 to impose the special charges on the participating properties. The program delivery team will provide the draft by-law that includes each property's tax roll number, loan amount and repayment schedule. For each property included in the by-law, the Treasurer will then add to the Town of Orangeville's tax roll for that property each year that portion of the imposed special charge that is due in that year. These collective steps will provide priority lien status for the annual amount that the Treasurer adds to the tax roll and will ensure that any subsequent property owner who was not a party to the POA is bound to pay that amount. Failure to make payments is treated with the same remedy as uncollected property taxes which may include penalties and interest charges.

The Town of Orangeville will remit to Dufferin County the LIC payments made by the homeowner.

1.6. LIC Disclosure

As indicated above, the subsequent owner of a property on which the Town of Orangeville has imposed a special charge is required to pay the Town of Orangeville the annual LIC amount even though that subsequent owner was not a party to the original POA. In addition to notice that the Town of Orangeville will be providing in accordance with the provisions of O. Reg. 586/06, the Town of Orangeville also will take the following steps to ensure even greater transparency of the LIC to interested parties by:

- i) posting on the Town of Orangeville's website notice of the special charge by-law to impose the charge on the property in advance of its introduction and after its adoption; and
- ii) updating the Tax Certificate to include the full LIC amount, amount payable in

the current year, outstanding amounts owing and a note to reference the by-law pursuant to which the special charge was imposed.

1.7. Access to Other Rebates & Incentives

The Town of Orangeville and Dufferin County encourages applicants to review the energy savings programs of the federal government, provincial government and utilities. Energy efficiency measures that are eligible under this residential retrofit program may also be eligible for rebates from other programs.

1.8. Quality Control

As a means of additional oversight to confirm that the funded improvements were completed, the POA will indicate that Dufferin County reserves the right to have a Dufferin County official or third-party contractor arrange with the property owner for an inspection. The property owner(s) is also responsible for keeping original copies of contractor invoices and photos of installed measures, especially for harder to verify measures like insulation, and be prepared to disclose this information to Dufferin County upon request.

1.9. Measurement and Verification

Pursuant to the POA, the property owner(s) must consent to providing Dufferin County with access to the property's utility usage data in order to monitor results and evaluate the Program's effectiveness for a period of five years after completion of the retrofit. Also, the property owner(s) agrees to participate in surveys and other follow-up activities to help Dufferin County and Clean Air Partnership evaluate the Program.



The Corporation of the Town of Orangeville
By-law Number 2025-

**A by-law to authorize the entering into and
execution of a Development Charges Agreement
with NG Citrus Limited for the provision of
constructing Hansen Boulevard**

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 Development Charges Agreement for the provision of constructing Hansen Boulevard;

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 Development Charges Agreement for the provision of constructing Hansen Boulevard, between The Corporation of the Town of Orangeville and NG Citrus Limited and all documents ancillary thereto.

Read three times and finally passed in open Council this 12th day of May, 2025.

Lisa Post, Mayor

Raylene Martell, Town Clerk



The Corporation of the Town of Orangeville

By-law Number 2025-

A by-law to amend By-law 078-2005, being a by-law to regulate traffic in the Town of Orangeville, for the purpose of reducing speed on Riddell Road between Townline and County Road 109 (Broadway)

Whereas the *Municipal Act, 2001*, c.25, S.11(3) authorizes a municipality to pass by-laws respecting matters within the jurisdiction of highways, including parking and traffic on highways; and

Whereas Council passed By-law 078-2005 on the 29th day of August 2005, to regulate traffic in the Town of Orangeville; and

Whereas Council deems it expedient to amend By-law 078-2005, to establish speed limits on Riddell Road (County Road 109) between Townline and County Road 109 (Broadway); and

Whereas Council deems it expedient to further amend By-law 078-2005, to establish a Community Safety Zone to include Riddell Road (County Road 109) between Townline and County Road 109 (Broadway); and

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

1. That Schedule H (Rate of Speed on Roads) of Bylaw 078-2005, as amended, be further amended by adding the following:

Column 1 Highway	Column 2 From	Column 3 To	Column 4 Rate of Speed
Riddell Road (County Road 109)	Townline(County Road 23)	County Road 109 (Broadway)	60 kph

2. That Schedule N (Community Safety Zone) of Bylaw 078-2005, as amended, be further amended by adding the following:

Column 1 Highway	Column 2 Between	Column 3 Times
Riddell Road (County Road 109)	Townline and County Road 109 (Broadway)	Anytime

Read three times and finally passed this 12th day of May, 2025.

Lisa Post, Mayor

Raylene Martell, Town Clerk



The Corporation of the Town of Orangeville

By-law Number 2025-

A by-law to confirm the proceedings of the Council of The Corporation of the Town of Orangeville at its regular Council Meeting held on May 12, 2025

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; and

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 regular Council Meeting held on May 12, 2025, 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 12th day of May, 2025.

Lisa Post, Mayor

Raylene Martell, Town Clerk