



COUNCIL MEETING AGENDA

Tuesday, October 12th, 2021
5:30 p.m.
Via GoToMeeting

GoToMeeting: <https://global.gotomeeting.com/join/355708389>

Members of the Public:

Meetings are now being held using GoToMeeting - Video Conferencing. By clicking the link above (allow extra time for downloading the program if it is the first time you have used GoToMeeting on your device), you will be able to see the agenda, see Members of Council and hear the proceedings of the meeting. Please ensure the volume on your device is **on** and **turned up** to hear the meeting. The Public is asked to ensure that their mic and camera buttons are off for the entire meeting.

Video Conference Participation Etiquette

- a meeting via video conference shall never be treated differently than a meeting in person, whereby all attendees shall abide by proper meeting procedure and etiquette;
 - we ask that all public attendees mute their cameras and mics; doing so will eliminate any background noise and create a much more seamless process (for Members only - if/when you wish to speak during the meeting, you will simply unmute your mic and upon completion of your thought, please re-mute)
 - the Chair will call the meeting to order at the time indicated on the agenda;
 - roll call will be completed visually by the Chair;
 - the Chair will then remind all attendees to place their devices on mute
 - as the Chair moves through the agenda, he will call on the appropriate staff person to speak to their reports;
 - we request that you retain your questions until the end of the report, at which time the Chair will ask if anyone has questions;
 - just as during an in-person meeting, members will be required to raise their hand and the Chair will call on you to speak;
 - when the Chair calls a vote, you will raise your hand for the vote in favour and then in opposition, if necessary.
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5:30 p.m. Council Meeting

Chair, Deputy Reeve Barrie Crampton

1. CALL TO ORDER

- i) Roll Call

2. AMENDMENTS/APPROVAL OF AGENDA

3. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST AND GENERAL NATURE THEREOF

4. APPROVAL OF MINUTES

- i) **“Special” Council Meeting – September 28th, 2021 – attached, page 8.**

*Suggested Motion by Councillor Rob Rainer/Councillor RoxAnne Darling:
“THAT, the minutes of the “Special” Council Meeting held on September 28th, 2021, be approved as circulated.”*

- ii) **Committee of the Whole Meeting – October 5th, 2021 – attached, page 15.**

*Suggested Motion by Councillor RoxAnne Darling/Councillor Mick Wicklum:
“THAT, the minutes of the Committee of the Whole Meeting held on October 5th, 2021, be approved as circulated.”*

5. DELEGATIONS & PRESENTATIONS

None.

6. CORRESPONDENCE

None.

7. MOTIONS

- i) **Report #PD-2021-37 - Severance Application – Penney and Shen.**

*Suggested Motion by Councillor Mick Wicklum/Councillor Fred Dobbie:
“THAT, the Council of Tay Valley Township recommend to the Land Division Committee of Lanark County that the Severance Application for Kevin Penney and Joelle Shen B21/085 (Concession 10, Part Lot 13, geographic Township of Bathurst) 890 Ennis Road to legalize an existing right of way in favour of lands at 898 Ennis Road, owned by Karl and Shirley Pennett, be approved subject to the following conditions:*

That, the balance of any outstanding taxes, including penalties and interest, (and any local improvement charges, if applicable) shall be paid to the Township.

That, the applicant pays any outstanding fees to the Township prior to final approval of the severance.

That, two (2) copies of an acceptable reference plan (or legal description) and transfer document be submitted to the Township for the severance, both hard copy and electronically.”

ii) **Report #FIN-2021-16 – Development Charges Update.**

Suggested Motion by Councillor Fred Dobbie/Councillor Gene Richardson: “THAT, the proposed amendments to the Development Charge rates be accepted and brought forward with the necessary by-law once the matter of any Special Area Development Charge has been discussed and any decision rendered.”

iii) **Report #FIN-2021-18 – Municipal Modernization Funds Allocation.**

Suggested Motion by Councillor Gene Richardson/Councillor Beverley Phillips: “THAT, the Municipal Modernization Fund allocation schedule be received for information,

***AND THAT,** Council authorizes funding for the tractor and mower that was purchased earlier this year, be from the Modernization Funds (in Contingency Reserve) in the amount of \$237,650 instead of the Roads Equipment Reserve and the New Infrastructure Reserve as previously approved.”*

iv) **Report #FIRE-2021-01 – Emergency Management Assessment.**

Suggested Motion by Councillor Beverley Phillips/Councillor Rob Rainer: “THAT, Staff retain The Loomex Group for an upset limit of \$13,600 funded from the Municipal Modernization Fund to conduct an Emergency Management Assessment for Tay Valley Township;

THAT, section 7.4 of the Procurement Policy be waived;

***AND THAT,** the Reeve and Clerk be authorized to sign the necessary documentation.”*

v) **Report #C-2021-33 – Community Services Coordinator Position.**

*Suggested Motion by Councillor Rob Rainer/Councillor RoxAnne Darling:
“THAT, the position of a Community Services Coordinator be included as a new full-time permanent position in the 2022 Budget;*

AND THAT, once the 2022 Budget is adopted, that recruitment begin for this position.”

vi) **Report #C-2021-32 – Equity, Diversity and Inclusion.**

*Suggested Motion by Councillor RoxAnne Darling/Councillor Mick Wicklum:
“THAT, discussions on establishing an Equity, Diversity and Inclusion Working Group be deferred until further information about what Lanark County is undertaking is available.”*

vii) **Report #C-2021-33 – Alternate Member at County Council.**

*Suggested Motion by Councillor Mick Wicklum/Councillor Fred Dobbie:
“THAT, Councillor RoxAnne Darling be appointed as the Alternate Member to County Council for the remainder of the term.”*

viii) **2022 Council/Committee Meeting Calendar.**

*Suggested Motion by Councillor Fred Dobbie/Councillor Gene Richardson:
“THAT, the 2022 Council/Committee Calendar be approved.”*

viii) **Report #PW-2021-23 – Glen Tay Traffic Calming Update.**

*Suggested Motion by Councillor Gene Richardson/Councillor Beverley Phillips:
“THAT, Report #PW-2021-23 – Glen Tay Traffic Calming – Update, be received for information”*

ix) **Report #PW-2021-22 – Rights-of-Way Pollinator Habitat Restoration Call for Proposals.**

*Suggested Motion by Councillor Beverley Phillips/Councillor Rob Rainer:
“THAT, staff submit a proposal for the Rights-of-Way Pollinator Habitat Restoration initiative for the Fall Submission, with a Spring 2022 start date.”*

x) **Report #CBO-2021-07 – Building Department Report – January to September 2021.**

*Suggested Motion by Councillor Rob Rainer/Councillor RoxAnne Darling:
“THAT, Report #CBO-2021-07 – Building Department – January to September 2021 be received for information.”*

xi) **21-09-29 – Council Communication Package.**

*Suggested Motion by Councillor RoxAnne Darling/Councillor Mick Wicklum:
“THAT, the 21-09-29 Council Communication Package be received for
information.”*

xii) **2020/2021 Lanark County Situation Table Annual Report.**

*Suggested Motion by Councillor Mick Wicklum/Councillor Fred Dobbie:
“THAT, 2020/2021 Lanark County Situation Table Annual Report be received
for information.”*

8. BY-LAWS

i) **By-Law No. 2021-052: Delegation of Authority By-Law Amendment –
*attached, page 25.***

*Suggested Motion by Councillor Fred Dobbie/Councillor Gene Richardson:
“THAT, By-Law No. 2021-052, being a by-law to Amend the Delegation of
Authority By-Law No. 2017-064, be read a first, second and third time short and
passed and signed by the Deputy Reeve and Clerk.”*

9. NEW/OTHER BUSINESS

i) **Report #PD-2021-038 – Hydrogeological Review – Maberly Pines
Subdivision – RFP Award – *attached, page 30.***
Noelle Reeve, Planner.

*Suggested Motion by Councillor Gene Richardson/Councillor Beverley Phillips:
“THAT, RFP – 2021-PD-002 - Maberly Pines Hydrogeological Review – be
awarded to BluMetric Environmental Inc.;*

**AND THAT, the Reeve and Clerk be authorized to sign the necessary
documentation.”**

10. CALENDARING

Meeting	Date	Time	Location
Council Meeting	October 12 th	5:30 p.m.	Virtual
Committee of Adjustment Hearing	October 18 th	5:00 p.m.	Virtual
Library Board Meeting	October 18 th	5:30 p.m.	Virtual
“Special” Committee of the Whole Meeting – Operating Budget	October 26 th	5:30 p.m.	Virtual
Public Meeting – Zoning By-Law Amendment	November 9 th	5:30 p.m.	Virtual
Committee of the Whole Meeting	November 9 th	Following	Virtual
“Special” Committee of the Whole Meeting – Capital Budget	November 9 th	Following	Virtual
Library Board Meeting	November 15 th	5:30 p.m.	Virtual
Council Meeting	November 16 th	5:30 p.m.	Virtual

11. CLOSED SESSIONS

None.

12. CONFIRMATION BY-LAW

- i) **By-Law No. 2021-053 - Confirmation By-Law – October 12th, 2021 – attached, page 27.**

*Suggested Motion by Councillor Beverley Phillips/Councillor Rob Rainer:
“THAT, By-Law No. 2021-053, being a by-law to confirm the proceedings of the Council meeting held on October 12th, 2021, be read a first, second and third time short and passed and signed by the Deputy Reeve and Clerk.”*

13. ADJOURNMENT

MINUTES

“SPECIAL” COUNCIL MEETING MINUTES

Tuesday, September 28th, 2021

5:30 p.m.

Tay Valley Municipal Office – 217 Harper Road, Perth, Ontario

ATTENDANCE:

Members Present: Chair, Deputy Reeve Barrie Crampton
Councillor Fred Dobbie
Councillor Rob Rainer
Councillor Beverley Phillips
Councillor Mick Wicklum
Councillor RoxAnne Darling
Councillor Gene Richardson

Staff Present: Amanda Mabo, Acting CAO/Clerk
Janie Laidlaw, Deputy Clerk
Sean Ervin, Public Works Manager
Richard Bennett, Acting Treasurer

Regrets: Reeve Brian Campbell

1. CALL TO ORDER

The meeting was called to order at 5:30 p.m.
The Deputy Reeve conducted Roll Call.
A quorum was present.

2. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST AND GENERAL NATURE THEREOF

None at this time.

3. APPROVAL OF MINUTES

- i) **“Special” Council Meeting – September 21st, 2021.**

RESOLUTION #C-2021-09-13

MOVED BY: Beverley Phillips
SECONDED BY: Rob Rainer

“THAT, the minutes of the “Special” Council Meeting held on September 21st, 2021, be approved as circulated.”

ADOPTED

- ii) **Council Meeting – September 21st, 2021.**

RESOLUTION #C-2021-09-14

MOVED BY: Rob Rainer
SECONDED BY: RoxAnne Darling

“THAT, the minutes of the Council Meeting held on September 21st, 2021, be approved as circulated.”

ADOPTED

4. MOTIONS

- i) **Report #C-2021-30 – Animal Control and Pound Service.**

RESOLUTION #C-2021-09-15

MOVED BY: RoxAnne Darling
SECONDED BY: Mick Wicklum

“THAT, the agreement with Frontenac Municipal Law Enforcement Services Inc. be amended to include animal control services;

THAT, staff be authorized to enter an agreement with Andrew Parent to provide animal pound services;

AND THAT, the necessary by-laws be brought forward to the September Council meeting.”

ADOPTED

ii) **Report #C-2021-31 – Proposed Forest Trail.**

RESOLUTION #C-2021-09-16

MOVED BY: Rob Rainer

SECONDED BY: Fred Dobbie

“THAT, the Park Plan (Forest Trail) be received for information;

THAT, the Township proceed with Phase 1 of the Forest Trail beginning in the Fall of 2021 with completion in the Summer of 2022 which will provide a fully functioning park that includes:

- installation of an entrance and parking area (10 parking spaces)
- an accessible primary trail
- an accessible fitness trail
- fitness equipment
- benches, picnic tables, a bike rack, a waste/recycling receptacle
- a site identification sign
- a site map/orientation sign and
- fencing between the adjacent residential properties;

THAT, Phase 1 be funded from the COVID-19 Resiliency Infrastructure Stream Grant, COVID Funds, Development Charges, Cash in Lieu of Parkland and Accessibility Reserve;

AND THAT, ongoing maintenance costs be funded from the Northland Solar Farm Reserve.”

(SEE RECORDED VOTE)

Councillor Wicklum called a recorded vote on Resolution #C-2021-09-16:

For:	Deputy Reeve Barrie Crampton	1
	Councillor Fred Dobbie	1
	Councillor Rob Rainer	1
	Councillor Gene Richardson	$\frac{1}{4}$
		4
Against:	Councillor RoxAnne Darling	1
	Councillor Beverley Philips	1
	Councillor Mick Wicklum	$\frac{1}{3}$
		3
Absent:	Reeve Brian Campbell	$\frac{1}{1}$
		1
Total:		8

ADOPTED

- iii) **Report #CBO-2021-06 – Building Department Report – January to August 2021.**

RESOLUTION #C-2021-09-17

MOVED BY: Fred Dobbie
SECONDED BY: Gene Richardson

“**THAT**, Report #CBO-2021-06 – Building Department Report – January to August 2021 be received as information.”

ADOPTED

- iv) **21-08-26 – Council Communication Package.**

RESOLUTION #C-2021-09-18

MOVED BY: Gene Richardson
SECONDED BY: Beverley Phillips

“**THAT**, the 21-08-26 Council Communication Package be received for information.”

ADOPTED

- v) **Notice of Study Commencement – Replacement of Blueberry Creek Culvert.**

RESOLUTION #C-2021-09-19

MOVED BY: Beverley Phillips
SECONDED BY: Rob Rainer

“**THAT**, the Notice of Commencement – Detail Design and Environmental Assessment for the Replacement of Blueberry Creek Culvert in the Township of Tay Valley, Lanark County dated August 26, 2021, be received for information.”

ADOPTED

- vi) **Appointment of Re-Use Center Volunteer.**

RESOLUTION #C-2021-09-20

MOVED BY: RoxAnne Darling
SECONDED BY: Rob Rainer

“**THAT**, the Council of the Corporation of Tay Valley Township appoint the following as a volunteer for the ReUse Centre, subject to the Criminal Records Check Policy:

- James Beckett.”

ADOPTED

vii) **Appointment of Bolingbroke Cemetery Board Members.**

RESOLUTION #C-2021-09-21

MOVED BY: Rob Rainer

SECONDED BY: Mick Wicklum

“**THAT**, the Council of the Corporation of Tay Valley Township appoint the following as members to the Bolingbroke Cemetery Board, subject to the Criminal Records Check Policy:

- Councillor RoxAnne Darling
- Ronald J. Fournier
- Betty Ann Gillespie
- Garnet Gray
- Darla Kilpatrick.”

ADOPTED

5. BY-LAWS

i) **By-Law No. 2021-040: Appoint Chief Building Official (Shane Atkinson).**

RESOLUTION #C-2021-09-22

MOVED BY: Mick Wicklum

SECONDED BY: Fred Dobbie

“**THAT**, By-Law No. 2021-040, being a by-law to appoint a Chief Building Official (Shane Atkinson) be read a first, second and third time short and passed and signed by the Deputy Reeve and Clerk.”

ADOPTED

ii) **By-Law No. 2021-046: Appointment of Deputy Chief Building Officials and Building Inspectors.**

RESOLUTION #C-2021-09-23

MOVED BY: Fred Dobbie

SECONDED BY: Gene Richardson

“**THAT**, By-Law No. 2021-046, being a by-law to Amend the Appointment of Deputy Chief Building Officials and Building Inspectors for Tay Valley Township be read a first, second and third time short and passed and signed by the Deputy Reeve and Clerk.”

ADOPTED

- iii) **By-Law No. 2021-047: Official Plan Amendment – No. 6.**

RESOLUTION #C-2021-09-24

MOVED BY: Gene Richardson
SECONDED BY: Beverley Phillips

“**THAT**, By-Law No. 2021-047, being a by-law to adopt Official Plan Amendment – No. 6 (Adam Lake), be read a first, second and third time short and passed and signed by the Deputy Reeve and Clerk.”

ADOPTED

- iv) **By-Law No. 2021-048: Official Plan Amendment – No. 5.**

RESOLUTION #C-2021-09-25

MOVED BY: Beverley Phillips
SECONDED BY: Rob Rainer

“**THAT**, By-Law No. 2021-048, being a by-law to adopt Official Plan Amendment – No. 5 (Farren Lake), be read a first, second and third time short and passed and signed by the Deputy Reeve and Clerk.”

ADOPTED

- v) **By-Law No. 2021-049: Maximum Rate of Speed – Stanley Road.**

RESOLUTION #C-2021-09-26

MOVED BY: Rob Rainer
SECONDED BY: RoxAnne Darling

“**THAT**, By-Law No. 2021-049, being a by-law to Amend the Maximum Rate of Speed By-Law No. 2018-035 to reduce the rate of speed on Stanley Road, be read a first, second and third time short and passed and signed by the Deputy Reeve and Clerk.”

ADOPTED

- vi) **By-Law No. 2021-050: Animal Pound Services Agreement.**

RESOLUTION #C-2021-09-27

MOVED BY: RoxAnne Darling
SECONDED BY: Mick Wicklum

“**THAT**, By-Law No. 2021-050, being a by-law to Authorize the Execution of an Animal Pound Services Agreement with Andrew Parent, be read a first, second and third time short and passed and signed by the Deputy Reeve and Clerk.”

ADOPTED

6. NEW/OTHER BUSINESS

None.

7. CALENDARING

Meeting	Date	Time	Location
Committee of Adjustment Hearing	October 18 th	5:00 p.m.	Virtual
Library Board Meeting	October 18 th	5:30 p.m.	Virtual
Council	October 19 th	5:30 p.m.	Virtual

8. CONFIRMATION BY-LAW

- i) **By-Law No. 2021-051 - Confirmation By-Law – August 30th and September 7th, 21st and 28th 2021.**

RESOLUTION #C-2021-09-28

MOVED BY: Mick Wicklum
SECONDED BY: Fred Dobbie

“**THAT**, By-Law No. 2021-051, being a by-law to confirm the proceedings of the Council meetings held on August 30th and September 7th, 21st and 28th, 2021, be read a first, second and third time short and passed and signed by the Deputy Reeve and Clerk.”

ADOPTED

9. ADJOURNMENT

Council adjourned at 6:05 p.m.

COMMITTEE OF THE WHOLE MINUTES

Tuesday, October 5th, 2021

5:30 p.m.

GoToMeeting

ATTENDANCE:

Members Present: Chair, Deputy Reeve Barrie Crampton
Councillor Rob Rainer
Councillor Fred Dobbie
Councillor Beverley Phillips
Councillor Gene Richardson
Councillor RoxAnne Darling
Councillor Mick Wicklum
Reeve Brian Campbell (arrived at 5:41 p.m. and left at 7:00 p.m.)

Staff Present: Amanda Mabo, Acting CAO/Clerk
Janie Laidlaw, Deputy Clerk
Noelle Reeve, Planner
Sean Ervin, Public Works Manager
Richard Bennett, Acting Treasurer
Greg Saunders, Fire Chief (left at 6:10 p.m.)

Regrets: None

1. CALL TO ORDER

The meeting was called to order at 5:30 p.m.
The Acting CAO/Clerk conducted Roll Call.
A quorum was present.

2. AMENDMENTS/APPROVAL OF AGENDA

The agenda was adopted as presented.

3. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST AND GENERAL NATURE THEREOF

None at this time.

4. APPROVAL OF MINUTES OF PUBLIC MEETINGS

i) **Public Meeting: Development Charges – September 14th, 2021.**

The minutes of the Public Meeting – Development Charges held on September 14th, 2021, were approved.

5. DELEGATIONS & PRESENTATIONS

None.

6. PRIORITY ISSUES

i) **Report #PD-2021-37 - Severance Application – Penney and Shen.**
Noelle Reeve, Planner.

Recommendation to Council:

“**THAT**, the Council of Tay Valley Township recommend to the Land Division Committee of Lanark County that the Severance Application for Kevin Penney and Joelle Shen B21/085 (Concession 10, Part Lot 13, geographic Township of Bathurst) 890 Ennis Road to legalize an existing right of way in favour of lands at 898 Ennis Road, owned by Karl and Shirley Pennett, be approved subject to the following conditions:

That, the balance of any outstanding taxes, including penalties and interest, (and any local improvement charges, if applicable) shall be paid to the Township.

That, the applicant pays any outstanding fees to the Township prior to final approval of the severance.

That, two (2) copies of an acceptable reference plan (or legal description) and transfer document be submitted to the Township for the severance, both hard copy and electronically.”

ii) **Report #FIN-2021-17 – Delegation of Authority Tax Registration Extension Agreements.**

Richard Bennett, Acting Treasurer.

Recommendation to Council:

“**THAT**, the Treasurer be authorized to execute tax registration extension agreements with taxpayers whose property has been registered under the tax sale process,

AND THAT, the necessary amendment to the Delegation of Authority By-Law be brought forward to the next Council meeting.”

Reeve Campbell arrived at 5:41 p.m.

iii) **Report #FIN-2021-16 – Development Charges Update.**

Richard Bennett, Acting Treasurer.

The Acting Treasurer explained that there is no By-Law at the moment, the recommendation is to delay the discussion on the Special Area Rate, but to accept the general changes for the development charges. When the by-law does come forward there will only be one by-law, not two separate ones. Comments from the public on the Maberly Pines Subdivision Special Area Rate has no bearing on tonight’s discussion.

A Member asked if the Schedules that mention Maberly Pines Subdivision in the draft By-Law should be removed. The Acting CAO/Clerk explained that the By-Law was drafted for Council to see what the whole By-Law would look like, it is just a template for a full picture if everything was included. It will be amended based on Council’s decision.

The Acting Treasurer explained that the recommendation is not excluding the Special Area Development Charge just delaying it until more information is available for discussion.

After much discussion and debate the Committee agreed to remove any reference to the Maberly Pines Subdivision from the recommendation.

Recommendation to Council:

“**THAT**, the proposed amendments to the Development Charge rates be accepted and brought forward with the necessary by-law once the matter of any Special Area Development Charge has been discussed and any decision rendered.”

- iv) **Report #FIN-2021-18 – Municipal Modernization Funds Allocation.**
Richard Bennett, Acting Treasurer.

A Member asked if putting some gravel at the waste sites can be added to the list for these funds as she receives calls about mud at the waste sites when it rains.

The Acting Treasurer mentioned that any project can be brought to staff especially when the budget is being developed, does not see a reason that improvements to the waste sites cannot be added to the list of allocations for the Modernization Funds.

The Acting CAO/Clerk asked Council if they would like it added to the budget or as part of the Waste Master Plan and the recommendations that will come from that.

The Public Works Manager is aware of the issues with mud after it rains at the waste site and was going to try to fit it into the existing operating budget for this fall.

Recommendation to Council:

“THAT, the Municipal Modernization Fund allocation schedule be received for information,

AND THAT, Council authorizes funding for the tractor and mower that was purchased earlier this year, be from the Modernization Funds (in Contingency Reserve) in the amount of \$237,650 instead of the Roads Equipment Reserve and the New Infrastructure Reserve as previously approved.”

- v) **Report #FIRE-2021-01 – Emergency Management Assessment.**
Greg Saunders, Fire Chief

Recommendation to Council:

“THAT, Staff retain The Loomex Group for an upset limit of \$13,600 funded from the Municipal Modernization Fund to conduct an Emergency Management Assessment for Tay Valley Township;

THAT, section 7.4 of the Procurement Policy be waived;

AND THAT, the Reeve and Clerk be authorized to sign the necessary documentation.”

The Fire Chief left at 6:10 p.m.

vi) **Report #C-2021-33 – Community Services Coordinator Position.**
Amanda Mabo, Acting CAO/Clerk.

The Planner explained that several initiatives that the Township has committed to have sat until a grant was available to temporarily hire someone to work on it again. She has written grants before and would not have had the time to do them this year and the Township would not have received the grants it was successful in getting them this year.

The Acting Treasurer provided his observation as an outsider as he is retained on a contract and has done similar work for various Municipalities in the last six years, he has observed that Tay Valley Township is a leader in small municipal government, with the list of items that need attention, he is not sure how one additional staff person will accomplish them and strongly supports the recommendation.

Councillor Wicklum commented that it is quite a list and a lot to put on ones plate, has some reservation about grant writing being on the list and wondered if the grant writing can be left to the department head for which it applies to?

The Acting Treasurer explained that as a department head, he is a numbers person but not a word person and grant writing needs a person with that skill.

The Acting CAO/Clerk explained that the person will need to have writing skills since they will be taking on the communications for the Township, grant writing falls into that skill set. The department heads will continue to review and provide the details of the grant but the grants will be researched and drafted by this position.

Councillor Phillips explained that when this position was first brought up, the Reeve had mentioned that the cost for the position could be covered if the number of Council members was reduced, that is not happening, so there are no funds available and she is not in favour of it being added to the budget, as the salaries in the budget are already too high for this Township, any increases to the budget should be for increasing reserves. Hopes it does not happen, but if Council approves it, there needs to be cuts to the budget to fit it in, does not agree with an additional cost for the position.

Councillor Rainer is in support of this position, while campaigning for the last election, a comment he heard was that Tay Valley was weak on providing services, while he disagrees with that and the Acting Treasurer has attested to that, the community is growing and along with that the demand for services is increasing. Some of the work on the list has been being undertaken by the current staff which is incredible, some of these items are legislated and need to be done. It will be a unique person to fit the job description. It is always expected that during budget efficiencies will be looked at by staff.

Councillor Dobbie supports the position, the list is long and there will probably be more to come.

Recommendation to Council:

“THAT, the position of a Community Services Coordinator be included as a new full-time permanent position in the 2022 Budget;

AND THAT, once the 2022 Budget is adopted, that recruitment begin for this position.”

vii) **Report #C-2021-32 – Equity, Diversity and Inclusion.**
Amanda Mabo, Acting CAO/Clerk.

Councillor Darling explained that there is a new chair of the Mississippi Valley Conservation Authority (MVCA) board of directors and traditionally a new chair reads an opening statement. She asked the Acting CAO/Clerk to read the following statement that Jeff Atkinson made at the September 15th MVCA Board meeting:

“September 30 marks our country’s first National Day for Truth and Reconciliation. A day to remember, to learn, and to work for change. As the descendant of people who settled and prospered on the lands of many First Nations I, like so many others, was raised without knowing the history of the land and the people who have cared for it since the beginning. My own path toward learning that history and the truth of my people’s relationship with that land and the people we displaced remains long. But I commit to making that journey. And I know that I will not be alone. In that spirit, I want to respectfully acknowledge that the Board of the Mississippi Valley Conservation Authority meets on the traditional and unceded territory of the Algonquin Anishinaabeg people and is charged by the Crown with the conservation of the watersheds of the Mississippi and Carp rivers, both of which flow through that land, as well as the traditional territories. We offer our gratitude to the first peoples for their care for and teachings about our earth and our relations. As we move together along the path of reconciliation, may we relearn and once again honour those teachings and bring them into the work that we do here. As we meet today, and I reflect on the meaning behind our new National Day for Truth and Reconciliation, I observe that voices are missing from our table. That lands of cultural significance are not included among the lands we are charged to protect and conserve by the Crown. That vital and traditional species have and continue to be put at risk by the work that we do. And that waterways named to recognize the first people who lived on them at the time of settlement still do not bear their true names. We have much work to do. Thank you”

Councillor Darling then provided a personal statement to the Committee.

Some Members felt that this topic would best be served at the County level versus the Township level.

The Deputy Reeve has been learning more about this topic at the County through the Warden and would like to defer for further discussion once there is more information on what Lanark County is doing.

Recommendation to Council:

“**THAT**, discussions on establishing an Equity, Diversity and Inclusion Working Group be deferred until further information about what Lanark County is undertaking is available.”

- viii) **Report #C-2021-33 – Alternate Member at County Council.**
Amanda Mabo, Acting CAO/Clerk.

Recommendation to Council:

“**THAT**, Councillor RoxAnne Darling be appointed as the Alternate Member to County Council for the remainder of the term.”

Reeve Campbell left at 7:00 p.m.

- ix) **2022 Council/Committee Meeting Calendar.**
Amanda Mabo, Acting CAO/Clerk.

Recommendation to Council:

“**THAT**, the 2022 Council/Committee Calendar be approved.”

- x) **Report #PW-2021-23 – Glen Tay Traffic Calming Update.**
Sean, Ervin, Public Works Manager.

The Public Works Manger will forward the readings from the last recording of the electronic speed sign to Council. The traffic counters will also be placed on the roads again in the Spring before the bollards go back out.

Recommendation to Council:

“**THAT**, Report #PW-2021-23 – Glen Tay Traffic Calming – Update, be received for information”

- xi) **Report #PW-2021-22 – Rights-of-Way Pollinator Habitat Restoration Call for Proposals.**
Sean, Ervin, Public Works Manager.

Recommendation to Council:

“**THAT**, staff submit a proposal for the Rights-of-Way Pollinator Habitat Restoration initiative for the Fall Submission, with a Spring 2022 start date.”

- xii) **Report #CBO-2021-07 – Building Department Report – January to September 2021.**

Noelle Reeve, Planner.

Recommendation to Council:

“**THAT**, Report #CBO-2021-07 – Building Department – January to September 2021 be received for information.”

7. CORRESPONDENCE

- i) **21-09-29 – Council Communication Package.**

Recommendation to Council:

“**THAT**, the 21-09-29 Council Communication Package be received for information.”

- ii) **2020/2021 Lanark County Situation Table Annual Report.**

Recommendation to Council:

“**THAT**, 2020/2021 Lanark County Situation Table Annual Report be received for information.”

8. COMMITTEE, BOARD & EXTERNAL ORGANIZATION UPDATES

- i) **Green Energy and Climate Change Working Group.**

Deputy Reeve Barrie Crampton and Councillor Rob Rainer.

The Committee reviewed the minutes that were attached to the agenda.

- ii) **Recreation Working Group – *deferred to the next meeting.***

Councillor Fred Dobbie and Councillor Beverley Phillips.

- iii) **Fire Board – *deferred to the next meeting.***

Councillor RoxAnne Darling, Councillor Fred Dobbie, Councillor Mick Wicklum.

- iv) **Library Board – *deferred to the next meeting.***

Councillor Rob Rainer.

- v) **Police Services Board – *deferred to the next meeting.***

Reeve Brian Campbell.

- vi) **County of Lanark.**

Reeve Brian Campbell and Deputy Reeve Barrie Crampton.

The Deputy Reeve attended the National Day for Truth and Reconciliation ceremony on September 30.

- vii) **Mississippi Valley Conservation Authority Board**
Councillor RoxAnne Darling.

The Committee reviewed the minutes that were attached to the agenda.

- viii) **Rideau Valley Conservation Authority Board**– *deferred to the next meeting.*
Councillor Gene Richardson.

- ix) **Rideau Corridor Landscape Strategy** – *deferred to the next meeting.*
Reeve Brian Campbell.

- x) **Municipal Drug Strategy Committee** – *deferred to the next meeting.*
Councillor Gene Richardson.

- xi) **Committee of Adjustment** – *deferred to the next meeting.*

9. **CLOSED SESSION**

None.

10. **DEFERRED ITEMS**

**The following items will be discussed at the next and/or future meeting:*

- ***See Township Action Plan – distributed separately to Council***

11. **ADJOURNMENT**

The Committee adjourned at 7:24 p.m.

BY-LAWS

THE CORPORATION OF TAY VALLEY TOWNSHIP

BY-LAW NO. 2021-052

DELEGATION OF AUTHORITY BY-LAW AMENDMENT

WHEREAS, Section 23.1 (1) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, authorizes a municipality to delegate its powers and duties under this or any other Act to a person;

AND WHEREAS, Section 378 (1) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, states a municipality may, after the registration of the tax arrears certificate and before the expiry of the one-year period mentioned in subsection 379 (1), enter into an extension agreement extending the period of time in which the cancellation prices is to be paid;

AND WHEREAS, with the Delegation Authority process, it has become common practice for municipalities to delegate this authority to the Treasurer, so that the details remain confidential;

AND WHEREAS, Council deems it expedient to amend Schedule “B” of By-Law No. 2017-064 as hereinafter set out;

NOW THEREFORE BE IT RESOLVED THAT, the Council of the Corporation of Tay Valley Township enacts as follows:

1. GENERAL REGULATIONS

1.1 **THAT**, Schedule “B” of By-Law No. 2017-064, be amended to include:

Delegated Authority	Delegated To	Relevant Legislative Authority	Limitations	Rationale
Extension Agreements for Tax Arrears	Treasurer	<i>By-Law No. 2021-064, as amended and the Municipal Act, 2001, as amended.</i>	The requirements of the <i>Municipal Act, 2001</i> must be followed. Agreements are to be reviewed by legal counsel.	Considered an administrative matter.

2. ULTRA VIRES

Should any sections of this by-law, including any section or part of any schedules attached hereto, be declared by a court competent jurisdiction to be ultra vires, the remaining sections shall nevertheless remain valid and binding.

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2021-052**

3. BY-LAWS AMENDED

3.1 By-Law No. 2017-064 is hereby amended.

3.2 All by-laws or parts thereof and resolutions passed prior to this by-law which are in contravention of any terms of this by-law are hereby rescinded.

4. EFFECTIVE DATE

ENACTED AND PASSED this 12th day of October, 2021.

Barrie Crampton, Deputy Reeve

Amanda Mabo, Clerk

THE CORPORATION OF TAY VALLEY TOWNSHIP

BY-LAW NO. 2021-053

A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF TAY VALLEY TOWNSHIP AT ITS MEETING HELD ON OCTOBER 12, 2021

WHEREAS, Section 5 of *the Municipal Act, 2001*, S.O. 2001, c.25, as amended, provides that the powers of a municipality shall be exercised by its council;

AND WHEREAS, Section 9 of *the Municipal Act, 2001*, S.O. 2001, c.25, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the Municipal Act or any other Act;

AND WHEREAS, Section 5(3), provides that a municipal power, including a municipality's capacity, rights, powers and privileges under Section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS, it is deemed expedient that the proceedings of the Council of the Corporation of Tay Valley Township at its meeting be confirmed and adopted by By-Law;

NOW THEREFORE BE IT RESOLVED THAT, the Council of the Corporation of Tay Valley Township enacts as follows:

1. GENERAL REGULATIONS

- 1.1 **THAT**, the actions of the Council of the Corporation of Tay Valley Township at its meeting held on the 12th day of October, 2021 in respect of each motion and resolution passed and other action taken by the Council of the Corporation of Tay Valley Township at its meeting is hereby adopted and confirmed as if all such proceedings were expressly embodied in this By-Law.
- 1.2 **THAT**, the Reeve and Proper Signing Official of the Corporation of Tay Valley Township are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the Corporation of Tay Valley Township referred to in the preceding section hereof.
- 1.3 **THAT**, the Reeve and/or Deputy Reeve and Clerk and/or Deputy Clerk are hereby authorized and directed to execute all documents necessary in that behalf and to affix thereto the Seal of the Corporation of Tay Valley Township.

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2021-053**

2. ULTRA VIRES

Should any sections of this by-law, including any section or part of any schedules attached hereto, be declared by a court of competent jurisdiction to be ultra vires, the remaining sections shall nevertheless remain valid and binding.

3. EFFECTIVE DATE

ENACTED AND PASSED this 12th day of October 2021.

Barrie Crampton, Deputy Reeve

Amanda Mabo, Clerk

NEW/OTHER BUSINESS

COUNCIL
October 12th, 2021

Report #PD-2021-38
Noelle Reeve, Planner

MABERLY PINES HYDROGEOLOGICAL REVIEW
RFP AWARD

STAFF RECOMMENDATION(S)

It is recommended:

“**THAT**, RFP – 2021-PD-002 - Maberly Pines Hydrogeological Review – be awarded to BluMetric Environmental Inc.;

AND THAT, the Reeve and Clerk be authorized to sign the necessary documentation.”

BACKGROUND

Tay Valley Council directed staff to issue a Request for Proposal (RFP) for a hydrogeological review of the Maberly Pines subdivision to determine if there is sufficient water quality and quantity for the lots and that there is sufficient nitrate dilution capacity for septic systems for the lots. Two lot layouts are to be proposed: i) a conventional lot servicing layout for septic, well and dwelling and ii) a lot servicing layout based on constraints such as incinerating toilets and bringing in potable water.

DISCUSSION

Tender 2021-PD-002 was issued on September 13, 2021 and closed on Thursday October 7, 2021. The Township advertised in the EMC, on its newsfeed and reached out to firms known to undertake this work.

Listed below are the results of the bids from each of the suppliers from lowest to highest price:

Company	Price
BluMetric Environmental Inc.	\$ 13,791
MacIntosh Perry	\$15,955.50
Morrison Hershfield	\$ 17,464
Envision	\$45,325

Envision included well drilling in their proposal that Council had not approved. MacIntosh Perry did not propose to create the constrained lot layout. BluMetric and Morrison Hershfield had comparable ratings for their proposals; however, BluMetric was the lower bid.

FINANCIAL CONSIDERATIONS

The cost of the Hydrogeological Study will be undertaken by the Township up front with sources of repayment to be determined following the Development Cost Charges discussion. The location of Maberly Pines subdivision in close proximity to Maberly could provide the Hamlet of Maberly with an economic boost.

CLIMATE CONSIDERATIONS

Clustering lots in a subdivision is preferable to allowing severed lots to proliferate across the landscape. Clustering reduces the impact on carbon sequestration that trees and unevaluated wetlands provide. Clustering provides opportunities for Greenhouse Gas reduction through carpooling.

OPTIONS CONSIDERED

Option #1 – (Recommended) BluMetric Environmental Inc be awarded the contract and the Reeve and Clerk be authorized to sign the necessary documentation.

Option #2 – Not award the RFP. One of the criteria for lifting the Holding Zone would not be met.

CONCLUSIONS

The Township has been looking at how to allow for the unprecedented increase of interest in purchasing and building on lots in the Maberly Pines to be permitted through Building Permits without jeopardizing the drinking water and septic capacity for the existing and new residents of Maberly Pines. One crucial piece of information that is needed before Building Permits can be issued is that there is sufficient potable water and sufficient septic capacity to accommodate development of all the lots. This study will provide that information.

ATTACHMENTS

None

Prepared and Submitted By:

Approved for Submission By:

**Noelle Reeve,
Planner**

**Amanda Mabo,
Acting Chief Administrative Officer/Clerk**