



## COMMITTEE OF THE WHOLE “SPECIAL” AGENDA

Tuesday, November 12<sup>th</sup>, 2019

6:30 p.m.

Municipal Office – Council Chambers – 217 Harper Road

---

5:00 p.m.     *Public Meeting: Zoning By-Law Amendment*  
5:30 p.m.     *Public Meeting: Development Charges*  
6:30 p.m.     *“Special” Committee of the Whole Meeting – Budget*

***Chair, Councillor Beverley Phillips***

1.     **CALL TO ORDER**
2.     **DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST  
AND GENERAL NATURE THEREOF**
3.     **DELEGATIONS & PRESENTATIONS**
  - i)     **2020 Capital Budget Presentation and Discussion – *attached, page 4.***  
Ashley Liznick and Richard Bennett, Treasurer.
    - Capital
    - Reserves
  - ii)     **2020 Budget Discussion.**  
Ashley Liznick and Richard Bennett, Treasurer.

#### 4. PRIORITY ISSUES

- i) **Report #PD-2019-41 – Climate Change Proposed Targets and Action for Public Consultation – *attached, page 8.***  
Noelle Reeve, Planner.

*Suggested Recommendation to Council:*

***“THAT***, a target of 80% reduction by 2030 for Township corporate emissions and a target of 60% reduction by 2030 be proposed for community reduction in emissions for comment at the Public Consultation on November 23, 2019;

***AND THAT***, the actions described in Report #PD-2019-41 be presented at the Public Consultation for the public to comment on. ”

#### 5. ADJOURNMENT

# **DELEGATIONS & PRESENTATIONS**

**2020 CAPITAL BUDGET**

Description of Project	Total Gross Cost of Project	Development Charges Reserve	Road Equipment Reserve	Road Construction Reserve	Bridge Construction Reserve	Office Equipment Reserve	Township Office /Garage Reserve	Contingency Reserve	Recreation Capital Reserve	Federal Gas Tax	Other Grants	OCIF Formula Based Funding (Annual Allocation)	New Long Term Debt	Levy	TOTAL
<b>MANDATED AND COMMITTED PROJECTS</b>															
Unopened Road - Younes	25,000	25,000													
Service Delivery Review	30,000														
Community Benefits Study & By-Law	10,000	10,000						30,000							
<b>Total Mandated and Committed Projects</b>	<b>65,000</b>	<b>35,000</b>	-	-	-	-	-	<b>30,000</b>	-	-	-	-	-	-	<b>65,000</b>
<b>ROADS</b>															
Crozier Road	136,680			82,008											
Iron Mine Road	147,900			88,740						54,672					
Ritchie Side Road	125,460			75,276						59,160					
Christie Lake North Shore Road	660,000			110,000						50,184					
Stanleyville Road	76,500	-		1,716							550,000				
<b>Total Roads</b>	<b>1,146,540</b>	-	-	<b>357,740</b>	-	-	-	-	-	<b>24,784</b>	<b>550,000</b>	<b>50,000</b>	-	-	<b>1,146,540</b>
<b>BRIDGES &amp; CULVERTS</b>															
Allan's Mill Road - Engineering	23,460				23,460										
Bolingbroke Bridge	1,040,000												1,040,000		
<b>Total Bridges</b>	<b>1,063,460</b>	-	-	-	<b>23,460</b>	-	-	-	-	-	-	-	<b>1,040,000</b>	-	<b>1,063,460</b>
<b>VEHICLES</b>															
Replace 2004 Int'l Tandem	305,000		305,000												
Replace 2001 Sterling Tandem	305,000		305,000												
Replace 2004 Ford Ranger	35,000		35,000												
<b>Total Vehicles</b>	<b>645,000</b>	-	<b>645,000</b>	-	-	-	-	-	-	-	-	-	-	-	<b>645,000</b>
<b>BUILDINGS</b>															
Municipal Building - ext. Siding Repairs	15,000					15,000									
Glen Tay Garage - Energy Efficient Doors	20,000						20,000								
<b>Total Buildings</b>	<b>35,000</b>	-	-	-	-	<b>15,000</b>	<b>20,000</b>	-	-	-	-	-	-	-	<b>35,000</b>
<b>RECREATION</b>															
Solar Farm Trail	125,000	101,250							23,750						
<b>Total Recreation</b>	<b>125,000</b>	<b>101,250</b>	-	-	-	-	-	-	<b>23,750</b>	-	-	-	-	-	<b>125,000</b>
<b>MINOR CAPITAL</b>															
Computer Server (1 shared)	20,400	-				20,400									
Council & Meeting Room Chairs	6,100					6,100									
<b>Total Minor Capital</b>	<b>26,500</b>	-	-	-	-	<b>26,500</b>	-	-	-	-	-	-	-	-	<b>26,500</b>
<b>TOTAL CAPITAL PROGRAM</b>	<b>3,106,500</b>	<b>136,250</b>	<b>645,000</b>	<b>357,740</b>	<b>23,460</b>	<b>41,500</b>	<b>20,000</b>	<b>30,000</b>	<b>23,750</b>	<b>188,800</b>	<b>550,000</b>	<b>50,000</b>	<b>1,040,000</b>	-	<b>3,071,500</b>

<b>2020 CAPITAL BUDGET</b>	
<b>Project</b>	<b>Description of Project:</b>
<b><u>MANDATED AND COMMITTED PROJECTS</u></b>	
Unopened Road - Younes	A cost sharing agreement has been arranged with the property owner to open this road allowance which will provide access to building lots.
Service Delivery Review	This review has been approved by Council and is to be funded from the Contingency Reserve
Community Benefits Study & By-Law	As a result of Bill 108 and changes to the Development Charges Act, a new by-law will be required in 2020 to deal with "Soft Services". This is part of the study contracted to Watson & Associates.
<b><u>ROADS</u></b>	
Crozier Road	Rehabilitation, including but not limited to culvert replacements, ditching pulverizing existing roadway, gravel application and double surface treatment and fog seal. Current Pavement Condition Index (PCI) is 35 or very poor.
Iron Mine Road	Rehabilitation, including but not limited to culvert replacements, ditching pulverizing existing roadway, gravel application and double surface treatment and fog seal. Current Pavement Condition Index (PCI) is 30 or very poor. This is intended to be a joint project with Lanark Highlands.
Ritchie Side Road	Rehabilitation, including but not limited to culvert replacements, ditching pulverizing existing roadway, gravel application and double surface treatment and fog seal. Current Pavement Condition Index (PCI) is 35 or very poor.
Christie Lake North Shore Road	With a ICIP grant, this project includes raising the road to provide safe access during flood events, culvert replacements, ditching, widening to provide proper shoulders, asphalt paving of road and shoulders. This project has begun in 2019 and will be completed in 2020.
Stanleyville Road	Microsurfacing as a pavement preservation method. Current PCI is 72 and this application should extend the road by 8-10 years. Project limits are from Powers Road to Stanley Road.
<b><u>BRIDGES &amp; CULVERTS</u></b>	
Allan's Mill Road Bridge	Design project for future construction.
Bolingbroke Bridge	Design ongoing. Anticipated construction to be conducted in the fall of 2020
<b><u>VEHICLES / FLEET</u></b>	
Replace 2000 International Tandem	Vehicle is beyond service life, typically 12 years. Replacement truck purchase was approved in 2019 and delivery of new truck is expected to be delivered by in March 2020.
Replace 2001 Sterling Tandem	Vehicle is beyond service life, typically 12 years. Replacement truck purchase was approved in 2019 and delivery of new truck is expected to be delivered by in March 2020.
Replace 2004 Ford Ranger	Vehicle is beyond its service life (typically 10 years). Very expensive repair costs required to keep in service.
<b><u>BUILDINGS</u></b>	
Municipal Building - ext. Siding Repairs	Repairs are required where the siding meets the stonework on the exterior to prevent further deterioration
Glen Tay Garage Doors	The existing garage doors are beyond their service life and repair costs are becoming prohibative. It is proposed that these doors be replace with new energy efficient doors to reduce maintenance and heating cost.
<b><u>RECREATION</u></b>	
Solar Farm Trail	Site plan development (to include trail design & parking)
<b><u>MINOR CAPITAL</u></b>	
Computers - Server	The shared server is to be replaced, based on the County IT Department replacement schedule recommendations..
Council & Meeting Room Chairs	Council chairs are to be replace with ergonomic chairs and the Fall River room chairs are also in need of replacement.

TAY VALLEY TOWNSHIP							
RESERVE FUNDS, RESERVES & DEFERRED REVENUES							
	Balance at Dec 31 '18	Draft 2019 Revenue	Anticipated Expenses for 2019	Draft Estimated Balance at Dec 31 '19	2020 Revenue	Expenses for 2020	Draft Estimated Balance at Dec 31 '20
<b><u>Infrastructure Reserve Funds &amp; Reserves</u></b>							
Northland Solar Farm Reserve	136,676	-	-	136,676			136,676
Infrastructure Reserve	59,840	50,000		109,840	50,000		159,840
Improve Municipal Building Access Reserve	34,129	-	-	34,129			34,129
Office Equipment Reserve	23,633	10,500	39,000	(4,867)	10,500	41,500	(35,867)
Maberly Community Hall	29,728	5,200	-	34,928	5,200		40,128
South Sherbrooke Fire Department Reserve	(0)	120,000	120,000	(0)	-		(0)
Waste Sites Reserve	54,742	3,100	30,000	27,842	3,100		30,942
Road Equipment Reserve	491,155	206,800	385,523	312,432	225,000	645,000	(107,568)
Road Construction Reserve	594,658	287,500	212,558	669,600	380,000	357,740	691,860
Bridge Construction Reserve	604,436	129,500	330,867	403,069	155,000	23,460	534,609
Cemetery Reserve	9,253	500	-	9,753	500		10,253
Township Office / Garage Reserve	76,101	10,500	45,681	40,920	10,500		51,420
Burgess Hall / Garage Reserve	54,207	5,200	-	59,407	5,200	20,000	44,607
Sherbrooke Garage Reserve	50,761	-	-	50,761			50,761
Salt Sheds Reserve	115,613	10,400	-	126,013	10,400		136,413
Recreation Equipment Reserve	33,600	25,000	20,000	38,600	50,000	23,750	64,850
Mainstreet Revitalization Reserve	42,795	-	42,660	135			135
	2,411,326	864,200	1,226,289	2,049,237	905,400	1,111,450	1,843,187
<b><u>Operating Reserves</u></b>							
200th Anniversary Reserve	1,417	-	-	1,417			1,417
Asset Management Plan Reserve	16,277	5,000	20,000	1,277	5,000		6,277
Working Funds	450,000	-	-	450,000			450,000
Election Reserve	5,921	10,000	-	15,921	10,000		25,921
Recreation Program Reserve	37,474	2,100	-	39,574	2,100		41,674
Recreation Fund Raising Reserve	4,219	-	-	4,219			4,219
Official Plan / Zoning By-Law Reserve	22,276	10,000	1,000	31,276	10,000		41,276
Insurance Reserve	30,000	-	-	30,000			30,000
Accountability, Transparency & Governance	-	5,000	-	5,000	5,000		10,000
	567,583	32,100	21,000	578,683	32,100	-	610,783
<b><u>Obligatory Reserves</u></b>							
Federal Gas Tax Reserve Fund	710,804	349,296	777,800	282,300	171,855	188,800	265,355
	710,804	349,296	777,800	282,300	171,855	188,800	265,355
<b><u>Contingency Reserves</u></b>							
Contingency	371,625	671,604	92,944	950,285		30,000	920,285
Special Contingency Reserve	200,347	-		200,347			200,347
	571,972	671,604	92,944	1,150,632	-	30,000	1,120,632
<b>GRAND TOTAL</b>	<b>4,261,685</b>	<b>1,917,200</b>	<b>2,118,033</b>	<b>4,060,852</b>	<b>1,109,355</b>	<b>1,330,250</b>	<b>3,839,957</b>
<b><u>Deferred Revenues</u></b>							
		<i>Estimate</i>		<i>Estimate</i>			
Development Charges	408,818	50,000	162,200	296,618	50,000	136,250	210,368
Cash-in-lieu of Parkland	52,577	1,800	17,500	36,877	2,000		38,877
	461,395	51,800	179,700	333,495	52,000	136,250	249,245

# **PRIORITY ISSUES**

**COMMITTEE OF THE WHOLE**  
November 12<sup>th</sup>, 2019

**Report #PD-2019-41**  
**Noelle Reeve, Planner**

**CLIMATE CHANGE PROPOSED TARGETS AND ACTIONS  
FOR PUBLIC CONSULTATION**

## **STAFF RECOMMENDATION(S)**

It is recommended:

**“THAT**, a target of 80% reduction by 2030 for Township corporate emissions and a target of 60% reduction by 2030 be proposed for community reduction in emissions for comment at the Public Consultation on November 23, 2019;

**AND THAT**, the actions described in Report #PD-2019-41 be presented at the Public Consultation for the public to comment on. ”

## **BACKGROUND**

The Federation of Canadian Municipalities (FCM) established its Partners for Climate Protection (PCP) program in 1994. Partners for Climate Protection is a network of Canadian municipal governments that have committed to reducing greenhouse gases and acting on climate change. Over 65% of Canada’s population is represented by municipalities that are partners in this program. Tay Valley Township is the only one of the few small rural municipalities participating in PCP in Eastern Ontario working to achieve the first 3 milestones of the 5 milestone protocol developed by the Partners for Climate Protection program. As such we are taking a leadership role.

Sue Brandum has been working as Tay Valley’s Local Climate Change Plan Co-ordinator to develop a greenhouse gas (GHG) emissions reduction plan for Township operations and the Tay Valley Township community since May 13, 2019.

An initial round of public consultations on possible targets and actions was held in mid-October, 2019.



## **DISCUSSION**

The Green Energy and Climate Change Working Group members and the Local Climate Change Coordinator have been working to refine the data on emissions from corporate and community sources. Preliminary results show transportation identified as the largest source of community emissions. Waste sites have been identified as the largest source of emissions managed by the corporation, followed by transportation.

The PCP protocol requires that targets be chosen by the municipality to reduce the projected emissions. The Partners for Climate Protection program recommends the following targets for new members (such as Tay Valley Township):

- **Corporate target:** A 20% reduction below 2018 baseline GHG emissions, to be achieved within 10 years by 2028.
- **Community target:** A 6% reduction below 2018 baseline GHG emissions, to be achieved within 10 years by 2028.

Feedback from the more than 65 attendees at the public consultations in October was that the Township should pursue more aggressive targets. There was no support for the Status Quo or Baby Steps targets. Thirty-two percent (or one-third) of participants supported a Show Leadership target of a 60% reduction from the 2018 baseline by 2028 while 68% (or two-thirds) supported a Major Transformation Target of 80% reduction by 2028 for the corporation and similarly serious targets for the community. For comparison, in summer 2019, the UK government declared, “we have a moral duty to leave this world in a better condition than what we inherited” and established a target of “net zero greenhouse gases by 2050”.

The targets of 80% emission reduction from the 2018 baseline by 2028 for the corporation and 60% reduction for the community are proposed to be presented to the public for discussion at the Public Consultation session Saturday, November 23, 2019, 10:00 am – 12:00pm.

The final part of the Climate Protection Plan focuses on how to achieve these targets - actions for implementation. Actions will be assessed with respect to their impacts on greenhouse gas generation, economic viability, social acceptance, and meeting the unique characteristics of the community. Actions can also be broken down into near, mid and long term actions.

The public consultation in October identified 6 priority areas for action:

- **Energy Supply**

Consider greenhouse gas emissions in significant capital purchases.

Place solar panels on all viable buildings; meet LEED Platinum standards in all renovations (the main Algonquin building in Perth is LEED Gold standard verified).

Stop heating with natural gas; promote electricity and low carbon energy decentralized systems; adopt energy efficiency technologies and measures; build zero carbon

buildings (taking advantage of net zero and net metering); use life-cycle assessment and material flow analysis; etc.

Use sustainable biomass (wood, switch grass, etc.).

Work with neighbouring municipalities to provide coordinated purchases for energy savings and to hold educational workshops. Identify home retrofit and other subsidy programs for TVT residents on the TVT website.

Advocate for federal and provincial regulations to allow residents to sell or trade clean (solar) power to the grid individually or through co-ops and micro-grids.

- **Transportation**

Investigate the feasibility of electric vehicles for Township trucks, etc.; install infrastructure for charging electric vehicles; increase bicycle and pedestrian options; encourage staff to carpool or bicycle.

Work with and advocate for provincial and other jurisdictions to ensure all new buildings are equipped to charge and use electric vehicles for energy storage.

- **Agriculture, and Food Security**

Highlight Carbon Capture and Storage options that build on local farmers' carbon farming activities. Encourage use of CO<sub>2</sub>-sequestering crops by partnering with OMAFRA and other farm organizations to provide information.

Encourage local food production.

- **Resources and Natural Systems**

Plant at least 10,000 trees per season and bulk purchase trees for residents to plant.

Reduce water usage through conservation, promote provision of ecosystem services from land that mitigate Greenhouse gases; etc.

- **Waste**

Aim for zero waste (including removing all compostables out of the landfill to reduce methane from waste sites); increase backyard composting.

Continue Re-use Centre (sharing economy). Add tool sharing or other activities e.g., a Repair Café.

- **Climate Resilience**

Identify threats to Tay Valley residents (flooding, wildfires, disease and responses).

Provide loans for residents to invest in green energy projects through a Local Improvement Project; include language in Requests for Proposals that requires bidders to identify greenhouse gas implications in proposals.

Reduce sprawl; orient developments for solar gain; plan for walkability; promote mixed use developments; etc.

Support local non-profits working on climate change. Publicize green projects, net zero homes, etc. undertaken by residents. Create awards to recognize green energy/climate change initiatives.

Investigate purchasing Carbon Offsets (e.g., Guatemala Stove Project).

Incorporate an internal carbon fee in budgeting to understand the impact of Greenhouse Gases on the corporation's operations.

Next steps after the public consultation on November 23, 2019 would be for Sue to draft the Climate Change Action Plan for Council to review before sending it to the FCM. The report is not due until April 30, 2020 so would likely come to Committee of the Whole in January, 2020.

### **OPTIONS CONSIDERED**

Option 1 (recommended): Council endorse further discussion of the targets proposed in October and actions needed to achieve them at the public consultation sessions including an understanding of the costs and the return on investment that these actions would bring.

Option 2: That Council identify other targets and actions for the public consultation. (Could propose some interim ones, for e.g., over 5 years as a first step, as Perth did.)

### **STRATEGIC PLAN LINK**

Consideration of the environment in decisions and operations.

### **FINANCIAL CONSIDERATIONS**

Cost savings should be able to be identified for clean energy alternatives through full life cycle costing.

### **CONCLUSIONS**

Setting Greenhouse Gas emission reduction targets and identifying actions to reduce the Township's contribution to the effects of climate disruption (extreme heat, disease, floods, ice storms, droughts, etc.) on residents' health and township infrastructure are important steps in developing the Climate Change Plan for Tay Valley Township.

## **ATTACHMENTS**

Draft Table of Contents for the Climate Change Action Plan

**Prepared and Submitted By:**

**Approved for Submission By:**

*Original Signed*

*Original Signed*

**Noelle Reeve,  
Planner**

**Larry Donaldson,  
Chief Administrative Officer**

# Table of Contents

## **1.0 The Climate for Action**

- 1.1 What is Climate Change?
- 1.2 Global Impacts
- 1.3 Local Weather Projections
- 1.4 Infrastructure Risk Management
- 1.5 Health and Ecosystem Risk Management
- 1.6 Economic Opportunities

## **2.0 A Plan for Action**

- 2.1 The Process
- 2.2 The Framework
- 2.3 Community GHG Emission Inventory
- 2.4 Future GHG Emission Projections & Reduction
- 2.5 A Community Ready to Respond

## **3.0 Taking Action**

- 3.1 Theme Areas
- 3.2 Potential GHG Emission Reduction Summary
- 3.3 Theme: Transportation
- 3.4 Theme: Energy
- 3.5 Theme: Resources and Natural Systems
- 3.6 Theme: Agriculture and Food Security
- 3.7 Theme: Climate Resilience
- 3.8 Theme: Waste

## **4.0 Implementation Strategy**

- 4.1 Collective Action
- 4.2 Governance
- 4.3 Implementation Framework
- 4.4 Taking Climate Action

## **5.0 Glossary and Acronyms**

## **6.0 Endnotes and References**

## **7.0 Photo Credits**

## **8.0 Acknowledgements**