



COUNCIL MEETING AGENDA

Thursday, July 11, 2024 at 7:00 pm

W & M Edelbrock Centre, 30 Centre Street, Orangeville

The meeting will be live streamed on YouTube at the following link:

<http://www.youtube.com/@DufferinOne>

1. ROLL CALL

Verbal roll call by the Clerk.

2. APPROVAL OF THE AGENDA

THAT the Agenda and any Addendum distributed for the July 11, 2024 meeting of Council, be approved.

3. DECLARATION OF INTEREST BY MEMBERS

Members of Council are required to state any pecuniary interest in accordance with the Municipal Conflict of Interest Act.

4. APPROVAL OF MINUTES OF THE PREVIOUS MEETING

THAT the minutes of the regular meeting of Council on June 13, 2024 and the minutes of the special meeting of Council on July 4, 2024, be adopted.

5. PROCLAMATIONS, DELEGATIONS AND PRESENTATIONS

5.1. Fetal Alcohol Spectrum Awareness Day – September 9, 2024

Jennie Hilts and Tara Leskey, Dufferin Child and Family Services, will be in attendance to accept the proclamation.

5.2. Western Ontario Wardens' Caucus – 2024-2025 Strategic Priorities

Kate Burns Gallagher, Executive Director, Western Ontario Wardens' Caucus, to delegate regarding the 2024-2025 strategic priorities.

5.3. StrategyCorp Inc. – Governance and Service Review

Sabine Matheson, Principal, and Stacy Hushion, Vice President, StrategyCorp Inc., to present an update on the Governance and Service Review.

6. PUBLIC QUESTION PERIOD

Members of the Public in attendance are able to ask a question. If you are unable to attend and would like to submit a question, please contact us at info@dufferincounty.ca or 519-941-2816 ext. 2500 by 4:30 pm the day before the meeting.

7. PRESENTATION AND CONSIDERATIONS OF REPORTS

7.1. Infrastructure and Environmental Services Minutes – June 27, 2024

THAT the minutes of the Infrastructure and Environmental Services meeting held on June 27, 2024, and the recommendations set out, be adopted.

INFRASTRUCTURE & ENVIRONMENTAL SERVICES – June 27, 2024 – ITEM #1
Road and Bridge Capital Update – June 2024

THAT the report of the Director of Public Works/County Engineer, dated June 27, 2024, Road and Bridge Capital Update – June 2024, be received.

INFRASTRUCTURE & ENVIRONMENTAL SERVICES – June 27, 2024 – ITEM #2
Community Safety Zone Investigation – Dufferin Road 7

THAT the report of the Director of Public Works/County Engineer, dated June 27, 2024, Community Safety Zone Investigation – Dufferin Road 7, be received;

AND THAT staff be directed to implement a community safety zone on Dufferin Road 7, extending 500 metres west of Mono-Adjala Townline intersection;

AND THAT Schedule I of the Consolidated Traffic By-Law 2005-32 be revised to include the following:

County Road Number	From	To	Time or Days
7	A point situated 500 metres west of Mono-Adjala Townline	Dufferin County limits of the intersection of Mono-Adjala Townline	Anytime

INFRASTRUCUTURE & ENVIRONMENTAL SERVICES – June 27, 2024 – ITEM #3
Speed Limit Review – Dufferin Road 11 and Dufferin Road 124

THAT the report of the Director of Public Works/County Engineer, dated June 27, 2024, Speed Limit Review – Dufferin Road 11 & Road 124, be received;

AND THAT the speed limit be temporarily reduced to 40 km/hr on Dufferin Road 11 between 30 Sideroad and Highway 89 and Dufferin Road 124 between Highway 89 and Wansborough Way, for three (3) years until the Town of Shelburne infrastructure is in place;

AND THAT the necessary by-law be presented to Council;

AND THAT the speed reduction be reviewed in 18 months.

7.2. General Government Services Minutes – June 27, 2024

THAT the minutes of the General Government Services meeting held on June 27, 2024, and the recommendations set out, be adopted.

GENERAL GOVERNMENT SERVICES – June 27, 2024 – ITEM #1
Access Dufferin Minutes

THAT the minutes from the meeting of Access Dufferin on May 15, 2024, be adopted.

GENERAL GOVERNMENT SERVICES – June 27, 2024 – ITEM #2
Diversity, Equity and Inclusion Community Advisory Minutes

THAT the minutes from the meeting of the Diversity, Equity and Inclusion Community Advisory Committee on May 30, 2024, and the recommendation set out, be adopted.

DIVERSITY, EQUITY & INCLUSION COMMUNITY ADVISORY COMMITTEE
May 30, 2024 – Item #1 – Town of Shelburne Resolution

THAT the Diversity, Equity and Inclusion Community Advisory Committee supports the essence of the resolution from the Town of Shelburne, dated March 25, 2024, regarding the eradication of all forms of racism, but recommends the following wording:

BE IT RESOLVED THAT Council of the County of Dufferin encourages all levels of government to eradicate all forms of racism;

AND THAT this motion be sent to Dufferin County's MP, MPP, and all municipalities.

GENERAL GOVERNMENT SERVICES – June 27, 2024 – ITEM #3
Bill Hill Scholarship 2024 Recipients and Program Update

THAT the report from the Clerk, dated June 27, 2024, regarding the Bill Hill Scholarship 2024 recipients and program updates, be received.

GENERAL GOVERNMENT SERVICES – June 27, 2024 – ITEM #4
Canada Community-Building Fund Agreement

THAT the report on Canada Community-Building Fund Agreement, from the Manager of Corporate Finance, Treasurer, dated June 27, 2024, be received;

AND THAT the Municipal Funding Agreement for the Canada Community-Building Fund by-law be enacted.

7.3. Health and Human Services Minutes – June 27, 2024

THAT the minutes of the Health and Human Services meeting held on June 27, 2024, and the recommendations set out, be adopted.

HEALTH & HUMAN SERVICES – June 27, 2024 – ITEM #1
Dufferin County Equity Collaborative (DCEC) 2023 Report to the Community

THAT the report of the Director, Community Services, titled Dufferin County Equity Collaborative 2023 Report to the Community, dated June 27, 2024, be received.

HEALTH & HUMAN SERVICES – June 27, 2024 – ITEM #2
Community Safety and Well Being Plan 2021 to 2024 – 2023 Annual Report

THAT the report of the Director, Community Services, titled Community Safety and Well-Being Plan 2021 to 2024 – 2023 Annual Report, dated June 27, 2024, be received.

HEALTH & HUMAN SERVICES – June 27, 2024 – ITEM #3
Canada-Wide Early Learning and Child Care System Update #3

THAT the report of the Director, Community Services, titled Canada-Wide Early Learning and Child Care System (CWELCC) Update 3, dated June 27, 2024, be received.

HEALTH & HUMAN SERVICES – June 27, 2024 – ITEM #4
By Name List Support from Housing Reserve

THAT the report of the Director, Community Services, titled By Name List Support from Housing Reserve, dated June 27, 2024, be received;

AND THAT Council approve additional Housing Allowances for eligible applicants on the By Name List up to \$100,000;

AND THAT these costs be funded through the Reserve for Social Housing.

HEALTH & HUMAN SERVICES – June 27, 2024 – ITEM #5
Dufferin Oaks 2024 Funding Update

THAT the report of the Administrator, dated June 27, 2024, regarding Dufferin Oaks 2024 Funding Update, be received.

HEALTH & HUMAN SERVICES – June 27, 2024 – ITEM #6
Shelburne Centre for Health Space Request

THAT the report of the Administrator, dated June 27, 2024, Shelburne Centre for Health Space Request, be received;

AND THAT Council approves Shelburne Centre for Health’s request for additional space;

AND THAT Council authorizes a lease agreement for the sum of one dollar (\$1.00) per year for the requested space.

7.4. Community Development & Tourism Minutes – June 27, 2024

THAT the minutes of the Community Development and Tourism meeting held on June 27, 2024, and the recommendations set out, be adopted.

COMMUNITY DEVELOPMENT & TOURISM – June 27, 2024 – ITEM #1
Building Division Customer Service Initiatives and Enhancements

THAT the report of the Director of Planning and Development, “Building Division Customer Service Initiatives and Enhancements”, dated June 27, 2024, be received.

COMMUNITY DEVELOPMENT & TOURISM – June 27, 2024 – ITEM #2
By-Law #2020-14 Fees and Charges By-Law Amendment

THAT the report of the Chief Building Official, “By-Law #2020-14 Fees and

Charges By-Law Amendment", dated June 27, 2024, be received;

AND THAT a Public Meeting be held in accordance with the Building Code Act, Section 7(6) regarding amendments to the fees and charges.

COMMUNITY DEVELOPMENT & TOURISM – June 27, 2024 – ITEM #3
Museum Strategic Plan Progress Report

THAT the report regarding the Museum Strategic Plan Progress Report, dated June 27, 2024, from the Director of Development and Tourism, be received.

7.5. Manager of Corporate Finance, Treasurer & Procurement Manager's Report – Second Quarter Procurement Report

A report from the Manager of Corporate Finance, Treasurer and Procurement Manager, dated July 11, 2024, to provide the quarterly update on all Request for Tenders and Request for Proposals in accordance with By-law 2017-33 Procurement of Goods and Services 2017, Section (4.2.7).

THAT the Second Quarter Procurement Report, from the Manager of Corporate Finance, Treasurer, and the Procurement Manager, dated July 11, 2024, be received.

7.6. Clerk's Report – Integrity Commissioner Appointment

A report from the Clerk, dated July 11, 2024, to recommend the appointment of Jeffrey Abrams and Janice Atwood from Principles Integrity as Integrity Commissioners for the County of Dufferin.

THAT the report from the Clerk, dated July 11, 2024, regarding the appointment of an Integrity Commissioner, be received;

AND THAT Jeffrey Abrams and Janice Atwood, Principles Integrity be appointed as Integrity Commissioners for the County of Dufferin for a five (5) year term;

AND THAT the Warden and Clerk be authorized to execute the necessary agreement.

7.7. Chief Administrative Officer's Report – Monthly Update from Outside Boards

A report from the Chief Administrative Officer, dated July 11, 2024, to provide Council with an update of activities from outside boards and agencies.

THAT the report of the Chief Administrative Officer, dated July 11, 2024, with respect to Reports from Outside Boards, be received.

8. STRATEGIC PLAN UPDATE

There is no strategic plan update.

9. CORRESPONDENCE

10. NOTICE OF MOTIONS

11. MOTIONS

11.1. Safety Features for Highway 10 and Dufferin Road 17 Intersection

Moved by Warden White

THAT staff and Council advocate with the Ministry of Transportation for safety features on Highway 10, specifically at the intersection of Dufferin Road 17 and Highway 10.

11.2. Wastewater Testing

Moved by Councillor Little

BE IT RESOLVED that Dufferin County requests that the Minister of Health and the Minister of the Environment, Conservation and Parks reconsider the funding cuts to the wastewater testing program developed during the COVID crisis in order to protect the health and well-being of the residents of Ontario and reduce future costs to our health care system.

12. CLOSED SESSION

12.1. Ontario Nurses Association (ONA) Collective Bargaining – Municipal Act, Section 239 2(d) – Labour relations or negotiations

13. BY-LAWS

2024-29 A by-law to amend By-law 2005-32, Schedule "I" and Schedule "J", to regulate traffic on roads under the jurisdiction of the County of Dufferin. (Community Safety Zone – Dufferin Road 7 and reduce speed on Dufferin Road 124)
Authorization: Infrastructure & Environmental Services – June 27, 2024

2024-30 A by-law to authorize the Warden and the Clerk to execute an agreement between the Corporation of the County of Dufferin and the Association of Municipalities of Ontario. (Canada Community-Building Agreement)
Authorization: General Government Services – June 27, 2024

THAT By-Law 2024-29 through to 2024-30, inclusive, be read a first, second and third time and enacted.

14. OTHER BUSINESS

15. CONFIRMATORY BY-LAW

2024-xx A by-law to confirm the proceedings of the Council of the Corporation of the County of Dufferin at its meeting held on July 11, 2024.

THAT By-Law 2024-xx be read a first, second and third time and enacted.

16. ADJOURNMENT

THAT the meeting adjourn.



DUFFERIN COUNTY COUNCIL MINUTES

Thursday, June 13, 2024 at 7:00 pm

W & M Edelbrock Centre, 30 Centre Street, Orangeville ON

Council Members Present:

Warden Darren White (Melancthon)
Councillor John Creelman (Mono)
Councillor Guy Gardhouse (East Garafraxa)
Councillor Chris Gerrits (Amaranth)
Councillor Shane Hall (Shelburne)
Councillor Earl Hawkins (Mulmur)
Councillor Janet Horner (Mulmur)(joined at 7:05 pm)
Councillor Gail Little (Amaranth)
Councillor James McLean (Melancthon)
Councillor Fred Nix (Mono)
Councillor Lisa Post (Orangeville)
Councillor Philip Rentsch (Grand Valley)
Councillor Steve Soloman (Grand Valley)(joined at 7:39 pm)
Councillor Todd Taylor (Orangeville)

Members Absent:

Councillor Wade Mills (Shelburne)(prior notice)

Staff Present:

Sonya Pritchard, Chief Administrative Officer
Michelle Dunne, Clerk
Scott Burns, Director of Public Works/County Engineer
Anna McGregor, Director of Community Services
Aimee Raves, Manager of Corporate Finance, Treasurer
Rajbir Sian, Director of Development & Tourism
Gary Staples, Chief Paramedic
Rohan Thompson, Director of People & Equity
Brenda Wagner, Administrator of Dufferin Oaks
Rebecca Whelan, Deputy Clerk

Warden White called the meeting to order at 7:00 pm.

Warden White announced that the meeting is being live streamed and publicly broadcast.

The recording of this meeting will also be available on our website in the future.

Upcoming committee meetings will be held in the Dufferin Room at 30 Centre St, Orangeville on Thursday, June 27, 2024 at the following times:

Infrastructure and Environmental Services – 9:00 am

General Government Services Committee – 11:00 am

Health & Human Services Committee – 1:00 pm

Community Development & Tourism Committee – 3:00 pm

1. **LAND ACKNOWLEDGEMENT STATEMENT**

Warden White shared the Land Acknowledgement Statement.

2. **ROLL CALL**

The Clerk verbally took a roll call of the Councillors in attendance.

3. **APPROVAL OF THE AGENDA**

Moved by Councillor Post, seconded by Councillor Nix

THAT the Agenda and any Addendum distributed for the June 13, 2024 meeting of Council, be approved.

-Carried-

4. **DECLARATION OF INTEREST BY MEMBERS**

Members of Council are required to state any pecuniary interest in accordance with the Municipal Conflict of Interest Act.

There were no declarations of pecuniary interest.

5. **APPROVAL OF MINUTES OF THE PREVIOUS MEETING**

Moved by Councillor Gerrits, seconded by Councillor Gardhouse

THAT the minutes of the regular meeting of Council on May 9, 2024, be adopted.

-Carried-

Councillor Horner joined the meeting at 7:05 pm.

6. **PROCLAMATIONS, DELEGATIONS AND PRESENTATIONS**

6.1. Presentation: BDO Canada LLP

Angela Nichol and Traci Smith, BDO Canada LLP, presented the County of Dufferin 2023 Financial Statements.

Moved by Councillor Hall, seconded by Councillor Taylor

THAT the 2023 Financial Statements as presented by BDO Canada LLP, be approved.

-Carried-

7. PUBLIC QUESTION PERIOD

Rick Ugolini, an Orangeville resident, thanked the Director of Public Works/County Engineer and the Clerk for their assistance on a couple projects.

PRESENTATION AND CONSIDERATIONS OF REPORTS

8. Infrastructure and Environmental Services Minutes – May 23, 2024

Moved by Councillor Horner, seconded by Councillor Taylor

THAT the minutes of the Infrastructure and Environmental Services meeting held on May 23, 2024, and the recommendations set out, be adopted.

-Carried-

**9. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – May 23, 2024 – ITEM #3
2023 Climate Action Report Card**

THAT the report, 2023 Climate Action Report Card, dated May 23, 2024, from the Director of Public Works/County Engineer, be received.

**10. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – May 23, 2024 – ITEM #4
2024 Road Needs Study – Authorization to Award**

THAT the report of the Director of Public Works/County Engineer, dated May 23, 2024, Roads Needs Study – Authorization to Award, be received;

AND THAT the 2024 Road Needs Study be awarded in the amount of \$108,744 (excluding tax);

AND THAT the 2024 Road Needs Study be funded from the Rate Stabilization Reserve.

11. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – May 23, 2024 – ITEM #5
Road Safety Discussion

THAT staff investigate potential solutions to address the road safety concerns and report back to the Committee in August.

12. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – May 23, 2024 – ITEM #6
Capital Workplan Update

THAT the Capital Workplan Results report, dated May 23, 2024, from the Manager of Corporate Finance, Treasurer, be received;

AND THAT the 2024 capital workplan be adjusted by \$1,370,000 per the table below:

Project	Funding Source	2024 Workplan Adjustment
004-2507 – Culvert No 2507	Structures Capital Asset Fund	\$25,000
004-2508 – Culvert No 2508	Structures Capital Asset Fund	\$25,000
Dufferin Road 124	Roads Capital Asset Fund	\$150,000
Dufferin Road 21	Roads Capital Asset Fund	\$650,000
Dufferin Road 21	Roads Capital Asset Fund	\$55,000
ATV Trailer	County Forest Reserve Fund	\$15,000
004-0007 – Walkers Creek Culvert	Roads Capital Asset Fund	\$450,000

13. **Health & Human Services Minutes – May 23, 2024**

Moved by Councillor Nix, seconded by Councillor Gerrits

THAT the minutes of the Health and Human Services meeting held on May 23, 2024, be adopted.

-Carried-

14. HEALTH & HUMAN SERVICES – May 23, 2024 – ITEM #1
Quarterly Community Services Activity Report – First Quarter 2024

THAT the report of the Director, Community Services, titled Quarterly Community Services Activity Report – First Quarter 2024, dated May 23, 2024, be received.

15. HEALTH & HUMAN SERVICES – May 23, 2024 – ITEM #2
Community Services Annual Review 2023

THAT the report Community Services Annual Review, dated May 23, 2024, from the Director of Community Services, be received.

16. HEALTH & HUMAN SERVICES – May 23, 2024 – ITEM #3
Homelessness Prevention Program Update 2024-2025

THAT the report titled Homelessness Prevention Program Update 2024/25, dated May 23, 2024, from the Director, Community Services, be received.

17. HEALTH & HUMAN SERVICES – May 23, 2024 – ITEM #4
National Housing Strategy – Housing Advocacy

THAT the report titled National Housing Strategy – Housing Advocacy, dated, May 23, 2024, from the Director of Community Services, be received;

AND THAT Council supports a motion to ask for the resolution of the current conflict between the Federal Government and the Government of Ontario to support the timely continuation of funding:

WHEREAS there is an unprecedented national housing affordability crisis;

WHEREAS there is no for-profit supply-only trickle-down solution to ending the national housing affordability crisis;

WHEREAS substantial investments in ensuring the use of housing for homes are required to help end the national housing affordability crisis;

WHEREAS substantial investments in new affordable social housing are required to help end the national housing affordability crisis;

WHEREAS substantial investments in revitalizing existing affordable social housing are required to help end the national housing affordability crisis;

WHEREAS substantial investments in social support expansions are required to prevent families choosing between housing and other basic necessities of life to help end the national housing affordability crisis;

WHEREAS the national housing affordability crisis is most acute in Ontario;

WHEREAS unlike most Provinces and Territories in Canada, 47 Service Managers and District Social Service Administration Boards (SM/DSSAB)

are responsible for delivering social supports, including housing affordability supports in Ontario;

WHEREAS these 47 SM/DSSABs in Ontario lack the revenue and policy tools and powers of the Provincial and Federal governments to end the housing affordability crisis; and

WHEREAS any reductions in funding from the Federal and Provincial governments risks the termination of critically needed housing and social supports for some of the most vulnerable across Ontario;

THEREFORE, BE IT RESOLVED THAT:

1. The Warden advocate to the Federal and Provincial governments that the funding dispute must be resolved to limit mounting harms to some of Ontario's most vulnerable families;
2. The Warden send urgent correspondence to the Provincial and Federal Ministers of Housing to confirm that financial support will continue for vulnerable households across Ontario currently in receipt of the Canada-Ontario Housing Benefit and Ontario Housing Priorities Housing Initiative;
3. The Warden advocate to the Federal and Provincial governments to continue to fund Service Managers an amount equivalent to the monies under the CMHC-Ontario Bilateral agreement in the National Housing Strategy until a new funding agreement can be reached;
4. The Warden advocate to the Federal and Provincial governments to establish a trilateral table including the SMs/DSSABs, to negotiate the final 3-year tranche of funding under the National Housing Strategy;
5. AND FURTHER THAT a copy of this motion be sent to the to the Provincial and Federal Ministers of Housing, the Housing Services Corporation, the Association of Municipalities of Ontario, the Ontario Municipal Social Services Association, the Western Ontario Wardens Caucus, and the Eastern Ontario Wardens Caucus.

18. HEALTH & HUMAN SERVICES – May 23, 2024 – ITEM #5
2023 – 2024 Dufferin Oaks Quality Services Report

THAT the report regarding the Dufferin Oaks 2024 Quality Services Report, dated May 23, 2024, from the Administrator of Dufferin Oaks, be received.

- 19. HEALTH & HUMAN SERVICES – May 23, 2024 – ITEM #6
Dufferin County Community Support Services Declaration of Compliance

THAT the report regarding the Declaration of Compliance, dated May 23, 2024, from the Administrator of Dufferin Oaks, be received;

AND THAT Council authorizes the Warden to sign the Declaration on behalf of Council for submission to Ontario Health – Central Region.

- 20. HEALTH & HUMAN SERVICES – May 23, 2024 – ITEM #8
Township of Amaranth

THAT Council support the resolution from the Township of Amaranth, dated May 16, 2024, regarding the phasing out of free private drinking water testing services.

- 21. **Community Development and Tourism Minutes – May 23, 2024**

Councillor Soloman joined the meeting at 7:39 pm.

Moved by Councillor Post, seconded by Councillor Creelman

THAT the minutes of the Community Development and Tourism meeting held on May 23, 2024, and the recommendations set out as amended, be adopted.

- 22. COMMUNITY DEVELOPMENT & TOURISM – May 23, 2024 – ITEM #2
County Owned Land 195594 and 195620 Amaranth-Grand Valley Townline – Considerations

THAT the Community Pasture proposal be further explored with staff working with the Dufferin Grey Pasture Committee to prepare a proposal;

AND THAT staff investigate if the property could be used for other purposes in conjunction with a community pasture.

THAT the report, County Owned Land 195594 and 195620 Amaranth-Grand Valley Townline – Considerations, dated May 23, 2024, from the Chief Administrative Officer, be received.

23. COMMUNITY DEVELOPMENT & TOURISM – May 23, 2024 – ITEM #3
Dismantled Log Cabins Removal

THAT the report of the Museum Services Manager, “Dismantled Log Cabins Removal”, dated May 23, 2024, be received;

AND THAT the objects identified in the “Dismantled Log Cabins Removal” be removed in accordance with the Museum of Dufferin's Collections Management Policy.

24. COMMUNITY DEVELOPMENT & TOURISM – May 23, 2024 – ITEM #4
Corbetton Church Mould Remediation

THAT the report of the Museum Services Manager, “Corbetton Church Mould Remediation”, dated May 23, 2024, be received;

AND THAT the amount of \$34,055.94 be allocated from the Rate Stabilization Reserve to fund the mould remediation work outlined in the report.

25. COMMUNITY DEVELOPMENT & TOURISM – May 23, 2024 – ITEM #6
Town of Orangeville

THAT the resolution from the Town of Orangeville, dated May 1, 2024, regarding amendments to the Ontario Heritage Act, be supported.

26. **County-Wide Transit Ad-Hoc Committee Minutes – May 29, 2024**

Minutes from the County-Wide Transit Ad-Hoc Committee on May 29, 2024.

Moved by Councillor Gerrits, seconded by Councillor Gardhouse

THAT the minutes from the County-Wide Transit Ad-Hoc Committee on May 29, 2024, be adopted.

-Carried-

27. **Chief Administrative Officer’s Report – Monthly Update from Outside Boards**

A report from the Chief Administrative Officer, dated June 13, 2024, to provide Council with an update of activities from outside boards and agencies.

Moved by Councillor Nix, seconded by Councillor Post

THAT the report of the Chief Administrative Officer, dated June 13, 2024, with respect to Reports from Outside Boards, be received.

-Carried-

28. **Senior Planner's Report –Transportation Master Plan Update**

A report from the Senior Planner, deferred from the May 9, 2024 Council meeting, to seek endorsement for a specific Shelburne by-pass route to advance the project.

Warden White provided a verbal update regarding the meeting between Amaranth, Melancton and Shelburne to discuss possible by-pass routes. Further discussions will take place with senior staff and the Heads of Councils of Amaranth, Melancton, Shelburne and Dufferin County. A report will be brought to the September Infrastructure and Environmental Services Committee meeting.

29. **STRATEGIC PLAN UPDATE**

A report from the Chief Administrative Officer, dated June 13, 2024, to provide an update on the County's Strategic Plan implementation.

Moved by Councillor Nix, seconded by Councillor Gerrits

THAT the report of the Chief Administrative Officer, dated June 13, 2024, with respect to Strategic Plan Update #6, be received.

-Carried-

30. **CORRESPONDENCE**

31. **NOTICE OF MOTIONS**

MOTIONS

32. **Community Safety Zone**

Moved by Councillor Creelman, seconded by Councillor Post

WHEREAS Little Sprouts School located at 308618 Hockley Road in the heart of Hockley Village is expanding to provide badly needed daycare spaces to the community;

AND WHEREAS the speed limit approaching Hockley Village is reduced on Hockley Road;

AND WHEREAS it is desirable to encourage responsible driving in the vicinity of a school (daycare), a community hall, general store and hamlet;

THEREFORE BE IT RESOLVED the County of Dufferin investigates creating a Community Safety Zone on Hockley Road to mirror the already existing reduced speed zone.

-Carried-

33. **Automated Speed Enforcement**

Moved by Councillor Creelman, seconded by Councillor Gerrits

WHEREAS many Ontario municipalities are experiencing road safety issue including speeding;

AND WHEREAS Dufferin County and over 20 municipalities have endorsed Mono's declaration of a 'Road Safety Emergency';

AND WHEREAS Automated Speed Enforcement (ASE) is an effective tool that penalized egregious speeding;

AND WHEREAS notwithstanding the limitations of current Provincial mandated rules that militate against the best deployment of this technology;

BE IT RESOLVED that County Council requests the preparation of a staff report to recommend a process to identify a provider of ASE technology with the view to its deployment on County Road such as Dufferin Rd. 18, also known as Airport Rd., and potentially other locations where speeding is a chronic problem.

-Carried-

34. **AMO Board of Director Nomination**

In accordance with Section 19.3 of the Procedural By-Law, the Warden polled members of Council to allow for the consideration of the motion as it was time sensitive.

Moved by Councillor Post, seconded by Councillor Nix

BE IT RESOLVED THAT Dufferin County Council nominate Chris Gerrits for the position of member of County Caucus on the AMO Board of Directors for the 2024-2026 term.

-Carried-

CLOSED SESSION

35. **Closed Session Minutes – Municipal Act, Section 239 (2)(c) potential acquisition or disposition of land by the municipality**

Closed Session minutes from the May 9, 2024 meeting of Council.

Moved by Councillor Horner, seconded by Councillor Post

THAT the Closed Session minutes of the May 9, 2024 meeting of Council, be adopted.

-Carried-

36. **BY-LAWS**

2024-26 A by-law to ratify the actions of the Warden and the Clerk for executing an agreement between the Corporation of the County of Dufferin and the Corporation of the County of Grey. (Boundary Road Agreement)
Authorization: Infrastructure & Environmental Services – September 27, 2018

Moved by Councillor Hawkins, seconded by Councillor Hall

THAT By-Law 2024-26 be read a first, second and third time and enacted.

-Carried-

37. **OTHER BUSINESS**

Councillor Creelman asked if any staff had a status update regarding the review of Highway 10. He noted the study regarding the Caledon portion of Highway 10 has concluded but Caledon staff have not received a copy as of yet. Warden White confirmed staff have not been contact but he has noted he has noticed traffic counters on Highway 10 as well as traffic monitoring taking place.

Warden White noted County Building Services staff, as well as Orangeville Building Department staff, will be at the Orangeville Home Hardware on June 15, 2024 from 9:00 am – 1:00 pm to raise awareness on how to apply for building permits and answer questions.

Warden White noted the Unity in Diversity Event and Multicultural Art Show took place on June 8, 2024 at the Museum of Dufferin, hosted by the Museum and Dufferin Multicultural Foundation. The Unity in Diversity flag will be raised at 55

Zina Street, Orangeville on June 19, 2024 at 2:00 pm. There will be a proclamation for Multicultural Day on June 27, 2024 at the flag raising.

38. **CONFIRMATORY BY-LAW**

2024-27 A by-law to confirm the proceedings of the Council of the Corporation of the County of Dufferin at its meeting held on June 13, 2024.

Moved by Councillor Creelman, seconded by Councillor McLean

THAT By-Law 2024-27 be read a first, second and third time and enacted.

-Carried-

39. **ADJOURNMENT**

Moved by Councillor Gardhouse, seconded by Councillor Gerrits

THAT the meeting adjourn.

-Carried-

The meeting adjourned at 8:19 pm.

Next meeting: Thursday, July 11, 2024
Edelbrock Centre, 30 Centre Street, Orangeville ON

Darren White, Warden

Michelle Dunne, Clerk



DUFFERIN COUNTY COUNCIL MINUTES – SPECIAL MEETING

Thursday, July 4, 2024 at 6:00 pm

W & M Edelbrock Centre, 30 Centre Street, Orangeville ON

Council Members Present:

Warden Darren White (Melancthon)
Councillor John Creelman (Mono)
Councillor Guy Gardhouse (East Garafraxa)
Councillor Earl Hawkins (Mulmur)(arrived at 6:24 pm)
Councillor Janet Horner (Mulmur)
Councillor Gail Little (Amaranth)
Councillor James McLean (Melancthon)
Councillor Fred Nix (Mono)(arrived at 6:50 pm)
Councillor Lisa Post (Orangeville)
Councillor Philip Rentsch (Grand Valley)
Councillor Steve Soloman (Grand Valley)
Councillor Todd Taylor (Orangeville)

Council Members Absent:

Councillor Chris Gerrits (Amaranth)(prior notice)
Councillor Shane Hall (Shelburne)
Councillor Wade Mills (Shelburne)

Staff Present:

Michelle Dunne, Clerk
John Mascarin, Aird & Berlis LLP, County Solicitor

Warden White called the meeting to order at 6:19 pm.

Warden White announced that the meeting is being live streamed and publicly broadcast.

The recording of this meeting will also be available on our website in the future.

1. **LAND ACKNOWLEDGEMENT STATEMENT**

Warden White shared the Land Acknowledgement Statement.

2. **ROLL CALL**

The Clerk verbally took a roll call of the Councillors in attendance.

3. **APPROVAL OF THE AGENDA**

Moved by Councillor McLean, seconded by Councillor Horner

THAT the Agenda and any Addendum distributed for the July 4, 2024 meeting of Council, be approved.

-Carried-

4. **DECLARATION OF INTEREST BY MEMBERS**

Members of Council are required to state any pecuniary interest in accordance with the Municipal Conflict of Interest Act.

5. **CLOSED SESSION**

Moved by Councillor Post, seconded by Councillor Creelman

THAT Council moved into Closed Session (6:22 pm) in accordance with the Municipal Act Section 239 (2)(b) – personal matter about an identifiable individual.

-Carried-

Under Section 228 (4) of the Municipal Act, 2001, the Clerk delegated her authority as Clerk to John Mascarin, Aird & Berlis LLP, with respect to the closed session matter.

While in Closed Session, Council received a verbal report regarding an identifiable individual.

Councillor Hawkins joined the meeting at 6:24 pm.

Councillor Nix joined the meeting at 6:50 pm.

Moved by Councillor Creelman, seconded by Councillor Gardhouse

THAT Council move into open session (8:01 pm).

-Carried-

6. **BUSINESS ARISING FROM CLOSED**

Moved by Councillor Nix, seconded by Councillor Little

THAT the Warden and Committee Chairs carry out direction as discussed in closed session.

-Carried-

7. **CONFIRMATORY BY-LAW**

2024-28 A by-law to confirm the proceedings of the Council of the Corporation of the County of Dufferin at its meeting held on July 4, 2024.

Moved by Councillor Post, seconded by Councillor McLean

THAT By-Law 2024-28 be read a first, second and third time and enacted.

-Carried-

8. **ADJOURNMENT**

Moved by Councillor Gardhouse, seconded by Councillor Hawkins

THAT the meeting adjourn.

-Carried-

The meeting adjourned at 8:10 pm.

Next meeting: Thursday, July 11, 2024
Edelbrock Centre, 30 Centre Street, Orangeville ON

Darren White, Warden

Michelle Dunne, Clerk



Dufferin County – Governance and Service Review

County Council Meeting

July 11, 2024

Agenda

Item	Time
1 Welcome and introductory remarks	7:00-7:05 p.m.
2 External factors: What's needed and what's doable? Overview of interview findings	7:10-7:25 p.m.
3 Overview of what we heard: Findings from Council and CAO interviews	7:25-7:40 p.m.
4 Moving forward: Concluding insights and principles	7:40-7:45 p.m.
5 Discussion	

Introduction | A note of caution

- Governments evolve – ideally in accordance with the principle “form follows function”
- It is the function of Council to consider and plan for evolution to meet the needs of the community
- Governance and restructuring is inherently political
- Administrations are not “things” – they are collections of people
- Human resources considerations

External Factors and Context

- What's doable?
- What's needed

Form follows function

Your thinking about the future of Dufferin is influenced by two major concerns:

1. What mix of governance and services do we need to manage growth and shape our future?

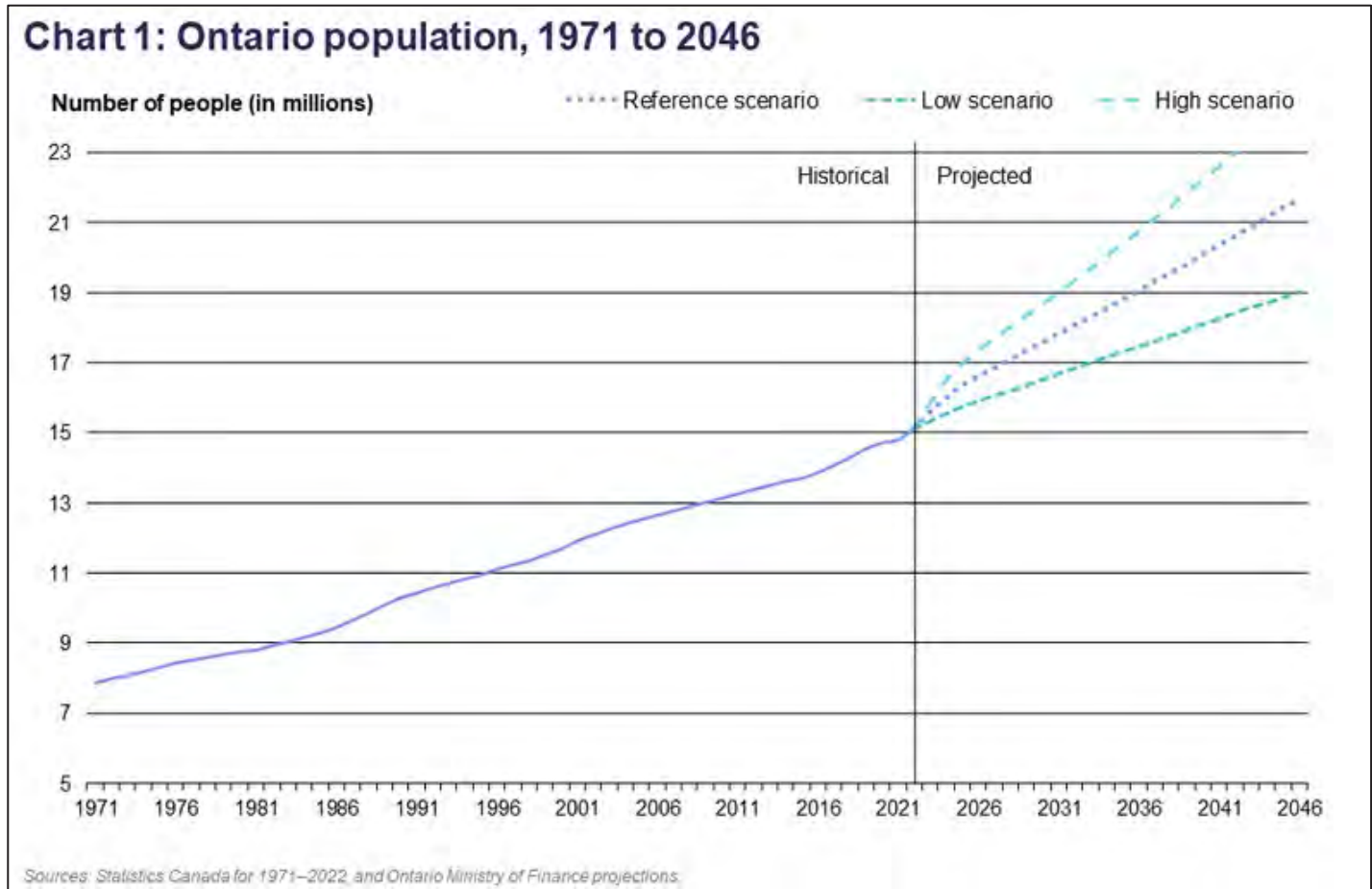
2. What is politically possible to begin to implement, today?

Starting with growth: Ontario is projected to increase from 15 to 21 million residents by 2046

Central Ontario is projected to be the fastest growing region of the province, increasing by 1.6M people (or 48.1%) from 3.3M in 2022 to 4.9M in 2026.

Four census divisions of Central Ontario are projected to continue experiencing population growth significantly above the provincial average:

- Waterloo: 67.6 %
- **Dufferin: 59.5%**
- Wellington: 57.2 %
- Simcoe: 49.7%



Dufferin County will be very different in 25 years...forecast to grow by 100,000 by 2051

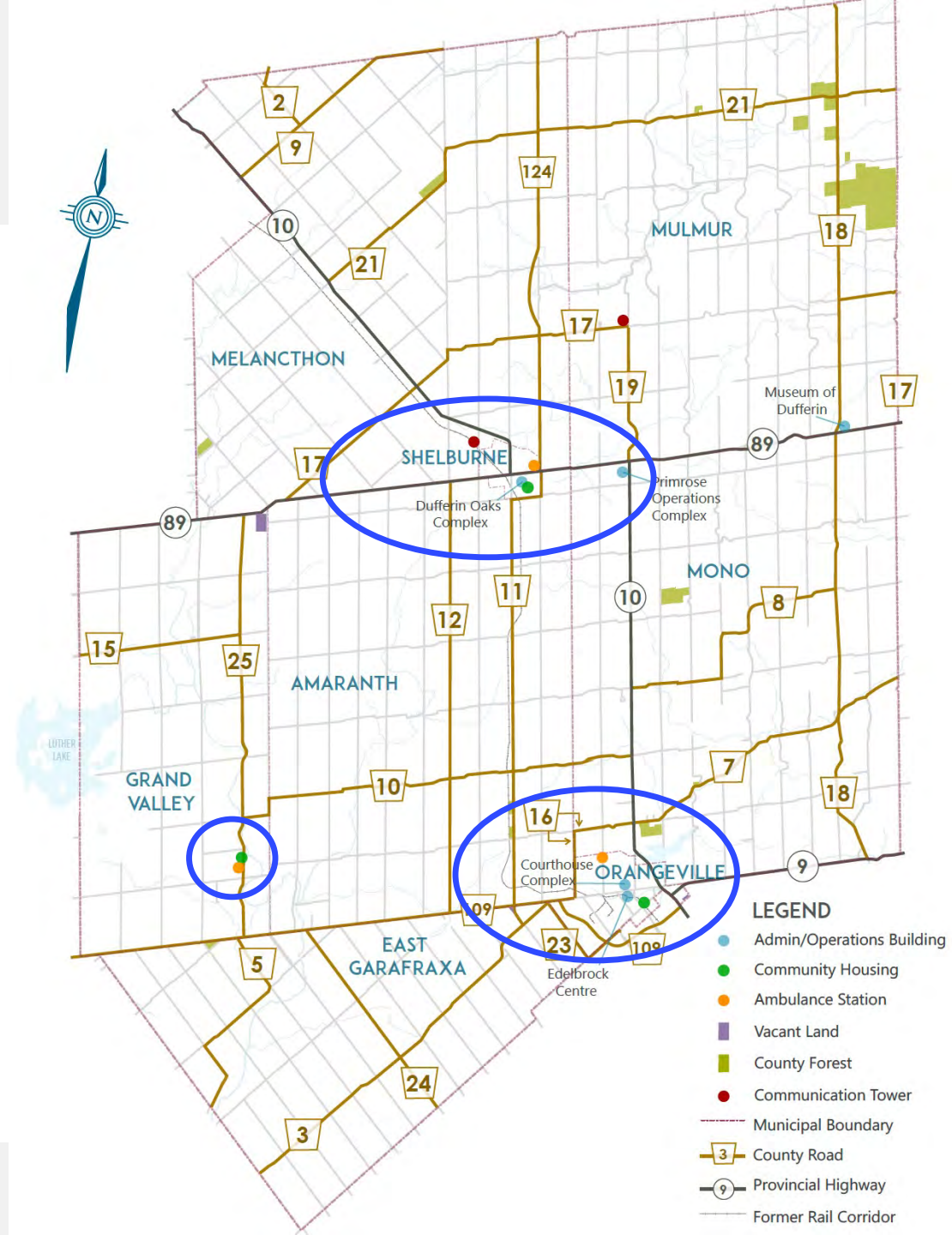
- **Current population (2021 census):** 66,257
- **By 2051:**
 - ~95,000 people
 - ~39,000 jobs
- **County intensification target: 40%**
- **Growth allocations:**
 - 84.5% of population growth allocated to Grand Valley, Shelburne, and Orangeville
 - 15.5% to be accommodated in the other municipalities
- Land shortages (for settlement and employment) in some area municipalities

Table 3.1 Proposed 2051 Population and Employment Allocations

Municipality	Population			Employment		
	2021 (estimate)	2051	Growth 2021-2051	2021 (estimate)	2051	Growth 2021-2051
Amaranth	4,459	5,112	653	1,337	1,738	401
East Garafraxa	2,839	3,961	1,122	657	995	338
Grand Valley	3,831	9,437	5,606	846	2,318	1,472
Melancthon	3,344	3,783	439	641	807	166
Mono	10,189	11,404	1,215	2,962	3,898	936
Mulmur	3,814	4,439	625	905	1,268	363
Orangeville	30,891	38,636	7,745	14,556	21,499	6,943
Shelburne	9,516	18,328	8,812	3,097	6,477	3,380
Dufferin County Total (rounded)	68,783	95,000	26,217	25,000	39,000	14,000

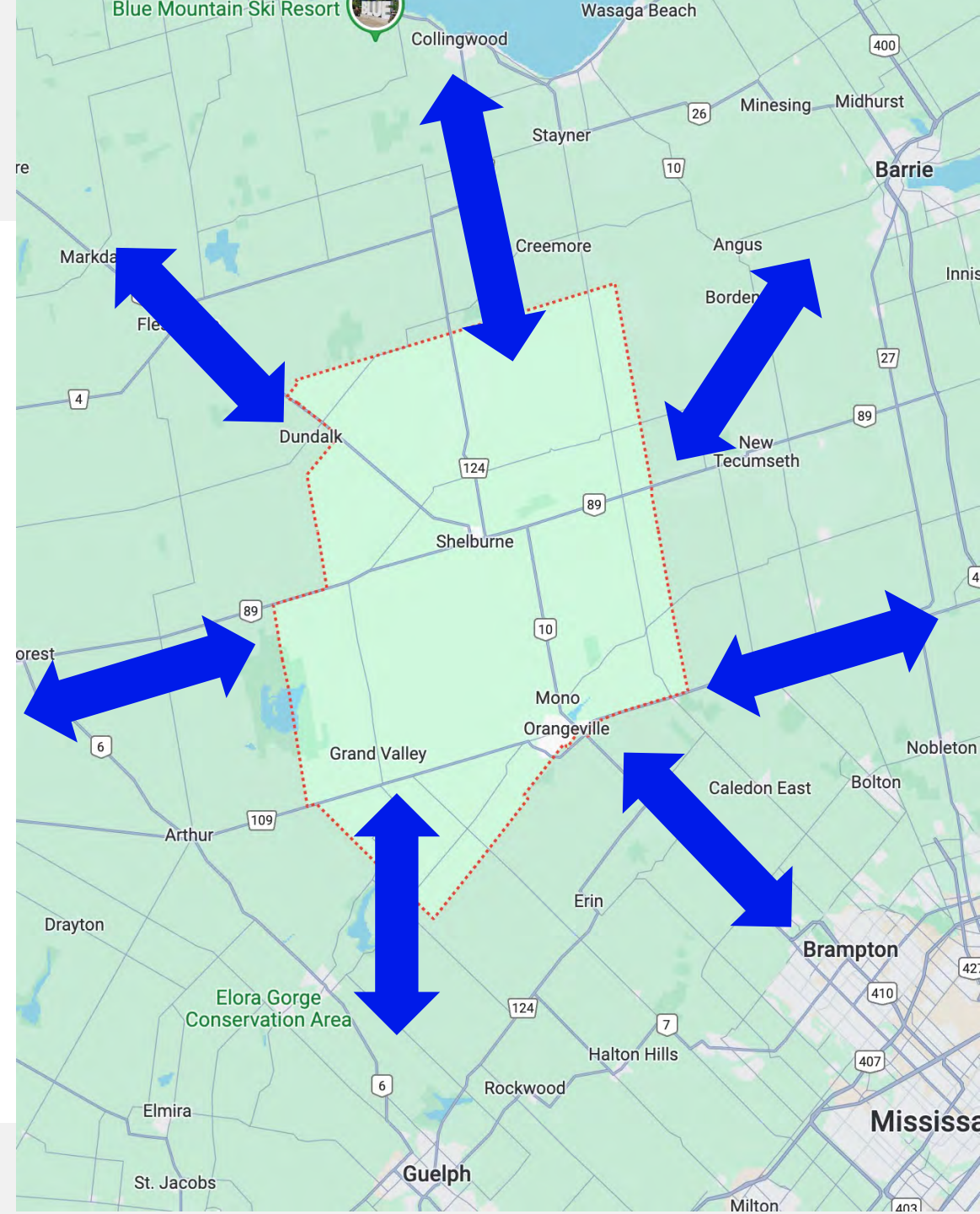
County facilities and services

The clustering of services is another lens through which to view the various “poles” of growth and settlement of the County.

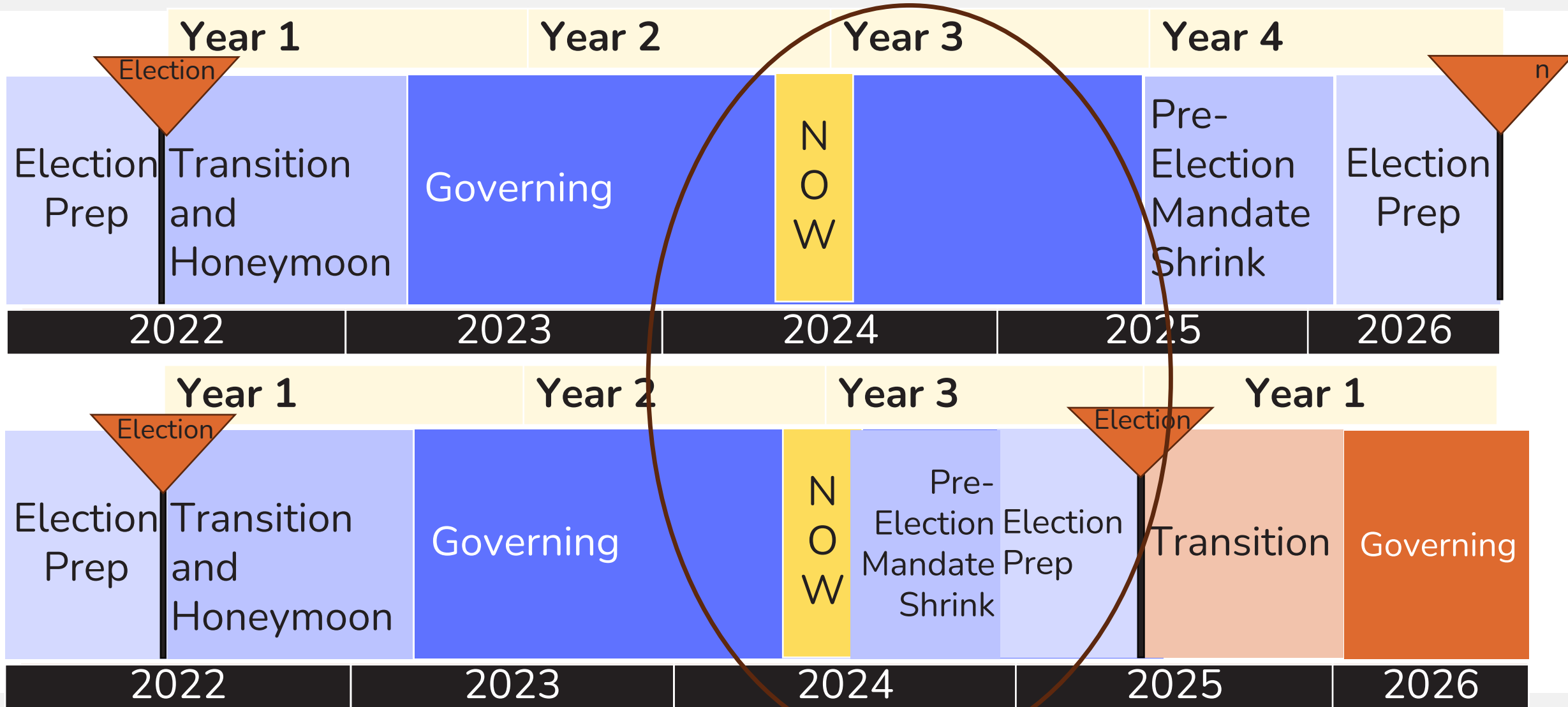


Dufferin County in its wider geographic context

- Growth is on the mind of everyone we spoke with in this process
- Yet, there are differing views as to:
 - What is coming, and how soon
 - What we should encourage
 - What we should discourage
 - What we should preserve
- Given the strategic importance of growth to the future of Dufferin, Council may benefit from further workshops designed to address each of the above questions

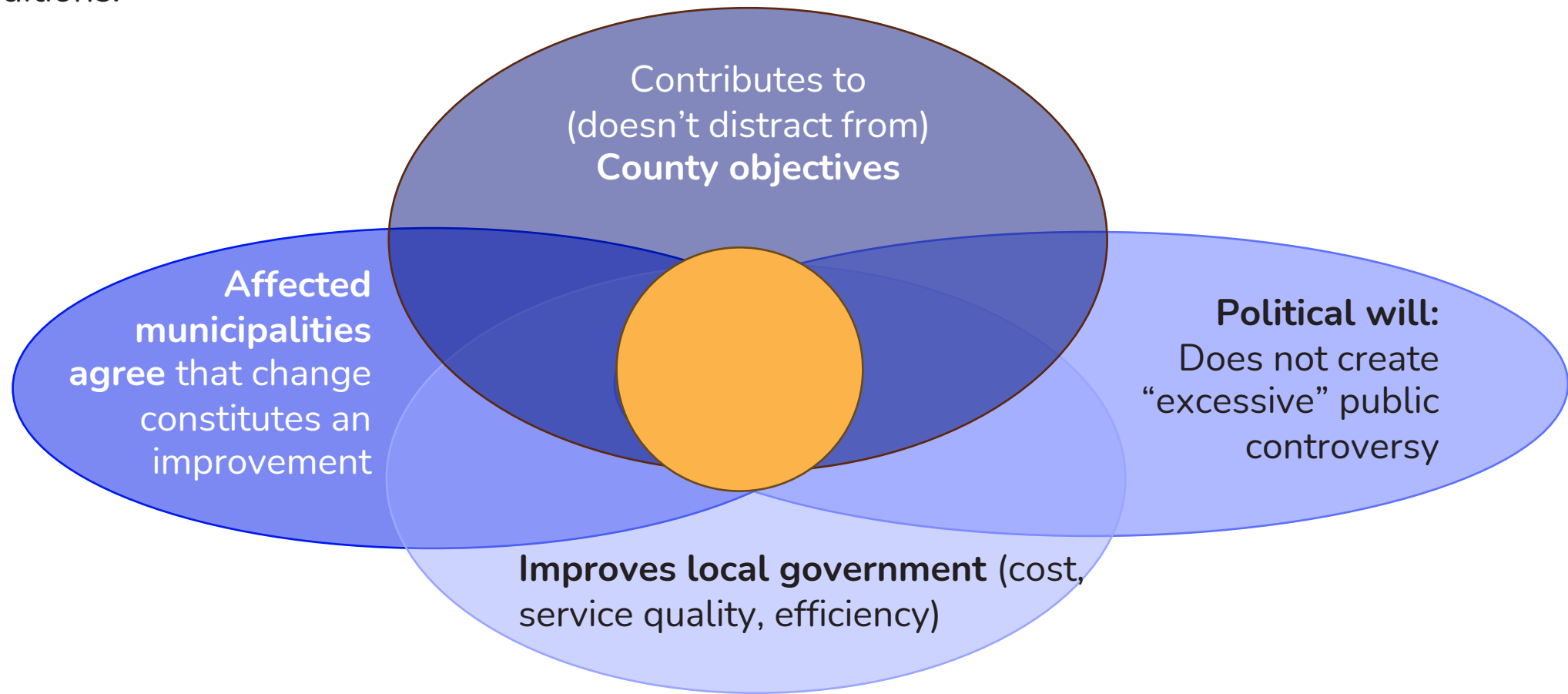


The provincial context | Early election speculation means there isn't much time left



What's most doable?

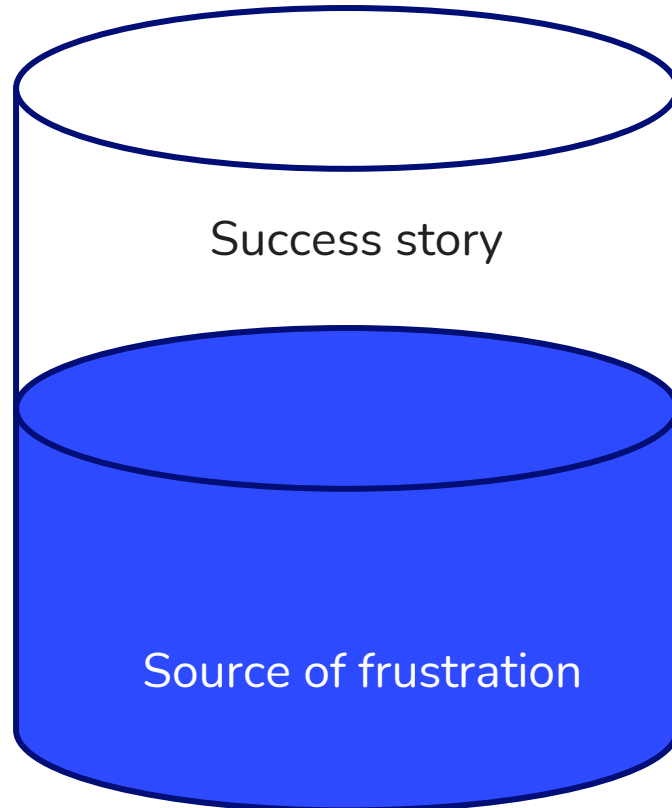
For locally approved options (i.e., not provincially imposed) a workable solution must meet all four conditions.



Overview of what we heard

- Summary of findings from interviews with County Council and CAOs

The County: More “half full” than “half empty”



Generally, most agree that the County is working well, particularly when reflecting on the past.

- There are some opportunities to optimize services.
- Solutions may focus as much on service enhancement as structural change.

“Most things are going well. They used to be worse; there used to be mistrust between the municipalities and the County.”

General observations

- **A majority of respondents said the County doing a good job in its core areas:**
 - *“It should be doing those things that we can’t do on our own or do efficiently.”*
 - *“The County should be delivering provincial services (OW, ODSP) and then anything else that the 8 municipalities can’t do on their own.”*
 - *“What’s working well? Wherever it’s a County responsibility.”*
 - *“Health and human services is going well. We’re confident this is a core County function, there’s no overlap, no duplication.”*
 - *“Health and human services can stay. Everything else should go. Burn it down.”*
- **Many expressed concern about the perceived duplication of services and related cost and customer impacts:**
 - *“For some of us, we are duplicating the services that maybe we don’t use or need.”*
 - *“There is duplication in the planning department for application review – have to do it twice for pre-consultation.”*
 - *“We are concerned where they are going beyond what they need to do and how the tax dollars are being spent.”*
- **Many identified an opportunity for improved Council-staff relationships, collaboration and communications between County and local municipalities:**
 - *“Communication is poor. Comms staff are good...But we just want to know more of what’s going on.”*
 - *“There has been a gap of consultation; there should be consultation with the local councils.”*

Governance structure | At present, most do not support significant governance changes

- There is little support for change to governance structure or boundaries, today...
- Although several could see this happening at some point in the future, particularly among the smaller municipalities.

Status quo governance	Wind up County and devolve to locals	Some consolidation of local municipalities	Single-tier municipality
Majority support	No support	Some support	No support (today)
<p><i>“No political will for change. So, let’s make the best with what we’ve got.”</i></p>	<p><i>“Don’t see the County disappearing – that’s a pipe dream.”</i></p>	<p><i>“[With respect to some of the smaller municipalities] I would love to see amalgamation.”</i></p> <p><i>“It’s hard to know if amalgamation would be really beneficial...to understand the business case.”</i></p>	<p><i>“I am unequivocally not a fan of single-tier City of Dufferin.”</i></p> <p><i>“In reality, single-tier probably makes sense. But it won’t fly. ‘Dufferin County bedeviled by boundaries’ – so what can we do outside of single-tier to eliminate some of these boundaries?”</i></p>

County services | A range of opinions

Services where there is a high level of satisfaction

- Health and Human Services
- Emergency management
- Waste management
- Roads and operations (generally)
- IT / GIS

...Services generally delivered efficiently and effectively (to a greater or lesser degree) and that should remain at the County-level.

Services identified as opportunities for greater County support / activity...

- Diversity, Equity and Inclusion
- Accessibility
- Climate action

...Services where the County could provide more assistance or resources to support the local area municipalities in advancing these priorities locally.

Main areas of comment

- Planning
- Building
- Economic development
- Fire

...Services identified as the most significant areas for improvement. Note that there were a range of opinions on how the service could/should be improved.

Service delivery | At present, most prefer incremental improvement vs. realignment of services

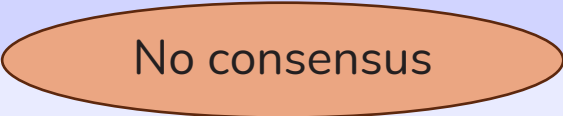
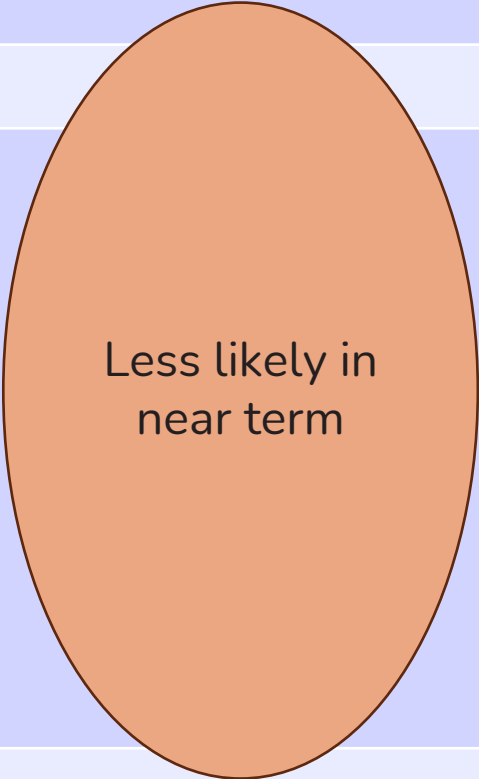

County exactly as is (status quo)	Limited support: “There is always room for improvement”
County with service improvements	Majority support
Devolve some services to locals	Some support focused on a few key areas
Devolve all but social services to locals	Limited support

- The vast majority see some role for the County in delivering some services (e.g., social services) and supporting overall regional coordination and collaboration.
- Most identified that there is room for improvement in some services (e.g., efficiency, responsiveness, customer service).
- Some interest to devolve some services, like economic development, to the local municipalities...but also concern about capacity to deliver.

Moving forward

- Concluding Insights
- Key Principles
- Discussion

Summary | The main opportunities for improvement relate to service delivery, not governance or boundary changes

Possible Change	Locally-Led	Provincially-Led
Governance	 <p>No consensus</p>	 <p>Less likely in near term</p>
Boundary		
Who delivers services: <ul style="list-style-type: none"> a. From County to locals b. From locals to County c. Shared services among willing local partners 	 <p>Main areas of immediate opportunity</p>	
How services are delivered		

The biggest questions are all about growth..

- The main services respondents identified for improvement all relate to or play a role in growth planning and management.
- **Form follows function:**
 - A focus should be on building a vision for growth
 - Decision could then be made to determine what Dufferin County needs to “get there”

Services most commented on...but not necessarily consensus on the path forward:

Planning

Building

Economic
Development

Council members appear to share many values that could inform next steps, should you take them...

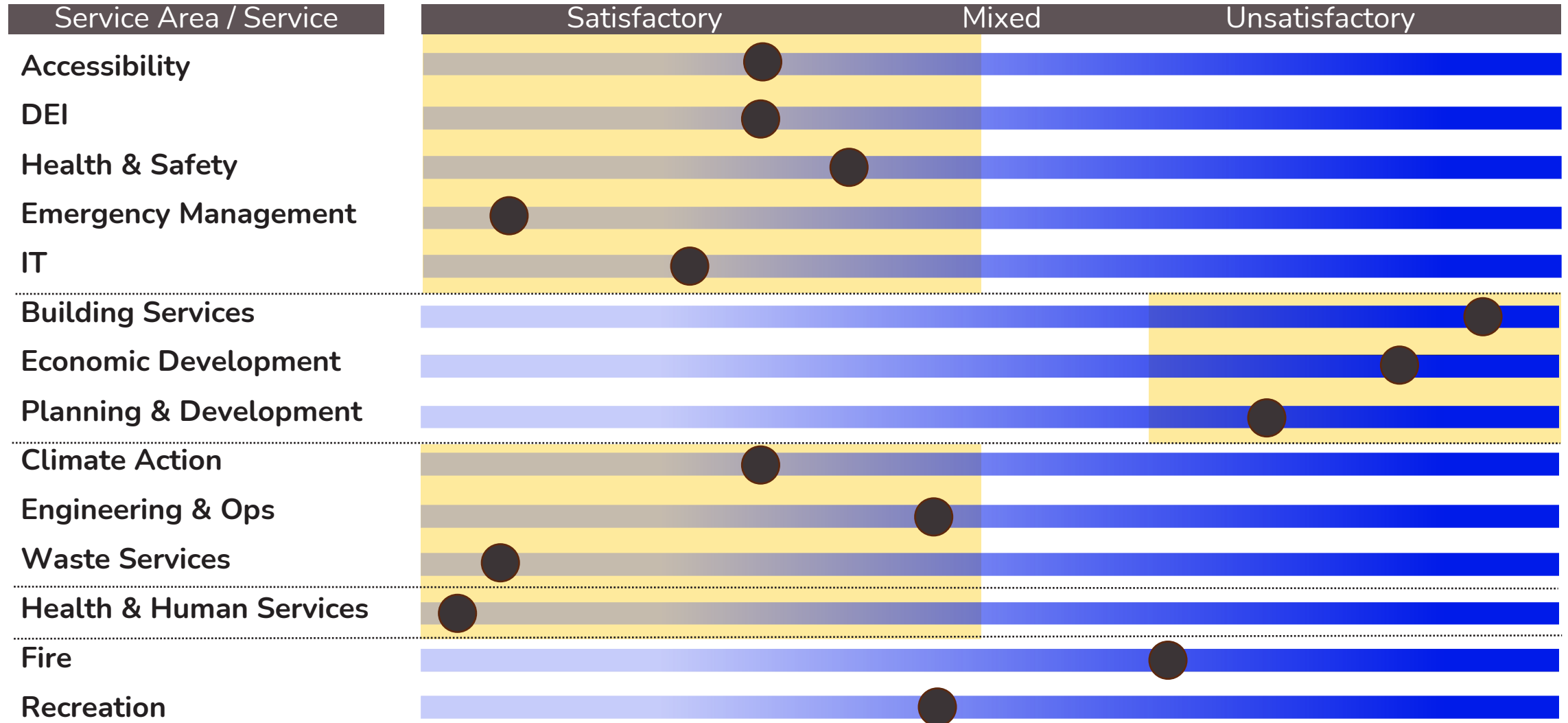
These “draft principles to inform change” are concepts that arise from the interviews as having a high degree of support. They could be useful as a starting point for future discussions.

Theme	Any changes to governance or service delivery should....
Vision	Create and achieve a shared vision to facilitate / manage sustainable growth and prosperity
Efficiency	Save money / time through improved delivery, wherever possible
Service improvement	Deliver better, more responsive services to local municipalities and residents
Service duplication	Reduce / remove duplication and overlap in service delivery between County and local municipalities
Promote local democracy	Respect local municipal autonomy
Deliver economic growth	Attract business and job growth
Protect rural vitality	Recognize unique attributes of rural communities need to be maintained and where practical, enhanced
Core County responsibilities	Focus the County on implementing its core mandate
County as a convenor	Consider where the County may be best positioned to convene or facilitate a process as opposed to directly delivering a service
Collaboration and communication	Enable improved collaboration, communication and coordination between the County and the local area municipalities.
Fairness in cost sharing	Ensure that County funds and services are allocated fairly across the County

Appendix

- Detailed findings from CAO and Council interviews on key services/service areas

County services | High-level summary*



General Government | Human Resources / DEI / Accessibility / Health & Safety

What's Working Well:

- **County doing a good job on DEI:** Building up expertise and staff to support the organization in making progress against its Equity Strategic Plan.
- **Support in meeting accessibility requirements:** County supports and collaborates with some of the smaller municipalities
- **Some satisfied with Health & Safety:** Some that contract the service believe it works well.

Opportunities / Areas for Improvement:

- **More HR support – DEI in particular:** Some local municipalities see an opportunity for the County to provide more support re: human resources services. DEI was most often mentioned as one of these key opportunities. DEI is currently an internal County service, but many local municipalities want to advance similar work within their own organizations and seek greater County support/expertise (e.g., contracted service, information-sharing, joint DEI committee)
 - Some noted that it is not feasible for there to be 8 separate DEI committees or specific staff positions.
- **Unclear progress on accessibility:** Need for more regular communication and updates about the status of accessibility initiatives. Many see room for the County to support them on meeting AODA requirements.
- **Several question value-for-money in contracting Health & Safety from the County:** Some considering alternative options for H&S services, noting the degradation of the service.

General Government | IT, GIS, Emergency Mgmt

What's Working Well:

- **IT as a contracted service** (Amaranth, Melancthon, East Garafraxa, Shelburne): Most are satisfied and believe they receive value for money.
- **GIS:** Same as above.
- **Emergency management:** County staff have the right knowledge and expertise and and there is good collaboration between the County and area municipalities.

Opportunities / Areas for Improvement:

- **Some concern about how IT as an external service is funded:** Those not using the service would prefer not to subsidize it for others and want to ensure the costs are recovered from the municipalities that are using County IT services.
- **Collaborative or shared purchasing:** Some interest in exploring joint purchasing to generate cost savings.

Community Development & Tourism | Economic Development

What's Working Well:

- **Importance of coordination:** What happens in one area can have county-wide benefit. A single entity – like the County – can be helpful in facilitating this coordination.
- **Integration with other services:** Economic development is intertwined with other services – planning, building, water/wastewater – which further suggests the importance of coordination.
- **Efficiency:** One department at the County vs. 8 lower-tier departments.

Opportunities / Areas for Improvement:

- **“Too many cooks in the kitchen”:** County, some lower-tiers (Orangeville, Shelburne, Grand Valley), Dufferin Board of Trade are all engaged in economic development. Some feel there is a duplication of services.
- **Unclear value at County:** Many noted that there have been few tangible initiatives or outcomes from the County, which may in part be due to a fair amount of staff turnover in recent years. As a result, some local municipalities have concern about value-for-money, particularly if they also provide comparable services locally.
- **No clear consensus on a solution**, but a range of options for further consideration:
 - Download (but some concern about budget and staff impacts, especially for smaller municipalities).
 - Share / support Orangeville’s economic development services.
 - Dufferin Board of Trade takes over economic development.
 - Mixed service model (like Huron County): County provides some overarching direction (e.g., major studies) and direct services for smaller municipalities that cannot provide it in-house (subsidized OR fee for service).

Community Development & Tourism | Planning (1/2)

What's Working Well:

- **Regional approach is required:** Most agreed that the County continues to play an important role in planning, particularly as it can take a region-wide approach that will help foster an integrated and connected community.
- **Urban/rural differences:** Larger centres (Orangeville, Shelburne, Grand Valley) have their own planning functions, while a few of the smaller municipalities use the County's planning staff. Most think this arrangement is appropriate, but want to ensure that the costs of those services are being allocated to the municipalities using them and that there is no conflict of interest.

Opportunities / Areas for Improvement:

- **A minority would like to get rid of planning at the County level:** There are a few that would like to see the province dissolve the role of the County in planning as part of overall regional reform. This is in part due to some of the concerns identified below but also a sense that “local is the best approach” in deciding where and how to grow and build.
- **Duplication of services:** There is concern about potential duplication or overlap between planning services provided locally and at the County and the potential cost implications.
- **Customer service:** There is a desire to review and improve existing processes to address potential barriers for applicants and improve approval timelines (e.g., it can sometimes take 2 months to schedule a pre-consultation meeting).
- **County role in the “big picture”:** Given the ways in which Dufferin is changing and growing, many identified the need for improved coordination among planning, building and economic development to ensure that there is a holistic plan and system of processes in place that will allow the County to take advantage of opportunities (e.g., investment, job growth, etc.) and address key challenges (e.g., availability of land, growth in bordering municipalities, etc.)

Community Development & Tourism | Planning (2/2)

Opportunities / Areas for Improvement:

- **Communications:** Better communication between the County's planning department and local area municipalities is required, particularly given the diversity of local needs. What the County does in one local municipality will not be the same as another, and there needs to be greater awareness of this diversity in staff-to-staff relationships.

Community Development & Tourism | Building

What's Working Well:

- **Some satisfied with status quo:** A few are satisfied with the services provided by the County's Department (but this is a minority).
- **Recognition that there is not capacity at the local level in all cases:** Even among those dissatisfied, there is understanding that it would likely not be feasible for all of the local area municipalities to have their own building departments due to staffing and financial considerations.
- **Some understanding of key barriers:** There is acknowledgement that building is constantly changing, and that staff may be challenged in keeping up with the changing legislative landscape. In addition, building services in general has become more tightly regulated, which may be reflected in staff's more cautious approach.

Opportunities / Areas for Improvement:

- **Top area for improvement:** Consistently recognized as a challenging area, with some municipalities currently exploring other options for the delivery of building services, including by external consultants.
- **Customer service:** Many expressed that Building Services can be inflexible and not responsive to local area municipalities (Council and staff) or applicants. Staff can be difficult to access, and some attributed this to the hybrid working environment. Approval timelines can also be long. There has also been some staff turnover that may be contributing to these service delivery challenges. Given these customer service issues, several noted that it may be more feasible to focus on improving, rather than realigning the service.
- **Disjointed service:** There was wide recognition that land use planning and building are integrated but that effective communication and coordination between the area municipalities and the County's Building Services is a critical gap.

Infrastructure & Environmental Services

What's Working Well:

- **Solid waste:** Service was uploaded in 2013, and there is no desire for a reversion as there is significance consensus that the County delivers this service well.
- **Roads:** Most are satisfied with County road operations and maintenance and consider the current roads rationalization process to function well, even if they are not always satisfied with the outcomes.

Opportunities / Areas for Improvement:

- **Concern about growth and traffic impacts:** There is some concern in the County's rural communities about the impacts of growth, including the ability of the road infrastructure to withstand the type and flow of traffic as well as increasing traffic volumes.
- **Focus on long-term planning:** The County recently completed a Transportation Master Plan (a recommendation in the 2020 SDR), and there is interest in continuing to improve and mature how the County engages in long-term planning, including coordinating among various services areas, including road operations, land use planning and economic development.
- **A minority think the County does not require a roads department.**

Health and Human Services

What's Working Well:

- **HHS ranked highest:** Consistently identified as working well in terms of the services provided to the local area municipalities.
 - Specific call-outs for Dufferin Oaks, housing and homelessness response, County's administration of ODSP, OW, etc., as well as ongoing collaboration with service providers and partner agencies.
- **County does best in those areas within its jurisdiction:** Most acknowledged that social services are a core upper-tier function and that the local municipalities would not have the capacity / expertise to be able to deliver these services.
- **No appetite for change in service delivery model:** No interest in any realignment of social services delivery responsibilities between the upper-tier and local municipalities.

Opportunities / Areas for Improvement:

- **Opportunity to do more?** Some identified the need for additional resources (financial, etc.) to be able to more effectively meet community needs, including the rising incidence of homelessness.

Other | Fire (1/2)

What's Working Well:

- **General satisfaction on the service delivery side:** Most are generally satisfied with the quality of fire services delivered across the County, with the majority of concerns focusing on the current governance model as well as the necessity to ensure appropriate future planning and coordination given the size and cost of fire services and the need for better overall coordination and information-sharing.

Opportunities / Areas for Improvement:

- **Split views on fire boards...some in favour:** Some want to keep the boards to allow for local input, diversity of opinions, and ongoing accountability and transparency to the public and believe that the boards serve as a system of “checks and balances.” A few noted that there could be improved coordination across boards to address inconsistencies and coordinate major capital investments / joint purchasing, among other things.
- **Some against:** Others consider the boards to be an archaic and outdated structure out of alignment with current practices in Ontario regarding fire service delivery. Noting that the boards tend to lack the technical expertise required to oversee such a complex service, several stated that the current governance structure is adversely impacting the efficiency and effectiveness of operations as well as the ability to plan for the future, including significant investments in fleet and technology. There are options that could be considered to allow for continued local input without the current board structure, such as a Fire Service Advisory Committee as in the Town of Orangeville.

Other | Fire (2/2)

Opportunities / Areas for Improvement:

- **Silos:** Many mentioned the need for improved coordination among the various fire services across the County and in neighbouring out-of-County municipalities, including on public education and communications (e.g., different messaging about fire bans).
- **No clear consensus on future model, but several options for consideration as part of the ongoing Fire Services Review:**
 - Upload fire to the County (minority view), but there is concern about cost and the impact to the County levy
 - Orangeville provides fire services
 - Fire service should be made a municipal service (i.e., Fire services as a department of the municipality where it is physically located). Municipalities without a fire service can contract it from neighbouring municipalities through fee-for-service agreements.
 - Shared service model between local communities (e.g. like Lincoln and Grimsby)

Other | Library & Recreation

What's Working Well:

- **Most satisfied with status quo:** Library and recreation should be kept at the local level, with many identifying that the shared agreements among local municipalities are working effectively.
- **No appetite for an upload of recreation services:** Most do not support County involvement in directly *delivering* recreation services. A few expressed concern about the costs of migrating recreation services to the County.

Opportunities / Areas for Improvement:

- **Recreation Boards:** There are some that do not believe the current recreation boards are not working effectively and may be limiting opportunities that should be explored (e.g., consideration of other programs/facilities than a hockey arena).
- **Desire for a plan and improved coordination:** Due to the impacts of growth as well as the condition of some aging facilities across the County, there is interest in more coordinated and focused planning and ongoing collaboration at the local level to support recreation services and facilities and ensure residents have access to those services critical to community health and vibrancy, including in the rural areas. An option would be to advance with the regional recreation strategy and user needs assessment identified in the 2020 SDR.
- **County should still be at the table:** Although there is little desire for a direct County role in delivering recreation services, most believe the County can play a convener role in supporting a process or strategy to improve local collaboration.

On growth | The majority perspective is that the County fills a core function in planning and growth...

Arguments include:

- **Provincial requirement:** Ontario still requires the County to play a role in terms of growth allocations.
- **Big picture perspective:** If growth happens somewhere in the County, it benefits everyone in some way.
- **County support needed to tackle challenges:** Orangeville is built out, so where can/should growth occur? How can Dufferin attract business and job growth?
- **Growth management:** County can help ensure growth happens where there is servicing, protect rural areas and agricultural land.

“County should be managing growth and ensuring it happens in the most appropriate places.”

“We need the County to preserve the overall growth management strategy. Growth could ruin the agricultural community.”

“It’s a good thing to have some planning at the upper-tier. If you allow the lower-tiers to have their own way in planning, you’ll end up with a patchwork.”

On growth | The minority perspective is that local municipalities should have greater responsibility for planning and growth...

Arguments include:

- **Local context:** The local municipalities know their context best and have relationships in the community that the County doesn't.
- **Current planning processes are inefficient:** MCR has been long and complicated and there is still disagreement about the path forward.
- **Duplication:** Some County and local planning services overlap...can be hard to see the value.
- **Stay in your lane:** "If the County has a mandate to comment, it should. Otherwise everything else should fall to the local planning authority."

"I like the Wellington County model. There's a County role but the locals still feel like they have their own flavour, input and independence to coordinate things. This could be a win-win."

"Our County colleagues are great, but they don't know what's happening here. They shouldn't be making decisions for us."

"Let the lower-tier decide what they want to do and how they want to grow. The County can help or provide comments on HOW to do that in terms of facilitating that growth."

Conclusion | Some voices we heard

“There’s a real opportunity for us to lead. If we can come up with a structure that works, don’t you think other areas will be looking at us? We can set the path before it’s set for us.”

“I’m a big defender of local tier municipalities. They are closest to residents. The County is remote and poorly understood.”

“We think we can handle everything pretty much on our own. Or through partnerships with each other. We need a different way of doing things – a mindset change.”

“We need to start the conversation about what do we want to be and how do we get there...it’s not by having us stay in our own corners.”

“Is there anything that [the County] should not be doing’ is the question.”

“We are maybe trying to paint a broad brush with services – everyone gets the same.”

“I want the County to be thinned down version and be good at what it does.”



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INFRASTRUCTURE & ENVIRONMENTAL SERVICES COMMITTEE MINUTES

Thursday, June 27, 2024 at 9:00 am

The Committee met at 9:00 am at the W & M Edelbrock Centre, Dufferin Room, 30 Centre Street, Orangeville.

Members Present:

- Councillor Todd Taylor (Chair)
- Councillor Chris Gerrits
- Councillor Earl Hawkins
- Councillor Shane Hall
- Councillor Janet Horner
- Councillor Fred Nix
- Councillor Philip Rentsch (joined at 9:01 am)
- Councillor Steve Soloman
- Warden Darren White

Staff Present:

- Sonya Pritchard, Chief Administrative Officer
- Michelle Dunne, Clerk
- Rebecca Whelan, Deputy Clerk
- Scott Burns, Director of Public Works/County Engineer

Chair Taylor called the meeting to order at 9:00 am.

LAND ACKNOWLEDGEMENT STATEMENT

Chair Taylor shared the Land Acknowledgement Statement.

ROLL CALL

The Clerk verbally took a roll call of Councillors in attendance.

DECLARATIONS OF PECUNIARY INTEREST

There were no declarations of pecuniary interest.

PUBLIC QUESTION PERIOD

There were no questions from the public.

REPORTS

- 1. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – June 27, 2024 – ITEM #1
Road and Bridge Capital Update – June 2024

Councillor Rentsch joined the meeting at 9:01 am.

A report from the Director of Public Works/County Engineer, dated June 27, 2024, to provide a status update regarding the 2024 Capital Public Works – Transportation Capital projects.

Moved by Councillor Gerrits, seconded by Councillor Nix

THAT the report of the Director of Public Works/County Engineer, dated June 27, 2024, Road and Bridge Capital Update – June 2024, be received.

-Carried-

- 2. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – June 27, 2024 – ITEM #2
Community Safety Zone Investigation – Dufferin Road 7

A report from the Director of Public Works/County Engineer, dated June 27, 2024, to recommend proceeding with the implementation of a Community Safety Zone on Dufferin Road 7.

Moved by Councillor Nix, seconded by Councillor Horner

THAT the report of the Director of Public Works/County Engineer, dated June 27, 2024, Community Safety Zone Investigation – Dufferin Road 7, be received;

AND THAT staff be directed to implement a community safety zone on Dufferin Road 7, extending 500 metres west of Mono-Adjala Townline intersection;

AND THAT Schedule I of the Consolidated Traffic By-Law 2005-32 be revised to include the following:

County Road Number	From	To	Time or Days
7	A point situated 500 metres west of Mono-Adjala Townline	Dufferin County limits of the intersection of Mono-Adjala Townline	Anytime

-Carried-

3. **INFRASTRUCTURE & ENVIRONMENTAL SERVICES – June 27, 2024 – ITEM #3**
Speed Limit Review – Dufferin Road 11 and Dufferin Road 124

A report from the Director of Public Works/County Engineer, dated June 27, 2024, to provide a review of the current speed limits on Dufferin Road 11 and Dufferin Road 124 within the Town of Shelburne.

Moved by Councillor Hall, seconded by Councillor White

THAT the report of the Director of Public Works/County Engineer, dated June 27, 2024, Speed Limit Review – Dufferin Road 11 & Road 124, be received;

AND THAT the speed limit be temporarily reduced to 40 km/hr on Dufferin Road 11 between 30 Sideroad and Highway 89 and Dufferin Road 124 between Highway 89 and Wansborough Way, for three (3) years until the Town of Shelburne infrastructure is in place;

AND THAT the necessary by-law be presented to Council;

AND THAT the speed reduction be reviewed in 18 months.

-Carried-

4. **NOTICE OF MOTIONS**

Moved by Warden White

THAT staff and Council advocate with the Ministry of Transportation for safety features on Highway 10, specifically at the intersection of Dufferin Road 17 and Highway 10.

ADJOURNMENT

The meeting adjourned at 9:54 am.

NEXT MEETING: Thursday, August 22, 2024
W & M Edelbrock Centre, Dufferin Room, 30 Centre Street,
Orangeville ON

Respectfully submitted,

.....
Councillor Todd Taylor, Chair
Infrastructure & Environmental Services Committee



GENERAL GOVERNMENT SERVICES COMMITTEE MINUTES

Thursday, June 27, 2024 at 11:00 am

The Committee met at 11:00 am at the W & M Edelbrock Centre, Dufferin Room, 30 Centre Street, Orangeville.

Members Present:

Councillor John Creelman (Chair)
Councillor Chris Gerrits
Councillor Shane Hall
Councillor James McLean
Councillor Wade Mills
Councillor Steve Soloman
Councillor Todd Taylor
Warden Darren White

Staff Present:

Sonya Pritchard, Chief Administrative Officer
Michelle Dunne, Clerk
Rebecca Whelan, Deputy Clerk
Aimee Raves, Manager of Corporate Finance,
Treasurer
Rohan Thompson, Director of People & Equity

Chair Creelman called the meeting to order at 11:00 am.

LAND ACKNOWLEDGEMENT STATEMENT

The Chair shared the Land Acknowledgement Statement.

ROLL CALL

The Clerk verbally took a roll call of the Councillors in attendance.

DECLARATIONS OF PECUNIARY INTEREST

There were no declarations of pecuniary interest.

PUBLIC QUESTION PERIOD

There were no questions from the public.

REPORTS

1. GENERAL GOVERNMENT SERVICES – June 27, 2024 – ITEM #1
Access Dufferin Minutes

Minutes from the Access Dufferin meeting on May 15, 2024.

Moved by Councillor Taylor, seconded by Councillor Hall

THAT the minutes from the meeting of Access Dufferin on May 15, 2024, be adopted.

-Carried-

2. GENERAL GOVERNMENT SERVICES – June 27, 2024 – ITEM #2
Diversity, Equity and Inclusion Community Advisory Minutes

Minutes from the Diversity, Equity and Inclusion Community Advisory Committee meeting on May 30, 2024.

Moved by Councillor Taylor, seconded by Councillor Hall

THAT the minutes from the meeting of the Diversity, Equity and Inclusion Community Advisory Committee on May 30, 2024, and the recommendation set out, be adopted.

-Carried-

DIVERSITY, EQUITY & INCLUSION COMMUNITY ADVISORY – May 30, 2024
Item #1 – Town of Shelburne Resolution

THAT the Diversity, Equity and Inclusion Community Advisory Committee supports the essence of the resolution from the Town of Shelburne, dated March 25, 2024, regarding the eradication of all forms of racism, but recommends the following wording:

BE IT RESOLVED THAT Council of the County of Dufferin encourages all levels of government to eradicate all forms of racism;

AND THAT this motion be sent to Dufferin County's MP, MPP, and all municipalities.

3. GENERAL GOVERNMENT SERVICES – June 27, 2024 – ITEM #3
Bill Hill Scholarship 2024 Recipients and Program Update

A report from the Clerk, dated June 27, 2024, to provide an update on the scholarship program and announce the 2024 recipients.

Moved by Warden White, seconded by Councillor Gerrits

THAT the report from the Clerk, dated June 27, 2024, regarding the Bill Hill Scholarship 2024 recipients and program updates, be received.

-Carried-

4. GENERAL GOVERNMENT SERVICES – June 27, 2024 – ITEM #4
Canada Community-Building Fund Agreement

A report from the Manager of Corporate Finance, Treasurer, dated June 27, 2024, to outline the new Canada Community-Building Fund (formerly Gas Tax) agreement and Council approval.

Moved by Councillor Mills, seconded by Councillor Gerrits

THAT the report on Canada Community-Building Fund Agreement, from the Manager of Corporate Finance, Treasurer, dated June 27, 2024, be received;

AND THAT the Municipal Funding Agreement for the Canada Community-Building Fund by-law be enacted.

-Carried-

CORRESPONDENCE

5. GENERAL GOVERNMENT SERVICES – June 27, 2024 – ITEM #5
Township of Melancthon

A resolution from the Township of Melancthon, dated May 3, 2024, to request protocol be established for communicating significant events in Dufferin County to municipal staff and politicians.

OTHER BUSINESS

Chair Taylor asked why roll call is conducted at meetings. Staff noted it is helpful for those who are watching virtually as it is hard to see who is in the room. Warden White noted roll call and other items could be addressed in a mid-term Procedural By-Law review. The Clerk will reach out to Councillors to ask for any feedback regarding the Procedural By-Law and bring forward a report.

ADJOURNMENT

The meeting adjourned at 11:25 am.

NEXT MEETING: Thursday, August 22, 2024
W & M Edelbrock Centre, Dufferin Room, 30 Centre Street,
Orangeville ON

Respectfully submitted,

.....
Warden Darren White, Acting Chair
General Government Services Committee



HEALTH & HUMAN SERVICES COMMITTEE MINUTES

Thursday, June 27, 2024 at 1:00 pm

The Committee met at 1:00 pm at the W & M Edelbrock Centre, 30 Centre St, Orangeville.

Members Present: Councillor Lisa Post (Chair)
Councillor Guy Gardhouse
Councillor Earl Hawkins
Councillor Gail Little
Councillor James McLean
Councillor Fred Nix
Councillor Philip Rentsch
Warden Darren White

Staff Present: Sonya Pritchard, Chief Administrative Officer
Michelle Dunne, Clerk
Rebecca Whelan, Deputy Clerk
Brenda Wagner, Administrator, Dufferin Oaks
Anna McGregor, Director of Community Services
Gary Staples, Chief, Paramedic

Chair Post called the meeting to order at 1:00 pm.

LAND ACKNOWLEDGEMENT STATEMENT

Chair Post shared the Land Acknowledgement Statement.

ROLL CALL

The Clerk verbally took a roll call of Councillors in attendance.

DECLARATIONS OF PECUNIARY INTEREST

There were no declarations of pecuniary interest.

PUBLIC QUESTION PERIOD

There were no questions from the public.

REPORTS

1. HEALTH & HUMAN SERVICES – June 27, 2024 – ITEM #1
Dufferin County Equity Collaborative (DCEC) 2023 Report to the Community

A report from the Director of Community Services, dated June 27, 2024, to highlight key activities and accomplishments of DCEC members during the 2023 calendar year.

Moved by Councillor McLean, seconded by Councillor Little

THAT the report of the Director, Community Services, titled Dufferin County Equity Collaborative 2023 Report to the Community, dated June 27, 2024, be received.

-Carried-

2. HEALTH & HUMAN SERVICES – June 27, 2024 – ITEM #2
Community Safety and Well Being Plan 2021 to 2024 – 2023 Annual Report

A report from the Director of Community Services, dated June 27, 2024, to highlight activities and accomplishments of the Community Safety and Well-Being Integration Table and Priority Area Working Groups during the 2023 calendar year.

Moved by Councillor Little, seconded by Councillor McLean

THAT the report of the Director, Community Services, titled Community Safety and Well-Being Plan 2021 to 2024 – 2023 Annual Report, dated June 27, 2024, be received.

-Carried-

3. HEALTH & HUMAN SERVICES – June 27, 2024 – ITEM #3
Canada-Wide Early Learning and Child Care System Update #3

A report from Director of Community Services, dated June 27, 2024, to provide an update on the administration of the Canada-Wide Early Learning and Child Care System (CWELCC) agreement.

Councillor Rentsch left the meeting (1:17 pm).

Moved by Councillor Gardhouse, seconded by Councillor Nix

THAT the report of the Director, Community Services, titled Canada-Wide Early Learning and Child Care System (CWELCC) Update 3, dated June 27, 2024, be received.

-Carried-

4. HEALTH & HUMAN SERVICES – June 27, 2024 – ITEM #4
By Name List Support from Housing Reserve

A report from Director of Community Services, dated June 27, 2024, to outline a request to withdrawal of \$100,000 from Reserve for Social Housing, to continue to support Dufferin's By Name List (BNL).

Moved by Councillor McLean, seconded by Councillor Gardhouse

THAT the report of the Director, Community Services, titled By Name List Support from Housing Reserve, dated June 27, 2024, be received;

AND THAT Council approve additional Housing Allowances for eligible applicants on the By Name List up to \$100,000;

AND THAT these costs be funded through the Reserve for Social Housing.

-Carried-

5. HEALTH & HUMAN SERVICES – June 27, 2024 – ITEM #5
Dufferin Oaks 2024 Funding Update

A report from Administrator of Dufferin Oaks, dated June 27, 2024, to inform committee members of recent funding updates announced by the Ministry of Long Term Care.

Moved by Councillor Little, seconded by Councillor Nix

THAT the report of the Administrator, dated June 27, 2024, regarding Dufferin Oaks 2024 Funding Update, be received.

-Carried-

6. HEALTH & HUMAN SERVICES – June 27, 2024 – ITEM #6
Shelburne Centre for Health Space Request

A report from Administrator of Dufferin Oaks, dated June 27, 2024, to inform committee members of a request from the physicians of the Shelburne Centre for Health.

Moved by Warden White, seconded by Councillor Gardhouse

THAT the report of the Administrator, dated June 27, 2024, Shelburne Centre for Health Space Request, be received;

AND THAT Council approves Shelburne Centre for Health’s request for additional space;

AND THAT Council authorizes a lease agreement for the sum of one dollar (\$1.00) per year for the requested space.

-Carried-

7. NOTICE OF MOTIONS

Moved by Councillor Little

BE IT RESOLVED that Dufferin County requests that the Minister of Health and the Minister of the Environment, Conservation and Parks reconsider the funding cuts to the wastewater testing program developed during the COVID crisis in order to protect the health and well-being of the residents of Ontario and reduce future costs to our health care system.

ADJOURNMENT

The meeting adjourned at 1:42 pm.

NEXT MEETING: Thursday, August 22, 2024
W & M Edelbrock Centre, 30 Centre St, Orangeville

Respectfully submitted,

.....
Councillor Lisa Post, Chair
Health and Human Services Committee



COMMUNITY DEVELOPMENT AND TOURISM COMMITTEE MINUTES **Thursday, June 27, 2024 at 3:00 pm**

The Committee met at 3:00 pm at the Edelbrock Centre, Dufferin Room, 30 Centre St, Orangeville.

Members Present: Councillor Janet Horner (Chair)
Councillor John Creelman (joined at 3:11 pm)
Councillor Guy Gardhouse
Councillor Gail Little
Councillor Wade Mills
Councillor Lisa Post
Warden Darren White

Staff Present: Sonya Pritchard, Chief Administrative Officer
Michelle Dunne, Clerk
Rebecca Whelan, Deputy Clerk
Rajbir Sian, Director of Planning and Development
Yaw Ennin, Manager of Economic Development
Jasmine Procteau, Museum Services Manager
Becky MacNaughtan, Chief Building Official

Chair Horner called the meeting to order at 3:00 pm.

LAND ACKNOWLEDGEMENT STATEMENT

Chair Horner shared the Land Acknowledgement Statement.

ROLL CALL

The Clerk verbally took a roll call of Councillors in attendance.

DECLARATIONS OF PECUNIARY INTEREST

There were no declarations of pecuniary interest.

PUBLIC QUESTION PERIOD

There were no questions from the public.

REPORTS

1. COMMUNITY DEVELOPMENT & TOURISM – June 27, 2024 – ITEM #1
Building Division Customer Service Initiatives and Enhancements

A report from the Director of Planning and Development, dated June 27, 2024, to provide the Building Division's customer support and community engagement initiatives as a way of providing additional support to our customers, while following provincial legislation under the Ontario Building Code (OBC).

Councillor Creelman joined the meeting at 3:11 pm.

Moved by Councillor Gardhouse, seconded by Councillor Post

THAT the report of the Director of Planning and Development, "Building Division Customer Service Initiatives and Enhancements", dated June 27, 2024, be received.

-Carried-

2. COMMUNITY DEVELOPMENT & TOURISM – June 27, 2024 – ITEM #2
By-Law #2020-14 Fees and Charges By-Law Amendment

A report from the Director of Planning and Development, dated June 27, 2024, to amend the fees and charges By-Law #2020-14 to incorporate additional fees for dormant permits and non-compliant orders, revise existing fees, and incorporate fees not captured in the current by-law.

Moved by Councillor Post, seconded by Councillor Gardhouse

THAT the report of the Chief Building Official, "By-Law #2020-14 Fees and Charges By-Law Amendment", dated June 27, 2024, be received;

AND THAT a Public Meeting be held in accordance with the Building Code Act, Section 7(6) regarding amendments to the fees and charges.

-Carried-

3. COMMUNITY DEVELOPMENT & TOURISM – June 27, 2024 – ITEM #3
Museum Strategic Plan Progress Report

A report from the Director of Planning and Development, dated June 27, 2024, to provide an update on the progress of the Museum of Dufferin Strategic Plan objectives.

Moved by Councillor Little, seconded by Councillor Mills

THAT the report regarding the Museum Strategic Plan Progress Report, dated June 27, 2024, from the Director of Development and Tourism, be received.

-Carried-

4. COMMUNITY DEVELOPMENT & TOURISM – June 27, 2024 – ITEM #4
Explore Dufferin Tourism Website

The Manager of Economic Development provided a demonstration of the recently launched Explore Dufferin tourism website.

NOTICE OF MOTIONS

ADJOURNMENT

The meeting adjourned at 3:54 pm.

NEXT MEETING: Thursday, August 22, 2024
Edelbrock Centre, Dufferin Room, 30 Centre St, Orangeville

Respectfully submitted,

.....
Councillor Janet Horner, Chair
Community Development and Tourism Committee



A community that grows together

Report To: Warden White and Members of County Council

Meeting Date: July 11, 2024

Subject: Second Quarter Procurement Report

**From: Aimee Raves, Manager of Corporate Finance, Treasurer
Chris (C.J.) Hasson, Procurement Manager**

Recommendation

THAT the Second Quarter Procurement Report, from the Manager of Corporate Finance, Treasurer, and the Procurement Manager, dated July 11, 2024, be received.

Executive Summary

The purpose of this report is to provide the quarterly update on all Request for Tenders and Request for Proposals in accordance with By-law 2017-33 Procurement of Goods and Services 2017, Section (4.2.7).

Background & Discussion

This report covers the period from April 1, 2024 through June 30, 2024.

The table below provides the details of the Requests for Tender and the Requests for Proposal (where amounts were greater than \$50,000 as per By-Law 2017-33) for the reporting period outlined.

All procurement of goods and services, by every department in the County, is governed by guidelines of the Procurement Policy By-Law 2017-33. There are multiple approval stages, creating a system of checks and balances, to purchases, as outlined in the Policy. Department Heads, or their Authorized Delegate(s) initiate purchases for values up to \$10,000.

As outlined in the policy, further steps are taken in the case of purchases of greater than \$10,000 to obtain competitive quotes. For purchases greater than \$50,000, there are additional steps for formal Tenders and/or Requests for Proposals, including detailed evaluation of bids received. Further, these purchases are reported to Council on a quarterly basis, in reports such as this one. Still further steps are required, as outlined in the Policy, for situations where vendor price bids are above the approved annual budget.

Tender/RFP Number	Description	Status	Vendor	Budget Value	Contract Value (No Tax)
NRFP2024 DO-24-01	Consulting Services for Older Adult Services Review and Development of a Master Housing Strategy (Combined RFP)	Awarded	Tim Welch Consulting Inc.	\$150,000	\$139,940
T2023 PW-23-14	Supply and Delivery of Five (5) Battery Electric Sport Utility Vehicles	Awarded	1812362 Ontario Limited o/a Orangeville Kia	\$325,000	\$302,605
T2023 PW-23-13	Supply and Delivery of 1 (one) Landscape Truck	Awarded	Blue Mountain Chrysler Ltd.	\$107,000	\$104,261
RFP2024 PW-24-02	2024 State of the Infrastructure – Roads	Awarded	Thurber Engineering Ltd.	\$108,744	\$108,744
T2024 DO-24-02	Dufferin Oaks - Roofing Repairs and Replacements	Awarded	T. Hamilton & Son Roofing Inc.	\$1,635,000	\$1,563,365
T2024 DO-24-03	Sidewalk Replacement at Dufferin Oaks	Awarded	978481 Ontario Inc. o/a C & G Concrete	\$196,000	\$111,670
T2024 FA-24-01	Dufferin County Courtroom 204 Restorations	Awarded	Clifford Restoration Limited	\$1,000,000	\$646,500
T2024 PW-24-01	Pavement Marking Services	Awarded	McGuinness Coatings Ltd.	\$325,000	\$339,250 ¹
T2024 PW-24-03	Crack Sealing Services for Various County and Township Roads	Awarded	Infrastructure Coatings Corporation	\$250,100	\$142,983
T2024 PW-24-05	Resurfacing Dufferin County Roads 109, 124, and Replacement of Culvert 934386XC	Awarded	Cox Construction Ltd.	\$4,340,000	\$3,356,897
Single Source	Two (2) County Ambulances	Awarded	Demers	\$400,000 ²	\$467,584

Notes:

1. The pavement marking budget reflects annual operating budget, the award includes a small amount for capital work which will not be spent as the work was also included in the resurfacing tender
2. Ambulances are ordered 12 – 18 months in advance, future budgets will be adjusted for increase in costs

In Support of Strategic Plan Priorities and Objectives:

Governance - identify opportunities to improve governance and service delivery/ improve the County's internal and external communication

Respectfully Submitted By:

Aimee Raves, CPA, CMA
Manager of Corporate Finance, Treasurer

Chris (C.J.) Hasson, CSCMP, CPSM
Procurement Manager

Reviewed by: Sonya Pritchard, Chief Administrative Officer



A community that grows together

Report To: Warden White and Members of County Council

Meeting Date: July 11, 2024

Subject: Appointment of Integrity Commissioner

From: Michelle Dunne, Clerk

Recommendation

THAT the report from the Clerk, dated July 11, 2024, regarding the appointment of an Integrity Commissioner, be received;

AND THAT Jeffrey Abrams and Janice Atwood, Principles Integrity be appointed as Integrity Commissioners for the County of Dufferin for a five (5) year term;

AND THAT the Warden and Clerk be authorized to execute the necessary agreement.

Executive Summary

The report recommends the appointment of Jeffrey Abrams and Janice Atwood from Principles Integrity as Integrity Commissioners for the County of Dufferin. Following a directive from Council on February 8, 2024, to hire a new Integrity Commissioner, a recruitment process was conducted, in collaboration with the Town of Orangeville and Township of East Garafraxa. Mr. Abrams and Ms. Atwood bring over 35 years of extensive experience in municipal law, governance, and ethics, with a pragmatic, public interest-focused approach. Principles Integrity offers a lower fee structure than current services and aligns with the County's strategic priorities of improving governance and service delivery. The report recommends authorizing the Warden and Clerk to execute the necessary agreement for their appointment.

Background & Discussion

At its regular meeting on February 8, 2024, Council directed staff to hire an Integrity Commissioner through a recruitment process as Dufferin County's current Integrity

Commissioner contract was coming to its end of term. The Integrity Commissioner's role is to be responsible for administering the Councillor Code of Conduct and conducting investigations in an independent and neutral manner, in accordance with the accountability and transparency provisions of the Municipal Act, 2001 and providing advice to Council on the Municipal Conflict of Interest Act.

All member municipalities were invited to participate in the recruitment process. The Town of Orangeville and Township of East Garafraxa were engaged in the process.

The recruitment ad asked candidates to provide the following:

- demonstrate an understanding of the role of a municipal integrity commissioner and experience in conducting investigations
- include a summary of their professional experience, which may be included by means of attaching a resume
- provide a service fee proposal for consideration.

The recruitment advertisement was open for five (5) weeks and closed on Friday May 17, 2024. Ads were placed on the AMCTO job board and LinkedIn.

Six (6) proposals were submitted, which was double the number of responses received through a formal Request for Proposal (RFP) process. Staff reviewed the proposal/resumes and held interviews with four (4) of the proponents on June 20, 2024. Interview questions were based on knowledge of role, confidentiality, capacity, training and value added.

While all the proponents were suitably qualified, staff are recommending Principles Integrity be appointed as Integrity Commissioner. Principles Integrity is a partnership formed in 2017 to focus on the provision of Integrity Commissioner and municipal governance services through its two principals, Jeffrey A. Abrams and Janice Atwood.

Mr. Abrams and Ms. Atwood possess extensive knowledge and over 35 years of practical experience in municipal law, governance, procedure, and ethics, working with various levels of municipal and provincial governments. Their approach to providing advice as integrity commissioners is timely, pragmatic, and public interest-focused, based on their deep experience supporting municipal councillors and staff. They have significant expertise in conducting confidential investigations on sensitive and controversial matters, and are well-versed in administrative law, natural justice, fairness, due process, the law of evidence, and legislative interpretation.

Principles Integrity currently serves as Integrity Commissioner for over 60 municipalities (regions, counties, single tier, and lower tier), as well as a district social services

administration board and a police services board. They have broad-based experience in the core functions of an integrity commissioner:

- Code and Policy Development
- Education and Training
- Confidential Binding Advice
- Solution Focused Complaint Investigation/Resolution

Financial, Staffing, Legal, or IT Considerations

The annual budget for Integrity Commissioner Services is \$5,000. An annual retainer of \$1200 is required to retain the services of Principles Integrity, which is lower than the current retainer paid for Integrity Commissioner services. Principles Integrity's fee structure was the second lowest proposal received.

By choosing to collaborate with the Orangeville and East Garafraxa, staff expect to see savings through cost sharing in relation to joint training, educational development and Code of Conduct reviews.

In Support of Strategic Plan Priorities and Objectives

Governance - identify opportunities to improve governance and service delivery/
improve the County's internal and external communication

Equity – align programs, services and infrastructure with changing community needs/
ensure the County is an inclusive, equitable, and supportive Employer of Choice

Respectfully Submitted By:

Michelle Dunne
Clerk

Reviewed by: Sonya Pritchard, Chief Administrative Officer



A community that grows together

Report To: Warden White and Members of County Council

Meeting Date: July 11, 2024

Subject: Monthly Update from Outside Boards

From: Sonya Pritchard, Chief Administrative Officer

Recommendation

THAT the report of the Chief Administrative Officer, dated July 11, 2024, with respect to Reports from Outside Boards, be received.

Executive Summary

This report outlines updates of activities from outside boards and agencies in which there is Dufferin County representative. This report is for information purposes.

Background & Discussion

Wellington Dufferin Guelph Public Health (WDGPH)

Representative(s): Councillor Guy Gardhouse and Ralph Manktelow

Next Meeting date: September 4, 2024

Niagara Escarpment Commission (NEC)

Representative(s): Councillor Gail Little

Meeting date: June 19, 2024

Highlights: The Commission was presented a report on a Policy approach for Short-term Accommodations in the Niagara Escarpment Plan area. The NEC takes the position that the use of a dwelling, including a secondary dwelling unit within or attached to the primary dwelling, for the purpose of short-term accommodations is consistent with the use of a single dwelling by the owner or by a lessor on a month-to-month basis, and is therefore a permitted use.

Attached: [Commission Meeting Agenda – June 19, 2024](#)

Headwaters Communities in Action (HCIA)

Representative(s): Councillor Philip Rentsch

HCIA will provide updates quarterly.

Western Ontario Wardens' Caucus (WOWC)

Representative(s): Warden Darren White, Chief Administrative Officer Sonya Pritchard

Highlights: The Ontario government is opening nominations for the 2024 Excellence in Agriculture Awards, which recognize the outstanding efforts driving the agriculture and food industry forward. These awards celebrate farmers, processors, industry organizations, people and businesses who demonstrate excellence in their field and are paving the way towards a more sustainable and profitable industry.

This year, the province will recognize agricultural excellence in 12 categories:

- Youth Excellence
- Food Processing Excellence
- Research and Innovation Excellence
- Northern Business Excellence
- Workforce Excellence
- Women's Excellence
- Education Excellence
- Supply Chain Excellence
- Indigenous, Metis or Inuit-Owned Business or Community Excellence
- Promotional Excellence
- Farm Family Excellence
- Urban Agriculture Excellence

Attached: [Western Ontario Wardens' Caucus June 2024 Newsletter](#)

SWIFT Board of Directors

Representative(s): Councillor Chris Gerrits

Financial, Staffing, Legal, or IT Considerations

There are no financial, staffing, legal or IT considerations.

In Support of Strategic Plan Priorities and Objectives

Good Governance – ensure transparency, clear communication, prudent financial management

Inclusive & Supportive Community – support efforts to address current & future needs for a livable community

Respectfully Submitted By:

Sonya Pritchard
Chief Administrative Officer

Provincial Wastewater Testing

It was announced in early June that the provincial funding of the wastewater testing program will be cut as of July 31, 2024, putting an end to the research work carried out in Ontario labs of universities and research sites. This will leave public health units without a valuable tool that aids in the planning of hospitalizations and identification of COVID variants, influenzas and other respiratory viruses. Dr. Nicola Mercer of the Wellington-Dufferin-Guelph Public Health Board believes that continuing the wastewater surveillance program will protect the health of our region.

The program that was funded through the Ministry of the Environment, Conservation and Parks was cut to “avoid duplication” with a federal program that currently does limited testing in four wastewater treatment plants in Toronto. The federal program may be expanded to four additional cities. However, the program that was considered to be a world leader, provided test results from 13 academic institutions to 34 public health units and other end users, including many smaller communities, rural areas and northern Ontario. This may impact the ability to quickly respond to infectious diseases and identify other health risks such as the opioid crisis. Over time, the research has been shown to save costs in the health care system.

Therefore, be it resolved that Dufferin County requests that the Minister of Health and the Minister of Environment, Conservation and Parks reconsider the funding cuts to the wastewater testing program developed during the COVID crisis in order to protect the health and well-being of the residents of Ontario and reduce future costs to our health care system.

CORPORATION OF THE COUNTY OF DUFFERIN

BY-LAW NUMBER 2024-29

A BY-LAW TO AMEND BY-LAW 2005-32, SCHEDULE "I" AND SCHEDULE "J", TO REGULATE TRAFFIC ON ROADS UNDER THE JURISDICTION OF THE COUNTY OF DUFFERIN. (Community Safety Zone – Dufferin Road 7 and reduce speed on Dufferin Roads 11 and 124)

WHEREAS it is necessary to amend By-Law 2005-32, being a by-law to Regulate Traffic on Roads Under the Jurisdiction of the County of Dufferin;

NOW THEREFORE BE IT ENACTED BY THE MUNICIPAL COUNCIL OF THE CORPORATION OF THE COUNTY OF DUFFERIN ENACTS AS FOLLOWS:

1. That By-Law 2005-32, Schedule "I", be amended by adding the following zone:

County Road Number	From	To	Time or Days
#7	A point situated 500 metres west of Mono-Adjala Townline	Dufferin County limits of the intersection of Mono-Adjala Townline	Anytime

2. That By-Law 2005-32, Schedule "G", be amended by removing the following zone:

County Road Number	From	To
#11	A point situated at the western limit of the road allowance between Concessions 2 and 3 in the Township of Amaranth	A point situated at the south limit of the King's Highway 89
#124	A point situated at the north limit of the King's Highway 89.	A point situated 100 metres north of the centreline of Wansbrough Way.

3. That By-Law 2005-32, Schedule "J", be amended by adding the following zone:

County Road Number	From	To
#11	A point situated at the western limit of the road allowance between Concessions 2 and 3 in the Township of Amaranth	A point situated at the south limit of the King's Highway 89
#124	A point situated at the north limit of the King's Highway 89.	A point situated 100 metres north of the centreline of Wansbrough Way.

READ a first, second and third time and finally passed this 11th day of July, 2024.



Darren White, Warden

Michelle Dunne, Clerk

CORPORATION OF THE COUNTY OF DUFFERIN

BY-LAW NUMBER 2024-30

A BY-LAW TO AUTHORIZE THE WARDEN AND THE CLERK TO EXECUTE AN AGREEMENT BETWEEN THE CORPORATION OF THE COUNTY OF DUFFERIN AND THE ASSOCIATION OF MUNICIPALITIES OF ONTARIO. (Canada Community-Building Agreement)

BE IT ENACTED BY THE MUNICIPAL COUNCIL OF THE CORPORATION OF THE COUNTY OF DUFFERIN AS FOLLOWS:

1. That the agreement between the County of Dufferin and the Association of Municipalities of Ontario, in a form substantially the same as attached hereto as Schedule "A" be approved.
2. That the staff of the County of Dufferin is hereby authorized to take such actions as are appropriate, and the Warden and Clerk are hereby authorized to execute such documents as are appropriate to implement the agreement referred to herein.

READ a first, second and third time and finally passed this 11th day of July, 2024.

Darren White, Warden



Michelle Dunne, Clerk

MUNICIPAL FUNDING AGREEMENT ON THE CANADA COMMUNITY-BUILDING FUND

BETWEEN:

THE ASSOCIATION OF MUNICIPALITIES OF ONTARIO

(referred to herein as “**AMO**”)

AND:

THE COUNTY OF DUFFERIN

(a municipal corporation pursuant to the *Municipal Act, 2001*, referred to herein as the “**Recipient**”)

WHEREAS the Government of Canada, the Government of Ontario, AMO, and the City of Toronto are signatories to the Administrative Agreement on the Canada Community-Building Fund effective April 1, 2024 (the “**Administrative Agreement**”), which governs the transfer and use of the Canada Community-Building Fund (“**CCBF**”) in Ontario;

AND WHEREAS AMO is responsible for the administration of CCBF funding made available to all Municipalities in Ontario – except the City of Toronto – under the Administrative Agreement, and will therefore undertake (and require the Recipient to undertake) certain activities as set out in this Agreement;

AND WHEREAS the Recipient wishes to enter into this Agreement to access CCBF funding;

NOW THEREFORE the Parties agree as follows:

1. DEFINITIONS AND INTERPRETATIONS

1.1 **Definitions.** For the purposes of this Agreement, the following terms shall have the meanings ascribed to them below:

“Annual Report” means the duly completed report to be prepared and delivered to AMO as described in Section 6.1.

“Asset Management” is a principle/practice that includes planning processes, approaches, plans, or related documents that support an integrated lifecycle approach to the effective stewardship of infrastructure assets to maximize benefits and effectively manage risk.

“Canada” means the Government of Canada, as represented by the Minister of Housing, Infrastructure and Communities.

“Canada Community-Building Fund” or “CCBF” means the program established under section 161 of the *Keeping Canada’s Economy and Jobs Growing Act*, S.C. 2011, c. 24 as amended by section 233 of the *Economic Action Plan 2013 Act, No. 1*, S.C. 2013, c. 33, as the Gas Tax Fund and renamed the Canada Community-Building Fund in section 199 of *Budget Implementation Act, 2021, No. 1*.

“Contract” means an agreement between the Recipient and a Third Party whereby the latter agrees to supply a product or service to an Eligible Project in return for financial consideration.

“Eligible Expenditure” means an expenditure described as eligible in Schedule B or deemed eligible by Canada in accordance with Section 4.2.

“Eligible Investment Category” means an investment category listed in Schedule A or deemed eligible by Canada in accordance with Section 3.2.

“Eligible Project” means a project that fits within an Eligible Investment Category.

“Event of Default” has the meaning given to it in Section 13.1 of this Agreement.

“Funds” mean the funds made available to the Recipient through the CCBF or any other source of funding as determined by Canada. Funds are made available pursuant to this Agreement and includes any interest earned on the said Funds. Funds transferred to another Municipality in accordance with Section 5.3 of this Agreement are to be treated as Funds by the Municipality to which the Funds are transferred; and Funds transferred to a non-municipal entity in accordance with Section 5.4 of this Agreement shall remain as Funds under this Agreement for all purposes and the Recipient shall continue to be bound by all provisions of this Agreement with respect to such transferred Funds.

“Housing Needs Assessment” or **“HNA”** means a report informed by data and research describing the current and future housing needs of a Municipality or community according to guidance provided by Canada.

“Ineligible Expenditures” means those expenditures described as ineligible in Schedule C or deemed ineligible by Canada in accordance with Section 4.2.

“Infrastructure” means tangible capital assets that are primarily for public use or benefit in Ontario – whether municipal or regional, and whether publicly or privately owned.

“Lower-Tier Municipality” means a Municipality that forms part of an Upper-Tier Municipality for municipal purposes, as defined under the *Municipal Act, 2001*, S.O. 2001, c. 25.

“Municipal Fiscal Year” means the period beginning January 1st of a year and ending December 31st of the same year.

“Municipality” and **“Municipalities”** means every municipality as defined under the *Municipal Act, 2001*, S.O. 2001, c. 25.

“Non-Municipal Transfer By-law” means a by-law passed by Council of the Recipient pursuant to Section 5.4 of this Agreement.

“Parties” means AMO and the Recipient.

“Prior Agreement” means the municipal funding agreement for the transfer of federal gas tax funds entered into by AMO and the Recipient, effective April 2014 and with an expiry date of March 31, 2024.

“Single-Tier Municipality” means a Municipality, other than an Upper-Tier Municipality, that does not form part of an Upper-Tier Municipality for municipal purposes, as defined under the *Municipal Act, 2001*, S.O. 2001 c. 25.

“Third Party” means any person or legal entity, other than the Parties to this Agreement, who participates in the implementation of an Eligible Project by means of a Contract.

“Transfer By-law” means a by-law passed by Council of the Recipient pursuant to Section 5.3 of this Agreement.

“Unspent Funds” means the amount reported as unspent by the Recipient as of December 31, 2023 in the Recipient’s 2023 Annual Report (as defined under the Prior Agreement).

“Upper-Tier Municipality” means a Municipality of which two or more Lower-Tier Municipalities form part for municipal purposes, as defined under the *Municipal Act, 2001*, S.O. 2001 c. 25.

1.2 Interpretations

- a) **“Agreement”** refers to this agreement as a whole, including the cover and execution pages and all of the schedules hereto, and all amendments made hereto in accordance with the provisions hereof.
- b) The words **“herein”**, **“hereof”** and **“hereunder”** and other words of similar import refer to this Agreement as a whole and not any particular schedule, article, section, paragraph or other subdivision of this Agreement.
- c) The term **“including”** or **“includes”** means including or includes (as applicable) without limitation or restriction.
- d) Any reference to a federal or provincial statute is to such statute and to the regulations made pursuant to such statute as such statute and regulations may at any time be amended or modified and in effect and to any statute or regulations that may be passed that have the effect of supplementing or superseding such statute or regulations.

2. TERM OF THE AGREEMENT

- 2.1 **Term.** Subject to any extension or termination of this Agreement or the survival of any of the provisions of this Agreement pursuant to the provisions contained herein, this Agreement shall come into effect as of April 1, 2024 up to and including March 31, 2034.
- 2.2 **Review.** This Agreement will be reviewed by AMO by June 30, 2027.
- 2.3 **Amendment.** This Agreement may be amended at any time in writing as agreed to by AMO and the Recipient.
- 2.4 **Notice.** Any of the Parties may terminate this Agreement on two (2) years written notice.
- 2.5 **Prior Agreement.** The Parties agree that the Prior Agreement, including Section 15.5 thereof, is hereby terminated. Notwithstanding the termination of the Prior Agreement, including Section 15.5, the reporting and indemnity obligations of the Recipient thereunder with respect to expended Funds governed by the Prior Agreement as set forth in Sections 5, 7, 10.3, 10.4 and 10.5 of the Prior Agreement shall survive the said termination.

3. ELIGIBLE PROJECTS

- 3.1 **Eligible Projects.** Eligible Projects are those that fit within an Eligible Investment Category. Eligible Investment Categories are listed in Schedule A.
- 3.2 **Discretion of Canada.** The eligibility of any investment category not listed in Schedule A is solely at the discretion of Canada.
- 3.3 **Recipient Fully Responsible.** The Recipient is fully responsible for the completion of each Eligible Project in accordance with Schedule A and Schedule B.

4. ELIGIBLE EXPENDITURES

- 4.1 **Eligible Expenditures and Ineligible Expenditures.** Eligible Expenditures are described in Schedule B. Ineligible Expenditures are described in Schedule C.
- 4.2 **Discretion of Canada.** The eligibility of any item not listed in Schedule B or Schedule C to this Agreement is solely at the discretion of Canada.
- 4.3 **Reasonable Access.** The Recipient shall allow AMO and Canada reasonable and timely access to all documentation, records and accounts and those of their respective agents or Third Parties related to the receipt, deposit and use of Funds and Unspent Funds, and any interest earned thereon, and all other relevant information and documentation requested by AMO or Canada or their respective designated representatives for the purposes of audit, evaluation, and ensuring compliance with this Agreement.
- 4.4 **Retention of Receipts.** The Recipient will keep proper and accurate accounts and records of all Eligible Projects including invoices and receipts for Eligible Expenditures for at least six (6) years after the completion of the project.
- 4.5 **Contracts.** The Recipient will award and manage all Contracts in accordance with its relevant policies and procedures and, if applicable, in accordance with any domestic or international trade agreements, and all other applicable laws. The Recipient will ensure any of its Contracts for the supply of services or materials to implement its responsibilities under this Agreement will be awarded in a way that is transparent, competitive, consistent with value for money principles and pursuant to its adopted procurement policy.

5. FUNDS

- 5.1 **Use of Funds.** The Recipient acknowledges and agrees the Funds are intended for and shall be used only for Eligible Expenditures in respect of Eligible Projects.

- 5.2 **Unspent Funds.** Any Unspent Funds, and any interest earned thereon, will be subject to the terms and conditions of this Agreement, and will no longer be governed by the terms and conditions of the Prior Agreement.
- 5.3 **Transfer of Funds to a Municipality.** Where a Recipient decides to allocate and transfer Funds to another Municipality (the “Transferee Municipality”):
- a) The allocation and transfer shall be authorized by a Transfer By-law. The Transfer By-law shall be passed by the Recipient’s council and submitted to AMO as soon thereafter as practicable. The Transfer By-law shall identify the Transferee Municipality and the amount of Funds the Transferee Municipality is to receive for the Municipal Fiscal Year(s) specified in the Transfer By-law.
 - b) The Recipient is still required to submit an Annual Report in accordance with Section 6.1 hereof with respect to the Funds transferred.
 - c) No transfer of Funds pursuant to this Section 5.3 shall be effected unless and until the Transferee Municipality has either (i) entered into an agreement with AMO on substantially the same terms as this Agreement, or (ii) has executed and delivered to AMO a written undertaking to assume all of the Recipient’s obligations under this Agreement with respect to the Funds transferred, such as undertaking in a form satisfactory to AMO.
- 5.4 **Transfer of Funds to a Non-Municipal Entity.** Where a Recipient decides to support an Eligible Project undertaken by a non-municipal entity (whether a for profit, non-governmental, or not-for profit organization):
- a) The provision of such support shall be authorized by a Transfer By-law (a “Non-Municipal Transfer By-law”). The Non-Municipal Transfer By-law shall be passed by the Recipient’s council and submitted to AMO as soon as practicable thereafter. The Non-Municipal Transfer By-law shall identify the non-municipal entity, and the amount of Funds the non-municipal entity is to receive for that Eligible Project.
 - b) The Recipient shall continue to be bound by all the provisions of this Agreement notwithstanding any such transfer.
 - c) No transfer of Funds pursuant to this Section 5.4 shall be effected unless and until the non-municipal entity receiving the Funds has executed and delivered to AMO a written undertaking to assume all of the Recipient’s obligations under this Agreement with respect to the Funds transferred, in a form exclusively satisfactory to AMO.
- 5.5 **Payout of Funds.** Subject to Sections 5.14 and 5.15, AMO will transfer Funds twice yearly, on or before the dates agreed upon by Canada and AMO.

- 5.6 **Deposit of Funds.** The Recipient will deposit the Funds in:
- a) An interest-bearing bank account; or
 - b) An investment permitted under:
 - i. The Recipient's investment policy; and
 - ii. Provincial legislation and regulation.
- 5.7 **Interest Earnings and Investment Gains.** Interest earnings and investment gains will be:
- Proportionately allocated to the CCBF when applicable; and
 - Applied to Eligible Expenditures for Eligible Projects.
- 5.8 **Funds Advanced.** Funds shall be spent (in accordance with Sections 3 and 4) or transferred (in accordance with Sections 5.3 or 5.4) within five (5) years after the end of the year in which Funds were received. Unexpended Funds shall not be retained beyond such five (5) year period without the documented consent of AMO. AMO reserves the right to declare that unexpended Funds after five (5) years become a debt to Canada which the Recipient will reimburse forthwith on demand to AMO for transmission to Canada.
- 5.9 **Expenditure of Funds.** The Recipient shall expend all Funds by December 31, 2038.
- 5.10 **HST.** The use of Funds is based on the net amount of harmonized sales tax to be paid by the Recipient net of any applicable tax rebates.
- 5.11 **Limit on Canada's Financial Commitments.** The Recipient may use Funds to pay up to one hundred percent (100%) of Eligible Expenditures of an Eligible Project.
- 5.12 **Federal Funds.** The Recipient agrees that any Funds received will be treated as "federal funds" for the purpose of other federal infrastructure programs.
- 5.13 **Stacking.** If the Recipient is receiving federal funds under other federal infrastructure programs in respect of an Eligible Project to which the Recipient wishes to apply Funds, the maximum federal contribution limitation set out in any other federal infrastructure program agreement made in respect of that Eligible Project shall continue to apply.
- 5.14 **Withholding Payment.** AMO may, in its exclusive discretion, withhold Funds where the Recipient is in default of compliance with any provisions of this Agreement.
- 5.15 **Insufficient Funds Provided by Canada.** Notwithstanding the provisions of Section 2, if Canada does not provide sufficient funds to continue the Funds for any Municipal

Fiscal Year during which this Agreement is in effect, AMO may immediately terminate this Agreement on written notice to the Recipient.

6. REPORTING REQUIREMENTS

- 6.1 **Annual Report.** The Recipient shall submit a report to AMO by April 30th each year, or as otherwise notified by AMO. The report shall be submitted in an electronic format deemed acceptable by AMO and shall contain the information described in Schedule D.
- 6.2 **Project List.** The Recipient shall ensure that projects are reported in advance of construction. Information required is as noted in Section 2.3 of Schedule E.

7. ASSET MANAGEMENT

- 7.1 **Implementation of Asset Management.** The Recipient will develop and implement an Asset Management plan, culture, and methodology in accordance with legislation and regulation established by the Government of Ontario (e.g., O. Reg. 588/17).
- 7.2 **Asset Data.** The Recipient will continue to improve data describing the condition of, long-term cost of, levels of service provided by, and risks associated with infrastructure assets.

8. HOUSING NEEDS ASSESSMENT

- 8.1 **Requirement.** While an HNA is encouraged for all Municipalities, the Recipient must complete a HNA if it had a population of 30,000 or more on the 2021 Census of Canada and is a Single-Tier Municipality or a Lower-Tier Municipality.
- 8.2 **Content of the HNA.** The Recipient will prepare the HNA in accordance with the guidance provided from time to time by Canada.
- 8.3 **Use of HNA.** The Recipient is expected to prioritize projects that support the growth of the housing supply. The HNA is to be used by Municipalities to prioritize, where possible, Infrastructure or capacity building projects that support increased housing supply where it makes sense to do so.
- 8.4 **Publication of the HNA.** The Recipient will publish the HNA on its website.
- 8.5 **HNA reporting requirements.** The Recipient will send to AMO by March 31, 2025, unless otherwise agreed upon:
- a) A copy of any HNA it is required to complete in accordance with Section 8.1; and

- b) The URL to the published HNA on the Recipient's website.

9. COMMUNICATIONS REQUIREMENTS

- 9.1 The Recipient will comply with all communication requirements outlined in Schedule E.

10. RECORDS AND AUDIT

- 10.1 **Accounting Principles.** All accounting terms not otherwise defined herein have the meanings assigned to them; all calculations will be made and all financial data to be submitted will be prepared in accordance with generally accepted accounting principles ("GAAP") in effect in Ontario. GAAP will include, without limitation, those principles approved or recommended for local governments from time to time by the Public Sector Accounting Board or the Chartered Professional Accountants of Canada or any successor institute, applied on a consistent basis.
- 10.2 **Separate Records.** The Recipient shall maintain separate records and documentation for the Funds and keep all records including invoices, statements, receipts, and vouchers in respect of Funds expended on Eligible Projects in accordance with the Recipient's municipal records retention by-law. Upon reasonable notice by AMO or Canada, the Recipient shall submit all records and documentation relating to the Funds for inspection or audit.
- 10.3 **External Auditor.** AMO or Canada may request, upon written notice to Recipient, an audit of Eligible Project(s) or Annual Report(s). AMO shall retain an external auditor to carry out an audit and ensure that any auditor who conducts an audit pursuant to this Agreement or otherwise, provides a copy of the audit report to the Recipient.

11. INSURANCE AND INDEMNITY

- 11.1 **Insurance.** The Recipient shall put in effect and maintain in full force and effect or cause to be put into effect and maintained for the term of this Agreement all the necessary insurance with respect to each Eligible Project, including any Eligible Projects with respect to which the Recipient has transferred Funds pursuant to Section 5 of this Agreement, that would be considered appropriate for a prudent Municipality undertaking similar Eligible Projects, including, where appropriate and without limitation, property, construction, and liability insurance, which insurance coverage shall identify Canada and AMO as additional insureds for the purposes of the Eligible Projects.
- 11.2 **Certificates of Insurance.** Throughout the term of this Agreement, the Recipient shall have a valid certificate of insurance that confirms compliance with the requirements

of Section 11.1. The Recipient shall produce such certificate of insurance on request, including as part of any AMO or Canada audit.

11.3 **AMO Not Liable.** In no event shall Canada or AMO be liable for:

- Any bodily injury, death or property damages to the Recipient, its employees, agents, or consultants or for any claim, demand or action by any Third Party against the Recipient, its employees, agents, or consultants, arising out of or in any way related to this Agreement; or
- Any incidental, indirect, special, or consequential damages, or any loss of use, revenue or profit to the Recipient, its employees, agents, or consultants arising out of any or in any way related to this Agreement.

11.4 **Recipient to Compensate Canada.** The Recipient will ensure that it will not, at any time, hold the Government of Canada, its officers, servants, employees or agents responsible for any claims or losses of any kind that the Recipient, Third Parties or any other person or entity may suffer in relation to any matter related to the Funds or an Eligible Project and that the Recipient will, at all times, compensate Canada, its officers, servants, employees and agents for any claims or losses of any kind that any of them may suffer in relation to any matter related to CCBF funding or an Eligible Project.

11.5 **Recipient to Indemnify AMO.** The Recipient hereby agrees to indemnify and hold harmless AMO, its officers, servants, employees or agents (each of which is called an “**Indemnitee**”), from and against all claims, losses, damages, liabilities and related expenses including the fees, charges and disbursements of any counsel for any Indemnitee incurred by any Indemnitee or asserted against any Indemnitee by whomsoever brought or prosecuted in any manner based upon, or occasioned by, any injury to persons, damage to or loss or destruction of property, economic loss or infringement of rights caused by or arising directly or indirectly from:

- The Funds;
- The Recipient’s Eligible Projects, including the design, construction, operation, maintenance, and repair of any part or all of the Eligible Projects;
- The performance of this Agreement or the breach of any term or condition of this Agreement by the Recipient, its officers, servants, employees, and agents, or by a Third Party, its officers, servants, employees, or agents; and
- Any omission or other wilful or negligent act of the Recipient or Third Party and their respective officers, servants, employees, or agents.

12. TRANSFER AND OPERATION OF MUNICIPAL INFRASTRUCTURE

- 12.1 **Reinvestment.** The Recipient will invest into Eligible Projects, any revenue that is generated from the sale, lease, encumbrance, or other disposal of an asset resulting from an Eligible Project where such disposal takes place within five (5) years of the date of completion of the Eligible Project.
- 12.2 **Notice.** The Recipient shall notify AMO in writing 120 days in advance and at any time during the five (5) years following the date of completion of an Eligible Project if it is sold, leased, encumbered, or otherwise disposed of.
- 12.3 **Public Use.** The Recipient will ensure that Infrastructure resulting from any Eligible Project that is not sold, leased, encumbered, or otherwise disposed of, remains primarily for public use or benefit.

13. DEFAULT AND TERMINATION

- 13.1 **Event of Default.** AMO may declare in writing that an Event of Default has occurred when the Recipient has not complied with any condition, undertaking or term in this Agreement. AMO will not declare in writing that an Event of Default has occurred unless it has first consulted with the Recipient. For the purposes of this Agreement, each of the following events shall constitute an “Event of Default”:
- Failure by the Recipient to deliver in a timely manner an Annual Report or respond to questionnaires or reports as required;
 - Delivery of an Annual Report that discloses non-compliance with any condition, undertaking or material term in this Agreement;
 - Failure by the Recipient to co-operate in an external audit undertaken by Canada, AMO or their agents;
 - Delivery of an external audit report that discloses non-compliance with any condition, undertaking or term in this Agreement; and
 - Failure by the Recipient to expend Funds in accordance with the terms of this Agreement, including Section 5.8.
- 13.2 **Waiver.** AMO may withdraw its notice of an Event of Default if the Recipient, within thirty (30) calendar days of receipt of the notice, either corrects the default or demonstrates, to the satisfaction of AMO in its sole discretion that it has taken such steps as are necessary to correct the default.
- 13.3 **Remedies on Default.** If AMO declares that an Event of Default has occurred under Section 13.1, after thirty (30) calendar days from the Recipient’s receipt of the notice

of an Event of Default, it may immediately terminate this Agreement or suspend its obligation to pay the Funds. If AMO suspends payment, it may pay suspended Funds if AMO is satisfied that the default has been cured.

- 13.4 **Repayment of Funds.** If AMO declares that an Event of Default has not been cured to its exclusive satisfaction, AMO reserves the right to declare that prior payments of Funds become a debt to Canada which the Recipient will reimburse forthwith on demand to AMO for transmission to Canada.

14. CONFLICT OF INTEREST

- 14.1 **No Conflict of Interest.** The Recipient will ensure that no current member of the AMO Board of Directors and no current or former public servant or office holder to whom any post-employment, ethics and conflict of interest legislation, guidelines, codes or policies of Canada applies will derive direct benefit from the Funds, the Unspent Funds, and any interest earned thereon, unless the provision of receipt of such benefits is in compliance with such legislation, guidelines, policies or codes.

15. NOTICE

- 15.1 **Notice.** Any notice, information or document provided for under this Agreement will be effectively given if in writing and if delivered by hand, or overnight courier, mailed, postage or other charges prepaid, or sent by email to the addresses in Section 15.3. Any notice that is sent by hand or overnight courier service shall be deemed to have been given when received; any notice mailed shall be deemed to have been received on the eighth (8) calendar day following the day on which it was mailed; any notice sent by email shall be deemed to have been received on the sender's receipt of an acknowledgment from the intended recipient (such as by the "return receipt requested" function, as available, return email or other written acknowledgment), provided that in the case of a notice sent by email, if it is not given on a business day before 4:30 p.m. Eastern Standard Time, it shall be deemed to have been given at 8:30 a.m. on the next business day for the recipient.
- 15.2 **Representatives.** The individuals identified in Section 15.3 of this Agreement, in the first instance, act as AMO's or the Recipient's, as the case may be, representative for the purpose of implementing this Agreement.
- 15.3 **Addresses for Notice.** Further to Section 15.1 of this Agreement, notice can be given at the following addresses:

- If to AMO:

Executive Director
Canada Community-Building Fund Agreement
Association of Municipalities of Ontario
155 University Avenue, Suite 800
Toronto, ON M5H 3B7

Telephone: 416-971-9856
Email: ccbf@amo.on.ca

- If to the Recipient:

Treasurer
The County of Dufferin
30 Centre Street
Orangeville, ON L9W 2X1

16. MISCELLANEOUS

- 16.1 **Counterpart Signature.** This Agreement may be signed (including by electronic signature) and delivered (including by facsimile transmission, by email in PDF or similar format or using an online contracting service designated by AMO) in counterparts, and each signed and delivered counterpart will be deemed an original and both counterparts will together constitute one and the same document.
- 16.2 **Severability.** If for any reason a provision of this Agreement that is not a fundamental term is found to be or becomes invalid or unenforceable, in whole or in part, it will be deemed to be severable and will be deleted from this Agreement, but all the other terms and conditions of this Agreement will continue to be valid and enforceable.
- 16.3 **Waiver.** AMO may waive any right in this Agreement only in writing, and any tolerance or indulgence demonstrated by AMO will not constitute waiver of rights in this Agreement. Unless a waiver is executed in writing, AMO will be entitled to seek any remedy that it may have under this Agreement or under the law.
- 16.4 **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario and the laws of Canada applicable in Ontario.
- 16.5 **Survival.** The Recipient agrees that the following sections and provisions of this Agreement shall extend for seven (7) years beyond the expiration or termination of this Agreement: Sections 4, 5.8, 5.9, 6.1, 11.4, 11.5, 12, 13.4 and 16.8.
- 16.6 **AMO, Canada and Recipient Independent.** The Recipient will ensure its actions do not establish or will not be deemed to establish a partnership, joint venture, principal-

agent relationship, or employer-employee relationship in any way or for any purpose whatsoever between Canada and the Recipient, between AMO and the Recipient, between Canada and a Third Party or between AMO and a Third Party.

- 16.7 **No Authority to Represent.** The Recipient will ensure that it does not represent itself, including in any agreement with a Third Party, as a partner, employee, or agent of Canada or AMO.
- 16.8 **Debts Due to AMO.** Any amount owed under this Agreement will constitute a debt due to AMO, which the Recipient will reimburse forthwith, on demand, to AMO.
- 16.9 **Priority.** In the event of a conflict, the part of this Agreement that precedes the signature of the Parties will take precedence over the Schedules.
- 16.10 **Complementarity.** The Recipient is to use the CCBF to complement, without replacing or displacing, other sources of funding for municipal infrastructure.
- 16.11 **Equity.** The Recipient is to consider Gender Based Analysis Plus (“**GBA+**”) lenses when undertaking a project.

17. SCHEDULES

- 17.1 This Agreement, including:

Schedule A	Eligible Investment Categories
Schedule B	Eligible Expenditures
Schedule C	Ineligible Expenditures
Schedule D	The Annual Report
Schedule E	Communications Requirements

constitute the entire agreement between the Parties with respect to the subject matter contained in this Agreement and supersedes all prior oral or written representations and agreements.

18. SIGNATURES

IN WITNESS WHEREOF, AMO and the Recipient have respectively executed, and delivered this Agreement, effective April 1, 2024.

THE COUNTY OF DUFFERIN

By: _____
Name: _____ Date _____
Title: _____

Name: _____ Date _____
Title: _____

THE ASSOCIATION OF MUNICIPALITIES OF ONTARIO

By: _____
Name: _____ Date _____
Title: Executive Director

Witness: _____ Date _____
Title: _____

SCHEDULE A: ELIGIBLE INVESTMENT CATEGORIES

1. **Broadband connectivity** – investments in the construction, material enhancement, or renewal of infrastructure that provides internet access to residents, businesses, and/or institutions in Canadian communities.
2. **Brownfield redevelopment** – investments in the remediation or decontamination of a brownfield site within municipal boundaries – provided that the site is being redeveloped to construct a public park for municipal use, publicly owned social housing, or Infrastructure eligible under another investment category listed in this schedule.
3. **Capacity-building** – investments that strengthen the Recipient's ability to develop long-term planning practices as described in Schedule B, item 2.
4. **Community energy systems** – investments in the construction, material enhancement, or renewal of infrastructure that generates energy or increases energy efficiency.
5. **Cultural infrastructure** – investments in the construction, material enhancement, or renewal of infrastructure that supports the arts, humanities, or heritage.
6. **Drinking water** – investments in the construction, material enhancement, or renewal of infrastructure that supports drinking water conservation, collection, treatment, and distribution systems.
7. **Fire halls** – investments in the construction, material enhancement, or renewal of fire halls and fire station infrastructure.
8. **Local roads and bridges** – investments in the construction, material enhancement, or renewal of roads, bridges, tunnels, highways, and active transportation infrastructure.
9. **Public transit** – investments in the construction, material enhancement, or renewal of infrastructure that supports a shared passenger transport system that is available for public use.
10. **Recreational infrastructure** – investments in the construction, material enhancement, or renewal of recreational facilities or networks.
11. **Regional and local airports** – investments in the construction, material enhancement, or renewal of airport-related infrastructure (excluding infrastructure in the National Airports System).
12. **Resilience** – investments in the construction, material enhancement, or renewal of built and natural infrastructure assets and systems that protect and strengthen the resilience

of communities and withstand and sustain service in the face of climate change, natural disasters, and extreme weather events.

13. **Short-line rail** – investments in the construction, material enhancement, or renewal of railway-related infrastructure for carriage of passengers or freight.
14. **Short-sea shipping** – investments in the construction, material enhancement, or renewal of infrastructure related to the movement of cargo and passengers around the coast and on inland waterways, without directly crossing an ocean.
15. **Solid waste** – investments in the construction, material enhancement, or renewal of infrastructure that supports solid waste management systems (including the collection, diversion, and disposal of recyclables, compostable materials, and garbage).
16. **Sport infrastructure** – investments in the construction, material enhancement, or renewal of amateur sport infrastructure (facilities housing professional or semi-professional sports teams are ineligible).
17. **Tourism infrastructure** – investments in the construction, material enhancement, or renewal of infrastructure that attracts travelers for recreation, leisure, business, or other purposes.
18. **Wastewater** – investments in the construction, material enhancement, or renewal of infrastructure that supports wastewater and storm water collection, treatment, and management systems.

Note: Investments in health infrastructure (e.g., hospitals, long-term care facilities, convalescent centres, and senior centres) are not eligible.

SCHEDULE B: ELIGIBLE EXPENDITURES

Eligible Expenditures will be limited to the following:

1. **Infrastructure investments** – expenditures associated with acquiring, planning, designing, constructing, or renovating a tangible capital asset and any related debt financing charges specifically identified with that asset.
2. **Capacity-building costs** – for projects eligible under the capacity-building category only, expenditures associated with the development and implementation of:
 - Capital investment plans, integrated community sustainability plans, integrated regional plans, housing needs assessments, or asset management plans;
 - Studies, strategies, systems, software, third-party assessments, plans, or training related to asset management;
 - Studies, strategies, systems, or plans related to housing or land use;
 - Studies, strategies, or plans related to the long-term management of infrastructure; and
 - Other initiatives that strengthen the Recipient's ability to improve local and regional planning.
3. **Joint communications and signage costs** – expenditures directly associated with joint federal communication activities and with federal project signage.
4. **Employee costs** – the costs of the Recipient's employees for projects eligible under the capacity-building category only – provided that the costs, on an annual basis, do not exceed the lesser of:
 - 40% of the Recipient's annual allocation (i.e., the amount of CCBF funding made available to the Recipient by AMO under Section 5.5 of this Agreement); or
 - \$80,000.

SCHEDULE C: INELIGIBLE EXPENDITURES

The following are deemed Ineligible Expenditures:

1. **Costs incurred before the Fund was established** – project expenditures incurred before April 1, 2005.
2. **Costs incurred before categories were eligible** – project expenditures incurred:
 - Before April 1, 2014 – under the broadband connectivity, brownfield redevelopment, cultural infrastructure, disaster mitigation (now resilience), recreational infrastructure, regional and local airports, short-line rail, short-sea shipping, sport infrastructure, and tourism infrastructure categories; and.
 - Before April 1, 2021 – under the fire halls category.
3. **Internal costs** – the Recipient's overhead costs (including salaries and other employment benefits), operating or administrative costs (related to planning, engineering, architecture, supervision, management, and other activities normally carried out by the Recipient's staff), and equipment leasing costs – except in accordance with Eligible Expenditures described in Schedule B.
4. **Rebated costs** – taxes for which the Recipient is eligible for a tax rebate and all other costs eligible for rebates.
5. **Land costs** – the purchase of land or any interest therein and related costs.
6. **Legal fees.**
7. **Routine repair or maintenance costs** – costs that do not result in the construction, material enhancement, or renewal of a tangible capital asset.
8. **Investments in health infrastructure** – costs associated with health infrastructure or assets (e.g., hospitals, long-term care facilities, convalescent centres, and senior centres).
9. **Investments in professional or semi-professional sports facilities** – costs associated with facilities used by professional or semi-professional sports teams.

SCHEDULE D: ANNUAL REPORT

The Annual Report may include – but is not necessarily limited to – the following information pertaining to the previous fiscal year:

1. **Financial information** – and particularly:
 - Interest earnings and investment gains – in accordance with Section 5.7;
 - Proceeds from the disposal of assets – in accordance with Section 12.1;
 - Outgoing transfers – in accordance with Sections 5.3 and 5.4;
 - Incoming transfers – in accordance with Section 5.3; and
 - Amounts paid – in aggregate for Eligible Expenditures on each Eligible Project.
2. **Project information** – describing each Eligible Project that started, ended, or was ongoing in the reporting year.
3. **Results** – and particularly:
 - Expected outputs and outcomes for each ongoing Eligible Project;
 - Outputs generated and outcomes achieved for each Eligible Project that ended construction in the reporting year; and
 - Housing outcomes resulting from each Eligible Project that ended construction in the reporting year, and specifically:
 - i. The number of housing units enabled, supported, or preserved; and
 - ii. The number of affordable housing units enabled, supported, or preserved.
4. **Other information** – such as:
 - Progress made in the development and implementation of asset management plans and systems; and
 - The impact of the CCBF on housing pressures tied to infrastructure gaps, the housing supply, and housing affordability.

SCHEDULE E: COMMUNICATIONS REQUIREMENTS

1. COMMUNICATIONS ACTIVITIES

- 1.1 **Scope.** The provisions of this Schedule apply to all communications activities related to any Funds and Eligible Projects.
- 1.2 **Definition.** Communications activities may include (but are not limited to) public or media events, news releases, reports, web articles, blogs, project signs, digital signs, publications, success stories and vignettes, photo compilations, videos, advertising campaigns, awareness campaigns, editorials, award programs, and multi-media products.

2. INFORMATION SHARING REQUIREMENTS

- 2.1 **Notification requirements.** The Recipient must report all active Eligible Projects to AMO in advance of construction each year. Reports must be submitted in an electronic format deemed acceptable by AMO.
- 2.2 **Active Eligible Projects.** Active Eligible Projects are those Eligible Projects that either begin in the current calendar year or are ongoing in the current calendar year.
- 2.3 **Information required.** The report must include, at a minimum, the name, category, description, expected outcomes, anticipated CCBF contribution, anticipated start date, and anticipated end date of each active Eligible Project.

3. PROJECT SIGNAGE REQUIREMENTS

- 3.1 **Installation requirements.** Unless otherwise approved by Canada, the Recipient must install a federal sign to recognize federal funding for each Eligible Project in accordance with design, content, and installation guidelines provided by Canada.
- 3.2 **Permanent signs, plaques, and markers.** Permanent signage, plaques, and markers recognizing municipal or provincial contributions to an Eligible Project must also recognize the federal contribution and must be approved by Canada.
- 3.3 **Responsibilities.** The Recipient is responsible for the production and installation of Eligible Project signage in accordance with Section 3 of this Schedule E, except as otherwise agreed upon.
- 3.4 **Reporting requirements.** The Recipient must inform AMO of signage installations in a manner determined by AMO.

4. DIGITAL COMMUNICATIONS REQUIREMENTS

- 4.1 **Social media.** AMO maintains accounts dedicated to the CCBF on several social media networks. The Recipient must @mention the relevant account when producing content that promotes or communicates progress on one or more Eligible Projects. AMO's CCBF-dedicated social media accounts are identified on www.buildingcommunities.ca.
- 4.2 **Websites and webpages.** Websites and webpages created to promote or communicate progress on one or more Eligible Projects must recognize federal funding using either:
- a) A digital sign; or
 - b) The Canada wordmark and the following wording (as applicable):
 - i. "This project is funded in part by the Government of Canada"; or
 - ii. "This project is funded by the Government of Canada".

The Canada wordmark or digital sign must link to www.infrastructure.gc.ca. Guidelines describing how this recognition is to appear and language requirements are posted at <http://www.infrastructure.gc.ca/pub/signage-panneaux/intro-eng.html>.

5. REQUIREMENTS FOR MEDIA EVENTS AND ANNOUNCEMENTS

- 5.1 **Definitions.** Media events and announcements include, but are not limited to, news conferences, public announcements, and the issuing of news releases to communicate the funding of Eligible Projects or achievement of key milestones (such as groundbreaking ceremonies, grand openings, and completions).
- 5.2 **Authority.** Canada, AMO, or the Recipient may request a media event or announcement.
- 5.3 **Notification requirements.** Media events and announcements must not proceed without the prior knowledge and agreement of AMO, Canada, and the Recipient.
- 5.4 **Notice.** The requester of a media event or announcement must provide at least fifteen (15) business days' notice to other parties of their intention to undertake such an event or announcement. If communications are proposed through a news release with no supporting event, Canada additionally requires five (5) business days with the draft news release to secure approvals and confirm the federal representative's quote.
- 5.5 **Date and location.** Media events and announcements must take place at a date and location that is mutually agreed to by the Recipient, AMO and Canada.

- 5.6 **Representatives.** The Recipient, AMO, and Canada will have the opportunity to participate in media events and announcements through a designated representative. Each Party will choose its own designated representative.
- 5.7 **Responsibilities.** AMO and the Recipient are responsible for coordinating all onsite logistics for media events and announcements unless otherwise agreed on.
- 5.8 **No unreasonable delay.** The Recipient must not unreasonably delay media events and announcements.
- 5.9 **Precedence.** The conduct of all joint media events, announcements, and supporting communications materials (e.g., news releases, media advisories) will follow the [Table of Precedence for Canada](#).
- 5.10 **Federal approval.** All joint communications material related to media events and announcements must be approved by Canada and recognize the funding of all contributors.
- 5.11 **Federal policies.** All joint communications material must reflect Canada's Policy on Official Languages and the Policy on Communications and Federal Identity.
- 5.12 **Equal visibility.** The Recipient, Canada, and AMO will have equal visibility in all communications activities.

6. PROGRAM COMMUNICATIONS

- 6.1 **Own communications activities.** The Recipient may include messaging in its own communications products and activities with regards to the use of Funds.
- 6.2 **Funding acknowledgements.** The Recipient must recognize the funding of all contributors when undertaking such activities.

7. OPERATIONAL COMMUNICATIONS

- 7.1 **Responsibilities.** The Recipient is solely responsible for operational communications with respect to the Eligible Projects, including but not limited to, calls for tender, construction, and public safety notices. Operational communications as described above are not subject to the federal official languages policy.
- 7.2 **Federal funding acknowledgement.** Operational communications should include, where appropriate, the following statement (as appropriate):
- a) "This project is funded in part by the Government of Canada"; or
 - b) "This project is funded by the Government of Canada".

- 7.3 **Notification requirements.** The Recipient must share information promptly with AMO should significant emerging media or stakeholder issues relating to an Eligible Project arise. AMO will advise the Recipient, when appropriate, about media inquiries received concerning an Eligible Project.

8. COMMUNICATING SUCCESS STORIES

- 8.1 **Participation requirements.** The Recipient must work with Canada and AMO when asked to collaborate on communications activities – including, but not limited to, Eligible Project success stories (including positive impacts on housing), Eligible Project vignettes, and Eligible Project start-to-finish features.

9. ADVERTISING CAMPAIGNS

- 9.1 **Responsibilities.** The Recipient may, at its own cost, organize an advertising or public information campaign related to the use of the Funds or Eligible Projects, provided that the campaign respects the provisions of this Agreement.
- 9.2 **Notice.** The Recipient must inform Canada and AMO of its intention to organize a campaign no less than twenty-one (21) working days prior to the launch of the campaign.

CORPORATION OF THE COUNTY OF DUFFERIN

BY-LAW NUMBER 2024-xx

A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE COUNTY OF DUFFERIN AT ITS MEETING HELD ON JULY 11, 2024.

WHEREAS Section 5 (1) of the *Municipal Act, 2001*, as amended, provides that the powers of a municipality 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;

NOW THEREFORE BE IT ENACTED BY THE MUNICIPAL COUNCIL OF THE CORPORATION OF THE COUNTY OF DUFFERIN ENACTS AS FOLLOWS:

1. All actions of the Council of the Corporation of the County of Dufferin at its meetings held on July 11, 2024 in 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 each report, motion, resolution or other action was adopted, ratified and confirmed by its separate by-law.
2. The Warden of the Council and the proper officers of the Corporation of the County of Dufferin are hereby authorized and directed to do all things necessary to give effect to the said action, to obtain approvals where required and except where otherwise provided, to execute all documents necessary in that behalf.

READ a first, second and third time and finally passed this 11th day of July, 2024.

Darren White, Warden



Michelle Dunne, Clerk