



COUNCIL MEETING AGENDA

Tuesday, March 22nd, 2022
5:30 p.m.
Via GoToMeeting

GoToMeeting: <https://meet.goto.com/640515333>

Members of the Public:

Meetings are 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. Council Meeting

Chair, Reeve Brian Campbell

1. CALL TO ORDER

- i) Roll Call

2. AMENDMENTS/APPROVAL OF AGENDA

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

4. APPROVAL OF MINUTES

- i) **Council Meeting – February 22nd, 2022 – attached, page 12.**

*Suggested Motion by Councillor Rob Rainer/Councillor RoxAnne Darling:
“THAT, the minutes of the Council Meeting held on February 22nd, 2022, be approved as circulated.”*

- ii) **Committee of the Whole Meeting – March 8th, 2022 – attached, page 19.**

*Suggested Motion by Councillor RoxAnne Darling/Councillor Mick Wicklum:
“THAT, the minutes of the Committee of the Whole Meeting held on March 8th, 2022, be approved as circulated.”*

5. DELEGATIONS & PRESENTATIONS

None.

6. CORRESPONDENCE

None.

7. MOTIONS

- i) **Report #PW-2022-007 – Waste Disposal Site Annual Reports.**

*Suggested Motion by Councillor Mick Wicklum/Councillor Fred Dobbie:
“THAT, Report #PW-2022-07 – 2021 Waste Disposal Site Annual Report be received as information;*

***AND THAT**, staff be directed to submit the 2021 Annual Reports for the Glen Tay, Maberly and Stanleyville sites to the Ministry of the Environment, Conservation and Parks before the March 31st, 2022 deadline, to be in conformity with the Certificates of Approval for each site.”*

ii) **Report #PD-2022-09 – Severance Application – Cook (B21-120/121/122).**

Suggested Motion by Councillor Fred Dobbie/Deputy Reeve Barrie Crampton: “THAT, the Council of Tay Valley Township recommend to the Land Division Committee of Lanark County that the Severance Applications for Cook B21/120/121/122 (Con 4, Part Lot 12, geographic Township of Bathurst), for three new lots be approved subject to the following conditions:

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

That, the applicant pays any outstanding fees to the Township prior to final approval;

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

That, payment for each lot shall be made to Tay Valley Township representing Cash-in-Lieu of Parklands;

That, the lot proposed in B21/120 be subject to a development agreement that identifies a development envelope for a dwelling 30m from the wetland; indicates that a permit from the RVCA will be required to cross the stream/wetland with a driveway; and that no development will occur in the wetland. The lot proposed in B21/122 also be subject to a development agreement to delineate a developable envelope south of the marine/leda clays on the property;

That, the applicant shall obtain entrance permits and Civic Address Numbers for the severed lots from the Township; and

That, sufficient lands shall be dedicated to the Township along the frontage of the lots to be severed in order to meet the Township’s road widening requirements at no cost to the Township, if required. These requirements may also include sight triangles on parcels adjacent to existing public or private roads.”

iii) **Report #PD-2022-10 – Severance Application – Berga and Hall (B21/168/169).**

Suggested Motion by Deputy Reeve Barrie Crampton/Councillor Gene Richardson:

“THAT, the Council of Tay Valley Township recommend to the Land Division Committee of Lanark County that the Severance Applications for Concession 5 Lot, 1 geographical Township of North Burgess known as 445 Winton Lane (Roll Number 91102502400), for two lot additions be approved subject to the following conditions:

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

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

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

That, undersized lot area be recognized through minor variances or zoning amendments for the lots created by the lot additions from B21/168 and 169.”

iv) **Report #PD-2022-11 – Severance Application – Jacob and Lindstrom (B21/194).**

Suggested Motion by Councillor Gene Richardson/Councillor Beverley Phillips:

“THAT, the Council of Tay Valley Township recommend to the Land Division Committee of Lanark County that the Severance Application for Lorna Jacobs and Terry Lindstrom B21/194 (Concession 6, Part Lot 5 and 6 geographic Township of North Burgess) roll number 091191101000120, 102 Lee Trail Lane for an easement for utility purposes in favour of lands at 179 Lee Trail Lane, owned by Griff Jones, be approved subject to the following conditions:

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

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

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

v) **Report #PD-2022-12 – Severance Application – Lee (B21/193).**

*Suggested Motion by Councillor Beverley Phillips/Councillor Rob Rainer:
“THAT, the Council of Tay Valley Township recommend to the Land Division Committee of Lanark County that the Severance Application for Regan Lee B21/193 (Concession 6, Part Lot 6 geographic Township of North Burgess) roll number 091191101000100, 364 Blair Poole Lane for an easement for utility purposes in favour of lands at 179 Lee Trail Lane, owned by Griff Jones, be approved subject to the following conditions:*

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

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

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

vi) **Report #PD-2022-13 – Follow-Up to ROMA Delegation with Minister of Energy Community Net Metering to Support Community-Based Energy Systems in Rural Areas.**

*Suggested Motion by Councillor Rob Rainer/Councillor RoxAnne Darling:
“THAT, the Council of the Corporation of Tay Valley Township request the Province to:*

- i) amend the Ontario Regulation for Net Metering to allow demonstration of community net metering projects with multiple account holders so that smaller and remote communities can participate in small scale & distributed generation of electricity;*
- ii) provide access through community net metering for residents in Tay Valley Township and other rural communities who cannot sell power back to the Hydro One electrical grid due to Hydro’s infrastructure deficiencies; and*
- i) permit both commercial and non-profit entities to operate generation or storage and play a lead role in forming net metering community groups.”*

vii) **Report #PD-2022-14 – One-Foot Reserve Along a Township Road.**

*Suggested Motion by Councillor RoxAnne Darling/Councillor Mick Wicklum:
“THAT, a One-foot Reserve Guideline for previously unopened road allowances that are assumed into the Township Road system be approved.”*

viii) **Report #FIN-2022-01 – 2021 Statement of Remuneration and Expenses.**

*Suggested Motion by Councillor Mick Wicklum/Councillor Fred Dobbie:
“THAT, Report #FIN-2022-01 - 2021 Statement of Remuneration and Expenses be received as information.”*

ix) **Report #FIN-2022-02 – 2021 Development Charges Statement.**

*Suggested Motion by Councillor Fred Dobbie/Deputy Reeve Barrie Crampton:
“THAT, Report #FIN-2022-02 - 2021 - Development Charges Statement be received as information.”*

x) **Report #FIN-2022-03 – 2021 Investment Report.**

*Suggested Motion by Deputy Reeve Barrie Crampton/Councillor Gene Richardson:
“THAT, Report #FIN-2022-03 – 2021 Investment Report be received as information.”*

xi) **Report #FIN-2022-04 – 2021 Planning Act Financial Reporting for Parkland.**

*Suggested Motion by Councillor Gene Richardson/Councillor Beverley Phillips:
“THAT, Report #FIN-2022-04 – 2021 Planning Act Financial Reporting for Parkland be received as information.”*

xii) **Report #PW-2022-02 – Pavement Markings – Tender Award.**

*Suggested Motion by Councillor Beverley Phillips/Councillor Rob Rainer:
“THAT, Lanark County Tender #PW-M-32-2022-22-E2 – Supply and Application of Water Based Traffic Paint for Pavement Markings be awarded to Trillium Pavement Marking in the amount of \$26,342.04.00 plus H.S.T.;*

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

xiii) **Report #PW-2022-03 – Glen Tay Road and Anglican Church Road – Tender Award.**

*Suggested Motion by Councillor Rob Rainer/Councillor RoxAnne Darling:
“THAT, Schedule ‘G’, Glen Tay Road and ‘H’, Anglican Church Road, of Lanark County Tender #PW-C-12-2022-22-E0– Micro-surfacing be awarded to Miller Paving Limited;*

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

- xiv) **Report #PW-2022-04 – Zealand Road Culver Replacement – Tender Award.**
- Suggested Motion by Councillor RoxAnne Darling/Councillor Mick Wicklum:
“THAT, Tender #2022-PW-002– Zealand Road Culvert Replacement be cancelled;*
- AND THAT,** staff complete the work in-house.”*
- xv) **Report #PW-2022-05 – Cameron Side Road Rehabilitation – Tender Award.**
- Suggested Motion by Councillor Mick Wicklum/Councillor Fred Dobbie:
“THAT, Schedule “B” of Tender #PW-C-01-2022-22-E0 for the Rehabilitation of Cameron Side Road and the replacement of the Bathurst 5th Concession Culvert be awarded to Crains’ Construction Limited in the amount of \$730,926.50 plus H.S.T.;*
- AND THAT,** the Reeve and Clerk be authorized to sign the necessary documentation.”*
- xvi) **Report #PW-2022-06 – Shoulder Gravel Harper Road – Tender Award.**
- Suggested Motion by Councillor Fred Dobbie/Deputy Reeve Barrie Crampton:
“THAT, Schedule ‘C’ of Lanark County Tender #PW-C-11-2022-22-E0 – Shoulder Gravel be awarded to Arnott Brothers Construction;*
- AND THAT,** the Reeve and Clerk be authorized to sign the necessary documentation.”*
- xvii) **Report #C-2022-07 – Request to Close Portion of Unopened Road Allowance – Pearson.**
- Suggested Motion by Deputy Reeve Barrie Crampton/Councillor Gene Richardson:
“THAT, Council declares the portion of the unopened road allowance (approximately 800 feet) between Lots 18 & 19, Concession 5, North Burgess, north of Narrows Lock Road, 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 \$0.12 per square foot be accepted should the sale be finalized.”*
- xviii) **Report #C-2022-06 – Election – Lame Duck.**
- Suggested Motion by Councillor Gene Richardson/Councillor Beverley Phillips:
“THAT, Report #C-2022-06 – Election – Lame Duck, be received for information.”*

- xix) **Report #CBO-2022-03– Building Department Report – January – February 2022.**

*Suggested Motion by Councillor Beverley Phillips/Councillor Rob Rainer:
“THAT, Report #CBO-2022-03 – Building Department Report – January - February 2022 be received as information.”*

- xx) **22-02-23 – Council Communication Package.**

*Suggested Motion by Councillor Rob Rainer/Councillor RoxAnne Darling:
“THAT, the 22-02-23 Council Communication Package be received for information.”*

- xxi) **Funding Support for Infrastructure Projects – Bridge/Culvert Replacements in Rural Municipalities.**

*Suggested Motion by Councillor RoxAnne Darling/Councillor Mick Wicklum:
“THAT, the Council of the Corporation of Tay Valley Township requests the Federal and Provincial Government to provide more funding to rural municipalities to support infrastructure projects related to major bridge and culvert replacements, as well as major road projects;*

***AND THAT,** this resolution be forwarded to the Premier of Ontario, Provincial Minister of Finance, Federal Minister of Finance and AMO.”*

- xxii) **AMO: Call to Re-Examine Hospital Capital Funding.**

*Suggested Motion by Councillor Mick Wicklum/Councillor Fred Dobbie:
“WHEREAS, healthcare funding is a provincial and federal responsibility;*

***AND WHEREAS,** from 2009 to 2020 a total of \$415.4 million has been transferred from municipal operations to fund and build provincial hospitals:*

***AND WHEREAS,** remaining long-term commitments to hospitals stand at \$117.5 million (as of 2020), which will also be financed from municipal operations;*

***AND WHEREAS,** a hospital is one of many public services that contributes to healthy communities;*

***AND WHEREAS,** municipal contributions to provincial hospitals takes away from the resources available for other municipal services that contribute to the health and well-being of residents;*

***AND WHEREAS,** a community’s total contribution to local hospitals also includes the donations made by benevolent individuals, groups, and businesses along with municipal contributions;*

AND WHEREAS, a community's required local share is to pay 10% of capital construction costs and 100% of the cost of equipment, furniture, and fixtures, which includes medical equipment with big ticket prices: MRI machines, CT scanners, and x-ray machines;

AND WHEREAS, this translates to a 70% provincial share and 30% local share (individuals, groups, businesses, and municipalities) of the overall cost of provincial hospital operations and capital projects;

AND WHEREAS, the adoption of the "design-build-finance" hospital construction model (also known as alternative financing and procurement or P3 projects), has increased local share amounts because they now include the costs of long-term financing;

AND WHEREAS, equipment replacement needs are increasingly frequent and increasingly expensive with average equipment lifespan of just ten years;

AND WHEREAS, the Association of Municipalities of Ontario has highlighted the "local share" of hospital capital contributions as a major issue in its 2022 Pre-Budget Submission to the Standing Committee on Finance and Economic Affairs;

NOW THEREFORE BE IT RESOLVED THAT, the Council of the Corporation of Tay Valley Township does hereby call for a provincial re-examination of the "local share" hospital capital calculation methodology, to better reflect the limited fiscal capacity of municipalities, and the contributions to health care services they already provide to a community;

NOW THEREFORE BE IT FURTHER RESOLVED THAT, a copy of this resolution be hereby circulated to the Minister of Finance, the Minister of Health, the Minister of Municipal Affairs and Housing, and the Association of Municipalities of Ontario."

8. BY-LAWS

- i) **By-Law No. 2022-004 - Speeding Complaint Policy – attached, page 32.**

Suggested Motion by Councillor Fred Dobbie/Deputy Reeve Barrie Crampton: "THAT, By-Law No. 2022-004, being a by-law to adopt a Speeding Complaint Policy, be read a first, second and third time short and passed and signed by the Reeve and Clerk."

9. NEW/OTHER BUSINESS

None.

10. CALENDARING

Meeting	Date	Time	Location
Council Meeting	March 22 nd	5:30 p.m.	Virtual
Rideau Valley Conservation Authority Board Meeting	March 24 th	6:30 p.m.	Virtual
Committee of Adjustment Hearing	March 28 th	5:00 p.m.	Virtual
Green Energy and Climate Change Working Group Meeting	April 8 th	10:00 a.m.	Virtual
Public Meeting Zoning By-Law Amendment	April 12 th	5:30 p.m.	Virtual
Committee of the Whole Meeting	April 12 th	Following	Virtual
Committee of Adjustment Hearing	April 25 th	5:00 p.m.	Virtual
Council Meeting	April 26 th	5:30 p.m.	Virtual

11. CLOSED SESSIONS

None.

12. CONFIRMATION BY-LAW

- i) **By-Law No. 2022-005 - Confirmation By-Law – March 22nd, 2022 – attached, page 38.**

Suggested Motion by Deputy Reeve Barrie Crampton/Councillor Gene Richardson:

*“**THAT**, By-Law No. 2022-005, being a by-law to confirm the proceedings of the Council meeting held on March 22nd, 2022, be read a first, second and third time short and passed and signed by the Reeve and Clerk.”*

13. ADJOURNMENT

MINUTES

COUNCIL MEETING MINUTES

Tuesday, February 22nd, 2022
5:30 p.m.
GotoMeeting

ATTENDANCE:

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

Staff Present: Amanda Mabo, Acting CAO/Clerk
Janie Laidlaw, Deputy Clerk
Sean Ervin, Public Works Manager (left at 5:53 p.m.)
Noelle Reeve, Planner
Ashley Liznick, Treasurer

Regrets: Reeve, Brian Campbell

1. CALL TO ORDER

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

The Deputy Reeve overviewed the Video Conference 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) **Council Meeting – January 18th, 2022.**

RESOLUTION #C-2022-02-01

MOVED BY: Beverley Phillips
SECONDED BY: Rob Rainer

“**THAT**, the minutes of the Council Meeting held on January 18th, 2022, be approved as circulated.”

ADOPTED

ii) **“Special” Committee of the Whole Meeting – January 25th, 2022.**

RESOLUTION #C-2022-02-02

MOVED BY: Rob Rainer
SECONDED BY: RoxAnne Darling

“**THAT**, the minutes of the “Special” Committee of the Whole Meeting held on January 25th, 2022, be approved as circulated.”

ADOPTED

iii) **Committee of the Whole Meeting – February 8th, 2022.**

RESOLUTION #C-2022-02-03

MOVED BY: RoxAnne Darling
SECONDED BY: Mick Wicklum

“**THAT**, the minutes of the Committee of the Whole Meeting held on February 8th, 2022, be approved as circulated.”

ADOPTED

iv) **“Special” Committee of the Whole Meeting – February 15th, 2022.**

RESOLUTION #C-2022-02-04

MOVED BY: Mick Wicklum
SECONDED BY: Fred Dobbie

“**THAT**, the minutes of the “Special” Committee of the Whole Meeting held on February 15th, 2022, be approved as circulated.”

ADOPTED

5. DELEGATIONS & PRESENTATIONS

- i) **Delegation: Town of Perth – Recreation Facilities – *deferred to the Council meeting on March 22nd*.**
- ii) **Public Meeting - Request to Close Unopened Road Allowance – White.**

CLERK REVIEW OF FILE

- a. The Acting CAO/Clerk gave the PowerPoint Presentation – *attached, page 9.*
- b. APPLICANT COMMENTS
None.
- c. PUBLIC COMMENTS
None.

6. CORRESPONDENCE

None.

7. MOTIONS

- i) **Report #PD-2022-05 – Maberly Pines Update and Little Silver and Rainbow Lake Capacity Update.**

RESOLUTION #C-2022-02-05

MOVED BY: Fred Dobbie
SECONDED BY: Gene Richardson

“**THAT**, Report #PD-2022-05 – Maberly Pines Update and Little Silver and Rainbow Lake Capacity Update, be received for information.”

ADOPTED

- ii) **Report #PD-2022-06 – Hydrogeological Review Services to be Discontinued by Rideau Valley Conservation Authority.**

RESOLUTION #C-2022-02-06

MOVED BY: Gene Richardson
SECONDED BY: Beverley Phillips

“**THAT**, Report #PD-2022-06 – Hydrogeological Review Services to be Discontinued by Rideau Valley Conservation Authority, be received for information.”

ADOPTED

- iii) **Report #PD-2022-07 – Ministry Draft Sub Watershed Planning Guide.**

RESOLUTION #C-2022-02-07

MOVED BY: Beverley Phillips

SECONDED BY: Rob Rainer

“**THAT**, staff send a submission in support of the proposed Subwatershed Planning Guide to the Environmental Registry of Ontario.”

ADOPTED

- iv) **Report #PW-2022-01 – Roads Needs Study.**

RESOLUTION #C-2022-02-08

MOVED BY: Rob Rainer

SECONDED BY: RoxAnne Darling

“**THAT**, a Request for Proposal for a Roads Needs Study be issued.”

ADOPTED

- v) **Report #C-2022-04 – Request to Close Portion of Unopened Road Allowance – McLuckie.**

RESOLUTION #C-2022-02-09

MOVED BY: RoxAnne Darling

SECONDED BY: Mick Wicklum

“**THAT**, the Request to Close a Portion of an Unopened Road Allowance – McLuckie between Concession 3 & 4, Part Lot 16, North Burgess be put on hold until the Zoning By-Law infractions and unauthorized entrance have been resolved and are in conformity.”

ADOPTED

- vi) **Report #C-2022-05 – Council Chamber Projector Upgrade.**

RESOLUTION #C-2022-02-10

MOVED BY: Mick Wicklum

SECONDED BY: Fred Dobbie

“**THAT**, Nova Visual Products be retained to replace the projectors in the Council Chambers with 20,000-hour rated laser-based lamp projectors at an upset limit of \$9,945 plus HST;

THAT, section 7.2 of the Procurement Policy be waived;

AND THAT, the amount be funded from the Modernization Funds.”

ADOPTED

Public Works Manager left at 5:53 p.m.

vii) **Report #CBO-2022-02– Building Department Report – January 2022.**

RESOLUTION #C-2022-02-11

MOVED BY: Fred Dobbie
SECONDED BY: Gene Richardson

“**THAT**, Report #CBO-2022-02 – Building Department Report – January 2022 be received as information.”

ADOPTED

viii) **22-01-19 and 22-02-02 – Council Communication Packages.**

RESOLUTION #C-2022-02-12

MOVED BY: Gene Richardson
SECONDED BY: Beverley Phillips

“**THAT**, the 22-01-19 and 22-02-02 Council Communication Packages be received for information.”

ADOPTED

ix) **Official Plan Review and Update – Growth Management Options.**

The Planner confirmed that Council will see the version of the draft Official Plan that will be presented to the public. The Planner also confirmed that the majority of Council were looking to maintain the severance date and number of severances permitted, that will also be reflected in the red line version to be reviewed by Council before going to the public. The red line version will remove wording and have new wording added and Council will approve those before it goes to the public. Council members requested to receive a hard copy of the red line version.

RESOLUTION #C-2022-02-13

MOVED BY: Beverley Phillips
SECONDED BY: Rob Rainer

“**THAT**, Council consider the following, to be discussed during the red-line version of the proposed Official Plan update:

- introducing wording to clarify and promote cluster lot development and subdivisions as the preferred source of lot creation;
- introducing wording to have as many options available as possible for cluster lot development or subdivisions including the possibility of allowing more lots if tiny homes, open space and playgrounds, etc. are required as part of these types of development;
- adopting a definition of strip development;

- adopting more robust wording in the Official Plan to screen development from view, or increase setbacks from Township roads, requiring the development of new lots to be subject to site plan control, where needed, to maintain trees and vegetation to help protect the rural landscape;
- requiring a financial impact analysis of development proposed on unopened road allowances, which could include a policy to make it cost recoverable;

THAT, these considerations be brought forward as part of the public review;

THAT, all of the options related to the number of severances and the date from which severances can be taken be brought forward to the public as part of the public review for their feedback;

AND THAT, following the current update to the Official Plan, Council consider initiating a Comprehensive Review under the Planning Act of the Hamlet boundaries to identify potential preferred locations for growth by consolidating the vacant land potential scattered among the 8 Hamlets into one or two Hamlets to provide a threshold of development that could support a small grocery store or micro-transit (vans) to larger centres (Perth or Sharbot Lake).”

ADOPTED

8. BY-LAWS

- i) **By-Law No. 2022-002: Joint Compliance Audit Committee – Terms of Reference.**

RESOLUTION #C-2022-02-14

MOVED BY: Rob Rainer

SECONDED BY: RoxAnne Darling

“**THAT**, By-Law No. 2022-002, being a by-law to adopt the Joint Lanark County 2022 Election Compliance Audit Committee – Terms of Reference, be read a first, second and third time short and passed and signed by the Deputy Reeve and Clerk.”

ADOPTED

9. NEW/OTHER BUSINESS

None.

10. CALENDARING

Meeting	Date	Time	Location
Rideau Valley Conservation Authority Board Meeting	February 24 th	6:30 p.m.	Virtual
Green Energy & Climate Change Working Group Meeting	February 25 th	10:00 am.	Virtual
Committee of Adjustment Hearing	February 28 th	5:00 p.m.	Virtual
Public Meeting Zoning By-Law Amendment	March 8 th	5:30 p.m.	Virtual
Committee of the Whole Meeting	March 8 th	Following	Virtual
Council Meeting	March 22 nd	5:30 p.m.	Virtual

11. CLOSED SESSIONS

None.

12. CONFIRMATION BY-LAW

- i) **By-Law No. 2022-003 - Confirmation By-Law – February 22nd, 2022.**

RESOLUTION #C-2022-02-15

MOVED BY: RoxAnne Darling
SECONDED BY: Mick Wicklum

“**THAT**, By-Law No. 2022-003, being a by-law to confirm the proceedings of the Council meeting held on February 22nd, 2022, be read a first, second and third time short and passed and signed by the Deputy Reeve and Clerk.”

ADOPTED

13. ADJOURNMENT

Council adjourned at 6:05 p.m.

COMMITTEE OF THE WHOLE MINUTES

Tuesday, March 8th, 2022
5:30 p.m.
GoToMeeting

ATTENDANCE:

Members Present: Chair, Deputy Reeve Barrie Crampton
Councillor Rob Rainer
Councillor Fred Dobbie
Councillor Gene Richardson (left at 7:52 p.m.)
Councillor Mick Wicklum
Councillor Beverley Phillips
Councillor RoxAnne Darling

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

Regrets: Reeve Brian Campbell

1. CALL TO ORDER

The meeting was called to order at 6:34 p.m.
The Reeve conducted Roll Call.
A quorum was present.

2. AMENDMENTS/APPROVAL OF AGENDA

The agenda was adopted as presented.

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

None at this time.

4. APPROVAL OF MINUTES OF PUBLIC MEETINGS

None.

5. DELEGATIONS & PRESENTATIONS

i) **Presentation – Annual Waste Site Reports.**

Mark Priddle, P.Geo., FGC
Senior Consultant, McIntosh Perry

M. Priddle gave a PowerPoint Presentation – *attached, page 15.*

Councillor Dobbie asked about the fill area and if the slope will be 3:1, what the peak elevation will be and when should the Township be looking at a transfer station? The Consultant confirmed that yes it will be a 3:1 slope currently, the Ministry is not looking for 4:1 or less, there is no erosion with that slope, there is a slim chance they will want it changed. The peak elevation is 9m. There is 25 years left in the site and the dwellings on the property will have to be moved at some point because the area they are on now is for future landfill.

ii) **Report #PW-2022-007 – Waste Disposal Site Annual Reports.**

Recommendation to Council:

“**THAT**, Report #PW-2022-07 – 2021 Waste Disposal Site Annual Report be received as information;

AND THAT, staff be directed to submit the 2021 Annual Reports for the Glen Tay, Maberly and Stanleyville sites to the Ministry of the Environment, Conservation and Parks before the March 31st, 2022 deadline, to be in conformity with the Certificates of Approval for each site.”

6. PRIORITY ISSUES

i) **Report #PD-2022-09 – Severance Application – Cook (B21-120/121/122).**

Recommendation to Council:

“**THAT**, the Council of Tay Valley Township recommend to the Land Division Committee of Lanark County that the Severance Applications for Cook B21/120/121/122 (Con 4, Part Lot 12, geographic Township of Bathurst), for three new lots be approved subject to the following conditions:

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

That, the applicant pays any outstanding fees to the Township prior to final approval;

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

That, payment for each lot shall be made to Tay Valley Township representing Cash-in-Lieu of Parklands;

That, the lot proposed in B21/120 be subject to a development agreement that identifies a development envelope for a dwelling 30m from the wetland; indicates that a permit from the RVCA will be required to cross the stream/wetland with a driveway; and that no development will occur in the wetland. The lot proposed in B21/122 also be subject to a development agreement to delineate a developable envelope south of the marine/leda clays on the property;

That, the applicant shall obtain entrance permits and Civic Address Numbers for the severed lots from the Township; and

That, sufficient lands shall be dedicated to the Township along the frontage of the lots to be severed in order to meet the Township's road widening requirements at no cost to the Township, if required. These requirements may also include sight triangles on parcels adjacent to existing public or private roads."

ii) **Report #PD-2022-10 – Severance Application – Berga and Hall (B21/168/169).**

Recommendation to Council:

“THAT, the Council of Tay Valley Township recommend to the Land Division Committee of Lanark County that the Severance Applications for Concession 5 Lot, 1 geographical Township of North Burgess known as 445 Winton Lane (Roll Number 91102502400), for two lot additions be approved subject to the following conditions:

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

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

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

That, the undersized lot area be recognized through minor variances or zoning amendments for the lots created by the lot additions from B21/168 and 169.”

iii) **Report #PD-2022-11 – Severance Application – Jacob and Lindstrom (B21/194).**

Recommendation to Council:

“**THAT**, the Council of Tay Valley Township recommend to the Land Division Committee of Lanark County that the Severance Application for Lorna Jacobs and Terry Lindstrom B21/194 (Concession 6, Part Lot 5 and 6 geographic Township of North Burgess) roll number 091191101000120, 102 Lee Trail Lane for an easement for utility purposes in favour of lands at 179 Lee Trail Lane, owned by Griff Jones, be approved subject to the following conditions:

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

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

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

iv) **Report #PD-2022-12 – Severance Application – Lee (B21/193).**

Recommendation to Council:

“**THAT**, the Council of Tay Valley Township recommend to the Land Division Committee of Lanark County that the Severance Application for Regan Lee B21/193 (Concession 6, Part Lot 6 geographic Township of North Burgess) roll number 091191101000100, 364 Blair Poole Lane for an easement for utility purposes in favour of lands at 179 Lee Trail Lane, owned by Griff Jones, be approved subject to the following conditions:

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

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

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

v) **Report #PD-2022-13 – Follow-Up to ROMA Delegation with Minister of Energy Community Net Metering to Support Community-Based Energy Systems in Rural Areas.**

Recommendation to Council:

“**THAT**, the Council of the Corporation of Tay Valley Township request the Province to:

- i) amend the Ontario Regulation for Net Metering to allow demonstration of community net metering projects with multiple account holders so that smaller and remote communities can participate in small scale & distributed generation of electricity;
- ii) provide access through community net metering for residents in Tay Valley Township and other rural communities who cannot sell power back to the Hydro One electrical grid due to Hydro’s infrastructure deficiencies; and
- iii) permit both commercial and non-profit entities to operate generation or storage and play a lead role in forming net metering community groups.”

vi) **Report #PD-2022-14 – One-Foot Reserve Along a Township Road.**

Councillor Phillips asked when the delegation came to Council was the construction on the road already started and if so, did they need to have insurance? The Acting CAO/Clerk explained that development in the Township has increased in the last year and there has been requests to build roads on unopened road allowances where the Township would assume the road when it was built to the municipal standard, the Township has not had to deal with these types of development requests before and now have three (3) on the go and some have already been completed. There has been a standard agreement for these scenarios, no matter who develops the road, a private landowner or the Township the same requirements are needed, the design of the road, approvals from the Conservation Authorities, possibly ministry involvement, insurance requirements etc. The developer that came to Council as a delegation regarding cost recovery had put in a base in order to get their equipment down the unopened road allowance in order to drill bore holes to understand what the ground was and some trees were removed and gravel was put in to get the trucks in to do that, they did provide the necessary insurance requirements.

The Acting CAO/Clerk explained that Council is not discussing the specific project on the North Burgess 8th Concession, there has been other requests for cost recovery, the Guideline is pro development, it is difficult for one individual to build a road and there are a number of unopened road allowances at the end of opened maintained Township roads with lots suitable for development. The hindrance is for the first person that wants to develop to pay all the cost to build the road. There are other Townships that follow this Guideline, the Township would be the administrator of the agreement, Council needs to decide if the first person to develop pays for it all or adopt the Guideline which would allow the

developer to possibly recoup some of the cost as other landowners on the road develop later.

Councillor Phillips mentioned that the Private Unassumed Roads Working Group has discussed this by email today and some of them feel there is no difference between a private unassumed road and an unopened road allowance, issues are common to both and there seems to be an overlap on what the Working Group is working on and this. The Acting CAO/Clerk discussed that there were emails prior to the one Council received and that the Reeve had replied that he agreed that unopened road allowances are not under the mandate of the Private Unassumed Roads Working Group, the issue tonight is for Council to establish a Guideline for landowners to recoup some costs when they bring an unopened road allowance up to municipal standards.

The Committee agreed to move this item forward to Council for further discussion.

Recommendation to Council:

“**THAT**, a One-foot Reserve Guideline for previously unopened road allowances that are assumed into the Township Road system be approved.”

vii) **Report #FIN-2022-01 – 2021 Statement of Remuneration and Expenses.**

Recommendation to Council:

“**THAT**, Report #FIN-2022-01 - 2021 Statement of Remuneration and Expenses be received as information.”

viii) **Report #FIN-2022-02 – 2021 Development Charges Statement.**

Recommendation to Council:

“**THAT**, Report #FIN-2022-02 - 2021 - Development Charges Statement be received as information.”

ix) **Report #FIN-2022-03 – 2021 Investment Report.**

Recommendation to Council:

“**THAT**, Report #FIN-2022-03 – 2021 Investment Report be received as information.”

x) **Report #FIN-2022-04 – 2021 Planning Act Financial Reporting for Parkland.**

The Public Works Manager clarified that the 165km in the report should be 165m.

Recommendation to Council:

“**THAT**, Report #FIN-2022-04 – 2021 Planning Act Financial Reporting for Parkland be received as information.”

xi) **Report #PW-2022-02 – Pavement Markings – Tender Award.**

Recommendation to Council:

“**THAT**, Lanark County Tender #PW-M-32-2022-22-E2 – Supply and Application of Water Based Traffic Paint for Pavement Markings be awarded to Trillium Pavement Marking in the amount of \$26,342.04.00 plus H.S.T.;

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

xii) **Report #PW-2022-03 – Glen Tay Road and Anglican Church Road – Tender Award.**

Recommendation to Council:

“**THAT**, Schedule ‘G’, Glen Tay Road and ‘H’, Anglican Church Road, of Lanark County Tender #PW-C-12-2022-22-E0– Micro-surfacing be awarded to Miller Paving Limited;

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

xiii) **Report #PW-2022-04 – Zealand Road Culver Replacement – Tender Award.**

Recommendation to Council:

“**THAT**, Tender #2022-PW-002– Zealand Road Culvert Replacement be cancelled;

AND THAT, staff complete the work in-house.”

xiv) **Report #PW-2022-05 – Cameron Side Road Rehabilitation – Tender Award.**

Recommendation to Council:

“**THAT**, Schedule “B” of Tender #PW-C-01-2022-22-E0 for the Rehabilitation of Cameron Side Road and the replacement of the Bathurst 5th Concession Culvert be awarded to Crains’ Construction Limited in the amount of \$730,926.50 plus H.S.T.;

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

xv) **Report #PW-2022-06 – Shoulder Gravel Harper Road – Tender Award.**

Recommendation to Council:

“**THAT**, Schedule ‘C’ of Lanark County Tender #PW-C-11-2022-22-E0 – Shoulder Gravel be awarded to Arnott Brothers Construction;

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

Councillor G. Richardson left at 7:52 p.m.

xvi) **Report #C-2022-07 – Request to Close Portion of Unopened Road Allowance – Pearson.**

Recommendation to Council:

“**THAT**, Council declares the portion of the unopened road allowance (approximately 800 feet) between Lots 18 & 19, Concession 5, North Burgess, north of Narrows Lock Road, 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 \$0.12 per square foot be accepted should the sale be finalized.”

xvii) **Report #C-2022-08 – Speeding Compliant Policy.**

Recommendation to Council:

“**THAT**, the Speeding Complaint Policy be adopted;

AND THAT, the necessary by-law be brought forward at the next Council meeting.”

xviii) **Report #C-2022-06 – Election – Lame Duck.**

Recommendation to Council:

“**THAT**, Report #C-2022-06 – Election – Lame Duck, be received for information.”

xix) **Report #CBO-2022-03– Building Department Report – January – February 2022.**

Councillor Rainer asked due to the development increase last year could another column be added to compare this year to last year? The Planner will check with the GIS provider.

Recommendation to Council:

“**THAT**, Report #CBO-2022-03 – Building Department Report – January - February 2022 be received as information.”

7. CORRESPONDENCE

i) **22-02-23 – Council Communication Package.**

Recommendation to Council:

“**THAT**, the 22-02-23 Council Communication Package be received for information.”

ii) **Funding Support for Infrastructure Projects – Bridge/Culvert Replacements in Rural Municipalities.**

Recommendation to Council:

“**THAT**, the Council of the Corporation of Tay Valley Township requests the Federal and Provincial Government to provide more funding to rural municipalities to support infrastructure projects related to major bridge and culvert replacements, as well as major road projects;

AND THAT, this resolution be forwarded to the Premier of Ontario, Provincial Minister of Finance, Federal Minister of Finance and AMO.”

iii) **AMO: Call to Re-Examine Hospital Capital Funding.**

Recommendation to Council:

“**WHEREAS**, healthcare funding is a provincial and federal responsibility;

AND WHEREAS, from 2009 to 2020 a total of \$415.4 million has been transferred from municipal operations to fund and build provincial hospitals:

AND WHEREAS, remaining long-term commitments to hospitals stand at \$117.5 million (as of 2020), which will also be financed from municipal operations;

AND WHEREAS, a hospital is one of many public services that contributes to healthy communities;

AND WHEREAS, municipal contributions to provincial hospitals takes away from the resources available for other municipal services that contribute to the health and well-being of residents;

AND WHEREAS, a community’s total contribution to local hospitals also includes the donations made by benevolent individuals, groups, and businesses along with municipal contributions;

AND WHEREAS, a community’s required local share is to pay 10% of capital construction costs and 100% of the cost of equipment, furniture, and fixtures, which includes medical equipment with big ticket prices: MRI machines, CT scanners, and x-ray machines;

AND WHEREAS, this translates to a 70% provincial share and 30% local share (individuals, groups, businesses, and municipalities) of the overall cost of provincial hospital operations and capital projects;

AND WHEREAS, the adoption of the “design-build-finance” hospital construction model (also known as alternative financing and procurement or P3 projects), has increased local share amounts because they now include the costs of long-term financing;

AND WHEREAS, equipment replacement needs are increasingly frequent and increasingly expensive with average equipment lifespan of just ten years;

AND WHEREAS, the Association of Municipalities of Ontario has highlighted the “local share” of hospital capital contributions as a major issue in its 2022 Pre-Budget Submission to the Standing Committee on Finance and Economic Affairs;

NOW THEREFORE BE IT RESOLVED THAT, the Council of the Corporation of Tay Valley Township does hereby call for a provincial re-examination of the “local share” hospital capital calculation methodology, to better reflect the limited fiscal capacity of municipalities, and the contributions to health care services they already provide to a community;

NOW THEREFORE BE IT FURTHER RESOLVED THAT, a copy of this resolution be hereby circulated to the Minister of Finance, the Minister of Health, the Minister of Municipal Affairs and Housing, and the Association of Municipalities of Ontario.”

8. COMMITTEE, BOARD & EXTERNAL ORGANIZATION UPDATES

- i) **Green Energy and Climate Change Working Group.**
Deputy Reeve Barrie Crampton and Councillor Rob Rainer.

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

Councillor Rainer reported that the Working Group discussed things that the Township should do in the future and suggested that future budgets have a line item for Climate Change Action.

- 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) **Fire Board** – *deferred to the next meeting.*
Councillor RoxAnne Darling, Councillor Fred Dobbie, Councillor Mick Wicklum.

iv) **Library Board** – *deferred to the next meeting.*
Councillor Rob Rainer.

v) **Police Services Board.**
Reeve Brian Campbell.

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

vi) **County of Lanark.**
Reeve Brian Campbell and Deputy Reeve Barrie Crampton.

- encourage Council members to look at the Corporate Services Agenda for the March 9, 2022 meeting, the County is discussing live streaming of meetings on a permanent basis
- the Warden sent a letter to the Premier that the actions of Randy Hillier do not reflect the views of Lanark County
- the public works department approved a number of tenders and mentioned that Tay Valley Township has participated in related projects to get better pricing

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

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

viii) **Rideau Valley Conservation Authority Board.**
Councillor Gene Richardson.

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

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

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

ix) **Committee of Adjustment.**

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

9. CLOSED SESSION

None.

10. DEFERRED ITEMS

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

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

11. ADJOURNMENT

The Committee adjourned at 8:03 p.m.

BY-LAWS

THE CORPORATION OF TAY VALLEY TOWNSHIP

BY-LAW NO. 2022-004

SPEEDING COMPLAINT POLICY

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

AND WHEREAS, Section 5 (3) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that a municipal power, including a municipality's capacity, rights, powers and privileges under Section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS, the Council of the Tay Valley Township deems it expedient to establish a consistent process upon which to address speeding complaints;

AND WHEREAS, the Ontario Provincial Police and the Tay Valley Police Services Board has been consulted and endorse the Speeding Complaint Policy;

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

1. GENERAL REGULATIONS

1.1 **THAT**, the Speeding Complaint Policy, attached hereto as Schedule "A", be adopted.

2. ULTRA VIRES

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

3. EFFECTIVE DATE

ENACTED AND PASSED this 22nd day of March, 2022.

Brian Campbell, Reeve

Amanda Mabo, Clerk

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2022-004**

SUBJECT: SPEEDING COMPLAINT POLICY

1.0 PURPOSE

This policy provides a consistent and uniform process to respond to speeding complaints.

2.0 LEGISLATIVE AUTHORITY

Section 11(1) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that a lower-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public.

3.0 SCOPE

3.1 This policy applies to speeding complaints on Township Roads.

3.2 This policy does not apply to speeding complaints pertaining to specific drivers and vehicles.

4.0 DEFINITIONS

“85th Percentile Speed” – shall mean the speed at which 85% of traffic travels at or below on a given Township Road.

“Complainant” – the person who is dissatisfied and filing the complaint.

“Monitoring Device” – shall include, but not be limited to, traffic counters and an electronic speed sign.

“Municipality” – shall mean the Corporation of Tay Valley Township.

“Speeding Concern” – shall mean that if the 85th Percentile Speed on a Township Road posted/unposted as 80 km/h is above 10 km/h of the posted or unposted speed limit it shall be deemed a Speeding Concern. If the 85th Percentile Speed on a Township Road posted/unposted as less than 80 km/h is above 8 km/h of the posted or unposted speed limit it shall be deemed a Speeding Concern.

“Township Road (Municipal Road)” – shall mean a road within the Municipality that has been designated as a Township Road in the current Road Naming By-Law.

5.0 INITIAL SPEEDING COMPLAINT

5.1 Receipt of Compliant

5.1.1 All speeding complaints received by the Township will be reported using the Complaint Form on the Municipal Website.

5.1.2 The following information is required to process the complaint:

- Name, address and contact information of the Complainant
- Date and time of received complaint
- Location of perceived speeding issue
- Approximate frequency of perceived speeding incidents as determined by the Complainant (i.e. daily occurrence, only weekends, summer months).

5.2 Acknowledgement

Complaints shall be submitted to the Clerk's Office. Upon receipt, the complaint will be given a tracking number and will be acknowledged in writing within 7 (seven) calendar days.

5.3 Traffic Monitoring and Reporting

5.3.1 Upon receipt of a complaint, the Clerk's Office shall coordinate with the Public Works Department to schedule a time to monitor the Township Road with a Monitoring Device.

5.3.2 The Township Road that is the subject of the speeding complaint shall be monitored for a minimum of seven (7) days.

5.3.3 The following information shall be collected and recorded:

- Location of Monitoring Device (longitude, latitude);
- Beginning and end date of monitoring; and
- Traffic counts and speeds.

5.3.4 Traffic reports shall be created using the appropriate software and may include:

- Speed Data Analysis Report
- Police Graphs Report
- Tabular Report
- Data Summary Report
- Enforcement Evaluation Report

5.4 Communication of Findings

5.4.1 The results of the monitoring will determine the next steps to be taken. Scenario 1 and 2 below define the possible outcomes of the monitoring:

Scenario 1:

If a Speeding Concern is not identified, no further action will be taken.

Scenario 2:

If a Speeding Concern is identified, all traffic monitoring reports shall be sent to the OPP for review and enforcement-based considerations. Members of the Tay Valley Police Services Board will also be copied on the communication to the OPP.

5.4.2 For areas identified as a Speeding Concern, the OPP will report the outcome of enforcement initiatives to the Municipality.

5.4.3 Under both scenarios, the Complainant will be notified and offered copies of the traffic monitoring reports generated. The notification shall contain a summary of the measures taken and the decisions that have been made as a result of the complaint. The complaint will then be considered closed.

5.4.4 The traffic monitoring reports shall be valid for a six (6) month period.

5.4.5 Additional Complaints for the same section of road within the six (6) month period shall be forwarded the notification and traffic monitoring reports generated by the original Complaint.

6.0 SUBSEQUENT SPEEDING COMPLAINT

6.1 Receipt of Complaint

6.1.1 If a second speeding complaint is received after the expiry of the six (6) month period, the Monitoring Device will be deployed again subject to Sections 5.3.2, 5.3.3 and 5.3.4.

6.2 Communication of Findings

6.2.1 The results of the monitoring will determine the next steps to be taken. Scenario 1 and 2 below define the possible outcomes of the monitoring:

Scenario 1:

If a Speeding Concern is not identified, no further action will be taken.

Scenario 2:

If a Speeding Concern is identified, a resource-based approach will be utilized with such measures as:

- the deployment of the Monitoring Device as a mitigation measure for a minimum of two (2) weeks and a maximum of four (4) weeks; and
- review by the OPP of all information and reports related to the Speeding Concern to determine additional enforcement-based considerations; and
- other measures as they become available may also be considered by the Public Works Department.

6.2.2 For areas identified as a Speeding Concern, once additional enforcement initiatives have been undertaken the OPP will report the outcome to the Municipality.

6.2.3 Under both scenarios, the Complainant will be notified and offered copies of the traffic monitoring reports generated. The notification shall contain a summary of the measures taken and the decisions that have been made as a result of the complaint. The complaint will then be considered closed.

6.2.4 The traffic monitoring reports shall be valid for a six (6) month period.

6.2.5 Additional Complaints for the same section of road within the six (6) month period shall be forwarded the notification and traffic monitoring reports generated by the original Complaint.

7.0 THIRD SPEEDING COMPLAINT

7.1 Receipt of Complaint

7.1.1 If a third speeding complaint is received after the expiry of the second six (6) month period, the Monitoring Device will be deployed again subject to Sections 5.3.2, 5.3.3 and 5.3.4.

7.2 Communication of Findings

7.2.1 The results of the monitoring will determine the next steps to be taken. Scenario 1 and 2 below define the possible outcomes of the monitoring:

Scenario 1:

If a Speeding Concern is not identified, no further action will be taken.

Scenario 2:

If a Speeding Concern is identified, The Public Works Manager shall consider various traffic calming measures for Council consideration (i.e. speed limit reduction, signage, physical traffic calming equipment, design related mitigations, or other engineering or legislative options available to Council). In consultation with the Police Services Board, the Public Works Manager shall prepare a report to Council with a recommendation on the next steps to be taken.

- 7.2.2 Under both scenarios, the Complainant will be notified and offered copies of the traffic monitoring reports generated. The notification shall contain a summary of the measures taken and the decisions that have been made as a result of the complaint. The complaint will then be considered closed.

8.0 RECORDS MANAGEMENT AND PRIVACY

All records relating to the complaint shall be maintained in accordance with the Municipality's record retention schedule.

During the complaints process, all Municipal employees shall adhere to all applicable legislation regarding privacy in accordance with the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA). Complainants should be aware that certain circumstances may indirectly identify them during an investigation.

9.0 ACCOUNTABILITY FRAMEWORK

The Clerk is responsible for ensuring compliance with this policy.

10.0 POLICY REVIEW

This policy shall be reviewed as required.

11.0 REFERENCES

Forms

Complaint Form

Policies and Procedures/Documents

Complaint Policy

THE CORPORATION OF TAY VALLEY TOWNSHIP

BY-LAW NO. 2022-005

A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF TAY VALLEY TOWNSHIP AT ITS MEETING HELD ON MARCH 22ND, 2022

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

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

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

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

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

1. GENERAL REGULATIONS

- 1.1 **THAT**, the actions of the Council of the Corporation of Tay Valley Township at its meeting held on the 22nd day of March, 2022 in respect of each motion and resolution passed and other action taken by the Council of the Corporation of Tay Valley Township at its meeting is hereby adopted and confirmed as if all such proceedings were expressly embodied in this By-Law.
- 1.2 **THAT**, the Reeve and Proper Signing Official of the Corporation of Tay Valley Township are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the Corporation of Tay Valley Township referred to in the preceding section hereof.
- 1.3 **THAT**, the Reeve and/or Deputy Reeve and Clerk and/or Deputy Clerk are hereby authorized and directed to execute all documents necessary in that behalf and to affix thereto the Seal of the Corporation of Tay Valley Township.

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2022-005**

2. ULTRA VIRES

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

3. EFFECTIVE DATE

ENACTED AND PASSED this 22nd day of March 2022.

Brian Campbell, Reeve

Amanda Mabo, Clerk