



## COMMITTEE OF THE WHOLE AGENDA

Tuesday, December 7<sup>th</sup>, 2021  
5:30 p.m.  
Via GoToMeeting

GoToMeeting: <https://global.gotomeeting.com/join/725781245>

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### **Members of the Public:**

Meetings are now be 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.
-

5:30 p.m.      *Committee of the Whole Meeting*

**Chair, Reeve Brian Campbell**

**1. CALL TO ORDER**

**2. AMENDMENTS/APPROVAL OF AGENDA**

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

**4. APPROVAL OF MINUTES OF PUBLIC MEETINGS**

- i)      **Public Meeting: Zoning By-Law Amendment – November 9<sup>th</sup>, 2021 – *attached, page 11.***

*Suggested Recommendation:*

***“THAT, the minutes of the Public Meeting – Zoning By-Law Amendment held on November 9<sup>th</sup>, 2021, be approved.”***

- ii)      **Public Meeting: 2022 Budget – November 23<sup>rd</sup>, 2021 – *attached, page 15.***

*Suggested Recommendation:*

***“THAT, the minutes of the Public Meeting – 2022 Budget held on November 23<sup>rd</sup>, 2021, be approved.”***

**5. DELEGATIONS & PRESENTATIONS**

- i)      **Presentation: Official Plan Review.**

**a. Issues and Options Report – *attached, page 18.***

Forbes Symon, Senior Planner, Jp2g Consultants Inc.

**b. Indigenous Consultations**

Richard Lalonde, Chief, Tay River Algonquians.

- ii)      **Delegation: Perth & Smiths Falls District Hospital Update – *attached, page 88.***

Michael Cohen, President & CEO, Perth and Smiths Falls District Hospital.

**6. PRIORITY ISSUES**

- i)      **2022 Budget Discussion.**

*Suggested Recommendation to Council:*

***“THAT, a By-Law to Adopt the 2022 Budget be brought forward at the December 14<sup>th</sup>, 2021 Council Meeting.”***



- ii) **Report #PW-2021-24 – No Parking at Long Lake Boat Launch (Long Lake Road) – attached, page 96.**  
Sean Ervin, Public Works Manager.

*Suggested Recommendation to Council:*

***“THAT, the Township install two (2) “No Parking between 10:00 p.m. to 6:00 a.m. signs on Long Lake Road near the Long Lake Boat Launch;***

***AND THAT, the necessary by-law be brought forward to Council.”***

- iii) **Report #PD-2021-42 – Maberly Pines Hydrogeological Review – BluMetric Findings – attached, page 98.**  
Noelle Reeve, Planner.

*Suggested Recommendation to Council:*

***“WHEREAS, a review of the hydrogeological features of the area contained within the Maberly Pines Subdivision was conducted, including obtaining ground water samples from the existing wells for laboratory analysis and research of well records in the area for flow data in order to determine a private servicing layout which would identify the location of the dwelling, well and septic for each vacant lot in the Maberly Pines Subdivision, based on Water and Earth Sciences Associates (WESA’s) recommendations in comparison with a private servicing layout based on constrained development (ex. incinerating toilets, importing potable water);***

***AND WHEREAS, BluMetric Environmental Inc. was retained to undertake the review;***

***NOW THEREFORE BE IT RESOLVED THAT, the recommendations from the results of the Maberly Pines Hydrogeological Review by BluMetric Environmental Inc. be included as part of the issuance of future building permits in the Maberly Pines subdivision.”***

*Suggested Recommendation to Council:*

***“WHEREAS, a hydrogeological review of the Maberly Pines Subdivision has been conducted;***

***AND WHEREAS, the recommendations from the results of the Maberly Pines Hydrogeological Review by BluMetric Environmental Inc. will be included as part of the issuance of future building permits in the Maberly Pines subdivision;***

***AND WHEREAS, a summary of the property ownership (ex. multiple lots owned by the same owner) of the existing lots in the Maberly Pines subdivision has been prepared;***

***AND WHEREAS, the number of viable lots identified in the private servicing layout has been detailed;***

**AND WHEREAS**, the Ontario Hydro criteria for providing electrical services to the undeveloped lots in a subdivision such as Maberly Pines has been determined;

**AND WHEREAS**, a return-on-investment assessment of the subdivision still needs to be conducted;

**NOW THEREFORE BE IT RESOLVED THAT**, as the next step in moving towards lifting the holding zone that a report be presented to Council detailing the following:

- a summary of the property ownership;
- the number of viable lots;
- the Ontario Hydro criteria for providing electrical services to the undeveloped lots; and
- a return-on-investment assessment of the subdivision.”

- iv) **Report #PD-2021-43 – Site Plan Control Agreement – Arch Corporation Long Term Facility – attached, page 107.**  
Noelle Reeve, Planner.

*Suggested Recommendation to Council:*

**“THAT**, the proposed Site Plan Control Agreement (SP21-36) for the Arch Corporation Long Term Care Facility at 99 Christie Lake Road be approved once final comments from the Town of Perth regarding servicing are received and the Township is satisfied with servicing options details.”

- v) **Report #PD-2021-44 – Nordlaw Plan of Condominium – Draft Plan Extension – attached, page 130.**  
Noelle Reeve, Planner.

*Suggested Recommendation to Council:*

**“THAT**, a one-year extension of the draft approval for the Nordlaw Cottages Inc. Plan of Condominium 09-CD 16002 be approved.”

- vi) **Report #PD-2021-45 – Co-Housing and Seniors Communication Project Update (Inclusive Communities Grant 2021) – attached, page 134.**  
Noelle Reeve, Planner.

*Suggested Recommendation to Council:*

**“THAT**, the proposed public consultation for the Co-Housing and Seniors Communication Project be held in January 2022;

**AND THAT**, the recommended outreach strategy, including a survey and focus groups, be undertaken.”

- vii) **Report #PD-2021-46 – Ontario Energy Board Case Number EP 2021-0002 – attached, page 138.**  
Noelle Reeve, Planner.

*Suggested Recommendation to Council:*

***“THAT, Council send a letter to the Ontario Energy Board in support of the City of Ottawa’s call for energy conservation program funding to be increased by 20% above the rate of inflation from 2023-2027 or no less than a doubling of funding over five years.”***

- viii) **Report #PD-2021-47 – Opportunities for Tay Valley Township from Federation of Canadian Municipalities Sustainable Communities Conference – attached, page 146.**  
Noelle Reeve, Planner.

*Suggested Recommendation to Council:*

***“THAT, the potential funding sources identified in Report #PD-2021-47 – Opportunities for Tay Valley Township from the Federation of Canadian Municipalities, Sustainable Communities Conference, be pursued as appropriate projects are identified;***

***AND THAT, Report #PD-2021-47 – Opportunities for Tay Valley Township from the Federation of Canadian Municipalities, Sustainable Communities Conference, be shared with the County Climate Steering Committee.”***

- ix) **Report #C-2021-41 – Request to Close a Portion of an Unopened Road Allowance - White – attached, page 153.**  
Amanda Mabo, Acting CAO/Clerk.

*Suggested Recommendation to Council:*

***“THAT, Council declares the portion of the unopened road allowance (approximately 138 feet) between Lots 18 & 19, Concession 6, North Burgess, north of Lakeview Drive, surplus to the Township’s needs;***

***THAT, Council agrees to proceed with the application to stop up, close and sell the said unopened road allowance as per the Road Closing and Sale Policy and call a Public Meeting;***

***THAT, the purchase price of \$0.08 per square foot be accepted should the sale be finalized.”***

- x) **Report #C-2021-40 – COVID-19 Vaccination Policy – attached, page 156.**  
Amanda Mabo, Acting CAO/Clerk.

*Suggested Recommendation to Council:*

**“THAT,** the COVID-19 Vaccination Policy be adopted as outlined in Report #C-2021-40;

**AND THAT,** the necessary by-law come forward at the next Township Council meeting.”

- xi) **Report #CBO-2021-09 – Building Department Report – January to November 2021 – attached, page 165.**  
Noelle Reeve, Planner.

*Suggested Recommendation to Council:*

**“THAT,** Report #CBO-2021-09 – Building Department Report – January to November 2021 be received as information.”

## **7. CORRESPONDENCE**

- i) **21-11-17 – Council Communication Package – cover sheet attached, page 167.**

*Suggested Recommendation to Council:*

**“THAT,** the 21-11-17 Council Communication Package be received for information.”

- ii) **21-12-01 – Council Communication Package – cover sheet attached, page 168.**

*Suggested Recommendation to Council:*

**“THAT,** the 21-12-01 Council Communication Package be received for information.”

- iii) **CUPE – OMERS Performance Review – attached, page 169.**

*Suggested Recommendation to Council:*

**“THAT,** the Council of Tay Valley Township is calling for an immediate, comprehensive and independent third-party expert review of OMERS’ investment performance and practices over the past ten years, conducted by OMERS Pension Plan’s sponsors and stakeholders;

**AND THAT,** such a review would, at a minimum:

- a) Compare OMERS plan-level, and asset class-level performance to other comparable defined benefit pension plans and funds, OMERS internal benchmarks, and market-based benchmarks.
- b) Examine OMERS decision-making processes around the timing of various investment decisions

- c) *Assess the risk management policies and protocols that were in place and determine if they were followed and/or if they were sufficient to protect the plan from undue risk.*
- d) *Assess whether the disclosures provided to the OMERS Administrative and Sponsorship Boards were sufficient evidence to allow the Boards to respond appropriately and in a timely manner.*
- e) *Examine executive compensation, investment fees and investment costs at OMERS in comparison to other major defined benefit pension plans and funds.*
- f) *Examine other relevant issues identified by the third-party expert review.*
- g) *Make recommendations for changes at OMERS to ensure stronger returns moving forward.*
- h) *Issue their final report and recommendations in a timely manner.*
- i) *Publicly release its full report and recommendations to ensure that it is available to OMERS sponsors, stakeholders, and plan members.*

**AND THAT,** *the Council of Tay Valley Township further calls on the OMERS Administrative Corporation to:*

- a) *Provide all requested data, documentation and information required of the review panel to fulfill its mandate.*
- b) *Establish a step-by-step plan, with OMERS sponsors and stakeholders, to implement any recommendations set out in the review report.”*

iv) **Province-Wide Assessment Update.**

*Suggested Recommendation to Council:*

**“WHEREAS,** *the government of Ontario recently announced the continued postponement of the province-wide assessment update for the 2022 and 2023 taxation years;*

**AND WHEREAS,** *this means that property values will continue to be based on the January 1, 2016 valuation date until at least 2024;*

**AND WHEREAS,** *the Municipality of Tay Valley Township is aware of the important increase in property values throughout the province and within its own jurisdiction;*

**AND WHEREAS,** *the continued postponement of property valuation translates into a significant loss of taxation revenue for Municipalities;*

**NOW THEREFORE BE IT RESOLVED THAT,** *the Council of Tay Valley Township urges the government of Ontario to reconsider its decision and to direct MPAC to proceed with a province-wide assessment update in order for Ontario Municipalities to be able to collect property taxes based upon actual property values;*

**AND BE IT FURTHER RESOLVED THAT,** *a copy of this resolution be forwarded to the Premier of Ontario, Scott Reid, MP, Randy Hillier, MPP, MPAC, AMO and to all Ontario municipalities.”*

## 8. COMMITTEE, BOARD & EXTERNAL ORGANIZATION UPDATES

- i) **Green Energy and Climate Change Working Group.**  
Deputy Reeve Barrie Crampton and Councillor Rob Rainer.  
  
21-11-12 – Green Energy and Climate Change Working Group Minutes – *attached, page 195.*
- ii) **Recreation Working Group** – *deferred to the next meeting.*  
Councillor Fred Dobbie and Councillor Beverley Phillips.
- iii) **Private Unassumed Roads Working Group** – *deferred to the next meeting.*  
Councillor RoxAnne Darling and Councillor Gene Richardson.
- iv) **Bolingbroke Cemetery Board.**  
Councillor RoxAnne Darling  
  
21-11-29 – Bolingbroke Cemetery Board Meeting Minutes – *attached, page 199.*
- v) **Fire Board.**  
Councillor RoxAnne Darling, Councillor Fred Dobbie, Councillor Mick Wicklum.  
  
21-10-14 – Fire Board Meeting Minutes – *attached, page 202.*  
21-10-27 – Fire Board Meeting Minutes – *attached, page 207.*
- iv) **Library Board** – *deferred to the next meeting.*  
Councillor Rob Rainer.  
  
**Police Services Board** – *deferred to the next meeting.*  
Reeve Brian Campbell.
- vi) **County of Lanark.**  
Reeve Brian Campbell and Deputy Reeve Barrie Crampton.
- vii) **Mississippi Valley Conservation Authority Board** – *deferred to the next meeting.*  
Councillor RoxAnne Darling.  
  
**Rideau Valley Conservation Authority Board.**  
Councillor Gene Richardson.  
  
21-10-28 – Rideau Valley Conservation Authority Board Meeting Minutes – *attached, page 210.*
- viii) **Rideau Corridor Landscape Strategy** – *deferred to the next meeting.*  
Reeve Brian Campbell.
- ix) **Municipal Drug Strategy Committee** – *deferred to the next meeting.*  
Councillor Gene Richardson.

x) **Committee of Adjustment.**

21-11-15 – Committee of Adjustment Hearing Minutes – *attached, page 218.*

**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**

# MINUTES



# **PUBLIC MEETING ZONING BY-LAW AMENDMENT MINUTES**

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**Tuesday, November 9<sup>th</sup>, 2021  
5:30 p.m.  
GoToMeeting**

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## **ATTENDANCE:**

**Members Present:** Chair Reeve Brian Campbell  
Deputy Reeve Barrie Crampton  
Councillor Rob Rainer  
Councillor Fred Dobbie  
Councillor Gene Richardson  
Councillor RoxAnne Darling  
Councillor Mick Wicklum

**Members Absent:** Councillor Beverley Phillips

**Staff Present:** Amanda Mabo, Acting Chief Administrative Officer/Clerk  
Janie Laidlaw, Deputy Clerk  
Noelle Reeve, Planner

**Public Present:** Ryan Matthews  
Karen Prytula  
John Hughes  
Arnold Mulder

## **1. CALL TO ORDER**

The public meeting was called to order at 5:32 p.m.

## **2. INTRODUCTION**

The Chairman overviewed the Teleconference Participation Etiquette that was outlined in the Agenda.

The Chairman provided an overview of the Zoning By-Law application review process to be followed, including:

- i) the purpose of the meeting
- ii) the process of the meeting
- iii) all persons attending were encouraged to make comments in order to preserve their right to comment should the application(s) be referred to the Ontario Land Tribunal (OLT)
- iv) the flow and timing of documentation and the process that follows this meeting

- v) any person wanting a copy of the decision regarding the applications on the agenda was advised to email [planningassistant@tayvalleytp.ca](mailto:planningassistant@tayvalleytp.ca)

The Chairman asked if anyone had any questions regarding the meeting and the process to be followed. Given that there were no questions, the meeting proceeded.

### 3. APPLICATIONS

- i) **FILE #ZA21-18: Matthews & Barker  
Farren Lake Lane 12A  
Part Lot 10, Concession 2  
Geographic Township of South Sherbrooke**

a) **PLANNER FILE REVIEW & PROPOSED BY-LAW**

The Planner reviewed the PowerPoint Presentation that was attached to the agenda.

The Planner explained that the water setback in the draft by-law states 42m, it should be 30m. The relief sought from the By-law was for a 12m setback from the top of a steep slope based on geotechnical report. The Planner clarified that the RVCA did not require the 12m to be in addition to the 30m; it was met within the 30m water setback. The by-law will reflect this clarification.

b) **APPLICANT COMMENTS**

None.

c) **PUBLIC COMMENTS**

Council asked if the lot was newly severed or an existing lot. The Planner explained that the lot was not a newly severed lot.

Council asked if the Farren Lake Association was notified. The Planner explained that every lake association is notified of an application on their lake. They were not concerned as the set back is from a pond and not the lake. There is no encroachment on the lake.

d) **RECOMMENDATION**

That the proposed amendment to Zoning By-Law No. 02-021 be approved.

ii) **FILE #ZA21-19: The Rideau Group Inc.  
Sproule Road  
Part Lot 27, Concession 3  
Geographic Township of Bathurst**

a) **PLANNER FILE REVIEW & PROPOSED BY-LAW**

The Planner reviewed the PowerPoint Presentation that was attached to the agenda.

The Planner reported that the adjacent landowner was not able to attend the public meeting but has submitted comments that they are “happy that The Rideau Group is trying to accommodate them and that if the amendment goes through this is the best case scenario”. They did ask if a requirement could be that the industrial yard only be used during working hours ideally 9:00 a.m. to 5:00 p.m. The Planner did speak to the Rideau Group about their hours and they operate before 9:00 a.m. but are closed by 6:00 p.m. but since this is being used as a supply yard for excess supply it is unlikely that it would be used early or late in the day.

b) **APPLICANT COMMENTS**

Arnold Mulder thanked the Township for the opportunity to review the by-law and to the Planner for explaining the application. The contractor yard is to store excess materials for water supply that are environmentally friendly. Their current yard on 511 is kept tidy and this will be too. They would like to construct the 8 foot fence on the lot line and then they have the 10m setback from the fence for storage. The reason is for insurance purposes as there is a tree on the lot line and the adjacent property owner’s sandbox is on The Rideau Group property. If someone climbed the tree in the back yard of the residence, they would be on the Rideau Group property. The current hours of operation are 7:00 a.m. – 6:00 p.m. Most of the activity would be minimal and during the day, to go over and get something they need at the other location.

c) **PUBLIC COMMENTS**

Councillor Wicklum clarified that the setback is restricting where the material can be stored, not about locating a building. The Planner explained that yes, the zoning is about the use and the use is to store material. They have to be 10m from the residential lot even though there will be a fence.

Councillor Rainer thanked The Rideau Group for amending their application to address the concerns of the adjacent landowner and had a general question about the definition of idling and how it would be enforced. The Planner explained that the no idling requirement would be part of the Site Plan Control Agreement. The Planner would probably look at the definition the Town of Perth uses in their no idling by-law. The Site

Plan Control Agreement is a legal contract registered on title that can be enforced.

Councillor Dobbie had questions about the lot layout and about delivery trucks. He requested that Council see the Site Plan Control Agreement prior to approval. The Planner explained that the Zoning By-Law would get approved first and then they would enter into a Site Plan Control Agreement. While the Planner has delegated authority for Site Plan Control Agreements, ones for larger projects are brought to Council for review and approval. This one would be brought back to Council.

d) **RECOMMENDATION**

That the proposed amendments to Zoning By-Law No. 02-021 be approved.

**4. ADJOURNMENT**

The public meeting adjourned at 6:10 p.m.

# **PUBLIC MEETING 2022 BUDGET MINUTES**

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**Tuesday, November 23<sup>rd</sup>, 2021**

**5:30 p.m.**

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

**GoToMeeting**

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## **ATTENDANCE:**

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

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

**Public Present:** Brenda Kennett  
David Poch  
David Taylor  
Hinda Goldberg  
Janet Smith  
Jennifer Dickson  
Karen Prytula  
Robert Argue

## **1. CALL TO ORDER**

The meeting was called to order at 5:33 p.m.  
The Reeve conducted Roll Call.

The Reeve overviewed the Video Conference Participation Etiquette that was outlined in the Agenda.

## **2. INTRODUCTION**

The Chair provided an overview of:

- the purpose of the public meeting
- the process of the public meeting

### **3. 2022 BUDGET – PUBLIC PRESENTATION**

The Treasurer gave the PowerPoint presentation that was attached to the agenda.

### **4. PUBLIC COMMENTS AND QUESTIONS**

As Chair of the Working Group, Deputy Reeve Crampton reviewed the Green Energy and Climate Change Working Group comments and recommendations that were attached to the agenda.

Janet Smith

- with the increase in costs, everyone is trying to find savings
- understand the budget process better now
- hopes that the taxpayers are considered with everything going up and knowing that cottagers have other expenses increasing at their homes as well, hopes that is taken into consideration

### **5. NEXT STEPS**

Committee of the Whole (Discuss Public Feedback) – December 7<sup>th</sup>, 2021

Council Meeting (Adopt Budget) – December 14<sup>th</sup>, 2021

Notice of Passing – December 15<sup>th</sup>, 2021

### **6. ADJOURNMENT**

The public meeting adjourned at 6:21 p.m.

# **DELEGATIONS & PRESENTATIONS**

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# Planning Issues and Policy Options Report

## Tay Valley Township Official Plan Review & Update

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Prepared for

**Tay Valley Township**



217 Harper Road,  
Perth, Ontario,  
K7H 3C6

Prepared by



Jp2g Consultants Inc.  
12 International Drive, Pembroke, Ontario, K8A 6W5  
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Jp2g Project No. 20-7023A

**Draft 2.1 November 30, 2021**



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## List of Appendices

**Appendix A: Tay Valley Township Official Plan Review & Update: Special  
Council Meeting Planning Report (September 21, 2021)**

**Appendix B: Agencies Comments as of 24/11/2021**

**Appendix C: Community Comments as of 24/11/2021**

**Appendix D: Staff/Council Survey Questions**

## 1 Report Purpose

The purpose of this Report is to present an analysis of the planning issues identified through the Tay Valley Township Official Plan Review process and to provide direction on possible policy options for each identified issue.

The policy options are intended to bring the Tay Valley Township Official Plan into conformity with the Provincial Policy Statement (PPS) (2020) and the Lanark County Sustainable Communities Official Plan (SCOP). In many cases the policies presented are the minimum required to bring the Tay Valley Township Official Plan into conformity with the PPS and County SCOP. In other cases, the policy options represent a new path for the Township, above and beyond the minimum required. It is requested that Council receive and provide feedback on the preferred policy options and confirm that all the relevant planning issues have been captured in this Report.

## 2 Public and Agency Consultation

This Section summarizes the consultation efforts during the Official Plan Review process.

- **Direct e-mail “notice of commencement”** correspondence sent to two (2) dozen agencies including prescribed provincial ministries, local area school boards, Conservation Authorities, surrounding municipalities, First Nations, and utilities – introduced project to agencies and requested their participation. This notification was done by the Township Planner on May 31, 2021. On July 12, 2021, the County Planner sent out a subsequent notice to provincial ministries, clarifying the request for technical input through the Municipal Plan Review process.
- **Open House** – An informal Virtual Open House was hosted by the Township Planner on August 17, 2021 to introduce the project to the community. At this time members of the public were encouraged to participate and provide comments on elements of the Official Plan that should be reviewed.
- **Special Meeting** – On September 21, 2021 Council sponsored a Special Meeting of Council under Section 26 of the *Planning Act*, 1990 where the consultant presented a Planning Report outlining the nature of the Official Plan Review and Update project and provided a preliminary list of issues identified (Appendix A).
- **Public Comments** - The public was requested to submit their comments to the Township by October 15<sup>th</sup> to ensure they were captured in the Issues and Options Report.

These efforts have resulted in detailed submissions by both the Ministry of Northern Development, Mines, Natural Resources and Forestry and the Lanark Leeds Grenville Health Unit which have been attached to this Report as Appendix B. The recommendations by these agencies have been incorporated into the Issues and Options Table.

There have also been comments submitted by over 12 members of the public. The comments raised range from wanting to reset the date for severances, removing aggregate designations from their properties, seeking support for communal housing, seeking support for multi-unit affordable housing, to seeking protection for natural areas, and support for climate change mitigation. There

have also been submissions from area lake associations seeking mitigation of climate change to protect water quality. There have also been two submissions concerned with protecting areas of natural heritage. Many of these suggestions identified issues that had been picked up through the PPS and SCOP review completed by the consultant. Public comments are found in Appendix C to this Report.

It should also be noted that the Township has undertaken efforts to engage first nation communities to participate in the Official Plan Review and Update project. These efforts are ongoing.

### **3 Council/Staff Survey**

An important part of the Official Plan Review involved individual interviews with Councillors and senior staff. The interviews focused on 13 questions ranging from the role of the official plan to the types of desired development, development concerns, importance of natural resources of the area, how the Township is addressing climate change, focus for enhanced economic activity, and others. The specific questions that made up the phone interviews are identified in Appendix D of this Report.

#### **3.1 Role of Official Plan**

The survey results demonstrated a very good understanding of the role of the Official Plan. Comments recognized the Official Plan as a document to guide growth and development and which includes community goals and objectives. Some acknowledged that the OP is a prescribed document of the Province, and that the OP must comply with the PPS. It was also acknowledged that the Official Plan is closely related to the Zoning By-law and that these two important documents must be in sync.

#### **3.2 Use of Official Plan**

The Official Plan is seen primarily as a document for the Planner and staff to use. It is referenced in reports to Council and when undertaking other projects like the Recreation Master Plan or having policy related discussions on matters such as private roads. Council and staff should be familiar with the OP because the public can make references to the OP when they address Council.

#### **3.3 How Does the OP Affect You**

Most interviews suggested that the OP had limited affect on their personal property. It was acknowledged that it can impact what they can do with their land as well as what neighbours can do.

#### **3.4 Preferred Future Development**

When asked what type of development they would like to see in the future, the majority of the respondents indicated that a better balance between residential and commercial development would be positive. Specific mention was made of the importance of home-based businesses to TVT. There were also suggestions for more affordable housing and housing tailored to certain groups (seniors). More access to water, trails and community amenities were also mentioned. There were also suggestions about seeing development behind existing severed lots and less strip development

along township roads. Others suggested that the Township's hamlets need to be the future of growth and development to be able to achieve compact development.

### **3.5 Concerns with Existing Development**

When asked to identify development trends taking place in TVT that are a concern, strip development along the Township roads was a concern shared by many, resulting in a loss of rural character. There was a general support for more subdivisions and less consent applications. There were also statements expressing concern with the look of solar farms on the rural landscape, that all the homes being built are very large, and people building without the necessary permits and/or approvals. There were also concerns with site alteration prior to obtaining approvals and the need for development to be more environmentally sustainable. There was specific mention of secondary dwellings on private roads and waterfront areas as a concern.

### **3.6 Changes to Landscape in 15 years**

When asked to think of the changes to the physical appearance of the Township in 15 years caused by new growth and development there were a number of concerns related to waterfront development and that all cottages will be permanent homes. The stripping of Township roads with new rural residential houses will be dominate and that this is not desirable, but what are the options. There is a hope that the status quo is maintained but it is feared it will not be the same. There will be increased demands for services, road maintenance and waste management demands. Some asked where all the development will go? and noted that there is no room in the hamlets to grow.

### **3.7 Who will be Attracted to Live and Work in TVT**

Most anticipated a mix of retirees and young families to move to TVT. The sense is that people looking for a single detached house and a rural lifestyle will be attracted to the area. The retirees will largely be focused on waterfront areas where they convert their cottage to a year-round house. Those looking to establish a home-based business or tourist-based business will be attracted to the area. It was acknowledged that new residents change priorities and service delivery levels (roads, waste management etc.). Regardless there will be a need for robust telecommunication infrastructure to support a growing population. There was also mention of the desire to see Canada's diversity reflected in TVT. Finally, there was the statement that much of what happens in TVT is influenced by the Town of Perth and their focus on the senior population and related support services.

### **3.8 OP Policies that are a Concern**

There was concern expressed regarding the Official Plan and Zoning By-law not being in sync and that as soon as the Official Plan is updated, the Zoning By-law requires updating. It was noted that the private road policies of the Official Plan must be clearer and protect the interests of the Township. Concerns with trailers and residential development compatibility with commercial and industrial uses were also expressed. There was also the question asked if there is a limit on growth and what the Township can accommodate and maintain it's rural character?

### **3.9 How TVT is Addressing Climate Change**

There was a clear sense that TVT is a leader in addressing climate change in the Lanark County context. There is a need to be part of a broader, regional action plan. The Township's Climate Change Action Plan (CAP) is a positive step in the right direction but more needs to be done. There were frustrations expressed with the challenges to implement the CAP. Others indicated that it is a global problem and beyond the ability of TVT to influence. There were also comments made regarding the need to focus on adaptation to climate change. There is a role for Council to play in increasing awareness of what individuals can do to help address the threat of climate change. Specific to the Official Plan it is important that the document establish the "climate change lens" to land use planning decision, as well as all township decisions. Finally, it was acknowledged that the protection of biodiversity and natural areas is a very important action that the Township can undertake to help address climate change.

### **3.10 Focus on Expanding Economic Activity**

When asked to identify the focus for expanding economic activity within the Township, many noted the importance of home occupations and tourist commercial activities, building on what exists now. It was acknowledged that home occupations do not contribute to the commercial tax base of the Township. It was noted that it is difficult for the Township to attract new commercial industrial investment into the community and that TVT is a place to live, not work. Revitalizing the hamlets and the commercial services in hamlets was highlighted. The importance of restaurants, B & B and more retail services was mentioned. There was acknowledgement of the need to capture the digital work at home trend that has spurred growth and development in rural communities during the pandemic. There were suggestions for a business/industrial park along the Highway 511 corridor. It was also stressed that it is Council's role to provide a positive climate for economic investment – create a reason for people to invest in the community.

### **3.11 Importance of Areas Natural Resources**

There was a very strong statement that the natural resources of TVT are a defining element of the community and its number one asset. It is the main draw to live and play in the Township. The waterfront is one of the Township's most valuable assets. It was also acknowledged that enforcement of protection measures is very important and requires resources.

### **3.12 Do More to Protect Natural Resources?**

Many felt that the Township was doing a good job protecting area natural resources and that the status quo was appropriate. Others indicated that the Township should do everything it can to afford more protection to the area natural resources, mentioning a natural heritage system across the entire Township. It was also suggested that the Township work with other organizations such as the Land Trust to help protect more natural areas.

### **3.13 Where Should New Development be Located?**

When asked where new growth and development should be located, many were unsure and noted that there really are no good areas to direct development towards. Others suggested that it should not be waterfront areas. Hamlets were the most preferred location for future growth and the desire to expand the hamlets was noted. There was a preference for subdivision development verse

severances. Others noted that the cluster lot model had potential. Finally, there was the statement that growth should go where there are good roads and connections.

## 4 Planning Issues and Policy Options Analysis

### 4.1 Methodology

The Planning Issues and Policy Options report is the culmination of the background research, agency consultation, and community consultation activities undertaken in support of the Official Plan Review. A preliminary list of issues was presented at the September 21<sup>st</sup>, 2021 Special Council Meeting and is attached as Appendix A to this Report.

The planning issues listed below reflect the land use planning matters identified through the OP review, and also reflect the comments and questions submitted by the general public. Specifically, the issues have been identified through the consultant's review of the PPS (2020) and the Lanark County SCOP, comments from agencies, comments from the public, and the phone survey of staff and Council.

For each policy issue listed in the Analysis table, the relevant guiding policies from the Provincial Policy Statement (PPS) and Lanark County Sustainable Community Official Plan (SCOP) have been identified. The table also identifies existing Tay Valley Township Official Plan policies. Finally, recommendations are presented on possible policy options for inclusion in the Tay Valley Township Official Plan that address the identified issue, in conformity with the PPS and SCOP.

In addition, there are policy recommendations that were contained in key Township documents such as the Climate Action Plan, Age Friendly Community Plan, Recreation Master Plan, Development Charge Background Report, and the Road Needs Study.

4.2 Issues & Options Planning Assessment Table

Item	Policy Issue	Provincial Policy Statement (2020)	Lanark County SCOP	Existing TVT OP	Policy Options for Consideration
1	Engage Indigenous Communities				****Under Discussion****
1.1	Indigenous Engagement	<p>Planning authorities shall engage with Indigenous communities and coordinate on land use planning matters (1.2.2).</p> <p>Planning authorities shall engage with Indigenous communities and consider their interests when identifying, protecting, and managing cultural heritage and archaeological resources (2.6.5).</p>	<p>The Algonquins of Ontario shall be consulted on any Archaeological Studies related to proposed developments where areas of Algonquin Interest and/or Native Values and/or the potential for aboriginal artifacts to be encountered have been identified (8.2.10).</p> <p>The Algonquins of Ontario shall be consulted on any Environmental Impact Studies related to proposed developments where areas of Algonquin interest and/or Native Values and/or the potential for aboriginal artifacts to be encountered have been identified (8.2.10).</p>	<p>Currently there is limited reference to Indigenous Communities in the TVT OP. Section 1.1 Background contains reference to aboriginal peoples. The Archeological policies of Section 2.19.2 does make reference to consultation with the Algonquins of Ontario when encountering aboriginal artifacts.</p> <p>.</p>	<p>1. <i>It is recommended that Section 1.1 Introduction, Background be supplemented with additional reference to human occupation of the land pre 1800 with wording similar to: “The Township recognizes that the First Nations People were the first to inhabit Tay Valley Township. Historically significant places that hold sacred importance for indigenous communities may exist within Tay Valley.”</i></p> <p>2. <i>It is recommended that Section 1.3.3, Official Plan Objectives be amended to include reference for indigenous community consultation with wording similar to: “The Township Council will work towards building a constructive, cooperative relationship through meaningful engagement with First Nation communities to facilitate knowledge-sharing in land use planning processes and informed decision-making.”</i></p> <p>3. <i>It is recommended that Section 2.19.2, be amended with wording similar to “The Algonquins of Ontario and First Nation communities within Tay Valley Township shall be consulted and provided an opportunity to provide input on all Archaeological Assessments related to proposed developments where areas of First Nation Interest and/or Native Values and/or the potential for aboriginal artifacts to be encountered have been identified. In addition, the Algonquins of Ontario and the First Nation communities shall be notified by the proponent and / or the Township should any</i></p>

Item	Policy Issue	Provincial Policy Statement (2020)	Lanark County SCOP	Existing TVT OP	Policy Options for Consideration
					<p><i>burial sites or human remains be discovered which are considered to be of potential aboriginal origin.”</i></p> <p>4. <i>It is recommended that Section 2.22.7 Environmental Impact Assessment be amended to include policy wording similar to: “The Algonquins of Ontario and First Nation Communities within Tay Valley Township shall be consulted on any Environmental Impact Studies related to proposed developments where areas of First Nation interest and/or Native Values and/or the potential for aboriginal artifacts to be encountered have been identified.” **Under Discussion**</i></p>
2	Climate Change				
2.1	Climate Change	Addressing Climate Change is a new policy within PPS 2020. Specific reference to climate change is found in Section 1.1.1 Healthy, Livable, Safe communities which indicated that liveable communities are sustained by preparing for the impacts of climate change. Section 1.1.3.2 promotes land use patterns that minimize negative impacts to air quality and climate change and promote energy efficiency. Section 1.6.1 requires infrastructure and public service facilities to prepare for the impacts of climate change.	The Lanark County SCOP does not contain any specific land use policies related to climate change – there are numerous references in the Integrated Communities Sustainability Plan which is not legally part of the Sustainable Communities Official Plan under the Planning Act.	The TVT OP has specific policies related to climate change found in Section 2.4. These policies were established prior to the Township’s Climate Action Plan.	<ol style="list-style-type: none"><li>1. Update Section 1.3.3 Objectives of the Plan to include reference to planning for impacts of climate change.</li><li>2. Update Sections 2.4.1 Climate Change Policies to include reference to the Climate Action Plan and other related initiatives by the Council.</li><li>3. Introduce the concept of a “Climate Lens” for review of development, ensuring that all development is directed away from lands susceptible to flooding and erosion through severe climate events.</li><li>4. Update Section 2.24.6 Stormwater Management to include specific reference to planning for impacts of climate change.</li><li>5. Update Section 2.4.2, Energy Policies to reflect the current policy context within Ontario and direction in the Climate Action Plan to increase the supply of renewable energy.</li></ol>



Item	Policy Issue	Provincial Policy Statement (2020)	Lanark County SCOP	Existing TVT OP	Policy Options for Consideration
					<div>6. Consider a Township wide Natural Heritage System, including unevaluated wetlands, as a response to climate change.</div> <div>7. Establish policies under 2.3 Housing which encourages the retrofit of buildings to be energy efficient, promotes zero-emissions and green building design, encourages solar-oriented building design (passive solar design) and supports low carbon housing as per the Climate Action Plan.</div> <div>8. Establish policies under 2.4.1 which encourage development to plan for the electrification of transportation (i.e. charging stations).</div> <div>9. Establish policies under Section 3, Agriculture encouraging local food production through measures such as farmer's markets, farm stands, waste food recycling, promotion of best farm practices by reducing nitrous oxide emissions, through improved fertilizer uses, crop rotation, modified tillage and residue and manure management, encourage fuel switching through use of biomass, solar, wind or other renewable energy sources.</div> <div>10. Update Section 3.6.8, Waste Management to recognize the Climate Action Plan recommendations regarding waste management.</div> <div>11. Establish policies under Section 4, Transportation related to climate change, including the promotion of carpooling and car parks, improving opportunities for cycling through the designation and signage of cycling routes, promotion of</div>

Item	Policy Issue	Provincial Policy Statement (2020)	Lanark County SCOP	Existing TVT OP	Policy Options for Consideration
					separated cycling lanes along all roads and encouraging the development of rural transportation services and shuttle services.
<b>3</b>	<b>Intensification &amp; Redevelopment</b>				
<b>3.1</b>	Hamlet Settlement Areas	<p>Settlement Areas (Cities, Towns, Villages, Hamlets) shall be the focus of development (1.1.3.1).</p> <p>Land use patterns within settlement areas shall be based on a range of uses and opportunities (1.1.3.2)</p> <p>Accommodate an appropriate range and mix of housing in rural settlement areas (1.1.4.1).</p> <p>In rural areas, rural settlement areas shall be the focus of growth and development and their vitality and regeneration shall be promoted (1.1.4.2).</p> <p>When directing development to rural settlement areas, planning authorities shall give consideration to rural characteristics, the scale of development, and the provision of adequate services levels (1.1.4.3).</p> <p>Section 1.6.5 speaks to the need for Public service facilities to be co-located in community hubs, where appropriate, to promote cost-effectiveness and facilitate service integration.</p>	<p>Strengthen communities by providing for efficient land use and opportunities for mixed use development on appropriate infrastructures which recognize the diversity of Lanark County's settlement areas (1.2).</p> <p>Encourage and support diversified mixed use settlement areas which have developed on the basis of full or partial municipal services or which are planned population centres to be developed on the basis of sustainable private services (2.1).</p> <p>Local Official Plans shall designate settlement areas and shall ensure that there is sufficient land area to accommodate a broad range of land uses to meet current needs and expected population growth (2.3.1 (2)).</p>	Section 3.7 Village & Hamlet Communities contains no specific reference to density or intensification targets.	<ol style="list-style-type: none"><li><b>Section 3.7 to be modified to include reference to challenges of intensification and redevelopment on private services. Limited opportunity to achieve intensification on private services.</b></li><li><b>There should be policies in the Official Plan that speaks to when and how boundaries of settlement areas can be expanded. These policies could be in Section 3.7 or under a new section referred to as “Growth Management” (discussed later in this report).</b></li><li><b>Section 3.7 should be updated to include specific reference to promotion of community hubs (such as exist around Lanark Lodge and Glen Tay).</b></li></ol>
<b>3.2</b>	Municipal Services	<p>Where municipal sewage services and municipal water services are not available, planned, or feasible, private communal sewage services and private communal water services are the preferred form of servicing for multi-unit/lot development to support protection of the environment and minimize potential risks to human health and safety.</p> <p>Where municipal sewage services and municipal water services or private communal sewage services and private communal water services are not available, planned, or feasible, individual on-site sewage services and individual on-site water services may be used provided that site conditions are suitable for the long-term provision of such services with no negative impacts.</p>	<p>Development in the rural areas shall generally proceed on the basis of private water and wastewater systems. Communal services which are not connected to full municipal services and/or water services, may be permitted provided that they are for the common use of more than five units/lots and are owned, operated, and management by the municipality, another public body, or a condominium corporation or single owner which has entered into an agreement with the municipality or public body, pursuant to Section 51 of the Planning Act. Such agreement shall provide for municipal/public body assumption of the communal services in the event of default by the owner. It is recognized that local municipalities may not have the financial or human resources to own, operate, and manage such systems and as such local</p>	Section 2.23 Water Supply, Sewage Disposal and Other Services contains a broad range of servicing related policies. Section 2.24.6 contains policies related to stormwater management. Section 4.1 deals with policies related to Transportation. All policies are very good however they could be updated with general reference to green infrastructure, more positive statement on communal services, expanded policies related to when a hydrogeological study is required, updated waste management policies related to the 3Rs and the Climate Action Plan suggestions related to waste management.	<ol style="list-style-type: none"><li><b>Amend Section 2.23 to include specific reference to “green infrastructure” and planning for Climate Change.</b></li><li><b>Section 2.23(2), Communal Services should be updated with more supportive statements and clarifying the terms and conditions under which communal services are appropriate.</b></li><li><b>Section 2.23(3) should be updated to clarify when hydrogeological studies are required for the creation of new lots by consent.</b></li><li><b>Update Section 3.6.8, Waste Management to recognize the work the Township is doing on</b></li></ol>

Item	Policy Issue	Provincial Policy Statement (2020)	Lanark County SCOP	Existing TVT OP	Policy Options for Consideration
		At the time of the official plan review or update, planning authorities should assess the long-term impacts of individual on-site sewage services and individual on-site water services on the environmental health and the character of rural settlement areas. (1.6.6)	municipalities are not obligated to accept communal systems. The need to develop on private services may place limits on the amount, distribution, and type of development which may take place (3.3.4).		the 3Rs and recommendations from the Climate Action Plan regarding waste management. 5. It is recommended that policies of 4.5 related to development on the private roads be reviewed to ensure they reflect the current best management practices.
3.3	Economic Diversification	<p>Healthy Rural Areas promote diversification of the economic base and employment opportunities through goods and services, including value-added products and the sustainable management or use of resources (1.1.4.1).</p> <p>Recreational, tourism and other economic opportunities should be promoted (1.1.5.3).</p> <p>Opportunities to support a diversified rural economy should be promoted by protecting agriculture and other resource-related uses, and by directing non-related development to areas where it will minimize constraints on this use (1.1.5.7).</p> <p>Promote Economic Development and competitiveness by an appropriate mix and range of employment, institutional and broad mixed uses to meet long term needs; provide opportunities for diversified economic base; identify strategic sites for investment – market ready sites – and barriers to investment; have appropriate level of services (1.3).</p> <p>Plan for and Protect &amp; Preserve employment areas and prohibited residential and other sensitive land uses (1.3.2.1 &amp; 1.3.2.3).</p>	<p>Local Ops will designate a sufficient supply of land for uses which facilitate employment growth (1.2.4).</p> <p>Ensure rural residential and non-residential land uses are consistent with rural services (3.3.1).</p>	Section 2.4 contains specific policies related to economic activities and is generally very good. Section 2.8.2 contains policies related to home occupations. Section 2.4 could benefit from a general statement on importance of resource-based industries and home occupations. Section 2.8.2 should be updated with more permissive language and allowing home occupations in accessory structures. Expand agricultural policies to include on-farm diversified uses as being permitted.	<p>1. Section 2.4 should be updated with reference to the importance of resource-based industry (aggregate and forestry) and the importance of home occupations to the local economy.</p> <p>2. Section 2.8.2 should be updated to allow home occupations in accessory structures under certain circumstances.</p> <p>3. Option to develop policies that speak to the potential financial impact (positive and negative) of various types of development, especially rural residential (Section 2.4).</p> <p>4. Section 2.2.2, Agriculture and Tourism and Section 3.2.2, Agriculture permitted uses could be expanded to include reference to "on-farm diversified uses".</p> <p>5. Establish policies to manage the introduction of short-term rentals (Air B&amp;B) and how to manage this emerging form of development.</p> <p>6. Establish policies which promote and encourage advanced telecommunication infrastructure which supports life and the local economy of TVT.</p>
3.4	Waterfront Development	Section 2.1 sets out the natural heritage policies of the PPS and includes reference to significant wetlands, surface	Section 5 of the SCOP addresses natural heritage features.	Section 2.24.1 sets out the policies for waterfront development. The policies may benefit from more detail on the conversion of seasonal properties and	1. Section 2.24.1 could be improved with the introduction of the concept of "net environmental gain" for

Item	Policy Issue	Provincial Policy Statement (2020)	Lanark County SCOP	Existing TVT OP	Policy Options for Consideration
		water features, and groundwater features.		the redevelopment of waterfront policies. Policies should also clarify the use of secondary dwellings in waterfront areas.	<p>redevelopment of waterfront properties, reflect the best practices for managing the redevelopment of waterfront properties, strengthen policies related to 30 m to maximize setbacks from water where options existing for redevelopment of property.</p> <p>2. Establish secondary dwelling policies which prohibit such uses on waterfront properties.</p>
<b>4.0</b>	<b>Growth Management/Lanark County</b>				
<b>4.1</b>	Growth Management/Rural Lot Creation	<p>Notwithstanding that serviced settlement areas should be where future development is directed, Section 1.1.5.2 identifies residential development, including lot creation, that is locally appropriate may be permitted in rural areas. Section 1.1.5.4 states that development should be compatible with the rural landscape and can be sustained by rural service levels. Section 1.1.5.5 states that development shall be appropriate to the infrastructure that is planned or available and avoid the need for the unjustified or uneconomic expansion of infrastructures.</p>	<p>Section 2.3.1 of the SCOP includes settlement area policies which are designed to ensure that there is sufficient land area to accommodate a broad range of land uses to meet current needs and expected population growth over a maximum twenty-year timeframe.</p> <p>Section 3.1 contains specific policies to rural areas and recognizes that the rural area is not the principal sector for development. Population growth and employment is intended to be directed to Settlement Areas identified in local Official Plans. The intent of this Plan however is not to prohibit development in the rural areas, but rather to provide a framework for appropriate growth which will support the objective of preserving the identity and character of rural and settlement areas. The specific policies are intended:</p> <ol style="list-style-type: none"> <li>1. To ensure that residential and non-residential developments are consistent with rural service levels;</li> <li>2. To maintain the distinct character of rural, waterfront, and settlement areas;</li> <li>3. To ensure that development is compatible with natural heritage features and natural resource uses.</li> </ol>	<p>Section 3.6.4 contains the policies related to Rural Residential development for lot creation on Rural lands and states that the creation of new lots is permitted on a low-density basis.</p> <p>There is limited reference to phasing of new development. Rural character is discussed but not clearly defined.</p> <p>Up to three (3) consents, excluding the retained lot, may be granted for a lot or land holding existing as of 1991.</p>	<ol style="list-style-type: none"> <li>1. There is a requirement for this project to prepare a Growth Management Plan for the Township. The Growth Management Plan will explore past development trends, projected development trends, Lanark County population allocation to TVT, vacant lot inventory, and determination of options to accommodate new growth. It is recommended that supported findings of the growth management plan be recognized in a new section in the Official Plan. This new section could speak to the issue of phasing of development and tools to achieve phasing and policies related to expansion of hamlets and rural settlement areas.</li> <li>2. Growth Management Plan should also reference various watershed and sub-watershed plans which assess the health of the watersheds. This watershed lens could assist in determining the appropriateness of various development proposals and the mitigating measures required to ensure the health of the watershed maintained or enhanced.</li> <li>3. Section 3.6.4 would benefit from a clearer definition of what rural</li> </ol>

Item	Policy Issue	Provincial Policy Statement (2020)	Lanark County SCOP	Existing TVT OP	Policy Options for Consideration
					<p>character is and how to protect it.</p> <p>4. Explore the accumulative impact of various forms of growth on the rural character of the Township.</p>
4.2	Lanark County	Section 1.2.4 details the responsibility of upper tier municipalities in the planning of lower tier municipalities.	Section 1 and Section 2 of the Lanark SCOP details population allocation and growth management strategies for lower tiers.	The TVT OP has very limited reference to Lanark County and currently does not recognize the role of the County in land use planning and allocation of population.	1. The Expanded Section 1.3.2, Basis of Official Plan to include reference to the roll of Lanark County in the Township and acknowledge the elements of 1.2.4 of the PPS.
5	<b>Emergency Management</b>				
5.1		Section 1.2.3 states that planning authorities should coordinate emergency management and other economic, environmental, and social planning considerations to support efficient and resilient communities.	The Lanark County SCOP is silent on the subject of emergency management.	The TVT OP is silent on the subject of emergency management.	1. A new section should be added to Section 2 referencing the Township's emergency management plan and the activities the Township undertakes associated with emergency management planning and coordination.
6	<b>Agriculture</b>				
6.1		Section 2.3 sets out the Agricultural policies of the PPS. Specific mention is made of permitted on-farm diversified uses as being permitted in agricultural areas.	The Lanark County SCOP is silent on the subject of on-farm diversified uses.	The TVT OP does not include reference to on-farm diversified uses in Section 3.2 of the OP. This is a new range of activities permitted in agricultural areas under the PPS	1. Expand 3.2.2 to include on-farm diversified uses as a permitted use within the Agricultural designation.
7	<b>Land Use Compatibility</b>				
7.1		<p>Section 1.2.6 addresses matters related to land use compatibility. 1.2.6.1 Major facilities and sensitive land uses shall be planned and developed to avoid, or if avoidance is not possible, minimize and mitigate any potential adverse effects from odour, noise, and other contaminants, minimize risk to public health and safety, and to ensure the long-term operational and economic viability of major facilities in accordance with provincial guidelines, standards, and procedures.</p> <p>1.2.6.2 protects the long-term viability of existing or planned industrial, manufacturing, or other uses that are vulnerable to encroachment by ensuring that the planning and development of proposed adjacent sensitive land uses are only permitted under certain circumstances.</p>	2.6.2.4 The implementation of this Official Plan through local Official Plans, zoning regulations, subdivision and condominium control, and site plan control shall consider the following criteria: ensure adequate buffering of residential areas from incompatible non-residential uses through separation distance, landscaping, or other appropriate means.	Section 2.18 contains policies that speak to specific and general compatibility issues. Specific reference to the D Series Guidelines and setbacks from Class 1 and 2 industries should be considered.	1. Enhance Section 2.18.4 with reference to Class 1 and 2 industry setbacks and the processes to follow under the MECP D6 Guideline to ensure compatibility between land uses.
8	<b>Open Space/Parks/Recreation</b>				

Item	Policy Issue	Provincial Policy Statement (2020)	Lanark County SCOP	Existing TVT OP	Policy Options for Consideration
8.1		Section 1.5 of the PPS promotes active transportation, full range of accessible recreation facilities, parks, open spaces, trails and water-based resources, public access to shorelines, and recognition of provincial parks, conservation reserves and other protected areas.	Other than recognition of the Rideau Canal, UNESCO World Heritage Site, there is little more than passing reference to parks and recreation in the SCOP.	<p>Section 2.12 contains policies related to Parks and Recreation Facilities. This section would benefit from information from the TVT Recreation Master Plan (RMP).</p> <p>There are multiple references to active transportation and trails throughout the OP.</p>	<ol style="list-style-type: none"> <li>1. <b>Update Section 2.12 to include reference to the TVT RMP and its recommendations.</b></li> <li>2. <b>Establish a park classification system as recommended in the TVT RMP.</b></li> <li>3. <b>Enhance Section 2.12 with the concept of recreation planning based on the “8 to 80” concept and ensuring AODA standards are adhered to.</b></li> <li>4. <b>Enhance policy in the OP regarding parkland provision and cash in lieu of parkland, clarifying when each is appropriate.</b></li> <li>5. <b>Enhance the Land Use Schedule with the identification of significant regional and local trails as active transportation routes.</b></li> <li>6. <b>Update Section 2.13, Crown Lands with recognition of Community Forests, Conservation Authority Lands and other public lands, in addition to provincial lands.</b></li> <li>7. <b>Establish policies in Section 2.12 which encourages the dedication of land for active transportation corridors under the Planning Act.</b></li> </ol>
9	<b>Natural and Man-Made Hazards</b>				
9.1		<p>3.1.1 Development shall generally be directed in accordance with guidance developed by the Province (as amended from time to time), to areas outside of: hazardous lands adjacent to river, stream, and small inland lake systems which are impacted by flooding hazards and/or erosion hazards.</p> <p>Section 3.1.8 mentions a new hazard of wildfire hazards and the identify such hazards and establish mitigation polices to minimize the hazard.</p>	Section 7 of the Lanark SCOP is dedicated to policies related to public health and safety and identifies flood and erosion and hazardous landforms such as Leda Clay and Karst topography.	<p>Section 2.20 established the natural hazard policies of the OP. There is no specific mention of prohibited land uses, permitted development and site alteration, or wildfires.</p> <p>Section 2.21 deals with man-made hazards and could benefit from expanded policies on brownfield redevelopment.</p>	<ol style="list-style-type: none"> <li>1. <b>Update Section 2.20 with policy related to prohibited uses, permitted development and site alteration, and to direct development away from areas of wildfire hazards.</b></li> <li>2. <b>Update Section 2.21 to reflect progressive policies related to brownfield redevelopment.</b></li> <li>3. <b>Update the Environmental Constraints Schedule to</b></li> </ol>

Item	Policy Issue	Provincial Policy Statement (2020)	Lanark County SCOP	Existing TVT OP	Policy Options for Consideration
					include identification of potential wildfire hazards.
<b>10</b>	<b>Natural Heritage System</b>				
<b>10.1</b>	Natural Heritage System	<p>2.1.1 Natural features and areas shall be protected for the long term.</p> <p>2.1.2 The diversity and connectivity of natural features in an area, and the long-term ecological function and biodiversity of natural heritage systems should be maintained, restored or, where possible, improved, recognizing linkages between and among natural heritage features and areas, surface water features, and ground water features.</p> <p>2.1.3 Natural heritage systems shall be identified in Ecoregions 6E &amp; 7E1, recognizing that natural heritage systems will vary in size and form in settlement areas, rural areas, and prime agricultural areas.</p>	<p>5.2 Determination of Significance - Features that are “significant” for the purposes of this plan are illustrated on Schedule A. These have been determined by the Province or the County to be either:</p> <p>1. ecologically important in terms of functions, representation, or amount, and that contribute to the quality and diversity of the natural heritage system of the County; or</p> <p>2. economically or socially important in terms of resource utilization, public access, recreational enjoyment, and community values.</p> <p>It is especially important to Lanark County that the characteristics that made these significant features be retained for the benefit of future generations.</p> <p>For the purposes of the Natural Heritage policies, “development” is defined as the creation of a new lot, a change in land use, or the construction of buildings and structures requiring approval under the Planning Act.</p>	<p>Section 2.22 of the TVT OP contains policies related to natural heritage features. It also makes reference to a natural heritage system for the lands within the Ecoregion 6E which impacts the eastern half of the Township. The Ecoregion 5E land located in the western half of the Township have a different set of policies and do not have a natural heritage system in place on the land use schedules.</p>	<p>1. TVT is split between Ecoregion 5E and Ecoregion 6E resulting in two sets of rules for natural heritage planning depending on which ecoregion you are in. The Township has the option to establish a natural heritage system for the entire Township and establish one set of natural heritage policies that apply equally throughout the Township. It is recommended that a separate Natural Heritage Schedule be created to show all the natural heritage features and areas in the Township. The Natural Heritage System should include recognition of unevaluated wetlands.</p> <p>2. Review the source data for Natural Heritage Features to ensure TVT OP references the most accurate mapping available.</p> <p>3. Include Paul Keddy’s Green Gems of Lanark County within the Natural Heritage System.</p> <p>4. Policies should be updated to reference CA’s responsibility to regulate unevaluated wetland areas and the associated 30 m regulation limit.</p>
<b>13.2</b>	Deer Yards	The PPS doesn’t address Deer Yards specifically but includes a policy for significant wildlife habitat which covers deer yards: 2.1.5 Development and site alteration shall not be permitted in significant wildlife habitat unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions.	The SCOP doesn’t have specific policies for Deer Yards but Section 5.5.5 addresses Significant Wildlife Habitat consistent with the PPS policies.	Section 2.22.3 establishes policies for significant wildlife habitat and specifically references deer yards. Deer yards also identified on the Schedule B of the OP.	<p>1. Deer Yards are a type of Significant Wildlife Habitat. A natural heritage system should identify significant habitat in a general sense, eliminating the need for specific reference to deer yards. The benefit and need to identify deer yards should be explored.</p> <p>2. The boundaries currently identified as Deer Yard should be</p>

Item	Policy Issue	Provincial Policy Statement (2020)	Lanark County SCOP	Existing TVT OP	Policy Options for Consideration
					<p>reviewed against the most recent habitat data from the provincial geowarehouse if the deer yards are to remain in the OP.</p> <p>3. It is also recommended that the policies be updated to reflect the use of “scoped” EIS for deer yard assessments if policy is to remain.</p>
15	General Housekeeping				
		Not relevant.	Not relevant.	There are a number of references to provincial ministries whose names have changed, references to older versions of documents, and new studies that are referenced or need to be referenced in the OP.	<p>1. Update references to ministries, documents, and studies with current names.</p> <p>2. Section 2.11 Public and Institutional Uses could benefit from the specific identification of “respite care” as an example of institutional services permitted.</p>
16	Map Schedules				
16.1				The Township’s Official Plan maps are very detailed but are based on older information regarding natural features as well as parcel fabric. The accuracy of the mapping could be greatly enhanced with new base mapping and checking to see if there is more up-to-date information regarding natural features.	<p>1. It is recommended that a new base map and Schedules be created for TVT.</p>
17	Agency Comments				
17.1	Leeds Grenville & Lanark District Health Unit		<p>1. Improved wording for Section 1.3.3 Objectives #1, 20, 25.</p> <p>2. Addition to 1.3.3 Objectives with additional statements on population health, Food Charter, vegetation and tree planting, compost program, natural infrastructure and active transportation</p> <p>3. Improved wording for Section 2.7 Community Improvement with reference to natural infrastructure and energy efficiency.</p> <p>4. Improved wording to Section 2.12 Parks and Recreation related to bicycle parking, active transportation as means to travel, inclusion of park amenities</p>		<p>1. The suggestions from the Health Unit are well crafted and justified. It is recommended that their suggestions be incorporated into the updated TVT Official Plan.</p>



Item	Policy Issue	Provincial Policy Statement (2020)	Lanark County SCOP	Existing TVT OP	Policy Options for Consideration
			<div>5. Addition to Section 2.18.4, Land Use Compatibility with reference to the sale of harmful substances</div> <div>6. Improved wording to Section 2.24.6 related to natural stormwater infrastructure</div> <div>7. Addition to Section 4.1 Transportation related to traffic calming infrastructure and supportive of active transportation infrastructure</div> <div>8. Addition to Section 5.2.4 subdivisions, to encourage parkland to include community gardens, sufficient shade and community hubs.</div> <div>9. Improved wording to Section 5.4 site plan control to reference active transportation infrastructure.</div>		
17.2	Ministry of Northern Development, Mines, Natural Resources and Mines		<div>1. Mapping provided on known sand and gravel deposits, bedrock resources, abandoned mines and karst features</div>		<div>1. Compare the existing Official Plan sand and gravel deposits against latest mapping from Ministry.</div> <div>2. Confirm that all abandoned mines are captured on the Environmental Sensitive Land Schedules.</div> <div>3. Coordinate with Lanark County regarding approach to be taken regarding bedrock resources.</div>
Lands 18	Public Comments				
18.1 Faith Hutton Dawn Haldane	Request to extend severance date to permit more severances				<div>1. The issue of severances and the changing of the effective date will be addressed in the Growth Management Plan noted above.</div>
Greg England	Request to remove aggregate designation from property				<div>1. The issue of aggregate boundaries is determined by MNDMNR. Discussion should include role of Lanark County is undertaking a County wide Aggregate Resource Master Plan.</div>

Item	Policy Issue	Provincial Policy Statement (2020)	Lanark County SCOP	Existing TVT OP	Policy Options for Consideration
<b>Fredrick Godard</b>	Concern with policy being prejudicial to small waterfront lot redevelopment. Concerns with old septic systems				1. The issue of redevelopment of waterfront properties is a major development issue for the Township and a review of the current policies to ensure that the best practices are being considered.
<b>Kay Rogers</b>	Strong policies on climate change, emergency management, sustainable economic development, short term rentals, affordable housing, indigenous consultation, mandatory septic inspections				1. All issues except mandatory septic inspections are captured in the above options.
<b>Dave Marble</b>	Concerns with impact of proposed VIA corridor along Highway 7.				1. Recognition of major transportation corridors is a PPS requirement. The issue of the VIA corridor is not advanced to the point where a corridor is confirmed. Additional discussion and research on this issue is required.
<b>Eric Scheuneman</b>	Concern with impact of proposed VIA corridor along Highway 7.				1. See above.
<b>Gordon Hill</b>	Concern with Section 5.3 of OP regarding deeming of subdivisions.				1. This is beyond the scope of the OP review project and is a matter for the Township Planner and Legal to address.
<b>John Byers</b>	Need for policies to regulate short term rentals and Air B & Bs.				1. Short term rentals is identified as a policy area that needs to be addressed through the update.
<b>Doug Barr</b>	Introduced degrowth concept and limits on the type and location of future development.				1. The issue of growth management will be addressed with a specific report as part of the OP update.
<b>Big Rideau Lake Association</b>	Need for climate change policies related to water quality concerns. Need updated policies on legal non-conforming and recent LPAT decisions. Need to look at water setback policies and net environmental gain for waterfront redevelopment. Improved stormwater management policies.				1. All suggestions have merit and will be largely captured in issues identified through the PPS review exercise.
<b>Climate Network Lanark</b>	Nature based climate solutions promoted.				1. This matter has been identified above and will be explored in detail.

## 5 Next Steps

### 5.1 Consideration of Issues and Options Report Recommendations

At this time in the process, Council should receive this Issues and Options Report and provide direction on the various recommendations at a future Council meeting. The recommendations of the Issues and Options Report identify the elements of the Official Plan to be updated and are intended to form the basis of a draft Official Plan Amendment. Council should consider the recommendations and determine what action should be taken. The agreed upon actions will form the basis of the draft Official Plan Amendment.

### 5.2 Draft Official Plan Amendment Approval Process

Once the draft official plan amendment is presented to Council for consideration, Council must be satisfied with the amendment for the purpose of agency and public consultation. The draft OPA would then be circulated to the prescribed agencies for review and comment. The draft OPA should also be released and made available to the public for review and comment.

There is the requirement to hold a Public Open House to introduce the draft OPA to the public and afford the public an opportunity to ask questions. Following the Open House, the statutory Public Meeting is required and provides the public with an opportunity to formally submit comments on the draft OPA. Providing oral comments at a public meeting or providing written comments to Council prior to adoption of the Plan is required in order for a person to be eligible to file an Ontario Lands Tribunal (OLT) appeal regarding the adopted OPA.

Once agencies and the public have provided comment, Council will determine what changes and modifications are necessary to the draft OPA. Upon finalization of the amendment, Council will need to adopt the OPA and then forward the OPA to Lanark County Council for final approval.

All of which is respectfully submitted.

Yours truly,

**Jp2g Consultants Inc.**

**Engineers ▪ Planners ▪ Project Managers**



Forbes Symon, M.C.I.P., RPP  
Senior Planner  
Jp2g Consultants Inc.

**APPENDIX A: TAY VALLEY TOWNSHIP OFFICIAL PLAN REVIEW & UPDATE: SPECIAL COUNCIL MEETING PLANNING REPORT (SEPT 21, 2021)**

**PLANNING REPORT**

☒ **ACTION**

☐ **INFORMATION**

TO: Reeve Campbell & Members of Council  
FROM: Forbes Symon, Senior Planner, Jp2g Consultants Inc.  
DATE: September 21, 2021

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**RE: Tay Valley Township Official Plan Review & Update: Special Council Meeting**

**Recommendation:** *That Council conclude the Special Meeting on the Official Plan Review and Update and request that the public submit comments no later than October 15, 2021. Further that the Consultant be directed prepare and present an “Official Plan Review Issues & Options Report” to Council, for further consideration.*

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Tay Valley Township retained the services of Jp2g Consultants Inc to undertake a review and update of its Official Plan in accordance with Section 26 of the *Planning Act, R.S.O.1990*. As part of the Official Plan Review & Update, it is a requirement that Council hold a “Special Meeting” open to the public to discuss revisions that may be required or are being considered to the Official Plan and provide the public with an opportunity to submit comments or suggestions for improvements to the existing Official Plan.

The following Planning Report provides an overview of the nature of the Official Plan Review & Update project, identifies opportunities for public engagement, and presents a preliminary list of issues related to conformity with the Provincial Policy Statement (2020) that have been identified by the Consultant to date.

**Purpose of Tay Valley’s Official Plan**

Pursuant to Section 17 of the *Planning Act, R.S.O., 1990*, Chapter P.13, as amended, Tay Valley Township Council is charged with responsibility for preparing and adopting a local Official Plan. The Tay Valley Township Official Plan was approved by the Lanark County in 2016 and contains policies which are designed to manage future growth, development and change within the Township. The Official Plan also contains a long-term vision for the future of the Township that reads:

*“Tay Valley Township is a rural community that honours our culture and heritage, whose citizens and leaders strive to improve the quality of life for all residents and visitors in a sustainable, adaptable and secure environment.*

Section 1.2.3 of the Official Plan sets out the purpose of the document:

- “1. This Plan is intended to support a number of goals:
- a) To manage future development in a logical and orderly manner in response to anticipated needs, having regard to economic, social, cultural, environmental and other considerations;
  - b) To protect those significant environmental features and resources that give the Township its unique character in recognition of the environmental, economic, and cultural values of these resources;
  - c) To address potential health, safety and property damage concerns by directing development away from areas associated with hazards and to protect existing development from adverse effects which may arise from incompatible development.

2. The Official Plan is intended to be of use to both private and public interests. Through the Plan, private interests will have a clearer understanding of Council's policies for future development and, hence, be able to plan accordingly. Public interests will benefit by possessing a document policy framework by which to prepare comprehensive Zoning By-laws, make planning and land use decisions, as well as identify and program the delivery of needed services and facilities in a cost effective-way.

Council of the Day recognizes the diversity of opinions in the Township on an acceptable balance between interest of landowners and public good or benefit."

#### **Requirement to Review & Update Official Plans**

Section 26 of the *Planning Act, R.S.O 1990* requires that Council review and update its Official Plan no less frequently than 10 years after it comes into effect, and every five years after that. The Township's current Official Plan (OP) was approved in 2016. The Provincial Policy Statement (2020) underwent a significant update in 2020 and now is an appropriate time for the Council to initiate the Official Plan review and update at this time.

The purpose of the review is to ensure that the OP is:

1. Consistent with Provincial Plans;
  2. Has regard for matters of provincial interest;
  3. Is consistent with the Provincial Policy Statement; and
  4. Conforms to the Lanark County Sustainable Communities Official Plan.
- It is worth noting that there are no provincial plans in place that effect Tay Valley Township. The intent of the Official Plan Review and Update is to modify the current Official Plan to be consistent with the 2020 Provincial Policy Statement. By doing so, the assumption is that the Tay Valley OP will have regard for matters of provincial interest.

In addition to being consistent with the PPS, the Tay Valley Township Official Plan must also conform to the Lanark County Sustainable Communities Official Plan (2012).

The OP Review and Update process also provides Council with an opportunity to update its Official Plan so that it is current and better reflects the Township's growth and development goals.

#### **Agency Consultation**

As part of the Official Plan Review process, there is a requirement to consult with the approval authority and with the prescribed public bodies with respect to the revisions that may be required. The approval authority for the Tay Valley Township Official Plan is the County of Lanark. At the beginning of the project, the Consultant had discussions with the Lanark County Planner regarding roles, expectations and prescribed agency consultation.

With the assistance of the Lanark County Planner, the Consultant has reached out to 27 agencies on July 12, 2021, including prescribed provincial ministries, local area school boards, Mississippi Valley Conservation Authority, Rideau Valley Conservation Authority, LLG District Health Unit, surrounding municipalities, First Nations (Algonquins of Ontario, Metis of Ontario), and utilities. These agencies were provided with a notice of commencement of the Official Plan Review and Update project and Council's desire to bring the OP into compliance with the 2020 Provincial Policy Statement and conformity with the Lanark County Sustainable Communities Official Plan. They were also formally requested to participate in the Tay Valley Township OP Review/Update project. Specifically, they were asked to provide any information that would assist with updating the resource mapping (in GIS format) and any technical information or policy examples to bring the OP into compliance with the 2020 PPS.

#### **Township Staff & Council Consultation**

The Consultant has completed the interviews with senior municipal staff and has partially completed the interviews with members of Council to solicit their opinions on elements of the Official Plan that should be updated or revised. The

results of this consultation will be reflected in the “Tay Valley Township Official Plan Review Issues and Options Report” to be presented to Council later this fall.

### **Public Consultation**

The Township sponsored a non-prescribed Official Plan Review Open House on August 17, 2021 to introduce the project to the community. The Open House presentation highlighted the process and timeline for the project, as well as several key issues to be explored including growth management, affordable housing, climate change, indigenous engagement/recognition, Natural Heritage Systems, past severance activity and key demographic indicators.

The September 21, 2021 Special Council meeting is a prescribed requirement under the *Planning Act, R.S.O. 1990*, intended to formally introduce the Official Plan Review and Update project to the ratepayers and provide them with the opportunity to submit comments for consideration by Council. Although written or oral comments are encouraged at the Special Council Meeting, this will be challenging given the current pandemic. Understanding this, Council is welcoming written comments from members of the public to be submitted to the Township Planner no later than October 15, 2021, so that they may be captured in the “Tay Valley Township Official Plan Review Issues and Options Report” and considered in future Council deliberations on the items to be addressed in the Official Plan Update.

The Township created a special page on its website [www.tayvalleytwp.ca](http://www.tayvalleytwp.ca) dedicated to the Official Plan Review. This page includes information of what is an Official Plan, why the Township needs an Official Plan, the requirement to review the Official Plan and ways in which the public can get involved in the project.

As the project moves forward, the public will have additional opportunities to provide comments on the future draft official plan amendment designed to update the Tay Valley Township Official Plan.

### **Preliminary List of Issues**

Based on the Consultant’s review of the 2020 Provincial Policy Statement, discussions with the County of Lanark Planner, the following preliminary list of issues to be considered in the Official Plan update has been created. It is important to understand this is a **preliminary list** and that comments from the public, agency comments and comments from staff and Council are expected to add to or modify this list. These issues will be explored in detail in the pending Issues and Options Report.

1. **Engagement with Indigenous Communities** – this is a requirement under the PPS and is not currently addressed in the TVT OP in a substantive way.
2. **Climate Change** acknowledgement is a requirement under the PPS, especially related to sustainable infrastructure, built form and growth management. The Township has been a leader in this area as demonstrated by their Climate Action Plan (CAP). Recognition of the CAP and specific policies related to climate change should be done.
3. **Intensification and Redevelopment** is a significant theme in the PPS – for communities with no municipal sewer and water services it is a challenge to develop realistic policies – the Township’s policies on **accessory dwelling units** is one options currently being promoted for intensification. Efforts should be made to determine if there are other intensification and redevelopment opportunities as well as reviewing the current policies to ensure they are working effectively.
4. **Economic Diversification** is promoted in PPS – there is an opportunity to improve and enhance the economic development policies contained in the Official Plan – expanded/more permissive home occupation/industry policies, identification of employment lands, recognition of resource extraction (aggregate & forestry) as important economic generators, significance of tourism and potential for growth, impacts of short term rentals.

5. **Growth Management** is a central theme of the PPS – there is currently some direction in the OP regarding growth management, but it could be expanded to more clearly identify how and where growth is to be accommodated – efforts should be made to include population projections in the OP. The preparation of a growth management plan is a central theme of the project.
6. **Lanark County** Sustainable Communities Official Plan (SCOP) is older than the TVT OP and many of its policies and themes are reflected in the TVT OP. A review of the Lanark SCOP will be completed to ensure the TVT OP is in full conformity with the Lanark SCOP.
7. **Housing** is one of the community building blocks. There are general statements related to housing (affordable housing) but the OP could benefit from detailed policies and reference to programs/reports focused on the affordable housing issue.
8. **Emergency Management** is a new policy theme in the PPS – current TVT OP does not address emergency management – general policies related to the Township's emergency management plan should be considered.
9. **Servicing Policies** should be updated to clarify policies on communal servicing, hydrogeological study requirements, and stormwater policies. Private road standards should be reviewed to determine if they reflect current best practices.
10. **Open Space/Parks/Recreation** policies in the TVT OP could be enhanced with acknowledgement of the of public lands and conservation areas in the Township, expanded recreational trail policies which reference active transportation, and policies related to public access to water resources.
11. **Hazard lands** need policy improvement related to prohibited uses, permitted development and site alteration and to direct development away from hazards. There is also a need for policy and mapping specific to wildfire hazards which is a new PPS theme.
12. **Natural Heritage Systems (NHS)** is a major theme in the PPS. The current TVT OP has good policies to acknowledge and protect various natural heritage features and has NHS applying to ½ of the Township. Consideration of expanding the NHS to all lands within the Township is a central component of this OP Review and Update.
13. **General Housekeeping** changes are common with Official Plan updates. References to various government ministries that have name changes, updated reference documents like the new PPS (2020), new municipal studies and documents are all recommended to be updated to the appropriate current reference.

### **Next Steps**

The formal agency and public consultation on the OP Review are proposed to conclude **October 15, 2021**. Following this, Council will be presented with an Issues and Options Report from the Consultant, summarizing the Official Plan Review component of the project. Council will then determine the issues to be included in the Official Plan Update and provide direction on the preferred policy option to address the issue. Once the scope and nature of the update has been determined, the Consultant will conduct the necessary research and prepare a draft Official Plan Amendment (OPA) and Planning Justification Report for Council's consideration.

Once Council is satisfied with the draft Official Plan Amendment, the Consultant will initiate the formal Official Plan Amendment process, including additional agency and public consultation, including an Open House and Public Meeting.

Once Council has heard from the agencies and public on the draft OPA, they will determine whether the draft OPA requires further changes or modifications to address comments received. When Council is satisfied with the OPA, they will formally adopt the OPA and forward the document to the County of Lanark for final approval.

Opportunities for public comment are available throughout the formal OPA process at both the Township and County levels.

All of which is respectfully submitted.

Jp2g Consultants Inc.

ENGINEERS • PLANNERS • PROJECT MANAGERS

A handwritten signature in black ink, appearing to read 'F. Symon', with a long horizontal flourish extending to the right.

Forbes Symon, MCIP, RPP  
Senior Planner | Planning Services



## APPENDIX B: AGENCY COMMENTS ON TAY VALLEY TOWNSHIP OFFICIAL PLAN REVIEW & UPDATE



September 17, 2021

Noelle Reeve, Planner  
Tay Valley Township  
217 Harper Road  
Perth, Ontario, K7H 3C6  
[planner@tayvalleytwp.ca](mailto:planner@tayvalleytwp.ca)

### Re: Official Plan 5-Year Review

Dear Ms. Reeve,

The Leeds, Grenville & Lanark District Health Unit (LGLDHU) is pleased to provide feedback on the Official Plan (OP) 5-Year Review for Tay Valley Township. Communities in which people live, work, learn and play have a significant impact on their health and well-being. We support Tay Valley Township to continue to develop and implement policies that promote and protect human, environmental, and economic health. Several parts of the current Tay Valley Township OP include sections that promote and protect population health, including the policies and objectives that aim to:

- Address climate change through several strategies including energy conservation and efficiency in new developments, water conservation, valuing natural/green infrastructure (e.g., wetlands), and improving the transportation modal share to include more trips via active transportation (AT).
  - Energy efficient development that uses alternative or renewable energy sources can decrease the amount of greenhouse gas (GHG) emissions that originate in a municipality.
  - Protecting natural and cultural heritage features is an important factor for maintaining and/or improving outdoor air quality, increasing carbon sequestration, decreasing local temperatures, and providing outdoor recreation areas. Natural storm water management infrastructure (e.g., wetlands) help build a municipality's resilience to extreme weather events such as flooding or heavy rainfall.
- Promote the provision of an adequate supply of mixed housing that includes safe and affordable housing and a range of housing types. Housing is an important [determinant of health](#). Affordable housing can make it easier for people of all socioeconomic status obtain an appropriate place to live.
- Encourage accessibility features in parks, trails, and recreational facilities and connectivity of local active transportation infrastructure. Accessibility and connectivity

features allow for more equitable access to community amenities and induce greater use and physical activity.

- Value agricultural land. Local, healthy food production can contribute to a more robust and resilient food landscape.
- Promote steady, diversified and balanced economic growth. Income is a significant determinant of health.

Below, we offer suggestions for your consideration that could further strengthen the health-promoting and protecting aspects of your Official Plan. Our comments are divided by the *Sections* found in the Plan. In-text suggestions are highlighted in yellow while more significant suggestions are **bolded**.

#### *Section 1.3.3 Objectives of the Plan*

- 1. To maintain and, where possible, to improve the quality of the natural and built environment, particularly in regard to the health, safety, convenience and welfare of residents.
- 20. To ensure Tay Valley Township is a healthy, liveable community by promoting recreation, active transportation (walking, biking, trails, and routes) and carpooling, access to healthy local food, and supporting residents to be engaged and connected in their community. **Promote population health through policies that encourage physical activity, decrease the Township's impact on climate change, provide equitable access to spaces for recreation and leisure in built and natural environments, preserve and protect the local food system from production to waste management, protect the population from health hazards, and increase opportunities for people to gather and build on the Township's sense of community.**
- 25. To conduct planning with an open process that engages all stakeholders, including those most vulnerable, producing policies which are fair in their distribution of benefits and influences as well as equitable and inclusive to diverse groups.
- Consider adding the following objectives:
  - 26. To ensure population health is prioritized through land use and other public policies in this Plan, include health considerations in all policies to improve the health of all communities and people at a systemic level.
  - 27. To help ensure equitable access to healthy food for all residents.
    - The [Food Charter](#) and [Municipal Toolkit](#) from the local [foodcoreLGL](#) coalition provide policy suggestions for prioritizing access to healthy food for all.
  - 28. To incorporate vegetation and tree-planting in new, existing, and future developments to increase areas for shade and assist with dissipation of localized heat.
  - 29. To implement a community-wide compost program to encourage residents to compost food waste, thereby reducing the Township's greenhouse gas (GHG) emissions by reducing food decomposition in garbage dumps.
  - 30. To value natural infrastructure (e.g., wetlands, soils, trees, etc.) and the economic value they provide with respect to natural storm water collection,

water quality, sequestering carbon emissions, improving air quality, reducing localized heat, and preventing flooding.

- 31. To build a robust active transportation (e.g., cycling, walking) network to decrease use of motorized vehicles and provide options for healthier transportation.

#### *Section 2.7 Community Improvement*

- 2.a.i. Establishing and maintaining the physical infrastructure which is necessary and appropriate for the various areas and land uses, including storm drainage, roads, lighting, community facilities, etc. Natural infrastructure (e.g., wetlands, soils, trees, etc.) and the economic value they provide with respect to natural storm water collection, water quality, sequestering carbon emissions, improving air quality, reducing localized heat, and preventing flooding, will be prioritized.
- 2.b.ii. Ensuring the maintenance of the existing housing stock and encouraging the rehabilitation, renovation and repair of older dwellings in energy efficient ways. Improving the efficiency of homes will decrease the amount of greenhouse gas (GHG) emissions that originate within the Township.
- 6. In order to achieve the objectives for community improvement, Council intends to use a variety of implementation techniques and to choose the appropriate technique(s) for each improvement initiative. Such techniques may include, but are not limited to, the following:
  - Consider adding the following as a new point:
    - **Develop design standards that support the creation of community hubs that include an inspected kitchen to provide opportunities for recreation, social interaction, sense of ownership over the space, and Crime Prevention through Environmental Design (CPTED).**

#### *Section 2.12 Parks and Recreational Facilities*

- 3. In the development of parks and recreational facilities by the Township or other public agencies, adequate parking (e.g., bicycle, motor vehicle) shall be provided and facilities such as ramps and walkways to enable persons with disabilities to reach amenities and facilities shall be provided where possible.
- 4. The Township views the development of bicycle lanes and trail systems as important for providing more equitable options to travel to important destinations (e.g. work, healthcare appointments, full service grocery stores, etc.) and as important recreational resources, providing opportunities for outdoor leisure and recreation, tourism and interpretation of the natural environment. In this regard, the integration of abandoned railway lines into a trail system and opportunities to provide trails along waterbodies, in co-operation with other municipalities and public agencies, is supported by the Township.
- Consider adding the following as a new point:
  - **5. When developing, maintaining and improving parks, trails and recreational facilities, consideration shall be given to including amenities that improve the health promoting and health protecting features of the space. Considerations shall include:**



- Create a community garden to encourage increased physical activity, healthy eating, knowledge of the food system, increased mental well-being, and social connections.
- Provision of sufficient shade structures (e.g., trees, built structures) to help prevent heat-related illnesses.
- Design standards that support the creation of community hubs to provide opportunities for recreation, social interaction, a sense of ownership over the space, and Crime Prevention through Environmental Design (CPTED).

#### *Section 2.18.4 Other Land Use Compatibility Policies*

- Consider adding the following, or similar wording, to address the potential for tobacco, alcohol, or cannabis production, processing or retail facilities:
  - Commercial uses that produce, process, or sell tobacco, alcohol, cannabis, or other harmful substances shall be located an appropriate distance from sensitive land uses (e.g., residences or facilities where people sleep, schools, daycares, community centres, outdoor recreation amenities, etc.). A minimum 150 to 300 metre buffer area, or minimum separation distance, between any tobacco, alcohol, or cannabis-related facility or outdoor production area and other sensitive land uses ([as defined by the Ontario Ministry of the Environment, Conservation and Parks](#)) will be required. Examples of sensitive land uses include, but are not limited to: residences, schools, licensed daycares, hospitals, public and private indoor and outdoor recreational facilities, certain agricultural operations, wildlife habitats and wetlands.

#### *Section 2.24.6 Storm Water Management*

- 1....Low Impact Development is a storm water strategy that uses site design and distributed storm water management practices (e.g., swales, pervious pavement, vegetation, pavers that allow grass to grow through holes, biofilters, etc.) that harvest, filter, evapotranspire, detain and infiltrate water. Natural storm water management infrastructure (e.g., wetlands) help build a municipality's resilience to extreme weather events such as flooding or heavy rainfall. While planning for the present and future of the Township, the economic value provided by the Town's existing natural infrastructure will be considered. Tay Valley Township encourages the use of Low Impact Development throughout the Township.

#### *Section 4: Transportation*

- In 4.1 *General*, consider adding the following:
  - When road improvements and/or new developments are undertaken, the Township shall consider conditions of approval including:
    - Traffic-calming infrastructure (e.g., speed bumps, curb extensions, street trees, etc.) at strategic locations to improve the safety of these roads for pedestrians, cyclists, and motorists.

- Supportive infrastructure for active transportation such as pedestrian rest areas, bicycle parking, paved shoulders, way-finding signage and prioritization of moving people over moving motor vehicles.

#### 5.2.4 Subdivision Policies

- Consider adding the following:
  - 12. Conditions for approval of subdivisions may include the designated parkland including some or all of the following amenities:
    - A community garden to encourage increased physical activity, healthy eating, knowledge of the food system, increased mental well-being, and social connections.
    - Sufficient shade structures (e.g., trees, built structures) to help prevent heat-related illnesses.
    - Design standards that support the creation of community hubs to provide opportunities for recreation, social interaction, a sense of ownership over the space, and Crime Prevention through Environmental Design (CPTED).

#### 5.4 Site Plan Control

- 2. b. Design details, such as lighting, walkways, parking (e.g., bicycle, motor vehicle), loading, waste facilities, grading, drainage, landscaping materials, fencing, impervious surfaces, active transportation infrastructure (e.g., sidewalks, cycling paths/lanes), etc., are adequate for the uses proposed, in terms of functional, safety and aesthetic considerations as well as address the needs of those with disabilities, as applicable;

Overall, the current Official Plan reflects a strong sense of community values and the prioritization of maintaining the natural and historical assets of the Township. LGLDHU encourages you to continue to promote and build on your community assets and include health-promoting and protecting policies in all your municipal plans to further promote healthy communities.

Joseph Reid ([joseph.reid@healthunit.org](mailto:joseph.reid@healthunit.org)), Health Promotion Consultant, is looking forward to working with you to continue promoting healthy communities in Tay Valley Township.

Sincerely,



Paula J Stewart MD, FRCPC

Medical Officer of Health/CEO

**Ministry of Energy, Northern  
Development and Mines**

Mineral Development and Lands  
Branch

933 Ramsey Lake Road, B6  
Sudbury ON P3E 6B5  
Tel.: (705) 670-5798  
Fax: (705) 670-5803  
Toll Free: 1-888-415-9845, Ext 5798

**Ministère de l'Énergie, du Développement  
du Nord et des Mines**

Direction de l'exploitation des minéraux et de  
la gestion des terrain minier

933, chemin du lac Ramsey, étage B6  
Sudbury ON P3E 6B5  
Tél. : 705 670-5798  
Télec. : 705 670-5803  
Sans frais : 1 888 415-9845, poste 5798



**Please be aware of the following regarding the Abandoned Mines Information  
System (AMIS) data:**

The information herein is provided by ENDM free of charge and for information purposes only. All information is provided "as is" without warranties or conditions of any kind either expressed or implied. In providing the AMIS database information, ENDM and the Government of Ontario accept no liability and make no warranty or any representation regarding the use, accuracy, applicability, completeness, performance, availability, security or reliability of the information, through field measurements or otherwise. It is the sole responsibility of the person choosing to receive and use this information to verify the accuracy of any information obtained from this data package. The reader is warned to undertake his or her own independent investigation to validate this information. Reports provided within are not compliant with CSA standards.

The maps and/or coordinates provided are not intended for navigational, survey, or land title determination purposes. Maps included may not show unregistered land tenure and interests in land including certain patents, leases, easements, right of ways, flooding rights, licences, or other forms of disposition of rights and interest from the Crown. Land tenure and land uses that restrict or prohibit free entry to stake mining claims may not be illustrated.

Ministry Contact Information

**Abandoned Mines Program**

Willet Green Miller Center – Level B6  
933 Ramsey Lake Road  
Sudbury ON P3E 6B5

Emilie Trottier  
Telephone: (705)280-8658  
Email: emilie.trottier@ontario.ca  
Mine Hazards Technical Specialist



Map/Carte  
Township of Tay Valley  
Mining Lands Tenure and Abandoned  
Mines Information System (AMIS)

Location Map / Carte de localisation



Legend

- Township of Tay Valley
- Lower Tier Municipality
- Single Tier Municipality
- Collector, Ramp, Local / Unknown, Local / Street
- Expressway / Highway / Arterial
- Abandoned Mines Information System (AMIS) locations
- Sites du système d'information sur les mines abandonnées
- AMIS location 1km buffer
- Waterbody
- Indian Reserve
- Reserve Indienne
- Provincial Park and
- Conservation Reserve
- Parc provincial et
- réserves de conservation
- Lands Withdrawn from Staking
- Terres retirées de l'impiation
- Active Mineral Exploration Claims
- Réclamations d'exploration minière active
- Tents and Leases
- Travaux et baux
- Mining Land Tenure

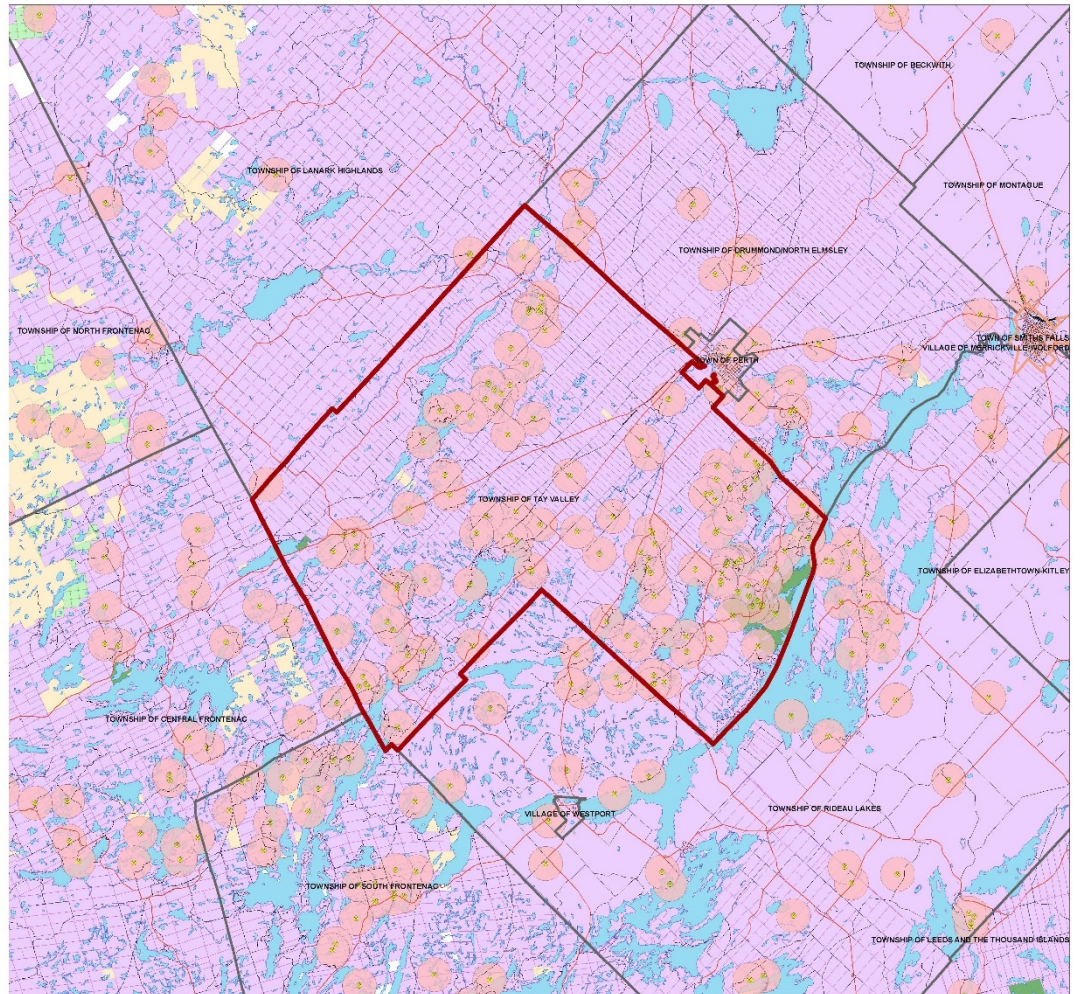


Notes

The information on this map is derived from the Ontario Mining Lands Tenure and Abandoned Mines Information System (AMIS) and is for informational purposes only. It is not intended to be used for legal or regulatory purposes. The information is subject to change without notice. The information is provided as is, without warranty, and the user assumes all liability for any use of the information.

Les renseignements sur cette carte sont tirés du Système d'information sur les mines abandonnées et les terres minières de l'Ontario (AMIS) et sont à titre informatif uniquement. Ils ne sont pas destinés à être utilisés à des fins juridiques ou réglementaires. Les renseignements sont susceptibles de changer sans préavis. Les renseignements sont fournis tels quels, sans garantie, et l'utilisateur assume toute responsabilité pour toute utilisation des renseignements.

Map/Carte: Township of Tay Valley  
Mining Lands Tenure and Abandoned Mines Information System (AMIS)  
Scale: 1:50,000  
Date: 2017-01-01  
Author: [Name]  
Editor: [Name]  
Reviewer: [Name]  
Approved: [Name]



**Map/Carte**  
**Township of Tay Valley**  
**Aggregate Resources**  
**of Ontario (Bedrock)**

Location Map / Carte de localisation



- Legend**
- Cities / Communities  
Villes / Communautés
  - Township of Tay Valley
  - Lower Tier Municipality
  - Single Tier Municipality
  - Indian Reserve
  - Réserve indienne
  - Provincial Park and Conservation Reserve
  - Parc provincial et réserves de conservation
  - Waterbody
  - Bedrock Polygons**
  - Contour**
  - Less than 1 m
  - 1 m to 8 m
  - 8 m to 15 m
  - Greater than 15 m



**Notes**

1. This map was prepared using data from the Ministry of Natural Resources and Forestry (MNR) and the Ministry of Environment and Climate Change (MEE). The data was collected from various sources, including aerial photography, ground surveys, and historical maps. The map is intended for informational purposes only and should not be used for legal or regulatory purposes.

2. The map shows the Township of Tay Valley, which is a local municipality. The map also shows the surrounding areas, including the Township of North Frontenac, the Township of Lanark Highlands, the Township of Drummondville, the Township of Monticello, the Township of Elizabethtown-Kitley, the Township of Rensselaer, and the Township of South Frontenac.

3. The map shows the aggregate resources of the Township of Tay Valley, including the bedrock, the waterbodies, and the land use. The map also shows the various reserves and parks within the township.

4. The map is a digital file and can be viewed on a computer screen. The map is also available in a printed format, which can be obtained from the Township of Tay Valley.

5. The map is a digital file and can be viewed on a computer screen. The map is also available in a printed format, which can be obtained from the Township of Tay Valley.

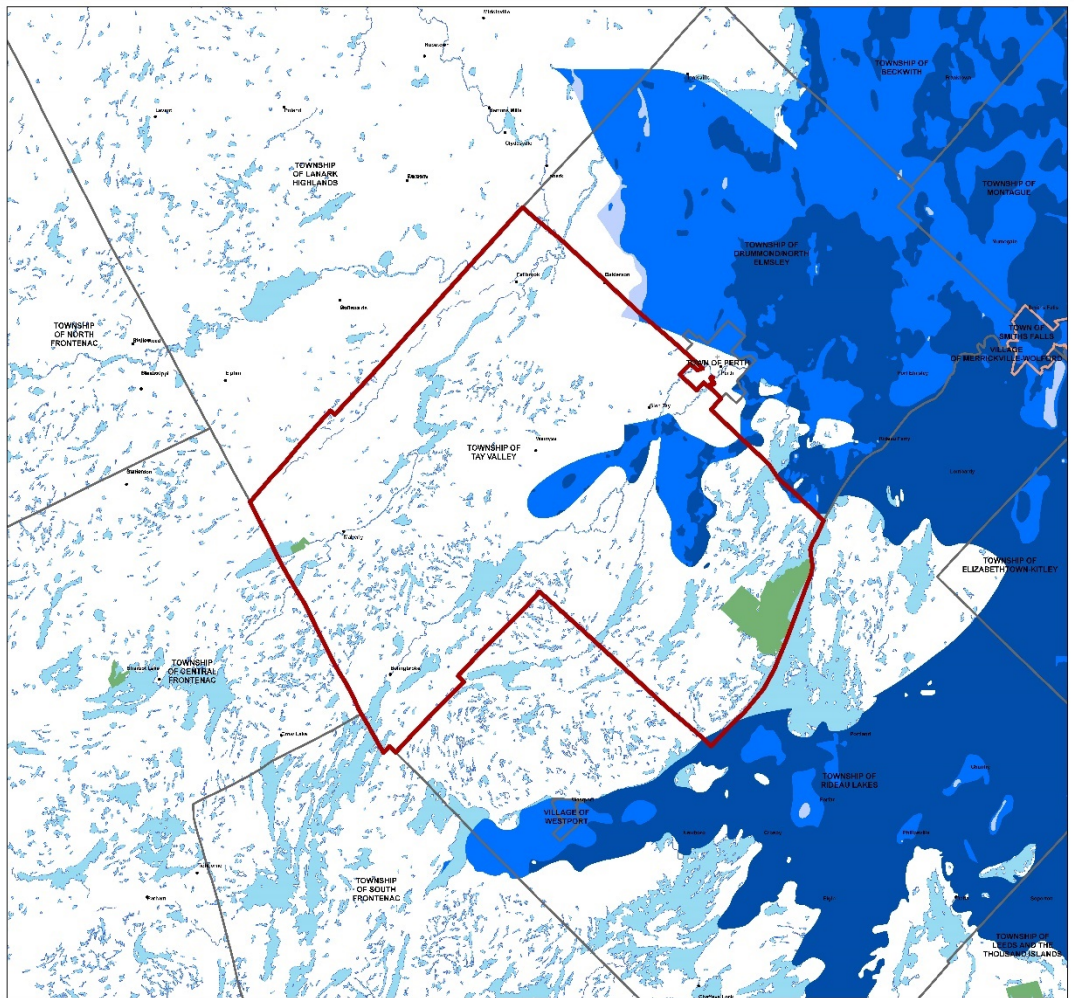
6. The map is a digital file and can be viewed on a computer screen. The map is also available in a printed format, which can be obtained from the Township of Tay Valley.

7. The map is a digital file and can be viewed on a computer screen. The map is also available in a printed format, which can be obtained from the Township of Tay Valley.

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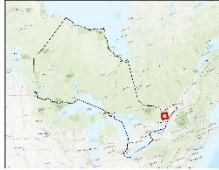
10. The map is a digital file and can be viewed on a computer screen. The map is also available in a printed format, which can be obtained from the Township of Tay Valley.





Map/Carte  
Township of Tay Valley  
Aggregate Resources  
of Ontario (Sand & Gravel)

Location Map / Carte de localisation



- Legend**
- Cities / Communautés
  - Villages / Communautés
  - ▬ Township of Tay Valley
  - ▬ Lower Tier Municipality
  - ▬ Single Tier Municipality
  - Indian Reserve
  - Reserve indienne
  - Provincial Park and Conservation Reserve
  - Parc provincial et réserves de conservation
  - Waterbody
  - Sand Gravel Polygons**
    - Primary
    - Secondary
    - Tertiary
    - Restricted Resource

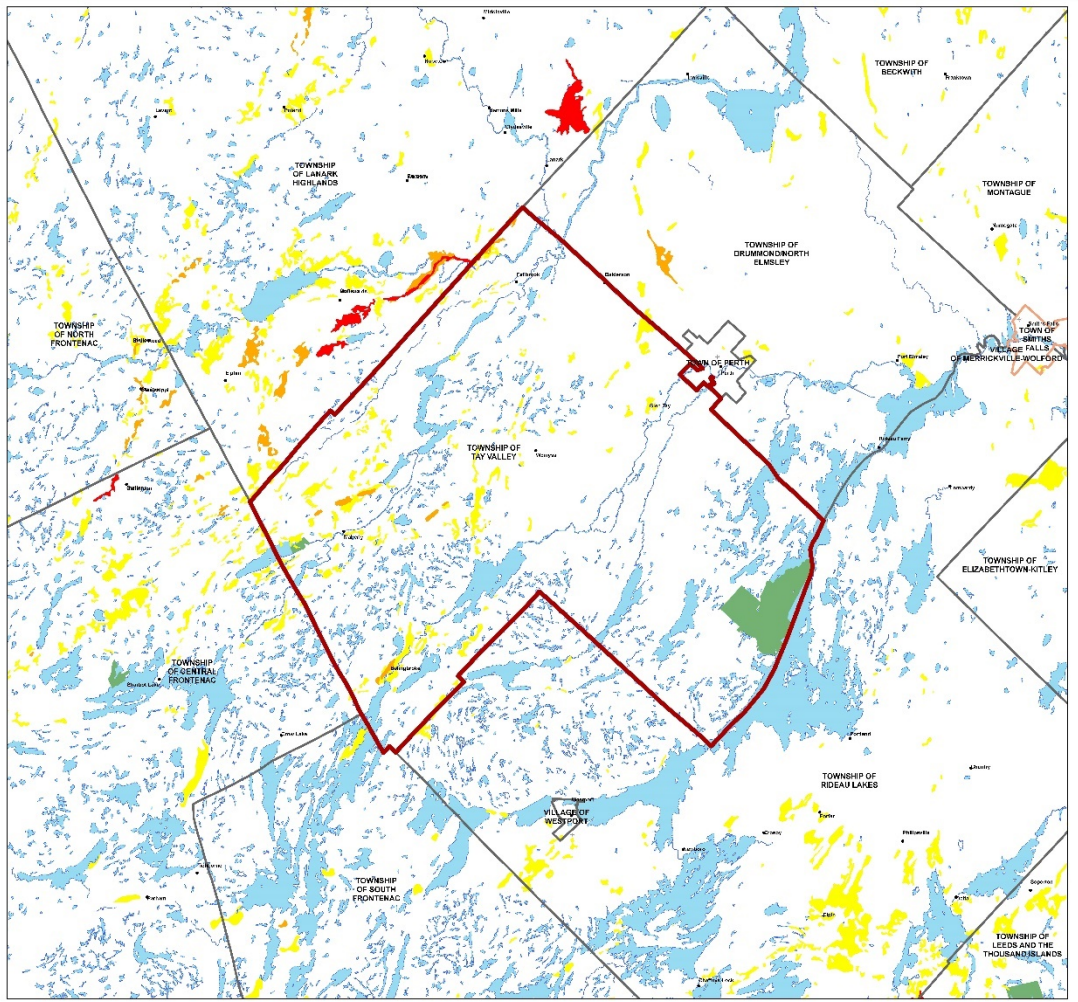


Notes

1. This map was prepared using data from the Ontario Geological Survey (OGS) and the Ontario Ministry of Natural Resources (OMNR). The OGS data is based on a 1:50,000 scale map of the Township of Tay Valley. The OMNR data is based on a 1:50,000 scale map of the Township of Tay Valley. The data is current as of the date of the map.

2. The map is a generalization of the data and does not represent the actual conditions on the ground. The map is for informational purposes only and should not be used for legal or financial purposes.

3. The map is a generalization of the data and does not represent the actual conditions on the ground. The map is for informational purposes only and should not be used for legal or financial purposes.



**From:** Wagner, Kristen (NDMNRF) <>  
**Sent:** November 16, 2021 3:47 PM  
**To:** TVT Planner <>  
**Cc:** Ethier, Dan (MMAH) <>; Julie Stewart <[ja](#)>  
**Subject:** Re: Tay Valley Township Official Plan Update

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Noelle,

I am a Planner with the Ministry of Northern Development, Mines, Natural Resources and Forestry. I had a GIS tech pull together a couple of maps for your OP updates (see attached):

1. Natural heritage features
2. Aggregate resources
3. Wildland fire hazard risk

Please note that all of the above data sets can be found on [Ontario GeoHub](#). In GeoHub, you can view data or make a map and you can download most of the data from that site as it now falls under the open government license.

If you have any additional questions, or notice that I have missed something, please don't hesitate to reach out to me.

Thanks!  
Kristen

**Kristen Wagner, B.Sc.**  
District Planner

**Ministry of Northern Development, Mines, Natural Resources and Forestry (NDMNRF) | Pembroke District**  
31 Riverside Dr.  
Pembroke, ON K8A 8R6


















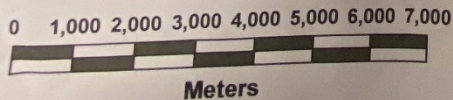
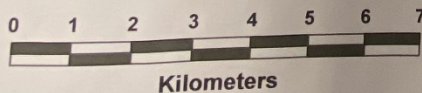
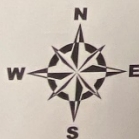


Ministry of Natural Resources  
Kemptville District (MNR)

**Map 3: Tay Valley Township**

Proposed & Future Considerations  
Provincially Significant Wetlands (PSW)

-  Bennett, Christie, Silver L.
-  Railways
-  Highways
-  Major Roads
-  Local Roads
-  **Proposed PSW:**
-  North Shore-Big Rideau L.
-  **Future Considerations:**
-  Bolton Creek - Fall River
-  Christie Lake - Upper Tay
-  Crosby Lake and Creek
-  Lower Tay
-  Otty Lake
-  Pike Lake - Grants Creek
-  Lower Municipalities



*This map is illustrative only. Do not rely on it as being a precise indicator of routes, locations of features, nor as a guide to navigation.*

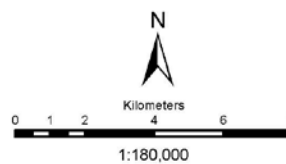
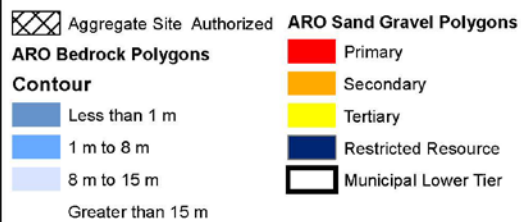
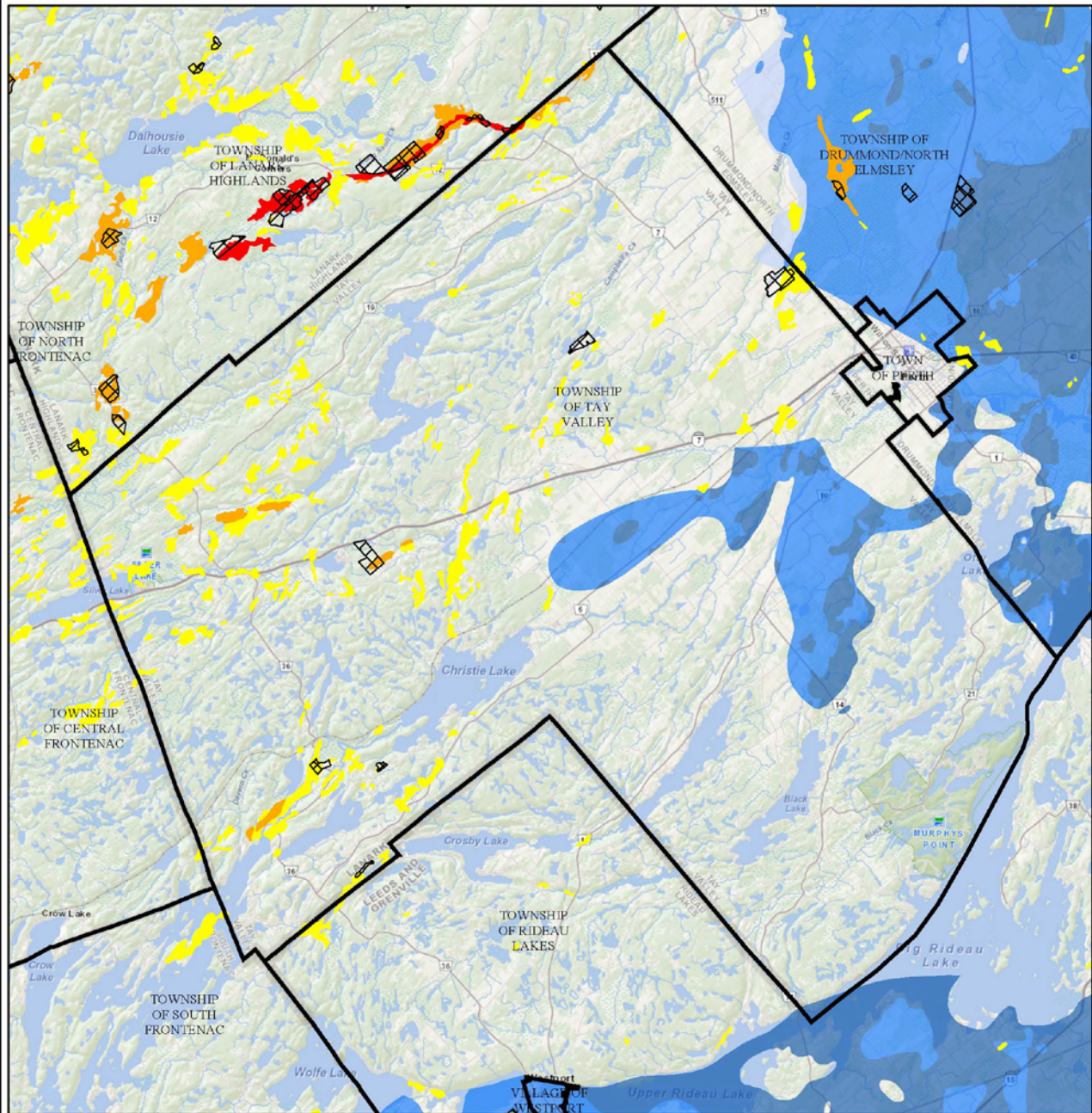
Designed and produced by: Information Management Section, Kemptville District, Ontario Ministry of Natural Resources.

Source of Information: 2014 MNR Land Information Ontario (LIO) and external MNR coverages.





# NDMNRF Kemptville District Aggregate Resources of Ontario Township of Tay Valley



Map Produced by: Resources Information and Analysis Unit, Southern Region  
Ministry of Northern Development, Mines, Natural Resources & Forestry

Sources of Information:  
Base Data - Land Information Ontario (LIO)  
Information current as of October 2021.  
ARO Data - MNRM Aggregate Resources of Ontario 2020

Projection is UTM Zone 18, NAD 1983 CNT

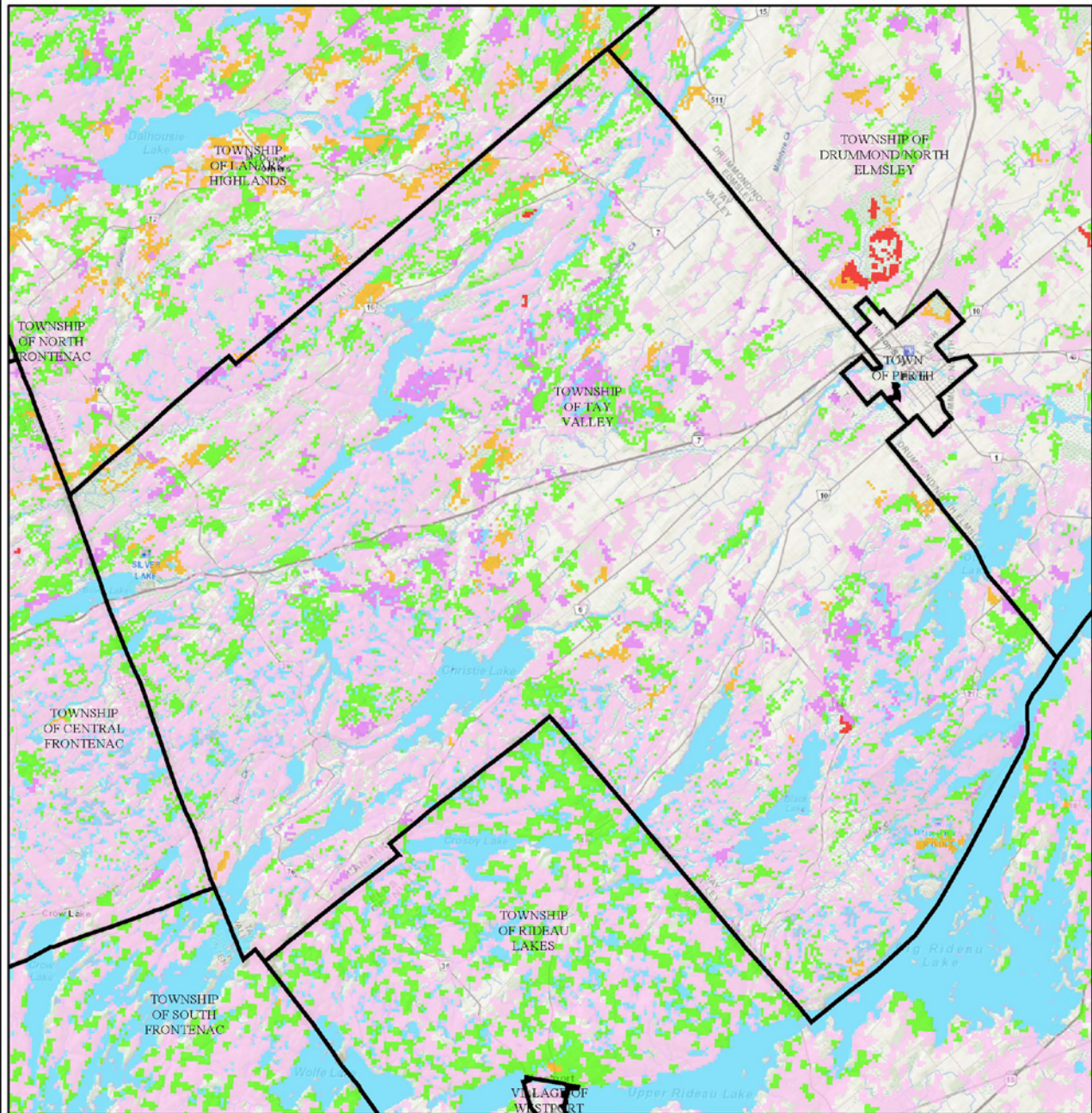
This map is illustrative only. Do not rely on it as a being a precise indicator of routes, locations of features, nor as a guide to navigation. The Ontario Ministry of Northern Development, Mines, Natural Resources & Forestry shall not be liable in any way for the use of, or reliance upon, this map or any information on this map.

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Ontario

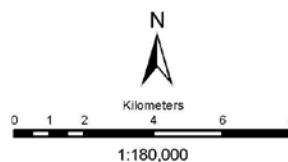


# NDMNRF Kemptville District Potential Hazardous Forest Types for Wildland Fire: Township of Tay Valley



## Potential Hazardous Forest Types

- Extreme - C1, C2, C4
- High - C3, M2>50%, M4
- Pine Needs Evaluation - C5, C6
- Low - D1, M2<25%
- Water
- Moderate - M2 >25% - <50%
- Municipal Lower Tier



Map Produced by: Resources Information and Analysis Unit, Southern Region  
Ministry of Northern Development, Mines, Natural Resources & Forestry

Sources of Information:  
Base Data - Land Information Ontario (LIO)  
Information current as of October 2021  
Fire Data: NDMNRF AFFES October 4, 2021

Projection is UTM Zone 18, NAD 1983 CNT

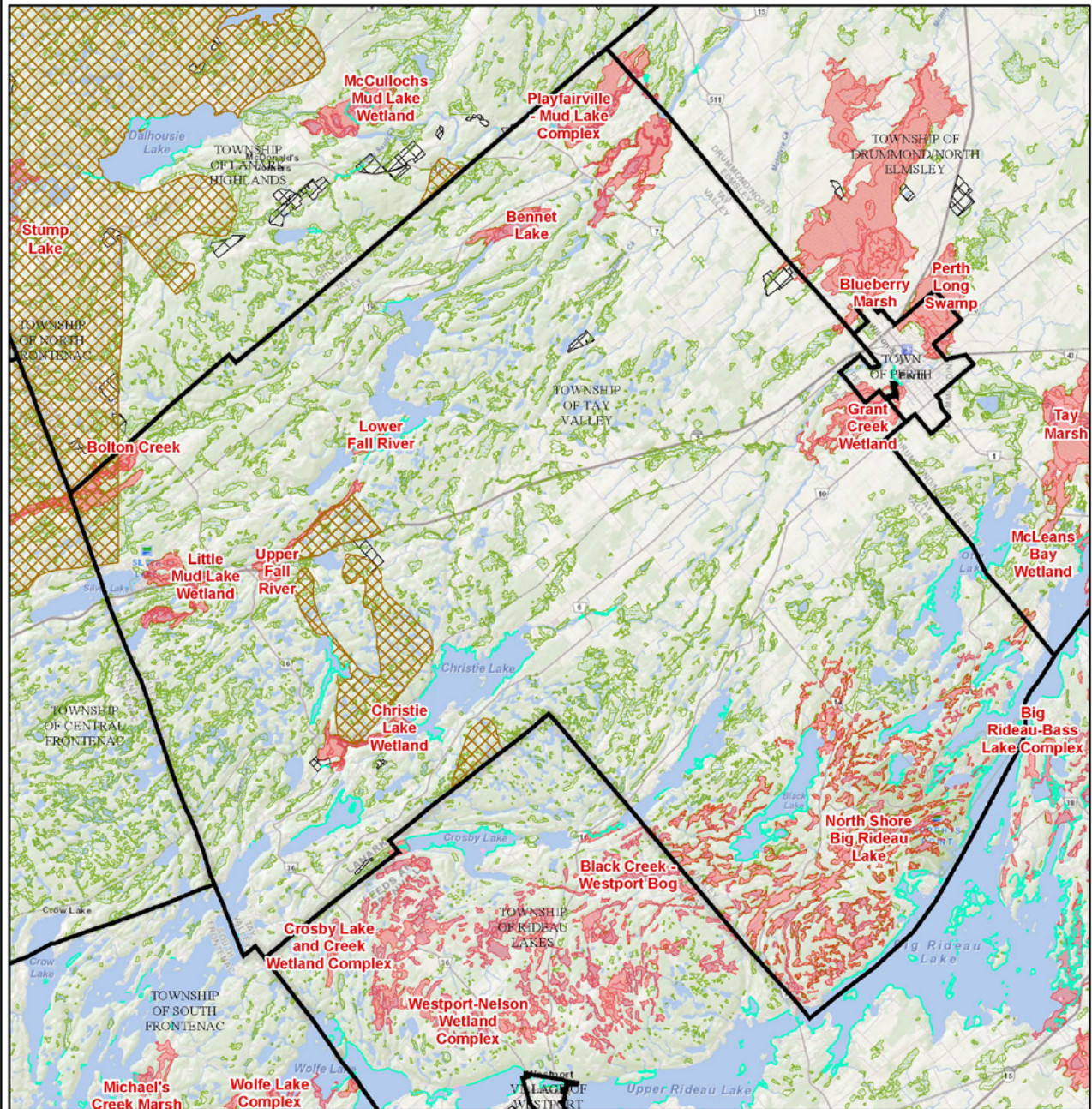
This map is illustrative only. Do not rely on it as being a precise indicator of routes, locations of features, nor as a guide to navigation. The Ontario Ministry of Northern Development, Mines, Natural Resources & Forestry shall not be liable in any way for the use of, or reliance upon, this map or any information on this map.

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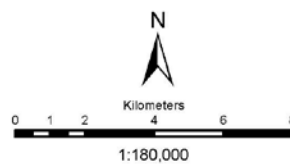




# NDMNRF Kemptville District Natural Heritage Features Township of Tay Valley



- Fish Nursery Area
- Fish Spawning Area
- Aggregate Site Authorized
- Wetland
- Provincially Significant Wetland
- White-tailed Deer Yard (Stratum 1)
- White-tailed Deer Wintering Area (Stratum 2)
- Municipal Lower Tier



Map Produced by: Resources Information and Analysis Unit, Southern Region  
Ministry of Northern Development, Mines, Natural Resources & Forestry

Sources of Information:  
Base Data and Natural Heritage Feature Data  
Land Information Ontario (LIO)  
Information current as of October 2021.

Projection is UTM Zone 18, NAD 1983 CNT

This map is illustrative only. Do not rely on it as a being a precise indicator of routes, locations of features, nor as a guide to navigation. The Ontario Ministry of Northern Development, Mines, Natural Resources & Forestry shall not be liable in any way for the use of, or reliance upon, this map or any information on this map.

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## APPENDIX C: PUBLIC COMMENTS ON TAY VALLEY TOWNSHIP OFFICIAL PLAN REVIEW & UPDATE

### TVT Planner

---

**From:** Faith Hutton  
**Sent:** October 22, 2021 9:10 AM  
**To:** TVT Planner  
**Subject:** Re: Enquiries about planning for recently severed lots on Bathurst 4th conc.

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Noelle,

It's been a long time since we've communicated. I hear that you've been extremely busy this year!

Our updated situation is that we went ahead and sold our house in Perth in June, to get a good price, and are renting a very small place in Brooke Valley while we wait to see what comes available in terms of land or property in the area. We love the community here and are determined, if at all possible, to stay here for good.

Friends just down the road, Parmatma and Bob Leviton, have very generously offered to sever land for us, but it is all contingent on 5 years being added on

when the Official Plan is updated, as they bought their property in 1994. All our hopes rest on that, as land prices are getting beyond our reach otherwise. If this goes ahead, we are set up for the rest of our lives. When will the Plan be finally updated?

A few other people have expressed surprise at this law, as they know people in Brooke who bought more recently and have been able to sever a piece of land for their

family members without issue. Is there any chance, if 5 years is not added on, that they might still be able to sever?

Anyway, I'm expressing a very strong and sincere wish that this comes to pass, as it would make an enormous difference to our lives from here on. We want to build small (not tiny), responsibly, and sustainably.

All the best.

Yours in health,

**Faith Hutton, RHNP**  
**Registered Holistic Nutrition Practitioner**

(

On Thu, Nov 12, 2020 at 11:23 AM Faith Hutton <> wrote:

Hi Noelle,

I'm a friend of Rob Rainer's and we spoke at length on the phone last autumn as my husband, Richard, and I were looking for land on which to build a tiny house. We were particularly keen to be in the Brooke Valley area.

So, you can imagine my delight at discovering that three lots on Bathurst 4th concession have recently been approved for severance. The land owner, Delores MacAdam, is a friend of ours and she happened to mention it last weekend.

We're going to have a look today, but I am keen to speak with you as soon as possible about my concerns and questions:

- Is the land on a floodplain?
- I see on the severance document Delores sent me that part of the land is designated Interior Forest. What exactly does that mean for us and, more importantly (as we know we are the type of people who want to make as small a carbon, and other, footprint on rural land as possible and would surely want to look after forest and the wildlife within it), in terms of who else might purchase one of the other lots?
- As there are 3 lots, we are concerned about who else might purchase one. I will speak to Delores about this, but I wondered what kind of control the township has over landowner treatment of the forest - which is really the same point I made previously!
- Are you aware of any issues in that area with noise, unkempt junk yards, etc?
- Do you know of any present or possible future development plans or other changes in the area?
- I have heard that some people in the area are concerned that having three new lots there will change the character of this distinctly rural area. I'd love to hear your thoughts. I certainly wouldn't want to be part of stirring up bad feeling in our new community!
- We are looking to build, or have built, a tiny home (probably on wheels, but not decided yet) and have a quote from Mint Tiny Homes for their Canada Goose model, if you want to have a look. What do we need to know and do in order to put the correct wheels in motion? Ideally, we would be looking to be off-grid. We would not need a septic tank either, as we'd have a composting toilet. As it's heavily wooded, we would need some land cleared for driveway and house, and possibly solar panels, and a well.
  - Recently, we had looked into converting a bus into a mobile dwelling. I presume we would not be able to live in it on the land? If we could have it there part of the year (3 or 4 months), as a recreational vehicle, that would be good to know. That would be an option, as we could, for example, travel for 6 months, stay on the land for 4 months, and then park it elsewhere (a friend has offered) for January and February which we plan to spend in the UK.
  - Well, I think that's it for now. I know you are out of the office today and Friday, but if you could give me a call on Monday, that would be wonderful. Otherwise, I will try to connect with you again.
  - Thanks!

Yours in health,

**Faith Hutton, RHNP**  
**Registered Holistic Nutrition Practitioner**



## TVT Planner

---

**From:** TVT Planner  
**Sent:** August 17, 2021 5:02 PM  
**To:** Dawn Haldane  
**Subject:** RE: Official Plan Update  
**Attachments:** Tay Valley Twp\_SandGravel.pdf

Hi Dawn,

I have attached the Ministry Aggregate information. They designate the deposits on your land as tertiary (the least important) so go ahead and bring in your severance applications for me to sign. I am off tomorrow and Thursday still recovering from the Anaplasmosis but I will be in Friday (in a meeting 10-11:30).

Thank you for your patience. Getting this information from the Ministry for the Official Plan update has been very helpful.

Noelle

-----Original Message-----

From: Dawn Haldane <>  
Sent: August 3, 2021 9:44 AM  
To: TVT Planner <>  
Subject: Re: Official Plan Update

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Yikes! I hope you feel better soon, Noelle 🙏  
Okay, sounds good.  
Dawn

Sent from my iPhone

> On Aug 3, 2021, at 9:12 AM, TVT Planner <> wrote: >

> Hi Dawn,

>

> Thanks for checking in. I have been off work for over a week fighting Anaplasmosis, a tick-borne bacteria, and am still not in the office.

>

> I did finally hear from MNRF about their Aggregate Resource Inventory Plan for Lanark County and will look at what it says for your properties when I am back in the office.

>

> Noelle

>

> Sent from my iPhone

>

> On Aug 2, 2021, at 1:08 PM, Dawn Haldane <> wrote:  
>>  
> CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you  
recognize the sender and know the content is safe.  
>>  
>>  
> Hi Noelle,  
> Tim and I are just checking in to ensure our property will also be included when you do the revised Plan.  
> We are still planning to sever that parcel for our retirement but are waiting for Tay Valley to complete their  
amendments by February next year.  
> The parcel in question is the one deemed aggregate by Tay Valley in 2016.  
> Respectfully,  
> Dawn  
>>  
> Sent from my iPhone  
>

## TVT Planner

---

**From:** TVT Planner  
**Sent:** August 30, 2021 11:15 AM  
**To:** Greg England  
**Cc:** TVT Planning Assistant; TVT Admin Assistant  
**Subject:** RE: 521 Fagan Lake road  
**Attachments:** Township Aggregate mapping in Official Plan.docx; Aggregate map Ministry of Mines and Northern Development.docx

Hi Greg,

The first attachment is what I have had available to me re: the aggregates on your property. It shows up as pink – indicating the presence of aggregates.

The second attachment is from the Ministry of Mines and Northern Development that I just received. That mapping distinguishes between primary, secondary and tertiary aggregate resources (red, orange and yellow).

Your property has orange and yellow on it. The secondary aggregates make it harder to remove from the designation but the fact that there are a lot of houses nearby could work in favour of removing the designation.

I will pass all this correspondence onto the consultant, Forbes Symon, at JP2G who is undertaking the Official Plan review on behalf of the Township.

Noelle

---

**From:** Greg England <> **Sent:** August 30, 2021 10:50 AM  
**To:** TVT Planner <> **Subject:** Re: 521 Fagan Lake road

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Great thank you. Is there a chance that new mapping could change the

dedication? On Mon, Aug 30, 2021 at 10:47 AM TVT Planner <> wrote:

Hi Greg,

I remember our conversations.

I have just received new mapping from the Ministry so will check your property later today.

Thank you for your patience.

Noelle

---

**From:** Greg England <> **Sent:** August 30, 2021  
10:04 AM  
**To:** TVT Planner  
> **Subject:** [521 Fagan Lake road](#)

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Hi Noelle

We spoke earlier in the summer when I was getting my details inline to survey a lot off of my existing property at [521 Fagan Lake road](#). At this time I had contacted both Tay valley and the county to find out that the property was eligible for the survey I wanted but had a aggregate dedication so you suggested I have it added to a list for this falls review of the bylaws if I understand correctly. I'm reaching out with this email to make sure I don't miss this process as I have plans for the lot and they are waiting on getting this sorted out and lifted from my property.

I found this process in the spring to be very difficult as I was directed back and forth from the municipality to the county and until I actually spoke to you I felt it was getting no we're I hope you can advise me on how to proceed.

I have attached a picture of my tax bill to reference the property for your info.

Please call me if possible with any advice so I can do my part to get this taken care of.

Greg Cell.

Thanks for your help. Greg England

## TVT Planner

---

**From:** Greg England <> September 14, 2021 10:47 AM  
**Sent:** AM  
**To:** TVT Planner  
**Subject:** Re: Building Permit

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Noelle

I failed to make a note of when the date for my property was scheduled to be part of the review of the official plan. Could you let me know if possible?

Thanks Greg

On Tue, 31 Aug 2021 at 15:06, Greg England <> wrote:  
Great, thank you.

On Tue, Aug 31, 2021 at 3:05 PM TVT Planner <> wrote:

Yes to sever a lot, the Aggregate designation would need to be removed and that will be discussed as part of updating the Official Plan.

Noelle

---

**From:** Greg England <> **Sent:** August 31, 2021 3:04 PM  
**To:** TVT Planner <> **Subject:** Re: Building Permit

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

That's great news. I'd still need to get the grave

Dedication removed in order to sever a lot stop though right?

On Tue, Aug 31, 2021 at 2:58 PM TVT Planner <> wrote:

Hi Greg,

The pit on the property opposite yours is 130m from your lot line along Fagan Lake Rd. So you would need to place the house 20m from the road. The zoning designation is not the boundary for pits (like it is for salvage yards or waste sites), the actual location of the pit is the setback boundary.

So you could submit a Building Permit application without the Minor Variance.

Noelle

---

**From:** Greg England <> **Sent:** August 31, 2021 1:43 PM  
**To:** TVT Planner <> **Subject:** Re: Building Permit

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Noelle

If you are able to see if there's flexibility on the bylaw that would be great. I'm a builder and I know the most logical place for both house and septic to build on the lot is within that 150 m set back from the rd. Of course that would be my preference to avoid the cost and steps required for the minor variance.

It's not impossible to meet the 150 m but certainly would complicate the style of house I'm hoping to build.

I really appreciate the time and effort you have put in so far to help me through this process

Thanks Greg

On Tue, Aug 31, 2021 at 12:13 PM TVT Planner <> wrote:

No because the setback is based on the Zoning Bylaw. I can look into the letter from the Ministry more to see if there is any flexibility.

If not you could apply for a Minor Variance for the October meeting to reduce the setback from the pit zone based on the licence being surrendered. They decide that day- October 18.

Noelle

Sent from my iPhone

On Aug 31, 2021, at 12:06 PM, Greg England <> wrote:

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Noelle

So if i end up being able to get the aggregate dedication removed would that reduce my setback from Fagan lake rd less then 150 m? The buildable portion of the lot is between the 150 m and the rd it would be more like 100m +/- to the front line of the location I'd like to build?

Greg

On Tue, Aug 31, 2021 at 11:04 AM TVT Planner <> wrote:

Hi Greg,

I have included your comments as part of the public process and Forbes Symon, JP2G Consultants, will review the designation.

I have reviewed the TVT Official Plan and under Section 3.3.3.3 Mineral Resource Policies, I can support a Building Permit application for the property at [521 Fagan Lake Rd.](#)

Under the Zoning By-law Section 3.18 Residential Separation Distances from Other Land Uses, because part of the lot across the street is zoned Extraction, the house at 521 Fagan should be located 150m from Fagan Lake Rd.

The owner of the pit surrendered his pit licence in 2014 but the Ministry required the zoning to stay in place in case extraction occurs in the future because they stated the aggregate deposit was good quality.

Thanks for your patience on your inquiry. It has been more complicated than usual.

Noelle Reeve RPP, MCIP

Planner

Tay Valley Township



Noelle Reeve  
Planner  
Tay Valley Township  
217 Harper Rd  
Perth, ON K7H 3C6

October 15, 2021

Subject: **Official Plan Review**

Dear Noelle

I wish to congratulate you on the presentation on the Official Plan Review at the August Council meeting.

At this time, I wish to make a few high level comments and one specific suggestion.

1. **Climate Change** Given the existential nature of the climate crisis, I strongly recommend that the Official Plan include the strongest of policies particularly in the areas of sustainable infrastructure, built form and growth management as well as policies the Township can undertake with respect to its own buildings, vehicles, and waste management sites.
2. **Emergency Management** It is my understanding that the Township has an emergency management plan. In light of climate change in general and the experience with / lessons learned from the flooding on the Tay River a few years ago, I suggest the Township undertake a careful review of this plan and develop the policy accordingly.
3. **Economic Diversification** I fully appreciate the importance of economic development. At the same time, I suggest that this be promoted in the context of sustainable development and environmental protection.

As you are aware, there has been a dramatic increase in short term rentals particularly on waterfront properties. This raises the issue of lake capacity and appropriate lake stewardship practices – areas that many lake associations address in their lake stewardship plans which were developed before the “AirB&B phenomenon”. I recognize there is not obvious policy with respect to short term rentals but I wished to flag the potential negative effects.

4. **Housing** I strongly encourage detailed policies and innovative approaches focused on affordable housing.
5. **Indigenous Consultation** It's appropriate that the province require municipalities to consult with Indigenous communities.

From my perspective, the Official Plan should include meaningful statements and policies which acknowledge the Indigenous peoples in the Township. For example,

- a. The introduction to the Official Plan could include a paragraph about the presence of the Omamiwinini (Algonquin) prior to the arrival of the Europeans and today. Perhaps it could start by saying that *the Omamiwinini inhabited the land we call Tay Valley Township long before the arrival of European settlers in 1816.*
- b. A section on the demographics of the Township could include statistics on the Indigenous population, including the comment that the percent may be low (see Stats Can for an explanation)
  - i. A section on demographics could also show the diversity of the population of the Township. Another demographic section could look at age to show the aging population etc.

The 2016 Census of Population provides data on the diversity of Tay Valley Township

	Tay Valley Township	Lanark County	Ontario
Indigenous Identity	3%	4%	3%
Visible Minorities*	0.7%	2%	29%
Countries of Origin of the Immigrant Population	8	44	50
Number of Mother Tongues	19	61	152

\* Canada defines visible minorities as people, other than Indigenous people, who are non-Caucasian in race or non-white in colour.

6. **Water Quality Protection: Septic Inspections on Waterfront Properties** As you know, malfunctioning sewage systems can have both human health and environmental impacts beyond the property on which it is located. Contamination of surface water can cause excessive aquatic plant growth, depletion of oxygen in lakes, and impact the natural habitat for aquatic species. Ground water contamination can cause illness and even death. The 2006 Clean Water Act identifies sewage storage, including septic systems, as one of 21 activities that can pose a significant threat to drinking water

- Malfunctioning sewage systems can affect property values and, over time, tax assessments ... the ability of the Township to fund programs and services

Tay Valley Township has over 20 years experience with its septic re-inspection program starting with the pilot program on Christie Lake in 2000.

In 2012, the decision was made to include a discretionary program with mandatory inspections on those lakes which requested the mandatory program. The members of the following seven lake associations voted in favour of the mandatory program

- Adam
- Bennett
- Bobs
- Farren
- Long
- Otty
- Pike

In 2017, the members of the Little Silver and Rainbow Lake Association voted in favour of the mandatory program.

The voluntary re-inspection program applies to all properties located on the following water bodies:

Creeks & Rivers	Lakes	Lakes
✓ Bolton Creek	✓ Andrew	✓ Mud
✓ Grant's Creek	✓ Big Rideau	✓ Loon
✓ Scotts Snye	✓ Black	✓ McLaren
✓ Silver Lake Creek	✓ Christie	✓ McGowan
✓ Fall River	✓ Clear	✓ Mills
✓ Mississippi River	✓ Davern	✓ O'Brien
✓ Tay River	✓ Deer	✓ Rock
	✓ Fagan	✓ Round
	✓ Little Mud	✓ Silver
	✓ Lower Mud	✓ Upper Mud

### **Voluntary versus Mandatory**

Under the Ontario Building Code, municipalities can run voluntary septic system re-inspection program or a discretionary program with mandatory inspections.

The steps taken for the septic re-inspection program are exactly the same for the voluntary and mandatory programs. The only difference is that under the mandatory program property owners are required to participate in the program when their property has been identified, whereas property owners under the voluntary program can choose whether or not to participate.

A comparison of the mandatory and voluntary program is clear: the mandatory system is significantly more effective at identifying and rectifying problems with septic systems.

- The November 2015 report states that over 10% of the systems inspected under the mandatory program require replacement compared to 2% of systems in the voluntary program.
  - *"If it was not for the Discretionary [Mandatory] program, these systems may not have been identified for replacement."*
- The 2019 report notes the difference in outcomes on the same seven lakes
  - during the four period from 2008-2011, under the voluntary program, 3% required replacement
  - during the first four years from 2012-2015, under the mandatory program, 11% required replacement

*Noelle, you have a fab graph that show the difference  
(copy attached for ease of reference)*

In light of

- Tay Valley Township's positive experience over 20 years
- The proven effectiveness of the mandatory septic inspection program
- The importance of properly functioning septic systems for human health, clean drinking water, and the environment
- The effect of malfunctioning sewage systems on property values and, over time, tax assessments ... the ability of the Township to fund programs and services
- The growing number of rural municipalities instituting mandatory septic inspection programs,

Tay Valley Township adopt a policy that would phase in mandatory inspections on all its lakes, rivers and creeks (where the septic system is less than 100 metres from the lake, river or creek shoreline).

In closing, I wish you well with this important task.

Yours sincerely,

*Kay Rogers*

Kay Rogers

## TVT Planner

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**From:** David Marble  
**Sent:** August 4, 2021 10:17 AM  
**To:** TVT Planner  
**Subject:** Re: Official Plan

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Noelle,

As you are aware there have been recent announcements about plans to run the main Via Rail line through Tay Valley.

If this happens it will have a major impact on life in the township. I feel that this possibility should be taken into account in any forward-looking Official Plan.

I also feel that it is irresponsible for any local government to endorse this plan until all the possible negative aspects have been fully explored. Lanark County and the Town of Perth have already done this without any information.

Unfortunately, there are several groups that have completely made-up ideas of how trains could benefit the area with stations in Sharbot Lake and Perth. Proposed maps from several years ago showed a station in Sharbot Lake. This is missing from all recent maps. There has never been a plan for a station in Perth. One has only to look at the stated reason for this new line to see that there will be no extra stops added when the whole idea is to cut travel time between Toronto and Ottawa. The Smiths Falls station will remain as local access, the same as it is now.

There will be no economic benefit to Tay Valley. In fact, development in Tay Valley is already being hampered with the moratorium on any new driveways crossing the trail while the rail line is in limbo.

Among the many questions that need to have answers are:

What is the exact route that will be taken through Tay Valley?

How many tracks will be built? We know that the plan is to double the existing track from Glen Tay through Perth to Smiths Falls.

If only one track will there be sidings built to allow for trains to pass? If so, where?

How many level crossings will there be in Tay Valley? I understand that maintenance to crossings is the responsibility of the township.

What will happen to all the private crossings? Numerous private driveways and farm access roads cross the right of way. Will they be allowed to remain? Maintenance of them would be at the cost of the private landowner.

Assuming that the existing trail is not suitable for trains travelling at up to 200 km/hr will it be straightened and how will private land be expropriated? Would the township have to pay for any road rebuilding around any route change?

Will Hwy 7 be altered to allow for a backup of traffic at the Omya entrance while trains go through?

One of the route options being considered is to have the trains turn south at Sharbot Lake and join the existing track right of way at Crow Lake with a new track and then continue along Christie Lake and on to Perth. What impact will this have on residents of Christie Lake?

Will the new tracks be fenced and what will be the impact on wildlife?

With the closing of the heavily used trail through Tay Valley and westward, will residents need to leave the area to find access to recreational trails?

Sorry for the long list. Unfortunately, this is just the tip of the iceberg as far as possible issues go. I hope some of this will be addressed in the Official Plan.

Thanks for your time on this and I would appreciate any comments you have,  
David Marble

Sent from [Outlook](#)

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## TVT Planner

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**From:** Eric Scheuneman  
**Sent:** August 4, 2021 4:09 PM  
**To:** TVT Planner  
**Cc:** David Marble  
**Subject:** Re: Official Plan  
**Attachments:** VIA Rail Statement 2021-04-16.pdf

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Noelle,

David has made all excellent points below!

David's - and my info previously emailed to the Township about 2021-04-16 (attached) - generally has support of most of Brooke Valley and Christie Lake residents.

My submission deals with the overall unfeasibility of the proposed Highway 7 corridor - and there is further information available since then supporting my points. The local impacts are mostly in the section titled **Lanark County Impact**.

Thank you for your consideration,  
Eric Scheuneman

On 2021-08-04 10:16, David Marble wrote:

Hi Noelle,

As you are aware there have been recent announcements about plans to run the main Via Rail line through Tay Valley.

If this happens it will have a major impact on life in the township. I feel that this possibility should be taken into account in any forward-looking Official Plan.

I also feel that it is irresponsible for any local government to endorse this plan until all the possible negative aspects have been fully explored. Lanark County and the Town of Perth have already done this without any information.

Unfortunately, there are several groups that have completely made-up ideas of how trains could benefit the area with stations in Sharbot Lake and Perth. Proposed maps from several years ago showed a station in Sharbot Lake. This is missing from all recent maps. There has never been a plan for a station in Perth. One has only to look at the stated reason for this new line to see that there will be no extra stops added when the whole idea is to cut travel time between Toronto and Ottawa. The Smiths Falls station will remain as local access, the same as it is now.

There will be no economic benefit to Tay Valley. In fact, development in Tay Valley is already being hampered with the moratorium on any new driveways crossing the trail while the rail line is in limbo.

Among the many questions that need to have answers are:

What is the exact route that will be taken through Tay Valley?



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If only one track will there be sidings built to allow for trains to pass? If so, where?

How many level crossings will there be in Tay Valley? I understand that maintenance to crossings is the responsibility of the township.

What will happen to all the private crossings? Numerous private driveways and farm access roads cross the right of way. Will they be allowed to remain? Maintenance of them would be at the cost of the private landowner.

Assuming that the existing trail is not suitable for trains travelling at up to 200 km/hr will it be straightened and how will private land be expropriated? Would the township have to pay for any road rebuilding around any route change?

Will Hwy 7 be altered to allow for a backup of traffic at the Omya entrance while trains go through?

One of the route options being considered is to have the trains turn south at Sharbot Lake and join the existing track right of way at Crow Lake with a new track and then continue along Christie Lake and on to Perth. What impact will this have on residents of Christie Lake?

Will the new tracks be fenced and what will be the impact on wildlife?

With the closing of the heavily used trail through Tay Valley and westward, will residents need to leave the area to find access to recreational trails?

Sorry for the long list. Unfortunately, this is just the tip of the iceberg as far as possible issues go.

I hope some of this will be addressed in the Official Plan.

Thanks for your time on this and I would appreciate any comments you have,  
David Marble

Sent from [Outlook](#)

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## TVT Planner

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**From:** Gordon Hill  
**Sent:** October 23, 2021 6:01 PM  
**To:** TVT Planner  
**Subject:** Official Plan S 5.3 - Deeming Plans of Subdivisions - see page 102

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Noelle  
Just me, butting in again.

S. 5.3 of the TVT Official Plan is not anywhere close to what the Planning Act says. Section 50(3) of the Planning Act is the general subdivision control tool which prevents lands from being subdivided unless one of the enumerated exceptions applies. The first of those exceptions relates to land described in accordance with and within a registered plan of subdivision. S. 50(4) states that the council of a local municipality may by by-law designate any plan of subdivision, or part thereof, that has been registered for eight years or more, which shall be deemed not to be a registered plan of subdivision **for the purposes of subsection (3).** Underlining and bold font added for emphasis. It is only for subdivision control purposes that council may pass such a by-law, not for any of the purposes stated in S 5.3 of TVT's Official Plan.

Cheers  
Gordon

## TVT Planner

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**From:** Rob Rainer <rrainer.tayvalley@gmail.com>  
**Sent:** November 8, 2021 9:13 AM  
**To:** jab741mcl@gmail.com  
**Cc:** TVT Planner  
**Subject:** Re: TVT bylaw on Air B&B or VRBO rentals?

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Thanks for these links John.

Rob

On Sun, Nov 7, 2021 at 5:27 PM > wrote:

Here is some local PEC news related to this issue, I'll leave it there, enough said. J.

<https://www.pictongazette.ca/2021/11/03/council-eyeing-six-options-to-promote-affordable-housing-in-prince-edward-county/>

<https://www.pictongazette.ca/2018/06/07/airbnb-officials-discuss-potential-for-partnership-with-municipality/>

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**From:** Rob Rainer  
**Sent:** Sunday, November 7, 2021 3:44 PM  
**To:**  
**Cc:** Noelle Reeve  
**Subject:** Re: TVT bylaw on Air B&B or VRBO rentals?

Hi John. Thanks for your message on this issue. I don't believe TVT has a by-law specific to Airbnb's or whole home rentals (I had not seen/heard of the VRBO acronym before), but I believe Noelle and her Planning department are looking at this issue in the context of the current updating (process underway) of TVT's Official Plan. Noelle may be able to clarify/confirm etc. Certainly the kind of scenario that has unfolded in Picton County is one that we must try and avoid here. As you say, with all our lakes and countless cottages and other waterfront properties, TVT could be ripe for this kind of 'development' which on balance seems highly detrimental from various viewpoints.

Rob

Rob, question for you. I'm interested to know if TVT has a bylaw on Air B&B or VRBO home rentals.

I've done a quick search of the Bylaws section on TVT's website but without any success.

I'd be very interested in knowing if our township has ever addressed this issue and if so, the outcome.

Picton (Prince Edward County' PEC) is having a very bad experience with Air B&B's and now VRBO (whole home rentals).

Many non-residents of PEC have purchased individual homes as short term income property. And as a result, the cost of housing in the county has driven many locals out and North of Belleville to find reasonable accommodation.

The non-residents are merchandizing the local prov. parks (Outlets and Sandbanks) as well as the other amenities (wineries, etc.) to attract an endless stream of short term tenants. My brother's plumber works for a Calgary resident with over 60 rental properties in PEC. As there is no local control on the process, the situation soon gets out of control. The Air B&B / VRBO renter often sub-rents or splits the cost of rental amongst 3<sup>rd</sup> parties (friends/relatives) to reduce their cost, which often leads to a too many occupants per household, which stresses water & sewage, and usually the neighbours, both near and far as bad behaviour usually accompanies no control. The control mechanism they are missing is a bylaw that limits 'short term rentals' to owner occupied properties.

I think TVT is open to this kind of issue with it's wealth of lakes and cottage rental properties. I'd be interested to know if TVT has considered the long term impact of Air B&B / VRBO rentals.

Thanks, John Byers,

741 McLaren Rd.

## TVT Planner

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**From:** Grant Leslie <  
**Sent:** October 13, 2021 11:30 AM  
**To:** TVT Planner  
**Cc:** Peter Hannah; Phil Albert; Houston, Tom  
**Subject:** Tay Valey Township O/P update

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

On behalf of the Big Rideau Lake Association, I offer the following suggestions on aspects of the Tay Valley Township Official Plan which the Big Rideau Lake Association recommends be reviewed or updated.

2.4.1 Climate Change is increasingly affecting surface water quality, suggesting the need for consideration of new more comprehensive approaches. The MECP has indicated that the phosphorus model can no longer be defended so the more recent Lake Health approaches used in Muskoka and the evolving science presented by Dr. John Smol of Queen's University

(available at

[https://us06web.zoom.us/rec/play/OLbLcDbxSeEn7VkfHf8yOs7IIV7LTprqSRGMKWtkltT\\_vzUYg2qdULesWD6WEy-XJ6eXx3zKgHcM52.vzieOmlzimu7bzZ5?startTime=1631969754000&xzm\\_rtaid=xGPAHWQOSJkKhAIXWVklbw.1632765498280.2f2d6cb31adc8d65b46333dbf5533506&xzm\\_rhtaid=882\)](https://us06web.zoom.us/rec/play/OLbLcDbxSeEn7VkfHf8yOs7IIV7LTprqSRGMKWtkltT_vzUYg2qdULesWD6WEy-XJ6eXx3zKgHcM52.vzieOmlzimu7bzZ5?startTime=1631969754000&xzm_rtaid=xGPAHWQOSJkKhAIXWVklbw.1632765498280.2f2d6cb31adc8d65b46333dbf5533506&xzm_rhtaid=882)

should be considered.

2.16 Non-conforming and non-complying use policies should be reviewed in light of recent LPAT decisions. Extensions and enlargements are significant contributors to overdeveloped shorelines. You may want to ask the staff in the Township of Rideau Lakes for a copy of the report prepared by Donnelly Law and review their recently adopted OP policies.

2.19.1 and 2.24.3 The Cultural Heritage and Rideau Canal policies should be reviewed in conjunction with the RWDRT.

Since almost all of the Township is on a Highly Vulnerable Aquifer (HVA). Section 2.23.1 Water Supply and Sewage Disposal policies should refer to the MECP D Series Guidelines for long term protection of groundwater resources. (Subsection 3.6.4.2 only requires .8 ha lots when 3+ lots are being created). This would support other policies of the OP which indicate that virtually all development will be privately serviced in perpetuity

2.24 Lower Rideau Lake (part of Big Rideau) has been identified by RVCA as having very poor water quality. As the recipient of the impacts of all upstream nutrient inputs, including the entire Tay watershed, a comprehensive review of policies affecting development in the southern part of the Township is warranted. The Water Setback policies should be reviewed, especially clause (c) to ensure that measures to ensure a net environmental gain are mandatory considerations when a reduction to the 30 m setback is to be considered. Stronger statements in clause (d) to implement shoreline alteration by-laws under the Municipal Act would be welcomed. I understand that Haliburton has made good progress on this.

2.24.6 StormWater Management should be reviewed with the intent to commit the Township to gradually incorporating improved approaches for curtailing the amount of nutrients and pollutants that flow into creeks, rivers and lakes from the public road network and agricultural drains. Those responsible for private road networks should also be encouraged to improve management of stormwater runoff..

3.6.4 Rural policies for residential uses should avoid concentrations of additional units or other intensification measures in waterfront areas, the lands with the greatest potential for negatively impacting surface water quality.

This isn't an exhaustive list of amendments that may need to be made to the O/P but represent those that are of particular interest to the BRLA.

Thank you for the opportunity to offer recommendations on the Tay Valley O/P.

Grant Leslie  
President BRLA

## Nature Based Climate Change Policy Framework for Municipal Official Plans

### Introduction

The global climate is changing, leading to increased hazards, extreme weather conditions, and transformations to the physical environment in Canada and beyond. Preparing for the unavoidable impacts of climate change requires a momentous shift in the way we build our communities, and requires immediate and committed action at every level of government, and across all sectors of society.

Planners are in a unique position to bring together officials, citizens, and allied professions in an integrated and collaborative approach to planning for the mitigation and adaptation to climate change. Official Plans are policy documents which can create the necessary framework for proactive actions, initiatives and strategies for addressing climate change. Climate Network Lanark (CNL) believes there is a unique opportunity in Lanark for developing a collaborative approach since all of the lower tier municipalities in the County are currently in the throes of reviewing or shortly initiating the review of their official plans. CNL can play the role of a facilitator through the integration of its efforts in assisting the County with developing a climate change action plan and simultaneously working with area municipalities in developing a consistent and common approach to policy development. The County also has the opportunity to provide leadership through the delegated authority for the approval of lower tier official plans as well as providing policy direction through the County's official plan.

We need to stop focusing on dates and numbers and actually accept and acknowledge that we need to reduce our emissions right now. We can talk about 2030 or 2040 as much as we want. But it is what we are doing now that really matters.

Greta Thunberg

CNL recognizes that there are challenges to drafting a common and consistent set of climate change policies in Lanark given the diversity in urban and rural landscapes, municipal and community infrastructure, financial and human resources and the experiences municipalities have or are having with respect to planning for climate change. The varied circumstances may dictate the type of policies and approach that each municipality wishes to pursue. There are also options in the approach to policy drafting from a high-level generic policy approach that provides some general direction to a more comprehensive approach that sets out specific goals, targets and action items. In some situations, the salient details of an existing climate action plan may well be incorporated into an updated official plan. Municipalities will also need to consider the extent to which the approach to climate change mitigation and adaptation reflects both corporate and community interests.

The policies which are drafted must also comply with Sections 1.1.3.2 and 1.8 of the Provincial Policy Statement (PPS). The PPS can act as the bible for the policies to be drafted. As can be seen from the sections quoted from the PPS below, the scope of the menu of climate change-related items is broad and may affect municipalities in different ways depending on the character, urban, rural or a mix of both etc.

### Excerpts from Provincial Policy Statement



1.1.3.2 Land use patterns within settlement areas shall be based on densities and a mix of land uses which:

- c) minimize negative impacts to air quality and climate change, and promote energy efficiency;
- d) prepare for the impacts of a changing climate;

#### 1.8 Energy Conservation, Air Quality and Climate Change

1.8.1 Planning authorities shall support energy conservation and efficiency, improved air quality, reduced greenhouse gas emissions, and preparing for the impacts of a changing climate through land use and development patterns which:

- a) promote compact form and a structure of nodes and corridors;
- b) promote the use of active transportation and transit in and between residential, employment (including commercial and industrial) and institutional uses and other areas;
- c) focus major employment, commercial and other travel-intensive land uses on sites which are well served by transit where this exists or is to be developed, or designing these to facilitate the establishment of transit in the future;
- d) focus freight-intensive land uses to areas well served by major highways, airports, rail facilities and marine facilities;
- e) encourage transit-supportive development and intensification to improve the mix of employment and housing uses to shorten commute journeys and decrease transportation congestion;
- f) promote design and orientation which maximizes energy efficiency and conservation, and considers the mitigating effects of vegetation and green infrastructure; and
- g) maximize vegetation within settlement areas, where feasible.

### Potential Structure for Climate Change Policy Framework for Municipal Official Plans

#### 1. Background

A description of the local circumstances and municipal decision(s) on climate change actions:

- Summary of contents of a municipal climate change action plan (current energy use, lifestyles, constraints, municipal and community actions and initiatives, targets) and/or
- Summary of recent climate change actions and initiatives and corporate objectives.
- Articulation of specific targets to be achieved within a temporal context (i.e., immediate actions; 5, 10 and more time periods)

#### 2. Definition or description of Climate Change and Nature Based Climate Solutions

- What is meant by climate change?
- What is meant by nature-based climate solutions (NBC's)?
- Can the County and area municipalities craft a common and consistent statement or understanding in describing climate change

#### 3. Goal for Climate Change

A goal statement helps to establish a vision for what may be achieved as well as to provide a measuring stick by which to evaluate the success or otherwise of policy implementation. A goal should also be succinct and easily understood and a moniker for progress.

*Examples:*

To mitigate and adapt to the impacts of climate change through the wise stewardship of land and resources.

To undertake and encourage measures designed to reduce carbon emissions and to plan for the impacts of climate change.

#### **4. Objectives for Climate Change**

Objectives flow from the goal statement and can help to establish the framework for the drafting of policies. (*Examples*)

- To reduce the use of fossil fuels.
- To convert energy use to alternative clean energy systems.
- To provide for net zero emission buildings and green building design.
- To incorporate green energy technologies into all land use planning decisions.
- To provide for local food security through local food production.
- To reduce, reuse and recycle all forms of waste products.
- To promote climate change mitigation best practices for all farming, commercial and industrial processes.
- To sustain high levels of carbon capture.
- To design, develop and promote active transportation systems.
- To design, develop and redevelop municipal and community infrastructure to mitigate the impacts of severe climate events.
- To increase forest coverage for carbon sequestration.
- To develop strong municipalities that are resilient to the impacts of climate change.

#### **5. Climate Change Policies**

Policies are designed and developed to provide for the orderly growth and development of a municipality. Land use decisions must comply with the intent of the policies. Policies may also set out strategies for proactive initiatives and programs such as establishing a heritage conservation district, or perhaps in this case drafting a climate change action plan. Policies can establish specific targets to be achieved, set out the measures for achieving those targets and providing for the monitoring of progress in reaching targets. Policies can reflect provincial interests, the interests of Council as well as private and public interests. The potential scope of policies on climate change might:

- Establish realistic (corporate and community) targets for specific measures such as the reduction of GHGs, building retrofits, energy use conversions, infrastructure replacement, waste product reduction/recycling, tree planting, etc.
- Set out specific policies for each climate change objective.

*Examples:*



#### Reducing Carbon Emissions

The Municipality (or County) is committed to reducing carbon emissions by 'x' % by 2031 through the following measures or initiatives:

1. **Transportation:**
  - Promoting carpooling and supporting rural carpooling through establishing car parks at major commuting intersections
  - Improving opportunities for cycling through the designation and signage of cycling routes through the planning area and by encouraging provincial initiatives to provide cycling lanes on provincial highways and through the use of the Ottawa Valley Recreational Trail.
  - Encouraging the development of rural transportation services and shuttle services for multiple occupancy through the use of mini-vans, buses.
2. **Energy Efficient Buildings and Vehicles:**
  - Reducing energy consumption through municipal building retrofits.
  - Promoting zero-emission and green building design.
  - Undertaking replacement of municipal vehicles with alternative fuel vehicles.
  - Supporting the establishment of new vehicle electric charging stations.
  - Encouraging solar-oriented design of buildings
3. **Renewable Energy:**
  - Promoting and supporting the development of renewable energy sources on a commercial and individual scale through wind, solar, geothermal, biogas and micro-hydro systems.
4. **Food Security:**
  - Encouraging local food production through measures such as farmer's markets, farm stands, waste food recycling, and community gardens.
5. **Waste Management:**
  - Promoting recycling of non-organic wastes.
  - Reducing waste disposal in landfill sites through waste diversion, recycling and re-use.
  - Reducing waste from construction debris
6. **Agriculture and Forestry:**
  - Promoting best farm practices by reducing nitrous oxide emissions through improved fertilizer use, crop rotation, modified tillage and residue and manure management
  - Encouraging fuel switching through use of biomass, solar, wind or micro-hydro sources.
  - Provision of alternative fuel production through feedstock from wood pellets, biomass etc.
7. **Carbon Capture:**
  - Sustaining high level of forest cover for carbon capture.
8. **Well Built Communities, Infrastructure and Adaptive Re-use:**
  - Ensuring that all development is directed away from lands susceptible to flooding and erosion through severe climate events.
  - Designing road **infrastructure** and stormwater management facilities to protect against severe weather events and to facilitate evacuation.
  - Encouraging the adaptive re-use of buildings as an alternative to new construction.

#### BMP's for Farm Operations:

Municipality will collaborate with the agricultural community in implementing measures to:

- Maintain/replace/share equipment to reduce or eliminate fossil fuels
- Modify tillage practices to better store carbon
- Replace fuel sources with renewable energy (biogas and biofuels)
- Initiate more efficient use of fertilizers
- Install solar pumps and solar electric fencing
- Undertake methane capture and recycling
- Conduct energy audits

#### Energy Conservation:

- Municipality will establish an energy budget and targets to reduce energy consumption and to reduce the use of fossil fuels.
- Municipality will promote the use of energy saving technologies in building construction for new non-residential buildings with the objective of creating net zero buildings. This will be in addition to the requirements set out in the *Ontario Building Code*.
- Municipality will develop a fleet replacement strategy through the timely replacement of existing vehicles and equipment with more fuel-efficient vehicles and by sharing equipment with other Municipalities wherever possible.
- Municipality will encourage and facilitate the development of rural transportation services designed to replace or reduce the use of individual cars, and increase commuter car-pooling and car-sharing.

#### Emergency Preparedness

The Municipality will review emergency preparedness plans on a regular basis giving consideration to:

- Types of impacts such as floods, forest fires, mud slides
- Evacuation routes from low lying lands
- Communication services during emergency events
- Provision of generators or alternative energy supplies
- Location and provisioning of evacuation centres

## **6. Implementation Measures and Strategies**

A plan can establish programs, initiatives and modifications to planning tools to implement climate change policies.

### *Examples:*

- Municipality will develop or modify design standards for site plan control to require infrastructure upgrades, tree planting, measures for cycling and active transportation infrastructure, etc.
- Municipality will use Municipal websites to advise citizens of funding programs and incentives for energy-related home renovation and energy conservation measures.
- Municipality will modify the Municipal Asset Management Plan to provide for infrastructure replacement required to mitigate impacts of severe climate events.
- Municipality will establish monitoring measures to evaluate the progress in achieving corporate and community goals for climate change mitigation and adaptation.

**From:** Douglas W. Barr <>  
**Sent:** November 12, 2021 11:54 AM  
**To:** TVT Planner <>; Rob Rainer <>; David Poch <a>  
**Cc:** Barrie Crampton <>; Robert Argue <>; Jennifer Dickson <  
**Subject:** The De-Growth Paradigm Shift

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Noelle and Committee:

Please feel free to use/share/comment how you see fit.

**Conceptually the Goal of lowering Emissions and Conservation is at odds with Growth.**

Growth as a desired goal has been our paradigm for centuries and now at this crucial juncture, must be re-visited. This will be difficult but there are many experts, some local - (Mike Nickerson comes to mind) - who advocate a somewhat radical re-thinking of how we manage our natural surroundings.

Many suffer a disconnect in thinking when it comes to confronting the Climate Crisis by maintaining illusion that we can 'have more' if we simply turn off the lights, use cloth bags and buy an EV. With the Growth paradigm in force, this will never be enough. There are too many of us. However, there is evidence of worldwide population levelling off. What better time to re-visit 'growth' in general?

In the wake of Tay Valley's bold Climate Change lense now adopted by Council, I feel the next step is to begin thinking in earnest about the concept of de-growth and how it might apply to Tay Valley. Issues such as re-wilding, square footage limits on new builds, off grid or feed in solar requirements for new builds, strict moratoriums on developers and their suburban style developments., to name a few

I offer this for consideration and discussion. Thank you.

Doug Barr

**APPENDIX D: COUNCIL AND STAFF INTERVIEW QUESTIONS REGARDING TAY VALLEY TOWNSHIP  
OFFICIAL PLAN REVIEW & UPDATE**

**Tay Valley Township Staff/Council Interview Questions – OP Review**

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1. What do you believe is the role of the Official Plan?
2. Have you ever used the OP or referenced policies in the Official Plan?
3. How does the OP affect you?
4. What type of development would you like to see happening in the Twp in the future that is not taking place now?
5. Is there currently any development taking place in the Township that concerns you or that you believe should not be happening?
6. When driving around the Township 15 years from now, what changes to the physical appearance of the Township do you think new growth and development will cause? Do you support these changes?
7. Over the next 5 -15 years who to you want to attract to live and work in the Township?
8. Are there currently any Official Plan policies that you believe are causing concerns or are problematic?
9. How well do you think the Township is addressing the threat of climate change?
10. What do you think should be the focus on expanding economic activities in Twp?
11. How important are the area's natural resources to the well-being of Tay Valley (aggregates, wetlands, lakes and rivers, forests, habitat)?
12. Do you think the Township should do more to protect its natural resources?
13. Where do you think new growth and development should be located in the future (rural area, hamlets, waterfront)?



## Perth and Smiths Falls District Hospital Hospital Update

**Presenter:** Michael Cohen  
President & CEO  
Perth and Smiths Falls District Hospital

**Presented to:** Tay Valley Township

**Date:** December 7, 2021



## Introductions and Thank you!

- Perth and Smiths Falls District Hospital would like to thank the Tay Valley Township for your support of in 2021.
- Your partnership will improve the care of all residents in our area in receiving high quality care locally.



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## About PSFDH

### Our Mission:

*Providing high quality patient- and family-centred care built on collaboration and partnerships*

### Our Vision:

*Exceptional care and patient experience*

- *Every Patient – Every Time*

### Our Philosophy:

*Patient & Family Centred Care*

- **Exemplary** accredited 85 bed medium-sized community hospital that is fully funded for up to 93 beds
- Catchment of 66,000+ across Lanark, Leeds and Grenville and Frontenac counties
- 2020/21 hospital operating budget – \$64.7 million
- Single integrated hospital corporation
- Comprehensive range of in-patient, out-patient and diagnostic services
- Sponsor of three community organizations/programs



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## PSFDH 2020/21 Fast Facts

### Patient Services

• Admissions	3,358
• Births	256
• Emergency visits	32,840
• In-patient days	28,118
• Out-patient visits	116,800
• Operating room	4,113
• Dialysis visits	4,682
• Laboratory tests	276,151
• Pharmacy prescriptions	53,709
• Outpatient Physiotherapy	3,811

### Our People

- 746 staff (including 113 sponsored agency staff members)
- 62 new employees
- 226 Medical Staff
  - 49 active physicians
  - 177 other affiliated physicians
- Over 225 volunteers
- Active involvement in training of physician, nursing and other trainees

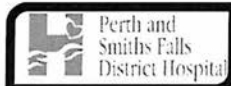


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## COVID-19 Response

- Hospitals have been the cornerstone in the Province's response to COVID-19, and PSFDH is no exception.
- Assessment Centre opened on March 24, 2020.
- Staff vaccination clinics.
- Assisted with outbreaks in Long-Term Care.
- Working regionally to reduce the backlog of surgical cases caused by pandemic slow downs.

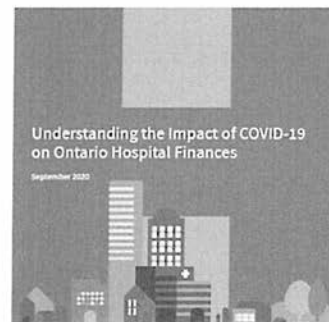


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## COVID-19 Financial Impact

- Total deficit in hospital sector to end of May 2020 is estimated to be:
  - \$540 million related to expenses and lost revenue of \$320 million\*
  - Further increases in deficits expected but recent numbers not yet available
- For PSFDH, as of end of September 30:
  - Deficit of \$696,652
    - \$1.3M in unreimbursed COVID expenses
    - \$1.3M in lost revenue
  - Further reimbursement of operating expenses expected



OHA



\*<https://www.oha.com/Bulletins/Understanding%20the%20Impact%20of%20COVID-19%20on%20Ontario%20Hospital%20Finances.pdf>

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## Why are we here?

- To provide an update and appreciation to Council
- The Ministry does not provide funding for annual capital medical equipment and technology infrastructure
- The community is expected to support the purchase of capital items
- Current capital requirements have exceeded the ability of the Hospital, Foundations and Auxiliaries alone to raise needed funds



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## Core Capital Program

- Core Capital Program initiated 3 years ago to help address capital funding gap
- Several municipalities have partnered with PSFDH
  - Lanark County
  - United Counties of Leeds & Grenville
  - Town of Perth
  - Town of Smiths Falls
  - Township of Drummond-North Elmsley
  - Tay Valley Township
  - Township of Rideau Lakes
- Coordinated initiative between PSFDH and Foundation



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## Capital Equipment and Technology Needs

### 10 Year Capital Overview

- \$31 million needed over 10 years
- Additional \$1.6 million needed per year
- Key capital investments
  - Health Information System (HIS)
  - MRI scanner\*
  - Annual medical equipment
  - Infrastructure refresh/renewal

### 2021/22 Capital Overview

- Initially \$2.4 million in requests
- Major Capital Needs for 2020/21
  - Medical Equipment \$736,133
  - Diagnostic & Therapy \$243,637
  - Support Services \$428,108
- Total Major Capital Equipment \$1,407,878



\*Ministry of Health approval pending

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## Health Information System (HIS)

- A principal use of funds from the Core Capital Program
- One of the largest single capital expenditures in a generation
- Replaces the current system installed in the 1990s
  - Enables clinical transformation that embeds leading practices into the care for our community.
  - *Essential* tool for quality of care and patient safety in today's healthcare environment.



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## Health Information System (HIS)

### Demonstrated Results:

- 85% reduction in medication discrepancies/errors.
- 15% reduction in all cause mortality.
- Direct improvements in continuity care.
- Empowering our patients through patient portal.



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## Why is funding capital equipment so important?

- Our community deserves the best care possible
- Modern and updated equipment is essential for:
  - The best patient and family experience
  - Highest quality patient care
  - Recruitment and retention of the best physicians and other health professionals
- A robust and vibrant hospital is linked to a strong local economy



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## Our Request of the Township

*The Perth and Smiths Falls District Hospital requests that the Tay Valley Township once again support the Core Capital Program with a contribution of \$67,944 in 2022.*



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## Questions?

*PSFDH funding is provided by the South East Local Health Integration Network, the Ministry of Health & Long Term Care, Cancer Care Ontario and by the communities and people we serve. The opinions expressed in this document are those of the Hospital and do not necessarily represent the views of the funders noted.*



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# **PRIORITY ISSUES**

## **COMMITTEE OF THE WHOLE**

**December 7, 2021**

**Report #PW-2021-24  
Sean Ervin, Public Works Manager**

### **NO PARKING AT LONG LAKE BOAT LAUNCH (LONG LAKE ROAD)**

#### **STAFF RECOMMENDATION(S)**

It is recommended:

**“THAT**, the Township install two (2) “No Parking between 10:00 p.m. to 6:00 a.m. signs on Long Lake Road near the Long Lake Boat Launch;

**AND THAT**, the necessary by-law be brought forward to Council.”

#### **BACKGROUND**

A member of the Long Lake Watershed Property Owners Association (LLWPOA) reached out to the Township in mid-October with concerns of people parking overnight at the Long Lake boat launch. These people are “camping at the boat launch and/or adjacent islands for large party events”.

The LLWPOA is working with the Rideau Valley Conservation Authority (RVCA), who maintain the boat launch, to have “No Overnight Parking” signs installed within the property of the boat launch. In addition, the LLWPOA also requested that the Township install “No Parking Signs” on Long Lake Road, 100 meters on either side of the boat launch to prevent overnight users from parking on the road as parking on the road “would be dangerous on this stretch due to the bends and small shoulders”.

#### **DISCUSSION**

Staff have reviewed the request and have also relayed the members concerns to the OPP. The OPP have responded to the member of the LLWPOA and noted that the signage would be required on both the road and the boat launch property for enforcement to be provided.

Staff do believe that overnight parking at this location on Long Lake Road may be hazardous. However, parking during the day does occur from time-to-time to access the boat launch and does not cause safety issues as the road is a low-volume road with the posted speed limit of 50km/hr. Staff believe that installing “No Parking between 10:00 p.m. to 6:00 p.m.” would be



appropriate and matches the signage that the RVCA will be installing. This option has been discussed with the member of the LLWPOA and the member was agreeable.

## **FINANCIAL CONSIDERATIONS**

The cost to install two (2) No Parking signs would be approximately \$300 for materials and labour and could be funded from the 2022 Operating Budget for Traffic Signage.

## **OPTIONS CONSIDERED**

**Option #1 – (Recommended)** – Install two (2) No Parking signs between 10:00 p.m. to 6:00 a.m. 100 metres on either side of the Long Lake boat launch property and update the Township's Parking By-Law.

**Option #2** – Install (2) No Parking signs to always prohibit parking and update the Township's Parking By-Law.

**Option #3** - Do not install the signs or update the Township's By-Law.

## **STRATEGIC PLAN LINK**

Not applicable.

## **CLIMATE CONSIDERATIONS**

Not applicable.

## **CONCLUSIONS**

The installation "No Parking" signs and updating the subsequent By-Law will assist in preventing overnight parking in the area of the Long Lake Boat Launch and therefore ensure that road safety is maintained.

## **ATTACHMENTS**

None

**Prepared and Submitted By:**

**Approved for Submission By:**

**Sean Ervin,  
Public Works Manager**

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

**COMMITTEE OF THE WHOLE**  
December 7<sup>th</sup>, 2021

Report #PD-2021-42  
Noelle Reeve, Planner

**MABERLY PINES HYDROGEOLOGICAL REVIEW**  
**BLUMETRIC ENVIRONMENTAL INC. FINDINGS**

**STAFF RECOMMENDATION(S)**

It is recommended:

**“WHEREAS**, a review of the hydrogeological features of the area contained within the Maberly Pines Subdivision was conducted, including obtaining ground water samples from the existing wells for laboratory analysis and research of well records in the area for flow data in order to determine a private servicing layout which would identify the location of the dwelling, well and septic for each vacant lot in the Maberly Pines Subdivision, based on Water and Earth Sciences Associates (WESA’s) recommendations in comparison with a private servicing layout based on constrained development (ex. incinerating toilets, importing potable water);

**AND WHEREAS**, BluMetric Environmental Inc. was retained to undertake the review;

**NOW THEREFORE BE IT RESOLVED THAT**, the recommendations from the results of the Maberly Pines Hydrogeological Review by BluMetric Environmental Inc. be included as part of the issuance of future building permits in the Maberly Pines subdivision.”

It is recommended:

**“WHEREAS**, a hydrogeological review of the Maberly Pines Subdivision has been conducted;

**AND WHEREAS**, the recommendations from the results of the Maberly Pines Hydrogeological Review by BluMetric Environmental Inc. will be included as part of the issuance of future building permits in the Maberly Pines subdivision;

**AND WHEREAS**, a summary of the property ownership (ex. multiple lots owned by the same owner) of the existing lots in the Maberly Pines subdivision has been prepared;

**AND WHEREAS**, the number of viable lots identified in the private servicing layout has been detailed;

**AND WHEREAS**, the Ontario Hydro criteria for providing electrical services to the undeveloped lots in a subdivision such as Maberly Pines has been determined;

**AND WHEREAS**, a return-on-investment assessment of the subdivision still needs to be conducted;

**NOW THEREFORE BE IT RESOLVED THAT**, as the next step in moving towards lifting the holding zone that a report be presented to Council detailing the following:

- a summary of the property ownership;
- the number of viable lots;
- the Ontario Hydro criteria for providing electrical services to the undeveloped lots; and
- a return-on-investment assessment of the subdivision.”

## **BACKGROUND**

In August 2021, 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. BluMetric Environmental Inc. was awarded the contract.

### **RESOLUTION #C-2021-08-25**

***“THAT***, staff retain a hydrogeologist at an upset limit of \$20,000 funded from the contingency reserve to:

- *Provide a high-level review of the hydrological features of the area contained within the Maberly Pines Subdivision*
- *obtain groundwater samples from the existing wells for laboratory analysis; and*
- *research well records in the area for flow data;*  
*to determine a private servicing layout which would identify the location of the dwelling, well and septic for each vacant lot in the Maberly Pines Subdivision, based on Water and Earth Sciences Associates (WESA’s) recommendations in comparison with a private servicing layout based on constrained development (ex. incinerating toilets, importing potable water) for Council’s consideration;*

***THAT***, staff prepare a summary of the property ownership (ex. multiple lots owned by the same owner) of the existing lots in the Maberly Pines subdivision;

***THAT***, staff details the number of viable lots identified in the private servicing layout;

***THAT***, staff submits a report including cost estimates on the requirements to provide road access to service all the viable lots indicated by the private servicing layout;

***THAT***, staff determine Ontario Hydro criteria for providing electrical services to the undeveloped lots in a subdivision such as Maberly Pines;

***AND THAT, staff conduct a return-on-investment assessment for the subdivision.”***

## **DISCUSSION**

The BluMetric report states that “the subject property is suitable for development as a residential subdivision at the proposed density, if future development incorporates appropriate alternatives for wastewater treatment at lots that are not suitable for conventional systems”.

Existing water well records within 500 m of the subdivision show that well yields are acceptable in most cases. Some wells have relatively low yields. This may be due to the nature of the fractured bedrock aquifer at the site. Any potential impacts to neighbouring well users are expected to be minimal.

A small percentage of future wells may not intersect fracture networks that will provide sufficient yield for normal residential use. If the yield of any future well is insufficient to provide an adequate quantity of water to meet ‘peak demand’ requirements, surface storage may be required. In these cases, the amount of surface storage should be determined based on the actual sustainable yield of the well, as determined by a six-hour pumping test.

Analytical results from a water quality sample obtained from the well at 2003 Pond Lane (within the subdivision) are all below the limits specified in the Ontario Drinking Water Safety Operating Guidelines (ODWSOG), except for the result for hardness. Hardness levels below 500 mg/L in drinking water are considered generally acceptable for most domestic purposes and can be treated using a conventional water softener system.

The concentration of sodium (28.7 mg/L) in the sample from the well at 2003 Pond Lane exceeds 20 mg/L. The local Medical Officer of Health should be notified when the sodium concentration exceeds 20 mg/L.

The site is potentially hydrogeologically sensitive. Discontinuous thin soil coverage reduces the potential for filtration of contaminants. Measures for well construction and septic system design are provided by BluMetric to mitigate potential water quality impacts (see Attachment 1).

Specific mitigation measures for individual lots are laid out in Attachment 2.

The results of a site wide predictive nitrate impact assessment show that additional nitrate loading from individual septic systems should be well below the provincially mandated limit of 10 mg/L so the subdivision should have an acceptable impact.

Lot Layouts are provided in Attachment 3.

To view the full 105 page report please see the link on the Township [website \(Package\)](#).

## **FINANCIAL CONSIDERATIONS**

The cost of the Hydrogeological Study was 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.

## **STRATEGIC PLAN LINK**

**Environment:** Tay Valley continues to be known for its environmental policies and practices. Our residents have access to clean lakes and a healthy, sustainable environment.

**Guiding Principles** - We consider climate change and the environment in all decisions and operations.

## **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 micro-transit.

## **OPTIONS CONSIDERED**

Option #1 – Accept the private servicing layout which identify the location of the dwelling, well and septic for each vacant lot in the Maberly Pines Subdivision, based on Water and Earth Sciences Associates (WESA's) recommendations, based on well records in area for flow data, groundwater samples from the existing wells for laboratory analysis.

Option #2 – Do not accept the recommendations of the BluMetric Report and staff no further work on this file.

## **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. BluMetric has provided a lot servicing layout (where houses, wells and septs should be located) as well as recommendations to mitigate any negative impacts to well water or septic functioning.

## **ATTACHMENTS**

1. Mitigation Recommendations for Development
2. Specific Mitigation for Individual Lots
3. Lot Servicing Layout

**Prepared and Submitted By:**

**Noelle Reeve,  
Planner**

**Approved for Submission By:**

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



## **Attachment 1 - MITIGATION RECOMMENDATIONS FOR DEVELOPMENT**

### **WATER SUPPLY**

- All future water wells in the subdivisions should be constructed so that the steel water well casing is installed and grouted into place to a depth of 4 m (12 feet) into competent bedrock or to a minimum depth of 12 m, whichever depth is greatest. This will reduce the potential of contamination. If any new well is deemed to be incapable of providing an adequate supply or use with supplemental storage (i.e. extremely low yield), it should be decommissioned according to the requirements of O.Reg. 903.
- At the time of new well installation, the drilling of the casing hole, installation of casing, and grouting of the annular space should be inspected by a licensed Professional Engineer or Professional Geoscientist of Ontario. All well construction must be carried out by a licensed well technician.
- Wells should be developed to a sand free state in order to ensure that the residual turbidity created by the well drilling activities is completely purged from the well. Additional well development, prior to placing the well into use, is strongly recommended in order to provide adequate development of the formation and remove extraneous rock debris from the aquifer pathways.
- All future water wells should be constructed so that the top of well casing is a minimum of 400 mm above the finished grade within a 3 m radius of the wellhead. The grade should slope away from the wellhead in all directions for a distance of at least 3 m.
- Well owners should ensure that the wellhead and surrounding area are maintained in accordance with the requirements of O.Reg. 903. Future well owners should refer to the MECP Water Supply Wells Requirements and Best Management Practices, (Revised April 2015) website at: <https://dr6j45jk9xcmk.cloudfront.net/documents/4410/a-wwbmqtitle-master-table-of-contents-chapter-1.pdf>
- The raw water found in the water supply aquifer system is considered to be hard. Residential grade water softeners are recommended where water hardness is deemed unsuitable. A warning clause addressed to people on low sodium diets should be registered on title regarding the elevated concentration of sodium (> 20 mg/L) associated with water softeners.

### **WASTEWATER TREATMENT**

- For lots that meet clearances and requirements in accordance with the OBC, it is suggested that fully raised Class 4 sewage systems consisting of a septic tank and leaching beds be implemented (i.e. conventional systems with raised beds). Imported fill should be used to raise septic beds no less than 900 mm above native ground surface. These lots are listed in Table 5 and indicated on Figure 4.
- Special attention should be taken with the placement of fully raised Class 4 sewage systems on steeply sloping lots that meet clearances and requirements in accordance with the OBC, including as indicated in Table 5 and on Figure 4 (i.e. conventional systems with raised beds on sloping lots).
- For lots that exceed clearances and requirements outlined in the OBC it is suggested that alternative sewage treatment systems be implemented. These lots are identified in Table 5 and on Figure 4 and include Lots 18, 19, 27, 37, and 38.
- Special attention should be taken with the placement of septic beds on sites with water bodies. Ideally a minimum distance of 30 m should be maintained between the water body

high water line and septic bed as recommended by WESA (1979). In some cases (Lots 44 and 45) this will not be possible, so the OBC minimum distance of 15 m must be maintained. These lots are indicated in Table 5.

- A lot-specific investigation should be carried out for the detailed sewage system design and site grading plan at each lot as part of the building permit application process.

- Proposed well, septic, and building locations are noted on Figure 4 (Conceptual Lot Development Plan B – Restricted Private Services).

- Future owners of individual onsite wastewater treatment systems should familiarize themselves with basic safety and maintenance information which is available at:

[http://www.omafra.gov.on.ca/english/environment/facts/sep\\_smart.htm](http://www.omafra.gov.on.ca/english/environment/facts/sep_smart.htm)

## Attachment 2 - SPECIFIC MITIGATION FOR INDIVIDUAL LOTS

**Table 5: Lot Serviceability Summary**

Lot #	Area (m <sup>2</sup> )	Status	Conventional / Restricted	Restrictions / Considerations	Solutions / Recommendations
1	8737	Vacant	Conventional	Observatory	Raised Bed
2	13952	Vacant	Conventional	N/A	Raised Bed
3	8693	Vacant	Conventional	Gradient	Max. 4:1 slope for septic / Raised Bed
4	6824	Vacant	Conventional	N/A	Raised Bed
5	8066	Vacant	Conventional	N/A	Raised Bed
6	7712	Developed	-	-	-
7	14003	Vacant	Conventional	N/A	Raised Bed
8	12012	Vacant	Conventional	Surface water body	OBC clearance 15 metres / WESA 1979 = 30 m / Raised Bed
9	17486	Vacant	Conventional	N/A	Raised Bed
10	11369	Vacant	Conventional	N/A	Raised Bed
11	11596	Vacant	Conventional	N/A	Raised Bed
12	9687	Vacant	Conventional	N/A	Raised Bed
13	8030	Vacant	Conventional	N/A	Raised Bed
14	8075	Vacant	Conventional	Gradient	Max. 4:1 slope for septic / Raised Bed
15	9771	Vacant	Conventional	Gradient	Max. 4:1 slope for septic / Raised Bed
16	9118	Vacant	Conventional	Gradient, Exposed Bedrock	Max. 4:1 slope for septic, Raised Bed
17	10604	Vacant	Conventional	Gradient, Exposed Bedrock	Max. 4:1 slope for septic, Raised Bed
18	9068	Vacant	Restricted	Gradient, Exposed Bedrock, Well	Max. 4:1 slope for septic, <b>Alternative</b> Sewage Treatment System
19	7966	Vacant	Restricted	Gradient, Exposed Bedrock, Well	Max. 4:1 slope for septic, <b>Alternative</b> Sewage Treatment System
20	12424	Developed	-	-	-
21	8488	Vacant	Conventional	N/A	Raised Bed
22	7789	Vacant	Conventional	N/A	Raised Bed
23	11079	Permitted	-	-	-
24	10840	Developed	-	-	-
25	12592	Vacant	Restricted	Gradient, Exposed Bedrock	Max. 4:1 slope for septic, Raised bed
26	11831	Vacant	Conventional	N/A	Raised Bed
27	4700	Vacant	Restricted	Lot size	<b>Alternative</b> Sewage Treatment System
28	6974	Vacant	Conventional	Gradient	Max. 4:1 slope for septic / Raised Bed
29	10770	Vacant	Conventional	N/A	Raised Bed
30	6233	Vacant	Conventional	N/A	Raised Bed
31	32459	Vacant	Conventional	N/A	Raised Bed
32	20926	Vacant	Conventional	N/A	Raised Bed
33	15389	Vacant	Conventional	Exposed Bedrock	Raised Bed
34	9840	Vacant	Conventional	Gradient	Max. 4:1 slope for septic / Raised Bed
35	6145	Permitted	-	-	-
36	7609	Vacant	Conventional	Surface Water Body	OBC clearance 15 metres from surface waters / WESA 1979 = 30 m / Raised Bed
37	6791	Vacant	Restricted	Lot size, Surface Water Body, well proximity to septic treatment system, well proximity to neighboring wells	OBC clearance 15 metres from surface waters / WESA 1979 = 30 m / Recommended >30 metres between well and septic / <b>Alternative</b> Sewage Treatment System
38	6442	Vacant	Restricted	Lot size, Surface Water Body, well proximity to septic treatment system, well proximity to neighboring wells	OBC clearance 15 metres from surface waters / WESA 1979 = 30 m / Recommended >30 metres between well and septic / <b>Alternative</b> Sewage Treatment System
39	8473	Vacant	Conventional	Gradient, Surface Water Body	Max. 4:1 slope for septic, OBC clearance 15 metres
40	8287	Vacant	Conventional	N/A	Raised Bed
41	13254	Vacant	Conventional	Gradient	Max. 4:1 slope for septic
42	6413	Vacant	Conventional	N/A	Raised Bed
43	6901	Vacant	Conventional	N/A	Raised Bed
44	6522	Vacant	Restricted	Lot size, Surface Water Body	Max. 4:1 slope for septic, OBC clearance 15 metres / WESA 1979 = 30m <b>not possible</b>
45	9520	Vacant	Restricted	Lot size, Surface Water Body	Max. 4:1 slope for septic, OBC clearance 15 metres / WESA 1979 = 30m <b>not possible</b>
46	10298	Vacant	Conventional	N/A	Raised Bed
47	7389	Developed	-	-	-
48	7120	Vacant	Conventional	N/A	Raised Bed
49	12097	Vacant	Conventional	N/A	Raised Bed
50	11534	Vacant	Conventional	Exposed Bedrock	Raised Bed
51	12634	Vacant	Conventional	Exposed Bedrock	Raised Bed
52	10099	Vacant	Conventional	Gradient, Exposed Bedrock	Max. 4:1 slope for septic, Raised Bed
53	15447	Vacant	Conventional	N/A	Raised Bed
54	16997	Vacant	Conventional	Surface Water Body	OBC clearance 15 metres from surface waters / WESA 1979 = 30m / Raised Bed
55	23678	Developed	-	-	-
56	18025	Vacant	Conventional	N/A	Raised Bed

Attachment 3



**COMMITTEE OF THE WHOLE**  
December 7<sup>th</sup>, 2021

Report #PD-2021-43  
Noelle Reeve, Planner

**SITE PLAN CONTROL AGREEMENT (SP21-36)**  
**ARCH CORPORATION LONG TERM CARE FACILITY**  
**99 CHRISTIE LAKE ROAD**

## STAFF RECOMMENDATION

It is recommended:

**“THAT**, the proposed Site Plan Control Agreement (SP21-36) for the Arch Corporation Long Term Care Facility at 99 Christie Lake Road be approved once final comments from the Town of Perth regarding servicing are received and the Township is satisfied with servicing options details.”

## BACKGROUND

The proposal is to construct a 160 bed Long Term Care (LTC) facility at Part of Part Lot 4 in Part of Lot 27 Concession 2, Bathurst, a 0.9850 ha (2.43 acre) lot located at 99 Christie Lake Road. One loading bay and 41 public parking spaces are proposed to service the building. (See Attachment A.)

Access is proposed from Christie Lake Road, a County road.

The facility is proposed to be 3 storeys in height with a footprint of 3,176 m<sup>2</sup> (34,000 sq ft) for a total area of 9,529m<sup>2</sup> (102,569 sq ft). (See Attachment B.)

The subject property is zoned Institutional – Special Exception 1 (which allows for an open market). No rezoning will be required as a LTC facility is a permitted use in the Institutional zone.

In support of the application, the applicant has submitted: an architectural design package, civil engineering plans, a functional servicing report, landscape architectural plans, a topographical survey and a legal survey.

## DISCUSSION

The property is located on the east border of Tay Valley Township adjacent the Town of Perth. The Institutional proposal fits with the surrounding land uses which are: Institutional to the rear (County of Lanark offices) and west (LTC facility); north is a commercial use (Veterinary Clinic) and east uses are commercial and multi-unit residential (business park and high rise apartment).

There are no water features on the lot so the Rideau Valley Conservation Authority (RVCA) was not circulated.

## **PROVINCIAL POLICY STATEMENT**

The Provincial Policy Statement, 2020 (PPS) provides policy direction on matters of provincial interest related to land use planning and development, which are intended to be complemented by local policies addressing local interests. The PPS is divided into four policy sections: 1) Building Strong and Healthy Communities; 2) Wise Use and Management of Resources; 3) Protecting Public Health and Safety; and 4) Implementation and Interpretation.

The application will be reviewed through the lens of the first two policy sections because the third and fourth sections are not relevant and have been accounted for, respectively. Section 3 directs that development is to locate outside of floodplains or erosion hazard areas or contaminated sites. None of these apply to the subject property. Section 4 refers to process requirements which have been followed.

*Section 1.1 Managing and Directing Land Use to Achieve Efficient and Resilient Development and Land Use Patterns* states that “Healthy, liveable and safe communities are sustained by:

- promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term;
- accommodating an appropriate range and mix of residential, employment, institutional, recreation, park and open space, and other uses to meet long-term needs;
- avoiding development and land use patterns which may cause environmental or public health or safety concerns;
- promoting cost-effective development patterns and standards to minimize land use consumption and servicing costs;
- improving accessibility for persons with disabilities and older persons by identifying, preventing and removing land use barriers which restrict their full participation;
- ensuring that necessary infrastructure, electricity generation and public facilities are or will be available to meet current and projected needs; and
- promoting development and land use patterns that conserve biodiversity and preparing for the impacts of climate change.”

The proposal complies with Section 1.1.3 Settlement Areas that states “settlement areas shall be the focus of development and growth”. The location is essentially a settlement area, abutting the Town of Perth to the east with commercial and institutional uses on the Tay Valley Township side. The proposal also makes efficient use of land by proposing more than one storey of height for the building.



The proposal complies with Sections 1.2 Coordination and 1.6.6 Sewage Water and Stormwater to make efficient use of services as servicing will be provided by pre-existing water and sewer pipes from Perth that currently service Arch Corporation's LTC facility, Perth Community Care, and the County's LTC facility, Lanark Lodge to the west. Initial comments from the Town of Perth's Engineer are: "As the purveyor of the water and wastewater systems, Perth will be performing the utilities in house. Concerns from the outset are fire protection, redundancy of water system (loop feed), and water savings devices to reduce impacts to Perth's wastewater system."

Initial comments from Tay Valley Township's Public Works Manager are: "The final design of the underground storage chambers and the orifice calculations should be provided in the final site servicing plan. Design details of the Oil and Gas Separator used for stormwater quality control should be provided in the final servicing plan. It is unclear how the run-off will enter the ADS underground storage/treatment system. The 200mm PVC storm building service, as shown on drawings CIV-1, enter MH4 at an acute angle. This not typically the best practice." Finally, the Public Works Manager noted that any opportunities for Low Impact Development (green infrastructure) should be used given the proximity to the Tay River. More detailed comments will be provided by Jp2g consultants.

The Fire Chief has been consulted and has no concerns at this time.

The PPS requirements for Land Use Compatibility (Section 1.2.6) and Employment (Section 1.3) and Transportation Systems (1.6.7) are also satisfied. The project will not produce odour or noise or otherwise be incompatible. The project will contribute to employment opportunities within the area. The economic opportunities provided will require Tay Valley and Perth to plan for additional, appropriate workforce housing (in compliance with Section 1.4 Housing). There will not be excessive traffic generated and the location of the project supports Section 1.6.7.4 that a land use pattern and mix of uses be promoted to minimize the length and number of vehicle and support future transit as well as active transportation opportunities.

Section 1.6.11.1 Energy Supply states "Planning authorities should provide opportunities for the development of energy supply including electricity generation, district energy, and renewable and alternate energy systems". The project will be using solar panels on the roof.

Finally, Section 1.8 Energy Conservation, Air Quality and Climate Change states "Planning authorities shall support energy conservation and efficiency, improved air quality, reduced greenhouse gas emissions, and preparing for the impacts of a changing climate through land use and development patterns". The proposal is expected to address climate change as use of a ground source heat pump (as is used in other Arch buildings) is being researched; the grassed lawn will be replaced with trees and other vegetation that will sequester carbon; options for stormwater to be managed through Low Impact Development will be proposed by Jp2g consultants (as well as through grey infrastructure); and the facility will be infill development.

Section 2.1.1 Natural Heritage states that "natural features and areas shall be protected for the long term". The proposal is being built on an existing vacant lot with a grassed lawn and will promote regeneration of biodiversity through introducing native plantings.

Section 2.6 Cultural Heritage and Archeology sets out requirements to preserve cultural heritage and archeological artifacts. No rivers are found in the area proposed for development. No known archeological sites have been identified for the property. If any archeological artifacts are discovered during construction, then a stage 1 assessment would be undertaken.

In my opinion, with the studies submitted and the review comments to be provided by the Town of Perth, the proposed Site Plan Control Agreement is in conformity with the *Provincial Policy Statement*.

## **LANARK COUNTY SUSTAINABLE COMMUNITY OFFICIAL PLAN**

The Lanark County Sustainable Community Official Plan is a high-level plan that enacts the Provincial Policy Statement while allowing local municipalities to add designations and policy relevant to their community.

The site is designated Rural by Section 3 of the Lanark County Sustainable Community Official Plan (SCOP) and Source Water Portion Intake Zone 9. The Rural Lands designation may include various local Official Plan designations, e.g., Highway Commercial, Industrial Park, Institutional, Tourism Commercial, etc. The County SCOP states that Local Official Plans shall ensure that development will be directed to occur in a manner that makes efficient use of existing infrastructure, allows for the maintenance of the area's character and provides for the long-term availability of the resources that make the area attractive.

Specifically: 1. To ensure that residential and non-residential development is consistent with service levels; 2. To maintain the distinct character of rural, waterfront and settlement areas; 3. To ensure that development is compatible with natural heritage features and natural resource uses. The proposal meets the requirements of the Rural designation. The Source Water Protection requirements are also met as this use does not trigger a Risk Management Plan.

## **TAY VALLEY TOWNSHIP OFFICIAL PLAN**

The Township Official Plan was updated in February 2016 and guides future development in the Township.

Section 1.3.3 of the Official Plan contains 25 objectives which reflect the community's and Council's vision for development through 2036 and guides Council's decision-making. The objectives of the Official Plan can be summarized as seeking to: protect and maintain the environment (particularly the Township's 32 lakes and 8 rivers); promote economic development (agricultural, creative class, heritage and geological tourism, and major employers); provide a range of housing types appropriate to the rural character of the Township; promote pedestrian and cycling opportunities, promote resiliency to climate change, support cultural heritage, and ensure development does not locate in hazard areas.

The subject property is designated Employment Area in the Official Plan. The intent of Section 3.8 Employment Area designation is to provide a focus for employment. The designation permits a variety of land uses including: light industrial, commercial, and institutional.

The proposed development is a major employer so is appropriate for the Employment Area designation.

Section 2.17 states that all new development shall have frontage on a public road except for residential uses on private roads or with water access that are zoned Residential Limited Services. The project fronts on A County Road – Christie Lake Road.

Section 2.19.2 Cultural Heritage and Archeological Resources identifies landforms and features which may indicate archaeological potential. The lot for the proposed development does not contain water or designated properties, existing cemeteries or historic transportation features; and does not have any unusual land formations.

Section 2.22.4 Endangered and Threatened Species and Adjacent Lands outlines policies which apply to development proposed within areas of potential endangered or threatened species habitat, or within 120 metres. No Species at Risk are noted in the area.

Section 2.23 Water Supply, Sewage Disposal and Other Services. Servicing reports have been submitted by Dillon Associates and are being reviewed by the Town of Perth.

Section 2.24.6 Storm Water Management, describes the Township's policies to manage stormwater and protect water quality. The Township encourages the use of Low Impact Development (LID) methods to manage stormwater. LID combines source controls, distributed flow, and green infrastructure (e.g., swales) to slow the movement of water and promote infiltration rather than relying on concrete pipes and detention basins to manage water on a site.

The Preliminary Stormwater Management brief prepared by Dillon has identified stormwater management proposals.

Section 4 Transportation are not relevant as the road the property fronts on is a County road.

Section 5.4 Site Plan Control provides for the Township to apply a more detailed level of land use control over the location of buildings, landscaping, buffers, etc. than would be practical through the Zoning By-Law. The Township has prepared a draft Site Plan Control Agreement for the subject property based on the studies provided and preliminary comments from regulatory agencies (see Attachments C and D for the text and drawings).

In my opinion, with the studies submitted and the review comments to be provided by the Town of Perth, the proposed Site Plan Control Agreement conditions meet the intent of the Tay Valley Official Plan.

**TAY VALLEY TOWNSHIP ZONING BY-LAW**

The property is zoned Institutional Special Exception -1 (I-1) which allows for an open market and regular Institutional uses. The proposal meets most of the Zoning By-Law requirements but will require a minor variance for some areas of the By-Law. The applicants seek approval in principle of the proposal before proceeding with the Minor Variance application.

Zone standards	Required	Proposed
----------------	----------	----------

Lot Area (min)	4050m <sup>2</sup>	9850m <sup>2</sup>
Lot Frontage (min)	60m	95m
Front Yard (min)	10m	7.268m
Side Yard (min)	10m	4.0m
Rear Yard (min)	10m	6.218m
Lot Coverage (max)	20%	31%
Height	9m	12m
Parking Spaces	1+1/4 rooms	62
Accessible Spaces	2	3
Loading space	1+1/1,000m <sup>2</sup>	1
Loading dimensions	9m x3.5m	18.8m x3.99m

## SITE PLAN CONTROL AGREEMENT

Tay Valley Township By-Law No. 2009-31 designates the whole of Tay Valley Township as a site plan control area pursuant to the *Planning Act* and provides exemptions for certain uses from site plan control. The use proposed for the subject property is not exempt, therefore, a Site Plan Control Agreement (SPCA) will be required to be registered on title.

The SPCA will implement the recommendations of the Town of Perth for water, wastewater, and stormwater plans. The Site Plan Control Agreement will also include details on parking, landscaping, elevations, and building design.

## PUBLIC COMMENTS

None at the time of the report.

## OPTIONS TO BE CONSIDERED

Option #1 (Recommended) – The proposed draft Site Plan Control Agreement be approved in principle. That staff proceed with the minor variance application and staff continue to work with the Town of Perth and the applicant regarding technical engineering details.

Option #2 – Council suggests modifications to the proposal.

## FINANCIAL CONSIDERATIONS

None at this time. A servicing agreement is in place between the Town of Perth and Tay Valley Township for use of Perth's sewer and water by a developer.

## STRATEGIC PLAN LINK

**Housing:** Residents have access to a wide range of affordable and healthy housing options.

## CLIMATE CONSIDERATIONS

The proposal is expected to address climate change as use of a ground source heat pump (as is used in other Arch buildings) is being researched; solar panels will be used; the lawn

will be replaced with trees and other vegetation that will sequester carbon; options for stormwater to be managed through Low Impact Development will be proposed by Jp2g consultants (as well as through grey infrastructure); and the facility will be infill development.

## **CONCLUSIONS**

Based on the planning rationale and the review of applicable provincial and municipal legislation above, and the technical studies prepared by the applicant, the Planner concludes that the proposed Site Plan Control Agreement is desirable and constitutes good land use planning.

Some refinement of the Site Plan Control Agreement is expected to follow this meeting when final comments from the Town of Perth are made available.

## **ATTACHMENTS**

Attachment A - Site Drawing

Attachment B - Building Rendering and Landscape proposals

Attachment C – Site Plan Control Agreement Text

Attachment D – Site Plan Control Agreement Drawing

**Prepared and Submitted By:**

**Approved for Submission By:**

*Original Signed*

*Original Signed*

**Noelle Reeve,  
Planner**

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

1. LAND ORNAMENTAL GRASS BORDER WITH LIGHT BOLLARDS  
 2. RAUP FOR EMERGENCY EXIT  
 3. STONE WALL FOR SUPPORT  
 4. CANOPY  
 5. RECEPTION COURT WITH DE BANCADIERE PLANTED ROAD-SIDE LIGHTS AND BENCH ORNAMENTAL TREES AND SHRUB PLANTS  
 6. ENTRANCE PATH TO THE PARKING LOT AND LIGHTS ORNAMENTAL TREES  
 7. CURVED SLOPE (SEE DRA)  
 8. TERRACE FOR THE STAFF (BENCHES AND CUBES, LIGHT BOLLARDS)  
 9. COURTYARD WITH PAVED TERRACES FOR RESIDENTS, PERGOLA, VEGETABLE GARDENS, BENCHES, LIGHT BOLLARDS AND MANGROVE TREES  
 10. ROCK WALLS FOR SUPPORT

[illegible]


**MECHANICAL / ELECTRICAL**  
COURSE 1  
ENGINEERING  
LTD.



**DILLON**  
Consulting & Training

[illegible]

CLIENT  
**ARCH**

ARCHITECT/ARCHITECT  
PROJECT NUMBER

**gmad**

100 East Pleasant Street, 2nd Floor, Suite 100  
Beverly Hills, CA 90212

**PROJECT/POLICY**

**LTCF Perth**

IN ORDER TO: (AND OTHER, NOT NECESSARY, CAPACITY OF) (ADDRESS, ETC)

2022-04-20 10:00 AM (Date, Time, Location, etc.) (Page, etc.)

DATE month		DESIGNER PARIJAY Author	
SCHEMATIC SCALE		VERSION PARIJAY	

1. Rev	Approved
NO DESIGN ENG. NUMBER	REV
AP-01	



## Attachment B - Building Rendering and Landscape proposals



# DRAFT SITE PLAN CONTROL AGREEMENT SP21-36

(Roll Number 0911-916-015-18900)

**THIS AGREEMENT** made this       day of                      , 2022

**BETWEEN:** **Arch Tay Facility Inc.,**  
Herein called the "Owner" **OF THE FIRST PART**

**AND: The Corporation of Tay Valley Township,  
Herein called the "Township" OF THE SECOND PART**

WHEREAS the Township has enacted a Site Plan Control By-law Numbered 09-031 pursuant to the provisions of section 41 of the Planning Act, Chapter P.13, R.S.O. 1990, as amended and has, pursuant to certain provisions of the Official Plan of the Township, imposed requirements and limitations on the development or redevelopment of all lands within the boundaries of the Township;

AND WHEREAS the Owner is the owner of all of the lands, more particularly described in Schedule "A" hereto attached, hereinafter referred to as the subject lands;

AND WHEREAS the Owner has applied to the Township for approval of a site plan, hereinafter referred to as the Site Plan, for the following development on a portion of the Subject Lands:

A 160 bed three-storey Long Term Care Facility with gardens and parking.

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the approvals of the Site Plan for the development on the Subject Lands and the sum of One Dollar (\$1.00) paid by the Township to the Owner, receipt whereof is hereby acknowledged, the Owner and the Township mutually covenant and agree as follows:

1. The Owner, prior to execution of this Agreement by the Township, shall:
  - a) Pay all outstanding taxes owing on the Subject Lands to the Township;
  - b) Execute all transfers in registrable form for all necessary easements and other conveyances of the Subject Lands required as a condition of approval of the Site Plan.
2. The following Schedules, as attached hereto, form part of this Agreement.

Schedule "A" – Legal Description  
Schedule "B" – Site Specific Conditions  
Schedule "C" – Site Plan Drawings

3. This Agreement shall apply to the development or redevelopment of the Subject Lands described in Schedule "A". The Owner warrants that it is the owner of all the Subject Lands so described.
4. The parties agree that this site plan approval and the registration of this Agreement shall not be construed as providing Zoning By-law compliance or in any way approving the issuance of a building permit and sewer and water approvals for which separate applications are necessary.
5. The Owner shall develop the Subject Lands in accordance with the Site Plans attached hereto and shall provide the services, works, facilities, and matters referred to in the said Plans and in this Agreement by, **December XX, 2023** unless otherwise agreed upon with the Township and shall maintain the works at the Owner's sole risk and expense to the satisfaction of the Township and in default the provisions of Section 446 of the Municipal Act, 2001 as amended, shall apply.
6. The Owner shall obtain a building permit within **twelve (12) months** of the date of this agreement or the approval inherent herein shall be null and void, unless an extension is granted in writing by the Township as evidenced by the initial of the Planner, or the Clerk in their absence or inability to perform assigned duties.
7. The Owner acknowledges and agrees that no building permit shall be issued until all Plans and drawings have been approved by the Township **and the Town of Perth for services** and this Agreement has been executed.
9. The Owner shall ensure that all contractors or agents performing works associated with this Agreement are made familiar with its terms and conditions. All constructors or contractors, within the meaning of the Occupational Health and Safety Act, shall carry out the duties and responsibilities dictated by the said Act with respect to all works performed in accordance with this Agreement.
10. The Owner further covenants and agrees as follows:
  - a) All construction work covered by this Agreement shall be carried out expeditiously, in a good and workmanlike manner in accordance with good trade practices, as to cause a minimum nuisance to neighbours and minimum or environmental disturbance.
  - b) Every effort shall be made to restrict the disturbance of soil and vegetation cover during construction.
  - c) Sediment and erosion control measures are to be established and must be implemented both prior to and throughout the construction process. Any sediment control works shall remain in place until all disturbed areas have been stabilized and vegetation is well established.
  - d) All excavated material shall be disposed of according to the Ministry of Environment's Excess Soil requirements.
  - e) Drainage patterns on this site shall not be adjusted to allow any further run-off from this site onto adjacent lands or water bodies. Any additional storm water run-off caused by the introduction of buildings and hard surfaces such as driveways, shall be accommodated on site.

- f) There shall be no further structural development and no further disturbance of the natural vegetation other than that shown on the attached drawings.
- g) During construction, all reasonable precautions to avoid dust, noise and other nuisance and to provide for public safety shall be taken.
- h) The architectural plans submitted for the building permit shall be generally in accordance with the design indicated on the Plans attached hereto. Interior floor layouts and structural details as shown on any of the attached plans shall not be subject to the regulations of the Site Plan Control Approval. These matters shall be subject to the Ontario Building Code Act and regulations.
- i) The work done on the Subject Land shall be in accordance with this Agreement and according to any permits, licenses or approvals obtained from the Province of Ontario, the Township, **the Town of Perth** and any other utility agency servicing the Subject Lands and abutting owners;
- j) The Owner shall make no changes to work described in this Agreement without the written approval of the Township and **Town of Perth**, evidenced by the signature of the Planner or Clerk in their absence.

**Site Specific Conditions- please see Schedule “B”**

- 11. The Owner agrees to reimburse the Township all costs occasioned as a result of retaining independent professional legal, engineering and planning advice necessary to the completion and registration of this Agreement and the performance of covenants contained in this Agreement with the exemption of costs related to public road construction or upgrades except as agreed to elsewhere in this Agreement.
- 12. The Owner agrees to provide, on execution of this Agreement or no later than the issuance of the Building Permit, security toward the completion of the works described herein. The amount of such security shall be \$2,000. The form of such security shall be cash or cheque. It is understood and agreed that the security or so much thereof as the Township deems necessary, shall be held by the Township until final acceptance of the works. The Township may authorize the use of the whole or part of the amount of the security to pay the cost of any work that the Township deems necessary to rectify default by the Owner or its assigns. A full release of the security deposit to the Owner may be authorized by the Chief Building Official, when the site work has been completed to the satisfaction of the Township.
  - 1. All buildings and other works required in the Schedules hereto annexed to be constructed or installed, including without limiting the generality of the foregoing, all driveways, parking and loading areas, laneway, walkways, permanent fencing, screening, signs, lighting and landscaping, shall be maintained continuously by the Owner in good condition to the satisfaction of the Town.
  - 2. The Owner shall arrange for and pay the cost of the provision and/or relocation of any existing facilities or utilities which are necessary due to this development to the satisfaction of, and at a time satisfactory to the authority having jurisdiction, together with the granting of such new easements as may be required and the release of any existing easements which are rendered unnecessary.

3. The Owner shall transfer unto the Township, Lanark County, and/or the utility companies, at the expense of the Owner, such easements as are deemed necessary by these authorities for the purposes of construction, repair and maintenance of the facility or utility. Such transfers of easement documents shall be delivered to the Township before execution of this Agreement by the Township or at such other time as the Town may require in writing.
13. The Owner hereby grants to the Township, its servants, agents, agents in contractors, the license to enter upon the Subject Lands for the purpose of inspection of the work or to perform such work as may be required as a result of a default.
14. In addition to the remedies noted above, in the event of a default by the Owner or its assigns in the provision or maintenance of any of the matters and things required to be done by the Owner pursuant to this Agreement, the Township may, at the expense of the Owner, send a notice in writing to the Owner which notice shall specify the default and the requirements to rectify such default. If the Owner has not completed the rectification of any such default or has failed to take, in the opinion of the Township, sufficient action to do so within twenty-one (21) days of receiving such notice, then the Township may, at the expense of the Owner, enter upon the lands and do all such matters and things as are in default. Any cost incurred by the Township plus twenty-five percent (25%) as a charge for overhead pursuant to this cause shall be paid by the Owner to the Township within thirty (30) days of the mailing of an invoice by the Township addressed to the then current owner of the subject lands as shown in the last revised assessment roll of the Township. In default of payment, such an amount as referred to in this clause may be recovered by the Township by cashing any deposit (cash, cheque or letter of credit) it holds to secure the completion of the works or in a like manner as taxes pursuant to the provision of Section 446 of the Municipal Act, 2001.
15. Any notice required to be given herein may be delivered personally or by prepaid registered mail, if to the Township, shall be addressed to:

Office of the Township Clerk  
Tay Valley Township  
217 Harper Road  
Perth ON K7H 3C6

or at such other address at which the Offices of the Township are located in the future, and if to the Owner:



Arch Tay Facility Attn: Ben Villani  
TD Canada Trust Tower  
161 Bay St Suite 2100  
Toronto, Ontario  
M5J 2S1

or at such other address as the Owner may advise the Township in writing. Any notice serviced by prepaid registered mail shall be deemed to have been received on the fourth (4th) business day following the mailing of such notice in the post office.

16. The Township may register this Agreement on title to the Subject Lands and having done so will provide the Owner with registration data. The Owner shall be responsible for obtaining a postponement for any registered mortgage.
17. This Agreement shall enure to the benefit of and be binding upon the parties herein and their respective heirs, executors, successors, administrators and assigns except where specifically excluded and all covenants and agreements herein contained, assumed by or imposed upon the Owner are deemed to be covenants which run with and bind all subsequent owners of the lands herein described.
18. In every clause of this Agreement, unless the contrary intention appears, words importing the singular number or the masculine gender only include more persons, parties or things of the same kind than one, and females as well as males and the converse, and a word interpreted in the singular number has a corresponding meaning when used in the plural.
19. If any one portion of this agreement is declared null and void or considered by a Court to be unenforceable, the remainder of the Agreement shall not be affected and shall remain in force.
20. The Owner shall indemnify the Township and each of its officers, servants and agents from all loss, damages, costs, expenses, claims, demands, actions, suits or other proceedings of every nature and kind arising from or in consequence of the execution, non-execution or imperfect execution of any of the work hereinbefore mentioned or of the supply or non-supply of materials, whether such loss, damages, costs, expenses, claims, demands, actions, suits or other proceedings are arising from or occasioned to or brought against the Owner or its contractors, officers, servants or agents or against the Township, its officers, servants or agents.

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## **SCHEDULE “A”**

### **Subject Lands affected by this Agreement:**

PIN 05219-xxxx

PART OF PARK LOT 4 IN PART OF LOT 27 CON 2 BATHURST 27R-11572 Parts 1,2,3,4 (with water and sanitary easements over Part 2); TAY VALLEY TOWNSHIP and PART OF THE ROAD ALLOWANCE BETWEEN GEOGRAPHIC TOWNSHIPS OF BATHURST AND DRUMMOND: now in THE TOWN OF PERTH

## **SCHEDULE “B” – SITE SPECIFIC CONDITIONS**

### Access

Approval for the entrance way must be obtained from the County of Lanark.  
A civic address shall be obtained from Tay Valley Township.

### Location of Buildings

The Owner agrees to construct the building in the location as shown on the Site Plan.

### Landscaping

Native tree, shrub and ground cover shall be used in the planting plan for the project.

### Exterior Lighting

Dark skies compliant lighting will be utilized.

### Parking Areas

The Owner agrees that the parking areas on the Land shall be constructed of **permeable asphalt or permeable paving stones or asphalt**, or any other suitable hard surface to the satisfaction of the Municipality.

The minimum number of parking spaces which must be maintained on the property shall be forty one (41) which includes a minimum of two (2) dedicated accessible parking spaces.

The parking spaces shall be constructed with a minimum width of 2.7 metres and a minimum depth of 6.0 metres whereas the handicapped parking spaces shall be constructed with a minimum width of 3.74 metres and a minimum depth of 6.0 metres. The handicapped parking spaces shall include the parking spaces located closest to the main entrance of the building.

### Storm Drainage and Grading

The Owner covenants and agrees to be implement all measures described in the document titled 99 Christie Lake Road Long Term Care Facility, Tay Valley Township Functional Servicing Study **dated October 2021** prepared by Dillon Consulting and Group Marchand Architecture and Design Inc. to the satisfaction of the Township and Town of Perth.

The Owner will confirm groundwater elevations on-site and if the storm water chambers will be within the groundwater levels. If so, provide confirmation that a liner barrier will be provided to block groundwater infiltrating into the chambers.

All buildings and structures shall be barrier free in accordance with the Ontario Building Code. Slopes larger than 5% are outside of AODA requirements (south sidewalk). Recommend maximum of 5% at the Long-Term Care Facility.

### Servicing

The Owner covenants and agrees to implement all measures described in the document titled 99 Christie Lake Road Long Term Care Facility, Tay Valley Township Functional Servicing Study **dated October 2021** prepared by Dillon Consulting and Group Marchand Architecture and Design Inc. to the satisfaction of the Township and Town of Perth.

### Garbage and Waste Storage

The Owner agrees that garbage and recycling container areas shall be screened such that the area is not visible from any adjacent road. **The garbage and recycling container area shall specifically be screened by means of an opaque fence 1.8 metres in height to the satisfaction of the Township.**

### Maintenance

The Owner shall at all times maintain or cause to be maintained all of the Land in as neat and tidy a condition as is reasonably consistent with the development of the Land pursuant to the Building Permit, and as otherwise required by this Agreement and the Site Plan, including weed removal and grass cutting prior to and during the development, and after completion of the development.

The Owner shall confirm adequate space exists for easy access for future maintenance (i.e. cleaning truck, fixing broken piece, etc) for the ADS units adjacent to MH4. **It appears as though maintenance will require removal of stone wall. Also, confirm header row is below stone wall foundations.**

The Owner shall move the underground storage units out of the main entrance area between MH2 and MH3 to minimize impact to the main entrance for regular and future maintenance of the SWM facility. Recommend using rain gardens or bio retention LID's in this area to reduce storage requirements.

### Additional Approvals

The Owner shall obtain additional approvals from other government agencies, Town of Perth, or ministries as may be required prior to the issuance of a Building Permit.

### Timing for Completion of Site Development

The Owner agrees to comply with all requirements of the Site Plan and this Site Plan Control Agreement, **within one (1) year** of the date of commencement of construction as determined by the Chief Building Official.

### Signs

The Owner agrees that all signs, including locations and graphics contained in the proposed development shall be approved by the Chief Building Official and County of Lanark prior to the installation of such signs, in order to ensure compatibility with surrounding properties and to ensure no sight line obstructions.

### Security

So as to ensure due performance of the requirements of this Agreement with respect to the construction of the building, screening related to the garbage and recycling container storage area, landscaping and the parking area, the Owner shall deposit with the Township prior to the execution of this Agreement, a performance bond or letter of credit, satisfactory to the Municipality, for the principal sum of \$2,000.00, which security bond or letter of credit shall be refundable upon due performance.

## **SCHEDULE “C” – SITE PLAN DRAWINGS**

Drawings will be available at the Tay Valley Township Office.

[illegible]

1 SOUTH ELEVATION  
1-100

**Welche glendrofen (Glendrofen) sind:**

- 1) ein Antidepressivum, das bei Depressionen eingesetzt wird.
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- 10) ein Antidepressivum, das bei Depressionen eingesetzt wird.

**LEADING FIRMING**  
  
**STRUCTURE**  
  
**TECHNICAL / ELECTRICAL**  
  
**CONCRETE**  
  
**OFFSHORE DESIGN**  
  
**LANDSCAPE ARCHITECTURE**  


FOR INFORMATION ONLY  
 NOT FOR CONSTRUCTION

NO. 0-015 10/1/80

01/01/2001  
01/01/2001

ARCH

**LTCF Perth**

no meeting the author's request. That is, the  $\chi^2$  statistic is calculated as

**BLAS COMPARISON EVALUATIONS**

\_\_\_\_\_

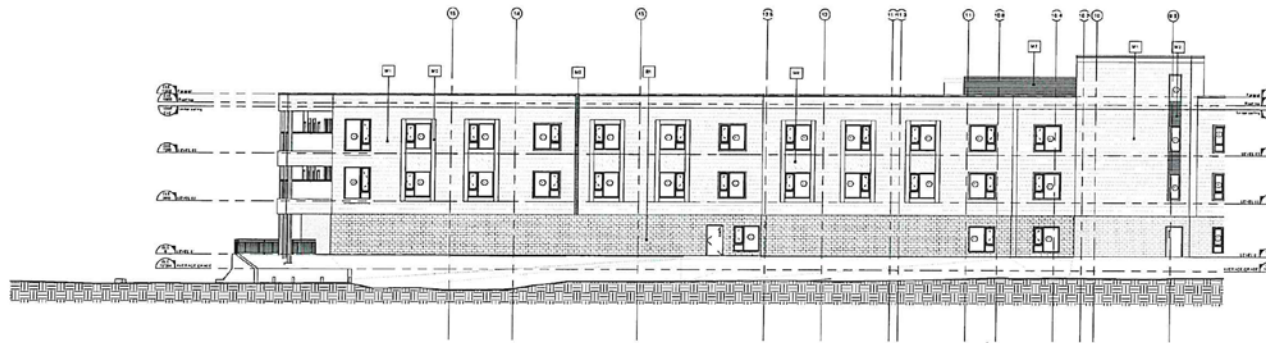
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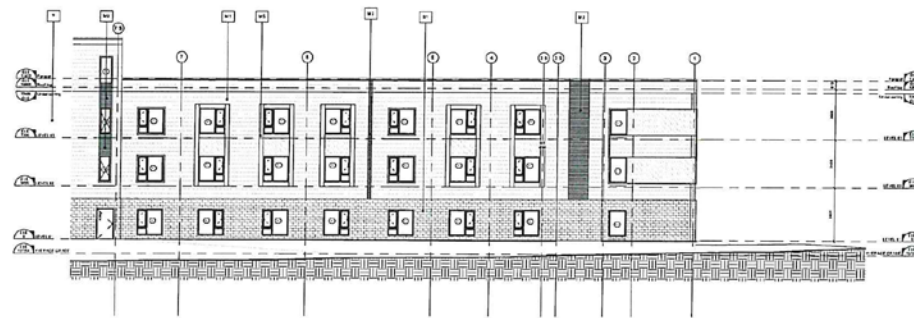
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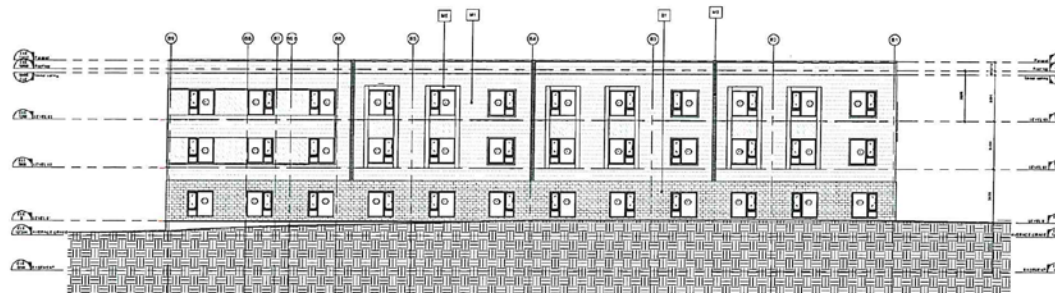
LEGEND EXTERIOR MATERIALS	
M1	Brick, Color charcoal
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M3	Metallizing, Color charcoal
M4	Metallizing, Color black
M5	Metallizing, Color white
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M100	Metallizing, Color white



1 EAST ELEVATION  
1:100



2 EAST ELEVATION A  
1:100



3 NORTH ELEVATION  
1:100

REVISIONS	
1	Initial design
2	Revised design
3	Final design
4	Construction documents
5	As-built documents
6	Final design
7	Revised design
8	Final design
9	Construction documents
10	As-built documents
11	Final design
12	Revised design
13	Final design
14	Construction documents
15	As-built documents
16	Final design
17	Revised design
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19	Construction documents
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89	Construction documents
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91	Final design
92	Revised design
93	Final design
94	Construction documents
95	As-built documents
96	Final design
97	Revised design
98	Final design
99	Construction documents
100	As-built documents

LOGO OF FIRM	
ARCH	gmad

FIRM NAME	
ARCH	gmad

FIRM ADDRESS	
ARCH	gmad

FIRM PHONE	
ARCH	gmad

FIRM FAX	
ARCH	gmad

FIRM E-MAIL	
ARCH	gmad

FIRM WEBSITE	
ARCH	gmad

FIRM PROJECT	
ARCH	gmad

FIRM CLIENT	
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FIRM DATE	
ARCH	gmad

FIRM SCALE	
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FIRM SCALE	
ARCH	gmad

**COMMITTEE OF THE WHOLE**

December 7, 2021

Report #PD-2021-44  
Noelle Reeve, Planner

**NORDLAW PLAN OF CONDOMINIUM – DRAFT PLAN EXTENSION**

**STAFF RECOMMENDATION(S)**

It is recommended:

**“THAT**, a one-year extension of the draft approval for the Nordlaw Cottages Inc. Plan of Condominium 09-CD 16002 be approved.”

**BACKGROUND**

Approval in Principle for the Condominium Plan located at Part Lots 2 and 3, Concession 1 and Part of Lots 1 and 3, Concession 2, Geographic Township of South Sherbrooke, 489 Crozier Road, was given by Council on April 12, 2015 pending a Site Plan Control Agreement being approved. Conditional approval was granted by Council on June 9, 2015 for the Draft Site Plan Control Agreement for the Nordlaw Lodge Redevelopment with three outstanding issues to be resolved:

- approval for septic and water systems by the Ministry of Environment, Conservation and Parks (MOECP) and the Lanark Leeds Grenville Health Unit respectively,
- clarification from the Ministry of Natural Resources and Forestry (MNRF) regarding the lakebed ownership, and
- additional detailed water access designs being provided to the Rideau Valley Conservation Authority (RVCA).

Once the project obtained approval for its septic systems and water system, Council approved the Site Plan Control Agreement (SPCA) September 27, 2016 and the applicant signed the SPCA in October after modifying the Site Plan to meet RVCA's requirements that the Site Plan show no water access from individual lots as well as showing revegetation where buildings were being removed.

Lanark County Council granted Draft Approval of the 18 unit Condominium Plan on January 11, 2017.

The proposal is intended to produce a net environmental gain as five cottages closest to the water are to be removed and two of the wings of the main restaurant building are also

proposed to be removed. In addition, new septic systems will be installed under MOECP approval. (See attached site sketch.)

## **DISCUSSION**

The owner has cleared some of the outstanding conditions, however, he has not yet been able to clear the remaining conditions. One of the remaining conditions is a Letter of Credit for securities for the project. The Planner will be bringing a report to Council in the new year on that topic.

The Planner believes it is in the Township's interest to grant the extension to the Condominium draft approval in order for the developer to be able to meet the conditions of draft approval so that the units may be developed.

## **OPTIONS CONSIDERED**

- 1) Preferred: Grant the extension to the conditional Condominium approval.
- 2) Do not support the extension of the conditional approval.

## **FINANCIAL CONSIDERATIONS**

Supporting the extension provides an opportunity for increased economic development and tax revenue.

## **STRATEGIC PLAN LINK**

**Housing:** Residents have access to a wide range of affordable and healthy housing options.

**Environment:** Tay Valley continues to be known for its environmental policies and practices. Our residents have access to clean lakes and a healthy, sustainable environment.

## **CLIMATE CONSIDERATIONS**

Clustering development reduces sprawl. Re-using existing building infrastructure and developed land reduces carbon emissions.

## **CONCLUSIONS**

The Township has agreed to extensions of other major development projects and there is no reason not to agree to an extension for this project.

## **ATTACHMENTS**

- 1) Site Plan

**Prepared and Submitted By:**

*Original Signed*

**Noelle Reeve,  
Planner**

**Approved for Submission By:**

*Original Signed*

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

# Nordlaw Lodge Draft Plan of Condominium

489 Crozier Road  
Part Lot 2, Concession 1, Part Lot 2, Concession 2, and  
Part of the Road Allowance between Concessions 1 & 2  
Geographic South Sherbrooke  
Township of Tay Valley  
County of Lanark

## OWNER'S CERTIFICATE

I hereby authorize \_\_\_\_\_ to prepare  
and submit this plan to the Council of the County of  
Lanark for review and approval.

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 2016

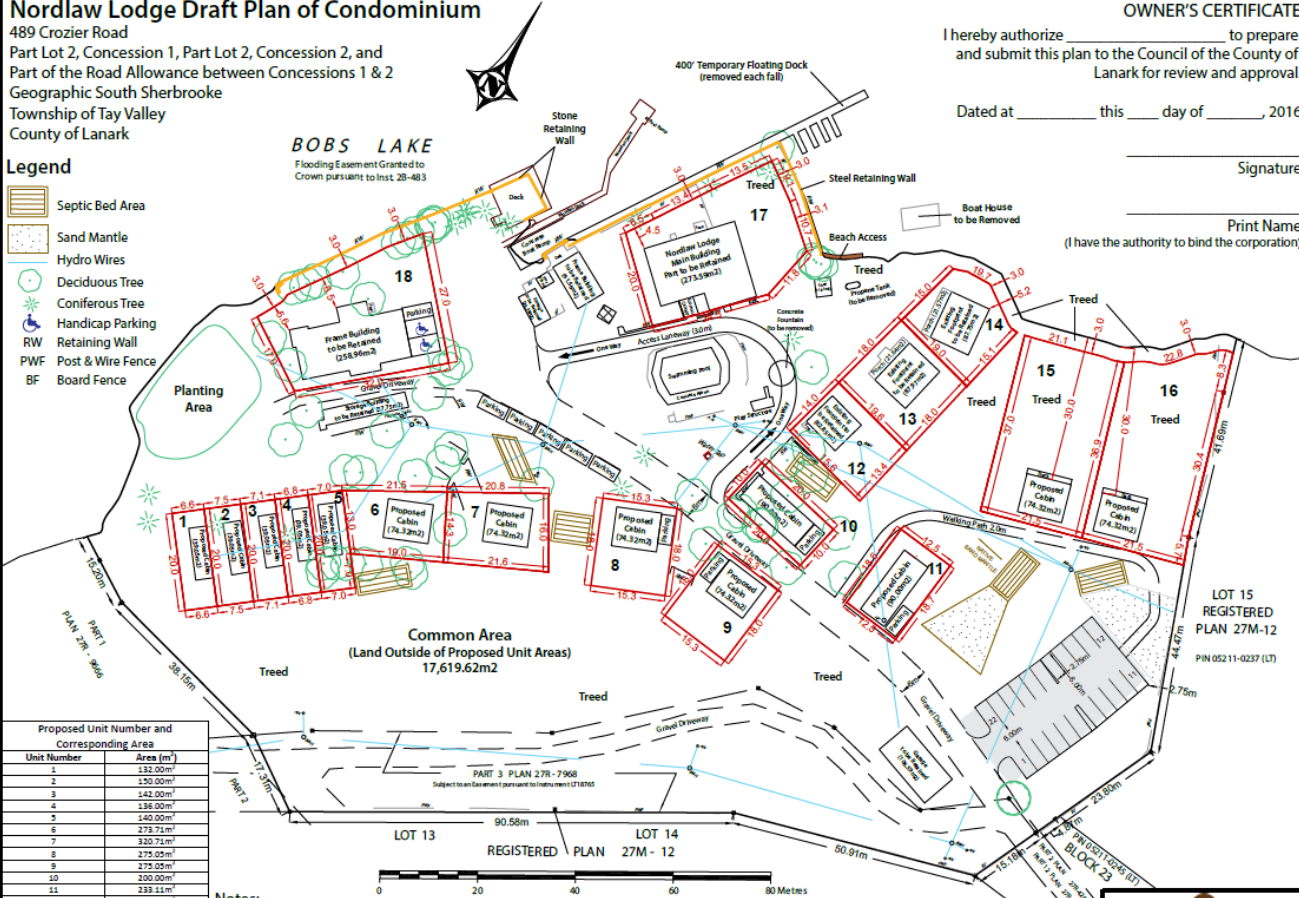
Signature \_\_\_\_\_

Print Name \_\_\_\_\_

(I have the authority to bind the corporation)

## Legend

- Septic Bed Area
- Sand Mantle
- Hydro Wires
- Deciduous Tree
- Coniferous Tree
- Handicap Parking
- Retaining Wall
- Post & Wire Fence
- Board Fence



Proposed Unit Number and Corresponding Area	
Unit Number	Area (m <sup>2</sup> )
1	132.00m <sup>2</sup>
2	130.00m <sup>2</sup>
3	142.00m <sup>2</sup>
4	138.00m <sup>2</sup>
5	140.00m <sup>2</sup>
6	273.75m <sup>2</sup>
7	320.75m <sup>2</sup>
8	275.05m <sup>2</sup>
9	275.05m <sup>2</sup>
10	200.00m <sup>2</sup>
11	233.11m <sup>2</sup>
12	278.68m <sup>2</sup>
13	347.25m <sup>2</sup>
14	305.87m <sup>2</sup>
15	734.89m <sup>2</sup>
16	857.89m <sup>2</sup>
17	756.18m <sup>2</sup>
18	779.62m <sup>2</sup>
Common Area	17,619.62m <sup>2</sup>

## Notes:

1. The Servicing Report, completed by McIntosh Perry Surveying Inc., identifies the septic bed locations and setbacks but the location of septic tanks and treatment units is yet to be determined through additional site evaluation.
2. Areas shown for each cabin is a 'footprint' and the majority of cabins shown will be two storeys.
3. Only the existing footprint of the cabins on lots 12 - 14 will be retained, the actual cabins will be demolished and rebuilt on the existing footprint.
4. Lot dimensions, topographic features and existing building locations taken from a survey completed by McIntosh Perry Surveying Inc.

**ZANDERPLAN**  
Land Use Planning and Project Management  
Version Date: 04 - 10 - 2016

**COMMITTEE OF THE WHOLE**December 7<sup>th</sup>, 2021Report #PD-2021-45  
Noelle Reeve, Planner**CO-HOUSING AND SENIORS COMMUNICATION PROJECT UPDATE  
(INCLUSIVE COMMUNITIES GRANT 2021)****STAFF RECOMMENDATION(S)**

It is recommended:

**“THAT**, the proposed public consultation be held in January 2022;**AND THAT**, the recommended outreach strategy, including a survey and focus groups, be undertaken.”**BACKGROUND**

The Township received \$54,039 in funding from the Ministry for Seniors and Accessibility in June 2021. This funding allowed the Township to retain a consultant, Rural Development Network (RDN), to develop a Cohousing Model, communication mechanisms specific to seniors, and protocols to increase participation by seniors in social and civic activities. All three actions were identified as priorities in implementing Tay Valley's Age Friendly Community Plan (2017).

The Rural Development Network is a non-profit whose members are five universities and colleges from across Canada. It is overseen by a Board and has 25 staff working on projects ranging from: community engagement to sustainable housing; rural homelessness; rural health and wellness; rural immigrations; agri-food; and age friendly communities.

This report provides an update to Council on actions undertaken to date, for the Inclusive Communities Grant and proposed public outreach consultation in early 2022.

**DISCUSSION**

Cohousing is a form of collective housing based around four common characteristics: social contact design (the physical design encourages a strong sense of community); extensive common areas (designed for daily use, to supplement private living areas); resident involvement in the recruitment, production and operational processes; and collaborative lifestyles (offering inter-dependence, support networks, sociability and security).

To finance such communities, RDN has found that there are several different options: Co-Ownership, Co-Ops, Condominiums, and Shared Ownership Cohousing.

Within each ownership category there may be at least three different forms of running the Cohousing community: an entirely resident-led model (members are completely responsible for the development, design, and community formation); a partnership model (a commercial developer works alongside members in the creation of Cohousing); and a speculative model (created entirely by a developer).

Tay Valley Township currently has restrictive residential zoning by-laws which would make any denser housing options unfeasible for most developments. At the same time, there is also a limit to how many dwelling units can be on most properties due to its rural infrastructure. As such, RDN is looking at several different options that can hopefully balance the need for denser housing with these limitations.

Tay Valley has restricted most developments to single family homes. In order to allow for the multiple housing units needed for a denser development such as Cohousing, RDN is looking at options such as creating zoning specific to cohousing or allowing for multi-unit housing in all zones if they meet appropriate environmental and infrastructure conditions.

The final issue being looked at is housing form. Tay Valley's zoning codes are based around number of dwelling units on a property. However, using built form as an alternative could allow for greater density while still maintaining a traditionally residential environment. Using form-based zoning found in other communities, Tay Valley could: create a form-based zoning code specifically for cohousing areas; create a form-based development option for all residential areas, or completely revamp the Zoning By-Law to a building form-based code (also known as Transects).

RDN has had multiple discussions with a project advisory committee made up of five community members. In addition, RDN held a meeting with a senior/intergenerational living expert from the Eastern Ontario Age Friendly Network. RDN has also reviewed and noted age friendly communication mechanisms and engagement protocols.

RDN proposes to prepare a survey to explain what Cohousing is and seek input on what type of Cohousing would be of most interest to residents. This survey would be circulated prior to focus groups being established to learn more from residents about Cohousing preferences and their preferred communication methods, with an emphasis on reaching seniors to insure their inclusion in community life. The grant specifically requires a focus on communication with seniors as the Ministry had a concern seniors were becoming more isolated due to Covid-19.

RDN will be sharing communication materials with the Planner in December to raise awareness of the project. The communication strategy will involve: interviews with the Reeve and RDN on local radio; newspaper articles; social media engagement; etc. (See attachment 1 Community Engagement Planning Canvas.)



## OPTIONS TO BE CONSIDERED

Option #1 (Recommended) – The proposed public consultation be held in January 2022; and that the recommended outreach strategy including a survey; focus groups; media promotion, etc. be undertaken.

Option #2 – Council suggests modifications to the outreach strategy.

## FINANCIAL CONSIDERATIONS

None at this time as the Inclusive Community grant covers costs.

## STRATEGIC PLAN LINK

**Strategic Direction #1 - Housing Alternatives:** Increase the range of housing options available to current and future residents, including co-housing.

## CLIMATE CONSIDERATIONS

Cohousing can reduce single occupant vehicle transportation, sprawling land use, and can provide an opportunity to increase food sovereignty.

## CONCLUSIONS

This update is being provided to Council as the Inclusive Communities Grant project is half-way through its timeline. The Rural Development Network team have met the project targets for best practices research, establishing an advisory committee, identifying solutions relevant to Tay Valley Township, and developing a communication strategy. The project will be taking on a higher profile in the community starting in the New Year and staff wanted to receive feedback from Council before beginning that process.

## ATTACHMENTS

1. Community Engagement Planning Canvas

**Prepared and Submitted By:**

**Approved for Submission By:**

*Original Signed*

*Original Signed*

**Noelle Reeve,  
Planner**

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



# COMMUNITY ENGAGEMENT PLANNING CANVAS

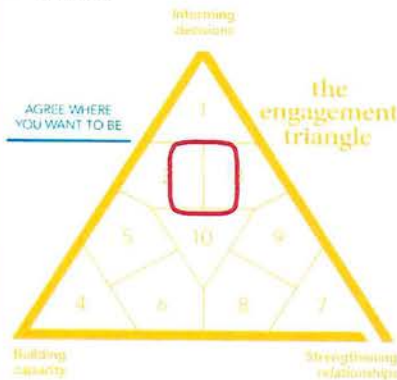
This planning tool will help you work through the main considerations you need when planning to engage your community. Use this as a space to reflect, generate ideas, and refine your thinking.

The engagement will help inform decisions, but we also want to help build connections between seniors and improve overall community engagement capacity. Ensure turnover for the advisory group is managed.

## WHY ENGAGE?

### PURPOSE

Shade the segment of the triangle based on your purpose for engagement.



### ENGAGEMENT GOALS

What are the main reasons for wanting to engage the community? What do we hope to learn? What are the beneficial outcomes for the community?

1. To receive feedback on how to change zoning to allow cohousing. Provide local context on this.
2. Gain feedback on how to better communicate, engage and build community with seniors. What is missing to engage seniors?
3. Protocols for civic and social activities for seniors, and how to coordinate this

## HOW ARE YOU ENGAGING?

### LEVEL OF ENGAGEMENT

Circle the appropriate level of engagement based on your purpose and goals.

	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
		Co-housing	Participatory engagement		
GOAL	To provide stakeholders with balanced and objective information to assist them in understanding the problem, alternatives and solutions.	To obtain stakeholder feedback on analysis, alternatives and/or decisions.	To work directly with stakeholders throughout the process to ensure that their concerns and aspirations are consistently understood.	To partner with stakeholders in each aspect of the decision from development to solution.	Shared leadership of community-led projects with final decision-making at the community level.
STYLE	"Here's what's happening."	"Here are some options, what do you think?"	"Here's a problem, what ideas do you have?"	"Let's work together to solve this problem."	"You care about this issue and are leading an initiative, how can we support you?"

### METHODS OF ENGAGEMENT

What methods will you use to engage people?

#### External Consultation

Engagement for those representing themselves  
- Online Survey: Done first, ask several key questions, option to opt in to focus group  
- Focus group (2-3): Members/topics found through survey as well as resource network conversations  
- Done for a set period of time

#### Engagement with institutional groups

- un-structured, one-on-one chats or discussion with different representative groups (Developers, Yoga groups, fitness, Alzheimers, etc.)  
- Done on an ongoing basis  
- This will help us target specific groups as well

#### Internal Consultation

- City staff who would be implementing recommendations from this project

## GUT CHECK

- What's the benefit to the community?
- How invested is the community in this topic? Is this a polarizing issue?
- What decisions have already been made? What's open for discussion?
- Who is already working on this topic or with this community? Have previous engagements been done?
- How are you making this inclusive and accessible?

## WHO?

What are the characteristics of the people we want to engage? What would 'qualify' them to be someone we want to engage with? Would anything disqualify them?

Seniors is the main target demographic for this engagement (Determined by the scope of work)

What sub-groups/representatives from the seniors group do we want to engage?

- Bathurst Homestead (Artistic group of older individuals)
- Groups to be represented in survey/consultation: racialized people, Indigenous, LGBTQ+, people with disabilities,
- Groups to be represented in resource network: seniors, (in general), intake form to understand participants and then create specific subgroups for those not comfortable being part of main group (See groups survey/consulting)
- Representative groups for professionals, developers, city staff, etc.

## RESOURCES REQUIRED

What things (staff, money, external supports, etc.) do we need to make this happen?

- If focus groups in person, need RDN staff from Ontario to support  
Online survey tools, google docs to create materials  
Need staff time  
Need support from township/advisory group for:  
- marketing (Social media, etc.)  
- Feedback on engagement plan  
- Getting word out  
- Local coordination (Setup webcam, bring people together, etc.)  
- Local policy expertise

## HOW WILL YOU EVALUATE?

EVALUATION QUESTION Based on engagement goal	DATA SOURCE Where will you find the information?
1. Co housing	All methods (Focus overall)
2. Communication Engagement	Survey, focus group (Subset) Informal conversations overall
3. Protocols for civic/social	Survey focus group (Subset) Informal Conversations

**COMMITTEE OF THE WHOLE**  
December 7<sup>th</sup>, 2021**Report #PD-2021-46**  
**Noelle Reeve, Planner****ONATARIO ENERGY BOARD CASE NUMBER EB-2021-0002****STAFF RECOMMENDATION(S)**

It is recommended:

**“THAT**, Council send a letter to the Ontario Energy Board in support of the City of Ottawa’s call for energy conservation program funding to be increased by 20% above the rate of inflation from 2023-2027 or no less than a doubling of funding over five years.”

**BACKGROUND**

At its meeting in November 2021, the Green Energy and Climate Change Working Group (GECCWG) members discussed a letter from the City of Ottawa to the Ontario Energy Board (OEB).

**DISCUSSION**

The OEB is considering approval of Enbridge Gas Inc.’s new natural gas demand side management (conservation) framework and for approval of the conservation programs that would be offered to customers under the framework during 2023 to 2027. It proposes to escalate the base year budget annually, using a formula which would adjust the base year budget for inflation and other factors.

The City of Ottawa has requested the OEB to set a requirement for energy conservation program funding to be increased by 20% above the rate of inflation from 2023-2027 or no less than a doubling of funding over five years.

The Working Group believes it is important to support Ottawa’s call for an increase in the amount of funding available for energy conservation efforts.

## OPTIONS CONSIDERED

**Option #1 (Recommended):** Direct staff to write a letter to the Ontario Energy Board in support of Ottawa's letter.

Option #2: Do not write a letter at this time.

## FINANCIAL CONSIDERATIONS

None

## STRATEGIC PLAN LINK

**Environment:** Tay Valley continues to be known for its environmental policies and practices.

## CLIMATE CONSIDERATIONS

Increasing funds available for energy conservation will help Tay Valley residents reduce energy costs and their Greenhouse Gas emissions.

## CONCLUSIONS

The GECCWG has identified many areas where the Township can make progress on its commitment to reduce energy costs and reduce greenhouse gases as identified in the Climate Action Plan. The Working Group recommends Council adopt its suggestion to support the City of Ottawa's call to increase energy conservation funding.

## ATTACHMENTS

1. City of Ottawa Letter to the Ontario Energy Board

**Prepared and Submitted By:**

**Approved for Submission By:**

*Original Signed*

*Original Signed*

**Noelle Reeve,  
Planner**

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



October 22, 2021

Ms. Christine Long  
Ontario Energy Board (OEB) Registrar  
Ontario Energy Board  
P.O. Box 2319, 27th Floor  
2300 Yonge Street  
Toronto, ON M4P 1E4  
Email: [Registrar@oeb.ca](mailto:Registrar@oeb.ca)

Dear Ms. Long:

**RE: OEB Case Number EB-2021-0002**

The City of Ottawa is Canada's fourth largest municipality comprised of extensive rural and urban areas. With a population of 1,000,000 it consumes roughly 46,000TJ of natural (fossil) gas annually. The City declared a climate emergency on April 26, 2019. On October 28, 2020, Energy Evolution, the City's community energy transition plan, was passed unanimously by Ottawa City Council.

Energy Evolution includes the need for incremental energy conservation to reduce consumer natural gas use in a cost-effective manner, thereby helping the Ottawa achieve corporate City targets in 2040 and community-wide targets by 2050.

The City of Ottawa has a direct interest in the Enbridge Gas Distribution's (EGD) Demand Side Management (DSM) Plan and related DSM Framework. We see the availability of a significant and incrementally expanding natural gas DSM plan as being essential to helping Ottawa meet its City (corporate) and community-wide objectives.

On April 1<sup>st</sup>, 2021 the City of Ottawa held a meeting of stakeholders to discuss what might be included in the development of the next Enbridge DSM plan which would align with the goals of Energy Evolution. This stakeholder meeting included many people with longstanding experience in building retrofitting. There were many recommendations, and key ones were as follows:

- EGD has a history of delivering DSM programs which are supported by engaged and responsive staff or delivery agents. EGD uses a broad approach for delivery of DSM programs which leave significant opportunity for increase programs and results if EGD were to more effectively align program development and delivery with the needs of Ontario municipalities (i.e., City of Ottawa consumes roughly 46,000 terajoules of natural gas annually). The City of Ottawa requests that the OEB increase both the funding and program portfolio in alignment with consumer and community needs.
- There has never been a more opportune time to increase DSM resources and results given that they are complimentary to emissions reductions objectives. Use of natural gas is the highest source of building emissions in the City of Ottawa and for municipalities across Ontario. It should be noted, that since our stakeholder meetings

have taken place, government programs such as the Green and Inclusive Community Buildings program have been introduced. These programs will have the effect of reducing natural gas demand and this, along with the emergency declarations should be taken into account in the setting of targets for the next DSM program.

- Programs to improve building envelopes were seen as important as this was seen as been relevant to the condition of our buildings. A focus on longer payback measures in building envelopes was cited as these have yet to be addressed in our building stock.
- Enbridge incentives should be stackable with other incentive programs. This will be particularly important for enabling deep building retrofits as they can be quite costly and need often need generous financial assistance available to make them feasible.
- The next DSM program must incent fuel substitution to energy solutions that have both lower GHG emissions and higher than gas point of use efficiency. An example would be the use of electric heat pumps or electric boilers either solely as a replacement to natural gas heating or as a hybrid heating gas/electric solution. Such solutions constitute conservation measures as they will often greatly reduce primary energy demand. It should be noted that Enbridge recently suggested hybrid heating solutions in their recent submission the Independent Electricity System Operator relative to their Gas Phase-Out Impact Assessment. Also, the City of Ottawa did outline how they are employing hybrid heating to an Enbridge official in May of this year to the official's apparent enthusiasm.

Prior to the issuance of this letter, several of these points were re-iterated by City of Ottawa staff during a discussion an Enbridge organized workshop on June 10<sup>th</sup>, 2021, entitled "Your Feedback Matters – Municipal Focus Group with Enbridge Gas". At the time of writing this correspondence, a first draft of the meeting notes (promised by Enbridge) has yet to be circulated. It would be much simpler if EGD had included the feedback from City of Ottawa and other municipalities into its 2022-2027 DSM Plan, but since the application is now in the hands of the OEB we understand that it will be up to the OEB to include these incremental requirements.

Of these discussion points above, the issue of fuel substitution has the ability to be the most transformative, and a transformative approach is called for at this time. It is notable that the OEB's DSM letter notes that: "...the level of gas savings achieved through DSM programs for each dollar spent has been decreasing. ..."¹. With the effectiveness of DSM spending decreasing, it's time to consider a new approach. If implemented correctly, fuel switching to electricity/renewables has the ability meet the primary objective of the OEB's DSM Letter² and two of the secondary objectives (help to lower overall annual natural gas usage and play a role in meeting Ontario's greenhouse gas reduction goals)³.

There is significant low hanging DSM fruit still available in the City of Ottawa through existing and incremental programs. A specific dual fuel idea of employing air source heat pumps has been considered and studied by the City of Ottawa and deserves to be discussed in more detail here to showcase the prospective value of fuel switching to electricity. We are aware that Pollution Probe has proposed to coordinate consolidated best practice information related to these opportunities for the OEB and we intend to participate in that activity if endorsed by the OEB. A typical architype for an Ottawa residence has a utility set up with a

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¹ EB-2019-0003, OEB Letter Post-2020 Natural Gas Demand Management Framework (December 1, 2020), p.4.

² EB-2019-0003, OEB Letter Post-2020 Natural Gas Demand Management Framework (December 1, 2020), p.2.

³ EB-2019-0003, OEB Letter Post-2020 Natural Gas Demand Management Framework (December 1, 2020), p.3.

natural gas furnace for heating and an air-cooled air conditioner for cooling. We believe that a switch over of the air conditioner to an air source heat pump deserves consideration.

The switch to an air source heat pump from an air-cooled air conditioner, particularly if done at end of life or with a new install at an existing residence, would result in benefits that far exceed the modest incremental costs. The cost adder for changing an air-cooled air conditioner into an air source heat pump was discussed during phase One of Energy Evolution and was felt to be in the order of \$1200. With this information, City of Ottawa staff built a spreadsheet to compare net heat pump costs to gas furnace costs in Ottawa Climate Conditions (please see Appendix 1). We have just updated this spreadsheet with updated time of use electricity prices and Enbridge gas prices as effective on July 1<sup>st</sup>, 2021. The analysis indicates that an air source heat pump would provide cost savings during periods of off-peak electricity rates down to roughly -10°C and during the mid-peak rate down to roughly 0 period down to 0°C. During times when the natural gas furnace is more economical (colder periods as influenced by the time of use electricity rate), the natural gas furnace could still be employed.

The operations strategy would meet the primary objective of making energy bills more manageable by giving customers a cheaper source of thermal for well over half the heating season. As for the secondary objectives, the reduction in natural gas usage and GHG emissions is quite evident from the use of an electrically driven heating device which we estimate would have an efficiency ranging between 250% and 550% when employed.

It is notable that this is an example of a holistic solution to issues in Ontario's energy markets. By targeting electricity use outside periods of extreme cold, the employment of air source heat pumps as we described has the ability to make proactive use of the widely reported electricity surplus (please see "Managing Surplus Baseload Generation" in this [link](#)). The issue of surplus generation was commented on last year by the then president of the Independent Electricity System Operator – please see [this link](#). This heat pump strategy avoids using electricity during periods of winter peak demand and mirrors a strategy being employed by Énergir and Hydro-Québec to electrify heating while avoiding winter peaks (please see [this link](#)). It is this type of holistic approach which will allow Enbridge to support the province's climate targets.

With our recommendations noted and one of them detailed, the City of Ottawa would be remiss to not also discuss the ambition of the DSM program as it is related to budget. Enbridge called for program spending increases of 2.95 percent in 2022 over 2021 and increases of 3% above inflation for the 2023-2027 period.<sup>4</sup> This low level of funding will not do anything to meet the need for incremental DSM programs and enhanced activity.

Given that:

- i. With the recommendation for dual fuel discussed herein, a whole new dimension to conservation has opened up that will need to be funded and
- ii. That the province has support programs to support people on low incomes
- iii. With the August 9th, 2021 release of the latest intergovernmental Panel on Climate Change report, United Nations Secretary Guterres stated that: "Today's IPCC ... report is a code red for humanity. The alarm bells are deafening, and the evidence is irrefutable: Greenhouse gas emissions from fossil fuel burning and deforestation are choking our planet and putting billions of people at immediate risk. Global heating is affecting every region on Earth, with many of the changes becoming irreversible."

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<sup>4</sup> EB-2021-0002, EGI\_APPL\_20210503, May 5, 2021, Exhibit B, Tab 1, Schedule 1, Page 5 of 16



The internationally agreed threshold of 1.5C is perilously close. The only way to prevent exceeding this threshold is by urgently stepping up our efforts, and pursuing the most ambitious path" ([link here](#))

The City of Ottawa recommends that annual increases to the conservation program 20% above the rate of inflation should be implemented for the entire period from 2023-2027, or no less than a doubling of funding over the five-year term.

In terms of measures our recommendation to develop a dual fuel gas / air source heat pump program is a novel and transformational measure. It will greatly reduce primary energy demand and therefore we feel its imperative that Enbridge work with the City of Ottawa and all relevant stakeholders to develop such a measure as part of its conservation program. This measure should be available to Ontario municipalities and all EDG customers no later than January 1, 2023

I look forward to the OEB's efforts in this matter and in seeing their sound judgement and impartiality being brought to bear. I'm at the board's disposal to discuss this further either directly or in concert with our subject lead on this matter, Mike Fletcher.

Sincerely,

A handwritten signature in black ink, appearing to read 'Don Herweyer', with a long horizontal flourish extending to the right.

Don Herweyer  
Director, Economic Development & Long-Range Planning (EDLRP)  
Planning, Infrastructure and Economic Development (PIED)  
City of Ottawa

Cc: Mike Fletcher

Note: An appendix follows on the next page.

**Appendix 1:**

<b><u>Air Source Heat Pump vs. Natural Gas Furnace Cost Equivalency Curve</u></b>			
City of Ottawa. February 2018			
Pricing updated: Aug 12, 2021	<b><u>Entered Values</u></b>		
<b><u>Energy Marginal Costs (Hydro Ottawa, Enbridge Gas)</u></b>			
Variable Electricity Delivery Charges	0	Cents / kWh	
Electricity Off Peak Rate	8.2	Cents / kWh	
Electricity Mid Peak Rate	11.3	Cents / kWh	
Electricity On Peak Rate	17	Cents / kWh	
Volumetric Gas Price	0.3268	\$ / m <sup>3</sup>	
<b><u>Efficiency and Operating Values</u></b>			
Furnace Efficiency	98	Percent	
Heat Pump Warm Temperature COP	5.5	Factor	
Min ASHP Operating Temperature	-20	°C	

**Results Table**

Operation Pts	Cost and Efficiency Values				
Bin Data	Heat Pump	Furance	Heat Pump		
Temperatures			Off Peak	Mid Peak	On Peak
°C	COP	\$/MMBTU	\$ / MMBTU	\$ / MMBTU	\$ / MMBTU
16.9	5.50	9.53	4.37	6.02	9.06
14.2	5.20	9.53	4.62	6.37	9.58
11.4	4.90	9.53	4.90	6.76	10.17
8.6	4.60	9.53	5.22	7.20	10.83
5.8	4.30	9.53	5.59	7.70	11.59
3.1	4.00	9.53	6.01	8.28	12.46
0.3	3.70	9.53	6.50	8.95	13.47
-2.5	3.40	9.53	7.07	9.74	14.65
-5.3	3.10	9.53	7.75	10.68	16.07
-8.1	2.80	9.53	8.58	11.83	17.79
-10.8	2.50	9.53	9.61	13.25	19.93
-13.6	2.20	9.53	10.92	15.05	22.65
-16.4	1.90	9.53	12.65	17.43	26.22
-19.2	1.60	9.53	15.02	20.70	31.14
-21.9	1.30	9.53	18.49	25.48	38.33
-24.7	1.00	9.53	24.03	33.12	49.82

**COMMITTEE OF THE WHOLE****December 7<sup>th</sup>, 2021****Report #PD-2021-47  
Noelle Reeve, Planner****OPPORTUNITIES FOR TAY VALLEY TOWNSHIP  
FROM  
FEDERATION OF CANADIAN MUNICIPALITIES  
SUSTAINABLE COMMUNITIES CONFERENCE****STAFF RECOMMENDATION(S)**

It is recommended:

**“THAT**, the potential funding sources identified in Report #PD-2021-47 – Opportunities for Tay Valley Township from the Federation of Canadian Municipalities, Sustainable Communities Conference, be pursued as appropriate projects are identified;

**AND THAT**, Report #PD-2021-47 – Opportunities for Tay Valley Township from the Federation of Canadian Municipalities, Sustainable Communities Conference, be shared with the County Climate Steering Committee.”

**BACKGROUND**

The Federation of Canadian Municipalities (FCM) held its virtual Sustainable Communities Conference October 19-21, 2021. The Planner participated in sessions on funding sources, climate change, and energy efficiency.

**DISCUSSION****Funding Opportunities for Mitigation and Adaptation**

The federal Green Municipal Fund (GMF) is a \$1.65 billion program, delivered by the Federation of Canadian Municipalities and funded by the Government of Canada. It produces a number of training programs and guidebooks, and it funds climate action plans, studies, pilot projects, and capital projects.

Under the GMF, the *Green Infrastructure Fund* helps offset the cost of upgrading public infrastructure including greener modes of transportation, transportation infrastructure and active transportation. Innovative waste management solutions to reduce, recover and recycle solid waste are eligible for funding. There is also funding to revitalize contaminated land back

to productive use. Finally, the program provides funding for sustainable affordable housing to improve the energy efficiency and affordability of a community's affordable housing units.

The GMF *Low Carbon Economy* fund complements provincial efficiency programs for residential, commercial and industrial buildings. It can be used to set up a home-energy upgrade financing program in a community.

The GMF *Community Buildings Retrofit* fund provides funding for community buildings to be retrofit for higher energy performance and greenhouse gas (GHG) emissions reduction. Although libraries, ice rinks, etc. are typically considered community buildings, Tay Valley Township's municipal building qualifies because the Township allows the public to use its Council Chamber for community meetings.

The GMF *On the money: Financing Tools for Local Climate Action* - a resource for Milestones 3 and 4 of the Partners for Climate Protection program identified three options for financing municipal actions to increase energy efficiency and reduce Greenhouse Gases.

- Group purchasing and community-owned renewable power
- Local improvement charges and energy performance contracts
- Green revolving funds and green bonds

<https://fcm.ca/sites/default/files/documents/resources/guide/financing-tools-local-climate-action-pcp.pdf>

*Energy performance contracts* can help achieve energy savings. An energy performance contract is an agreement between an energy service company and a client organization that is used for energy efficiency retrofit projects. Under this agreement, an energy service company assesses a facility's energy systems and equipment, identifies possible energy savings opportunities, recommends and implements energy efficiency improvements, monitors the results, and guarantees the energy savings. The energy-saving improvements and the energy service company are paid for over a specified period from the resulting energy savings. When the payout period is over, the energy service company's services and all the improvements will have been paid for – and the organization will benefit from all future savings.

*Green Energy Revolving* funds are used by some municipalities in Canada. A green revolving fund is an internal capital pool that is dedicated to funding energy efficiency, renewable energy, and/or sustainability projects that generate cost savings. A portion of those savings is then used to replenish the fund. [Home - Billion Dollar Green Challenge \(greenbillion.org\)](http://greenbillion.org)

The GMF *Municipal Energy Road Map* - Let's Change Something Before Climate Changes Everything is a guide for reducing GHG emissions in municipal and community buildings. It helps municipalities:

- Explore technology and policy options for buildings
- Prioritize and make decisions
- Access resources and examples

The *Save On Energy* program provides federal income tax incentives for business investments in clean energy generation and energy conservation equipment:

<https://saveonenergy.ca/For-Your-Home/Energy-Affordability-Program>

## Climate Change in Municipal Decision Making

The *Climate Lens* document the City of Windsor has developed is focused on identifying risk mitigation and adaptation strategies to include in their standard Risk Section in reports to Council. The lens is a series of questions including:

- Will this project result in the production of greenhouse gas emissions? By how much? If the answer is no, then the author of the report skips to adaptation questions.
- If the answer is yes, energy use and Greenhouse Gas (GHG) emissions will increase, the author must identify mitigation measures.
- If the project will not increase energy use or GHGs, the author of the report must review the climate change risks that have been identified for the location of the project over its lifetime (e.g., flooding, increase in temperature, increase in vector borne diseases such as Lyme, etc.) and determine if the project is at risk from any of the climate change projections.
- On the flip side, impacts of the project on social factors (public health & safety, displacement of people, loss of livelihood, cultural aspects), economic factors (property damage, local economy and growth, community livability, public administration) or environment (air, water, soil and vegetation, ecosystem function) must be identified.
- Finally, if the project will neither affect climate change nor be affected by climate change, the final question is - is there an opportunity for the project/policy/council recommendation to improve resiliency to a changing climate?

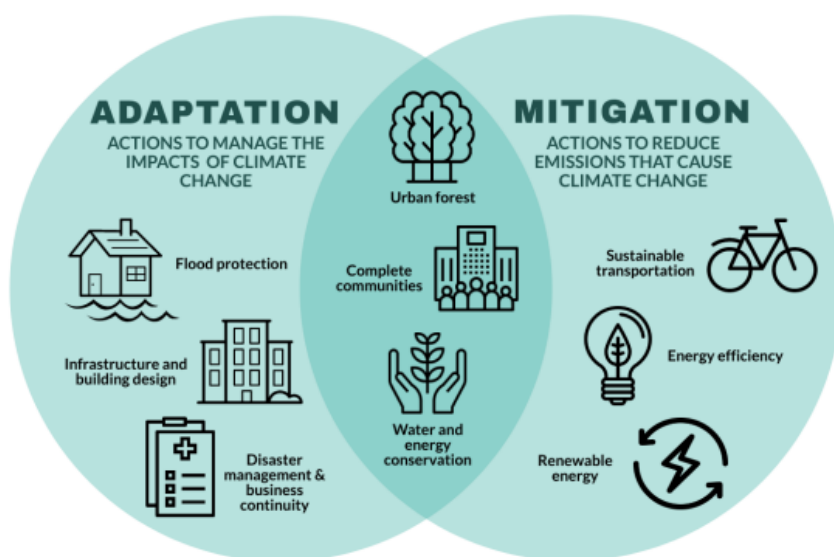


Figure 1: Examples of Actions to address Climate Change Adaptation and Mitigation

*Triple Bottom Line* accounting is used by the District of Nanaimo in its reports to Council and in their Risk Management reports. The triple bottom line is an accounting framework that incorporates three dimensions of performance: social, environmental, and financial. Instead of the traditional single bottom line (financial) there are three facets that can be summarized as "people, planet, and profit."

*Doughnut Economics* is also shaping Nanaimo's economic development strategy to reflect the triple bottom line and address climate change. The doughnut economics graphic below draws on years of scientific research by earth scientists into the limits of the planet's various ecosystems. The outer boundary consists of nine planetary boundaries or environmental ceilings beyond which lie unacceptable environmental degradation and potential tipping points that threaten human civilization.

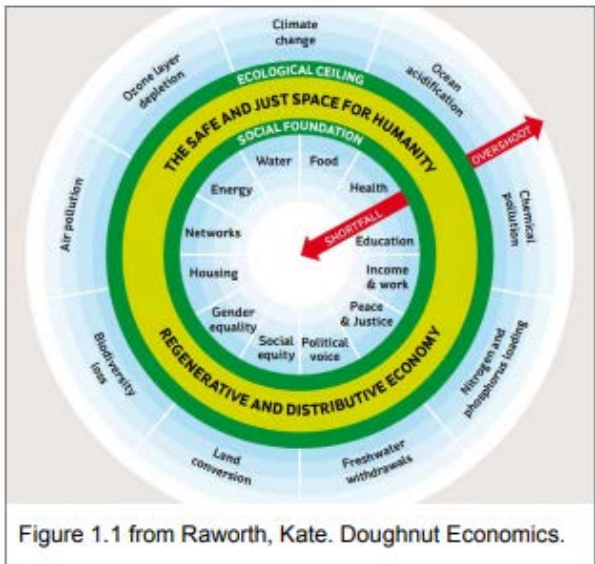


Figure 1.1 from Raworth, Kate. Doughnut Economics.

As you see in the figure below, the earth is already in overshoot in several areas.

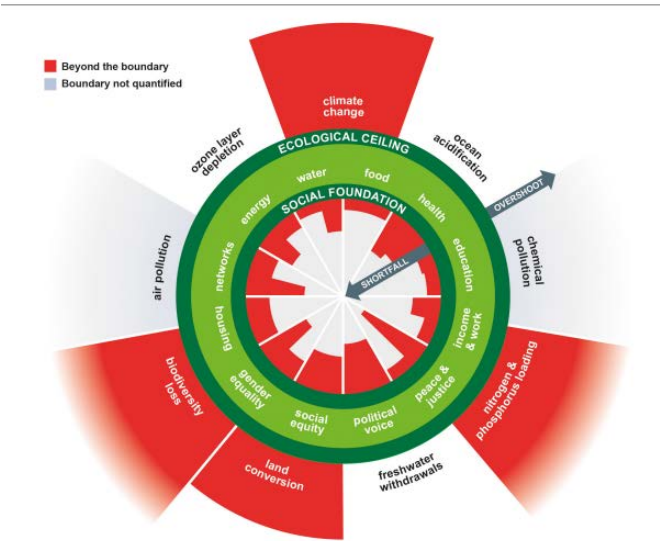


Figure 1.2 from Raworth, Kate. Doughnut Economics.



In the diagram above, the inner ring or social foundation identifies twelve social dimensions that Raworth took from the minimum standards of social wellbeing, internationally agreed to and set by the United Nations as the world's Sustainable Development Goals in 2015. In the innermost circle, however, she finds evidence that we are globally falling short in meeting many basic needs. Between social foundations and ecological ceilings lies the space she thinks we need to strive for if humanity is to thrive equitably and environmentally.

Nanaimo has developed a doughnut-based community portrait and targets, indicators and scenarios and is working toward developing plans for implementation.

[rpt\\_gpc210308updateondoughnuteconomicsframework\\_published.pdf \(nanaimo.ca\)](https://www.nanaimo.ca/rpt_gpc210308updateondoughnuteconomicsframework_published.pdf)

*Natural Asset Management* and Climate Change planning is merged in Halton Hills so that the risks of climate change are included in the municipality's asset management funding decisions and the types of asset investment is guided by climate change mitigation (e.g., including consideration of protecting natural assets).

## Energy Efficiency in Housing Construction and Renovation

*Green Building Standards* have been developed by many Ontario municipalities ranging from a point system (platinum, gold, silver) developed by the Town of Carleton Place; to a reduction in Development Charges provided by the Town of Caledon; to mandatory requirements by the Planning Department of the City of Toronto.

All of the standards seek to minimize Energy Use Intensity (EUI), Thermal Energy Demand Intensity (TEDI), and Greenhouse Gas Intensity (GHGI) of new construction and renovations. These standards anticipate the *National Energy Code Standard for Net Zero Energy Ready Homes* expected in 2022 for new and existing homes.

**NET ZERO NATURALLY**

Governments across the globe have a goal to reach net-zero emissions by 2050. But according to the most recent report from the Intergovernmental Panel on Climate Change (IPCC), it's clear we need to hit that target sooner. In order to stop global warming, we all need to do our part—and we need a plan.

**PLAN TO WIN: FOUR STEPS TO NET ZERO**

Getting to net-zero emissions won't happen overnight. And it won't happen without a solid plan. Here's a breakdown of how to get your facility to the finish line.

<b>Step 1: The Big Picture</b> <p>Understanding where and how you use energy in your building is key to developing a successful plan. Doing a net-zero audit not only helps identify the changes you need to make, but it also helps you set benchmarks to measure the impact of those changes.</p>	<b>Step 3: Deep Work</b> <p>Think of this step as the back half of a race, it's the toughest part. The work may be complicated—for instance, installing heat reclaim, building envelope changes, and other projects that require a detailed approach—but you'll be that much closer to the finish line.</p>
<b>Step 2: Easy Wins</b> <p>This phase is all about actionable items you can implement immediately such as switching to LED lighting, or higher-capital projects like installing a new refrigeration system that uses heat recovery and runs on an ultra-low GWP natural refrigerant.</p>	<b>Step 4: The Long Game</b> <p>This is the home stretch: full building electrification. The step involves shifting entirely from fossil fuels to electricity or total on-site power generation from renewable sources like wind and solar.</p>

The Canadian Home Builders' Association (CHBA) has developed a *Net Zero Home Building Labelling Program* for new construction and renovations. The Planner has spoken to the president of the Lanark Leeds Home Builders' Association about the training the CHBA provides for builders and energy advisors. He believes some local builders have the certification and will share information about upcoming training with his members.

Natural Resources Canada (NRCan) has developed the *Local Energy Efficiency Partnerships (LEEP)* program which uses business-to-business collaboration to accelerate the innovation cycle. Groups of local builders work together to evaluate, select, and drive the use of new technologies through the supply chain.

*Property Assessed Clean Energy (PACE)* programs (such as the pilot Tay Valley is involved with through an FCM Green Municipal Fund grant to Lightspark and Clean Air Ontario) are very popular and have been adopted in Quebec, New Brunswick, British Columbia and Edmonton. PACE is an innovative tool that provides access to long-term financing for energy efficiency, water conservation, renewable energy, or resiliency measures for owners and developers of residential, commercial, industrial, institutional, and multifamily properties. In Ontario, the City of Kingston recently worked with local banks to ensure a successful PACE program.

## **Indigenous Participation**

Speakers from the IISAAK OLAM Foundation described the concept of Indigenous Protected and Conserved Spaces and Indigenous-led Conservation and Municipal Partnerships. Including Traditional Environmental Knowledge (TEK) in planning projects and ensuring land preservation to promote biodiversity were identified as top priorities for Indigenous people in creating sustainable communities across Canada.

## **OPTIONS TO BE CONSIDERED**

Option #1 (Recommended) – The potential funding sources identified in this report should be pursued as appropriate projects are identified and the report be shared with the County Climate Steering Committee.

Option #2 – Report received for information.

## **FINANCIAL CONSIDERATIONS**

None at this time. Opportunities for cost savings are presented in the report.

## **STRATEGIC PLAN LINK**

**Environment:** Tay Valley continues to be known for its environmental policies and practices. Our residents have access to clean lakes and a healthy, sustainable environment.

**Guiding Principles** - We consider climate change and the environment in all decisions and operations.

**CLIMATE CONSIDERATIONS**

Greenhouse gas reductions and energy savings that are identified in the Climate Action Plan can be achieved by pursuing some of the examples provided in this report.

**CONCLUSIONS**

The information received from the FCM Sustainable Communities Conference identified a number of funding mechanisms and municipal examples of mitigation and adaptation methods to ensure communities maintain or regain sustainability. Including Indigenous communities is important in a sustainable community for equity reasons and for the benefit of including Traditional Environmental Knowledge.

**ATTACHMENTS**

None.

**Prepared and Submitted By:**

**Approved for Submission By:**

*Original Signed*

*Original Signed*

**Noelle Reeve,  
Planner**

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

**COMMITTEE OF THE WHOLE**

**December 7<sup>th</sup>, 2021**

**Report #C-2021-41**

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

**REQUEST TO CLOSE A PORTION OF AN UNOPENED ROAD ALLOWANCE –  
WHITE**

**STAFF RECOMMENDATION(S)**

**“THAT**, Council declares the portion of the unopened road allowance (approximately 138 feet) between Lots 18 & 19, Concession 6, North Burgess, north of Lakeview Drive, surplus to the Township’s needs;

**THAT**, Council agrees to proceed with the application to stop up, close and sell the said unopened road allowance as per the Road Closing and Sale Policy and call a Public Meeting;

**THAT**, the purchase price of \$0.08 per square foot be accepted should the sale be finalized.”

**BACKGROUND**

A request was received from Robert & Judy White requesting the closure of the identified portion of the unopened road allowance.

**DISCUSSION**

The Clerk undertook a preliminary review.

The Applicant is requesting to close the portion of the unopened road allowance to enlarge their property size.

Until a draft survey is prepared it is unknown if the adjacent property owner will require a portion of the unopened road allowance in order that their property has the required road frontage on Lakeview Drive and legal access to their property.

The Planner and Public Works Department were consulted and have no issues with this request.

Staff recommends proceeding with closing the portion of the unopened road allowance as there are no Planning or Public Works concerns or future anticipated municipal uses.

The requestor will be required to pay all costs associated with the application, including purchase price, legal and advertising costs. A reference plan/survey will be undertaken by the applicant. A purchase price of \$0.08 per square foot is recommended.

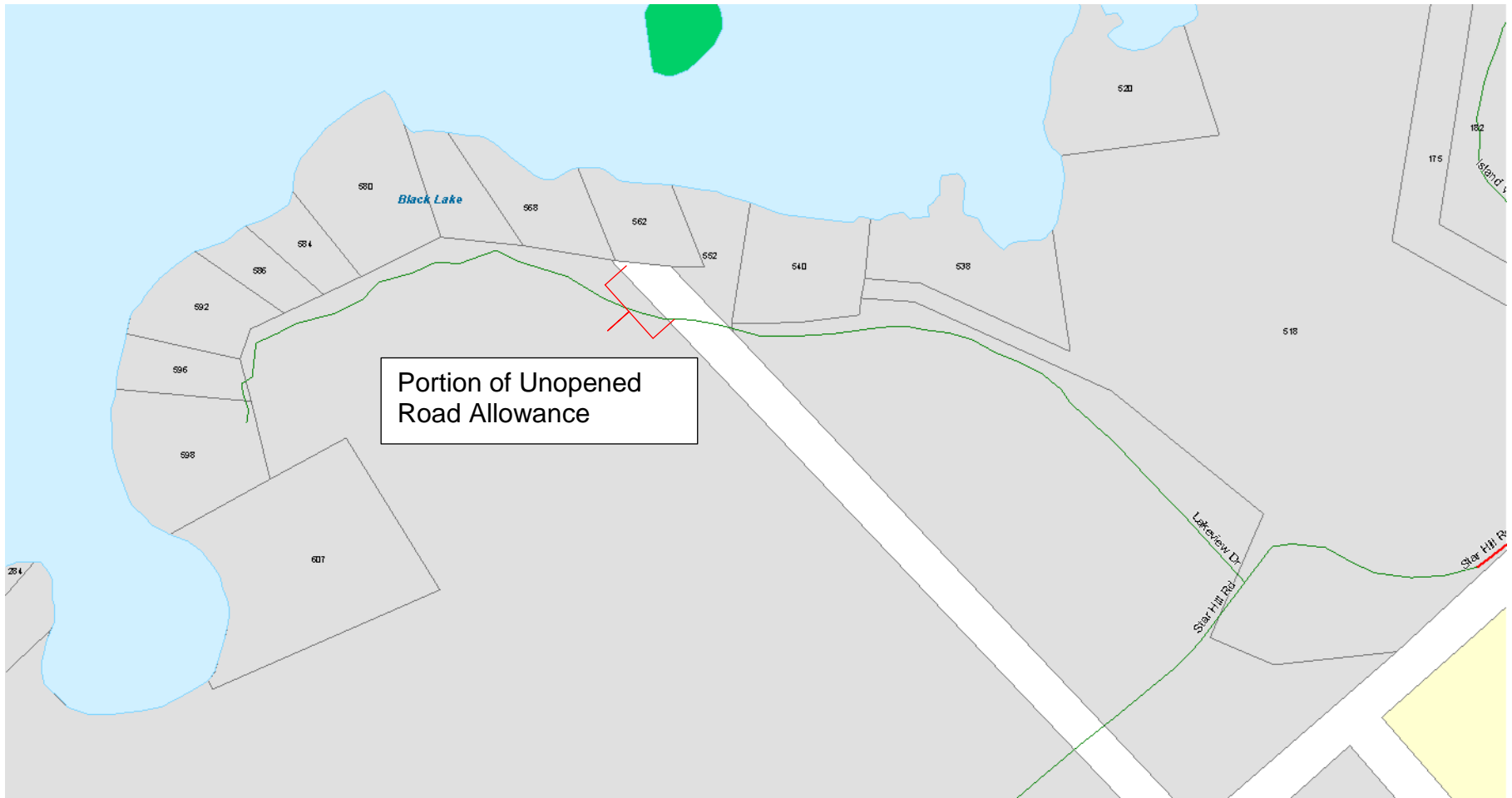
## **ATTACHMENTS**

- i) Map

**Prepared and Submitted By:**

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

Road Closure - North Burgess - Concession 6 - Part of the Unopened Road Allowance between Part Lot 18, Part Lot 19, Part Lot 20, between 562 Lakeview Drive and Lakeview Drive (White)



*Committee of the Whole Meeting*  
December 7<sup>th</sup>, 2021

Report #C-2021-40  
Amanda Mabo, Acting Chief Administrative Officer/Clerk

**COVID-19 VACCINATION POLICY**

**STAFF RECOMMENDATION(S)**

It is recommended:

**“THAT**, the COVID-19 Vaccination Policy be adopted as outlined in Report #C-2021-40;  
**AND THAT**, the necessary by-law come forward at the next Township Council meeting.”

**BACKGROUND**

From the beginning of the COVID-19 pandemic, there have been important health and safety measures implemented within the workplace to help reduce transmission of COVID-19.

Full vaccination has been shown to be effective in reducing COVID-19 virus transmission and protecting vaccinated individuals from severe consequences of COVID-19 and COVID-19 variants.

Given the continuing spread of COVID-19, including variants within Ontario, the compelling data demonstrating a higher incidence of COVID-19 among the unvaccinated population and the increasing levels of contact between individuals as businesses, services, and activities have reopened, it is important for Township employees to be fully vaccinated in order to protect themselves against serious illness from COVID-19 as well as to provide indirect protection to others, including colleagues.

**DISCUSSION**

To help reduce the risk of COVID-19 transmission, this vaccination policy is an important measure that complements other workplace health and safety measures in place, including daily health screening, mandatory masking, physical distancing, hand hygiene, and enhanced cleaning practices.

This policy is in line with public health guidelines and supports the scientific direction that vaccines provide a high level of protection against COVID-19 and related variants.



This policy aims to achieve full vaccination status amongst Township employees, volunteers, Council members, and contractors doing work on Township facilities in alignment with provincial legislation and directives, and within the limits of the Ontario Human Rights Code.

The Ontario Human Rights Commission has expressed its position that vaccination policies are not an infringement of any Charter rights.

OPSEU has expressed its position that vaccine mandates are an acceptable practice when it comes to COVID-19. Its president has gone further in promoting vaccination to all OPSEU members.

## **OPTIONS FOR CONSIDERATION**

### **Option #1 – Recommended: Adopt COVID-19 Vaccination Policy**

It is the employer's obligation to provide a healthy and safe workplace. Several municipalities have introduced mandatory vaccination policies for their staff.

### **Option #2 – Adopted Amended COVID-19 Vaccination Policy**

Council to provide direction on suggested changes to the Policy.

### **Option #3 – Not Recommended: Do not pass a vaccination policy**

There is no specific provincial legislation to implement a COVID-19 vaccination policy. However, the lack of a COVID-19 vaccination policy could jeopardize the health and safety of Township staff, Council Members, volunteers, contractors and the public.

## **FINANCIAL CONSIDERATIONS**

There are no significant costs expected with this policy at this time.

## **STRATEGIC PLAN LINK**

Not applicable.

## **CLIMATE CONSIDERATIONS**

Not applicable.

## **CONCLUSION**

To help reduce the risk of COVID-19 transmission, this policy is an important measure that complements other workplace health and safety measures in place, including daily screening, mandatory masking, physical distancing, and hand hygiene.

## **ATTACHMENTS**

1. Draft COVID-19 Vaccination Policy

**Respectfully Submitted By:**

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

**SUBJECT: COVID-19 - VACCINATION - POLICY**

**1.0 PURPOSE**

To provide a policy to ensure that the Municipality has in place the necessary health and safety protocols to prevent, eliminate, reduce and manage exposure to COVID-19 and to outline the Municipality's requirements with respect to COVID-19 vaccinations.

**2.0 LEGISLATIVE AUTHORITY**

Pursuant to Section 25 (2) (h) of the *Occupational Health and Safety Act*, as amended, an Employer shall take every precaution reasonable in the circumstances for the protection of a Worker.

**3.0 SCOPE**

This policy applies to all existing and future Members, Employees, Volunteers and Third Parties, in relation to all of the Workplaces within the Municipality during a COVID-19 pandemic.

**4.0 DEFINITIONS**

**“CAO”** – shall mean the Chief Administrative Officer (CAO) or designate duly appointed by the Municipality as prescribed in Section 229 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended.

**“Clerk”** – shall mean the person or designate duly appointed by the Municipality as prescribed in Section 228 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended.

**“Council”** – shall mean the Council of the Municipality in accordance with the Council Composition By-Law in effect.

**“Employee”** – shall mean all union and non-union employees of the Municipality.

**“Employer”** – shall mean the Municipality.

**“Fully Vaccinated”** – shall mean:

1. having received:
  - a) the full series of a COVID-19 vaccine authorized by Health Canada, or a combination of such vaccines;
  - b) one of two doses of a COVID-19 vaccine not authorized by Health Canada, followed by one dose of a COVID-19 mRNA vaccine authorized by Health Canada; or
  - c) three doses of a COVID-19 vaccine not authorized by Health Canada; and
2. having received their final dose of the COVID-19 vaccine at least 14 days before providing the proof of being fully vaccinated.

**“Member”** – shall include a Member of Council and all Members of Local Boards and Committees of the Municipality.

**“Municipality”** – shall mean the Corporation of Tay Valley Township.

**“Proof [of Vaccination]”** – shall mean the documentation of completed vaccination series approved by Health Canada or the World Health Organization.

**“Volunteers”** – shall mean persons appointed by a resolution of Council as volunteers.

**“Worker”** – shall mean an Employee.

**“Workplace”** – shall mean any land, premises, location or thing at, upon, in or near which a Worker works.

**“Testing”** – shall mean rapid antigen testing but may be expanded to include other approved rapid testing technologies.

**“Third Party”** – shall mean contractors and consultants acting on behalf of the Municipality and performing work inside Municipal facilities.

## **5.0 VACCINATION REQUIREMENT**

**5.1** All Members, Employees, Volunteers and Third Parties shall:

- provide Proof of being Fully Vaccinated to the Clerk by January 17<sup>th</sup>, 2022; or
- provide a written attestation of a valid medical reason(s) or legal exemption under the *Ontario Human Rights Code* for not being fully vaccinated against COVID-19 and undertake an education session and undergo regular testing as detailed below.

## **6.0 DUTY TO ACCOMMODATE**

**6.1** The Municipality will comply with its obligations under human rights legislation to participate in accommodation discussions with individuals who advise of a substantiated, valid legal exemption under the *Ontario Human Rights Code* to receiving the COVID-19 vaccination.

**6.2** The individual must advise the Municipality of such an exemption by no later than January 17<sup>th</sup>, 2022.

**6.3** The Municipality reserves the right to request additional information or documents as required.

**6.4** In the event of a request for accommodation, sufficient proof of the ground (disability and/or creed) and the connection between the ground and the inability to be vaccinated must be provided.

- 6.5** Where the ground is disability, a note must be provided by either a Physician or Nurse Practitioner that sets out:
- confirmation that the person has a disability (but not the nature of the disability or the diagnosis)
  - confirmation that the person cannot be vaccinated against COVID-19 due to the disability; and
  - the effective time period for which the disability will prevent vaccination.
- 6.6** Where the ground is creed, the person must identify the creed, confirm that they are an adherent of that creed, and explain how their belief system prohibits being vaccinated against COVID-19. Further information may also be required.
- 6.7** Where the medical exemption is time limited, the Clerk will follow up with the individual following the medical exemption's expiry to determine the individual's exemption or vaccination status.
- 6.8** The Municipality has identified disability and creed but will also consider other grounds claimed under the *Ontario Human Rights Code* upon request from the affected individual and the provision of evidence appropriate in the circumstances.
- 6.9** It is incumbent on the individual to participate in discussions about a reasonable accommodation plan and provide information as may be required. All un-vaccinated individuals, regardless of exemption, will be required to undergo regular testing (as defined herein).

## **7.0 REGULAR TESTING**

- 7.1** Members, Employees, Volunteers and Third Parties who are not Fully Vaccinated and have a substantiated and approved medical reason(s) or legal exemption under the *Ontario Human Rights Code* must undergo Testing a minimum of two (2) times per week.
- 7.2** The negative test results must be provided to the Clerk following each test.
- 7.3** Employees who have not provided proof of being fully vaccinated by January 17, 2022 must complete their rapid antigen testing on non-work time.
- 7.4** If a fee is incurred for such Testing it will not be reimbursed.
- 7.5** Any Employee that receives a preliminary positive result on a COVID-19 rapid antigen test, is required to:
- a) immediately notify their direct supervisor and the Clerk;
  - b) seek a confirmatory PCR test immediately (within 48 hours) at a designated testing center;
  - c) isolate immediately until the result of their confirmatory test is known;
  - d) sick leave time may be used for the isolation period.

- 7.6** Any Member, Volunteer and Third Party that receives a preliminary positive result on a COVID-19 rapid antigen test, is required to:
- a) immediately notify the Clerk;
  - b) seek a confirmatory PCR test immediately (within 48 hours) at a designated testing center; and
  - c) isolate immediately until the result of their confirmatory test is known.

## **8.0 EDUCATION SESSION**

- 8.1** All unvaccinated Employees, Members and Volunteers must participate in an educational program.

- 8.2** The program will address the following learning components:

- a) how COVID-19 vaccines work;
- b) vaccine safety related to the development of the COVID-19 vaccines;
- c) benefits of vaccination against COVID-19; and
- d) possible side effects of COVID-19 vaccination.

## **9.0 TRAVEL**

- 9.1** Regardless of vaccination status, all Members, Employees, and Volunteers who travel outside of Ontario will be required to submit proof of a negative rapid test result prior to returning to work or their position with the Municipality.

- 9.2** If required, testing for Employees may be done on work time.

- 9.3** The Municipality will reimburse the cost for Employees and Members of Council.

## **10.0 NON-COMPLIANCE**

- 10.1** Any Member, other than a Member of Council, refusing to comply with the requirements under this policy will be placed on leave from their position for thirty (30) days. If after thirty (30) days the requirements under this policy have not been met the Member will be removed from their position.

- 10.2** Any Member of Council refusing to comply with the requirements under this policy will not be permitted to enter any Municipal Workplace or attend any Municipal event.

- 10.3** Any Employee refusing to comply with the requirements under this policy will be placed on unpaid leave for thirty (30) days. If after the thirty (30) days the requirements under this policy are still not met, the Employee will be terminated.

- 10.4** Any Volunteer refusing to comply with the requirements under this policy will be placed on leave from their position for thirty (30) days. If after thirty (30) days the requirements under this policy have not been met the Volunteer will be removed from their position.
- 10.5** Any Third Party refusing to comply with the requirements under this policy will no longer be retained by the Municipality.
- 10.6** Any individual who submits falsified proof of vaccination, exemption or testing results will be subject to immediate termination.

## **11.0 COMMUNICATION**

- 11.1** This Policy, along with any updates, shall:
- be emailed to Members, Employees, Volunteers and Third Parties;
  - those Employees that do not have an Employer provided email will be provided a hard copy;
  - be posted on all Health and Safety Boards with the Workplace.

**11.2** A copy of this Policy shall be provided to any person, upon request.

## **12.0 COLLECTION OF INFORMATION AND PRIVACY**

- 12.1** All information gathered as part of this policy will be handled solely by the Clerk.
- 12.2** All information, including personal health information, will be treated in compliance with the *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)*.

## **13.0 ACCOUNTABILITY FRAMEWORK**

The Chief Administrative Officer is responsible for ensuring compliance with this policy.

## **14.0 POLICY REVIEW**

The COVID-19 situation is changing daily and as a result this Policy will be reviewed and updated as necessary.

Should updated legal advice be received or new public health directives and/or provincial or federal government legislation, regulations or orders be enacted, they shall take precedence until such time as this policy may be amended to confirm to the new requirements.



## **15.0 REFERENCES**

### **Policies and Procedures/Documents**

COVID-19 - Procedure  
COVID-19 Face Mask - Policy  
Employee Code of Conduct  
Health and Safety Policy

### **Resources**

Leeds, Grenville & Lanark District Health Unit  
Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)  
Occupational Health and Safety Act  
Ontario Human Rights Code

## 01/01/2021-11/30/2021 Summary Report with Previous 3 year Average

2021	Number of Permits	3 yr. avg. (2018-2020)	S.F.D.'s	3 yr. avg. (2018-2020)	Commercial	3 yr. avg. (2018-2020)	Permit Fees	3 year average (2018-2020)	Building Value	3 year average (2018-2020)	Dev.Charge
January	5	3	0	1	0	0	\$1,515.12	\$2,187.16	\$178,000.00	\$380,000.00	
February	9	3	0	1	1	0	\$16,416.95	\$2,081.67	\$4,040,600.00	\$370,833.33	
March	17	7	10	1	0	0	\$20,501.39	\$3,757.66	\$3,114,000.00	\$691,553.33	\$51,850
April	19	5	7	1	0	1	\$20,906.17	\$3,022.38	\$4,075,076.00	\$550,333.33	\$31,110
May	23	17	8	2	0	0	\$17,586.80	\$12,252.27	\$3,700,975.00	\$2,105,340.00	\$36,295
June	13	16	7	2	2	0	\$14,674.15	\$6,371.45	\$2,813,637.00	\$1,027,496.33	\$31,110
July	21	19	7	3	0	1	\$11,884.80	\$9,669.67	\$2,072,678.00	\$1,839,591.67	\$41,480
August	18	12	2	2	0	1	\$13,432.40	\$6,609.43	\$2,957,600.00	\$1,267,906.33	\$10,370
September	18	16	6	2	0	1	\$11,366.10	\$6,941.35	\$2,379,750.00	\$1,295,800.00	\$25,925
October	11	13	3	1	0	0	\$9,760.20	\$5,776.36	\$2,263,000.00	\$1,053,500.00	\$15,555
November	12	9	5	1	0	0	\$11,809.80	\$4,113.93	\$1,960,600.00	\$642,366.67	\$31,110
Total	166	120	55	17	3	4	\$149,853.88	\$62,783.33	\$29,555,916.00	\$11,224,721.00	\$274,805

As of Nov 17, 2021 Dev Charges of \$6,974 on permits are comprised of \$5716 Township Dev Charge and \$1258 County Dev Charge.

**Note:** The value in the S.F.D. column is the monthly total for Approved, Residential, New Construction permits and the value entered in the # Dwelling Units Proposed box on the Building Tab

# **CORRESPONDENCE**



1. **AMO:** Policy Update – Fall Economic Statement Highlights, Ontario Community Infrastructure Fund, Conservation Authorities Act Webinars and Fact Sheets - *attached, page 2.*
2. **Municipal Finance Officer's Association of Ontario:** Fall Economic Update 2021 and News Release – *attached, page 5.*
3. **Lake of Bays Muskoka:** Township of Adelaide Metcalfe – Resolution – Requesting support for Federal and Provincial Funding of Rural Infrastructure Projects – *attached, page 14.*
4. **Lake of Bays Muskoka:** Resolution – Request for Additional COVID-19 Funding – *attached, page 16.*
5. **Corporation of the Town of LaSalle:** Resolution - COVID-19 Testing Requirement at Land Border – *attached, page 19.*
6. **Municipality of Chatham-Kent:** Resolution – Homelessness Task Force – *attached, page 21.*
7. **Municipality of Chatham-Kent:** Resolution – Renovictions – *attached, page 22.*
8. **Municipality of Chatham-Kent:** Resolution – Vaccine Passport Program – *attached, page 24.*
9. **Township of Alnwick/Haldimand:** Resolution – Endorsing National Test Driver Safety Week and Requesting the Ministry of Transportation to Review Measures Impacting Newly Licensed Drivers – *attached, page 26.*
10. **City of Vaughan:** Resolution – Endorsing National Teen Driver Safety Week and Requesting the Ministry of Transportation to Review Measures Impacting Newly Licensed Drivers – Extract from Council Meeting Minutes of September 27<sup>th</sup> – *attached, page 28.*
11. **City of Kitchener:** Resolution – Liquor License Sales and Patio Extensions – *attached, page 32.*



1. **Town of Plympton-Wyoming:** Resolution - Concerns with the Continued Postponement of the Property Assessment Update - *attached, page 2.*
2. **Township of Amaranth:** Resolution – MPAC Assessment – *attached, page 4.*
3. **Village of Thornloe:** Resolution — MPAC Assessment – *attached, page 5.*
4. **Township of Amaranth:** Resolution – Support for Federal and Provincial Funding of Rural Infrastructure Projects - *attached, page 6.*
5. **Township of Wainfleet:** Resolution – Support for Federal and Provincial Funding of Rural Infrastructure Projects – *attached, page 10.*
6. **Northumberland County:** Resolution – Funding of Rural Infrastructure Projects – *attached, page 13.*
7. **Town of Georgina:** Resolution – Plastic Wrap Disposal – *attached, page 16.*
8. **The Town of Cochrane:** Resolution – Property Assessments – *attached, page 19.*
9. **AMO:** AMO Board Approves Indigenous-Municipal Relationship Agreement Guidance Document for Municipalities - *attached, page 20.*



80 Commerce Valley Drive E, Suite 1  
Markham, ON L3T 0B2  
Phone: 905-739-9739 • Fax: 905-739-9740  
Web: cupe.on.ca E-mail: info@cupe.on.ca

Dear Township of Tay Valley Council:

On behalf of CUPE Ontario's nearly 125,000 active members of the Ontario Municipal Employees Retirement System (OMERS), I am writing today to express our serious concerns with OMERS' investment performance.

In 2020, OMERS posted a net loss 2.7%, representing three billion dollars in losses. This was during a year that comparable defined benefit pension plans and funds in Canada posted substantial investment gains. CUPE Ontario investigated further and tracked investment returns at OMERS for ten years. We found that OMERS has underperformed relative to other large pension plans and funds, as well as relative to its own benchmarks. We also found that OMERS no longer shares this critical information in their annual reporting, making it difficult for plan members to hold their investment managers accountable.

Attached you will find a report detailing OMERS investment underperformance. Also attached, you will find the analysis of a third-party actuary (PBI Actuarial consultants) who confirmed that our reasoning and conclusions were sound.

CUPE Ontario believes plan members and employers have the right to know why OMERS' investments have, over a ten-year period, underperformed other large defined benefit pension plans and funds. If OMERS had performed in line with the average large Canadian public pension plan, it would have a substantial, multi-billion-dollar surplus, versus the deficit it currently faces.

Considering the significant impact such underperformance could have on plan members and on all sponsors who hold the liabilities of the plan, **we are calling on OMERS to cooperate fully with an independent and transparent third-party review of its investment performance** transparent and accountable to plan members, sponsors like CUPE Ontario, other unions, and employers like the Township of Tay Valley.

We are hoping that the Township of Tay Valley Council will join our call for an independent expert review of OMERS. **We are asking you, and other municipal councils across the province, to debate the following motion or to pass a similar motion calling for a third-party expert review of OMERS.** The terms of such a review would need to be agreed upon by sponsors and they could explore whether reasonable costs could be funded from the plan.

RECEIVED

NOV 01 2021

Fred Hahn  
President

PUBLIC SERVICES SAVE LIVES

TAY VALLEY TOWNSHIP  
Candace Rennick  
Secretary-Treasurer

We simply cannot afford another decade of investment returns so far below other pension plans and funds. We know that ensuring strong investment returns is a goal shared by employers like the Township of Tay Valley and by unions like CUPE.

CUPE Ontario staff person Liam Bedard is available to answer any questions you may have. He can be reached at [lbedard@cupe.on.ca](mailto:lbedard@cupe.on.ca).

All materials are available in French at [cupe.on.ca/francaisomers](http://cupe.on.ca/francaisomers).

It's time for all of us to work together to #FixOMERS.

Thank you,

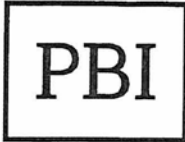
A handwritten signature in black ink, appearing to read "Fred Hahn".

Fred Hahn  
President of CUPE Ontario



### **Proposed Motion – Independent Review of OMERS' Investment Performance**

1. The Township of Tay Valley Council is calling for an immediate, comprehensive and independent third-party expert review of OMERS' investment performance and practices over the past ten years, conducted by the OMERS Pension Plan's sponsors and stakeholders.
2. Such a review would, at a minimum:
  - a. Compare OMERS plan-level, and asset class-level performance to other comparable defined benefit pension plans and funds, OMERS internal benchmarks, and market-based benchmarks.
  - b. Examine OMERS decision-making processes around the timing of various investment decisions.
  - c. Assess the risk management policies and protocols that were in place and determine if they were followed and/or if they were sufficient to protect the plan from undue risk.
  - d. Assess whether the disclosures provided to the OMERS Administrative and Sponsorship Boards were sufficient evidence to allow the Boards to respond appropriately and in a timely manner.
  - e. Examine executive compensation, investment fees and investment costs at OMERS in comparison to other major defined benefit pension plans and funds.
  - f. Examine other relevant issues identified by the third-party expert review.
  - g. Make recommendations for changes at OMERS to ensure stronger returns moving forward.
  - h. Issue their final report and recommendations in a timely manner.
  - i. Publicly release its full report and recommendations to ensure that it is available to OMERS sponsors, stakeholders, and plan members.
3. The Township of Tay Valley Council further calls on the OMERS Administrative Corporation to:
  - a. Provide all requested data, documentation and information required of the review panel to fulfill its mandate.
  - b. Establish a step-by-step plan, with OMERS sponsors and stakeholders, to implement any recommendations set out in the review report.



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**PBI Actuarial Consultants Ltd.**  
Suite 1070, One Bentall Centre, 505 Burrard Street, Box 42, Vancouver, BC V7X 1M5  
pbi@pbiactuarial.ca T. 604-687-8056 F. 604-687-8074

April 27, 2021

To: Fred Hahn, President CUPE Ontario  
CUPE Ontario

From: Bradley Hough

Subject: **OMERS Performance Review**

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#### Scope of review

CUPE has asked PBI to review "CUPE Ontario Concerns With OMERS Investment Returns". PBI has reviewed the performance data, methods, and comparisons of OMERS with peer pension plans and funds in CUPE's report.

The intention of our review is to determine:

- a) if comparisons made between the pension plans and funds and their respective benchmarks are reasonable; and
- b) if the analysis completed by CUPE supports the conclusions of their report.

We have reviewed the performance comparisons in CUPE's report by reviewing public information provided by the plans and funds referenced. Statements of investment policies and procedures, actuarial valuation reports, annual reports and other governance documents were reviewed to add as much context around plan performance as possible with the public information available.

#### Summary

We conclude that the comparisons made by CUPE are reasonable and show that there is a significant gap in performance between OMERS and other comparable public pension plans and funds. In our opinion, public information is unable to fully explain the performance gap. More information is required to truly understand why performance is so different between OMERS and comparable public pension plans and funds.

In our opinion, the comparisons and analysis in the report support CUPE's request for further review of performance.

#### Review

##### **Is the choice of peer universe reasonable?**

CUPE has chosen a universe of large public sector defined benefit plans ("plans"), or public sector investment managers managing assets ("funds") including, but not exclusively, defined benefit pension plans. Scale gives public plans and funds a different opportunity set versus smaller private sector plans as a result of the size of assets and also investment opportunities. We therefore believe that CUPE's approach of focusing on a limited universe of public sector peers rather than a broader pension plan universe is reasonable and fair.

Of the universe supplied, HOOPP, OTPP, BCMPP and LAPP are easier to directly compare given they are pension plans rather than funds; however, the public sector investment managers referenced by CUPE are still useful



points of reference when looking at comparable performance. Performance of funds such as PSP, CDPQ, BCI and AIMCO suggests that client defined benefit plans are likely to have higher absolute returns than OMERS for 2020.

LAPP and AIMCO have not published full performance information for 2020.

**Would conclusions change if the universe of plans was expanded?**

Defined benefit plans have different benefits, contributions, funding policies, and member demographics. Making comparisons across universes of defined benefit plans requires caution and it is difficult to draw firm conclusions. However, it is worth noting that OMERS performance is significantly below not only public peers, but wider universes of defined benefit plans.

RBC's universe of pension plans shows a median return of 9.2% for 2020<sup>1</sup>. PBI has access to the Northern Trust universe of Canadian defined benefit pension plans<sup>2</sup> and note that the median return is similar to RBC (full year 2020 median return is 9.9%). The lowest return in the Northern Trust Universe is 5% for 2020. We are not aware of an absolute return for PBI clients below 5%.

**Could 'context' such as different asset mixes driven by Plan demographics or situation explain OMERS performance?**

**a. Asset Mix**

We compared asset mixes with HOOPP, BCMPP and OTPP. HOOPP has a liability driven investment strategy and has a higher fixed income allocation. BCMPP and OTPP are return focused like OMERS. OMERS has a higher proportion in real assets and credit than these plans and lower fixed income assets. OTPP has a specific inflation management strategy. However, at a high level, asset allocations between OMERS, BCMPP and OTPP make use of similar asset classes and are comparable.

Asset Class	OMERS	BCMPP	OTPP	HOOPP
Public Equity	31%	33%	19%	23%
Fixed Income	6%	21%	16%	86%
Private Equity	14%	10%	19%	13%
Real Assets	34%	27%	21%	15%
Credit/Mortgages	17%	6%	8%	0%
Inflation Sensitive	0%	0%	17%	0%
Innovation	0%	0%	2%	0%
Absolute Return Strategies	0%	0%	6%	0%
Money Market	-2%	2%	-8%	-37%

Source: annual reports as of December 31, 2020, except for BCMPP, which is as of December 31, 2019.

<sup>1</sup> The RBC pension plan universe is published by RBC Investor and Treasury Services. "All Plan Universe" currently tracks the performance and asset allocation of a cross-section of assets under management across Canadian defined benefit pension plans.

<sup>2</sup> The Northern Trust universe of defined benefit plans is provided to PBI by Northern Trust. It consists of 34 defined benefit plans ranging from \$16.4M to \$8.7B in size. Average plan assets are \$1.9B, median plan assets are \$627M as of December 31, 2020.



As the differences in performance are so large between OMERS and two plans with comparable asset mixes (albeit with some differences), more information on specific strategies within each asset class, such as style of equity manager, exposure to office, retail, and industrial real estate within real assets, use of leverage/overlay strategies and derivatives, currency hedging, and approach to liquidity management would be required to explain differences in performance.

We note that on page 43 of the OMERS 2020 Annual Report, losses were incurred on foreign currency hedging positions due to actions taken to protect liquidity. This contributed \$2.2B to the overall loss. Again, this indicates that a review, significantly beyond simple asset mix comparisons, is required to truly understand performance differentials.

Finally, understanding the role of the 'Total Portfolio Management' approach in determining asset allocations and strategies would be helpful to putting context around the asset mix choices and investment strategies.

**b. Membership Demographics**

We note that BCMPP and HOOPP have broadly similar membership demographics to OMERS. OTPP is more mature with a greater proportion of retirees. PBI does not believe plan demographics are different enough to render comparisons between the plans invalid.

**Comments on CUPE's five principal findings:**

- 1) **OMERS 10-year annualized performance was below peer group as of December 31, 2019.** PBI believes the comparisons made are reasonable and agree with the conclusion.
- 2) **OMERS performance in 2020 was significantly below peers.** PBI agrees with this conclusion and notes that expanding the peer group adds weight to this conclusion.
- 3) **OMERS does not report comparisons of its annualized long-term returns to its own benchmarks**  
Page 143 of the 2020 report has a comparison of calendar year returns vs benchmarks to 2011. We could not find a comparison of annualized long term performance vs benchmarks for OMERS.

We understand benchmarks are set annually by OMERS and approved by the Administration Corporation Board. From the information made public by OMERS, we would need more detail on the methodology used to derive the absolute return benchmark to interpret performance.

**4) 5 to 10-year returns versus 5 to 10-year benchmarks.**

PBI verified the calendar year returns shown by CUPE. We were unable independently to verify the 5 and 10-year performance versus the benchmark as this was provided verbally to CUPE by OMERS and is not published. The peer group of public plans and funds all take different approaches to benchmarking. Some use composites of public market indices/asset class benchmarks according to their target allocations. PSP uses a reference portfolio approach and HOOPP may use a liability focused benchmark. We note that comparisons of relative performance vs stated benchmarks across peer group plans are challenging because of the differences in methodology.

However, in our opinion the analysis is sufficient to show that OMERS is the only Plan underperforming their internal benchmark over a 10-year horizon. Understanding why requires a deeper understanding



of performance and benchmarking methodology beyond the information made public. In our opinion this adds weight to CUPE's request for a review of performance.

- 5) **OMERS 20-year return is not above its 20-year benchmark.** We were unable to independently verify this point as the performance versus the benchmark was provided verbally to CUPE by OMERS and is not publicly available.

### Conclusions

The comparisons made by CUPE are high level and broad by the nature of information made public. However, we believe the comparisons are reasonable and that CUPE has chosen similar public plans and funds as practically possible. Overall, we believe the analysis is sufficient to conclude that OMERS investment performance in 2020 and longer term is significantly lower than other comparable plans.

PBI would require considerably more information than made public on OMERS' total portfolio management approach, investment strategies, third party managers, asset mix policies, liquidity management approach and derivative positions to interpret performance.

In our opinion, the comparisons made demonstrate that the longer-term performance gap between comparable peers is significant and supports CUPE's request for a further, more detailed review of performance beyond the information made public.

A handwritten signature in black ink, appearing to read "Bradley Hough".

Bradley Hough, FIA, ACIA, CAIA

BH:jh

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# **NOT JUST ONE "TOUGH YEAR": THE NEED FOR A REVIEW OF OMERS INVESTMENT PERFORMANCE**

*May 2021*







# Executive Summary

CUPE Ontario represents nearly half of the 289,000 active members of the Ontario Municipal Employees Retirement System (OMERS) – the province's Defined Benefit (DB) pension plan for municipal, school board and certain other public sector workers.

While most pension plans had strong returns in 2020, OMERS recently reported billions of dollars of losses over the year. This has prompted CUPE Ontario to examine how OMERS investments have performed compared to other large pension plans and funds. We have also looked at how OMERS has performed against its own internal benchmarks.

We find that OMERS underperformance is not a new or a short-term problem. Specifically, we find that:

- 1) OMERS longer-term performance has significantly lagged behind other large pension funds and plans, in periods both before and after 2020 results were in.
- 2) OMERS has now fallen behind even some of its own internal longer-term return benchmarks – a troubling fact that, contrary to industry standards, is not disclosed in OMERS Annual Report.

Since investment returns fund the vast majority of pensions paid from the plan, returns are incredibly important to DB plan members. Lower investment returns may lead to members being asked to pay more into the plan, or could result in additional pressure for more benefit cuts.

Despite requests, OMERS has not committed to an independent, transparent review of its investment decisions.

CUPE Ontario feels these issues are so serious that a fully transparent expert review of OMERS investment strategies, returns, and internal performance assessment is urgently needed. This review should be conducted by the plan sponsors and stakeholders themselves (the risk-bearing parties to OMERS) and should be fully independent of OMERS staff, who have a clear conflict of interest in conducting a review of their own performance. We invite the other sponsors of OMERS, including our employer counterparts and the broader community of the plan's organizational stakeholders, to support this proposal and to work with us to conduct this review.

# Introduction

CUPE Ontario represents 125,000 plan members of the Ontario Municipal Employees Retirement System (OMERS). We are the largest sponsor in this defined benefit (DB) pension plan that is – at least in theory – jointly-controlled by plan sponsors like CUPE Ontario and other unions and employers.



**WE CONTINUE  
TO STRONGLY  
BELIEVE THAT  
DB PLANS ARE  
A MODEL WORTH  
NOT ONLY  
DEFENDING,  
BUT EXTENDING  
TO ALL WORKERS.**

CUPE Ontario strongly believes that DB pension plans are the best way to provide a decent and secure retirement for our hard-working members. Large public sector DB plans like OMERS allow for an efficient pooling and sharing of costs and risks between employers and plan members. DB plans allow members to know what their pensions will be in retirement. This security is incredibly important for plan members. However, it is not only retirees who benefit from good, secure pension benefits. DB pension plans have been shown to have positive macroeconomic effects on the economy as a whole.<sup>1</sup> The concerns we raise in this report are not concerns with the DB model itself; we continue to strongly believe that DB plans are a model worth not only defending, but extending to all workers.

For a number of years, we have been concerned with the lower level of OMERS pension fund investment returns in comparison to those of other similar plans. OMERS recently reported that the plan had a very bad year in 2020. This has led CUPE Ontario to perform a more in-depth examination of publicly-available annual reporting documents to determine how, in our view, OMERS is performing compared to the seven other large (\$50 billion+) pension plans and funds in Canada.<sup>2</sup> OMERS themselves refer to this club of large plans and funds as the “eight leading Canadian pension plan investment managers,” and occasionally takes coordinated activity with them.<sup>3</sup>

<sup>1</sup> Conference Board of Canada, “Economic Impact of British Columbia’s Public Sector Pension Plans,” October 2013; Boston Consulting Group, “Measuring Impact of Canadian Pension Funds,” October 2015; Ontario Teachers Pension Plan News Release, “New analysis confirms that defined benefit pensions provide significant benefits to Canadian economy,” October 22, 2013.

<sup>2</sup> Unless otherwise specified, the data in this document has been compiled from publicly-available annual reporting of the respective plans. With the exception of CDPQ, returns are as reported in these documents, and are net. CDPQ results were reported gross of some expenses, and have been reduced by 0.2% to best approximate a net return. Longer-term periods are annualized, and are as reported by the respective plans.

<sup>3</sup> OMERS News Release, “CEOs of Eight Leading Canadian Pension Plan Investment Managers Call on Companies and Investors to Help Drive Sustainable and Inclusive Economic Growth,” November 25, 2020.





**AS BAD AS  
OMERS  
PERFORMANCE  
WAS IN 2020,  
THIS IS NOT A  
NEW OR A SHORT-  
TERM PROBLEM**

Due to their scale, these large pension plans and funds are able to invest in asset classes that are typically not available to smaller investors or individuals. At the same time, we acknowledge that these eight plans are not completely similar: they have their own governance structures, asset mixes, risk appetites, and reporting periods, all of which are described in the public documents of the respective plans. However, we also acknowledge that many of these differences are the result of specific investment decisions made by the respective plans and funds. We therefore believe that there is value in comparing the performance of this small set of large funds, particularly over longer-term periods.

Acronym	Name	Assets Under Management (\$ Billion)	Funded Status in Most Recent Annual Report	Most Recent Annual Reporting Date
<b>CPPIB</b>	Canada Pension Plan Investment Board	410	N/A	March 31, 2020
<b>CDPQ</b>	Caisse de dépôt et placement du Québec	366	108% (RREGOP)	Dec 31, 2020
<b>OTPP</b>	Ontario Teachers Pension Plan	221	103%	Dec 31, 2020
<b>PSP</b>	Public Sector Pension Investment Board	170	111% (Public Service Plan)	March 31, 2020
<b>OMERS</b>	Ontario Municipal Employees Retirement System	105	97%	Dec 31, 2020
<b>HOOPP</b>	Healthcare of Ontario Pension Plan	104	119%	Dec 31, 2020
<b>BC MPP</b>	BC Municipal Pension Plan (investments managed by BCI, the BC Investment Management Corporation)	59 (MPP) 171 (BCI)	105%	Dec 31, 2019 (MPP) March 31, 2020 (BCI)
<b>LAPP</b>	Alberta Local Authorities Pension Plan (investments managed by Alberta Investment Management Corporation)	50 (LAPP) 119 (AIMCO)	119%	Dec 31, 2019

In some cases, the pension funds above manage the investments of several pension plans (CDPQ, PSP, BCI, AIMCO are all such cases). In those cases, we look most closely at the returns at an individual plan level for the respective client plan that most closely compares to OMERS.

We have also looked at how OMERS has performed against its own internal benchmarks.

This review has resulted in some very troubling findings which suggest that, as bad as OMERS performance was in 2020, this is not a new or a short-term problem. We found evidence that OMERS longer-term return performance has significantly lagged behind



**HIGHER  
INVESTMENT  
RETURNS WOULD  
HAVE BEEN  
BETTER FOR  
OMERS PLAN  
MEMBERS, AND  
FOR OMERS  
EMPLOYERS.**

other large pension funds and plans. We also found that OMERS has now fallen behind even some of its own internal longer-term return benchmarks – a troubling fact that, contrary to industry standards, is not disclosed in OMERS Annual Report.

Investment results are incredibly important to DB plan members because compounded returns typically fund the vast majority of the pensions that are eventually paid. OMERS indicates that investment returns are expected to fund approximately 70% of the pensions paid by the plan.<sup>4</sup> When investment returns are insufficient, it can put upward pressure on required contribution rates for both members and employers. Most other plans have now returned to pension surpluses since the global financial crisis more than a decade ago, but OMERS continues its long climb out of deficit. Contribution levels were a central talking point from OMERS when plan decision-makers removed guaranteed indexation in 2020. And we expect that, in the months to come, OMERS will once again be looking to plan members to bear the burden of plan funding issues that are, in part, a result of these investment returns. Meanwhile other pension plans, who have had better returns, are currently holding significant surpluses, many have lower contribution rates and some are even improving pension benefits.<sup>5</sup> Higher investment returns would have been better for OMERS plan members, and for OMERS employers.

Despite requests<sup>6</sup>, OMERS has not committed to an independent, transparent review of its investment decisions. Any reviews that have taken place have been behind closed doors at OMERS and have not been shared with sponsors or described in any detail. While OMERS has outlined several investment policy changes it plans to make, its overriding message remains: “the fundamentals of our long-term strategy remain sound, and we will continue to advance that strategy.”<sup>7</sup>



**A FULLY  
TRANSPARENT  
EXPERT REVIEW  
OF OMERS  
INVESTMENT  
STRATEGIES,  
RETURNS,  
AND INTERNAL  
PERFORMANCE  
ASSESSMENT  
IS URGENTLY  
NEEDED.**

**CUPE Ontario feels these issues are so serious that a fully transparent expert review of OMERS investment strategies; returns, and internal performance assessment is urgently needed. This review should be conducted by the plan sponsors and stakeholders themselves (the risk-bearing parties to OMERS) and should be fully independent of OMERS staff, who have a clear conflict of interest in conducting a review of their own performance. We invite the other sponsors of OMERS, including our employer counterparts and the broader community of the plan’s organizational stakeholders, to support this proposal and to work with us to conduct this review.**

<sup>4</sup> OMERS 2020 Annual Report, p. 2.

<sup>5</sup> HOOPP News Release, “HOOPP posts 11.42% return in 2020, surpasses \$100 billion in assets,” March 31, 2021.

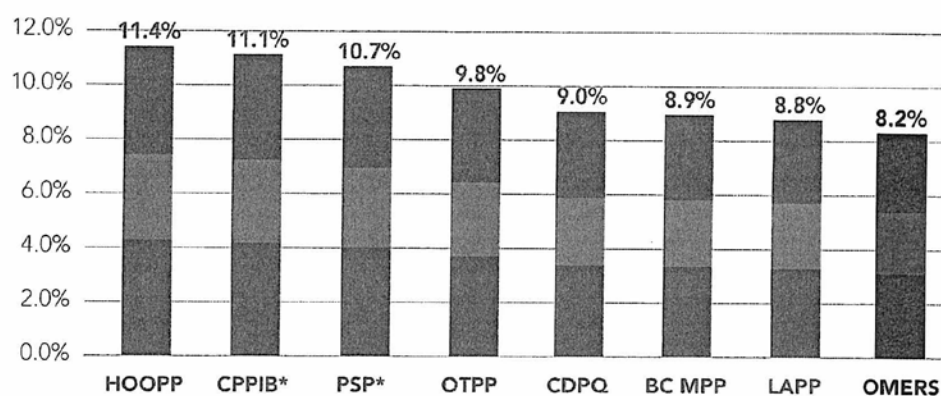
<sup>6</sup> CUPE Ontario Press Release, “We won’t pay for the mistakes of OMERS executives,” February 25, 2021.

<sup>7</sup> OMERS 2020 Annual Report, p. 23.

Our five principal findings are as follows:

1. **CUPE Ontario's concerns go beyond one "difficult" year in 2020. OMERS 10-year annualized returns trailed those of the other major funds and plans before the COVID crisis hit.**

### 10-Year Annualized Returns at 2019



\*To March 31, 2019, otherwise to Dec 31, 2019

Source: Respective Annual Reports



THIS WAS  
A HISTORIC  
ANNUAL  
UNDER-  
PERFORMANCE  
COMPARED TO  
BENCHMARKS.

### 2. OMERS 2020 investment performance was especially poor

OMERS 2020 annual return (-2.7%) fell far short of the plan's own benchmark for the year of +6.9%. This was a historic annual underperformance compared to benchmarks.

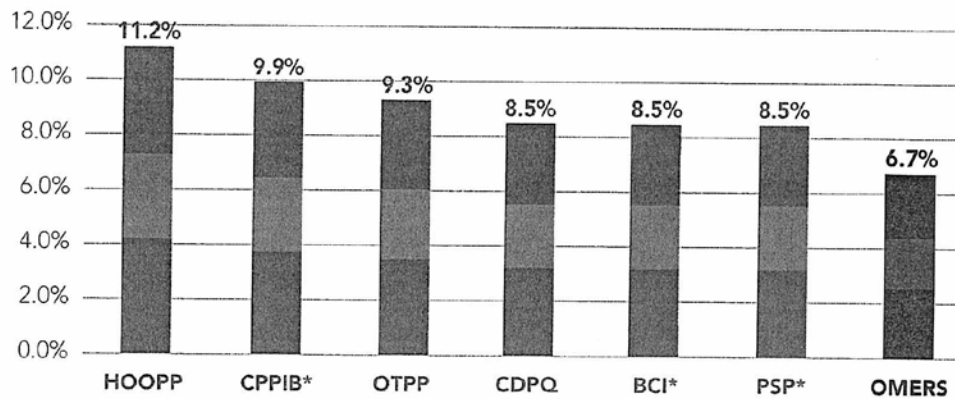
Other plans, however, have reported very strong annual returns for calendar year 2020:

2020 ANNUAL RETURNS	
HOOPP	+ 11.4%
RBC Pension Plan Universe <sup>8</sup>	+ 9.2%
OTPP	+ 8.6%
CDPQ	+ 7.5%
OMERS	- 2.7%

<sup>8</sup> RBC Investor & Treasury Services, "Canadian DB pensions post near-double-digit returns despite historic, turbulent year," January 29, 2021.

This negative result led OMERS 10-year annualized return to fall from 8.2% to 6.7%.

### 10-Year Annualized Returns at 2020



\*To March 31, 2020 otherwise to Dec 31, 2020

The chart above reports the most recent available return information for the respective funds and plans as disclosed in their annual reports. LAPP and BC MPP have yet to report their December 31, 2020 results. AIMCO has also not fully reported its 2020 results. However, BCI (the investment agent for BC MPP and other BC public sector plans) has reported its March 31, 2020 results and has been included here. The chart can be updated as more plans report their 2020 investment returns.



**OMERS**  
DOES NOT  
REPORT CLEAR  
COMPARISONS OF  
THE PLAN'S LONG-  
TERM ANNUALIZED  
RETURNS TO ITS  
CORRESPONDING  
LONG-TERM  
BENCHMARKS.

### 3. OMERS does not report comparisons of its annualized long-term returns to its own benchmarks.

Benchmarking is a common practice where an investment *standard or goal* is set, against which *actual plan returns* are compared for ongoing assessment of investment performance. OMERS itself describes a benchmark as "a point of reference against which the performance of an investment is measured."<sup>9</sup> Comparisons of returns vs. benchmarks are typically done on a 1-year basis, but it is very common for long-term annualized comparisons to also be disclosed. Reporting these benchmarks is standard practice for pension plans and third-party investment managers. Even individual investment vehicles like mutual funds and ETFs typically provide details on how their performance compares to both annual and long-term benchmarks.

The OMERS Administration Corporation (AC) sets OMERS benchmarks each year, as described in the "Performance Management" section of the OMERS investment policy document.<sup>10</sup> OMERS Annual Reports describe how these benchmarks are constructed for each asset class. For many years, these reports stated that "Our goal is to earn stable returns that meet or exceed our benchmarks." OMERS Annual Reports compare OMERS single-year returns to the plan's single-year benchmarks. However, in sections describing investment performance, **OMERS does not report clear comparisons of the plan's long-term annualized returns to its corresponding long-term benchmarks.** While the Annual Report does compare performance to the plan's discount rate and a long-term return expectation set by the AC Board, it omits comparisons of the plan's long-term performance against their own long-term benchmarks.

<sup>9</sup> OMERS 2015 Annual Report, p. 131.

<sup>10</sup> OMERS "Statement of Investment Policies and Procedures – Primary Plan," January 1, 2021.



IN THE ABSENCE  
OF LONGER-TERM  
COMPARATIVE  
DATA, STAKE-  
HOLDERS  
FACE SERIOUS  
OBSTACLES IN  
EVALUATING  
PERFORMANCE

OMERS believes that “paying pensions over decades means a long-term approach.”<sup>11</sup> But in the absence of longer-term comparative data, stakeholders face serious obstacles in evaluating performance. A review of historical Annual Reports shows that OMERS had a longstanding practice of reporting these long-term comparisons, but OMERS stopped this reporting, without explanation, in 2013. **This is dramatically out of step with other pension plans and is, in our view, a serious lack of transparency from OMERS.**

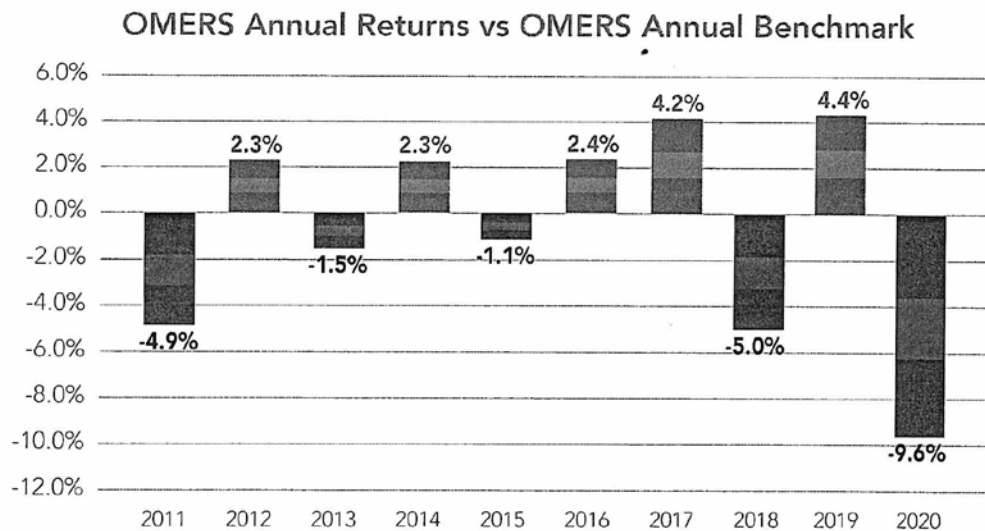
	HOOPP	CPIB	PSP	OTPP	CDPO	BC MPP	LAPP	OMERS
Does annual report compare annualized longer-term returns to corresponding benchmarks?	YES	YES	YES	YES	YES	YES	YES	NO



THIS IS  
DRAMATICALLY  
OUT OF STEP WITH  
OTHER PENSION  
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IN OUR VIEW, A  
SERIOUS LACK OF  
TRANSPARENCY  
FROM OMERS.

The OMERS Statement of Investment Policies and Procedures states that “performance reporting is consistent with industry recognized practices.”<sup>12</sup> The OMERS Statement of Investment Beliefs says that “articulating our investment goals and performance measures helps ensure clear accountability.”<sup>13</sup> We do not believe OMERS is meeting these standards of reporting and accountability on this point.

#### 4. OMERS 5 and 10-Year Returns are now below OMERS own benchmarks for these periods.



Source: OMERS 2020 Annual Report, Ten-Year Financial Review, p. 142.

<sup>11</sup> OMERS News Release, “OMERS Reports 2020 Financial Results: paying pensions over decades means a long-term approach,” February 25, 2021.

<sup>12</sup> OMERS “Statement of Investment Policies and Procedures,” January 1, 2021. [www.omers.com/governance-manual-policies-and-guidelines](http://www.omers.com/governance-manual-policies-and-guidelines)

<sup>13</sup> OMERS “Statement of Investment Beliefs,” January 1, 2020. [www.omers.com/governance-manual-policies-and-guidelines](http://www.omers.com/governance-manual-policies-and-guidelines)

	OMERS Return	OMERS Benchmark	Difference
5-Year Annualized	6.5%	7.4%	-0.9%
10-Year Annualized	6.7%	7.3%	-0.6%

Source: Returns from OMERS 2020 Annual Report  
Annualized Long-Term benchmarks not referenced in Annual Report and were reported verbally to CUPE by OMERS on our request.

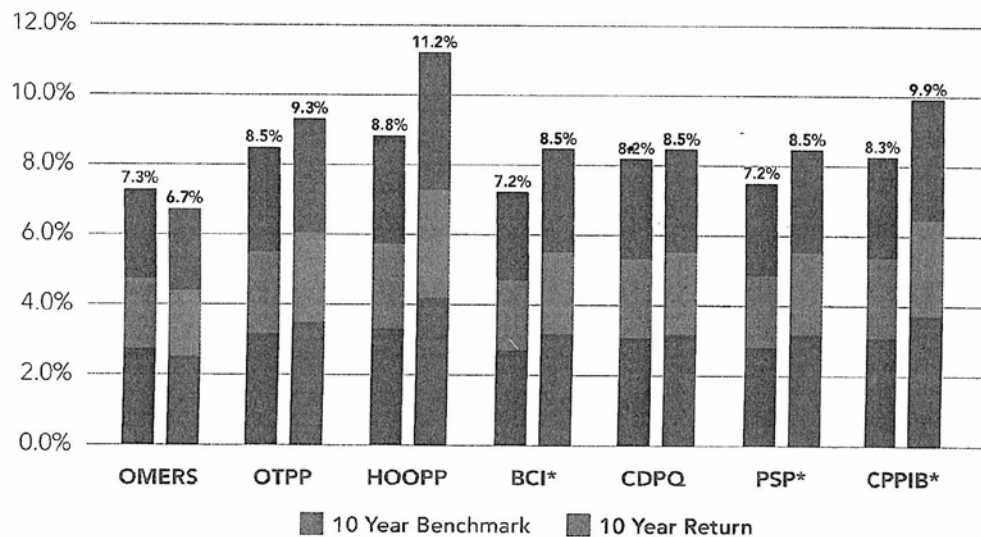
The 5 and 10-year annualized benchmark figures above were not disclosed in the OMERS 2020 Annual Report. OMERS provided these numbers verbally to CUPE Ontario upon our request. Previous OMERS Annual Reports normally included a statement that "Our goal is to earn stable returns that meet or exceed our benchmarks."<sup>14</sup> This statement appears to have been struck from the 2020 Annual Report.

We also note that, OMERS benchmarks are comparatively low over this period when examined alongside other plans. We believe this is due to a different benchmarking methodology for certain investments at OMERS compared to industry standards. The other major plans and funds that have reported 2020 results, however, are all ahead of their 10-year benchmarks as of their most recent annual reports.



THE OTHER MAJOR PLANS AND FUNDS THAT HAVE REPORTED 2020 RESULTS, HOWEVER, ARE ALL AHEAD OF THEIR 10-YEAR BENCHMARKS AS OF THEIR MOST RECENT ANNUAL REPORTS.

### 10-Year Returns vs 10 Year Benchmarks to 2020



\*To March 31, 2020 otherwise to Dec 31, 2020

<sup>14</sup> 2010 Annual Report p. 27; 2011 Annual Report p. 25; 2012 Annual Report p. 23; 2013 Annual Report p. 22; 2014 Annual Report p. 12; 2015 Annual Report p. 9; 2016 Annual Report p. 33; 2017 Annual Report p. 33; 2018 Annual Report p. 33; 2019 Annual Report p. 42; 2020 Annual Report N/A.



**HAD OMERS  
ACHIEVED  
THESE BETTER  
RESULTS,  
THE PLAN  
WOULD NOW  
HOLD A VERY  
SUBSTANTIAL  
SURPLUS.**

The impact on OMERS of these longer-term below-benchmark returns has been significant. The difference of 0.6% between OMERS actual annualized 10-year investment returns of 6.7% and its benchmark of 7.3% has meant an absolute return outcome that would have been roughly 6% higher after these 10 years (all other factors being equal). Even achieving just this benchmark return on an annualized 10 year basis would have resulted in an asset base of roughly \$6 billion higher current plan assets.<sup>15</sup> This better result would have brought OMERS reported funding level into surplus.

This difference is even greater if we were to compare the impact of OMERS investment performance to that of any of these other large plans. For example, had OMERS achieved the actual 10-year annualized returns of the OTPP of 9.3% (just below the average of the other six plans listed above), the OMERS asset base would now be (all other factors being equal) approximately 27% higher than OMERS actual asset level. In dollar-value terms, this difference represents roughly \$28 billion more in assets after the 10-year period from 2011 to 2020. Had OMERS achieved these better results, the plan would now hold a very substantial surplus.

#### **5. OMERS 20-year return is not above its 20-year benchmark.**

Upon request from CUPE Ontario, OMERS also verbally disclosed that its 20-year return is equal to its 20-year benchmark of 6%. In our view, it is troubling that the plan has not outperformed its benchmark over this long period, and that this comparison is also not disclosed in OMERS annual reporting.

<sup>15</sup> The alternative scenarios for investment performance results outlined in this section are necessarily approximate as they are based on data that is made publicly available by OMERS, and were generated using the reported OMERS asset base as at December 31, 2010 of \$53.3 billion.





# Conclusion

CUPE Ontario has serious concerns with OMERS investment performance, and with what we believe is a troubling lack of transparency about these issues. In our view, these issues cannot be dismissed as a one-year problem.



**THESE ISSUES  
CANNOT BE  
DISMISSED AS  
A ONE-YEAR  
PROBLEM.**

We anticipate that these long-term, below-benchmark investment returns are very likely to lead directly to yet another round of proposals to reduce pension benefits payable to current actives and future retirees. OMERS has already eliminated the guarantee of indexation of pension benefits for service after 2022, and OMERS management has indicated it will be examining further changes in plan design. OMERS has recently stated in writing to CUPE that "the OMERS pension plan has been facing sustainability issues for some time now and the investment results of 2020 have amplified the need to address those issues." At the recent 2021 OMERS AGM, OMERS Sponsors Corporation CEO Michael Rolland stated that "There are no guarantees as to what decisions we will have to make based on our performance...it's a long term performance we need to look at...the results of 2020 did have an impact...and that's why we're taking a look at it."



**WE ANTICIPATE  
THAT THESE LONG-  
TERM, BELOW-  
BENCHMARK  
INVESTMENT  
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LIKELY TO LEAD  
DIRECTLY TO YET  
ANOTHER ROUND  
OF PROPOSALS TO  
REDUCE PENSION  
BENEFITS PAYABLE  
TO CURRENT  
ACTIVES AND  
FUTURE RETIREES.**

CUPE Ontario is the largest sponsor representing plan members in OMERS, with over 125,000 active members in the plan. It is true that CUPE Ontario appoints representatives to both the OMERS Administrative Corporation and the OMERS Sponsors Corporation. However, because of restrictive confidentiality rules at both boards, our representatives are unable to keep CUPE Ontario fully-informed about what is really happening at OMERS governing boards, and the decisions that are being made about our members' hard-earned retirement savings. We do not believe this is how well-governed jointly-sponsored pension plans are supposed to function. The result is that we feel that we are a plan sponsor in name only. Our members are not being well-served by a structure that effectively cuts them out of playing the oversight function they should over their pension plan.



WE ARE NOT  
CONFIDENT  
THAT **OMERS**  
MANAGEMENT  
ITSELF HAS TAKEN,  
OR IS PLANNING  
TO TAKE,  
SUFFICIENT STEPS  
TO CRITICALLY  
EXAMINE ITS OWN  
PERFORMANCE.

These barriers will not stop CUPE Ontario from doing everything we can to ensure these concerns about OMERS investment performance are addressed. Based on their public comments to date, we are not confident that OMERS management itself has taken, or is planning to take, sufficient steps to critically examine its own performance, nor are we confident that plan members or sponsors and organizational stakeholders will receive a transparent reporting of any such review.

Therefore, CUPE Ontario is calling on other plan sponsors from both sides of the table to work with us to commission a fully transparent and independent expert review of the investment program at OMERS. This review should be conducted in the open by the sponsors and stakeholders themselves, and not behind closed doors at OMERS. Ensuring our pension returns are as strong as they can be is not a partisan issue, nor is it an issue that the member and employer side of the table should have a difference of opinion on. We want to work with other OMERS sponsors and stakeholders to address these issues for the good of all OMERS members.



ENSURING OUR  
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THESE ISSUES  
FOR THE GOOD  
OF ALL **OMERS**  
MEMBERS.

1. Can you provide a description as to the general investment philosophy that OMERS follows when making investment decisions?
2. In 2020 OMERS annual return was -2.7%. The table below was extracted from the report released by CUPE in May of this year;

2020 ANNUAL RETURNS	
HOOPP	+ 11.4%
RBC Pension Plan Universe <sup>8</sup>	+ 9.2%
OTPP	+ 8.6%
CDPQ	+ 7.5%
OMERS	- 2.7%

With respect to the 2020 results, can you identify the primary investments that contributed to that loss and why? Can you also identify for those same primary investments, the forecasted performance for 2021, as well as the anticipated overall plan performance for 2021?

3. What is the reason that OMERS does not report comparisons on its annualized long term returns to its own benchmarks as appears to be common practice with other pension plans?
4. At the July 14<sup>th</sup>, 2021 meeting of the City of Toronto, the attached Resolution was passed. If OMERS has provided a response to the City of Toronto regarding the Resolution, could you please provide us with a copy. If no response has been provided as of yet. could you please update OMAA on when OMERS will be in a position to do so?
5. Given transparency is a core principle for municipal government, can you provide us with your reason for not agreeing to a third party independent review of the OMERS investment program?



## Tracking Status

- City Council adopted this item on July 14, 2021 without amendments and without debate.
- This item was considered by General Government and Licensing Committee on June 29, 2021 and was adopted with amendments. It will be considered by City Council on July 14, 2021.

### City Council consideration on July 14, 2021

GL24.5	ACTION	Adopted on Consent		Ward: All
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## Annual Update on OMERS as it Relates to the City's Employer Contributions

### City Council Decision

City Council on July 14, 15 and 16, 2021, adopted the following:

#### 1. City Council request that the OMERS Administration Board of Directors:

- implement improved disclosure of investment performance and management measures to ensure the sustainability of the OMERS pension plans and that these measures include specific information on how each OMERS division is effectively fulfilling core functions, achieving performance measures, and verifiable annual plans to improve continuously;
- advise the OMERS Sponsors Corporation Board of Directors on improved disclosure surrounding its decisions and expenses;
- publish, annually, the OMERS investment performance and actuarial valuation and share with all OMERS employers, members and retirees;
- request permanent annual financial reporting on how OMERS performs on one, three, five, ten and twenty-year bases;
- compare the performance and disclosure measurements against its Ontario and Canadian public pension fund managing peers, including unedited results from any participation in the CEM Pension Administration Benchmarking Study that measures peer pension funds' efficiency in delivering benefits;
- make this resolution available to all OMERS employers, sponsors, unions and non-union municipal workers, non-teaching staff of school boards and employees of children's aid societies, transit systems and electrical utilities; and
- report back to the General Government and Licensing Committee in December 2021, and continue to report to the General Government and Licensing Committee twice a year.

2. City Council request the appropriate City staff to include the enhancements to information, in Part 1 above, in future reports to the General Government and Licensing Committee, including investment performance trends over time and other comparison benchmarks.

**Background Information (Committee)**

(June 15, 2021) Report and Attachments 1 - 5 from the Controller on Annual Update on OMERS as it Relates to the City's Employer Contributions

(<http://www.toronto.ca/legdocs/mmis/2021/gl/bgrd/backgroundfile-168267.pdf>)

(June 29, 2021) Presentation from the Director, OMERS Sponsors Corporation and the Director, OMERS Administration Corporation on Annual Update on OMERS as it Relates to the City's Employer Contributions

(<http://www.toronto.ca/legdocs/mmis/2021/gl/bgrd/backgroundfile-168846.pdf>)

**⊕ General Government and Licensing Committee consideration on June 29, 2021**

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Source: Toronto City Clerk at [www.toronto.ca/council](http://www.toronto.ca/council)



## OMERS Response to OMAA Questions

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**1. Can you provide a description as to the general investment philosophy that OMERS follows when making investment decisions?**

We have published a *Statement of Investment Beliefs*, available on our [website](#). Our investment strategies, governance framework and policies are guided by the values reflected in these investment beliefs and are designed to manage our funding risk and achieve returns and cash flows that meet our long-term financial obligations. Those beliefs articulate that OMERS specific pension liabilities are the key driver of our specific investment strategies. We also believe that a long-term investment horizon is an advantage, and therefore we can tolerate short-term volatility in asset values and returns. We believe that direct-drive, active management enhances investment results, and that our investment goals require us to assume risk and accept that periodic losses can arise.

We have also published our *Statement of Investment Policies & Procedures*, also available on our [website](#), which sets out long-term return expectations of 7%, as well as our strategic, long-term target asset mix and that we evaluate our investment performance relative to an absolute return, and in certain instances relative, benchmark.

Our [2020 annual report](#) outlines our specific investment approach for each asset class beginning on page 55.

**2. With respect to the 2020 results, can you identify the primary investments that contributed to that loss and why? Can you also identify for those same primary investments, the forecasted performance for 2021?**

The factors contributing to these results are outlined in our [Annual Report](#) and include the following:

- widespread lockdowns which severely affected the business- and consumer-facing investments;
- the loss in value of OMERS portfolio of high-quality public equities in early 2020, which did not fully recover during the market rally in the latter part of 2020; and
- the actions we took proactively to enhance and protect the Plan's liquidity from further possible adverse market events achieved their objectives but resulted in currency losses.

In addition to these three factors, long-term bond yields fell steeply in March and April, leading to strong returns for those assets. OMERS prioritizes short-dated, higher-yielding credit investments, with only a small allocation to long-term bonds, whose fair values can be volatile and whose low (or even negative) cash yield is not enough to meet our long-term investing hurdle rate. Accordingly, our 2020 returns did not materially benefit from these types of gains.

As published in our mid-year financial results, this situation has reversed and we earned \$9.2 billion of net investment income in the first six months of 2021.

For the first time, OMERS published in August a mid-year investment update. We reported a net investment return of 8.8% for the first six months of the year, which equates to net investment income of \$9.2 billion. At the time, we highlighted the following:

- **Public equities** earned more than \$4 billion, reflecting strong gains across the high-quality value stocks that are core to our portfolio;
- Our **private equity** investments delivered a double-digit return, due to the continued recovery of the businesses in our buyout portfolio, the ongoing success of our ventures and growth equity strategies, and the gain we generated through our agreement to sell Environmental Resources Management, a global provider of sustainability consulting services which we originally bought in 2015;
- Our **infrastructure investments** delivered consistent, strong performance, with stable operating income and higher valuations across our portfolio of large-scale businesses;
- Our **real estate** asset class recorded significantly improved performance, driven by strength in Oxford's industrial logistics and residential assets, gains in select office sectors, and progress on development programs;
- Foreign currency movements had a negative impact on our results, and reduced our return by \$0.9 billion, as the Canadian dollar strengthened relative to most of the other currencies in which OMERS invests. Our credit asset class return reflects most of this unrealized foreign currency loss for the period.

Our mid-year investment update is available on our [website](#).

**3. What is the reason that OMERS does not report comparisons on its annualized long-term returns to its own benchmarks as it appears to be common practice with other pension plans?**

It has not been OMERS practice to include comparisons of its long-term returns relative to its benchmarks in the annual report. This matter is being considered by the OMERS Administration Corporation (AC) Board as we continue to evolve our reporting.

**4. At the July 14, 2021 meeting of the City of Toronto's General Government & Licensing Committee, the attached Resolution was passed. If OMERS has provided a response to the City of Toronto regarding the Resolution, could you please provide us with a copy? If no response has been provided as of yet, could you please update OMAA on when OMERS will be in a position to do so?**

Representatives from the OMERS Administration Corporation Board of Directors and Sponsors Corporation Board of Directors, supported by OMERS leadership, will be attending the City of Toronto's Government & Licensing Committee meeting on November 30, 2021. OMERS will provide additional information following that meeting.

**5. Given transparency is a core principle for municipal government, can you provide us with your reason for not agreeing to a third-party independent review of the OMERS investment program?**

OMERS investment strategy and execution is governed by the independent AC Board of Directors, whose professional members are nominated by OMERS sponsors, including two representatives nominated by CUPE. The AC Board frequently and thoroughly reviews investment performance, independently from management, utilizing external experts when appropriate.

The AC Board of Directors is the independent body responsible for overseeing OMERS investment performance.

Following the 2020 results, the AC Board of Directors undertook a thorough and extensive review of the OMERS investment strategy and past decisions. The following are comments made by the independent AC Board Chair, George Cooke, on the matter:

*"OMERS investment program is governed by an independent expert board, whose members have been nominated by our sponsors. The board continually and thoroughly reviews investment performance, independent of management, utilizing external experts where appropriate. Following the 2020 results specifically, we undertook a thoughtful look at our investment strategy and past decisions with an open mind. We are confident in our strong new leadership team and have concluded that our current investment strategy is appropriate. An additional third-party independent review is not warranted."*



# UPDATES

# **GREEN ENERGY AND CLIMATE CHANGE WORKING GROUP MINUTES**

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**Friday, November 12<sup>th</sup>, 2021**

**10:00 a.m.**

**GoToMeeting**

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## **ATTENDANCE:**

### **Members Present:**

Chair, Deputy Reeve Barrie Crampton  
Councillor Rob Rainer  
Bob Argue  
Jennifer Dickson  
Douglas Barr  
David Poch

### **Members Absent:**

Peter Nelson

### **Staff Present:**

Noelle Reeve, Planner  
Allison Playfair, Planning Administrative Assistant,  
Recording Secretary

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## **1. CALL TO ORDER**

The meeting was called to order at 10:05 a.m.  
A quorum was present.

The Chair overviewed the Video Conference Participation Etiquette that was outlined in the Agenda.

## **2. AMENDMENTS/APPROVAL OF AGENDA**

- i) Addition Under Communications: Lanark County Council Update.
- ii) Addition Under New/Other Business: Update to Climate Action Plan
- iii) Addition Under New/Other Business: ROMA Delegation

The agenda was approved as amended.

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

None at this time.

#### **4. APPROVAL OF MINUTES**

##### **i) Minutes – September 24<sup>th</sup>, 2021**

The minutes of the Green Energy and Climate Change Working Group Meeting held on September 24<sup>th</sup>, 2021, were approved as presented.

#### **5. DELEGATIONS & PRESENTATIONS**

None.

#### **6. BUSINESS**

##### **i) Budget Review Through a Climate Lens** Noelle Reeve, Planner.

- **Tay Valley Township Budget 2022 (extracts)**

The Working Group held a discussion of the Tay Valley Township Budget 2022. The Planner advised the Working Group she will summarize the suggestions to provide from the Working Group to the Clerk to be included as an attachment to the agenda for the Budget Public Meeting to be held on November 23, 2021.

- Purchasing an electric vehicle and installing a charging station versus purchasing a hybrid. It was noted that the County of Lanark has an incentive of matching any federal incentive up to \$5000.00 towards an electric vehicle.
- Consideration for the New Deputy Fire Chief's vehicle to be an electric vehicle. The Planner advised the Working Group that a recommendation would need to go to the Fire Board.
- The possibility of the purchase of the new grader to be delayed for a couple of years to be able to buy an electric version.
- Waste audit has begun and once the components of the waste stream have been identified, a Waste Management Plan will be developed to divert compostables and additional recyclables from the waste stream. Diversion of compostables is a high priority in the Climate Action Plan because of their conversion to methane. It was also noted that tree planting will be completed on the berm between Harper Road and the waste site.
- A forest trail park will be initiated in 2022 beside the solar farm
- Road resurfacing and shoulder paving will allow for less grading maintenance on the roads so would reduce emissions and cost. It was noted that paving the shoulder does not allow enough room for a safe bicycle lane so more work on this issue is required.

The Working Group discussed the possibility of the Township passing a by-law or policy about vehicles idling similar to Perth's. The Planner

noted she can bring that discussion up at the next Managers meeting. Bob added that an idling calculation is in the climate lens worksheet.

In response to a question about providing context for the Working Group report, The Planner let the Working Group know that the climate lens tool is used on every report to Council since September 2021 to help calculate Green House Gasses on all decisions.

ii) **Communications**

- **Lanark County Climate Change Committee Update –**

Bob Argue, Lanark County Climate Change Committee representative updated the Working Group on the County's Climate Action Plan progress. He noted the Committee has organized and created a dashboard on how each of the townships are doing on the various issues on Climate Change and Tay Valley Township is doing very well compared to other municipalities.

- **Natural Gas DSM**

The Planner discussed with the Working Group the attached letter from the City of Ottawa on Natural Gas – Demand Side Management and asked member David Poch for advice if the township should echo Ottawa's request ask for an increase in conservation funding.

The Planner will forward the letter on Natural Gas – DMS to the Clerk to be added to the Council Communication package and will draft a motion for support of Ottawa's request.

Councilor Rob Rainer suggested the Working Group discuss with Council to reconsider the motion for Natural Gas phase out. The Planner will write a report to Council in the new year to reopen discussions for Natural Gas phase out.

- **Lanark County Council Update**

Deputy Reeve Barrie Crampton advised the Working Group that a motion was passed at County Council that future vehicles and motorized tools (lawn mowers, saws, etc.) are to be replaced with electronic vehicles. County Council does need to pass a motion to approve the purchase and it would need to be economical.

Deputy Reeve Barrie Crampton also advised the Working Group that the County committee is looking to recommend in-home composters instead of an outside container. Funding is being looked into to give incentives for households to use the composters.

## **7. NEW/OTHER BUSINESS**

### **i) Update Climate Action Plan**

The Planner advised the Working Group that she contacted the Partners for Climate Protection (PCP) to see what the new tool available for Milestone 3 would provide for the Climate Action Plan. A report will be written on the Climate Action Plan update to Committee of the Whole for the February 2022 meeting.

### **ii) ROMA Delegation**

The Planner explained to the Working Group that the County Warden had raised the issue of delegations to ROMA. Deputy Reeve, Barrie Crampton, and the Reeve, Brian Campbell, suggested that Tay Valley's Working Group could write the delegation requests to the Minister of Environment and the Minister of Energy.

## **8. NEXT MEETING DATE AND PROPOSED AGENDA ITEMS**

Next Meeting: Friday, January 21, 2022

Deputy Reeve Barrie Crampton polled the Working Group about meeting in person in the new year because of the technical difficulties throughout the meeting. The Working Group would be in favor but if a member is not comfortable, they should have the option to meet virtually. The Planner will discuss with the Acting CAO/Clerk.

## **9. DEFERRED ITEMS**

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

- *Presentation from the consultant on the update to the Official Plan.*

## **10. ADJOURNMENT**

The Working Group adjourned at 11:28 a.m.



## **BOLINGBROKE CEMETERY BOARD MINUTES**

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**Thursday, November 29<sup>th</sup>, 2021**

**5:00 p.m.**

**Tay Valley Municipal Office – 217 Harper Road, Perth, Ontario  
Council Chambers**

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### **ATTENDANCE:**

**Members Present:** Acting Chair, Darla Kilpatrick  
Betty Anne Gillespie  
Ronald J. Fournier

**Staff Present:** Amanda Mabo, Acting CAO/Clerk  
Laurie Hudson-Craig, Administrative Assistant/Recording  
Secretary

**Members/Staff Absent:** Chair, Councillor RoxAnne Darling  
Garnet Gray

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### **1. CALL TO ORDER**

The meeting was called to order at 5:04 p.m.  
A quorum was present.

### **2. AMENDMENTS/APPROVAL OF THE AGENDA**

The agenda was approved as presented.

### **3. DISCLOSURE OF PECUINARY INTEREST AND/OR CONFLICT OF INTEREST AND GENERAL NATURE THEREOF**

None at this time.

### **4. INTRODUCTIONS**

Board Members and staff introduced themselves.

## **5. ORIENTATION FOR NEW WORKING GROUP**

The Acting CAO/Clerk gave PowerPoint Presentations and reviewed the Terms of Reference, Pecuniary Interest and Conflict of Interest, Code of Conduct for Members of Council and Local Boards and the Accessibility Customer Service Guidebook – *attached, page 5*. The Procedural By-Law will be reviewed at the next meeting as the Board wanted to ensure there was enough time for discussion on the DRAFT By-Law.

## **6. APPROVAL OF MINUTES**

None.

## **7. BUSINESS**

### **i) Preliminary Discussion of DRAFT Bolingbroke Cemetery By-Law.**

The Board suggested the following changes or requested additional clarification:

- 1.7 – add “Cemetery” before “Owner”
- 1.8 – should the word “any” be replaced with “one”; review in conjunction with 1.12 and 1.15
- 2.1.3 – add “to view records”
- 2.1.4 – add Garnet Gray’s information as the main contact
- 2.2.8 – have had pet remains buried with an owner in the past in at least one instance; acting CAO/Clerk will review the legislation
- 2.3 – do the trustees who own the land need insurance?
- All trustees for the land no longer alive, what now?
- 5.1 – “locations” – concerned this may be interpreted as picking a location in a plot; review word/wording
- 6.1.1 and 6.1.2 – Garnet receives a communication; Garnet checks register
- 6.2.2 – add at the end “, unless done by the funeral home”
- 6.3.1 – the family of the deceased or the funeral home arranges the opening and closing of the graves
- 6.4 – a minimum of 48 hours notice is required for internments
- 8.8 – dealings are with the monument company and whoever is buying a marker
- 8.14 – single lot – 4’6”w x 11’ long; double lot - 9’w x 11’ long and \$1,200; cremation lot – 4’6”w x 11’ long; 1 casket or 2 urns per Lot
- 10.3 – Members to discuss further
- 10.5 to 10.7 – Members to discuss further
- 11.2 and 11.3 – remove?
- 11.11 – remove “and surplus earth”

At the next meeting the DRAFT By-Law will be discussed again.

**8. NEW/OTHER BUSINESS**

None.

**9. NEXT MEETING DATE AND PROPOSED AGENDA ITEMS**

Next Meeting: December 15<sup>th</sup>, 2021 at 3:00 p.m.

Proposed Agenda Items:

- *Discussion of DRAFT Bolingbroke Cemetery By-Law*
- *DRAFT Price List*

**10. DEFERRED ITEMS**

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

- *DRAFT Contracts for Internment Rights*
- *DRAFT Internment Rights Certificate*
- *DRAFT Contracts for Sales of Services and Suppliers*
- *DRAFT Checklists – Disclosure to Prospective Purchasers*
- *Financial*
- *Insurance*
- *Records*
- *Website*
- *Expansion of Cemetery*

**11. ADJOURNMENT**

The meeting adjourned at 6:34 p.m.



# **DRUMMOND NORTH ELSLEY TAY VALLEY FIRE BOARD MINUTES**

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**Thursday October 14, 2021**

**6:00 p.m.**

**BBD&E Station – 14 Sherbrooke Street East, Perth, Ontario**

**Training Room**

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## **ATTENDANCE:**

### **Members Present:**

Chair, Councillor John Matheson  
Vice-Chair, Councillor Mick Wicklum  
Councillor Ray Scissons  
Councillor Paul Coutts  
Councillor Fred Dobbie

### **Staff Present:**

Greg Saunders, Fire Chief  
Megan Moore, Recording Secretary

### **Members & Staff Absent:**

Councillor RoxAnne Darling  
Paul Cameron, Station Chief, BBD&E Station  
Jeff Kirkham, South Sherbrooke Station Chief

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## **1. CALL TO ORDER**

The meeting was called to order at 6:00 p.m.  
A quorum was present.

## **2. AMENDMENTS/APPROVAL OF AGENDA**

i) Addition under Business: Township Mandatory Covid-19 Vaccination Policy.

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

None at this time.

**4. APPROVAL OF MINUTES**

- i) **Minutes – August 9, 2021.**

**RESOLUTION # FB2021-22**

**MOVED BY:** Ray Scissons  
**SECONDED BY:** Fred Dobbie

**“THAT**, the minutes of the Fire Board meeting held on August 9, 2021 be approved as presented.”

**ADOPTED**

**5. DELEGATIONS & PRESENTATIONS**

None.

**6. BUSINESS**

- i) **Financial Status.**

The Fire Chief reviewed the current financial status with the Fire Board.

**RESOLUTION # FB2021-23**

**MOVED BY:** Ray Scissons  
**SECONDED BY:** Fred Dobbie

**“THAT**, the Fire Board approves the financial status update as at October 13, 2021.”

**ADOPTED**

- ii) **Billing Status to October 13, 2021.**

The Fire Chief reviewed the current billing status with the Fire Board.

- iii) **Firefighters Hours & Pay Update to October 13, 2021.**

The Fire Chief reviewed the total number of hours and provided a pay update for the 2021 call year for both fire stations.

- iv) **Emergency Response Calls Review to October 13, 2021.**

The Fire Chief reviewed the total number of calls from November 1, 2020 to October 13, 2021.

- v) **2022 Draft Budget.**

**RESOLUTION # FB2021-24**

**MOVED BY:** Mick Wicklum  
**SECONDED BY:** Ray Scissons

**“THAT**, the 2022 draft budget be approved as presented.”

**ADOPTED**

- vi) **Snowplowing Contract.**

**RESOLUTION # FB2021-25**

**MOVED BY:** Fred Dobbie  
**SECONDED BY:** Paul Coutts

**“THAT**, the Snow Removal contract with Bosman’s All-Weather Property Maintenance be extended for a period of one (1) year.”

**ADOPTED**

- vii) **Insurance Contract.**

**RESOLUTION # FB2021-26**

**MOVED BY:** Fred Dobbie  
**SECONDED BY:** Paul Coutts

**“THAT**, the current insurance policy with McDougall Insurance be renewed for an additional year (expiry date will be December 31, 2022).”

**ADOPTED**

- viii) **New ½ Ton Administration Truck RFP Results.**

No responses were received for the ½ Ton Administration Truck RFP.

- ix) **New Pumper RFP**

The Fire Chief will start working on the RFP for the new pumper trucks soon.

- x) **Firefighter Recruitment**

The fire department is looking to hire new volunteer firefighters at both stations.

- xi) **Firefighter Christmas Party – *deferred to the next meeting.***

- xii) **Township Mandatory Covid-19 Vaccination Policy.**

**RESOLUTION # FB2021-27**

**MOVED BY:** Paul Coutts  
**SECONDED BY:** Mick Wicklum

**“THAT**, the Board requires that their full-time staff and volunteer firefighters be vaccinated pursuant to a Covid-19 vaccination policy that will be drafted by the Fire Chief.”

**ADOPTED**

- xiii) **Fire Chief Update (verbal).**  
Greg Saunders, Fire Chief.

The Fire Chief provided the Fire Board with an update of activities and events taking place at the Fire Department.

**8. NEW/OTHER BUSINESS**

None.

**9. IN-CAMERA**

- i) **CONFIDENTIAL: Identifiable Individual – Deputy Fire Chief Position.**

**RESOLUTION #FB2021-28**

**MOVED BY:** Fred Dobbie

**SECONDED BY:** Paul Coutts

**“THAT**, the Board move “in camera” at 7:20 to address a matter pertaining to personal matters about an identifiable individual, including municipal or local board employees regarding Deputy Fire Chief Position;

**AND THAT**, the Fire Chief and the recording secretary remain in the room.”

**ADOPTED**

**RISE & REPORT:** The Fire Board directed the Deputy Fire Chief hiring Committee to move forward with the hiring of the new Deputy Fire Chief and the salary range.

**RESOLUTION #FB2021-29**

**MOVED BY:** Fred Dobbie

**SECONDED BY:** Mick Wicklum

**“THAT**, the Fire Board move “in-camera” at 7:30 p.m. to address a matter pertaining to personal matters about an identifiable individual, including municipal or local board employees regarding a wage review for full-time staff;

**AND THAT** the recording secretary remain in the room.”

**ADOPTED**

**RESOLUTION #FB2021-30**

**MOVED BY:** Paul Coutts

**SECONDED BY:** Mick Wicklum

**“THAT,** the Fire Board return to open session at 7:45 p.m.”

**ADOPTED**

**RISE & REPORT:** The Board approved the salary increases for the Fire Chief and Administrative Assistant/Treasurer.

**10. NEXT MEETING DATE AND PROPOSED AGENDA ITEMS**

Next Meeting: TBD.

**11. DEFERRED ITEMS**

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

**12. ADJOURNMENT**

The Board adjourned at 8:04 p.m.

# **DRUMMOND NORTH ELSLEY TAY VALLEY FIRE BOARD MINUTES**

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**Wednesday, October 27, 2021**

**5:00 p.m.**

**BBD&E Station – 14 Sherbrooke Street East, Perth, Ontario**

**Training Room**

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## **ATTENDANCE:**

### **Members Present:**

Chair, Councillor John Matheson  
Vice-Chair, Councillor Mick Wicklum  
Councillor RoxAnne Darling  
Councillor Paul Coutts  
Councillor Fred Dobbie

### **Staff Present:**

Greg Saunders, Fire Chief  
Megan Moore, Recording Secretary

### **Members & Staff Absent:**

Councillor Ray Scissons  
Paul Cameron, Station Chief, BBD&E Station  
Jeff Kirkham, South Sherbrooke Station Chief

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## **1. CALL TO ORDER**

The meeting was called to order at 5:15 p.m.  
A quorum was present.

## **2. AMENDMENTS/APPROVAL OF AGENDA**

- i) Addition under Business: Fire Department Pay Grid
- ii) Addition under Business: Firefighter Christmas Party

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

None at this time.

**4. APPROVAL OF MINUTES**

None.

**5. DELEGATIONS & PRESENTATIONS**

None.

**6. BUSINESS**

i) **Firefighter Christmas Party.**

**RESOLUTION # FB2021-31**

**MOVED BY:** Paul Coutts

**SECONDED BY:** Fred Dobbie

**“THAT**, the Board approves the BBD&E Firefighters Association request for a Special Occasions Permit for the firefighter Christmas Party provided all attendees show proof of vaccination against Covid-19 and said information be recorded;

**AND THAT**, all Covid-19 safety protocols are followed for the entire duration of the Christmas Party.”

**ADOPTED**

ii) **Fire Department Pay Grid.**

**RESOLUTION #FB2021-32**

**“THAT**, Drummond/North Elmsley Township staff calculate the salary ranges of the full-time positions of Drummond/North Elmsley Tay Valley Fire Rescue (currently the Fire Chief, Deputy Fire Chief and Administrative Assistant/Treasurer) using the Drummond/North Elmsley Townships current point system to evaluate the placement of the positions within the Drummond/North Elmsley Townships Salary Grid;

**AND THAT**, all full-time Fire Department positions be added to Drummond/North Elmsley Township’s Salary Grid.”

**ADOPTED**

**8. NEW/OTHER BUSINESS**

None.

**9. IN-CAMERA**

ii) **CONFIDENTIAL: Identifiable Individual – Deputy Fire Chief Position.**

**RESOLUTION #FB2021-33**

**MOVED BY:** Fred Dobbie

**SECONDED BY:** Paul Coutts

**“THAT**, the Board move “in camera” at 5:45: to address a matter pertaining to personal matters about an identifiable individual, including municipal or local board employees regarding Deputy Fire Chief Position;

**AND THAT**, the Fire Chief and Administrative Assistant/Treasurer remain in the room.”

**ADOPTED**

**RESOLUTION #FB2021-34**

**MOVED BY:** Paul Coutts

**SECONDED BY:** Mick Wicklum

**“THAT**, the Fire Board return to open session at 6:00 p.m.”

**ADOPTED**

**RISE & REPORT:** The Board provided direction with regards to the appointment of the new Deputy Fire Chief.

**10. NEXT MEETING DATE AND PROPOSED AGENDA ITEMS**

Next Meeting: TBD.

**11. DEFERRED ITEMS**

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

**12. ADJOURNMENT**

The Board adjourned at 6:10 p.m.



**RIDEAU VALLEY CONSERVATION AUTHORITY**  
**Box 599, 3889 Rideau Valley Drive**  
**Manotick, Ontario, K4M 1A5**  
**(613) 692-3571, 1-800-267-3504**

Meeting Held Electronically due to the COVID-19 Pandemic

**DRAFT MINUTES**

**Board of Directors** **8/21** **October 28, 2021**

<b>Present:</b>	Gerry Boyce Vince Carroll Brian Dowdall Julie Graveline Robin Jones Pieter Leenhouts Scott Moffatt Anne Robinson	Judy Brown Jamie Crawford Steve Fournier Victor Heese Andy Jozefowicz Dale McLenaghan Gene Richardson Rob Rothgeb
<b>Staff:</b>	Sommer Casgrain-Robertson Kathy Dallaire Diane Downey Glen McDonald	Dan Cooper Terry Davidson Eric Lalande Michelle Paton
<b>Guests:</b>	Mel Foster (Foster Family Farm)	
<b>Regrets:</b>	Carolyn Bresee Shawn Pankow	George Darouze Kristin Strackerjan

Chair Leenhouts called the meeting to order at 6:36 p.m.  
Sommer Casgrain-Robertson conducted a roll call.

Chair Leenhouts read the following:

**Land Acknowledgement Statement**

*I would like to begin our meeting by acknowledging that we are gathered across the Rideau watershed tonight which is located on the traditional unceded territory of the Algonquin Anishinaabeg people, as well as the traditional territory of the Anishnabek, Huron-Wendat, Haudenosaunee and Oneida peoples which is covered by the Upper Canada Treaties. We pay respect to all Indigenous peoples in the Rideau watershed and acknowledge their longstanding relationship with this territory. We recognize that they are the traditional guardians of this land and its water and we honour their traditional knowledge keepers and leaders: past, present and future. We commit to deepening our understanding of local Indigenous peoples and their cultures and to move forward in a spirit of reconciliation and collaboration.*

**1.0 Agenda Review**

Chair Leenhouts reviewed the Agenda.

**2.0 Adoption of Agenda**

**Motion 1-211028**

**Moved by:**

Judy Brown

**Seconded by:**

Brian Dowdall

THAT the Board of Directors of the Rideau Valley Conservation Authority adopts the Agenda as circulated.

**Motion Carried**

**3.0 Declaration of Interest**

Victor Heese declared a conflict of interest with Agenda Item 9.0 because his son is an employee of Cabinscape. Mr. Heese confirmed that he would not participate in any discussion or vote on the matter.

**4.0 Approval of Minutes of September 23, 2021**

**Motion 2-211028**

**Moved by:**

Dale McLenaghan

**Seconded by:**

Anne Robinson

THAT the Board of Directors of the Rideau Valley Conservation Authority approves the Minutes of the Board of Directors Meeting #07/21, September 23, 2021 as circulated.

**Motion Carried**

**5.0 Business Arising from the Minutes**

There was no business arising.

**6.0 Delegation – Request for Fee Reconsideration under Section 28**

Sommer Casgrain-Robertson welcomed Mel Foster of Foster Family Farm. Mr. Foster appeared before the Board to request a fee reconsideration for a retroactive application he submitted under Section 28. The fee was \$620 based on the nature of the project and was then doubled as per RVCA's fee schedule because the application was submitted after construction had begun on the building.

Mr. Foster explained the nature of his farming operation and that the building would be used to sell farm produce. It was indicated that Mr. Foster was unaware that he required a permit from the RVCA to construct the building. Mr. Foster and staff responded to questions from the Board.

**Motion 3-211028**                      **Moved by:**                      Vince Carroll  
**Seconded by:**                      Gene Richardson

That the Board of Directors of the Rideau Valley Conservation Authority approve a reduction in fee, as requested by Mel Foster, to the original cost of \$620 effective October 28, 2021.

**Motion Carried**

## **7.0      2022 Meeting Schedules**

Sommer Casgrain-Robertson, General Manager, presented the 2022 Meeting Schedules and responded to questions.

**Motion 4-211028**                      **Moved by:**                      Brian Dowdall  
**Seconded by:**                      Rob Rothgeb

That the Board of Directors of the Rideau Valley Conservation Authority approve the attached 2022 Meeting Schedules for the Board of Directors and Executive Committee.

**Motion Carried**

## **8.0      Appointment of Officers under the *Conservation Authorities Act* and *Building Code Act***

Terry Davidson, Director of Engineering and Regulations, gave an update on the appointment of officers under the *Conservation Authorities Act* and *Building Code Act* and responded to questions.

**Motion 5-211028**                      **Moved by:**                      Dale McLenaghan  
**Seconded by:**                      Julie Graveline

THAT the Board of Directors of the Rideau Valley Conservation Authority appoint the following staff as “*officers*” for the purpose of enforcing Section 28 and Section 29 of the *Conservation Authorities Act* (R.S.O., 1990, Chapter 27 as amended) and as Sewage System Inspectors under the Ontario Building Code, Part 8, Sewage Systems as required under Section 3.1 (2) of the Ontario Building Code:

- *Conservation Authorities Act, Section 28 Officers:*
  - Hal Stimson, Regulations Inspector
  - Eric Kohlsmith, Regulations Inspector
  - Jamie Bachelor, Planner
  - Megan Peacock, Regulations Officer I
  - Laura Cummings, Regulations Specialist
  - Matt Jokiel, Regulations Inspector
  - Shelley Macpherson, Regulations Officer II (contract position)
- *Conservation Authorities Act, Section 29 Officer:*
  - Megan Peacock, Regulations Officer I
- *Ontario Building Code, Sewage System Inspectors:*
  - Terry Davidson, Director of Engineering and Regulations
  - Eric Kohlsmith, Regulations Inspector
  - Alex Dekleine, Regulations Inspector
  - Jason Hutton, Engineering Inspector
  - Ryan Hiemstra, Regulations Inspector

AND THAT these appointments be contingent on continued employment with the Rideau Valley Conservation Authority.

**Motion Carried**

#### **9.0 Additional Tiny Cabin at Mica Mines Conservation Area**

*Note: Victor Heese declared a conflict of interest under Agenda Item 3.0*

Dan Cooper, Director of Conservation Lands and Stewardship, provided an update on the temporary tiny cabin pilot project and proposed the installation of a second tiny cabin at Mica Mines Conservation Area. Mr. Cooper responded to questions.

**Motion 6-211028**

**Moved by:**

Anne Robinson

**Seconded by:**

Rob Rothgeb

That the Board of Directors of the Rideau Valley Conservation Authority receive this report for information and direct staff to proceed with the installation of a second tiny cabin at Mica Mines Conservation Area.

**Motion Carried**

#### **10.0 2022 Conservation Ontario Levy**

Sommer Casgrain-Robertson presented Conservation Ontario's 2022 Levy and responded to questions.

**Motion 7-211028**

**Moved by:** Judy Brown  
**Seconded by:** Jamie Crawford

THAT the Board of Directors of the Rideau Valley Conservation Authority approve payment in the amount of \$45,894 to Conservation Ontario for their 2022 levy to the RVCA.

**Motion Carried**

**11.0 2022 Fees for Planning Advisory, Regulatory and Professional Services**

Glen McDonald, Director of Science and Planning, presented the 2022 Fees for Planning Advisory, Regulatory and Professional Services and responded to questions.

Members noted that a two percent increase in fees is not narrowing the gap in the recovery of costs associated with applications and expressed concern that the gap appears to be widening. Glen McDonald advised that the Mississippi Valley Conservation Authority, South Nation Conservation and the RVCA are meeting early next year to discuss undertaking a comprehensive fee review following the release of final regulations under the *Conservation Authorities Act*.

**Motion 8-211028**

**Moved by:** Brian Dowdall  
**Seconded by:** Julie Graveline

That the Board of Directors of the Rideau Valley Conservation Authority approve the attached fee schedules to take effect January 1, 2022 for Planning Advisory, Regulatory and Professional Services:

- Schedule "A" Fees: Planning Advisory Program
- Schedule "B" Fees: Section 28 of the *Conservation Authorities Act*
- Schedule "C" Fees: Technical Report Review Fees
- Schedule "D" Fees: Information and Professional Services

**Motion Carried**

*Note: Gene Richardson left the meeting  
Robin Jones joined the meeting*

**12.0 2022 Ottawa Septic System Office Fee Schedule**

Terry Davidson, Director of Engineering and Regulations, presented the 2022 Ottawa Septic System Office Fee Schedule and responded to questions.

Terry Davidson confirmed that the Ottawa Septic System Office does operate on a full cost-recovery basis and noted that the Part 8 program has a reserve fund as required by the *Building Code Act*

**Motion 9-211028**                      **Moved by:**                      Dale McLenaghan  
   **Seconded by:**                      Rob Rothgeb

THAT the Board of Directors of the Rideau Valley Conservation Authority approves the attached Ottawa Septic System Office 2022 Fee Schedule as per the requirements of the *Building Code Act*, S.O. 1992, c.23 as amended by S.O. 2010, c.19, schedule 2, section 7. (1)(c), and section 7.(6) BCA;

AND THAT the proposed 2022 Fee Schedule take effect January 1, 2022.

**Motion Carried**

#### **13.0 2022 Preliminary Draft Budget**

Kathy Dallaire, Manager of Finance, presented RVCA's 2022 preliminary draft operating and capital budget and responded to questions.

**Motion 10-211028**                      **Moved by:**                      Robin Jones  
   **Seconded by:**                      Judy Brown

THAT the Board of Directors of the Rideau Valley Conservation Authority receives the attached 2022 Preliminary Draft Budget and Levy Apportionment sheet for review and comment.

**Motion Carried**

#### **14.0 MECP Phase 1 Regulations Under the *Conservation Authorities Act***

Sommer Casgrain-Robertson presented a summary of the phase 1 regulations released by MECP on October 1, 2021 under the *Conservation Authorities Act* and outlined the Authority's next steps.

**Motion 11-211028**                      **Moved by:**                      Rob Rothgeb  
   **Seconded by:**                      Julie Graveline

THAT the Board of Directors of the Rideau Valley Conservation Authority receive this report for information.

**Motion Carried**

## **15.0 Meetings**

- a) Conservation Ontario Council Meeting: September 27, 2021  
Pieter Leenhouts participated in this meeting that focused on ongoing work with the province.
- b) Staff Town Hall: September 29, 2021  
Sommer Casgrain-Robertson led a Town Hall meeting that focused on the National Day for Truth and Reconciliation and COVID-19 vaccination policy.
- c) General Managers Meeting: October 12, 2021  
Sommer Casgrain-Robertson advised that this meeting focused on the recently released provincial regulations.
- d) Policy Working Group Meeting #5: October 19, 2021  
Sommer Casgrain-Robertson advised that the Policy Working Group hopes to complete a first draft of policies later this year.
- e) Ontario East Municipal Conference: October 20-21, 2021
- f) Green Acres 2 Millionth Tree Planting: October 22, 2021  
Sommer Casgrain-Robertson noted that a celebration of the planting of the 2 millionth tree for the City of Ottawa under the Green Acres program had taken place at the RVCA
- g) Lake Links Workshop: October 23, 2021

Upcoming

- h) RVCA Board of Directors Meeting: November 25, 2021

## **16.0 Member Inquiries**

### **In-Person Meetings**

In response to a question from a member, Sommer Casgrain-Robertson confirmed that the RVCA office was open to the public by appointment only. Ms. Casgrain-Robertson explained that the difficulty in returning to in-person Board meetings lies in the provincial requirement for social distancing. She confirmed that staff are considering the option of hybrid meetings. It was recommended that the November meeting be held via Zoom with a possible return to in-person meetings in 2022.

### **RVCA Recent Low Water Status**

In response to a question from a member regarding the end of the recent low water status in the watershed, Terry Davidson offered to bring a report on stream flows to the November Board meeting.

### **LiDAR**

In response to a question from a member, Sommer Casgrain-Robertson confirmed that the LiDAR project is underway. The contract was awarded and agreements amongst all the partners are in the process of being signed. Ms. Casgrain-Robertson noted that the Mississippi, Rideau and South Nation watersheds will be flown first in the fall and spring as those three conservation authorities were the original project partners.

**17.0 New Business**

Pieter Leenhouts announced that Michelle Paton, RVCA's Executive Assistant, would be retiring in the coming weeks. Members offered their good wishes and appreciation and remarked on Michelle's dedication, hard work and commitment to both the RVCA and its Board members.

**18.0 Adjournment**

The Chair adjourned the meeting at 8:30 p.m. on a motion by Andy Jozefowicz which was seconded by Vince Carroll.

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**Pieter Leenhouts**  
**Chair**

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**Michelle Paton**  
**Recording Secretary**

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**Sommer Casgrain-Robertson**  
**General Manager/Secretary-Treasurer**



## **COMMITTEE OF ADJUSTMENT MINUTES**

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**Monday, November 15<sup>th</sup>, 2021**

**5:00 p.m.**

**Conference Call**

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### **ATTENDANCE:**

**Members Present:** Chair, Larry Sparks  
Peter Siemons  
Ron Running

**Members Absent:** None

**Staff Present:** Noelle Reeve, Planner  
Garry Welsh, Secretary/Treasurer

**Applicant/Agents Present:** Catherine Code, Owner

**Public Present:** None

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### **1. CALL TO ORDER**

The Chair called the meeting to order at 5:00 p.m.  
The Chair conducted Roll Call.  
A quorum was present.

The Chair provided an overview of the Teleconference Participation Etiquette that was outlined in the Agenda.

### **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**

#### **i) Committee of Adjustment Meeting – October 18<sup>th</sup>, 2021.**

The minutes of the Committee of Adjustment meeting held on October 18<sup>th</sup>, 2021 were approved as circulated.

### **5. INTRODUCTION**

The Chair welcomed the attendees and introduced the Committee Members, the Planner and the Secretary/Treasurer and identified the applicants. The Planner then provided an overview of the Minor Variance application review process to be followed, including:

- i) the mandate and responsibilities of the Committee
- ii) a review of available documentation
- iii) the rules of natural justice, the rights of persons to be heard and to receive related documentation on request and the preservation of persons' rights.
- iv) the flow and timing of documentation and the process that follows this meeting
- v) all persons attending are encouraged to make comments in order to preserve their right to comment should this application be referred to the Ontario Land Tribunal (OLT).
- vi) any person wanting a copy of the decision regarding this/these application(s) should leave their name and mailing address with the Secretary/Treasurer.

The Chair advised that this Committee of Adjustment is charged with making a decision on the applications tonight during this public meeting. The decision will be based on both the oral and written input received and understandings gained. The four key factors on which decisions are based include:

- Is the application generally in keeping with the intent of the Township's Official Plan?
- Is the application generally in keeping with the intent of the Township's Zoning By-laws?
- Is it desirable and appropriate development and use of the site?
- Is it minor in nature and scope?

Based on the above, the Committee has four decision options:

- Approve – with or without conditions
- Deny – with reasons
- Defer – pending further input
- Return to Township Staff – application deemed not to be minor

The agenda for this meeting included the following application(s) for Minor Variance:

**MV21-26 – CODE – 737 Beaver Dam Lane**, Concession 8, Part Lot 3, geographic Township of North Burgess

## **6. APPLICATIONS**

### **i) FILE #: MV21-26 – CODE**

#### **a) PLANNER FILE REVIEW**

The Planner reviewed the file and PowerPoint in the agenda package. The Planner noted that building an addition towards the rear of the existing structure is preferable as there are no steep slope considerations and the structure would not be able to support an addition to the side. The Planner also confirmed that the rear setback was from the private road.

#### **b) APPLICANT COMMENTS**

The owner explained that they revised their proposal from the previous year and redesigned the addition to be at the rear of the building, as they did not wish to disrupt stability of the land.

#### **c) ORAL & WRITTEN SUBMISSIONS**

None.

#### **d) DECISION OF COMMITTEE**

### **RESOLUTION #COA-2021-30**

**MOVED BY:** Ron running  
**SECONDED BY:** Peter Siemons

**“THAT**, in the matter of an application under Section 45(1) of the Planning Act, R.S.O. 1990, c.P13, as amended, that Minor Variance Application MV21-26 is approved, to allow a variance from the requirements of Section 5.2.2 (Rear Yard Setback) of Zoning By-Law 2002-121, for the lands legally described 737 Beaver Dam Lane, Part Lot 3, Concession 8 in the geographic Township of North Burgess, now known as Tay Valley Township in the County of Lanark – Roll Number 0911-911-010-25101 to reduce the rear setback of a proposed 49m<sup>2</sup> footprint, two-storey cottage addition from 7.5 m to 3.8m;

**AND THAT**, a Site Plan Control Agreement, including the conditions from the Rideau Valley Conservation Authority, be executed.”

**ADOPTED**

**7. NEW/OTHER BUSINESS**

None.

**8. ADJOURNMENT**

The meeting adjourned at 5:12 p.m.